

ROADS BOARD OF FREDERICK COUNTY
MEETING MINUTES FOR MONDAY, JUNE 4, 2018

~Approved~

Present were Roads Board members: Peter Pearre, AIA, Chairperson; Paul Fitzgerald, AIA, Vice Chairperson; Steve Burd.

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; David Stonesifer, Manager, Office of Highway Operations; Amanda Radcliffe, 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, June 4, 2018, 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 00:06:15 of the video)

Public comment was heard from:

- A. Susan Hanson, Poffenberger Road [\(At 00:19:56 of the video\)](#) Her road needs a lot of help right now because of the rain. Mud is excessive. Prior to the rain her road was addressed and they did a wonderful job. She wanted to say thank you for the work that was done. Friends of Rural Roads wanted to say thank you to Mr. Pearre for his support and presented him with a gift.
- B. David Fitzgerald, Shoemaker Road [\(At 00:15:12 of the video\)](#) Roddy Road Bridge barriers that were put up were hit twice in the last 6-months and worked perfectly. Wants to thank the Roads Department for the installation. He is curious when Shoemaker Road's ditches will be cleared. Bill Routzahn advised that there is no time frame but it is looking like fall 2018 since they are still performing Storm Repair.

III. OLD BUSINESS (At 00:08:46 of the video)

- A. Approval of minutes of March 05, 2018:
Mr. Fitzgerald motioned to adopt the March 5, 2018 minutes and was seconded by Mr. Haller. Motion carried.

- B. Frederick City Water Shed: Frederick City Watershed Road Transfer (Frederick City Staff Presentation) [\(At 00:09:20 of the video\)](#) Robert Shen advised that the County Council approved the transfer to the City of Frederick during their public hearing May 1, 2018. Administrative staff is preparing and completing all administrative tasks for the remaining items for the transfer documents.

IV. NEW BUSINESS (At 00:09:51 of the video)

- A. Certificate of Recognition – Presented by Chuck Nipe.
Mr. Nipe presented a Certificate of Recognition was presented to Peter Pearre signed by Jan Gardner, County Executive for his loyalty, contribution and devotion to the Roads Board. Mr. Pearre thanked his current Board Members, Mr. DeLauter and staff for their work and dedication, with recognition of the Rural Roads Program.
- B. New Roads Board Member Appointment – Barbara Wyatt’s appointment was confirmed by the County Council on May 15, 2018 for the open Chairperson seat and her first Roads Board Meeting will be September 17, 2018.
- C. Roads Board Vacancy-
Mr. Thomas resigned from the Roads Board effective May 22, 2018. The County will advertise this vacancy July 1, 2018 following the normal process.

V. CIP AND OTHER PROJECT UPDATES (Presented by Amanda Radcliffe) (At 0:14:52 of the video)

- A. Ijamsville Road Phase II, Contract B (bridge project): Open to traffic and the punch list items are being completed.
- B. Boyers Mill Road/Bridge: Bridge - Open to traffic and the punch list items are being completed. Road – Nearing completion in 6-8 weeks and night time pavement is happen, weather permitting.
- C. Pavement Management Program:
 - o FY17 Overlay – 86%
 - o FY17 Patch and Repair – 96%
 - o FY18 Surface Coat – 30%
 - o FY18/19 Tar and Chip - Open and is waiting on award.
 - o FY18 Overlay – Open and is waiting on award.
 - o FY18 Path and Repair – Opening and is waiting on award.
 - o FY18 Deck Reclamation – Road list is complete and working on design
 - o FY19 Overlay – Pilot Program with the thin asphalt in some subdivisions, will be advertised in June 2018.
- D. Ball Road Culvert Replacement – Opened May 8, 2018, finishing punch list.
- E. Bridge Deck Replacements – Old Frederick Road will be paved June 6, 2018 and will be opened up NLT the end of June. Thurston Road was open May 25 and punch list items

- F. Gas House Pike Bridge Replacement – Gas Line relocation work is complete. Bridge construction will happen next spring.

VI. **HIGHWAY OPERATIONS UPDATES (Staff) (At 00:17:38 of the video)**

- A. May Rain Event Damage – May 15 to date. County has been hit with multiple storm events. There were a total of 44 roads closed for high water or damage. Jefferson and Middletown area had most of the crews completing work to get the roads back open. Most are back open but still require shoulder repair, debris clean up. Old Middletown Road itself had 6 location severely damaged. FEMA toured the damaged areas and we are looking for reimbursement if eligible. We will know in the coming weeks.
- B. Gravel Road - All were graded and calcium were applied. Heavy rain did wash out 4 of the roads. Pothole will be excessive and will be challenge to maintain.

VII. **ROADS BOARD ISSUES (At 00:23:13 of the video)**

- A. Mr. Fitzgerald thanked Mr. Pearre for his extended years of service and his use of extreme tact with how he handled situations.
- B. Mr. Pearre has a concern with Sam's Creek Road – There us a mill that is falling over and there is hardly anything left of it. A residents has voiced concern that that it will fall into the road. Mr. Shen advise that issue will look into it.
- C. Mr. Burd thanked Mr. Pearre for his work on the Roads Board.

VIII. **ADJOURNMENT (At 00:25:45 of the video)**

With there being no further business, the meeting was adjourned. The next meeting will be held September 10, 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