



Mason County TIP-CAP Minutes

Meeting Date: August 12, 2020, 5:50 -6:25 pm
Location: Mason County Public Works, Conference Room A
 100 W Public Works Drive
 Shelton, WA 98584

NOTE: THIS WAS A ZOOM MEETING DUE TO THE 10-PEOPLE LIMIT. SEVERAL MEMBERS HAD DIFFICULTY JOINING IN AND WILL BE CONSIDERED EXCUSED DUE TO TECHNICAL DIFFICULTIES.

Attendance Roster

TIP-CAP Members	Yes/No/Excused	Public Works Staff
Jack Johnson, Chair	Y	
Jeff Carey, Co-Chair	Y	Mike Collins
Mark Carlson, UGA City	E	Dave Smith
Pete Butkus, District 2	E	Lucy Castillo
Philip Wolff, Bicycle/Pedes.	E	
Don Pogreba, Dist. 3	Y	
Mike Ringgenberg, Transit	Y	
Tim Lincoln, Dist. 1	Y	

Agenda Item 1. – Roll Call - The meeting was called to order and took roll -- a quorum was achieved.

Agenda Item 2. – Welcome and Introductions

No guests were in attendance. Kristin Masteller, PUD-1 sent a comment that was read to the group, which thanked the committee for including gravel road conversion projects in the six-year transportation plan and budget.

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

- a. Review and Adopt the July 15, 2020 minutes: **Motion was made and seconded to accept the minutes as written – motion passed.**
- b. There were no additions to the agenda. **Motion was made and seconded to accept the agenda – motion passed.**

Agenda Item 4. – Mason County Info & reports & Action items

- a. Roads Report
 - There are about 50-miles of gravel roads and 620-miles of County roads in Mason County. Of those roads, 316 miles are rated as 09 roads. These roads are local access roads mostly for residential areas. Roads are classified by their average daily traffic and by their functional use. The County has been mostly working on 07 & 08 roads, which are collector type roads, in prior years and may be cutting back so they can concentrate on the 09 roads. Costs could range from \$200,000-400,000 per mile to repair 09 roads, depending on their condition.
 - The 09-roads are those in most need of repairs; they were not built for current traffic such as garbage trucks and delivery vehicles, so it will cost more to repair them if the sub base needs reconstructed.

- In the proposed 2021 TIP, items number 3, 4 & 5 are improvements to gravel roads. It was noted that the committee set a goal to do ½-mile of gravel roads per year. There are road standards the county adheres to, but the County Engineer has the authority deviate from those standards with justifications as to why. Details taken into consideration includes the road width, brush, drainage, surface condition and whether they should be chip sealed asphalted. Each road needs to be assessed.
 - Fundamentally, roads have eight different classifications from arterial to a local access road.
 - Gravel roads can be classified as local access (09) or minor collectors, but are typically 09's. Shelton-Matlock road from the Goldsborough bridge to UR-101, is the only county road classified as an arterial road; the other arterials in the county are the State highways.
 - Dave has documentation he can forward that identify how they are classified. All Mason County roads are classified using established guidelines prepared by the Federal Highway Administration.
- b. Bridge Report –
- Posted on TIP-CAP webpage: bridge reports are required annually, inspections are required bi-annually. Fred Perryman is the Mason County Public Works bridge inspector and provides a report for CRAB annually. The reports include sufficiency ratings that help determine whether to request funding for repairs or replacements. Bridges are rated from '0' to '100'. '0' would be 'no bridge'; '100' would be a brand-new structure (bridge). The ratings are used to determine the priorities for repairs. Roads rated below 80 may need repairs, roads rated below 40 are structurally deficient and need to be replaced. The Harstine Island Bridge met the requirements for repair; it was rated in the high 60s and received \$3-mil funding.
 - The county has a temporary bridge on site that can be placed by crane during an emergency for short crossings.
- c. 2021 Draft annual TIP –
- Boyer Road, Snider Road, and Sunny Slope Road are gravel roads and are the items listed as 3, 4, & 5 on the Annual Construction Program for 2021 for chip sealing or asphalt, as previously mentioned. Combined they are approximately 1.2-miles. Public Works hopes to do more 09-roads next year and is open to suggestions of other roads.
 - E Agate Road Resurfacing Project is listed first on the proposed 2021 TIP. The E Agate Road project was conceived for this year (2020), but the approvals from WSDOT have not been obtained due to WSDOT's local programs office reduced hours. Mike Collins was committed to get it out to bid.
- d. 2021 Six-Year TIP –
- The Bear Creek Dewatto is a safety project that is in the funding request phase. It's a clear zone project that will include cutting slopes, regrading and removal of roadside obstacles. This project will be going out for bids as soon as construction obligation money is approved. Local forces cannot be used as it is a federally funded project.
 - It was noted that new equipment is in the plan: a dump truck and asphalt compactor.

Agenda Item 5. – Old Business & Follow-Up Items

- a. **Budget Diversion:** Tabled
- b. **IMS Road rating and video:** The ratings were received, but not the video due to IMS losing key staff.

Agenda Item 6. – New Business & Special Projects

Future meetings options: limiting the meeting to ten attendees with other joining in by Zoom is under consideration.

Agenda Item 7 – Member Reports

None.

Agenda Item 8 – Items for Next Meeting

1. Diversion (Budget)
2. Revisit of the Draft Annual TIP and Six-Year Tip
3. Aggregate and chip seal rock sources

Agenda Item 9. – Close meeting

Meeting adjourned at 6:25pm.

Action Items:

Members were asked to review the Annual TIP and Six-Year TIP and bring any additional comments or questions to the next meeting.

DS:lc