

**KITTITAS COUNTY
PUBLIC WORKS STUDY SESSION MINUTES
COMMISSIONERS' AUDITORIUM, 205 WEST 5TH ROOM 109 - ELLENSBURG
Regular Meeting**

MONDAY

1:30 PM

MARCH 9, 2020

Board members present: Vice-Chairman Laura Osiadacz, Commissioner Cory Wright

Others: Mark Cook, Candie Leader, Arden Thomas, Public Works; Dan Carlson, Calvana Carper, Mike Flory, Community Development Services; Neil Caulkins, Prosecuting Attorney's Office, Benjamin West, Director of Airport Operations; Three (3) Members of the Public

At 1:30 pm Vice-Chairman Laura Osiadacz opened the Public Works Study Session.

Mark Cook requested to move Item Twelve (12) to Item Two (2) to allow Dan Carlson to be present if any questions are had.

COUNCIL OF GOVERNMENTS STAFF SUPPORT ASSIGNMENT

Mark Cook gave background on the Public Facilities Fund and the level of involvement by Public Works getting material packages ready for Council of Government (COG) meetings. Mark Cook continued that he met with Dan Carlson, Director of Community Development Services (CDS) to discuss transferring the staffing of COG to Public Works. Mark Cook added that when planning questions or issues arise Public Works staff would consult with CDS and a CDS staff member could attend COG meetings as a member of the audience if necessary. Discussion was held. Staff was directed to make the staffing change starting with the April COG meeting.

REQUEST TO APPROVE A RESOLUTION TO AUTHORIZE THE DIRECTOR OF AIRPORT OPERATIONS TO SIGN THE GRANT APPLICATION WITH THE FEDERAL AVIATION ADMINISTRATION FUNDING ADDITIONAL ENVIRONMENTAL ASSESSMENT WORK AT BOWERS FIELD COMMITTING AIRPORT FUND RESERVES AS GRANT MATCH

Mark Cook stated that due to time constraints items related to Bowers Field were placed on the Public Works Study Session for consideration.

Mark Cook gave an update of the Environmental Assessment and explained the Federal Aviation Administration's process for apply for grants for matching funds. Mark Cook stated that a resolution of support and understanding is required as part of the grant application package. Mark Cook stated that the match would need to come from airport fund reserves. Discussion was held. Commissioner Cory Wright made a motion to approve Resolution 2020-047 to Authorize the Director of Airport Operations to Sign the Grant Application with

the Federal Aviation Administration Funding Additional Environmental Assessment Work at Bowers Field Committing Airport Fund Reserves as Grant Match. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

REQUEST TO APPROVE A RESOLUTION TO AUTHORIZE THE DIRECTOR OF AIRPORT OPERATIONS SIGNATURE ON GRANT APPLICATION DOCUMENTS FOR BOWERS FIELD RUNWAY 7/25 DESIGN USING 2020 AIRPORT FUND RESERVES

Mark Cook gave background on the project and explained the grant requirements related to the grant match. Mark Cook stated that Runway 7/25 is not eligible for Federal Aviation Administration funding however, staff felt it was appropriate to attempt to secure additional funding for the project. Mark Cook added that this grant application would be for the design of Runway 7/25 and that the Department of Commerce grant that was slated to be used for design is still pending approval. Discussion was held. Commissioner Cory Wright made a motion to approve Resolution 2020-045 to Authorize the Director of Airport Operations Signature on Grant Application Documents for Bowers Field Runway 7/25 Design Using 2020 Airport Fund Reserves. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

REQUEST TO APPROVE A RESOLUTION TO AUTHORIZE THE DIRECTOR OF AIRPORT OPERATIONS SIGNATURE ON GRANT APPLICATION DOCUMENTS FOR BOWERS FIELD RUNWAY 7/25 CONSTRUCTION USING 2020 AIRPORT FUND RESERVES

Mark Cook stated that this item is similar to the last two items for Bowers Field. Mark Cook gave background on the construction plans for Runway 7/25 and the grant match for this application is available in airport fund reserves. Mark Cook continued that if the grant application isn't successful then there is a loan program that could be applied for to help offset costs. Discussion was held. Commissioner Cory Wright made a motion to approve Resolution 2020-046 to Authorize the Director of Airport Operations Signature on Grant Application Documents for Bowers Field Runway 7/25 Construction Using 2020 Airport Fund Reserves. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

REQUEST TO APPROVE A LEASE FOR LOT C-38 OF THE KITTITAS COUNTY AIRPORT AMENDED BINDING SITE PLAN ALONG WITH BUILDINGS UPON SAID LOT WITH ELLENSBURG PALLETS LLC

