

**Minutes of the 171<sup>st</sup> Port Ludlow Drainage District  
Regularly Scheduled Meeting  
Thursday December 13, 2012 10:00 a.m.**

~ Approved t ~

**Call to order:** The 171<sup>st</sup> regularly scheduled meeting of the Port Ludlow Drainage District (PLDD) was called to order by Chair Commissioner Dwayne Wilcox at 10:01 a.m.

**Attendance:** Present were Chair Commissioner Dwayne Wilcox, Commissioner Elizabeth Van Zonneveld, Commissioner Allen Uyeda, Engineer Nancy Lockett, and Administrative Assistant Sue Bartkus. Guests in attendance were William Becker, Jan Eddy, Bud Kerns, Ron Kletti, Cindy & John Krumeri, Katie & Mel Smith and Kelvin Thompson.

**Minutes:** Commissioner Van Zonneveld made a motion to approve the minutes of the regular November 8, 2012 Meeting as written; motion was seconded by Commissioner Uyeda and carried by Commissioner Wilcox. Motion approved 3-0.

**Expenses:** Commissioner Van Zonneveld made a motion to approve the vouchers that accrued from November 7, 2012 to December 12, 2012 for a total of \$47,970.00 motion was seconded by Commissioner Uyeda and carried by Commissioner Wilcox. Motion approved 3-0.

**VOUCHER SUMMARY**

VOUCHER#	VENDOR	AMOUNT
12-069	ELIZABETH VAN ZONNEVELD	949.44
12-070	ALLEN UYEDA	270.00
12-071	DWAYNE WILCOX	648.23
12-072	YARD DOG LANDSCAPING	2,540.72
12-073	GRAY & OSBORNE	6,937.76
12-074	SETON CONSTRUCTION	35,396.40
12-075	SEAMAN LAW FIRM	187.50
12-076	SUSAN BARTKUS	245.31
12-077	VIRGINIA BROWN	794.64

**FINANCIAL STANDING**

PLDD Cash Acct	\$ 198,497.35
PLDD Reserve Acct	\$ 40,000.00
PLDD Interest Income Reserve Fund**	\$ 6,235.29
Expenses - Current month (above)	\$ (47,970.00)
Net TOTAL All Accts	\$ 196,762.64
Special Assessment 2012	\$ 167,600.00
Paid to Date	\$ 168,319.12
Unpaid (remaining)	\$ (719.12)

**New Business:**

1. (4:21) **Kelvin Thompson, resident of 40 Tyee** showed a photo of a drainage problem occurring on his property. Mr. Thompson attributes the problem to be due to his neighbor digging a ditch, thereby causing water to drain onto his property. Commissioner Wilcox noted that he had

observed the area and that the problem is occurring within the Jefferson County right of way, he also reported that he spoke with former PLDD Commissioner Walt Cairns (who lives on Tyee). Walt informed him the matter had been occurring for some time and that he had in fact contacted Jefferson County with no result. Engineer Lockett will call Jefferson County to see if they will investigate the matter.

2. (6:59) **William Becker, resident of 621 Montgomery Lane** reported that there are about five (5) homes on his street with no stormwater provision whatsoever and that water accumulates at the end of the cul-de-sac and between homes located on Montgomery and Condon Lanes. The accumulation includes groundwater. Engineer Lockett noted that she will speak with Jefferson County about this matter as well. A site visit will be conducted immediately after this day's meeting.

