

# Port Ludlow Village Council

Board of Directors Meeting  
August 5, 2018 – Bay Club  
3:00 p.m. to 5:00 p.m.

**Attending:** Bill Dean, Randy Deering, Tam McDearmid, Pat Page, Caleb Summerfelt and Paul Wynkoop. Paul Hinton and Phyllis Waldenberg were absent.

President Bill Dean called the meeting to order at 3:05 p.m.

I. **Declaration of a Quorum**

Secretary Pat Page stated that there was a quorum.

II. **Notification of Meeting Being Recorded and Small Board Protocol**

Bill indicated that the meeting would be recorded and that we would follow the small boards protocol of Roberts Rules of Order.

III. **Amendments and Adoption of the Agenda**

The agenda was approved as written.

IV. **Follow-up of unfinished agenda items from July 5, 2018 meeting**

Bill reviewed the items from last month's agenda, which were not addressed due to the length of the report made by Adrian Miller with regard to the Tala Tree Harvest, which took up the majority of the Board's meeting time.

V. **County Report: Kathleen Kler and Mark McCauley**

Kathleen Kler reported that the new Director of Emergency Management, Willie Bense was on the job and working closely with the staff at the Port Hadlock office. She also reported that the Puget Sound area, of which we are on the edge, has had the third largest population increase (300,000) in it's history thus creating a demand for housing. The commissioners are looking at a housing action plan, which will address the issue of affordable housing. Kler also noted that the City and County have joined a nationwide lawsuit being brought against opioid manufacturers and stated that any settlement money would come directly to the county. In addition, Jefferson Healthcare has received a grant to establish treatment for this addiction. Finally, Kathleen reminded everyone that we have lost 40 per cent of our recycling market and that quality control of recycled products has become much more strict. She stated that all metal and

plastic containers must be emptied, washed and dried before being recycled.

Mark McCauley, County Director of Central Services then reported on his responsibilities with the county which include: IT, records management, mapping, parcels and surveys, fleet management of all county vehicles including sheriff's cars and snow plows. Mr. McCauley outlined a seven year plan which would include a new Law & Justice building and repair and updating of all maintenance buildings in the county. He detailed the most recent cyber security safeguards as well as the on-line streaming of Commissioners' meetings. Mr. McCauley also acts as the interim County Administrator in Philip Morley's absence.

- VI. **PLA Developer Report, Diana Smeland.** Diana announced the retirement of Larry Smith, President of Olympic Water and Sewer (OWSI). Mr. Smith will go to part-time in August and depart on September 1<sup>st</sup>. His replacement will be Greg Ray who has been with the organization for ten years.

Diana reported that the DNR lease on the Marina is nearing completion and that the rate has doubled from last year. The lease, when completed will be a 12 year lease, with the stipulation that the fees can increase each year.

Doug Henderson asked about the maintenance of the old golf course, most specifically the mowing of the tall grass, due to fire danger as well as the tansy infestation along the perimeter of the property. Ms. Smeland responded that there is an 8 foot area that has been mowed and according to Fire Chief, Brad Martin this is an acceptable safety precaution. Doug asked that Diana revisit the issue with Chief Martin as it relates to this year's dry conditions. Diana had no comment regarding the tansy problem.

- VII. **Caleb Summerfelt—Thank You.** Vice President Tam McDearmid presented Caleb with a Certificate of Appreciation for all his efforts as Communications Director on the PLVC Board from 2015 to 2018. Caleb has resigned his position with PLVC to take over the office of President of East Jefferson County Rotary. (report attached)

Paul Wynkoop was also presented with a Certificate of Appreciation for all his efforts on the PLVC Board as Treasurer from 2017-2018. Paul will be

using his considerable talents as Incoming President of East Jefferson County Rotary. (report attached)

**VIII. Community Interest Reports**

a. **Emergency Management, Danille Turissini.** Dani reviewed the success of the Emergency Management Fair which was held on June 23, 2018 and noted that the breakout sessions along with Jim Buck's presentation "Camping In Your Home" were very well received by the 100+ attendees. She also thanked the Beach Club, Edward Jones, Sound Bank, Kitsap Bank, Thrive Life and Humera for their contributions to the event. Dani reminded everyone that the All County Picnic will be held on August 19<sup>th</sup> at H J Carroll Park and encouraged everyone to attend. She also noted that October 1<sup>st</sup> through 11<sup>th</sup> the first aid training will commence and that on October 19 the Washington Shakeout would take place to test all of our emergency communication systems. She also stated that the CERT training begins on August 22<sup>nd</sup> and the DART training will continue with dates to be announced throughout the year. Dani thanked the original committee members including Bill Dean, Pat Lowery, Jenny Munger and Tink Green for all their help.

