



Mason County TIP-CAP Minutes

Meeting Date: April 12, 2017
 Time: 5:30 pm
 Location: Mason County Public Works, Conference Room A

Attendance Roster

<u>TIP-CAP Members</u>	<u>Yes/No/Excused</u>	<u>Public Works Staff</u>
Jeff Carey	Y	Loretta Swanson
Mark Carlson	Y	Dave Smith
Jack Johnson	Y	Kathy Cari
Mike Oliver	Y	
Philip Wolff	Y	
Mary Jo Cady	Y	
Don Pogreba	Y	

<u>Guest Name</u>	<u>Contact Information</u>
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Commissioner Kevin Shutt
 Ken VanBuskirk

Agenda Item 1. – Roll Call and Guests Comments

Jack Johnson, Chairman called the meeting to order and completed the roll call. No guest comments at this time. Jack requested an updated member list and wondered what positions were left to fill. Loretta noted that two new appointments were made by the Board. Mary Jo Cady will represent District 1 rural as an “at-large” position and Don Pogreba will represent District 3 – Rural. Jack commented that member appointments run through December 2019. It was noted that Mike Oliver had committed to one year.

Agenda Item 2. - Minutes Review and Adopt Minutes

A motion is made and seconded to adopt the March 8, 2017 minutes with no changes. Moved and seconded. ***Motion passed.***

Agenda Item 3. - Review and Adopt Agenda

Loretta mentioned that Commissioner Shutt was planning to come in and sit in on this meeting but he would be a little late due to another meeting in Olympia. He was added to the Agenda as 5 E. A motion was made and seconded to adopt the agenda with this added item. All were in favor. ***Motion passed.***

Agenda Item 4. – TIP-CAP Recruitment Status

Two positions remain open - District 2 – Rural and UGA – Hoodspport/Union, also in Commissioner District 2. Commissioner Shutty is trying to help fill the UGA Hoodspport/Union. He explained that Commissioners have been busy trying to fill positions on other advisory committees as well.

Agenda Item 5. – Mason County Action Items/Reports

5A. By-Laws – County Review

Jeff said the Advisory Board moved to approve the DRAFT By-Laws and requested County review and comment. Loretta commented feedback may come a little slowly due to other priorities but she will keep on top to see if they can get through it. She has not received anything back at this point. Jeff asked that the draft be provided to the two new members.

5B – Culvert update project

Loretta reported that at the last meeting she shared that we received money from the Washington State Association of Counties (WSAC) to inventory and assess all of the barriers blocking fish passage. We have executed that agreement with WSAC and we are still working on finalizing the agreement with 4 or 5 subcontractors who will go out in the field and do the work. The groups are Salmon Enhancement groups, the Conservation District and Fish and Wildlife and Wild Fish Conservancy. There are a lot of culverts on the inventory list and different groups will take different areas. They have completed the barrier treatment training to make sure all are looking at the culverts the same way and recording this data. Mike asked if there is a deadline and Loretta replied that funds need to be expended by June.

5E – Volunteer Recognition Awards Presented by Commissioner Shutty

Commissioner Shutty thanked all the members on behalf of the Commission to serve on this Board and handed out certificates of appreciation. He said the Commission really values TIP-CAP volunteers.

Jack expressed that he was glad Commissioner Shutty was there and he spoke of the membership balance noting there were two vacancies to fill. Commissioner Shutty was asked if he knows of anyone in his district that may be interested in filling a position on TIP-CAP to please give their name to us. He responded he would do this. The Commissioners are committed to filling membership vacancies.

Jack asked if there are any ideas from the Commission that TIP-CAP should be working on to please let them know. Jack explained about TIP- CAP plans for public outreach community meetings and what the agenda would look like at those meetings.

Jeff wanted to let Commissioner Shutty know that we have submitted a draft of the By Laws for county review and hopes the Commissioners will take a look at as soon as they can and add any comments. He explained that TIP-CAP group started from scratch and it took awhile to focus on what our job was.

5C – The value and valuation of County roads

Jeff pointed out that this was tied in a little with Agenda Item 8. He appreciated being able to see the Commissioner briefing meetings (on video) and see the interaction with the staff and others who attend those meetings. He felt it was very valuable when it came to the finance portions of the meetings. He is able to come to TIP-CAP and to inform others residents about what the financing of roads actually is used for. He says having a real understanding is very important to him. Don pointed out that there is a book value to all the roads in Mason County made by the Public Works.

Ken VanBuskirk wanted TIP-CAP to know that he met with Jason Wells in GIS last week; he was looking for certain maps in stream and hydrology layers. He found out that the hydrology layers have not been updated. Ken continued, that the maps are way off and that someone needs to go out and bring this up to date. He added that Jason was going to take the information Ken had and will try to update the layers.

Jack commented he really likes Mason County's GIS. He finds it easy to work with unlike other counties he has worked with. Loretta adds that there will always have to be updates and changes are always going to happen.

