

# Port Ludlow Drainage District

Post Office Box 65261

Port Ludlow 98365

Minutes of the 53<sup>rd</sup> Regularly Scheduled Meeting  
10 AM, 11 March 2004

## Call to order and Approval of Minutes:

The 53<sup>rd</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by the Chairman Richard Regan. The first order of business was approval of the minutes of the 26 February 2004 regularly scheduled meeting. Minutes were approved as written.

## Expenses:

The PLDD Commissioners approved Drainage District expenses that have accrued from 12 February to 11 March 2004 for the total amount of \$4,461.38. A breakdown of this total is shown below:

Voucher Number	Amount	Item Description
04-012	\$280.00	Commissioners' Expenses (Laker)
04-013	\$400.00	Rent (Ludlow Maintenance Commission)
04-014	\$24.50	Legal (Lawler & Burroughs)
04-015	\$1,728.13	Gray & Osborne, Inc.
04-016	\$263.20	Payroll (Wilson)
04-017	\$43.61	Payroll Taxes (Bank of America)
04-018	\$200.00	Bookkeeping (Brown)
04-019	\$364.94	Gray & Osborne, Inc.
04-020	\$1,157.00	Commissioners' Expenses (Regan)

## Public Forum:

Jerry Marek, 62 Baldwin Lane, was pleased to report that his drainage problem discussed at the earlier PLDD meetings might be resolved soon. Mr. Marek's neighbor Robert Reasoner, lot # 2-1-037, had offered Mr. Marek an easement through his property, which would allow Mr. Marek to connect his drains to the system going into Montgomery Lane roadside ditch. As Mr. Marek's property is currently being drained into Montgomery Lane roadside system anyway through a complicated design involving a sump pump pumping the water uphill into the Baldwin Lane roadside ditch, no additional problems are anticipated by allowing Mr. Marek to connect to Mr. Reasoner's system. The Commissioners suggested that the sump pump remained in place as a backup system. Mr. Marek should obtain a written agreement with Mr. Reasoner and a legal drainage easement, recorded with the county, before doing any work.

## Old Business:

1. The Commissioners were given an update on the progress of the Oak Bay Road Conveyance System Repair Project. Mr. Baker brought in the latest print of the specifications, proposal, and contract for Libby Court outfall replacement. The Commissioners discussed the latest changes. The bid package is ready to be shown to the contractors.

Mr. Baker also brought in the paperwork that needs to be signed and recorded to obtain temporary construction easements located on two private properties. Commissioner Laker will contact the owners and ask them to grant the PLDD the described easements. These easements will be terminated once the project is completed.

Following discussion, Commissioner Amundson made a motion to authorize Gray & Osborne, Inc. to put the project up for bids. Motion carried. Next week Mr. Baker will contact the contractors listed on the PLDD Small Works Roster. The contractors will be given two weeks to submit their bids. The Commissioners should be able to award this contract and issue a notice to proceed sometime next month. This project should be completed between 14 July and 15 October 2004.

Mr. Baker proceeded by explaining phase III. Mr. Baker brought in new cost estimates and new plans showing existing elevations and locations of three proposed catch basins and drain rock. New design does not involve any ditch re-grading. A copy of these plans and cost estimates was submitted to Mr. Turpin for a consideration. A prolonged technical discussion followed. Since phase III involves roadside improvements in the county right-of-way, Treasurer Amundson suggested that Mr. Turpin's recommendation to the Jefferson County Commissioners included PLDD Commissioners' request to accept these modifications to the ditch as the next payment on their county loan. Mr. Turpin is expected to make his recommendation to the County Board of Commissioners once the phase III plans are finalized by the PLDD Commissioners.

Mr. Baker proceeded by given a brief report on the Oak Bay detention pond project. PLDD Comprehensive Stormwater Management Plan schedules this project to be completed in 2005 and estimates its cost at \$100,000. The Commissioners agreed to keep this item on their working agenda.

2. To date, the Commissioners received no quitclaim paperwork regarding Condon Lane drainage easement identified by the PLDD Commissioners earlier this year. However, they have been informed that this claim is being processed.
3. Further discussions were held pertaining to the drainage problem between Condon Lane lots # 23 and # 24. This problem has not being identified by the Comprehensive Plan. Following discussion, Mr. Baker was directed to check the PLDD questionnaires collected for the Comprehensive Plan Study to see if any problems had been reported in that area.
4. Discussions were held pertaining to hiring a crew to perform a one-day TV inspection of the culverts located within the PLDD boundaries. Commissioner Regan and Mr. Baker compiled a list of five culverts they want to inspect. The list will be prioritized. The crew will be directed to start with the setup identified as number one priority and go down the list as the day progresses completing as many setups as possible in one day. Estimated cost of a one-day inspection is \$1600-1700. The County is not going to participate in this PLDD project. Following brief discussion, Commissioner Amundson moved to prioritize the list and to authorize Gray & Osborne, Inc. to hire a crew to perform TV inspection of as many identified culverts as possible in one day. Motion carried. Mr. Baker will set up the inspection on the day of one of the upcoming PLDD meetings.

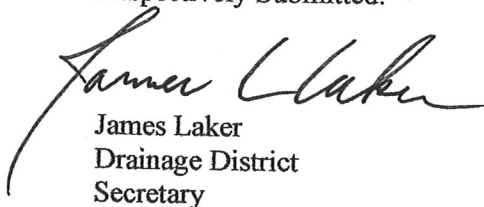
**Commissioners' Reports and Comments:**

1. Commissioner Regan reported a conversation with Blair Burroughs, PLDD attorney. The latter could not attend this PLDD meeting. Commissioners considered some legal issues they would like to discuss with Mr. Burroughs. Commissioner Regan reported directing Mr. Burroughs to look up information on two Washington State Supreme Court cases pertaining to Port Ludlow drainage. Mr. Turpin requested copies of these documents. The Commissioners agreed to let Mr. Burroughs know that he would be given an advanced notice of the meeting he would be expected to attend.
2. Commissioner Regan reported having two recent conversations with Al Scalf, Jefferson County Community Development Department, inviting him to advise on improving county drainage requirements. Mr. Regan is making an appointment to meet with Mr. Scalf later this month to further discuss this issue. Discussion followed.
3. Commissioner Regan reported reviewing a geo-technical report prepared for the Condon Lane lot # 24. The report had no indication of the drainage easement located directly to the north of that property. Mr. Regan sent a fax containing notes of his concern to the firm that prepared the report. To date, the Commissioners received no response.


The next regularly scheduled meeting of the Drainage District will be held on 25 March 2004.

The 11 March 2004 meeting adjourned at 11:35 AM.

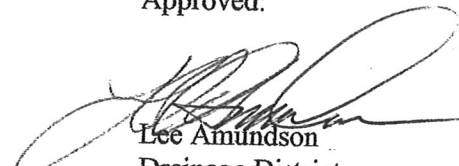
Respectively Submitted:

  
James Laker  
Drainage District  
Secretary

Approved:

  
Richard Regan  
Drainage District  
Chairman

Approved:

  
Lee Amundson  
Drainage District  
Treasurer