



# **KITTITAS COUNTY**

## **DEPARTMENT OF PUBLIC WORKS**

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Mark Cook, Director

### **STUDY SESSION MINUTES**

**March 13, 2017**

#### **THOSE PRESENT:**

Paul Jewell, Laura Osiadacz, Obie O'Brien (BOCC); Mark Cook, Luke Huck, Kathy Jurgens, Karen Hodges, Candie Leader (DPW); Dan Carlson, Doc Hansen, Mike Flory, Stephanie Mifflin (CDS); Neil Caulkins (PA); Robin Read (EH)

#### **GUESTS:**

Pat Deneen, Chad Bala

#### **FEES UPDATE:**

Kathy Jurgens reported on the fees update. After taking the direction from the Board at the last study session, staff presented the new fee schedules with changes. Kathy stated that reaching out to other agencies proved to be ineffective as many of the agencies haven't updated fees for some time. Commissioner Jewell had comments on the following fees:

Airport Access Cards – set rate at the 50% cost recovery  
Haul Route Permits – Commissioner Jewell inquired as to if this is in relation to wind farms and feels this should be at full cost recovery.

Road Standards Appeal – Commissioner Jewell felt that the new amount of \$3065 seems excessive. He'd like to see this fee align with the other appeal fees which are around \$550 or \$600.

Short Plat – Commissioner Jewell stated to go at the 25% cost recovery on this fee and same with Final Plat.

Alternative Energy – Commissioner Jewell asked for clarification for this fee and was wondering if the size and impact with this fee. Kathy replied that this fee is for wind farms and/or solar farm. Mark spoke to the amount of the fee to be considered. The fee came about after staff researched previous review time done on this type of project. Commissioner Jewell agrees that on a larger scale project the fee seems fair. It's the smaller projects that have him concerned. He'd like to see the fee scaled back for those. Commissioner Jewell suggested that projects that are 5 mw and below have a reduced fee and the ones that are 5 mw and above are at the higher rate.

SEPA Review – Commissioner Jewell commented that currently the fee is \$90 and the proposed fee is \$470, which he feels is too much to charge right away. He suggests that the fee be set at \$250 and staff should continue to evaluate this fee on a year by year basis. Robin Read was present and made comments to clarify the fee that Environmental Health charges for their SEPA review.

Annexation Review – Commissioner Jewell inquired as to what this fee was for. Mark stated that this fee would be applicable when a city is requesting property be annexed in to city limits. This fee would be the responsibility of the city asking for the annexation.

Concurrency Review – Commissioner Jewell inquired as to the fee for this service and if this is a new fee. Kathy responded that it is a new fee and Commissioner Jewell thought the amount of a bit high. He thought that this was a simple review and asked for clarification. Mark replied that this requires scoping with applicants. They require meetings for the proposal and the review of the transportation impact studies. He added that they are becoming more complicated and currently staff has a project that is requiring a fair amount of time for review. Mark stated that this will be clarified for the Public Hearing. Discussion was held.

Floodplain Development Permit – Commissioner Jewell thought that the new amount was too high and suggested going to the 25% level at \$500. Commissioner O’Brien agreed with this adjustment and discussion was held.

**Board Direction:**

**Make necessary changes and present at the scheduled public hearing.**

**REQUEST TO SET A PUBLIC HEARING TO CONSIDER LEASING LOT H-31 OF THE KITTITAS COUNTY AIRPORT BINDING SITE PLAN:**

Mark Cook presented the Board with a request to set a public hearing to consider leasing Lot H-31 of the Kittitas County Airport Binding Site Plan to Sierra Romeo, LLC for a commercial airplane hangar. Mark added that he did send a letter to Sierra Romeo, LLC stating that any site work done prior to lease approval is at their own risk.