5D - GIS for Belfair Bypass and Allyn Consultant Work

Jeff just brought this agenda in to just talk about the consultants and their findings as things change. Updating needs to be shared so everyone is on the same page. Mark asked if they will be briefed by those consultants and Loretta replied that they will be. She has a community meeting in the next month or so. That will be of interest to any TIP-CAP that can attend. She will let all here know what that date will be.

Jeff asked Loretta if the culverts are going to be identified on the one of the GIS layers. She replied that 99% of the culverts have been identified to their location. Rather than create a new data base, Fish and Wild life already has an existing data base and Mason County will plug in to that when the inventory is finished. There was a short discussion about Utility Franchising.

Agenda Item 6. – Potential 6-Year TIP Projects

a) Razor Road West North extension

This road is on the 6 year TIP. There are 2 Razor Roads. One is off of State Hwy 106 and the other is off Trails End Road. The Razor off of Trails End one is County the other Razor Road that empties onto State Hwy 106 is private. There was discussion about the future connecting of this road.

b) Economic Development list of projects from the EDC and Port

Loretta showed a slide on the screen of possible ideas for Capital Improvement projects. Loretta thanked Mike Oliver referencing a list of capital projects made up from many agencies in Mason County. He handed out the list that have project listed by Agencies. This was noted as the "2016 Local Infrastructure Prioritization Team Compiled Projects List". A question was asked about where all the Mason County studies results are located. Loretta replied that we have some of them electronically and some in paper copy. When there was funding attached they are easier to track.

c) Johns Prairie Road and HWY 3

Mark feels that this is a real problem that needs to be fixed. He is aware of the part WSDOT plays in their portion but he would like this to stay on the Capitol projects list until it is fixed. Mason County PW has tried to work with WSDOT on this during Charlie Butros' reign as director.

Mary Jo added that an idea had come during her time as a Commissioner, or just after that, to possible abandon that portion of the road as a measure to remove that intersection altogether. Mark adds it is very dangerous and it is a big safety factor. He thought that when Manke bought that property that they were suppose to do something to that intersection and he wants to research it a little bit more. Jack likes the idea of abandoning the road right up the hill.

Loretta will make sure TIP-CAP members get an electronic copy of the "2016 Local Infrastructure Prioritization Team Compiled Projects List". Jeff asked if we could bring this list into discussion again

and the next meeting after we all had time to read it over.

Mary Jo brought up Simmons Road. Commissioner Shutty said that WSDOT came to the Commission last Monday with three alternatives for Simmons Road plus costs for each.

1. Basic blinking light on Highway 101 at the intersection
2. Change the lane structure, no left off of Lynch
3. Using Simmons road to go down to the interchange

He said they are going to hold some open house community meetings in May. The 2nd alternative, lane re-structure, was the alternative rising to the top as how to deal with this intersection issue. It is pointed out that Simmons Road project is on out 6 year TIP. (WSDOT has planned the public meeting for May 16th, 4-7 pm at the Skookum Hall on Lynch Road)

Ken VanBuskirk wanted to bring up a potential problem the 4 way intersection of Belfair Hwy 300 and Clifton Lane where every evening, traffic comes to a standstill and is also in need of a fix. Jack said it has been discussed before.

Ken would like it to be put on the 6-Year TIP. Mike says Mason County Transit would get behind that fix as well.

Agenda Item 7. – TIP-CAP Outreach

Jeff just wanted this be brought up and keep it in front of us as we start looking at the presentations to the community. Phil added that he has made some deletions and additions to the PowerPoint presentation from our last months' discussion. He would like to add Melissa's presentation she spoke of that month.

Agenda item 8. – TIP-CAP Member Reports

Jeff already covered this information. He is pleased that Commissioner Shutty is here.

Last minute additions:

Loretta spoke of another WSDOT meeting as it relates to traffic congestion, called a" Corridor Sketch". WSDOT has gone out and met with communities all across the state and are looking at problems within state corridors in those communities. They have identified and congestion and mobility issues in Mason County to talk about. They will have a sort of round table in May with agencies like County, City, Tribal, Transit, etc. Mason County heads will be meeting with them about priorities in Mason County.

PRTPO has funds (unused \$80,000) for intersection issues as well. The following roads intersecting with State Hwy 3 and 300 are considered:

- Sand Hill & 300,
- Lakeland Village & Hwy 3,
- Mason Benson & 3
- South Grapeview Loop Rd & Hwy 3

Mike stated that there was \$44,000 and 4 intersections that were considered from each county.

Agenda item 9. – Items for next month and Close of Meeting

It was decided that due to some members not being able to attend the May 10th, meeting, that it be rescheduled one week later to to May 17th. The Community meeting in Allyn will be on May 12th at the Port of Allyn.

A motion was made and seconded to change the May meeting to May 17th and adjourn the meeting.
All were in favor, and ***motion passed to adjourn.***

Next TIP-CAP Meeting: May 17, 2017 – 5:30 PM