

ROADS BOARD OF FREDERICK COUNTY
MEETING MINUTES FOR MONDAY, DECEMBER 5, 2016

~Approved~

Present were Roads Board members: Peter Pearre, AIA, Chairperson; Paul Fitzgerald, AIA, Vice Chairperson; Steven Burd; John Thomas; and Kirby Delauter, Councilman District 5.

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; and Jason Stitt, 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)

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

- A. The Frederick County Roads Board met on Monday, December 5, 2016, at 7:00 p.m. for their quarterly public meeting. The meeting was relocated to the second 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. Mr. Pearre stated Mr. Haller had notified him earlier in the day that he would be unable to attend.

II. PUBLIC COMMENTS (At 00:02:16 of the video)

- A. Public comment was heard from:
 - 1) Paul Allen, 12626 Shoemaker Road, Taneytown, Maryland
Mr. Allen feels he is there all the time regarding maintenance issues done on Shoemaker Road. He doesn't believe a word Bill says. He states that employees do what they want, and aren't being supervised. He claims they have damaged property and widened the road. He feels this is a harassment policy and has been happening for 15 years. Mr. Pearre interrupted Mr. Allen to inform him that he had exceeded the maximum time limit. Mr. Allen added that he wanted the Roads Board and Frederick County to investigate to find out why nobody is correcting this.
 - 2) Susan Hanson, 3205 Poffenberger Road, Jefferson, Maryland
Requested to speak after Item VI, B.
 - 3) Dave Fitzgerald, 12314 Shoemaker Road, Taneytown, Maryland
Mr. Fitzgerald stated he had heard rumors and wanted to inquire whether there has been any requests by anyone, or any group, regarding the paving of Shoemaker Road. He also stated that he believes Shoemaker Road was included in the Rural Roads program around 2001, which would put in question Mr. Allen's statement of 25 years. He believes the ditches have never been cleaned more than once a year and doesn't feel they have been done this year. He said they need to be cleaned and asked if it would be possible to have this done, or if it was too late for this year.

III. OLD BUSINESS (At 00:12:10 of the video)

- A. Approval of minutes of September 12, 2016:
A motion was made by Mr. Fitzgerald and seconded by Mr. Burd to approve the minutes as presented. Mr. Thomas stated, in discussion, that he did Item VII, and not Mr. Burd. The motion passed by unanimous vote.
- B. Update of Rural Roads Program: (Mr. Shen)
Mr. Shen stated staff is waiting for comments from the County Executive on previous documents that were provided. The documents provided were a general overview of the program policy. Staff is seeking direction from the County Executive and once comments are received, they will be presented to the Board.
- C. White Oaks Subdivision: (Mr. Stitt)
- D. Mr. Stitt reported drainage issues were repaired and pipes had been cleaned. Patching and overlay were also completed on the roads in the subdivision. He stated maintenance should have patched ditches prior to overlay, but the contractor paving contractor arrived to the site earlier than expected. However, the maintenance crew took proper care when completing the work and did not damage the new pavement. In the spring, there will be a partial pipe replacement off road. HOA is very pleased and everyone worked well together.

IV. NEW BUSINESS (At 00:15:06 of the video)

- A. 2017 Meeting Schedule: Mr. Pearre announced the Roads Board meetings schedule for 2017 as follows: March 06, June 05, September 11, and December 04. There were no objections to these dates.

