

**Minutes of the 153rd Port Ludlow Drainage District
Regularly Scheduled Meeting
Thursday June 9, 2011 10:00 a.m.**

~ Approved~

Call to order: The 153rd regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by Chair Commissioner Walter Cairns at 10:00 a.m.

Attendance: Present were Chair Commissioner Walter Cairns, Secretary Commissioner Dwayne Wilcox, Engineer Nancy Lockett and Administrative Assistant Susan Bartkus. Treasurer Commissioner Leland Amundson was absent. Guests present were Dick Atkins, Bud Kerns, Dick Regan, Katie and Mel Smith.

Minutes: Commissioner Wilcox made a motion to approve the minutes of the special May 5, 2011 site visit meeting to view beach facilities, and the regular Meeting Minutes of May 12, 2011; motion was seconded by and carried by Commissioner Cairns. Motion approved 2-0.

Expenses: By a motion made Commissioner Cairns voted to approve Drainage District expenses that accrued from May 11, 2011 to June 8, 2011 for a total of \$18,583.18, motion was seconded and carried by Commissioner Wilcox. Motion approved 2-0. Chair Commissioner Cairns noted that PLDD's first payment for the Public Works Trust Fund Loan (PWTFLL) was made this past month, thereby causing a larger than average monthly expense for the district (this for design portion of the Rainier/Oak Bay Project).

VOUCHER	VENDOR	AMOUNT
11-032	GRAY & OSBORNE	3,543.13
11-033	LMC	652.20
11-034	WALTER CAIRNS	180.00
11-035	PUBLIC WORKS BOARD	12,192.19
11-036	DWAYNE WILCOX	186.12
11-037	LEE AMUNDSON	1,092.00
11-038	SUSAN BARTKUS	330.23
11-039	VIRGINIA BROWN	407.31

District Financial Standing as of May 11, 2011:

PLDD Cash Acct	\$ 180,747.39
PLDD Reserve Acct	\$ 40,000.00
PLDD Interest Income Reserve Fund	\$ 6,117.80
Expenses - Current month (above)	\$ (18,583.18)
Net TOTAL All Accts	<u>\$ 208,282.01</u>
Special Assessment 2011	\$ 167,600.00
Paid to Date	\$ 89,232.87
Unpaid (remaining)	\$ 78,367.13

Public Forum: (4:00) Dick Atkins, resident of Jackson Lane, asked Commissioners for advisement concerning a problem he's having with his gutters plugging up. Mr. Atkins stated

that his home was built in 1978 and he doesn't think there's any drainage to the street. Commissioner Cairns advised Mr. Atkins that he needed piping to a street ditch, and that since this was his personal property it wasn't something that the PLDD could resolve for him, Commissioners recommended Joe Thompson of Olympic Tree Service. Engineer Lockett gave Mr. Atkins a contact number for Joe Thompson, who would be able to look at Mr. Atkins property and perform whatever work would be needed.

Old Business:

