



Mason County TIP-CAP Minutes

Meeting Date: May 17, 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	E	
Don Pogreba	Y	

<u>Guest Name</u>	<u>Contact Information</u>
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Elizabeth Wooton and Thera Black, SCJ Alliance

Agenda Item 1. – Roll Call and Guests Comments

Jack Johnson, Chairman, called the meeting to order and completed the roll call.

Agenda Item 2. – Welcome and Guests Comments

Loretta introduced Thera and Elisabeth and explained they will present work to date on *the Allyn Circulation and Waterfront Access Plan*.

Agenda Item 3. - Review and Adopt April 12, 2017 Minutes

With no changes, additions or deletions to the minutes for April 12, 2017 a motion was moved and seconded to accept them as is. All were in favor. ***Motion passed.***

Agenda Item 4. – Agenda – Review and Adopt

Loretta said Cloquallum Road will be discussed under Agenda Item 6. Mike would like to add Log Yard Road to Agenda 7. Phil would like to discuss Trails Road under this Agenda item as well. A motion was made and seconded to approve the Agenda with the two additions:

7a - Log Yard Road

7b - Trails Rd Discussion

All were in favor. ***Motion Passed.***

Agenda Item 5. – Recruiting New TIP CAP Board members

Recruitment continues for two positions. If there are any leads on persons interested please bring them forward through emails to Jack and he will contact them.

Agenda Item 6. – Mason County Action Items/Reports

6a. – Report from Road Consultants for Allyn

A presentation on the *Allyn Circulation and Waterfront Access Plan* was given by SCJ Alliance representatives, Elisabeth Wooten and Thera Black.

Loretta mentioned that she emailed a copy of Ken Van Buskirk’s comments on the Allyn Waterfront & Access & Circulation Plan. She was making sure everyone received that email. She added that comments from TIP-CAP panel would also like to be considered by the County Commissioners.

6b. Status update on the Culvert Data Project

Loretta spoke last month about the inventory of culverts under County roads partially funded by WSAC. Assessments are underway and must be finished by the end of June to be eligible for reimbursement. Loretta will have a report for TIP-CAP in July on the results of the inventory and assessment.

Mark asked if replacement culverts have to be concrete or metal, and how much life each one has. Loretta said either can be used. It depends on the stream characteristics lengths, depths and cost. Culverts are also being inspected for their condition as a fish barrier as well from a road standpoint.

6c. Status update on TIP/Annual Construction Program for 2017

Clifton Lane Sidewalk - Loretta reported that will be under construction this summer. Jack asked how sidewalks are reviewed in the UGA. He sees sidewalks in some places and not in others. Loretta replied that there is a standard and gave some Belfair examples including Taco Bell and Faith in Action. Phil talked about the merits of multi-use paths in addition to or as a substitute for sidewalks just for pedestrians.

Matlock Brady Road - Loretta noted that two ROW acquisitions are needed before proceeding and the project construction will move to 2018.

Cloquallum Road - Loretta reported Cloquallum Road bids were opened last week and were over the Engineer’s Estimate. Public Works will be talking with the Board about how to proceed, but TIP-CAP input will be useful.

There was some discussion about the scope of the project, the necessity of it, timing and funding. Dave Smith presented accident data. TIP-CAP members asked questions and offered suggestions on ways to potentially cut costs. They also debated the pros/cons of going with the low bid or rejecting all bids and advertising later.

Phil asked if the County crew could do any of it (day labor) if bids were rejected and Loretta replied probably not. Jeff commented that the project has been on the TIP for some time and there is a large grant amount that we do not want to turn away. Loretta said the temporary fix on Trails Road will likely cost less than we planned and the left over funds could be applied to Cloquallum. Mark feels it would be better to not build Cloquallum at this time and fix Trails Road. Don pointed out that Mason County would lose the \$ 900,000 in grant funds for Cloquallum. The County has 45 days to award or make a decision on this project.

Loretta said TIP-CAP's recommendations will be helpful to the Board and asked for each member's opinion on how to proceed. Members responded as follows:

Don Pogreba - Build it.

Jeff Carey - Build it.

Jack Johnson – Move the money from Trails Road or sit with the low bidder to renegotiate. (Must award first)

Phil Wolff – Fix Trails Road

Mark Carlson – Reject all bids and re-advertise again.

Mike Oliver – Build it, review the Bid tabs again maybe to see if cuts can be made?

6d. Status update from 4/12/17 meeting on mapping work done for Belfair UGA & Allyn

Loretta does not have any new information at this time.

Agenda item 7. – Johns Prairie Road and Hwy 3 Intersection

John's Prairie Rd & Hwy 3 intersection

Mark stated that he would like to keep this on the radar and would like Public Works to continue searching for any requirement or agreement that Manke was to participate in intersection improvement costs.

7a – Log Yard Road

Mike reported that funding turned back to the RPTPO that any County can apply for. He was thinking of Log Yard Road and SR 3. Mason Transit is gathering some traffic information data and preliminary information shows that with added traffic, the intersection must have some sort of upgrading. Log Yard Road is back on the list of potential projects for PRTPPO funding. Jack added that it was a perfect connector and a perfect location for a wastewater collection system.

7b – Trails Road

Phil said since they discussed it earlier in the midst of the agenda, there was nothing else he wanted to add.

Agenda item 8. – TIP-CAP By-Laws

Loretta feels the By-Laws are good to go and will make some comments then present them to the County Commissioners. Jeff reminded her that TIP-CAP voted it to go through as it had the majority of what they wanted in them. Jeff will resend them to everyone in an email.

Agenda Item 9 – Planning Update for 1 & 6 TIP's

Loretta reported that the Public Works Finance Manager is preparing preliminary budget information at this time. On the construction side, we need to estimate what will be spent on projects between now and year-end to determine what is carried forward. She asked what would be most helpful to TIP-CAP members to be able to think about programming out future year projects.

Agenda 10 – Items for Next Month

John's Prairie/Hwy 3 and the Annual Construction Program and the 6-Year TIP.

Agenda 11 – Close Meeting

After no further business, Jack declared we end the meeting. All were in favor and meeting was adjourned.

Next TIP-CAP Meeting: June 14, 17, 2017 – 5:30 PM