V. CIP AND OTHER PROJECT UPDATES (Mr. Stitt) (At 15:37 of the video)

- A. Ijamsville Road Phase I, Contract B (bridge project): Substantially complete and open to traffic. A few punch list items and 1 year warranty to get through.
- B. Ijamsville Road Phase II: Construction underway. Road is still closed from Pebble Beach to the RR Crossing. Anticipate getting base paving down prior to winter and will be open to traffic by winter. Work will resume after winter shutdown. Some delays have been experienced due to utilities. Contractors have done a good job at working around these delays.
- C. Boyers Mill Road/Bridge: Project is 87% complete and is open to traffic. Utility work is currently underway. Approaches should be paved this winter, weather permitting. Some work will still remain for the spring. Northern Contract bid was awarded to Kinsley and anticipate NTP by spring 2017.
- D. Pavement Management Program: Various contracts will be starting up this month:
 - o FY16 Overlay with F O Day – 57% Completed – Will work up to winter shutdown
 - o FY16 FDR - Foamed Asphalt component. Anticipate bidding project out in Jan. 2017, with NTP spring 2017

- FY16 Patching Contract with C. Wm. Hetzer - 60% Completed
 - FY16 Surface Coat – Anticipate bidding along with FY17 contracts this winter and into Spring 2017
- E. Lewistown Bridge Rehabilitation: 80% construction completed. Plan to open to traffic within next few weeks.
- F. Pete Wiles Road Bridge Rehabilitation: Bridge work completed and open to traffic. A few punch list items and 1 year warranty to get through.
- G. Sidewalk Retrofit Program: 10 year program and FY17 contract underway. 50% completed. County received a Community Development Block Grant (CDBG) in the amount of \$400,000.00. Working on putting a bid out this winter.
- H. Roddy Road Covered Bridge Repairs: Not a capital improvement project, but is a major project. Due to accident damage the bridge was closed and work started in mid-October. Anticipate, weather permitting, opening the end of January 2017. Will also replace steel stringers and some additional abutment repairs while structure is off the foundations.
- I. Delauter Road – Awarded to L.W. Wolfe and is a DSA project to rehab the gravel road at the watershed. Anticipate winter or spring 2017 NTP.
- J. Ball Road – Completely designed. Waiting for SHA and Federal Highway for culvert project. Anticipate putting project out winter of 2017.
- K. Bridge Deck Replacements – Replacement projects for two roads; Old Frederick Road and Thurston Road. Federal aid project and again waiting for SHA and Federal Highway approval. Anticipate winter of 2017 bid.
- L. Status update on staff recommended CIP for 2018 – Completed submissions for Step 1 (updates of previous year), and Step 2 (new requests to forward fund projects or add new projects). Focus this year is on system preservation and safety. Existing projects were escalated by 4%, except for pavement management projects which were escalated by 6%. Projects in previous CIP for Old National Pike for out years kept getting pushed back due to scoping issues. Project has been pulled until comprehensive planning studies can be completed for that corridor. There are two new projects for the rehab of existing bridges. One project added for engineering studies for two bridges that have insufficient waterway openings. Other than these our focus was on restoring funding in the pavement management program and highway systemic program.

Councilman Delauter asked if there were any issues with a property owner regarding taking some land or property on Delauter Road. He inquired if there was a problem and, if so, had there been resolution. Mr. Stitt stated there was one property that had amicable acquisition made. If this is the property in question, it is mid length down. There is also an area that needed easements and another where there was some discussion regarding maintenance issues. Any concerns seem to have been resolved. Councilman Delauter stated the concern had been addressed in an e-mail and he wasn't sure of property location.

Mr. Thomas asked about the next steps forward on CIP development. Mr. Stitt said there will be a public hearing on December 12th, where citizens can make proposals for additions or modifications to the capital

program as well as the operating budget.

VI. HIGHWAY OPERATIONS UPDATES (Staff) (At 00:24:07 of the video)

- A. Tower Road (Mr. Routzahn): Phase I is complete. Ready to start Phase II. Still working with property owners for right-of-way and we are in possession of the permits for tree removal. Waiting for MDE permit to get started on the dirt work. Plan to start working on the trees by year end, or first of Jan. Work will continue thru the winter, weather permitting. Plan to be ready to tar and chip in spring 2017.
- B. Gravel Road Maintenance Policies (Mr. Ennis): Policies are posted on the County website for review and comment. Mr. Ennis reviewed the contents of both the Gravel Road Maintenance Practices, and the Gravel Road Maintenance Grader Practices. Copies of the policies were made available for pick up at the meeting.