**Board Direction:**

**Commissioner Osiadacz made a motion to approve the request to set a public hearing to consider leasing Lot**

**H-31 of the Kittitas County Airport Binding Site Plan. Commissioner O'Brien seconded the motion. Motion passed and request was approved.**

**REQUEST TO APPROVE A  
NOTICE OF CALL FOR  
SEALED BIDS FOR THE  
MANUFACTURE AND SUPPLY  
OF AGGREGATE FOR  
BITUMINOUS SURFACE  
TREATMENT:**

Luke Huck presented a request to approve a notice of call for sealed bids for the manufacture and supply of aggregate for bituminous surface treatment. He stated that we are going with a different method this year than done previously. Staff can test the material and have material on site when needed. Commissioner O'Brien inquired as to any cost increase and Luke replied that staff won't know until the bids are received and opened.

**Board Direction:**

**Commissioner Osiadacz made a motion to approve the notice of call for sealed bids for the manufacture and supply of aggregate for bituminous surface treatment. Commissioner O'Brien seconded the motion. Motion passed and request was approved.**

**REQUEST TO APPROVE A  
RESOLUTION TO RATIFY  
THE CHAIR'S SIGNATURE  
ON JACOB'S TASK ORDER  
NO. 4:**

Mark presented a request to approve a Resolution to ratify the Chair's signature on Jacob's Task Order No. 4. He reported that the task order is for planning services related to the transportation element of the Comprehensive Plan update. With the compressed timeline of the Comprehensive Plan update staff negotiated the scope and the sub-consultant that is on board to assist with the project.

**Board Direction:**

**Commissioner Osiadacz made a motion to approve the Resolution to ratify the Chair's signature on Jacob's Task Order No. 4 as presented. Commissioner O'Brien seconded the motion. Motion passed and Resolution No. 2017-050 was approved.**

**REQUEST TO APPROVE  
A RESOLUTION  
AUTHORIZING CHAIR  
SIGNATURE ON THE  
RECREATION CONSERVATION  
OFFICE PROJECT  
AGREEMENT 16-1860C:**

Mark stated that before the Board is a Resolution to authorize Chair signature on the Recreation Conservation Office Project Agreement 16-1860C which is changing the name of the grant removing the word “design” from the title. No other changes are being made.

**Board Direction:**

**Commissioner O’Brien made a motion to approve the Resolution to authorize Chair Signature on the Recreation Conservation Office Project Agreement 16-1860C. Commissioner Osiadacz seconded the motion. Motion passed and Resolution No. 2017-051 was approved.**

**CURRIER CREEK FLOODPLAIN  
MAPPING:**

Mark briefed the Board on the mapping program that the department is working on with FEMA and the STARR Team on the new mapping pilot program using lidar to show the floodplain areas. He presented an example of the final product. Staff will eventually submit for a CLOMAR and draft an outreach plan. Pat Deneen was in attendance and commented that the new mapping model was helpful in his planning of the Palomino Fields development.

**Board Direction:**

**No Direction.**

**OTHER BUSINESS:**

**Flood Update – Informational Only:**

Mark stated that Friday evening staff began receiving calls regarding flooding in areas of the County. Charlton Road was having some flooding due to irrigation dams being left in the roadside ditch. These were removed by staff so the water could flow appropriately. There is minor damage on Kittitas Highway with the shoulder being closed and two (2) culverts washed out. The culverts were access culverts into properties and temporary metal plates were placed for the residents to gain access. Mark added that Luke was out all morning monitoring areas and the repair on Naneum Bridge was postponed due to high water.

Request to set a Special meeting to consider approving the agreement with the US Army Corp of Engineers for repairs to the Klocke Road Levee:

Mark reported that last week he had conversation with the US Army Corp of Engineers regarding the agreement for the Klocke Road Levee repairs be real estate validated. Staff is also working with Burlington Northern to obtain construction easements to conduct said repairs. Burlington Northern is offering a 30 day construction easement; however, the Army Corp of Engineers is requesting permanent easements and suggests the County look into condemnation of the property. Commissioner Jewell suggested getting with the BOCC administration to schedule the special meeting for Wednesday, March 15, 2017 at 3pm to consider approving the agreement.



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Mark Cook, Director of Public Works