#### **Old Business:**

1. (9:15) Commissioner Wilcox reported on last month's site visit to **Sandra Flaherty's 65 Montgomery Lane** residence. Engineer Lockett, Commissioner Uyeda, and Commissioner Van Zonneveld visited the site, noting that the problems on her property are due to groundwater, not surface water, hence something that the PLDD could not help her with, and that her curtain drains needed to be attended to.
2. (10:10) **Residents John & Cindy Orchanian, residents of 121 Machias Loop**, contacted Commissioners regarding surface water running into their garage during heavy rains recently. Commissioner Uyeda conducted a site visit prior to this meeting and reported his observations. Engineer Lockett noted that the PLDD previously did a \$57,000.00 project to alleviate drainage issues in that location; she will look at the area today but she did surmise that the grate probably needs to be cleaned out. She did note that the Orchanians have put a trampoline over the pipe, which could be a factor contributing to the issue.
3. (13:57) Engineer Lockett reported that a draft final study has been done for the **Forrester/Trader Lane project**. The Watershed report states that the area is a jurisdictional wetland, and this requires a 50-75 foot buffer. PLDD can do things to alleviate the matter as long as there is minimal disturbance. Engineer Lockett suggests that the PLDD enhance a ditch through the reserve area between the two properties, capturing the water into a pipe and get the drainage out to Fleet Drive. Ms. Lockett estimates that the cost would be approximately \$35,000.00, and that the Army Corps would take part in the project. Chair Commissioner Wilcox asked engineer Lockett to speak with Jefferson County about this matter prior to PLDD proceeding.
4. (19:20) Engineer Lockett showed a recently completed survey map to PLDD Commissioners of the Cascade/Walker/Rainier Lane area for the **Cascade Lane Flood Abatement project**. Commissioners and engineer Lockett discussed the matter at length. Engineer Lockett gave the Commissioners a Gray & Osborn contract amendment for the Cascade work, to review and sign if it met with their approval (Chair Commissioner Wilcox subsequently agreed and signed the contract at the end of this day's meeting). Engineer Lockett reported that the next step is to finish surveying to ascertain the best approach.
5. (29:04) The **West Baldwin Lane** project completion was discussed. Engineer Lockett reported that Seton Construction was able to finish prior to the onset of heavy rains; she noted that the Commissioners would need to sign off on the \$1,701.75 Retainage fee to be released in February, 2013. Commissioner Van Zonneveld made a motion to accept the West Baldwin Lane project as complete, motion was seconded by Commissioner Uyeda; motion was carried by Commissioner Wilcox. Motion approved 3-0.
6. (31:44) Commissioner Van Zonneveld reported meeting with Diane Allen about **the PLDD Website Content** and that the work will be near completion by the end of next week. There will be a site specific web email so residents can reach Commissioners consistently; archival photos and information of past projects will be posted, as well as meeting minutes and motions.

Commissioner Van Zonneveld encouraged guests present at this meeting to review the site and give her feedback.

7. (35:00) Engineer Lockett noted that the yearly **Assessment Roles** needed to be submitted to Jefferson County, and that \$4,750.00 has been budgeted for this.
8. (40:00) Chair Commissioner Wilcox noted that in January of 2013, the PLDD would be having a workshop meeting in addition to the regular PLDD meeting and that there would be a streamlining of PLDD operations including the bookkeeping, and keeping those records on site for public viewing when requested.
9. (41:20) Resident Ron Kletti thanked the Commissioners for their work.
10. (42:00) Commissioner Van Zonneveld noted that Jefferson County is experiencing severe budget cuts, and that the PLDD would have to work closely with them to keep Port Ludlow's interest in mind.
11. (43:00) Commissioner Uyeda noted that it could be frustrating for residents to determine what areas the PLDD is able to help them in, but the limitations are frustrating for Commissioners as well, as they are eager to help but county and state regulations always have to be observed.

Commissioner Van Zonneveld made a motion to adjourn the meeting, motion was seconded by Commissioner Uyeda, motion carried by Commissioner Wilcox. Motion approved 3-0.

The December 13, 2012 regular meeting of the Port Ludlow Drainage District adjourned at 10:44 a.m.

The next regularly scheduled meeting of the Port Ludlow Drainage District will be held on Thursday, January 10, 2013 at 10:00 a.m., at the Beach Club in the Bay View Room.

Respectfully Submitted:  
Susan Bartkus, Administrative Assistant

Approved

Approved:

Approved:

Elizabeth Van Zonneveld  
Drainage District  
Commissioner

Dwayne Wilcox  
Drainage District  
Chair Commissioner

Allen Uyeda  
Drainage District  
Commissioner