



Mason County TIP-CAP Minutes

Meeting Date: February 12, 2020, 5:30 -7:30 pm
Location: Mason County Public Works, Conference Room A
100 W Public Works Drive
Shelton, WA 98584

Attendance Roster

<u>TIP-CAP Members</u>	<u>Yes/No/Excused</u>	<u>Public Works Staff</u>
Jack Johnson, Chair	Y	Loretta Swanson
Jeff Carey, Co-Chair	E	
Mark Carlson, UGA City	E	Dave Smith
Pete Butkus, District 2	Y	
Philip Wolff, Bicycle/Pedes.	Y	Lucy Castillo
Don Pogreba, Dist. 3	N	
Kathy Geist, Transit	N	
Tim Lincoln, Dist. 1	y	

Agenda Item 1. – Roll Call

No voting would be done until the quorum was met. The quorum was met with the arrival of the fourth member at 5:59pm.

Agenda Item 2. – Welcome and Introductions

Welcome to Tim Lincoln, new member representing District-1.

Agenda Item 3. – Minutes and Agenda; Review and Adopt

- a. Review and Adopt the January-2020 minutes: changes to the minutes: Jack and MaryJo were excused absences. ***Motion was made to accept the minutes with changes – motion passed.***
- b. There were two additions requested to add to the agenda: for Item #7 “Right of Way (ROW) acquisitions” and for Item #8 “the traffic light at Highway-3 and Highway-106”. ***Motion was made to accept the agenda with changes – motion passed.***

Agenda Item 4. – Mendy Harlow Grant Presentation

Mendy was not in attendance. This was in regards to Haven Lake. The county owns the boat launch; DFW maintains it. DFW had been working on a design that removes a structure. The culvert will become the fish barrier under certain conditions. The Salmon Enhancement Group is requesting the be culvert looked at and replaced. There was a discussion on the culvert size. The results of a meeting with the Fish and Wildlife Commission was shared: it seemed to go very well. Background: this is regarding DFW acquiring the wetlands from the school district. Land owner approval is also pending for the grant.

Agenda Item 5. – Mason County Info & reports & Action items

- a. Culvert projects: there are a couple of projects we’re are trying to get out the door - negotiating with the property owners is in progress. One of the project’s funding could be affected if not done within the approved timeframe. The funding source was explained.
- b. The Public Works building will be connected to the city water system. It was said that local tribes and others agree with not using the aquifer and prefer reductions in water extractions. Belfair had issues and it was recommended that the Shelton building avoids going on the city’s system. However, it was stated that the city is liable for the water quality and have a frequent testing

regiment. We (Mason County Public Works) is in 'Group A', which means we are subject to the same testing requirements. Construction costs and monthly payments are expected for the connection.

- c. Freight Corridor: There is an assumption that Public Works has plans to connect roads to the freight corridor. Loretta responded that it is only a portion of it and RFQ will need to go out soon. The connection point needs to be identified so that it can be added to WSDOT's freight corridor design. A recap was given on a previous meeting with Skillings that included a discussion regarding the county's plans on connecting Romance Hill to the freight corridor. There was a question regarding Trump's changes to wetlands. It was determined that this would not affect us much.

Agenda Item 6. – Old Business & Follow-Up Items

- a. Amendments to the 1- & 6-year TIP. This is in regards to creating the county road projects with updated amendments that need to be made and include projects with grants (RCO, Safety Grant, and Harstine Island Bridge.) Roads include Upper and Lower Johns Creek and the HMA project. Three projects have been added to the STP and will also have amendments. Reviews are done monthly and decisions are expected to be made on February 20th.
- b. Outreach follow-up – Kathy and Pete's draft presentation is almost complete. The charts were said to be too small to read in hardcopy—Pete will work on the charts. The plan is to be ready for the Hood Canal Lions Club meeting on March 10th in Union. Feedback on the presentation from that meeting will be helpful for future presentations. The duration of the presentation is unknown, but will be determined after the Hood Canal presentation. Input from bus drivers, sheriffs and other county road frequent users would also be helpful. The Commissioners are on-board and would like to attend. There is a concern with being ready for additional presentations the Commissioners may want due to the amount of time would be required. Assigning one member to take the lead was recommended. Pete volunteered. Having an 'Open House' was suggested. March 31st is under consideration. Doing a 10-20-minute presentation at a Commissioners' public meeting or scheduling a 'Town Hall Meeting' in Belfair or here (PW Building) is under consideration. The Kiwanis at Spencer Lake and the Eagles Club also expressed interest in have a presentation. ***Motion was made to do a presentation on March 31st – motion passed.***

ACTION ITEMS:

- **Dave will work on coordinating with the Commissioners.**
 - **Phil will review the PowerPoint presentation and provide his input.**
 - **Pete will work on the handouts' including the pie charts; Lucy can help.**
 - **Jack will be out of town and be noted as an excused absence in March.**
 - **Loretta will follow-up on presenting at the commissioner's meeting on March 31st.**
- c. SR3 and John's Prairie Road: there was a meeting scheduled to address this issue, but was cancelled due to snow. It is expected to be rescheduled. WSDOT has assigned staff to this project.

Agenda Item 7. – New Business & Special Projects

- a. The Grant matter with Salmon Enhancement & Mason County PW: See Item #4.
- b. Gravel roads objectives, projects & priorities: there is a table under development to identify the gravel roads that will include how often those roads are used. The ROWs on these gravel roads are owned by the county. One example is Sunnyside Road. Some of these roads serve one or two residents, some more, and others are for the logging industry.

- c. Priority Array Draft Updates: there are many projects needed. The array is a tool to help in prioritizing, however, funds are lacking. It was recommended that the team review the draft and re-visit this topic in June for projects prioritized in 2021. Dave sent out a draft that includes an explanation of the process. This information is needed for CRAB.
- d. Right-of-way acquisitions: The County cannot afford to grant ROWs acquisitions for free. Public works can require ROWs on Federally funded projects. Razor Road and Wheelwright Street and others were mentioned. The ROWs should be started for Razor Road. Donations or civic contributions are permitted and welcomed. Road dedications can be required for certain developments. Vacating properties were discussed: a lot of the counties aren't doing this anymore because the properties can be used of other things like walkways. A policy to receive donations is recommended. The county does not want to vacate properties, but there was a period in time that if the road was not open, it was vacated by what is called the 'operation of law'. This clouding of titles occurs. Plot maps may not reflect these. There was an inquiry on the status of the Overton donation and a contract with the County that gave them development consideration. It was never built and resulted in litigation.

Agenda Item 8 – Member Reports

Members reports: There was a discussion regarding the intersection at Highway-3 and Highway 106 that seems to immediately change when a vehicle approaches from Hwy-106. How "Cycle Lights" work was explained. Traffic lights are often programed to change after 100-seconds when vehicles trigger the sensors. Other lights appear to change when there is a gap in traffic.

Agenda Item 9 – Items for Next Meeting

None.

Agenda Item 9. – Close meeting

Meeting adjourned at 7:09pm.