1. (6:30) Chair Commission Cairns commented that the **Rainier to Oak Bay Project** would temporarily be off the meeting agendas, until the PLDD was ready to proceed. Engineer Lockett reported that the PWTF Board had appropriated \$342, 000,000.00 for projects, which would be made available in June of 2012, and that the PLDD construction application for Rainier to Oak Bay had been approved. Engineer Lockett recommended that advertising be done in early spring, with bids being obtained at that time, with the construction to begin in the summer. Ms. Lockett further reported that design plans are about 80% complete. Commissioner Wilcox asked if access would need to be obtained through private properties. Engineer Lockett reported that the hope is to start at the top and direct the stream into the Greenbelt thereby avoiding access through private properties, but if needed easements would be sought. Ms. Lockett answered other concerns from the Commissioners and audience. Resident Bud Kerns asked if this project would be publicized, noting that it would be good for residents to know how much this loan is saving. Commissioner Cairns relayed that at ½% interest over 20 years, in comparison to the going rate of at least 4-5% it was a very good rate, and that publicizing was a good idea, either by PLDD website, through a mailer, or in the Port Ludlow Voice.
2. (13:11) Commissioner Cairns commented that regarding the **North Bay II Project**, he would like to establish a bid date so work could be performed prior to bad weather. Engineer Lockett reported that she would be viewing the site the day of this meeting and that obtaining bids from 3-5 contractors would be her recommendation, anticipating that this could be done prior to the end of the month. Engineer Lockett will be sent an electronic copy of the small works, and engineering rosters from assistant Bartkus.
3. (15:32) Engineer Lockett reported that survey work would be done in July for the **Forrester/Trader Lane Project**. Commissioner Cairns and Ms. Lockett discussed the area and various methods to solve water accumulation issues on properties in the area.
4. (17:08) Engineer Lockett reported that she would be meeting with Joe Thompson this day to view the maintenance work to be done near the **Harry property on McCurdy Lane**, Port Ludlow lot # 2-3-129, to resolve a clogged drain needing clearing.
5. (18:10) Engineer Lockett reported that she would be meeting with Monte Reinders of Jefferson County Public Works Department this day to discuss the **Wohlman/ Baldwin Lane** drainage issue. Commissioner Cairns asked about plugging the culvert, with Ms. Lockett noting that the county probably won't go for that solution because they want overflow capability, other solutions were examined.
6. (20:29) Commissioner Wilcox reported that he and Engineer Lockett had visited the home of **Mr. Platzer, at 630 Pioneer** (he had formerly contacted the PLDD regarding

curtain drains near the Kehele Park tennis courts that are not sufficiently processing drainage, thereby causing his lawn to become saturated and boggy). Engineer Lockett noted that it was surface run-off, not coming from the trail, and that Mr. Platzer's property was lower than the rest of the area, thus the problem was location.

New Business:

- (22:00) Chair Commissioner Cairns reported receiving the resignation of Treasurer Commissioner Leland Amundson, prior to this day's meeting Chair Cairns had distributed copies to Jefferson County officials. Chair Cairns noted that Commissioner Amundson had served with dedication as PLDD Commissioner for seven (7) years without missing a meeting. Commissioner Secretary Wilcox made a motion to accept the resignation of Commissioner Treasurer Leland Amundson with thanks for his years of service; Chair Commissioner Cairns seconded the motion. Motion carried 2-0.
- (24:00) Chair Cairns made a motion to nominate Richard Regan, resident and former PLDD Commissioner, to fill the vacancy position on the Commission until the election time of 2012, motion was seconded by Secretary Commissioner Wilcox. Motion carried 2-0. Mr. Regan agreed to fill the vacancy, a draft of this day's meeting minutes will be forwarded to Mr. Regan, allowing him to go to the County Courthouse and be sworn in by Auditor Donna Eldridge.
- (26:34) Engineer Lockett distributed to Commissioners a Pan Geo report by Siew Tan, Geotechnical Engineer, of the recent site visits (which will be posted with these minutes).

Commissioner's Reports and Comments:

- (28:00) Commissioner elect Richard Regan asked that design plans to date for the Rainier to Oak Bay project be brought to the July 2011 PLDD meeting for review
- (29:00) Commissioner Secretary Wilcox reported that the PLDD website has been brought completely up to date.
- (29:56) Commissioner Secretary Wilcox reported meeting with Olympic Water & Sewer (OWSY) at the diffuser. OWSY showed Commissioner Wilcox photographs of the area, showing soil areas that appeared dark and then became lighter when rains had abated. OWSY relayed to Commissioner Wilcox that they don't necessarily TV camera the lines. Further matters concerning the area were discussed among the Commissioners, including that no odors were detected at all, indicating that the saturation could in no way be due to sewer line seepage.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday July 14, 2011 at 10:00 a.m., at the Beach Club in the Bay View Room.

The June 9, 2011 regular meeting of the Port Ludlow Drainage District adjourned at 10:36 a.m.

Respectfully Submitted:
Susan Bartkus, Administrative Assistant

Approved:

Walter Cairns
Drainage District
Chair Commissioner

Approved:

Richard Regan
Drainage District
Treasurer Commissioner Elect

Approved:

Dwayne Wilcox
Drainage District
Secretary Commissioner