

Minutes of the 214th Port Ludlow Drainage District
Regularly Scheduled Meeting
Thursday, June 9, 2016 10:00 AM
~ Approved ~

Call to Order:

The June 9, 2016 Port Ludlow Drainage District (PLDD) Meeting was Called to Order in the Bay View Room at the Ludlow Maintenance Commission (LMC) Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:04 a.m. by Chair Commissioner Jim Boyer.

Roll Call:

Commissioner Boyer, present. Commissioner Wilcox, present. Commissioner Uyeda, present. A quorum was reached.

Attendance:

Engineer Nancy Lockett, Administrative Assistant Sue Bartkus. Guests included: Brian Belmont, Walter Cairns, and Mel & Katie Smith.

Minutes:

Commissioner Boyer read aloud, and compared the differences of the Amended Minutes of the February 25, 2016 Workshop Meeting Minutes and the originally approved (on March 10, 2016) February 25, 2016 Workshop Meeting Minutes. Commissioner Wilcox made a motion to approve the Amended Minutes of the February 25, 2016 Workshop Meeting. Commissioner Uyeda seconded the motion. Commissioner Boyer carried the motion. Motion approved 3-0.

Commissioner Boyer made a motion to approve the May 12, 2016 Regular Meeting Minutes. Commissioner Wilcox seconded the motion. Commissioner Uyeda carried the motion. Motion approved 3-0.

Commissioner Wilcox made a motion to approve the Minutes of the May 26, 2016 Workshop Meeting Minutes. Commissioner Uyeda seconded the motion. Commissioner Boyer carried the motion. Motion approved 3-0.

Expenses: Commissioner Wilcox made a motion to approve the vouchers from May 6, 2016 to June 6, 2016. Motion was seconded by Commissioner Uyeda. Motion was carried by Commissioner Boyer. Motion approved 3-0.

Voucher Number	Item Description	Amount
16-039	Susan Bartkus	\$ 766.10
16-040	Gray & Osborne	\$ 4,896.50
16-041	Seton Construction	\$71,893.38
16-042	Yard Dogs Landscaping	\$ 1,270.36
16-043	Glessing & Associates	\$ 1,042.88
Total		\$79,869.22

PLDD Cash Account	\$231,520.93
PLDD Reserve Account	\$ 40,000.00

PLDD Interest Income Reserve Fund	\$ 6,464.45
Expenses – Current Month from above	\$ (79,869.22)
NET TOTAL ALL ACCOUNTS	\$198,116.16
Special Assessment	\$ 89,999.29
PAID TO DATE	\$ (49,352.17)
UNPAID (REMAINING)	\$ 40,647.12

Correspondence:

A letter from the Washington State Auditor regarding keeping their billing rates the same was discussed.

An email from David Wayne Johnson of Jefferson County regarding a dispute about drainage between two property owners on Condon Lane was reviewed. Commissioner Wilcox conducted a site visit, finding that one property is higher and draining onto the lower property. Commissioner Wilcox will contact Mr. Johnson to let him know that PLDD does not have purview over this matter, and that the mission of the PLDD is not to deal with drainage between individual property owners, but to deal with stormwater on commonly held properties.

Old Business:

1. Commissioner Wilcox noted that regarding **the Ludlow Cove II** project, Port Ludlow Associates (PLA) will perform cleaning of the stormwater facility and maintain the waterway. As an employee of PLA, Chair Boyer recused himself from any comment on this matter or the following issue.
2. Engineer Lockett expressed concern that her comments and recommendations in her written review of the **Medical Building Drainage Plan** were not implemented by PLA in the construction of the facility. At this time it seems that Jefferson County did not require PLA to consider her advice.
3. Commissioner Boyer noted that he received a telephone call from John March, a resident of Condon/Montgomery Lane. The ditch near his home, within the Jefferson County right of way has become full of debris. Engineer Lockett will drive past the area and then contact the County to clear it out.
4. Commissioner Wilcox noted that the recent responses from Jefferson County to the needs of PLDD residents have improved. More communication and meetings have helped increased cooperation between the entities. He expressed that this causes him to question whether obtaining a Memorandum of Understand (MOU) is necessary. He read a draft thank you letter that he had prepared for Commissioners and employees of the County. Commissioner Boyer noted a few other people that should be included. The Commissioners will continue to work on the draft letter. Commissioners agreed that if contact and continued cooperation is maintained, an MOU wouldn't be necessary. For this reason, Commissioner Wilcox made a motion to cancel the June 23, 2016 Workshop. Commissioner Uyeda seconded the motion. Commissioner Boyer carried the motion. Motion approved 3-0.

5. The **Pioneer Sinkhole** appears to be resolved. Monitoring of the area will continue but this item will now be removed from the agenda.
6. Engineer Lockett and the Commissioners briefly discussed the **Outfall Inspections**. Nancy prepared a report for the Commissioners using the photographs provided by the aerial drone service, no significant changes were observed. Engineer Lockett noted that physical inspections of the area should be done in the future.
7. Commissioners noted that residents of **Gamble Lane** are satisfied with the recent work done by Jefferson County, and that the County had also made a ditch on **Fleet** to alleviate the issues on Adventurer Lane. These matters will now be removed from the agenda.
8. Commissioner Uyeda reported that he and Engineer Lockett visited **Foster Lane**, as requested by resident Stan Kadash, to assess the slope close to his house. Engineer Lockett noted that the lots were graded with a pretty steep downslope embankment. She doesn't think that there is a danger, but suggested to Mr. Kadash that he could contact someone to build a keystone wall for him if he remains concerned.
9. Engineer Lockett gave an update on the recent progress with the **Cascade Lane** project. She submitted a signed copy of the second pay estimate. She noted that as of now, the project is under budget. Brian Belmont had some follow up questions for Nancy that had been posed to him by residents; Nancy will visit the sight to see if the fabric has been removed by Seton and if the other concerns that Mr. Belmont raised have been taken care of.
10. Condon Lane will be removed from future agendas unless further comments or concerns are brought to the board.

Commissioner Uyeda made a motion to adjourn the meeting at 10:45 a.m. Motion was seconded by Commissioner Wilcox. Motion was carried by Commissioner Boyer. Motion approved 3-0.

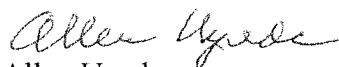
The next regularly scheduled meeting of the PLDD will be held on Thursday, July 14, 2016 in the Bay View room at the Beach Club at 10:00 a.m.

Respectfully Submitted by: Susan Bartkus, Administrative Assistant

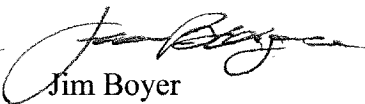
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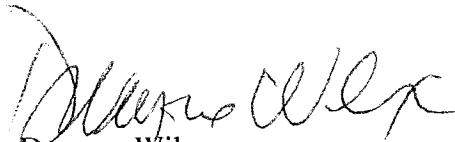
Approved:



Allen Uyeda
Drainage District
Commissioner



Jim Boyer
Drainage District
Commissioner



Dwayne Wilcox
Drainage District
Commissioner