



KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

Mark Cook, Director

STUDY SESSION MINUTES

September 28, 2015

THOSE PRESENT:

Gary Berndt, Paul Jewell (BOCC), Mark Cook, Candie Leader, (PW) Stephanie Mifflin, Doc Hansen (CDS)

SURPLUS EQUIPMENT:

Mark Cook, PW Director, stated that the first item is to request the BOCC set a public hearing to surplus equipment, which is an annual event and a requirement of the RCW's. Cook read through the list of PW equipment to be surplus. The sale is expected to generate between \$100K and \$150K, which is placed back into the Equipment Fund. The BOCC questioned Cook about some of the newer items being surplus.

Board Direction:

Set a Public Hearing on the regular Tuesday afternoon public hearings to sell the surplus equipment.

LAMBERT ROAD SPEED REDUCTION:

Cook requested that the BOCC set a public hearing to consider reducing the speed limit on Lambert Road from MP 1.09 to the end of the road from 50 mph to 35 mph. This section is newly chip sealed. People are already driving slower than 50 mph on this section, traveling at an average speed of 38 mph.

Board Direction:

Set a Public Hearing on the regular Tuesday afternoon public hearings to consider reducing the speed limit on Lambert Road.

ROAD VACATIONS:

Cook explained that there are several roads on system that should be vacated. They are not being maintained and are in very poor condition and would be very costly to bring up to good condition. One of these roads serves one residence, and one has just an irrigation structure at the end of it. Discussion followed on what happens to the land when vacated, whether the adjoining landowners would be amenable to purchase the land.

Board Direction:

Find out how the adjoining property owners feel about the proposed vacations – if they would be agreeable to purchasing the right of way from the County.

APPROVED
12/15/16

**AIRPORT MASTER
PLAN:**

Cook stated that PW has a contract with Century West to draft a task order for an Airport Master Plan. In the past the Airport Advisory Board was expanded with additional citizens for the Master Planning effort. Cook asked if the Board has a similar interest in expanding the Advisory Board at this time. Jewell noted that the BOCC needs to know the scope of work, what the deliverables are, the process and the timeline. He also noted that he is interested in using the current Advisory Committee as a foundation and filling the holes, including with a member of the BOCC. Discussion followed on a special meeting.

Board Direction:

Schedule a special meeting to begin discussing the Airport Master Plan process. Invite the BOCC and the current Airport Advisory Board.

**AIRPORT ADVISORY
BOARD VACANCY:**

Cook stated that an application was received from John Smith to become a member of the Airport Advisory Board and that Mr. Smith did attend the last meeting of the board. The Airport Advisory Board recommended approval of this appointment. Cook requested that the BOCC formally appoint John Smith to the Airport Advisory Board.

Board Direction:

The BOCC moved and seconded to appoint John Smith to the Airport Advisory Board. The motion passed.

**AIRPORT AID GRANT
OFFER LETTER:**

Cook stated that the BOCC previously approved the WSDOT Aviation Grant, but then PW received notice that the Grant Acceptance Letter was not included with the signed grant agreement PW sent to WSDOT.

Board Direction:

The BOCC moved and seconded to sign the grant acceptance letter for the Airport Aid Grant offer from WSDOT as presented. The motion passed.

**AIRPORT BINDING SITE
PLAN - LEASE FOR LOT
C-31:**

Leader presented the Memorandum of Lease for Lot C-31 from Precision Ag Repair (Tom Layman). This lease was

approved and signed by the BOCC on September 1, 2015. However, Mr. Layman's title company wishes to record the lease, thus a Memorandum of Lease had to be prepared by the PA's office to assist Layman in closing his purchase of the building on Lot C-31. This Memorandum will be recorded and become a part of the original lease. Discussion followed by the BOCC and Leader.

Board Direction:

The BOCC moved and seconded to sign the Memorandum of Ground Lease as presented. The motion passed.

**GRANITE WARRANTY BOND-
TEANAWAY ROAD:**

Cook stated that Granite placed some sub-standard pavement on the Teanaway Road project on April 29, 2015. He explained that the inbound lane is bad and the outbound lane is good. He explained that the Warranty Bond contains Granite's conditions, which Jewell read. If the pavement deteriorates, it all comes out. Cook is comfortable with the conditions. Discussion followed.

Board Direction:

The BOCC agrees to accept the Warranty Bond with the conditions as presented.

**CHANGE ORDER #7-
TEANAWAY ROAD PROJECT:**

Cook explained that during a courtesy audit of the Kittitas Highway Project's change orders by the FHWA. He asked them what they were actually looking for. They are looking for a description of sufficient clear justification for each change order. This change order for the Teanaway project is justified in the "description of work". The cost reviews on change orders also have to be consistently documented. Going forward change orders will include a justification with a cost analysis. Discussion followed. Change Order #7 includes added elk crossing openings in the guardrail, slope reconstruction, signage, added guardrail, and mailbox installation and mailbox supports. Cook explained Change Order #7 to the BOCC. Discussion followed on costs.

Board Direction:

The BOCC motioned and seconded to approve Change Order #7 for the Teanaway Road Project. The motion passed.

NO. 6 ROAD UPDATE:

Cook explained that during a pre-construction conference with the contractor, Columbia Asphalt, we learned that they never intended to start the project this year. PW was pushing to get this project substantially complete this year prior to the shutdown of the asphalt plant. It was obvious from the contractor's presentation today that they clearly never intended to start the project this year. They had several reasons why they cannot start until March. Cook outlined the remedies: have them sign the contract, which will give them twenty-one days to start work, (Cook asked Columbia for a letter requesting the delayed start, and then suspended the pre-construction conference), or; we could take their letter, not sign the contract, and declare Columbia Asphalt non-responsive, we would pull the Notice of Award back, declare all bids rejected and re-bid the project in the Spring, or; we accept their terms and start the project March 29, 2016. Cook mentioned that this is the first time he has seen this approach from a contractor, and PW will add new language to future contracts to prevent this type of action by a contractor in the future. Discussion followed.

Board Direction:

We have a good bid within the budget and within the engineer's estimate. Correct the problem for future projects going out to bid.

The meeting was adjourned at 2:28 pm



Mark Cook
Public Works Director