

Present were Roads Board Members: Barbara Windsor, Chairperson; W. Peter Pearre, AIA, Vice Chairperson; Paul Fitzgerald, AIA; and Steve Haller.

Also present were County Staff: Charles F. Nipe, Director, Division of Public Works; Robert Shen, P.E. Department Head, Department of Engineering & Construction Management; David B. Ennis, P.E., Department Head, Department of Highway & Facility Maintenance; William R. Routzahn, Superintendent, Office of Highway Operations; Dave Olney, Project Manager II, Office of Transportation Engineering and Penny Bryant, Administrative Assistant, Division of Public Works.

(Official minutes of the Roads Board meetings are kept on file in the Department of Engineering and Construction Management. Approved minutes are available on the county's website. To view video recorded Roads Board meetings, 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, March 31, 2014, at 7:00 p.m. for their quarterly public meeting. The meeting had been rescheduled from March 3 to March 31 due to weather conditions. 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.
- B. Introduction of the members of the Roads Board was led by Ms. Windsor. Mr. Shen introduced the County staff members.

II. PUBLIC COMMENTS At 00:01:50 of the video

A. Public comment was heard from:

- A. Paul Allen, 12626 Shoemaker Road, Taneytown, Maryland
Mr. Allen commented that he had sent a letter to each of the Roads Board members and asked that they consider his comments in the letter. In regard to Shoemaker Road, Mr. Allen voiced concern about the method of snow removal (using a grader), and the drop-off on the curve. Mr. Allen also voiced concern about Bollinger School Road and stated that the same spots in the road have reoccurring pothole repairs.

Mr. Haller explained that he sent a copy of Mr. Allen's letter to DPW staff so they would be aware of the issues and could be prepared to respond.

- B. Susan Hanson, 3205 Poffenberger Road, Jefferson, Maryland
Ms. Hanson commented that she recalled a few years ago that staff was compiling a standardized method for addressing gravel road maintenance and perhaps that could be used to address the concerns on Shoemaker Road.
- C. David Fitzgerald, 12314 Shoemaker Road, Taneytown, Maryland
Mr. Fitzgerald thanked the Roads Board and staff for making adjustments to the turn on Shoemaker Road and said it made a big difference and helped with the water runoff. He

also stated that traffic is not running on the inside of the turn anymore since the curve was stretched out. He also commented that he often travels Bollinger School Road and does not see a problem with that road, but people do need to drive slow.

III. **OLD BUSINESS** At 00:09:46 of the video

A. Approval of minutes of December 2, 2013. Upon a motion by Mr. Pearre and seconded by Mr. Haller, the minutes were approved as presented.

B. Open/Close/Alter – West Boss Arnold Road: Dave Olney

Mr. Olney reported that since the last Roads Board meeting in December, there were no comments from the Roads Board members. Mr. Olney stated that he has met with legal staff and he narrowed the conversation with the attorney down to three main questions below:

1) Does the fact that West Boss Arnold Road is a rural road affect the ability for anyone to petition to close it? Mr. Olney said the attorney response was: No, the State rules governing road closure are completely separate from the County local program that we created and doesn't change the procedure for closing a road. A road does not have to be removed from the Rural Roads Program to be eligible for road closure.

2) Status of a public right-of-way? Attorney response was to table for now because it does not affect this road closure issue.

Mr. Haller questioned which County Attorney Mr. Olney discussed this with and Mr. Olney responded Richard McCain.

3) Is there a difference between a petition to close a road, i.e. break a continuous road by closing a section in the middle, or between shortening a cul-de-sac? Mr. Olney stated that the attorney response was: No there was no difference, it would be the same procedure in both cases

Mr. Olney commented that staff is working on a report for the County Commissioners and will schedule a public hearing with them.

Mr. Haller announced that he visited West Boss Arnold Road back in March and said that staff's testimony was exactly right on the point. He said if he had not had a 4-wheel drive, he could not have gotten in or out. Mr. Haller said it was obvious that the County has not maintained that road in years. He commented that there was a lot of mud on the road and trash along the roadway. Mr. Haller commented that at the last meeting he had made a motion to support staff, but he was in the minority and the motion did not pass.

Ms. Windsor asked Mr. Olney if staff's report was to recommend closure, and Mr. Olney responded yes, staff is recommending closing the road.

Mr. Pearre questioned if the letter they received from the Friends of Rural Roads had been taken into account since the last meeting? Mr. Olney said he has had some discussions with some of the people from the Friends of Rural Roads and the property owners. Mr. Olney said there was not a consensus between the two parties at this time.

Mr. Shen stated that they would present the petition to the BoCC for them to make a decision on this issue.

Ms. Susan Hanson: Commented that they (Friends of Rural Roads) sent a letter to the petitioners and they were not interested in what they proposed, which was to organize some local groups to pick up trash and make it a community effort. However, she said this is not the right time to get them on board if the staff recommendation is to close the road. Ms. Hanson also voiced concern that in the future, a connector for a possible bike trail from the Catoctin Aqueduct to the Nature Center area would not be possible. Ms. Hanson stated that at this point, Friends of Rural Roads is not taking issue with the staff report.

Ms. Windsor commented that she appreciated all the comments and stated that the petition would move forward without the Roads Board endorsement.

Mr. Haller asked staff to notify the Roads Board when they have a date for this to go before the BoCC.

IV. NEW BUSINESS At 00:17:30 of the video

A. Shoemaker Road: Mr. Shen explained that the reason Shoemaker Road was on the agenda was because staff received a letter (Paul Allen) through Roads Board member, Steve Haller. In answer to some of the points raised in the letter, Mr. Shen explained the following:

- 1) In terms of widening of curve, County staff did not extend the footprint because they could not get the permission from the property owner, so they had to work with what they have, and that is why they extended the road surface, and drop.
- 2) In terms of snow removal, staff used typical snow operation procedures. Mr. Routzahn explained that when we get 20 or more inches of snow, they use a grader to push that amount of snow. He said that in most cases this year, they have only needed to use a pick-up.

