

ROADS BOARD OF FREDERICK COUNTY
MEETING MINUTES FOR MONDAY, MARCH 07, 2016

~Approved~

Present were Roads Board members: Peter Pearre, AIA, Chairperson; Paul Fitzgerald, AIA, Vice Chairperson; Steve Haller; Stephen Burd; and John Thomas.

Also present were County staff: Charles Nipe, Director, Division of Public Works; Robert Shen, P.E. Department Head, Department of Engineering and Construction Management; David Ennis, P.E., Department Head, Department of Highway and Facility Maintenance; Bill Routzahn, Superintendent, Office of Highway Operations; Jason Stitt, P.E., Chief, Office of Transportation Engineering; and David Olney, Project Manager, 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)

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

- A. The Frederick County Roads Board met on Monday, March 07, 2016, at 7:00 p.m. for their quarterly public meeting. The meeting was relocated to the third floor meeting room, of Winchester Hall, 12 East Church Street, Frederick, Maryland. The meeting was called to order by Chairperson, Peter Pearre and was followed by the recitation of the Pledge of Allegiance.
- B. Introduction of the members of the Roads Board was led by Mr. Pearre. Mr. Shen introduced the County staff members.

II. PUBLIC COMMENTS (At 00:02:00 of the video)

- A. Public comment was heard from:
- 1) Susan Hanson, 3205 Poffenberger Road, Jefferson, Maryland
- Welcomed new Roads Board member John Thomas.
 - Thanked Mr. Routzahn (Highway Operations) for the plowing of gravel roads.
 - Requested that the remainder of her time be used to comment on issues that pertain to gravel roads.

III. OLD BUSINESS (At 00:03:20 of the video)

- A. Approval of minutes of December 07, 2015:
A motion was made and seconded to approve the minutes as presented. The motion passed by unanimous vote.
- B. Update of Rural Roads Program: (Mr. Nipe)
Mr. Nipe reported that staff continues to work on updating the Rural Roads Program for approval by the County Executive. Anticipate having an update at the next Roads Board meeting (June 06, 2016).

IV. **NEW BUSINESS** (At 00:04:26 of the video)

- A. Welcome of new Roads Board Member:
Mr. Pearre welcomed John Thomas to the Roads Board. Mr. Thomas had been selected to fill the vacant position left by Ms. Barbara Windsor.
- B. Upcoming Roads Board Vacancy (Mr. Stitt):
Mr. Stitt reported that Mr. Haller's position is up at the end of June. The position has been advertised. Anyone who is interested should contact Joyce Grossnickle by March 18, 2016. After that date, the letters of interest received will be distributed to the Roads Board members. Anticipate discussion and possible election of the new member at the June meeting with the new member in place by the September meeting. Current Roads Board members may re-apply.
- C. Certificate of Recognition, Ms. Barbara Windsor (Mr. Nipe):
Mr. Nipe presented a certificate of recognition, signed by County Executive Jan Gardner, to Ms. Windsor for her 10 years of service on the Roads Board. Mr. Pearre also thanked Ms. Windsor for her service.

V. **CIP AND OTHER PROJECT UPDATES** (Presented by Mr. Stitt) (At 09:01 of the video)

- A. Ijamsville Road Phase I, Contract B (bridge project): Currently under construction. Contractor is currently forming up the parapets for the bridge. Anticipate new road to be open by the end of the calendar year, depending on weather.
- B. Ijamsville Road Phase II: Bids open March 8, 2016. Anticipate construction to start this summer.
- C. Boyers Mill Road/Bridge: Contractor is making good progress. Expect to open up the new bridge to one lane of traffic at the end of April. Will temporarily operate under one lane of traffic using a signal for about three months.
- D. Pavement Management Program: Various contracts on winter shut-down will be starting up this month: FY15 Patch and Repair contract; FY15 Overlay contract; and the FY15 Surface Coat contract. The FY16 Tar and Chip contract is currently out to bid. The FY16 Overlay contract will be going out to bid next month.
- E. Maryland 85 Short-term Improvements: All the roadway improvements are complete. Still have some permanent striping and off road work to complete.
- F. Lewistown Bridge Rehabilitation: Project is just getting started. Anticipate an April notice-to-proceed. Road will be closed for one plus years to do a super structure replacement and repairs to the substructure.
- G. Reels Mill Road Bridge Rehabilitation: Still under construction. Anticipate opening the

road in April.

- H. Pete Wiles Road Bridge Rehabilitation: Project expected to start later this spring.
- I. Sidewalk Retrofit Program: Three separate contracts are currently active. The FY16 Contract A is coming back on after winter shut-down this month and will wrap up within the next couple of months. Will be starting the FY16 Contract B soon. The award is in process; expect to have a contractor in place by summer. Anticipate bidding the FY17 Contract by May 2016.

VI. HIGHWAY OPERATIONS UPDATES (Mr. Routzahn) (At 00:17:57 of the video)

- A. Winter Operations:
 - Highway Operations brought in a lot of contractors for the blizzard. Cost of the storm, just for Highway Operations, was just under one and a half million dollars. Snow removal for Parks is approximately an additional thirty thousand dollars.
 - Current total for snow removal this year is two point two million dollars.

Mr. Pearre commented that the crews did a fantastic job.

- B. Tower Road: Highway Operations had been working on the road this winter, up until the blizzard hit. They are close to halfway completing the work and will work on stabilizing the portion that is complete. Crews will be busy working on repairing damage that was done as a result of the storms this winter and repairing pot holes this spring and summer. Their goal is to work on the other half of Tower Road next fall. There are some right-of-way issues in the next phase that will need to be addressed.

VII. ROADS BOARD ISSUES (At 00:21:46 of the video)

- A. Mr. Haller commented on a packet of information the Board members received on a citizen complaint regarding Shoemaker Road. He stated that staff responded promptly, in less than ten business days, and he thought that was exemplary.

Mr. Pearre stated that the report was also very thorough.

Mr. Nipe stated that it is typical of DPW to respond and investigate when they get a complaint. He commented that Shoemaker Road has been a very challenging road with a lot of complaints about road width and other work being done on that road. He stated that staff addressed the complaint and they are not up there to widen the road. He said he is pleased with the work that was done and the work did address the complaint.

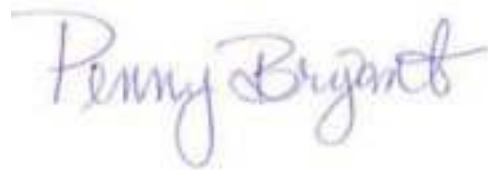
Mr. Pearre commented that it has been a challenging year with the snow and the down pours that we have had this year and that much rain coming down in a short period of time is hard on roads.

- B. Mr. Thomas introduced himself and remarked that he is excited to join the Roads Board and work with staff. He previously worked with Frederick County on transportation planning, and with Maryland State Highway, and is currently working with Montgomery County DOT. He stated he has a lot of experience in capital programming implementation and planning.

VIII. **ADJOURNMENT** (At 24:40 of the video)

There being no further business, the meeting was adjourned at approximately 7:30 p.m. The next meeting will be held June 06, 2016 at 7:00 p.m. in the second floor Winchester Room of Winchester Hall, 12 East Church Street, Frederick, Maryland.

Respectfully submitted,



Penny Bryant, Administrative Assistant
Division of Public Works

cc: All via email:
Roads Board Members
County Staff Attendees