



# **KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS**

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Mark Cook, Director

## **STUDY SESSION MINUTES**

**April 10, 2017**

### **THOSE PRESENT:**

Paul Jewell, Laura Osiadacz, Obie O'Brien (BOCC); Mark Cook, Luke Huck, Candie Leader (DPW); Dan Carlson (CDS); Judy Pless (AU); Chris Horner (PA); Lisa Lawrence (SW)

### **GUESTS:**

Chad Bala, Pat Deneen

### **MUNICIPAL RESEARCH AND SERVICES CENTER PROFESSIONAL SERVICES ROSTER DISCUSSION:**

Mark introduced Judy Pless from the Kittitas County Auditor's office to discuss the MRSC item. Judy stated that in August 2016 the Board of County Commissioners authorized staff to pursue going to MRSC for Small Works, Small Purchasing and Contracting Rosters. Judy added that there are only two times during the year you can join which is December and May. The deadline for December was missed and now there are a few questions that need answered before joining in May. The first being the BOCC has given different levels of department's authorization to sign contracts and also the process of awarding bids once they are opened. Commissioner Jewell responded that only two departments that have authority to sign contracts, one is Public Works and the other is the Fair/Event Center. Discussion was held.

### **Board Direction:**

**No direction.**

### **REQUEST TO APPROVE A RESOLUTION TO AWARD THE BID FOR THE MANUFACTURE AND SUPPLY OF AGGREGATE FOR BITUMINOUS SURFACE TREATMENT FOR ONE (1) CALENDAR YEAR FOLLOWING CONTRACT EXECUTION:**

Mark presented the Resolution to Award the bid for the Manufacture and Supply of Aggregate for Bituminous Surface Treatment for One (1) Calendar Year following Contract Execution. He then introduced Luke Huck, County Engineer to discuss the item further. Luke reported that the department solicited bids for the manufacture and supply of aggregate for bituminous surface treatment and only one bid was received from Ellensburg Cement Products. This year the bid structure was done differently than in previous years. We are actually testing the material prior to purchasing and in lieu of specifying specific pit sites for stockpiling locations that were primarily owned and operated by Ellensburg Cement Products we are requesting delivery to our own designated pit sites spread out across the county. We did have to hire a third party to test the

material and we contracted with Baer Testing and requested that Ellensburg Cement Products truck the material to our sites once the rock passes the testing. We are hoping to see some better quality rock and will see some longer ROI on our chip seal. It will also allow us to maintain some stockpile of rock to use for other projects. Discussion was held.

**Board Direction:**

**Commissioner Osiadacz made a motion to approve the Resolution to Award the Bid for the Manufacture and Supply of Aggregate for Bituminous Surface Treatment for One (1) Calendar Year following Contract Execution. Commissioner O'Brien seconded the motion. Resolution No. 2017-070 was approved as presented.**

**REQUEST TO APPROVE A RESOLUTION TO DELEGATE THE COUNTY ENGINEER AUTHORITY TO LEGALLY BIND THE KITTITAS COUNTY PUBLIC WORKS DEPARTMENT FOR THE PURPOSE OF REQUESTING FEDERAL TRANSPORTATION PROJECT REIMBURSEMENT:**

Mark stated that the department received notice from the Federal Highway Administration that last year the Federal Code registry was changed to require a particular certification for local government relative to cost recovery on federal aid projects. Our current practice is that every pay request is signed by either the Director of Public Works or the County Engineer. Washington State Department of Transportation is requiring a Resolution be approved by the Board of County Commissioners specifically noticing that the County Engineer is authorized to be signing the vouchers and reimbursement requests.

**Board Direction:**

**Commissioner Osiadacz made a motion to approve the Resolution to Delegate the County Engineer Authority to Legally Bind the Kittitas County Public Works Department for the Purpose of requesting Federal Transportation Project Reimbursement. Commissioner O'Brien seconded the motion. Resolution No. 2017-071 was approved as presented.**