Ms. Windsor asked the Board if they had any comments. Mr. Haller stated that he would like to defer to Mr. Allen for comments since he wrote the letter.

Mr. Paul Allen: Voiced concerns about the County's snow removal on Shoemaker Road. He questioned why a grader pushed snow crossways on the road and said they backed onto a property owner's property.

Mr. David Fitzgerald: Stated that it was not the County who pushed the snow crossways on the road, that a farmer did that with a front end loader.

V. CIP AND OTHER PROJECT UPDATES (Presented by Mr. Shen) At 00:22:16 of the video

A. Ijamsville Road Phase I, Contract B: The Phase I Contract B includes road improvements from Prices Distillery Road to north of the CSX crossing, including a 200-foot span bridge on a new

alignment. Staff anticipates to advertise this project in late spring pending SHA's approval of the bid documents and MDE's approval of the wetland mitigation plan.

- B. Ijamsville Road Phase II: Staff continues negotiation process with a few remaining property owners to obtain needed rights-of-way. Consultant is updating project plans, as well as initiating the development of a wetland mitigation plan based on MDE input. Construction is anticipated to be advertised in the fall of 2014.
- C. Boyers Mill Road/Bridge: Bridge construction is scheduled to start on April 28, 2014. The final design of the North section (from north of the bridge to Gas House Pike) will begin in April 2014. The final design of the South section (from south of the bridge to Old National Pike) is anticipated to commence in the fall of 2014.
- D. Pavement Management Program: FY 14 Patching: Anticipate spring start date on April 7, 2014. FY 14 Full-depth Reclamation: construction notice to proceed date to be determined due to temperature requirements. FY 14 Overlay: bids were opened on March 25, 2014. Staff anticipates to present the bid award for BoCC approval on April 15, 2014. FY 14 Surface Coat: project was advertised on March 25, 2014 with bid opening on April 25, 2014.
- E. MD 85 Short Term Improvements: The BoCC approved the bid award on March 6, 2014. Construction will start in April 2014.
- F. Covered Bridge Rehabilitation: The project work includes preservation of covered bridges located at Loys Station, Utica Mills, and Roddy Road. The scope of work includes painting interior of structures with fire retardant, installing fire alarm system, and other miscellaneous items. Staff anticipates to advertise this project in late spring 2014.

VI. HIGHWAY OPERATIONS UPDATES (Presented By Mr. Routzahn) At 10:27:52 of the video

- A. Snow Removal Update: Mr. Routzahn reported that Highway Operations started the season November 24 and the last snow event was March 30. There were forty seven days, (including partial days and nights), of winter events which equaled about thirty five different events. The approximate cost spent on snow removal this year is 3.6 million dollars. Costs include: materials (salt, anti-skid, and liquid) \$1,892,000; 33 contractors \$844,612; employee straight time: \$159,000; employee overtime: \$677,000. The approximate total amount spent for snow removal in FY 13 was \$1,353,000. The average cost for snow removal the last 5 years was \$1,300,000. Mr. Routzahn said they hope to fill the salt domes 80-90 percent before the next season. They also provide salt to the Parks Department, Landfill, and FCC. Mr. Routzahn stated that they have an agreement with State Highway to reimburse funding for the salt we use out of three domes- Point of Rocks, Bridgeport, and Mt. Airy. Our bill to State Highway will be about \$25,000. Mr. Routzahn said they placed a large order for salt on Jan 23 and are still waiting for 4100 tons from that order.

Ms. Windsor raised the question about changing the type of liquid used. Mr. Routzahn said they will continue to use the M1000 liquid.

Ms. Windsor thanked Mr. Routzahn for their efforts with the snow removal.

Mr. Routzahn reported that as a result of the bad winter the crews are busy with patching

potholes and cleaning up tree branches from the ice storm.

VII. **ROADS BOARD ISSUES** At 00:33:01 of the video

A. Mr. Paul Fitzgerald: Raised the question if staff could research to find out if there are any other roads with a similar situation as West Boss Arnold Road, where it is a dead end and crosses a creek or waterway. He stated an example may be Sigler Road. Mr. Fitzgerald commented that other rural roads, with similar conditions where the road is not maintained by the property owner or county, a property owner could come forward and petition to close it. Mr. Fitzgerald questioned if staff could research to identify those types of roads to try to avoid the situation we are in with Boss Arnold Road.

Mr. Haller commented that it could be done on a complaint basis and this was a unique situation.

B. Mr. Pearre: Commented that this has been a hard winter and recognized how hard the County has worked this winter and congratulated staff.

C. Mr. Nipe: Mr. Nipe thanked staff for their hard work this winter and stated that they did an exceptional job. Mr. Nipe reported that DPW went to the BoCC for more money for pothole repairs and they now have around \$500,000 to repair the roads. He said however, it will take time to complete all the repairs (including ditch work and replacing mailboxes) and that he appreciates everyone's patience.

D. Ms. Windsor: Ms. Windsor commented that it has been a long hard winter and they do appreciate the staff's hard work.

There being no further business Ms. Windsor adjourned the meeting by a motion by Mr. Haller and seconded by Mr. Fitzgerald at 7:45 p.m.

The next meeting will be held Monday, June 2, 2014, at 7:00 p.m. in the Third Floor Hearing Room of Winchester Hall, 12 East Church Street, Frederick.

Respectfully submitted,

Penny Bryant
Division of Public Works

cc: All via Email
Attendees
Ragen Cherney, Administrative Analyst, County Manager's Office

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