



Board of Directors Meeting
July 1, 2021 at 2:45 p.m.
By Videoconference Call

MINUTES

Attending: Sally Franzel, Paul Hinton, Tam McDearmid, Jim Moffitt, Mike Towner and Tom Sprandel.
Allan Kiesler attended a portion of the meeting. Karin Nyrop was unable to attend.
Others: Dave Jurca, Dave McDearmid

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 amended.

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

Ms. Smeland reported that in the hospitality area, the Fireside Restaurant had been impacted by the on-going shortage of staff and that a decision had been made to close the restaurant on Mondays and Tuesdays to the general public. Breakfast and a take-out dinner would still be offered to guests staying at the Inn. It had been reported that Washington State had 80,000 jobs available in the hospitality area. During the pandemic, many individuals working in hospitality had sought employment in other fields to obtain better job security and income. PLA continued to search for interested individuals including retirees and high school students and would appreciate any referrals.

On the real estate side, West Harbor Homes was experiencing supply chain issues with materials such as roof trusses, engineered wood, windows and appliances. Those delays made pre-sales difficult as prices were increasing and many potential customers could not wait for 1 ½ years to have their home built. Referring to Olympic Terrace 2 (OT2) phase 2,

the information on desired plot changes had been published for 30-day public comment. The sales of phase 2 lots were expected to commence in 1st or 2nd quarter 2022 but might be delayed due to the shortages of building supplies and changes in demand in the real estate market.

Diana continued her report on PLA's application to the Corps. of Engineers for a permit to replace D docks that had been on hold for 1 ½ years. The Corps was in the process of putting together a mitigation program which would apply even if the applicant wished to replace an existing dock in exactly the same place. It appeared that the Port Hadlock Marina had received a permit and PLA was hopeful it would receive its permit soon so that work on D Dock West could be scheduled between June and October 2022 using steel pilings. Only one permit could be applied for at a time and, once the first project had been completed, a permit would then be requested for work on three quarters of the marina and eventually a permit to work on the balance of the marina including a possible expansion.

The Olympic Water and Sewer (OWSI) water filtration project was 90% complete and water testing would commence in July or August 2021. It was anticipated that the project would be completed during 4th quarter, 2021 and management remained confident that the January 1, 2022 deadline for a reduced interest rate on the loan would be met.

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

Greg Brotherton was unable to attend the July meeting.

IV. Guest Presentation by Washington Department of Natural Resources (DNR) Fire Division by: Eric Flanigan, Fire District Manager, Olympic Region and Matt Cervenka, DNR Fire Unit Manager for East Jefferson and East Clallam Counties.

The presentation included a description of how DNR Fire Division operated and how it worked with communities, local fire districts and with third party forestry neighbors to protect and educate. The Firewise USA Program was explained together with an illustration of home ignition zones and how the homeowner could create defensible space and ideas for plants in each zone. The complete presentation, including resources for the homeowner, would be posted on the PLVC website on the Emergency Management Committee page at: <http://www.plvc.org/plvc-committees/emergency-management>.

Bill Dean (Chair of the EM Committee) commented that one neighborhood, Edgewood, had been certified as a Firewise community. The Bay and Beach Clubs had decided to use the principles and materials recommended in the Firewise program but not to apply formally for certification. In addition, the Committee continued to work closely with Port Ludlow Fire and Rescue personnel. The Fire Chief and his crew had visited the various neighborhoods and given advice on how to clean up the brush and also take care of the

common 'greenbelt areas'. The Committee had scheduled a Block Captain Fair on July 22nd to continue discussion on fire prevention. Evacuation in case of a fire emergency would be a major topic of discussion as evacuation routes were limited for the Port Ludlow community.

V. Committee Reports

a. PLVC Utilities Committee – Robert Chanpong, Chair

Jim Moffitt gave the report in Mr. Chanpong's absence and referred to the OWSI Customer information notice dated June 2021 which had been mailed with the most recent billing statements sent to customers and emailed to those using electronic billing. The notice provided up-to-date information on the 2020 Water Quality Report, the Water Use Efficiency Report, the New Sewer Rates and the New Water Rates. Any questions relating to the Utilities Committee's Report should be sent to Jim and would be forward to Robert for response. A copy of the information notice would be posted on the PLVC website, Utilities Committee page at: <http://www.plvc.org/plvc-committees/utilities>.

b. PLVC Trails Committee – Larry Scott, Chair

Larry Scott provided a detailed list of the trail maintenance projects completed by the trails committee and its volunteers during the second quarter. During the first 6 months of 2021, volunteers had invested a total of 602 hours or an average of 100 volunteer hours per month. Since the American Volkssport Association (AVA) would be holding 10k and 5k walks on some of the Port Ludlow trails on Saturday, August 28, 2021 volunteers from the trails committee were working to ensure that the participants' experience on the Port Ludlow trails would be as enjoyable as possible.

The Board thanked the members of the committee and its volunteers for their on-going contribution to the maintenance and safety of the trails which were of prime importance to many members of the community.

VI. Homeowners Association Information

a. LMC – Allan Kiesler, President

Jim Moffitt reported for Allan that as of 10.13 am on July 1st all Beach Club facilities including the Bridge Deck were fully open for use. Only those members not fully vaccinated were required to wear masks.

b. SBCA – Tom Sprandel, Vice-President

Tom Sprandel reported that the Bay Club had been partially open for two weeks and that usage had been light. As of July 1st, all meeting rooms would be available depending on State and County occupancy restrictions. Those members not fully vaccinated would be required to wear masks. Management had been talking actively to clubs and organizations that had used the facility in the past so that preparations could be made to get those users back on line as soon as possible.

Jim commented that Tom Sprandel's last official function, as SBCA's representative on the PLVC Board, would be on July 20th at the PLVC workshop. Jim thanked Tom for his participation and said that his contribution to the Board discussions had been a real asset and that he would be missed.

VII. Citizen Comments

There were no citizen comments.

VIII. PLVC Internal Reports/Actions

a. Secretary –Sally Franzel

i. Prior Months' Minutes - A motion to approve the June 3, 2021 Board meeting minutes was made, seconded and passed.

b. Treasurer – Paul Hinton

Prior Month's Financial Report – Paul Hinton reported that the previous month's opening balance was \$18,508.68 with net income of \$16.90. Expenses totaled \$1,947.00 leaving a June 30, 2021 balance of \$16,578.58. Paul commented that the largest expenditure of \$1,407.00 was for the annual premium on PLVC's umbrella and general liability coverage. No additional large expenses were anticipated in 2021 other than expenses related to the October Board Member elections. A motion to accept the Treasurer's report was made, seconded and passed.

IX. Adjournment

There being no other business, a motion was made, seconded and passed to adjourn the meeting. Meeting was adjourned at 4:10 p.m.

Submitted by:
Sally Franzel
Secretary