

Minutes - Roads and Drainage Committee Meeting – June 8, 2017

Attendees: Ken Hoffer, Ken Davidson, Terry Sullivan, Cliff Mallory, Bill Forbes, Heather Perks, Bobby Hoffer, Rick Jones

Guests: Harry Shearer and Harry Sharp

1. Heather Perks has requested to join the committee. It is up to the BOD to approve her request. The committee looks forward to working with Heather.
2. Harry Shearer presented his plans for correcting mailboxes that are out-of-compliance with the village guidelines.
 - a. The following options are:
 - \$25 to modify an existing post if possible. Use the old mailbox.
 - \$50 to install a new post with concrete and a new mailbox. (Mailbox is metal, painted black with a red flag)
 - \$100 to install a new, plastic mailbox and post.
 - Mailbox cluster. Construct and install a multiple mailbox cluster unit that accommodates two or more mailboxes on one or two posts with a horizontal platform to which the mailboxes are attached. It is up to the owners to decide who and how many boxes will be included in the cluster unit. Costs will be determined based on the number of mailboxes.
 - Requests to correct mailboxes are to be directed to the village office. Notice will then be sent to Harry for scheduling work determinations.
 - b. Installations will be done in accordance with USPS guidelines.
 - c. Harry also pointed out the state requirement to call for utility checks. Gas lines, power lines, etc. must be determined before any work can be completed.
 - d. Each installation requires at least two workers to properly perform the work.
 - e. Roads and Drainage offers volunteers to assist with the effort. Harry Shearer has agreed to offer training/orientation on the process and procedures.
 - f. The Village will produce and distribute notices of the above in an email, Next Door, etc. to ensure as many people as possible are notified.
3. A quick inventory was completed and a total of 279 mailboxes were identified as out-of-compliance. That number is already declining with Harry Shearer and Rick Whitaker's efforts.
4. Replacement of four major culverts will begin on or about July 10. Traffic will be affected; however, every effort to minimize the impact will be taken. The process work will be performed by a contracted firm for one culvert and staff/volunteers will complete the other three (3). Roads and Drainage will provide volunteer help when needed. The affected culverts are located at:

- a. Salish and Sehome Roads. (Intersection at the front gate) (Contractor)
 - b. Comox near the cul-de-sac. (Staff/Volunteers)
 - c. Corner of Chilliwack and Quinault (Staff/Volunteers)
 - d. Corner of Chehalis and Coquitlam (Staff/Volunteers)
5. Three ditch connections on Tsawwassen Loop still need to be completed. Work has been delayed due to the weather and unavailability of volunteers.
 6. Request for gravel to be spread at the corner of Makah and Nakat has been completed.

NOTE: Requested area was different from the actual raking of gravel that was completed. The request was for the section coming up the hill before Makah where three mailboxes are located. The mailboxes need to be moved closer to the pavement to comply with the regulations and then Roads & Drainage/Staff can sweeten that section of shoulder.

7. Quinault cul-de-sac residents are still working with the contractor to determine who will be included in finishing the drains.
8. It was suggested a member(s) of the Roads and Drainage Committee attend budget meetings.
OK
9. Maintenance has begun efforts to “sweeten road edges” by spreading gravel to fill holes near the roads edges.
10. Weed whacking is in progress. It takes approximately four hours and two people to complete the efforts, depending upon the weather and other priority work.
11. Maintenance is mowing and ditch weed whacking 117 village lots.
12. One set of building plans was approved by Roads and Drainage.