

Minutes of the 145th Port Ludlow Drainage District
Regularly Scheduled Meeting
Thursday October 14, 2010 10:00 a.m.

~ APPROVED ~

Call to order: The 145th regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by Chairman Commissioner Leland Amundson at 10:00 a.m.

Attendance: Present were Chairman Commissioner Leland Amundson and Commissioner Walter Cairns. Commissioner Secretary James Laker was absent from this meeting.

Minutes: PLDD Commissioners approved the Minutes of the regularly scheduled September 9, 2010 meeting as written.

Expenses:

By a motion made and carried the PLDD Commissioners approved Drainage District expenses that accrued from September 9, 2010 through October 13, 2010 for a total for a total of \$3,625.05

VOUCHER #	VENDOR	AMOUNT
10-065	WALT CAIRNS	180.00
10-066	LMC	433.60
10-067	GRAY & OSBORNE	2,520.46
10-068	SUSAN BARTKUS	258.58
10-069	L & I	2.41
10-070	VIRGINIA BROWN	230.00

Public Forum:

- Resident Richard Regan inquired if Jefferson County was currently cleaning out PLDD manholes, Engineer Nancy Lockett reported that they are currently in the process of cleaning out catch basins and that they are scheduled to clean out a number of them for their annual rotation.

Old Business:

1. (3:37) The **Rainier to Oak Bay** project was discussed. Engineer Lockett stated that a preliminary layout and profile for the ditch through the greenbelt area ready to look at after this day's meeting. Commissioners and Engineer Lockett discussed how the plans have been adjusted to minimize impact to trees and vegetation. Ms. Lockett also reported that at this time there was nothing new to report regarding what the legislature is doing pertaining to the disbursement of Public Works Trust Fund Loans.
2. (5:26) Commissioner Cairns reported that he and Gray & Osborne engineer Leigh Nelson attended a **September 14, 2010 Greenbelt Committee Meeting** in which the construction of Grace Christian Center was discussed. The proposed new building construction by the church is to be located on the intersection of Oak Bay Road and

Osprey. The church group proposed a drainage plan that utilized roof runoff, with infiltration as means of drainage. Engineer Lockett wrote a response to this proposal indicating the PLDD's disagreement with this method of drainage for this area. Because of the impervious surface, detention would be the desired method. Infiltration would increase instability to the slope and would not be a feasible solution. Detention would be in compliance with the 2005 Department of Ecology (DOE) manual standards, which also require a geotechnical report to be done if infiltration were to be utilized within 1,000 feet of a shoreline. Commissioner Cairns reported that the net result of the meeting was that the church would have to have a soils engineer give them an all clear for the area, and that the Ludlow Maintenance Commission (LMC) would give the soils engineer access to analyze the area. Along with this report Commissioner Cairns submitted copies of two (2) letters that had been generated from this issue, one from the chair of the LMC Greenbelt Committee, and one from Vaughn Bradshaw, Secretary of the LMC Board of Trustees, both letters state that approval will only be giving for the infiltration system if 1) there were a favorable analysis of site soil and geotechnical conditions 2) Jefferson County gave approval 3) PLDD gave approval 4) installation and all liability will be borne by the church 5) excavation be routed to avoid damage to tree roots. (copies of these letters will be posted with these minutes)

3. (11:19) The **2011 Annual PLDD Budget Meeting** was discussed, with Commissioners and Engineer Lockett discussing items to be considered for the budget, including an Operation and Maintenance Manual, an updated Storm Water Comprehensive Plan, updating drawings, Annual Maintenance of the Wastewater Treatment Plant Ditch, Storm Water Sampling, and two capital improvements 1) conveyance ditch along the properties along the north side of Navigator and Seafarer Lanes 2) pipe the ditch on the west side of Oak Bay & Baldwin down to Oak Bay, and pipe section near Katie & Mel Smiths home, from the discharge point down to the concrete section of berm near the water line. Repayment of the pre-design loan for the Oak Bay/Rainier Greenbelt project will begin next year as well, with these costs to consider for the 2011 Budget. The Budget meeting will be held in the Bay View room at the Beach Club on Wednesday November 17, 2010 at 7:00 p.m. Public notices will be put into the Port Townsend Leader.

New Business:

- Commissioner Cairns asked Engineer Lockett if storm water sampling could be scheduled for next month, she will check funds left for the year and see if it's feasible.
- 4. Engineer Lockett reported speaking with Gracie Landscaping regarding improving the **Landscaping** that has deteriorated in and around the **Waste Water Treatment Ditch** improvement project; they suggested that the area be improved by weed eating down to the strawberry plants, at an approximate cost of \$2,975.00 plus tax. By a motion made, seconded and approved Commissioners instructed Engineer Lockett to hire Gracey Landscaping to perform the necessary work.
- Commissioner Cairns reported that there is no other solution for Richard **Babaian**, a resident of Condon Lane other than to install a curtain drain himself to deal with runoff coming onto his property from his neighbor's driveway. Jefferson County did not require a drain, and the PLDD cannot help as this is private property.
- Small Works contractor, Joe Thompson reported that he placed larger rocks in the **Baldwin Lane** ditch near Smiths home as directed by Commissioners, he will put

concrete in late fall after the vegetation dies down, this will allow the concrete to adhere to the surface.

- Commissioner Cairns reported that the LMC Greenbelt Committee is not complying with the PLDD Tree Clearing Form; they have cut down trees without filling out the form. Chairman Commissioner Amundson will try to attend the next LMC Trustees meeting and ask why they have not complied with this requirement.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday November 11, 2010 at 10:00 a.m., at the Beach Club in the Bay View Room.

The October 14, 2010 regular meeting of the Port Ludlow Drainage District adjourned at 10:53 a.m.

Respectfully Submitted:

Approved:

Approved:

James Laker
Drainage District
Secretary

Walter Cairns
Drainage District
Commissioner

Lee Amundson
Drainage District
Chairman & Treasurer