b. **Maritime, Phil Otness.** Phil reported that the Marina is getting busier each year, the most notorious craft are the high speed dinghies. Most follow the 5 mph speed limit, but there has been an increase in warnings to these small craft. Phil suggested replacing the entrance buoy and the 5 mph sign attached to it. Phil has also been monitoring the boats who stay in the marina over the 30 day limit and distributes a warning letter to those owners who are taking advantage of the marina facilities. This process has been successful and has resulted in no boats remaining in the bay beyond the 30 day limit.

c. **Tala Point Harvest, Bill Dean.** Bill brought everyone up to date regarding the harvest. The DNR questioned portions of the location of the harvest due to geological issues, the permit was withdrawn by Pope Resources. The harvest area has been reviewed and will be resubmitted by Pope with a change from 234 acres to 214 acres to be harvested. The Tala Point owners association is considering purchasing a buffer band along the road that goes down the center of Tala Point.

d. **Jefferson Healthcare Building Improvements, Bill Dean.** Bill has received correspondence from JHC CEO Mike Glenn regarding the awnings for the building. The awnings have been delivered and will be installed by JHC rather than PLA. Glenn also noted that the landscaping is underway, and that more will be added to the Paradise Bay Road

elevation of the building. In addition, the former clinic building will most likely become a pharmacy – plans are still evolving, but that is the most probable use for that building so far.

X. **Homeowners Association Information**

a. LMC's Randy Deering thanked everyone for attending the All Community BBQ on July 28<sup>th</sup>. He also noted that the Beach Club was being painted, the parking lot resurfaced and new banners installed as well as resurfacing of the pickle ball and tennis courts.

b. SBCA, Gill Skinner. Mr. Skinner was not at the meeting.

XI. **Citizens Comments two (2) Minutes Each**

Bert Loomis invited the PLVC Board to walk the old golf course perimeter near his home to view the noxious weed infestation, and un-mowed grass situation. Mr. Loomis would like to see a regularly scheduled fire prevention mowing protocol enacted by developer PLA that would keep the grass and weeds under control. Randy Deering suggested that the meeting with PLA and the Fire Chief include PLVC representation.

Doug Henderson commented on the sheriff department's lack of enforcement of the 25 mph speed limit on Osprey Ridge Road and Walker Way. He encouraged everyone present to drive the 25 mph as posted.

XII. **PLVC Internal Reports/Actions**

a. Secretary—Pat Page.

i. Ms. Page made a motion that the minutes from the June 7, 2018 and July 5, 2018 meeting minutes be approved. Motion was seconded and passed.

ii. Correspondence. Correspondence was received from Mike Glenn, and Doug Henderson both discussed in Community Interest Reports and Citizen Comments.

iii. Logo. Ms. Page distributed the three finalists for the logo. Motion was made, seconded and unanimously approved to accept the Type 1 Option. Ms. Waldenberg will instruct the artist to prepare the final digital copy of the logo.

b. Treasurer—Paul Wynkoop. Paul reported that the beginning balance in July was \$24,616.89, with net income of \$1,586.94 and expenses of \$1677.57 and an adjustment to Quickbooks of \$2,362.00. The Ending Balance for July 31, 2018 was \$22,112.82. There was discussion regarding some of the income detail which will be reviewed with Paul Wynkoop. Further discussion ensued concerning the Profit and Loss Budget Performance report. Ms. McDermid did not like the formatting from Quickbooks regarding the year-to-date budget numbers. Motion was made to accept the financial report with adjustments to be made. Motion was seconded and passed with one decline.

c. **Administrative Committee Report**, Tam McDermid  
Dave McDermid read the administrative report on Tam's behalf noting that the Policy & Procedures Manual, Election Committee, and recruitment of Board nominees were the agenda items for this committee. All items were in motion and will be completed on time.

d. Election of Paul Hinton as Treasurer, Bill Dean. Motion was made that Paul Hinton be appointed treasurer effective September 1, 2018. Motion was seconded and passed.

XIII. **Other Business**

Bill Dean announced that Steve Frenzl had agreed to run for a PLVC director position. He also noted that he would approach Danille Turissini to serve as well upon completion of her medical treatment.

XIV. Adjournment. Bill Dean made a motion to adjourn the meeting at 6:40 p.m. Motion seconded and passed.