

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

**June 13, 2013**

*Call to Order at 10:00 a.m.*

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

**Approval of minutes**

Minutes of the April meeting were approved with the exception of noting that Sandy Hilborn was present.

**Review of committee rules and regulations**

No discussion.

**Parking Lot paving**

Chuck reported on progress of the grading and placing of recycled asphalt at clubhouse and office/marina area. Discussed also doing other minor areas and leaving some extra product for volunteers and crew to use.

**Filling of pot holes at mail boxes and corners**

Reviewed list of mailbox problem areas provided by Larry. Discussed using recycled asphalt to fill some areas. Volunteers will try to work on list the 18<sup>th</sup> and 19<sup>th</sup>.

### **Skeena/Makah erosion**

Discussed volunteers placing drain rock on the 25<sup>th</sup>.

### **Quinault/Skeena drain pipe and ditch fill**

Volunteers to try to place a piece of 12" pipe in existing 18" pipe to see if it fits. It was also noted there is another large ditch on the 'other side' near Chilliwack.

### **Stop bars**

Ken reported it was advised by contractor to leave the bars alone and traffic will eventually wear paint away.

### **Ditch cleaning**

Some discussion.

### **New Business**

Ken reported that the owners of the Nootka Loop property where volunteers recently removed a tree blocking the ditch, have asked when the ditch would be cleaned out. The situation was discussed and it was determined lowering the ditch at this time is a low priority because the amount of run-off is minimal in the area and the ground is very porous.

Steve provided pictures of a small sink hole next to a catch basin at the corner of Chehalis and Chehalis Court. Some committee members will look at this after the meeting and try to determine the cause.

Trees encroaching into roadway.--Volunteers were encouraged to report these locations to office and they can follow up with letter to owners to trim.

Street signs--Ken reported that some signs are being moved for better visibility. One noted was corner of Salish and Quinault.

Ken reported that some gouges and holes in roadways will be patched by crew.

### **Adjournment**

The meeting was adjourned at 10:45.

Respectfully submitted,

Larry Tremaine for Cathy Gort

*Secretary, Roads & Drainage Committee*