

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

**MONDAY**

**1:30 PM**

**JUNE 8, 2020**

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

Others: Mark Cook, Candie Leader, Arden Thomas, Public Works; Lindsey Ozbolt, Calvana Carper, Dan Carlson, Rachael Stevie, Jessica Miller, Community Development Services and One (1) member of the Public.

At 1:30 pm Chairman Brett Wachsmith opened the Public Works Study Session.

Mark Cook requested to add three (3) items to the Agenda: County Engineer Update, Construction Update and Intern Discussion.

**REQUEST TO APPROVE A RESOLUTION TO EXECUTE A COST RECOVERY AGREEMENT WITH DR HORTON**

Mark Cook gave background on the Whiskey Creek flow model and explained that DR Horton requested to use the model for development purposes and ongoing hydrology issues. Mark Cook continued that this agreement is for repayment for use of the model. Discussion was held. Chairman Brett Wachsmith made a motion to approve Resolution 2020-114 to execute a Cost Recovery Agreement with DR Horton. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed 3-0.

**REQUEST TO APPROVE A RESOLUTION TO AWARD THE CONTRACT FOR THE COLEMAN CREEK CULVERT REPLACEMENT AT VANTAGE HIGHWAY AND AUTHORIZE THE PUBLIC WORKS DIRECTOR TO EXECUTE THE SAME**

Mark Cook gave background on the project and stated that the project is partially funded through the Brian Abbott Fish Passage grant. Mark Cook stated that two (2) bids were received and today's action will award the project to Belsaas and Smith. Discussion was held. Chairman Brett Wachsmith made a motion to approve Resolution 2020-115 awarding the Contract for the Coleman Creek Culvert Replacement at Vantage Highway and Authorize the Public Works Director to execute the same. Vice-Chairman Laura Osiadacz seconded the motion. Motion passed 3-0.

**APPROVED**  
7/7/2020

## **UPPER COUNTY SHOP CONTRACT INCIDENTALS**

Mark Cook stated that with the Upper County Maintenance Facility project starting he'd like to get Board direction on establishing a Change Order process for the project. Mark Cook continued that previously he had established a Change Order Policy for road projects that allows the Director's signature on change orders at and/or below fifty thousand dollars (\$50,000). Discussion was held. Staff was directed to draft a process for approval.

## **UPPER COUNTY TRAFFIC COMMITTEE UPDATE**

Mark Cook stated that the Upper County Traffic Committee was finalized, and staff has produced a Request for Information (RFI) that was sent to two (2) On-Call Consultants for traffic solutions to be discussed once they are submitted. Mark Cook continued that he has scheduled calls to discuss the RFI with members of the Committee and will send score sheets to the members once submittals are received. No direction was given.

## **OTHER BUSINESS:**

### **COUNTY ENGINEER UPDATE**

Mark Cook reported that a County Engineer candidate will be traveling from out of state for an interview on June 25<sup>th</sup> and would like to set up a time for the Board to meet him. Staff was directed to schedule time for each Board member to meet the candidate.

### **CONSTRUCTION UPDATE**

Mark Cook updated the Board on the upcoming construction projects for the Department. Mark Cook stated that local contractors were awarded two (2) projects and Big Boulder will be opened on the 9th. Mark Cook continued that the Upper County Maintenance Facility was awarded to a contractor from Spokane with a local contractor conducting the site work; Belsaas and Smith was awarded the Coleman Creek project and Advantage Dirt will be doing the Fairview Road project. Mark Cook added that the Bullfrog Road project will be advertised next. Mark Cook thanked the Board for their support in getting these projects out and awarded.

### **INTERN DISCUSSION**

Mark Cook stated that Public Works has had internships available in the past for surveying and construction inspection. Mark Cook continued that staff sees it as a good program to continue especially with the Construction Management Program at Central Washington University. Discussion was held. Staff was directed to work with Human Resources to get this completed.

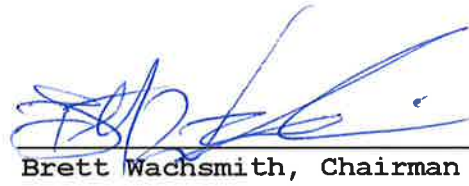
Meeting adjourned at 1:58 pm

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON



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Candie Leader



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Brett Wachsmith, Chairman