STUDY SESSION MINUTES
April 5, 2004

THOSE PRESENT: Perry Huston, Bruce Coe, Max Golladay, Paul Bennett, Kelly Carlson

**CANYON ROAD PROJECT** - Paul stated that there will be two items on the agenda regarding placing No-Parking signs on Canyon Road. The first will be a resolution establishing temporary no-parking the full length of Canyon Road during the construction project. The second will be a Notice of Public Hearing to permanently place no-parking signs along the entire length of Canyon Road after the construction is complete. Max asked if Stan had been talked to and Paul stated that he had and is in agreement with it, especially since we are approving a second access to his business. Paul also stated that there will be local traffic only. Perry suggested doing an ordinance to reflect this and just suspend the public hearing. Kelly will get with Jim Hurson to research this.

**BOARD DIRECTION:** Directed Paul to research the Ordinance with suspended public hearing.

**JWT Charter:** Paul stated that he had received the JWT Charter that all of the other entities had signed and on a separate Charter was Max's signature. He wanted to know if the BOCC wanted Max to sign the one with all of the other signatures so all would be on one document.

**BOARD DIRECTION:** BOCC agreed to have Max sign.

**2003 BRIDGE SUMMARY:** Paul informed the BOCC that he will be coming before them with this summary in the Apr. 6 agenda which is included in the Annual Certification to CRAB. He stated that at this time there are no structurally deficient bridges in the County that aren't either funded or in the midst of being fixed.

**BOARD DIRECTION:** No Board Direction

**SALES & USE TAX FUNDING:** Paul stated that Kelly will meet with COG on April 8, 2004, to discuss any modifications to the application packet, and if we want to fund entities that have already received funding in the past and have yet to use it. Perry also stated that he thought there had been new reporting requirements so Kelly will check into it with Paul Parker.

**BOARD DIRECTION:** Research New Reporting Requirements.

**TRANSPORTATION PLAN:** Paul informed the BOCC that Quadco had agreed to grant Kittitas County $75,000 to aid in the development of the Transportation Plan. Entities such as WSDOT, CWU, Kittitas County, and the City of Ellensburg have been contacted to see if they are interested in participating financially in this project. The small cities will also have a chance to participate in order to develop their own transportation plans. Once the paperwork from Quadco is complete the Transportation Plan can begin on July 1, 2004, and we can begin creating a detailed scope of work. Paul stated that we do have a letter of support from each entity involved.
BOARD DIRECTION: No Board Direction

**ASPHALT PAVER BID:** Paul stated that out of the two bids received, one did not meet specs, and the other met specs but had a scrivener's error. Paul said he is awarding to the bidder that met specs even though there was a scriveners error since the pamphlet they included with the bid clarified that the piece of machinery had the item that they had neglected to check off. Paul stated that he does not expect any appeals on the matter.

BOARD DIRECTION: No Board Direction

**MOUNTAINSTAR EASEMENT:** Max stated that he felt a little overwhelmed with what they had submitted and was inclined to only act on one document at this time. Perry stated that if there is going to be a county road it WILL NOT be on a long-term easement, the county will own the right-of-way. Bruce gave a brief history of what he understands is currently going on with MountainStar, Lowes, Jeld-wen. Perry stated that these two documents are not in any way related and will be handled as such.

1) Document supporting the Land Exchange.
2) Document asking for a long-term easement for county road.

BOARD DIRECTION: BOCC will review in Agenda Session as two separate issues.

**VANTAGE RESTROOMS:** Paul informed the BOCC that the Vantage restrooms sustained damage over the winter due to frozen pipes/toilets. We have received a bid and it will cost around $1,500 - $2,000 to repair. We anticipate these repairs will be completed prior to the restroom opening date of April 30.

**TRUSTEE USE AS FLAGGERS:** Due to Kirk being out, Perry would like this item to be moved to the April 12, 2004 Study Session.

**DISCIPLINARY PROCEDURES:** BOCC, Jim Hurson, and Paul Bennett went into Executive Session.

Adjourned at 2:30

[Signature]
Paul D. Bennett, P.E.
Director of Public Works
**RECOMMENDATION / UPDATE**

- *Canyon Road Project – Temporary “No Parking” during Construction.*
- *John Wayne Trail Charter Agreement*
- *2003 Bridge Inspection Summary*
- *Sales & Use Tax Applications*
- *County-Wide Transportation Plan*
- *Asphalt Paver Bid*
- *Disciplinary Policy/Practices (Per BOCC Request)*
- *Trustee Use as Flaggers*
- *Mt. Star – Easement / Agreement*
- *Vantage Restrooms*