

Minutes of the 201st Port Ludlow Drainage District
 Regularly Scheduled Meeting
 Thursday May 14, 2015 10:00 AM
 ~ Approved ~

The May 14, 2015 Port Ludlow Drainage District (PLDD) Meeting was Called to Order in the Bay View Room at the Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:00 a.m. by Commissioner Jim Boyer.

Roll Call: Commissioner Boyer, present. Commissioner Uyeda, present. Commissioner Wilcox, present. A quorum was reached.

Attendance: Administrative Assistant Sue Bartkus. Engineer Nancy Lockett. Guests included: Brian Belmont, Ron Gregory, Bob Mackey, Lyle Newlin, Schuyler Seeley, and Elizabeth Van Zonneveld.

Minutes: Commissioner Boyer made a motion to approve the minutes of the April 9, 2015 Regular Meeting. Commissioner Uyeda seconded the motion. Commissioner Wilcox carried the motion. Motion approved 3-0.

- **Expenses:** Commissioner Boyer reviewed expenses, explaining each charge for guests. Commissioner Boyer made a motion to approve the vouchers from April 3, 2015 to May 12, 2015 for a total of \$50,655.94. Motion was seconded by Commissioner Uyeda. Motion was carried by Commissioner Wilcox. Motion approved 3-0.

Voucher Summary:

Voucher Number	Item Description	Amount
15-031	Glessing & Associates	96.00
15-032	Gray & Osborne Inc.	7870.08
15-033	Yard Dog Landscaping	2,540.72
15-034	Enduris	35.00
15-035	Port Townsend Leader	83.38
15-036	Nordland Construction	37,433.45
15-037	Department of Ecology	94.93
15-038	Department of Commerce	2,129.15
15-039	Susan Bartkus	373.23

- **Financial Summary:**

PLDD Cash Account	317,331.19
PLDD Reserve Account	40,000.00
PLDD Interest Income Reserve Fund	6,362.49
Expenses – Current Month from Above	<u>(50,655.94)</u>
Net Total All Accounts	313,037.74
Special Assessment 2015	123,000.00
Paid to Date	(50,545.83)
Unpaid (remaining)	72,454.17

Old Business:

1. Chair Commissioner Wilcox noted that there were two owners who were unwilling to grant easements for the **Cascade** project. Consequently, Engineer Lockett developed an alternate solution for that area with owners of neighboring lots who were willing to grant easements on their properties. Commissioner Boyer informed all that this meeting would recess after agenda business, and resume at the site of the Barnes and Collins properties on Cascade Lane. This will allow Commissioners and any present to view the area of the proposed change and to speak with Patrick Wakefield, a certified arborist with Treguy for his assessment of the trees and the impact of their removal.
2. Engineer Lockett reported that the Jefferson County Public Works contribution to **Trader Lane** project would be \$3,597.29. A letter will be prepared by Commissioner Wilcox to be sent to Monte Reinders requesting the reimbursement. Engineer Lockett noted that she would look over the site this day so the contractor, Nordland Construction, could have the property releases. Commissioners noted the issue of money transfer from owners on Trader Lane to PLDD for the resurfacing costs of their driveways might involve restructuring the PLDD filing status by County & State bookkeeping regulations. This ultimately would cost the PLDD much more than the driveway resurfacing, which wasn't divided into a separate schedule by Nordland Construction. Commissioner Boyer made a motion to accept the Trader Lane project as completed and that the PLDD pay without asking Trader Lane owners for reimbursement of re-surfacing costs. Commissioner Wilcox seconded the motion. Commissioner Uyeda carried the motion. Motion approved 3-0.
3. Commissioner Boyer reported that the PLDD had come up with a draft resolution to accept Condominium owners as eligible to run and hold a seat on the PLDD Board. He felt that the Commissioners should have a meeting with Attorney Seaman to refine the PLDD resolution language but that the voting process should remain as it is. Commissioner Wilcox will contact Mr. Seaman to attend the June PLDD meeting. Guests and Commissioners discussed other factors regarding voting rights at length. Elizabeth Van Zonneveld noted that PLDD is a junior taxing District and subject to Washington State laws and regulations regarding the voting process.

New Business:

1. Schuyler Seeley, resident of 85 Goldfinch Lane (lot # 4-0-031), informed Commissioners that he had an erosion problem and he was concerned about a proposed trail being cut into the bank of the Greenbelt area by the Trails Committee and creating a hazardous situation. Commissioner Wilcox asked Engineer Lockett to look at the area. She and Commissioner Uyeda will meet Mr. Seeley at his property at 12:00 p.m. the day of this meeting to observe the area in question.
2. Commissioner Boyer made a motion that the PLDD Annual State Auditor report be accepted as prepared by assistant Bartkus and accountant Glessing and submitted to the Auditor office. Commissioner Uyeda seconded the motion. Commissioner Wilcox carried the motion. Motion approved 3-0.

Public Forum:

Ron Gregory requested further explanation of the Engineering invoice for the past month, a copy of the invoice with each service listed was provided for him.

Bob Mackey, resident of Trader Lane thanked the Commissioners for their work, and for hiring an excellent Engineering firm (Gray & Osborne, Inc.) and contractor (Nordland Construction) to complete the work on Trader Lane.

Recess was called at 10:53 a.m. to reconvene at Cascade Lane on the Collins property, parcel # 990400417.

Meeting reconvened at 11:03 a.m. at Cascade Lane. Present were Commissioner Uyeda, Commissioner Wilcox, Engineer Lockett, Assistant Bartkus, Ron Gregory, Lyle Newlin, and Patrick Wakefield.

Patrick Wakefield certified Arborist of "TreeGuy" consulted with Commissioners and Engineer Lockett regarding the impact of tree removal(s) to facilitate the revised **Cascade Lane Flood Abatement** plan. His recommendation was to take an old large Hemlock on a nurse log stump that appears to be in decline on the Collins property down to a smaller stump, and to remove a number of smaller Alder trees on the edge of the property into the Greenbelt. He estimated that it would cost approximately \$1,000.00 to remove the Hemlock. He also noted that the proposed path of the 18' pipe for the drainage improvement would clear the tree line of the tree owned by the Collins family that their back property line neighbors, the Torres family, wished to have preserved, thereby having no impact on the health of the tree, or the privacy provided to the Torres family.

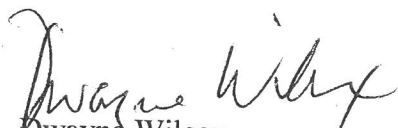
There were a few smaller Western Red Cedar trees along the proposed pipe path that Mr. Wakefield noted could be replanted without endangering their health. Engineer Lockett requested that Mr. Wakefield prepare a written report of his findings. Nancy told Commissioners, with their permission, that she would notify Sally Derrig, agent for the Barnes family because PLDD would need construction and permanent easements for the PLDD to do the work. Complicating the process is the fact that the Collins property is being sold soon, so the easement would need both parties consent. Commissioner Wilcox made a motion that Engineer Lockett be given the authority to proceed with the owners and their agents. Motion was seconded by Commissioner Uyeda. Motion approved 2-0.

Commissioner Wilcox made a motion to adjourn the May 14, 2015 PLDD Regular Meeting at 11:45 a.m. Commissioner Uyeda seconded the motion. Motion approved 2-0.

The next regularly scheduled meeting of the PLDD will be held on Thursday, June 11, 2015 in the Bay View room at the Beach Club at 10:00 a.m.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

Approved:



Dwayne Wilcox
Drainage District
Commissioner

Approved:



Allen Uyeda
Drainage District
Commissioner

Approved:



Jim Boyer
Drainage District
Commissioner