Mark Cook stated that Ellensburg Pallets LLC is requesting a five (5) year lease for Lot C-38 at Bowers Field. Mark Cook continued that with the current economic model of the business, Ellensburg Pallets LLC requested to use only a portion of the lot. Mark Cook added that the new rate will be at the fourteen cents (\$.14) as set by the Board of County Commissioners. Discussion was held. Commissioner Cory Wright made a motion to approve a Lease for Lot C-38 of the Kittitas County Airport Amended Binding Site Plan along with Buildings Upon

Said Lot with Ellensburg Pallets LLC. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

REQUEST TO APPROVE A RESOLUTION TO AUTHORIZE THE CHAIR'S SIGNATURE ON WATERSHED SCIENCE AND ENGINEERING TASK ORDER NO. 7 AMENDMENT NO. 2

Mark Cook introduced Arden Thomas, Water Resource Manager to present the next agenda item.

Arden Thomas gave background on the Reecer Creek FEMA Flood Hazard Mapping project and stated that FEMA has requested the County tie into the new mapping with the existing maps. Arden Thomas continued that this request requires additional funds for the Consultant to complete. Commissioner Cory Wright made a motion to approve Resolution 2020-048 to Authorize the Chair's Signature on Watershed Science and Engineering Task Order No. 7 Amendment No. 2. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

REQUEST TO APPROVE A RESOLUTION TO AWARD HIGHWAY INFRASTRUCTURE FUNDING (RURAL) AND HIGHWAY INFRASTRUCTURE (URBAN) FUNDS TO KITTITAS COUNTY PUBLIC WORKS

Mark Cook gave background on the Highway Infrastructure Funding Program and stated that with the approval of amending the Six Year Transportation Improvement Program and Annual Construction Program adding Bullfrog Road repairs this allows that project to be eligible for additional funding through this program. Discussion was held. Commissioner Cory Wright made a motion to approve Resolution 2020-049 to Award Highway Infrastructure Funding (Rural) and Highway Infrastructure (Urban) Funds to Kittitas County Public Works. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

REQUEST TO APPROVE A RESOLUTION TO AWARD UNOBLIGATED SURFACE TRANSPORTATION BLOCK GRANT FUNDS TO KITTITAS COUNTY PUBLIC WORKS

Mark Cook stated that staff was recently noticed that the City of Kittitas was not in a position to use funds from the Surface Transportation Block Grant that was awarded for 2020. Mark Cook continued that Public Works would like to obligate those funds for Bullfrog Road repairs and obligate the City of Kittitas funding to 2021 to align with the timeline of their project. Commissioner Cory Wright made a motion to approve Resolution 2020-050 to Award Unobligated Surface Transportation Block Grant Funds to Kittitas County Public Works. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

REQUEST TO APPROVE A NOTICE OF CALL FOR SEALED BIDS FOR THE SUPPLY OF A STEEL MODULAR BRIDGE

Mark Cook gave background on the project that placed the temporary bridge structure at Big Boulder Creek. Mark Cook stated that with timelines staff would like to go out to bid to procure the structure itself and bid the installation at a later date. Mark Cook added that this will be a two week advertisement. Discussion was held. Commissioner Cory Wright made a motion to approve a Notice of Call for Sealed Bids for the Supply of a Steel Modular Bridge. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

REQUEST TO APPROVE A NOTICE OF CALL FOR SEALED BIDS FOR THE COLEMAN CREEK CULVERT REPLACEMENT - STRUCTURE ONLY

Mark Cook gave background on the project and stated that the funding secured was the first-time staff had applied for grant funding through the Brian Abbott Fish Barrier Removal Program. Mark Cook continued that the timeline for this project is aggressive, however staff feels it's important to show that local government is poised to deliver this kind of project in a timely manner. Mark Cook added that procurement of this type of structure is lengthy, but the project is slated to remain on schedule. Discussion was held. Commissioner Cory Wright made a motion to approve a Notice of Call for Sealed Bids for the Coleman Creek Culvert Replacement - Structure Only. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed.

EASTON SCHOOL DISTRICT TRAFFIC CONTROL MEASURES REQUEST

Mark Cook gave background on the ongoing traffic issues in Upper County with traffic bypassing I-90 during closures and construction. Mark Cook stated that staff received a request from the Easton School District for the deployment of interactive speed signs and crosswalk improvements in the area of the school. Mark Cook added that the cost is around eighty-five hundred dollars (\$8500). Discussion was held. Staff was directed to move forward with the request.

Meeting adjourned at 2:26 pm

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Candie Leader



Laura Osiadacz, Vice-Chairman