

Frederick County Roads Board
Meeting Minutes of Monday, December 3, 2012

~ Approved 3-4-13 ~

Present were:

Roads Board Members

Barbara Windsor, Chairperson
Stephen Burd
Paul Fitzgerald, AIA
Steve Haller
Peter Pearre, AIA

County Staff Member

Robert Shen, P.E. Department Head, Department of Highways and Transportation
Donald Crum, Assistant Superintendent, Office of Highway Operations
Jason M. Stitt, P.E., Chief, Office of Transportation Engineering
Dave Olney, Project Manager II, Office of Transportation Engineering
Mary Ellen Derry, Office Manager, Office of Highway Operations

(Official minutes of the Roads Board meetings are kept on file in the Department of Highways and Transportation office; the meetings are also video recorded. Draft and approved minutes are available on the county's website. To receive a copy of meetings recorded on videotape or DVD, please contact the Department of Highways and Transportation at 301 600 1687 or visit the county's website at www.FrederickCountyMD.gov/roadsboard.)

I. Call To Order and Pledge of Allegiance

- A. The Frederick County Roads Board met on Monday, December 3, 2012, at 7:00 p.m. for their quarterly public meeting. The meeting was held in the Commissioner's Hearing Room, Third Floor, of Winchester Hall, 12 East Church Street, Frederick, Maryland. The meeting was called to order by Chairperson, Barbara Windsor and was followed by the recitation of the Pledge of Allegiance.

II. Public Comments: At 00:01:17 of the video

- A. Public comment was heard from:

1. Russell Rice, 16654 Buck Lantz Road, Sabillasville, Maryland -- Concerned with the condition of Buck Lantz Road. (Provided photos.)
2. Paul Allen, 12626 Shoemaker Road, Taneytown, Maryland – Reported on stone work completed on Shoemaker Road December 3, 2012, which improved the condition of the road. Mr. Allen commended the board for reciting the Pledge of Allegiance as part of the meeting.
3. Susan Hanson, 3205 Poffenberger Road, Jefferson, Maryland – Reported on the paintings/photos from the 10th Anniversary of the Friends of Rural Roads event that was on display at the Weinberg Center. The three winning photos are on display at the Frederick Visitor's Center.

Relating to Mr. Rice's concern, Ms. Hanson stated that she is sure that staff will come up with recommendations that are sensitive to the fact that Buck Lantz Road is one of the most picturesque roads of the Rural Roads program.

III. Old Business At 00:09:56 of the video

- A. Approval of minutes from September 10, 2012.

Upon a motion by Mr. Burd and seconded by Mr. Pearre the minutes were approved as presented.

IV. New Business At 00:10:16 of the video

A. Election of Vice-Chairperson

A motion was made by Mr. Fitzgerald to elect Mr. Pearre. The motion was seconded by Mr. Haller. (Mr. Pearre abstained.) The motion was passed by unanimous vote.

B. 2013 Meeting Schedule: March 4th, June 3rd, September 9th, and December 2nd.

V. CIP and Other Project Updates (Staff) At 00:11:13 of the video

A. Ijamsville Road, Phase I

The Ijamsville Road Phase 1 Contract A, from MD 80 to 1,000 feet north of Ball Road is complete. Ijamsville Road is now open to traffic from MD 80 to Ball Road.

The extension of Contract A was recently approved through a change order to include improvements from 1,000 feet north of Ball Road to Prices Distillery Road.

The notice to proceed for Contract A Extension was November 19th and the work is anticipated to be completed in the spring/summer of 2013.

In addition, staff continues final coordination and bidding preparation for Phase I Contract B, which includes road improvements from Prices Distillery Road to north of the CSX crossing. Staff anticipates advertising Contract B in the winter 2012 with construction notice to proceed in the spring/summer 2013.

B. Ijamsville Road, Phase II

Design is complete. Staff continues the right-of-way negotiation process. Construction is anticipated to be advertised in the summer 2013, providing the right-of-way is cleared.

C. Boyers Mill Road/Bridge

Design is 95 percent complete. Staff continues to work through the right-of-way negotiations. Staff anticipates advertising the bridge replacement project in early 2013 with construction notice to start in the spring/summer 2013. Road design is at 30 percent stage. Construction funding is requested to be programmed for FY'15 and FY'16.

D. Woodville Road Pipe Culvert

Construction is about 65 percent complete. Contractor aims to complete base paving before the end of the year.

E. Pavement Management Program

FY13 Patching: construction is 100 percent complete. FY'13 Overlay: construction is 90 percent complete.

VI. Highway Operations Updates (Staff) At 00:18:00 of the video

A. Hurricane Sandy

The first Monday was dicey. At the height of the storm we had over 140 roads closed, with trees down, wires and utilities down, and high water. We came out well and are just about cleaned up.

We had good advance warning. Staff did a lot of prep work on Friday, including saws and necessary equipment. We pre-positioned all of our Type 3 barricades that we use to block roads. We checked flood area signs to make sure they were up.

We had a good effort at the Emergency Operations Center with Emergency Preparedness staff, the Sheriff's office, Jack Markey, and Seamus Mooney and his staff.

Mr. Shen stated that there would be a meeting December 12th regarding FEMA reimbursement process and the necessary paperwork.

Division of Emergency Management held an after action meeting to see what agencies did right or wrong.

Want to commend the utility companies; we had a good working relationship.

B. Preparation for Winter Weather Events

We have gone through all our equipment checks. Shop staff is working on vehicles.

We are stocked with salt, anti-skid, and have plenty of Caliber® on hand.

VII. Roads Board Issues *At 00:22:13 of the video*

A. Request to look into a street light for Prices Distillery Road and MD 80 intersection.

VIII. Adjournment *At 00:22:26 of the video*

There being no further business Mr. Haller made a motion to adjourn the meeting at 7:22 p.m.

The next meeting will be held Monday, March 4, 2013, at 7:00 p.m. in the Third Floor Hearing Room of Winchester Hall, 12 East Church Street, Frederick.

Respectfully submitted,



Linda Lee Smith, Administrative Aide
Office of Transportation Engineering

MED:LLS

cc: *All via Email*

All Attendees

The Honorable Kirby Delauter, Commissioner

Ragen Cherney, Administrative Analyst, County Manager's Office

Thomas J. Meunier, P.E., Director, Division of Public Works

William R. Routzahn, Superintendent, Office of Highway Operations

Note: Please use the following to view the meeting, access the agenda and the meeting minutes.

- Roads Board Meetings (actual): www.FrederickCountyMD.gov/media
- Roads Board Agenda: www.FrederickCountyMD.gov/roadsboard
- Roads Board Meeting Minutes: www.FrederickCountyMD.gov/roadsboard