

**ROADS BOARD OF FREDERICK COUNTY**  
**MEETING MINUTES FOR MONDAY, DECEMBER 3, 2018**

**~Draft~**

Present were Roads Board members: Paul Fitzgerald, AIA, Chairperson; Steve Haller, Vice Chairperson; Stephen Burd; Barbara Wyatt; Jim Bonneville.

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; Jason Stitt, P.E., Chief, Office of Transportation Engineering; Dave Olney, Project Manager, Office of Transportation Engineering; Bill Routzahn, Superintendent, Office of Highway Operations; David Stonesifer, Manager, Office of Highway Operations; and Stephanie Richards, Accounting Support, 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](http://www.FrederickCountyMD.gov/roadsboard))*

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

- A. The Frederick County Roads Board met on Monday, December 3, 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 Acting Chairperson, Paul Fitzgerald 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. Fitzgerald. Mr. Shen introduced the County staff members.

**II. PUBLIC COMMENTS**

Public comment was heard from:

- A. Kristina Murphy, 4620 Teen Barnes Road ([At 00:02:40 of the video](#)) Presented a PowerPoint presentation for Teen Barnes road addressing her widening, street lines, repairs and permanent drainage and concerns between Stone Road and Holter Road. Mr. Stitt advised that all of the presented issues have not been looked into but an update will be provided at the next meeting. Mr. Haller asked that a response be given prior to the next meeting since there is a 90-day time lapse and this was agreed with by Mr. Stitt. Mr. Burd advised that it has been wetter than usual season and these issues are probably not uncommon right now and would like Mrs. Murphy's issues addressed.
- B. Katherine Sessoms, 11501 Old Annapolis Road ([At 00:15:37 of the video](#)) Has issues with checking her mail as well as pulling out of her driveway because of the speeding on her driveway. She is asking for a study, speed camera or digital speed limit signs in both directions. She has only lived at the home for four months and would like to see what can be done. She has already asked the postal services to relocate her mailbox to her side of the roadway and was advised by them that it was not possible.

**III. OLD BUSINESS (At 00:21:05 of the video)**

- A. Approval of minutes of September 10, 2018:  
Mr. Haller advised that a correction was need under Section III. A. Mr. Haller had motioned to add Mr. Bonneville, it was seconded by Mr. Burd. The motion carried with this correction.
- B. Roads Board Vacancy [\(At 00:22:29 of the video\)](#) Mr. Jim Bonneville was welcomed to the board.
- C. Removal of Dahlgren Road from the Rural Roads Program [\(At 00:22:44 of the video\)](#) Mr. Olney advised that they presented a memorandum to the County Executive the results of the Roads Board meeting concerning this removal. The Executives direction was that the residents would be better served if this would be heard before the County Council and let the public comment. Also it was requested that a detailed list of events from the Roads Board Meetings concerning this removable presented as well.
- D. Removal of Harley Road from the Rural Roads Program [\(At 00:25:26 of the video\)](#) Mr. Olney advised the same information for Harley Road as he presented for Dahlgren Road. Mr. Burd asked that the Board be notified in advance when this meeting will be held.

**IV. NEW BUSINESS (At 00:29:00 of the video)**

- A. Old Annapolis Road – Safety Concern (The resident presentation is listed under public comments.) Mr. Bonneville visited the location in question. He questioned if she has asked to move her mailbox next to the neighbors since it seems relatively safer. She advised that they would allow her to place it there but she would still have to walk on the roadway to obtain her mail. Mr. Olney advised that since they received the letter of concern prior to the meeting, the County was able to perform a preliminary investigation that is not complete. Preliminary comments are the automatic speed enforcement is not possible per legislative requirements. The County does have speed display signs with a radar detector. There are also rumble strips as well but the available crash data would need to be gathered and reviewed. This information has been requested. Mr. Fitzgerald advised that he also drove the area in question and he thought that there was adequate speed limit signs as well as warning signs. Mr. Olney advised that contact will be made with the resident prior to the next roads board meeting and a follow up discussion can also be made at the next meeting as well.
- B. 2019 Meeting Schedule- Mrs. Wyatt motioned to adopt the scheduled Roads Board Meeting dates; March 4, June 3, September 9 and December 2, it was seconded by Mr. Haller. Motion carried.

