

ROADS BOARD OF FREDERICK COUNTY
MEETING MINUTES FOR MONDAY, DECEMBER 4, 2017

~Approved~

Present were Roads Board members: Peter Pearre, AIA, Chairperson; Paul Fitzgerald, AIA, Vice Chairperson; Steven 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; Michael Ramsburg, Maintenance Section Supervisor, Office of Highway Operations; and Jason Stitt, P.E., Chief, Office of Transportation Engineering; Dave Olney, Project Manager, Office of Transportation Engineering; Charles Stonesifer and Stephanie Richards, Office of Highway Operations.

(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 4, 2017, at 7:00 p.m. for their quarterly public meeting. The meeting is located in 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 evacuation instructions and 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 07:45: of the video)

Public comment was heard from:

- A. Pam Burke, 9233 Bessie Clemson Road - Concerning the widening of Bessie Clemson Road to 18 feet, Mrs. Burke advised that she had no advance notice of the work and issues have arose as a result of the widening; horses can no longer be ridden up and down the road, walking is now dangerous because the cars are going much faster and now there is a speeding problem. Trees were taken down as well. She was told to contact law enforcement concerning the speeding and feels that this is a terrible waste of law enforcement resources. She has never received a satisfactory answer as to why the road was widened. She hopes in the future that advance notice is given to residents when this type of work is being completed on their roads. Chuck Nipe advised that the staff had met with Mrs. Burke on site and discussed her issues. There were run offs happening and that is why the road was widened. Per Mr. Nipe, DPW is in agreeance concerning the in-house efforts and how communication can be improved. A new policy is being developed to improve documentation as well as communication to the property owners and residents. With these improvements there will be no

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negative affect the work that is to be completed. Flyers were typically handed out for the pavement management contracts either by putting on the mailbox post or the resident's door. Mr. Thomas asked Mr. Nipe the time frame of the notifications and was advised the intent moving forward is a one week notice to allow for concerns and questions. Mr. Burd questioned Mr. Nipe on what prompted the widening. He was advised that the District Foreman voiced the issues of vehicles running off of the road when they were trying to let others pass.

- B. Susan Hanson, 3205 Poffenberger Road - Frederick counties "Little Roads" should not be widened, smoothed nor trees removed to make them wider. Unsafe for walkers, bicyclists, joggers and horseback riders. Roads being overlaid cause the edge to drop and makes it dangerous. Wants a policy to keep these slow and simple roads as is. These are roads that were eligible to be brought into the rural road program and have already been tar and chipped. Chairman Pearre asked staff to add an agenda item on the next Roads Board meeting to respond to Ms. Hanson's comments.
- C. Paul Allen, Shoemaker Road - Mr. Allen advised that he thinks people are not telling the truth about Shoemaker Road. . The Highway Operations has not repaired his lawn at a rental property to his liking and has not told the truth about it. . Mr. Nipe advised that the land in question was verified with the Treasurer's office as being County Right of Way.

III. OLD BUSINESS (At 00:30:00 of the video)

- A. Approval of minutes of September 18, 2017:
Mr. Fitzgerald motioned to adopt the September 18, 2017 minutes and it was seconded by Mr. Burd. Motion carried.
- B. Frederick City Watershed Road Transfer – Robert Shen advised that the County is working with Frederick City and they are waiting on the response from the County Attorney's Office as to what process is to be followed. It will most likely go through the open/close order process. An update will be given at the next meeting.

IV. NEW BUSINESS (At 00:31:20 of the video)

- A. Notice of Public Hearing for US 15 Access Improvements Project Presentation Maryland Department of Transportation State Highway Administration (SHA) requests County road closure as part of a larger project to improve safety at two at-grade crossings on US-15. SHA requests to close the access point of Old Frederick Road at US-15 southbound, construct a new "Tee" turnaround at the point of closure and renaming the new cul-da-sac Hansonville Court. A picture diagram provided by SHA showing the existing conditions as well as the

proposed changes was reviewed. Mr. Thomas questioned, with losing the right in and out access and what it does that to the land uses. Mr. Onley stated that this leg of Old Frederick Road is a very low volume road with approximately 100 vehicles per day traffic volume with one residential unit that has a driveway and that is closer to the Hansonville Road. Also the adjacent property is undeveloped and degree of impact is extremely small. Mr. Pearre asked if the residence have been notified of the road name change and the reasoning for the change. Mr. Onley advised that he will reach out to them personally before the public hearing to discuss the potential hassle that could happen with the name change and from an emergency response stand point, you need unique identifiers for the first responders. Mr. Burd expressed that this change is all safety oriented.

