



Board of Directors Meeting  
March 4, 2021 at 2:45 p.m.  
By Videoconference Call

## MINUTES

Attending: Sally Franzel, Paul Hinton, Allan Kiesler, Tam McDearmid, Jim Moffitt, Karin Nyrop and Mike Towner. Tom Sprandel was unable to attend.

Others: Dave Jurca

### I. **Call to order**

President Jim Moffitt called the meeting to order at 2:50 p.m. and Sally Franzel declared that there was a quorum. Jim noted that the meeting was being recorded and that Robert's Rules of Order for Small Boards Protocol was being used. There being no additions to the agenda, a motion was made, seconded and passed to accept the agenda as written.

### II. **Port Ludlow Associates Report – Diana Smeland, President**

Diana reported that in the hospitality area, a project to refresh the rooms was scheduled to be completed by the end of March and photos of the updated rooms would then be used as a marketing tool for the Inn. As part of an ongoing effort to reduce contamination and dumping at the recycling area, new signage would be installed providing a contact phone number to call if the bins were full. In addition, several cars had been using the area for long term parking and "towing" signs would also be installed. Management had been researching methods for moss removal and, during March and April, a drone company would be used to apply moss removal solution to the roof of the Harbor Master building.

The real estate market was active and Ludlow Cove was sold out although home building was continuing on the most recent lot sales. Five lots remained in Olympic Terrace 2 (OT2) phase 1 and work would soon begin on OT2 phase 2. The 1/4 acre lots for phase 2 had

been adjusted to accommodate water migration and the plat amendments had been sent to the County for approval. Sales of phase 2 would start in approximately 6-12 months when accurate individual tax parcels had been identified.

**III. County Report – Greg Brotherton, County Commissioner, District 3**

Jefferson County (JeffCo) had announced a \$275,000 settlement agreement with Joseph D’Amico, Fort Discovery Corporation and Security Services Northwest, Inc. to drop its pending lawsuits, appeals and claims against the county. The parties had also agreed to a five-year moratorium on filing any new public records requests. It was felt that the settlement was the less expensive solution to the string of lawsuits, appeals and claims. It also allowed the county to move forward and to focus on meeting present and future community needs.

Greg had recently met with Jon Rose, President of the Olympic Property Group (OPG) to discuss the future plans for the 25-acre parcel of logged land at the top of Tala Point. From his initial discussion, it appeared that the land could be more valuable for real estate than for timber land. Concern had been raised by managers of the Paradise Bay water system about two forest practice applications recently filed by Rayonier for the contiguous land surrounding the section of “Paradise 40” currently owned by the Department of Natural Resources (DNR). He would be meeting with the DNR and would continue to monitor the situation due to possible impacts on the reservoir for the Paradise Bay water system and impacts for the Port Ludlow community.

**IV. Special Community Activity in Port Ludlow – Jane Holmes (Port Ludlow Resident)**

Jane informed the Board that the American Volkssport Association (AVA) planned to hold a 10k and 5k walk on some of the Port Ludlow trails on Saturday, August 28<sup>th</sup>, 2021. The AVA is a non-competitive sports organization that promotes exercise and is committed to fun, fitness and friendship for people of all ages and athletic abilities. Jane provided a visual presentation showing details of the organization and its proposed VolksWalk and said that PL residents would be invited to join the walk. The Board agreed that the VolksWalk could be an enjoyable event for the community and offered assistance to Jane in marketing the event using an article in “The Voice” and e-blasts and by providing some financial assistance for walkers’ refreshments.

Jane mentioned the possibility of extending the event by offering a walk in Port Townsend on Sunday, August 29<sup>th</sup> and said that Diana Smeland had offered the organization a discounted rate for rooms at the Inn that weekend. Greg Brotherton offered assistance by acting as an interface with the county’s parks and recreation department if required.

## **V. Committee Reports**

### **a. Holiday Lights Committee Report – Dave McDearmid, Chair**

To comply with the county permit, the holiday lights on the trees in the median along Paradise Bay were removed on March 5<sup>th</sup>. Dave reported that he had responded to correspondence from Terri Ross, who was a substantial donor to the holiday lights fund, relating to the poor performance of the lights this holiday season. Despite the purchase of new LED lights the winter season had been challenging due to the lights continuing to fail. Professional expertise would now be sought to identify the problem and find a solution to the interruption of power prior to the lights being reinstalled at Thanksgiving 2021. The Board thanked Dave McDearmid for his on-going efforts to keep the lights shining along the median especially during the COVID-19 pandemic.

### **b. Road Safety Committee – Allan Kiesler, Chair**

Allan was pleased to report that subsequent to the road safety presentations made to the community, the County Commissioners had passed the road safety initiative on speed limit reduction on certain roads in Port Ludlow. Public Works had completed its survey and the speed limit changes would probably occur in March. In order to warn drivers, three new solar powered reader boards would be installed entering Port Ludlow from Paradise Bay Road and at the north and south sides of Oak Bay Road explaining the speed limit changes. These boards would record the number of cars passing and the speed travelled for information purposes only and not to fine drivers.

