

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

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; Jason Stitt, P.E., Chief, Office of Transportation Engineering, and Dave Olney, Project Manager II, Office of Transportation Engineering.

(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, December 8, 2014, at 7:00 p.m. for their quarterly public meeting. The meeting was held in the Winchester Room, second 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:

- 1) Mr. Paul Allen, Shoemaker Road, Taneytown, Maryland - Expressed concerns with grading and stones that were put down on Shoemaker Road in November. Mr. Allen offered to meet and discuss alternative maintenance methods with officials.

Mr. Routzahn commented that they normally do that type of work in the fall so they can clean the leaves out of the ditches at the same time. He said they would take Mr. Allen's suggestions into consideration. *(see Attachment 1 – Post Meeting Notes)*

- 2) Susan Hanson, 3205 Poffenberger Road, Jefferson, Maryland - Announced that Parks and Rec. is having a walk on Bennies Hill Road on Saturday, December 13, 2014. She commented that there are no potholes on the road and questioned what was done differently to improve the condition of Bennies Hill Road.

Mr. Routzahn stated that a combination of putting crowns on the road along with having no hard downpours have helped with the roads condition.

III. OLD BUSINESS At 00:08:30 of the video

A. Approval of minutes of September 8, 2014:

A motion was made by Peter Pearre and seconded by Steve Haller to approve the minutes as presented. The motion passed by a unanimous vote.

IV. NEW BUSINESS At 00:08:52 of the video

A. 2015 Roads Board Proposed Meeting Dates:

Ms. Windsor announced the following 2015 meeting schedule:

- March 2, 2015
- June 1, 2015
- September 14, 2015
- December 7, 2015

There being no conflicts, everyone agreed to the meeting schedule as presented.

V. CIP AND OTHER PROJECT UPDATES (Presented by Mr. Stitt) At 00:09:32 of the video

- A. Ijamsville Road Phase I, Contract B: From Prices Distillery Road to north of the CSX crossing. Currently out to bid, bid opening is scheduled for December 16.
- B. Ijamsville Road Phase II: Extends from Maryland 144 to the railroad tracks. Going to be advertised approximately six months after they open bids for Phase 1 B.
- C. Boyers Mill Road Bridge: Currently under construction. Just finished driving piles for abutment A and wingwalls 1 and 2. Will start forming the footers for the abutment this coming week.
- D. Pavement Management Program: All the jobs they were working on in the fall are either completed or shut down for the winter. This spring they anticipate putting out the following four contracts:
 - 1) FY 15 Full Depth Reclamation
 - 2) FY 15 Overlay
 - 3) FY 15 Surface Coat
 - 4) FY 15 Patch and Repair
- F. MD 85 Short-term Improvement Project: Currently on winter shutdown. Anticipate completing the work this spring.
- G. Covered Bridge Rehabilitation: Recently awarded contract. Work anticipated to begin in April.

VI. HIGHWAY OPERATIONS UPDATES (Presented by Mr. Routzahn) At 00:11:24 of the video

- A. Snow Removal Update: Mr. Routzahn reported that they started out with 20,200 tons of salt. They used 1,600 tons over Thanksgiving, and used some more today to pre-treat the mountain areas. Mr. Routzahn reported that they have calibrated their salt spreaders to use about 250 pounds of salt per mile and drop it down the center of the road, and because of the

way the roads are crowned, the salt spreads to the edges of the road. He said they have used this method the past couple of years and it has worked well and saved on their salt usage. They have brought on 34 contractors this year to help in sub-divisions. There are a total 92 snow runs throughout the county. Mr. Routzahn said that they are tagging along with the state bid on salt again this year. Mr. Routzahn reported that last year salt was \$57. 91 per ton delivered, this year it is \$71.18 per ton. Mr. Routzahn said that once the contract is in place, they will be ordering enough salt to have their salt barns filled to 100 percent. Mr. Routzahn commented that salt supplies are down and salt is not as easy to get anymore. He said in September they received an order of salt they had placed last January.

Ms. Windsor raised a question about pre-treating only on dry surfaces. Mr. Routzahn replied that if the roads are wet from a heavy rain, they would not pre-treat. If the road is wet but close to freezing, they would pre-treat.

Ms. Windsor asked what determines when they start plowing. Mr. Routzahn said they let the pre-treatment start working first and usually wait until there is about 2 of inches of snow built up on the road before they start plowing.

VII. ROADS BOARD ISSUES At 00:14:50 of the video

- A. Mr. Nipe reported that staff will be working on updating the policy on removing roads from the Rural Roads Program per request by the Roads Board. The policy will incorporate items that the legal department has ruled on. Staff plans to have this available for review at the March Roads Board meeting and people will be able to make public comment on it.
- B. Ms. Windsor announced that the next Roads Board Meeting will be held on March 2, 2015 at 7:00 p.m. at the same location.

VIII. ADJOURNMENT At 00:16:53 of the video

There being no further business, Ms. Windsor adjourned the meeting at 7:20 p.m.

Respectfully submitted,

Penny Bryant
Division of Public Works

cc: All via Email:
Roads Board Members
County Staff Attendees
Ragen Cherney, County Executive's Office

Note: Please use the following links 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

Post Meeting Note:

Paul Allen presented his concern at the December 8, 2014, Frederick County Roads Board meeting, stating that gravel roads should be crowned to minimize maintenance costs. The Department of Highway & Facility Maintenance agrees with this assessment as a crowned road will allow rainfall to run off the travel surface and drain in the roadside ditches, minimizing the opportunity for the road surface to be washed out and for standing water to create ruts and potholes as vehicles travel along the roadway.

The road was last graded on November 12, 2014. At that time, a positive crown was re-established. Since that time, the Office of Highway Operations performed snow removal operations over the Thanksgiving Holiday. As typically happens, plowing of the road affected the cross sectional profile of the road. Therefore, as shown below, the profile is not consistent throughout its length, but for the most part, varies within acceptable limits of 1.5% to 4%.

The Superintendent of Highway Operations and Maintenance Supervisor documented the cross slope of the crown along Shoemaker Road on Friday, December 19, 2014. Starting at the gravel portion of the road, 246 feet east of the driveway of 12230 Shoemaker Road, they took measurements of the cross slope of the road surface on both the eastbound and westbound lanes of travel. They took a total of twenty measurements at 10 locations along more than a mile of road. Generally, they found cross slopes of 1.5% to 3.5% with some sections being as steep as 5.9% while others were as little as 0.4%. The road surface at 12550 Shoemaker Road has a continual cross slope (i.e. no crown) away from the driveway apron which varies from 1.4% to 5.0%. Although there is no crown at this point, there is a positive slope across the road which will prevent runoff from lying on the road.

The following table documents the location and cross slope at each location along the road.

Shoemaker Road		Date: 12/19/2014	
Starting at the driveway at 12230 Shoemaker Road, going east.			
	<u>East bound Lane</u>	<u>West bound Lane</u>	
Distance	Crown/fall	Crown/fall	
246	2.30%	1.50%	
460	3.30%	3.20%	
736	3.80%	0.40%	
1100	1.60%	1.70%	
1655	2.30%	2.70%	
2481	2.80%	1.50%	
3364	4.20%	0.40%	
4426	4.70%	1.70%	
5211	5.00%	-1.40%	12550 Shoemaker Rd.
6404	5.90%	1.30%	