- B. 2018 Meeting Schedule – Mr. Stitt advised that the Roads Board will meet the first Monday of every third month, with the exception of September which will meet on the second Monday, and all days will be televised live and held in the 2nd floor Hearing Room at Winchester Hall: March 5, June 4, September 10 and December 3 in 2018. Mr. Fitzgerald motioned to adopt the 2018 meeting schedule and it was seconded by Mr. Thomas. Motion carried.

V. **CIP and OTHER PROJECT UPDATES (Staff) (At 00:40:50 of the video)**

- A. Ijamsville Road Phase II – Project was set for Oct-Nov. 108” concrete pipe was installed over this period. There was a construction issues concerning the crane and set up as well as the bad weather with flooding that cause an increased time frame. Road is open to local traffic only and should be open to all users before the winter shut down.
- B. Boyers Mill Road/Bridge – Almost completed the bridge project as well as the plantings in the storm water pond. The lighting is the biggest item remaining to complete. Modifications were made to the lighting system because of the technical advances and modernization in LED lighting (Project was originally designed in 2008). Completion of lighting should be in February 2018. Boyers Mill North is proceeding on time. The contractor has base paving nearly all complete. Work will continue through the winter, weather permitting. Early spring the road should be an open as a true roundabout.
- C. Pavement Management Program –
- FY17 FDR Foam and Asphalt on Jesse Smith Road – 100% complete
 - FY17 Overlay – 57% complete
 - FY17 Patch and Repair – 63% complete
 - FY17 Chip Seal – 100% complete
 - FY18 Surface – Award recommendation is in process.
 - FY18 Remaining PMP Contracts – Coming out in the winter and the spring.

- D. Ball Road – Culvert Replacement – Road is closed as of the end of November. Anticipate the summer of 2018 to reopen the road.
 - E. Bridge Deck Replacement – Old Frederick and Thurston Road – Bridge deck replacements now includes some beam replacements and work should be completed by the spring 2018.
 - F. FY19-24 CIP Update – Updated submissions and new requests are completed and submitted to the budget committee. There will be a meeting after the first of the year to talk about the request and then they will be processed and go to the County Executive recommended CIP.
 - G. FY 19-24 CIP requests include some projects that were not funded last cycle (mostly bridges), and a project in the White Rock subdivision that includes sidewalk, pavement and drainage improvements. . Proposing a new program, Sidewalk Missing Link, that will connect existing segments of sidewalks that do not link together.
 - H. Mr. Thomas requested how the Roads Board could weigh in on CIP budget requests. Public Works responded that any recommendations from the Roads Board concerning the submissions could be taken by DPW to the budget committee. Starting in September 2018 a preliminary overview can be given to the Roads Board prior to the staff recommended submission.
- VI. **HIGHWAY OPERATIONS UPDATES (Staff) (At 00:57:04 of the video)**

- A. Snow Season Preparation - Mr. Ramsburg advised that to date there has been no early season snow fall. The annual Inner-Agency Preseason Meeting was held in October to discuss the snow season planning and then a round table discussion was held. All county salt barns are 90-100% full, trucks and equipment inspection have all been completed. Calibrations for salt and liquid pretreatment dispersion has been completed. Snow contractor contracts are all in place for when additional help is needed. Material supplier contracts are up to date. One change this year is going to be the road pretreatment. Rock salt used to be put down 2-3 hours before the precipitation. The distribution of the salt was the issue because there was no variance of the amount that could be used. Two trucks did apply a liquid salt brine last year and it was very effective. There are now 14 trucks throughout the County that can apply the liquid salt brine 2-3 days prior to an event. .

VII. **ROADS BOARD ISSUES (At 01:00:24 of the video)**

- A. Mr. Thomas advised that he will draft correspondence to Mr. Nipe and the Board documenting the different CIP projects and it can be reviewed at the next Roads Board meeting in March. An agenda item can be added, time permitting. The County submits the transportation priorities to the State in April and Mr. Thomas requested that the representatives consider attending the March meeting.

VIII. **ADJOURNMENT (At 01:03:53 of the video)**

With there being no further business, the meeting was adjourned. The next meeting will be held March 5, 2018, at 7:00 p.m. on the second floor Winchester Room of Winchester Hall, 12 East Church Street, Frederick, Maryland.

Respectfully submitted,

Stephanie Richards
Division of Public Works
Office of Highway Operations

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