

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

August 8, 2013

Call to Order at 10:00 a.m.

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

Approval of minutes

Minutes of the July meeting were approved with some minor corrections. Rich Gort presided over the meeting for Cliff, who was unable to attend.

Work at Skeena and Quinault

Jim reported that rock has been put down and the area is now ready to to be covered with dirt. The possibility of working on the other side of the street as well was discussed, but not deemed to be necessary at this time.

Work at Skeena and Makah

Jim reported that some one-man rock has been put in place, and they may want to put more down in the future.

Dirt by baseball backstop

Volunteers continue to work on removing the dirt that has been piled in this area, and I&I will be scheduled to flush the lines at some point in the future, in order to remove any dirt that may have gotten into the pipes.

Skagit near Quinault

A resident at this location has been complaining about water accumulating on an empty lot across from him, causing water to back up onto his property. I&I has flushed out the pipes that drain the lot and volunteers have added rock in order to improve drainage. However, volunteers have taken elevations on the lot and verified that there are low spots which will continue to accumulate water, unless the lot is built up at some point in the future.

Scheduling of equipment for work on ditch across from Marina

Rich inquired as to whether scheduling of equipment has been a problem with this project. Jim reported that it hasn't really, but they have at times run short on volunteers. Jim further stated that all the drain pipe has been installed, and it is now a matter of hauling enough dirt and spreading it out. Jim said that some staff time on the excavator would be helpful in finishing the final grading, and that there will be a need for considerable volunteer hours. The work itself requires several people, and additional volunteers might be used to direct traffic. He noted that it would be a good opportunity to get some of the newer volunteers involved and learning how to use the equipment.

Ken inquired as to whether we would be doing the ditch on the other side of Coquitlam, and Jim said it appears to be a much easier project involving raising an existing catch basin, and it will probably be looked into at some future date.

Most of the rock being used for our drainage projects is coming from a pile located at the far side of the parking lot near the golf course. The goal is to get it all moved and used for basic drainage improvements prior to the rainy season, so the parking area resurfacing can be completed.

Mail box area improvements

Volunteers are continuing to repair areas around mailboxes where the pavement has been eroded. Jim said the damage is occurring primarily because so many mailboxes are located more than the post office regulation 18 inches from the edge of the pavement. Until the offending mailboxes are moved, this will continue to be a problem.

The Village is currently offering a mailbox improvement package for \$100, including replacement and installation, with the work possibly being completed by volunteers. It is hoped that many residents will take advantage of this offer. Currently, there are about ten signed up.

Rich suggested that when this offer is publicized again, the actual postal regulations regarding placement be published as well.

Crack sealing

Sandy suggested that we coordinate with the paving contractor to ensure that they know exactly which spots to seal, and what material is to be used. Ken H. said he will follow up tomorrow to be sure that

they are working with the same list we are.

Adjournment

The meeting was adjourned at 10:50.

Respectfully submitted,

Cathy Gort

Secretary, Roads & Drainage Committee