

Port Ludlow Village Council
Board of Directors Meeting Minutes
March 2, 2017

President Bill Dean called the meeting to order at 3:00 pm at the Bay Club.

I. Declaration of Quorum:

Secretary Huber declared a Quorum of the Board present. Present were Dean, McDermid, Huber, Nilssen, Nobles, Summerfeld, Umbreit, and Skinner.

II. Notification of meeting being recorded.

It was announced that the meeting was being recorded and Small Boards Protocol would be used.

III. Adoption of Agenda.

Request to move VIII.d. Reports: "Resolution re Contract Execution" to VIII.d.viii. Committee Reports and renumber existing report to VIII.d.ix. Motion approved.

IV. Citizen Comments.

No Public Comments.

V. PLA Developer Report, Ms. Smeland

PLA is currently processing permits through the county for additional cottages at Ludlow Cove. Sixteen homes have closed and another eight being contracted for. In OTII a 2-story, 1,800 sq. ft. model home is going up. There are five different house plans, and market conditions currently suggest homes in the 1,500 sq ft range should be their target. A larger floor plan big will be too pricy for the market.

At Ludlow Cove, not all home plans fit on all lot, so a matrix has been developed to identify plans-to-lot. OTII does not have this problem as all houses plans fit on all lots.

Development of the marina area has final development approval. Condominiums and commercial buildings are being planned. Funding is in process of being obtained. Since there are new banking rules for condominiums it will be a slow process while everyone adjusts to them. However, PLA expects to have design, financing, and permitting complete by 2018 to enable them to commence building. The concept is twenty units (homes) in the initial phase and one commercial building with eighty lots in total.

The commercial building is a new marina office with a restaurant, store, and yacht club. The new marina building will greatly enhance the marketability of the sixty-four new slips being planned. The lagoon is being left essentially as is as, it draws visitors and users (T37 sailboats, wildlife).

Since the existing yacht club contains material (i.e., wood) not presently available, those materials will be repurposed (recycled).

A park at the intersection of Oak Bay and Marina Way (to the left of the intersection) is proposed. It could be a dog park; however, it's completion is beyond the 2019 timeframe and its intended use will continue to be discussed.

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Jefferson Health Care building is coming along, as can be seen from the road. Siding, roof, and some windows are in frames. The roof will be metal for durability. All colors, with various shades of grey, with tie together to fit the theme of Port Ludlow.

PLA is also looking for a coffee shop in the Village. Another item of interest is the continued research on bringing a senior housing facility to the community. A developer with such a concept has expressed interest and will be visiting Port Ludlow to review the possibility. The Clinic will enhance the viability of a senior housing facility as travel to a medical facility will be greatly reduced – depending on the patient’s needs.

VI. Jefferson County Report, David Wayne Johnson.

County has lost four long-range planners which were not replaced. Two development review planners are now doing 2018 Comprehensive Plan update. The purpose, compliance documents, goals and policies need to be reviewed, rewritten and updated. Stakeholders are asked to review sections that apply to them and provide comments. No regulations or codes of Jefferson County can conflict with the Comprehensive Plan (the primary document). This takes a considerable amount of time, and needs to be done concise manner. New Lead planner, David Greedethaus, is onboard. David Johnson stated that he has the Ludlow Cove and OTII files and if anyone has questions please give him a call. Pleasant Harbor, the proposed MPR in Brinnon, is in Final Draft pertaining to regulations, and needs legal review and review with Tribes. Pit-to-Pier does not appear to be still under consideration by its owners; but, they have not withdrawn its application as they may still be reviewing future options.

VII. Association Reports. No Association Report given

VIII. Reports;

a. Secretary - Approval of February 2 2017 Board of Directors Meeting Minutes.

Motion to approve the Minutes made by Ubreit and seconded by Summerfeld. Approved

b. Treasures – February’s Treasure’s Report

Total Assets: Income: \$355.00 Expenses: \$333.00 Gain: \$22.00 Ending Balance: \$34,711.74

There is one outstanding check and a deposit discrepancy was reconciled by the bank.

Motion was made to accept the Treasurer’s Report was made by Nilssen and seconded by Nobles. Accepted

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c. Correspondence:

Seven articles were received in Post Office Box: 2 were donations for \$130.00. 1 contribution from the LMC for the Trails Committee (\$1,000). 3 bills for \$439.00. 1 letter from Amazon regarding Eligibility to receive AmazonSmiles donations from Amazon customers.

d. Committee Reports:

i. Roadway Safety – Mr. Franzl

Meeting with County who requested that in addition to the requested signage that other existing signage be placed on the map developed by the committee. When an updated map is submitted, the County has been requested to provide review results within two weeks. The County wants to see greater level of public support at community meetings; otherwise, the risk of opposition during implementation of requested actions may be difficult to overcome. The actions of the Roadway Safety Committee have been enhanced by the Port Townsend and Chimacum School District involvement.