**V. CIP AND OTHER PROJECT UPDATES (At 00:46:20 of the video)**

- A. Pavement Management Program –
  - o FY18 Surface Coat – 30% complete, will start back up in the spring 2019.

- FY18/19 Tar and Chip – FY18 is 100% complete. FY19 is commencing next construction season
  - FY18 Overlay – 42% complete.
  - FY18 Patch and Repair – 30% complete.
  - FY18 Deck Reclamation – Moving treatments to a more elaborate patch and overlay program
  - FY19 Overlay – In award process.
  - FY19 Patch and Repair – Advertising in January 2019
  - FY20 Overlay – Advertising January 2019
  - MD 75 Truck Turnaround – South is completed and North is underway and expect completion before Christmas, weather permitting.
- B. Monument Road – Road is closed for slope stabilization. Opening before winter shutdown and work will be completed in the spring 2019
- C. Gas House Pike Bridge Replacement – 95% design milestone and will be put out to bid after the City completes the Monocacy Blvd project, late summer/fall 2019.
- D. Gas House Pike Bridge Improvements, Boyer Mill Road to Frederick City Limits – 65% design milestone. In the CIP for construction funding in 2021.
- E. Bridge Joint Replacement – Devilbiss Road, Links Road and Timmons Road. Funding will cover only two.
- F. Hoovers Mill Bridge Rehab – 60% design complete.
- G. Stevens Road Bridge Rehab - 50% design complete. Funding was request for FY20.

**VI. HIGHWAY OPERATIONS UPDATES (Bill Routzahn) (At 00:51:50 of the video)**

- A. Winter Maintenance Preparations – Winter season prep started October 15, 2019 and this takes about 1.5 months. On November 15<sup>th</sup> the county had approximately 5-10 inches of accumulation. Contractors are in place and the salt prices this year have dropped. Salt Brine is being used again this year. Residential concerns are still being heard concerning salt brine. If the forecast is calling for ice or snow, this can be put down well in advance of the precipitation. We usually prep 2 days ahead and it is extremely cost effective to use.
- B. May 2018 Storm Repair Update – There are numerous issues still to be corrected. With the precipitation that is still being received, repairs are going to go through the winter season up until at least the summer season. Mr. Stitt added that most of the repairs are going to receive FEMA funds. Bridge scouring happened at the bridges on Pleasasant View Road and Petersville Road. Repair of this damage required the installation of grout bags at the bridge abutments. Three slope failures occurred and cannot be repaired in-house. This includes Poffenberger Road and Roy Shaffer. Staff is monitoring these two locations until the designs can be completed and the project can be put out to bid in May 2019. FEMA reimbursement is expected for these two sites. Mt Zion Road near the Mt. Phillip intersection is the third location which is not FEMA eligible because it is on federal aid road list. Project bidding for this Design Build project is underway and the semifinial designs were just received. Work

should occur in the spring of 2019. Biannual bridge inspections are scheduled and road closures are expected at Sixes Bridge Road over the Monocacy River between 9am and 3pm.

**VII. ROADS BOARD ISSUES (At 00:58:32 of the video)**

- A. Mr. Haller advised that all members but Mr. Bonneville received an email from Pam Burke. He asked for this email to be made available as the permanent record and Mr. Fitzgerald agreed.
- B. Mrs. Wyatt included that truss bridge issues used to be seen in the HPC and she was curious if the HPC approval wasn't needed for these anymore. Mr. Stitt advised that repairs are coming do again on the 22 metal truss in the County. Hoovers Mill and Stephens full rehab work is coming up and he anticipates coordination with the HPC.

**VIII. ADJOURNMENT (At 01:01:50 of the video)**

With there being no further business, the meeting was adjourned. The next meeting will be held March 4, 2019, 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