**FLOOD CONTROL ZONE DISTRICT ADVISORY BOARD:**

Mark stated that two weeks ago at study session staff discussed with the Board of County Commissioners about the desire to bring some structure into the administration of the Flood Control Zone District. Since the formation in 2012, there have been two completed and one near completion watershed assessments that have identified numerous projects for eventual implementation. Currently, the only strategy for choosing amongst the projects is the Flood Control Zone District Administrator who could build a priority list and present it to the Board of County Commissioners for consideration. Mark added that it is his opinion and a shared opinion from the majority of the Board from the last discussion two weeks ago that a utility rate payer based advisory board might be a favorable alternative to the other model. Given that the utility is county wide and the type of projects are significantly different that a blended approach to formation would be considered. This being made of up three rate payers from Upper County,

three from Lower County and an at large member. Mark continued that an odd number would be favorable so that the committee can have a decision making tool available if consensus was to fail. The advisory board would essentially help screen the projects that have come from the watershed assessments and annually create a process where rate payers could solicit other rate payers for their projects. This allowing projects county wide to be recognized. Mark believes that staff could pull something together in a couple month period with possibly presenting at service groups, City Councils, run radio ads and press releases. Commissioner Jewell inquired on how to define Upper County vs. Lower County members. Mark replied that the Board could define this with the districting, however, Commissioner Jewell didn't agree due to the way the districts are set up. Commissioner Jewell suggested using the Commissioners' Districts since they are pretty evenly split. This would allow two members from District 1, two from District 3 and three from District 2. Discussion was held.

**Board Direction:**

**Build outreach plan for review at a future study session.**

**PALOMINO FIELDS DEVELOPMENT AGREEMENT REVISION:**

Mark stated that Public Works has been working with the developer of Palomino Fields for the last eight to nine months. What has been recognized is that the siting of the plat and the association of the Currier Creek floodplain requires some special analysis. The Flood Control Zone District recently completed a two dimensional flow model for the entirety of Currier Creek, including the limits of the property that is slated for development at Palomino Fields. Staff made the developed model available to the developer for their review. Mark continued that what has come to light is that there are five phases of the development they are insensitive to the specific land characteristics of the entire plat, so where there are uplands and floodplains we might find a regional stormwater facility is more suited in phase five but we aren't able to task it from phase one because the current developer agreement requires the completion of one phase before the other. Staff believes this handicaps the developer as it relates to our added knowledge of the sensitive nature of floodplain development and so staff has suggested to the developer to approach the BOCC with a request to amend the developer agreement. Pat Deneen commented on the issue. Discussion was held.

**Board Direction:**

**Move the topic forward for the public hearing process.**

**SIX YEAR TRANSPORTATION IMPROVEMENT PLAN AMENDMENT DISCUSSION:**

Mark commented that with the Board's recent decision to invest road fund dollars supporting the Hwy 97 roundabout project requires that staff bring forward a revised annual construction program. While staff was looking at the current program they saw an opportunity to make other changes as it relates to impacts on the six year transportation improvement program. Mark continued that staff has also received confirmation from the Federal Highway Administration

that they are going to follow our lead and return the Teanaway Hydraulic project back to the county, as staff feels we are better equipped to deliver the project. Mark added that this winter we came out with significant snow pack levels in Manastash. As staff was doing the environmental scoping for the permitting for the Manastash washout it was discovered that, even in late March, trying to collect additional data that our consultant was looking for and found three inches of ice below two feet of snow and being unable to even probe the area with our data collectors. This project is most likely going to be pushed back a year. So, recognizing that project being pushed back, the addition of the roundabout project, the FLAP and staff believes we can accelerate the No. 81 Road pedestrian lane project. Data collection is currently underway on that project. Discussion was held.

**Board Direction:**

**Schedule a public hearing to amend the plan.**

**OTHER BUSINESS:**

**FEMA Alternate Project Update:**

Mark stated that staff received notice Friday afternoon of final acceptance of our proposal to acquire essentially one million dollars of heavy equipment as a settlement to not repair Ringer Loop Road. Staff is currently soliciting and updating the prequalified bid list and various purchasing venues with state and federal government. Mark continued that staff is anticipating seeing the equipment by fall. One of the items staff is looking to secure is a temporary bridge that could be used for rental to other agencies. Discussion was held.

**Blackhorse Update:**

Mark stated that the project team met Friday at some length to discuss DR Horton taking flows from their development and conveying them across Reecer Creek Road onto property that is held by Pat Deneen. Some significant regional soil with the characteristics needed to dispose of improved runoff. Staff encouraged Mr. Deneen to have a conversation with DR Horton about the possibility of making some of his land available. The project team, consisting of the hydrogeologist, civil engineer, and a DR Horton representative all met and the opportunity for some solutions to issues that have arose. Discussion was held.

**Executive Session(s):**

**To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.**

**In Executive Session at 2:24 pm**

**Executive Session adjourned at 2:34 pm**

**To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.**

**In Executive Session at 2:35 pm  
Executive Session adjourned at 2:41 pm**



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Mark Cook, Director of Public Works