ii. Utilities Committee – Mr. Huber

Some concern was expressed by users of NextDoor about arsenic in our water system. We worked with OWSI to understand the issue. We found that our water system is within/below EPA contamination standards of 10 parts per billion (ppb). We have one well (14) that has exceeded the level of arsenic; however, that water is mixed/blended with water from another well (16) to bring Port Ludlow water under the 10 ppb threshold. Port Ludlow water is tested quarterly by an independent lab which sends separate compliance reports to OWSI and to the State Department of Health. The State Department of Health recommends that if you have concerns about your health to contact your health provider. Other questions can be answered by Larry Smith, OWSI, at 360-437-8246 (direct line). PLVC has placed educational information its web site to enhance the level of understanding of the subject.

iii. Hood Canal Bridge Openings, Mr. Umbreit

Mr. Umbreit is working with PLA to reduce the number of bridge openings. Currently, a review of the rules, federal and state, that would impact the frequent (one boat, then another a half hour later) openings which can cause 1-3 mile backups on both ends of the bridge. Some of the openings are due to maintenance of the cables. Currently, marine traffic has the right of way. Required maintenance work and military traffic also cause openings; however, there is an agreement that the bridge should not be opened between 3:00pm and 6:00pm during the work week. (This is subject to national security and bridge safety concerns).

Currently, Washington Department of Transportation, U.S. Coast Guard, and Washington State Patrol are being talked to to reduce the number of opening that impacts travel to and from the Peninsula.

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iv. Tree Harvesting Ad Hoc, Mr. Dean

With the Tree Harvest settlement, the Ad Hoc committee responsibilities are fulfilled. Consequently, this activity should be transferred to the Community Development Committee, and ORM, PLA, and DNR currently provide information.

Motion to disband the Tree Harvesting Ad Hoc committee and its responsibilities transferred to Community Development Committee was made by Dean and seconded by Huber. Approved

v. Emergency Management, Antenna Replacement, Mr. Dean

During refurbishment of the Bay Club, the emergency communications antenna, in place for more than 25 years, needed replacement. This antenna allows communication with the County Emergency Management organization, South Bay emergency operations and LMC. The share cost with the PLVC is \$300.00.

Motion to share 1/3rd of expense with SBA, \$300.00, to buy a new antenna was made by Dean and seconded by Huber. Approved

vi. IMQ Legal Fund Disposition, Mr. Dean

Currently there are two entities that have requested a refund check. Due date for request for refund is March 15, 2017. It was moved that checks be sent out to confirmed entities that are seeking refunds as received and substantiated. Refunds as of this meeting are approximately \$1,000.

Motion by Dean and seconded by Huber. Approved

vii. ORM Tree Harvest-Teal Lake, Mr. Dean

There will be clearcutting on 163 acres of ORM property around Teal Lake. This is being done in compliance with current codes. Mr. Adrian Miller, ORM, will make a presentation at the Bay Club on March 14, 2017 at 4:00 pm.

viii. Signing Authority.

During the last several months there has been “hacking” of the server that hosts the PLVC web and Archive sites. Certain steps have been taken to secure both sites. At issue is a temporary site that will be used to insure our archives are safe. It was agreed that the site agreement should be signed for by an officer of the PLVC.

A resolution to allow the President and Vice President authority to “execute any and all contracts and agreements on behalf of the PLVC” was presented to the Board.

A motion to authorize the resolution was made by Dean and seconded by Umbreit. Approved. Signed by the PLVC Secretary on 02 March 2016.

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Additional discussion concerned the Communications Chairman efforts to upgrade and secure our websites. Technical discussions and an evaluation of possible solutions resulted in the most efficient and effective solution that maintains the security of our websites.

Motion was made by Summerfeld and seconded by Skinner to authorize the transition of both PLVC.ORG and PLARCHIVE.ORG to Option 2018A which ‘will cover both websites for \$119.88 with 250GB of storage and includes website security package, webpage redundancy (if site fails, we have a mirror copy), and backup/data recovery features.’ with the understanding that the PLVC site will be live immediately, but the PLARCHIVE redesigned website will be addressed in May 2017. Approved.

ix Festival by the Bay,

Discussion to have continued consideration at the Workshop, which centered on time available to do something, can PLVC find the necessary people, is an afternoon or evening venue best, etc. It was decided that time is too short to complete preparations to host a festival this year. A future workshop will be necessary to look at the mechanics and personnel needed.

IX. Other: Reminder that LMCs Annual Meeting is on April 15, 2017 at 2:00 pm.

X. Adjournment: Meeting was adjourned at 5:03pm. Motion was made by Skinner and seconded by Huber. Approved.