Public comment was heard from Susan Hanson, Poffenberger Road, Jefferson (Item II, A3): Mrs. Hanson wanted to thank the County for providing the policies. She reiterated that moisture is important and gravel roads should not be graded when they are dry, and weather needs to be taken into consideration. She feels dust control chemicals are also a concern. She obtained information from Pennsylvania Dirt and Gravel Roads staff that she shared, and thinks this book is a good reference for gravel road issues. She feels roads should not be graded without rolling it to complete the process, without exception. Mr. Ennis stated he would like to review Ms. Hanson's referenced items and address at the next meeting. Mr. Allen then requested to speak again, which was granted. Mr. Allen stated the grader was used to break ice from the roadway, and then a truck was used. This made a mess and he requested this never be done again, and to use sand or stone.

- C. Snow Season Preparations (Mr. Routzahn): County has purchased a new brine system (similar to SHA system) and will test out in the high traffic areas in the lower end of the county. Pending no rain in the forecast, this system allows treatment several days in advance. This should help delay the need to activate snow removal contractors. All facilities are full except for Jefferson and Thurmont. Snow removal contracts for 40 trucks and most have skid loaders also available. These will be used primarily in developments with loaders for big snowstorms. One all-wheel drive will be used in Sabillasville area. Mr. Routzahn then stated that he came to the county in 1972 as summer help. He has been full-time for 42 ½ yrs. Tonight he was called a liar and last meeting it was referenced that something was stolen. The badgering and slandering is getting old. If it continues, he will take matters into his own hands. Mr. Pearre acknowledged his sorrow at this and felt it must be very discouraging. Mr. Routzahn agreed and stated it is constant. This road (Shoemaker Rd) is the only road with issues. He wastes staff time and thousands of dollars to constantly return. He said he has been accused of getting breakfast from the gun club, but he has never been there. Something is constantly being said about himself or county staff and it's not true. Icing on cake was being called a liar tonight, and he doesn't need to lie.

VII. **ROADS BOARD ISSUES** (At 00:42:34 of the video)

- A. Board Member Paul Fitzgerald addressed Shoemaker Road issues. He wants to make a recommendation, or at least make a comment on the record. Staff may want something more formal on the record themselves. He qualified that he doesn't live on Shoemaker Road and doesn't travel it regularly. It's been about 3 years since he traveled this road, but he has found it to be in very good condition. If the county has taken as much right-of-way as claimed, the road should be 50 feet wide by now, which is doubtful. County went thru a multi-year assessment and took measurements on the impact of their efforts on road maintenance. Reports is very minimal impact on any significant widening and/or any major impact outside of the ditches that are in place. Safety is the major priority. There are issues with Shoemaker Road, as with every road, as far as narrow spots and tight turns, and ditches need to be maintained for proper drainage. He agrees with minimal bi-annual maintenance and supports staff policy. If county needs to review or Roads Board needs to review and make a formal statement, they can. Mr. Allen requested to speak again, and Mr. Pearre denied the request. Mr. Pearre thanked Mr. Fitzgerald for his comments and agrees with him completely.

VIII. **ADJOURNMENT** (At 00:45:58 of the video)

With there being no further business, the meeting was adjourned at approximately 7:45 p.m. The next meeting will be held March 6, 2017 at 7:00 p.m. on the second floor Winchester Room of Winchester Hall, 12 East Church Street, Frederick, Maryland.

Respectfully submitted,

David Stonesifer

David Stonesifer, Manager
Division of Public Works
Office of Highway Operations

***Actions after the meeting to address question on Delauter Road Project.

DPW looked into the matter in more detail and determined that the resident who raised the question to Councilman Delauter lives along the portion of Delauter Road that lies west of Gambrill Park Road. This section of roadway is NOT part of the DSA project. The DSA Project limits lie east of Gambrill Park Road

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