

Minutes of the 179<sup>th</sup> Port Ludlow Drainage District  
Regularly Scheduled Meeting  
Thursday, July 11, 2013 10:00 AM  
~ Approved ~

**The July 11, 2013 PLDD Meeting was Called to Order** at the Beach Club, 121 Marina View Drive, Port Ludlow, Washington at 10:03 AM by Commission Chair Dwayne Wilcox.

**Roll Call:** Commissioner Wilcox, present. Commissioner Uyeda, absent with prior excuse. Commissioner Van Zonneveld, present. A quorum was reached.

**Attendance:** Engineer Nancy Lockett, Administrative Assistant Sue Bartkus. Members of the community were also in attendance, including Brian Diehl, Walt Cairns, Ron Gregory, Mark & Whitey Johnson, Bud Kerns, Alan Mills, and Richard Regan.

**Minutes:** Commissioner Van Zonneveld made a motion to defer the approval of the minutes of the June 13, 2013 178<sup>th</sup> Regular Meeting as Commissioner Uyeda was not present to vote and Commissioner Van Zonneveld was not present at that meeting. Motion was seconded by Commissioner Wilcox. Motion approved 2-0. Commissioner Wilcox made a motion to approve the minutes of the Public Hearing and Informational meeting of June 27, 2013. Commissioner Van Zonneveld seconded the motion. Motion approved 2-0.

**Expenses:** Commissioner Wilcox made a motion to approve the vouchers from June 11, 2013 through July 10, 2013 for a total of \$8,795.64. Motion was seconded by Commissioner Van Zonneveld. Motion approved 2-0.

**VOUCHER SUMMARY**

13-036	SUSAN BARTKUS	\$ 443.28
13-037	DEPT. OF L & I	\$ 7.43
13-038	YARD DOG LANDSCAPING	\$ 1,270.36
13-039	GRAY & OSBORNE INC.	\$ 5,691.97
13-040	ARTEMIS COMPUTING	\$ 240.00
13-041	DWAYNE WILCOX	\$ 610.89
13-042	PORT TOWNSEND LEADER	\$ 263.26
13-043	SYMPLIFIED TECHNOLOGIES	\$ 139.95
13-044	GLESSING & ASSOCIATES	\$ 128.50
	TOTAL VOUCHERS =	\$8,795.64

**FINANCIAL STANDING**

PLDD CASH ACCOUNT	\$179,533.05
PLDD RESERVE ACCOUNT	\$ 40,000.00
PLDD INTEREST INCOME RESERVE FUND	\$ 6,274.21

EXPENSES, CURRENT MONTH FROM ABOVE	\$ ( 8,795.64)
NET TOTAL ALL ACCOUNTS	\$ 217,011.62
SPECIAL ASSESSMENT 2013	\$ 167,600.00
PAID TO DATE	\$ (91,410.79)
UNPAID (REMAINING)	\$ 76,189.21

### **New Business:**

1. Brian Diehl, a real estate agent and North Bay resident brought to the Commissioners attention an issue with drainage located across the street from a client's property located on **Olympic Lane, lot # 1-4-023**. Mr. Diehl explained that there seems to be an unfinished disbursal pipe and was unsure whether it was a Jefferson County or PLDD matter. Engineer Lockett will visit the site after this day's meeting and report her findings to the Commissioners, who will then contact Mr. Diehl.
2. Chair Commissioner Wilcox brought up the issue of having a special meeting with the Public sometime in the fall to discuss and **review Capital Improvement Projects**. The matter will be further discussed at the August PLDD meeting.
3. Engineer Lockett reported submitting a quarterly progress report regarding the **Public Works Trust Fund Loan (PWTF) Cascade Flood Abatement Project**, to Nancy Rivera. She noted that the projected completion date for the project would be 2015. Ms. Lockett provided a copy to the Commissioners of her report.
4. Commissioner Wilcox read a letter to the PLDD from **David Carter, owner of 521 Pioneer Drive**. Mr. Carter would like the PLDD's assessment of some water coming into his garage from the south and west walls. Engineer Lockett will conduct a site visit after this day's meeting. Sue will send a letter to Mr. Carter to let him know his letter has been received and the PLDD will be looking into the matter.
5. **Alan Mills**, a resident of Tye Lane presented a plan to the Commissioners regarding **removal of 6 trees on his vacant lot # 2-1-041 located on Libbey Court**. Mr. Mills explained his plans to Commissioners, which he would like to remove the trees this summer, so he can design the foundation for a house he would like to build next summer. County guidelines were reviewed by Engineer Lockett. Mr. Mills explained that he was not going to clear it down to plain dirt, just trees and he will have the brush packed down, just so he can see how far down the footings have to go. Commissioner Van Zonneveld suggested that Mr. Mills talk with the Department of Public Works. Engineer Lockett will conduct a site visit and write a report with her recommendations.

### **Old Business:**

1. **Mark Johnson**, who owns 52 **Camano Lane** and his father and builder, Whitey Johnson, attended this day's meeting to discuss his drainage plan for his proposed construction, and also a run-off pipe that discharges onto the property. Jefferson County informed Mr. Johnson that the pipe was illegal, and the house above it will have to address and correct the matter. Engineer Lockett will review his site and the drainage plan to see if any alterations are needed prior to approval, she will submit a report.
2. Engineer Lockett reported that plans for the Rainier Sports Court project were done and plans should be made to schedule another public informational meeting for the proposed

project. She noted that she had already spoken with the Ludlow Maintenance Commission (LMC) Greenbelt Committee (GBC) on an earlier occasion, but since the plans have changed she will contact them again (via LMC manager Brian Belmont). She recommended that the matter be put onto the next agenda, with a possible Resolution being planned for that meeting.

3. Engineer Lockett noted that there was no response to the 10 day waiting period for the **Trader Lane Project** or for the **Cascade Lane Flood Abatement Project**. Engineer Lockett also reported that SEPA would still have to be done through Jefferson County for Trader Lane, and permitting will be done for Cascade Lane. Also, she brought up an easement for the Cascade Lane project, and whether the LMC would need to sign one, Commissioner Van Zonneveld noted that she would bring the matter up at the LMC workshop meeting later this day.
4. Commissioner Wilcox noted that the PLDD Website was up and running and that he was planning to put an announcement into the "Voice". Commissioner Van Zonneveld asked audience members to view the new site and make suggestions for issues and or improvements that should be posted.

The next regularly scheduled meeting of the PLDD will be held on Thursday, August 08, 2013 in the Bay View room at the Beach Club. The, July 11, 2013 meeting adjourned at 10:58 a.m.

Respectfully Submitted by:

Susan Bartkus  
Administrative Assistant

Approved:

Elizabeth Van Zonneveld  
Drainage District  
Commissioner

Approved:

Dwayne Wilcox  
Drainage District  
Commissioner

Approved:

Allen Uyeda  
Drainage District  
Commissioner