

**KITTITAS COUNTY
PUBLIC WORKS STUDY SESSION MINUTES
Webex
Regular Meeting**

MONDAY

1:30 PM

April 12, 2021

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

Others: Mark Cook, Josh Fredrickson, Rebecca Cruse, Candie Leader, Arden Thomas, Liz Remeto, Public Works; Dan Carlson, Jessica Miller, Toni Berkshire, Community Development Services; Lisa Young, Human Resources; Neil Caulkins, Prosecuting Attorney's Office; (3) Members of the Public

At 1:51 pm Chairman Brett Wachsmith opened the Public Works Study Session.

FEMA FLOOD MAP UPDATES

Mark Cook introduced Arden Thomas for presenting this item. Arden Thomas stated the Federal Emergency Management Agency (FEMA) issued a letter of final determination in March regarding the updated maps. Arden Thomas stated staff is requesting Board approval to issue a press release to inform Kittitas County Landowners of the FEMA Map updates and resources available to educate them on their property's status. Staff was directed to move forward with the press release.

YAKIMA RIVER BASIN INTEGRATED PLAN OUTREACH FUNDING

Arden Thomas presented on the benefits of coordinating our efforts along with the Yakima River Basin Integrated Plan Outreach and is requesting direction on moving forward with a professional services agreement to continue with support with funding the organization. Commissioner Cory Wright stated this has historically been done and involves a multitude of partners. Staff was directed to move forward with drafting the professional services agreement.

WATER BANK CONSULTANT SELECTION

Arden Thomas gave background on the recent request for proposals for water bank support services. Arden Thomas stated that staff is recommending award to two (2) of the Consultant firms that submitted proposals and staff is seeking direction on how to move forward. Arden Thomas gave information on the different services each company can provide. Discussion was held. Staff was directed to move forward with award to the two (2) firms with Mark Cook executing said agreements.

APPROVED
5/4/21

PUBLIC WORKS FEES UPDATE

Mark Cook gave background on the Public Works fees analysis that staff has been developing. Mark Cook continued that in the past few months Public Works has developed a structure where recovery of the true cost of fees will be reflected. Mark Cook stated that some fees may be reduced, while others will see an increase based on actual time spent. Discussion was held. Staff was directed to set Public Hearing.

REVISED JOB DESCRIPTION FOR TRAFFIC FOREMAN

Mark Cook gave background on the business decision to train the Traffic Foreman the last few years on bridge inspections for the county. Mark Cook continued that the Public Works' Consultant, KPFF, has been training Tim Kauzlarich and Mark Cook would like to recognize Tim Kauzlarich's services with this task. Mark Cook added that Tim Kauzlarich is now performing bridge inspections eliminating the reliance on a Consultant. Mark Cook commented he would like to amend the Traffic Foreman job description to reflect his qualifications, along with a five percent (5%) wage increase. Discussion was held. Staff was directed to move forward with the revised job description and wage increase.

TITLE VI UPDATE

Mark Cook gave background on the Title VI program and the last update that was completed in 2019. Mark Cook stated that an update needs to be completed and staff is looking for direction to correct the information and get in compliance due to the lack of reporting the last couple of years. Discussion was held. Staff was directed to draft enabling documents for consideration at an upcoming agenda session.

BRIDGE 89342 LOAD RATING

Mark Cook presented findings of recent bridge inspections have revealed that Bridge 89342 on Vantage Highway will need to have a posted load rating due to the construction of the bridge. Mark Cook stated that imposing the new load ratings may have some impacts on the local agricultural industry, particularly local hay press operations. Discussion was held. Staff was directed to draft enabling documents for consideration.

COOKE CANYON RIGHT OF WAY ESTABLISHMENT

Mark Cook gave background on the request for research by County Surveyor, Justin Turnbull on the right-of-way for 1+/- mile of Cooke Canyon Road. Mark Cook stated that the easements that exist would allow for a twenty (20) to twenty-six (26) foot right of way width for establishment. Commissioner Cory Wright requested the documentation from the research completed and a discussion with the

Department of Natural Resources (DNR). Chairman Brett Wachsmith stated that this road establishment is supported by the DNR. Further discussion was held. Staff was directed to provide the research documents and schedule the topic for further discussion.

MICHELETTO ROAD ESTABLISHMENT

Mark Cook brought forth issues of Micheletto Road Vacation that was facilitated by the county and a property owner in 2019. Mark Cook stated that since that time adjoining property owners have asked for re-establishment of the road into the county road system. Mark Cook added that the new road provides turnaround for maintenance vehicles. Mark Cook requested direction on setting a public hearing for consideration. Staff was directed to set a public hearing.

FOREST SERVICE ROAD 4517


Mark Cook gave background on Forest Service Road 4517 and stated the positive aspects of establishment onto the County road system. Mark Cook added that this action would improve the condition of the road and offer an alternative access for emergency responders. Staff was directed to have a discussion with the Forest Service on the road.

Meeting adjourned at 2:28 pm.

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Rebecca Cruse, Administrative
Assistant



Brett Wachsmith, Chairman