

**BIRCH BAY VILLAGE COMMUNITY CLUB
ROADS AND DRAINAGE COMMITTEE MEETING MINUTES**

May 9, 2013

Call to Order at 10:00 a.m.

Members Present:	Mick Bride Cathy Gort Rich Gort Cliff Mallory Jerry Royal Larry Tremaine
Members Not Present:	Sandy Hilborn
Board Representative:	Terry Sullivan
Advisers present:	Jim Lockie Chuck Wolfe
Advisers not present:	Peter Winterfeld
BBVCC Representatives:	Ken Hoffer, <i>Manager</i> Steve Freitas, <i>Marina Maint. & Compliance Tech.</i>

Approval of minutes

Minutes of the April meeting were approved as read.

Review of committee rules and regulations

A copy of our current rules and regulations was distributed to all members for their review. Discussion was tabled until the next meeting.

Nootka Loop tree removal

This was scheduled for Thursday morning, 5/16.

Ditch at Skeena and Makah

There was some discussion of where we might store drain rock needed for this and other projects. It was decided that clean-out will be scheduled at a later date.

2013 Road Improvement and paving projects

Overall condition: Chuck Wolfe, our consultant for paving projects, reported that he had recently gone

through the roads in the Village and found them in good condition, and there is no need for repaving this year.

Pavement repairs: Chuck said there are some cracks in the pavement, but mostly just 1/4-3/8 inch in depth. These should be sealed in order to protect the subgrade. The more serious problems he found were at Skeena and Quinault, and on Kayak. Chuck has done a preliminary estimate of the lineal feet, and is working with a contractor to do their own measurements in order to come up with a more accurate cost estimate. Chuck gave a preliminary estimate of \$5,000-\$6,000.

Parking lot paving: Chuck provided cost estimates for parking lot paving scheduled for this year. This includes 3 areas; from the launch ramp to “D” Dock, from the pool to the pro shop, and in front of the maintenance area. The total estimate for this work, based on a 2 ½ inch depth, is \$28,870. Paving of the remainder of the marina parking lot and the launch itself will be addressed at some future date.

Chuck said the work should take a total of about a week to complete, and there will be some prep work involved.

Equipment availability: Since many of these projects involve use of Village equipment at a busy time of year, Steve was assigned overall responsibility for coordinating projects with Village staff so as to make best use of good weather and equipment availability.

Stop signage painted on the road: There was some discussion of how best to deal with 5-6 painted “stop” signs that are no longer applicable, as well as how best to restore those that are fading. This is still open for discussion.

Problems with pavement around mailboxes: Cliff noted that due to the erratic placement of mailboxes and the wear and tear of the mail truck pulling in and out, the shoulders of the pavement around mailboxes are subject to erosion. Although volunteers are working to improve affected areas, this is likely to remain a problem.

Drainage at Quinault and Skeena

There was further discussion of this project, and how best to design the drainage system. No decision was made.

Ditch clean-outs

Mick said he had recently checked out the condition of Village ditches, and noted that there was some gravel and debris collecting. He suggested it's time to schedule ditch clean-outs, so as to avoid any big problems in the future. It was agreed that it should be done soon, but the details, including how to dispose of material removed, will be worked out at a future date.

Adjournment

The meeting was adjourned at 11:12.

Respectfully submitted,



Secretary, Roads & Drainage Committee