There were two additional steps to be taken to make the speed limit reduction successful. Allan would be asking Public Works, together with the LMC Green Belt Committee and the PLVC Trails Committee to conduct a “Trails Audit” of the two trail crossings across Oak Bay Road. The objective would be to make sure that the crossings are visible by cutting away foliage and that the crossings go straight across the road (rather than diagonally) to expedite crossing the road by pedestrians. The second requirement would be chip sealing to narrow down the affected roads. It appeared that Public Works would be scheduling chip sealing on Oak Bay Road in June or July 2021. This would narrow down the 4-way stop at Osprey Ridge, Paradise Bay Road and Oak Bay Road and also the intersection of Walker Way and Oak Bay Road to enable pedestrians to cross safely. Once accomplished, Public Works would be monitoring those intersections to find out whether more vehicles were obeying the stop signs and were adhering to the speed limits.

## **Homeowners Association Information**

### **a. LMC – Allan Kiesler**

Allan reported that the contractors were continuing to upgrade the lighting and electrical at the Talbot and Rainier RV storage lots. The replacement of fencing at the lots should

start in two weeks with a projected completion date of no later than April 16, 2021. The LMC Board of Trustees had scheduled a workshop meeting on March 11, 2021 and would be discussing how to open the Beach Club safely while complying with the CDC and State guidelines. The Board was hoping for LMC member participation in this important discussion.

**b. SBCA – Dave Jurca for Tom Sprandel**

Dave reported that the SBCA HVAC system was hoped to be completed in June and that the trustees continued to evaluate, on a month to month basis, when the facility could be reopened.

It was suggested that collaboration and discussion between management of the two clubs on timing and protocols of opening the their facilities might be of benefit to both parties.

**VI. Citizen Comments**

**Dan Toepper – Commissioner, District 3, Jefferson County Public Utility District (JPUD)**

Mr. Toepper provided a brief year-end review. The expansion and remodel of the PUD offices at Four Corners had been completed and staff would be moved in to the facility in March. A rate study for both electric and water/sewer customers had been completed and public meetings would be held in April to review the findings of the study. With the aggressive role played by Elon Musk and Starlink and the potential legislation in Olympia relating to broadband access for ports and PUDs, JPUD continued to monitor possible expansion of internet services and expanding broadband access where it was most needed in the community.

JPUD planned to undertake an update of their Strategic Plan which had not been updated for 5-6 years and workshops would be held to obtain public input. The utility had completed its internal financial audit and had received a clean accountability audit from the State.

**VII. PLVC Internal Reports/Actions**

**a. Secretary – Sally Franzel**

**i. Prior Months' Minutes** – Motion to approve the February 4, 2021 Board meeting minutes was made, seconded and passed.

**ii. Correspondence** - Jim Moffitt said that he had received nine pieces of correspondence on a number of different issues and all had been responded to.

**b. Vice-President – Tam McDearmid**

**i. Committee Updates** – Tam presented the following Committee changes for consideration by the Board:

- Christine Dean and Phyllis Waldenberg to become CO-Chairs of the Health and Wellness Committee replacing Jim Moffitt. Jim Moffitt to remain on the Committee and act as liaison with the Board.
- Erin Anderson to become a member of the Trails and Natural Resources Committee and take the position of Secretary.
- Jim Moffitt to join the Utilities Committee and act as liaison with the Board.

A motion was made, seconded and passed to approve the committee changes as presented.

**c. Treasurer – Paul Hinton**

**i. Prior Month’s Financial Report** – Paul Hinton reported that the previous month’s opening balance was \$21,059.35 with net income of \$100.00. Expenses totaled \$1,244.77 leaving a February 28, 2021 balance of \$19,914.58.. A motion to accept the Treasurer’s report was made, seconded and passed.

**Other Business – Emergency Management Committee**

A discussion was held on the evaluation of communications capability and back-up locations for both the Bay and Beach Clubs and the equipment needed to service those locations. Karin Nyrop, as Board Liaison for the Emergency Management Committee introduced the following motion. “The Emergency Management Committee Chair is authorized to conclude the following arrangement with Rick Schurman: Sell the current ICOM 7000 radio for \$700.00 plus a Yaesu FT-700 radio. Funds received will be put into the PLVC checking account to be used by the Committee for purchases such as a base station radio, antennas and related equipment.” The motion was seconded and passed.

**VIII. Adjournment**

There being no other business, a motion was made, seconded and passed to adjourn the meeting. Meeting was adjourned at 4:25 p.m.

Submitted by:  
Sally Franzel  
Secretary

