

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

**May 10, 2012**

*Call to Order at 10:05 a.m.*

<b>Members Present:</b>	Jim Lockie Rich Gort Jerry Royal
<b>Members Absent:</b>	Cathy Gort Cliff Mallory
<b>Board Representative (not present)</b>	Terry Sullivan
<b>Advisers (present):</b>	Peter Winterfeld
<b>Advisers (not present):</b>	Doug Clark Chuck Wolfe Sandy Hilborn
<b>BBVCC Representative:</b>	Ken Hoffer
<b>Guest:</b>	Steve Freitas, <i>Marina Maint. &amp; Compliance Tech.</i>

**Reading of March minutes**

The March minutes were approved as read.

**Availability of Chuck Wolfe**

Jim noted that Chuck no longer lives in the village and will not be available to participate as fully as he has in the past. He will be available to the committee on an advisory basis and will still assist as a volunteer.

**Road work needed on Skagit Way**

There was some discussion of the “alligator” road damage on Skagit Way. Chuck feels that there is some damage to the substrate and core samples will have to be taken in order to determine how best to treat. Staff will follow up to obtain some bids for having these core samples taken.

**Quality control for installation of catch basins and drainage pipe**

Jim said that in the past any installations not done by the volunteers had been done by contractors overseen by Chuck and Skip. Recently, a homeowner on Cowichan has chosen to do the installation himself, apparently without properly bedding the pipe. Ken suggested that specifications for proper

installation should be included in the document recently created to describe rules and regulations governing the drainage committee. Copies of this document were distributed to committee members. Peter said he would check on pipe specifications used by the county as a starting point.

### **Use of perforated pipe**

There was some discussion of village policy regarding the use of perforated pipe and who would make decisions regarding use of perforated vs. solid pipe; whether the Drainage Committee, ACC or Staff/Management.

Ken suggested that the Drainage Committee review the most current document describing the committee's rules and regulations and submit any comments or questions they feel appropriate. Jim said the committee will do so prior to next month's board meeting.

### **Drainage problem on Kispiosk**

Committee members checked the drainage problem on Kispiosk where water had not been draining into the catch basins properly, and created a ditch alongside the road to provide a channel to the catch basin. If this method works under heavy rain conditions, they will do something similar at other hilly locations.

There was some discussion of drainage problems on empty lots and how we might improve these properties enough so they can be kept mowed. Jim suggested that we shoot some elevations on these lots so we can submit this data to the Board, so they can consider the problem.

### **New marina maintenance and compliance technician**

Ken introduced Steve Freitas, the Village's new Marina Maintenance & Compliance Technician.

### **Maintenance yard**

There was some discussion of assisting staff in the cleanup of the maintenance yard.

### **Need for new members**

Jim informed the committee that should he win a Board position in the upcoming election, there will be a need for a new chairman for the committee. Regardless, we are in need of new members.

### **Adjournment**

The meeting was adjourned at 11:15.

Respectfully submitted,



*Secretary, Roads & Drainage Committee*