

**ROADS BOARD OF FREDERICK COUNTY**  
**MEETING MINUTES FOR MONDAY MARCH 7, 2022**

**\*Due to Covid-19 this meeting was held virtually\***

Present were Road Board Members: Barbara Wyatt, Jim Bonneville, Hilari Varnadore

Also present were County staff: Charles Nipe, Director, Division of Public Works; Robert Shen, P.E., Deputy Director, Department of Engineering and Construction Management; David Ennis, P.E., Department Head, Department of Highway Operations; Michael Ramsburg, Superintendent, Office of Highway Operations; Jason Stitt, P.E., Department Head, Office of Transportation Engineering; and Amanda Radcliffe, P.E., Chief, Office of Transportation Engineering

*(Official minutes of the Roads Board meetings are kept on file in the Department of Engineering and Construction Management. To view agendas, approved meeting minutes and video recorded Roads Board meetings, visit the County's website at [www.FrederickCountyMD.gov/roadsboard](http://www.FrederickCountyMD.gov/roadsboard))*

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

- A. The Frederick County Roads Board met virtually on March 7, 2022 at 7:00 p.m. for their quarterly public meeting. The meeting was called to order by Barbara Wyatt and followed by recitation of the Pledge of Allegiance.
- B. Introduction of the members of the Roads Board was led by Ms. Wyatt and Mr. Shen introduced the County staff members.

**II. PUBLIC COMMENTS**

- A. David Federline – Mr. Federline expressed his concerns on the road work done on West Boss Arnold Road in front of his and his neighbors houses. The road sits higher than the driveways and are looking for a solution from the County. Mr. Stitt talks to the topic and previous conversations regarding and reiterates that the case is considered closed.
- B. Susie Hanson – Ms. Hanson gives her remaining time to Dr. Jane Sachs.
- C. Pam Burke – Ms. Burke gives her time to Dr. Jane Sachs.
- D. Dr. Jane Sachs – Dr. Sachs confirmed that the Roads Board has her letter and Mr. Stull's reply. Dr. Sachs expresses concerns about the solutions or lack thereof that the County DPW has provided. Dr. Sachs requests a second, outside opinion on the issues she has at hand.

**III. OLD BUSINESS**

- A. A motion for approval of December 6, 2021 meeting minutes was approved by all board members.
- B. Pavement Management Program work on Tar and Chip Roads – Ms. Wyatt opens the floor to Mr. Stitt to give an introduction on the issue. A number of roads in the Rural Roads Program have been slated for patching and tar and chip. Mr. Stitt explains that in previous circumstances, asphalt would be used for these patching repairs. Mr. Stitt goes on to talk about the process of tar and chip roads to maintain the rural roads as requested by residents. Mr. Stitt notes that there is a Rural Roads committee that is reviewing the program and will make any changes to the program accordingly for the

new adopted program by the end of the calendar year. Mr. Stitt clarifies that there are no plans for any additional rural roads to be worked on in FY2022, the roads that received the asphalt patches will receive tar and chip surface this coming season. Asphalt patches will be applied to the roads that are not part of the rural roads program.

#### **IV. NEW BUSINESS**

- A. Board Chairperson – Nominations for Chairperson and Vice Chairperson were made. The Board nominates Barbara Wyatt as Chairperson and Jim Bonneville as Vice Chairperson.

#### **V. HIGHWAY OPERATIONS UPDATES**

1. Winter Maintenance – Only a handful of winter events after the first of the year. To date, the department has used 30% less resources than the previous 5 year average.
2. Trash/Debris Removal on County Roads – Michael Ramsburg showed the process on how to request trash/debris removal on the Frederick County Website.

#### **VI. ADJOURNMENT**

Ms. Wyatt states that the next meeting will be held, June 6, 2022 at 7:00 p.m. Next meeting will be held in person. Ms. Wyatt adjourns the meeting.