

**HIGHWAY ADVISORY COMMISSION
MEETING MINUTES
July 20, 2016**

MEMBERS PRESENT: Reb Williams, Ed Dills, Joseph Ennis, Jim Mesite, Tom Vierzba, Larry Tobias, Cheryl Everitt

MEMBERS ABSENT: Joan Lucia-Treese, Don Martinez, Jane Dillon, Jean Meinzer, Brian Galpin

OTHERS PRESENT: Jim Reid (EPC DPW), Jennifer Irvine (EPC DPW), Troy Wiitala (EPC DPW), Victoria Chavez (EPC DPW), Ellen Heaverlo (EPC DPW)

CALL MEETING TO ORDER

Chair Williams called the meeting to order at 9:02 AM.

1. ABSENCES

Joan Lucia-Treese, Donald Martinez, Jane Dillon, Jean Meinzer and Brian Galpin were absent.

MOTION (Ms. Everitt/Mr. Dills) to excuse absence of Ms. Lucia-Treese, Mr. Martinez, Ms. Dillon, Ms. Meinzer and Mr. Galpin **MOTION CARRIED UNANIMOUSLY.**

2. MEETING MINUTES

MOTION (Mr. Vierzba/Mr. Tobias) to approve minutes of the June 15, 2016 meeting. **MOTION CARRIED UNANIMOUSLY.**

3. COMMISSIONER/CITIZEN COMMENTS

- Mr. Williams informed everyone that County Commissioner Amy Lathen has resigned her commission effective July 11, 2016.
- Mr. Mesite extended his thanks to all the agencies that are working on the Marksheffel Rd project.
- Mr. Williams inquired if it would be possible to have a joint County/City website that shows all the current construction projects so that citizens might be better informed as to detours on their way to work etc. Mr. Reid will check into this.

4. STAFF REPORTS

A. ADMINISTRATION

Jim Reid (Executive Director, Department of Public Works)

- Mr. Mark Waller was sworn in yesterday, July 19th, as the new County Commissioner for District 2 which was Ms. Lathen's district. It is not certain yet if he will attend the HAC board meetings from now on.
- Mr. Reid suggested to the Board to replace the annual Worksession-On-Wheels with a DPW Open House this year.
- The Highway Division's heavy fleet vehicles will change colors from red to bright green. This color has been proven to be much more visible during snow storms, fog, dusk and dawn. The light fleet vehicles will be white.
- The Zonar system is in place and we will begin monitoring the data that will be transmitted from the vehicles. It will take approximately a year or two to use the data to improve efficiency. Mr. Ennis inquired why it takes this long to gather information. Mr. Reid explained that in order to collect sufficient data we need to cycle through 2 full years (2 sets of seasons) to create a comparison. Mr. Dills inquired if vehicle operators would still have to maintain a handwritten log. Mr. Reid said that this would no longer be required as Zonar will keep a log.
- Mr. Reid announced that Ms. Jennifer Irvine has been promoted to County engineer effective July 1st.
- Mr. Reid briefed the Board on the Entry Level Maintenance Worker Academy that was implemented earlier this spring. The 1st class will graduate the end of September and will have been taught the skills, to include obtaining a CDL license, which they need to become a full-fledged Maintenance Worker. This will also help to match their skills to which crew they will be placed with, having worked with all crews. During their time in the academy their hourly pay is lower than the Maintenance Worker I pay. Mr. Williams asked if these employees have a requirement to stay with the county after they graduate. Mr. Reid advised him that there is no such requirement.

B. ENGINEERING DIVISION

i. PROJECT CONSTRUCTION UPDATES (Jennifer Irvine, County Engineer)

- Both, the concrete and asphalt programs are nearly complete.
- The Black Forest Culvert Project has been completed and Black Forest Rd is open to traffic. The detour, Herring Rd from Burgess Rd to Swan Rd, has been paved as well. Mr. Tobias commented that the citizens in Black Forest are very pleased with the final outcome of this project. Ms. Irvine stated that they were able to save a lot of money by doing the design, surveying and construction management in-house. Special thanks go to Kevin Diekelman, Project Designer and to Lee Zehnder, Construction Manager.
- Ms. Irvine briefed the board on one of the Flood Recovery projects, Bennett Ranch Channel located on Hwy 24 and Judge Orr Rd, and the various funding sources for this project. The sediment removal has been a big challenge and

DPW's Highway Division has been very busy trying to stay on top of this task. Funding has been located from NRCS (Natural Resources Conservation Service) and a contract has been awarded and approved by the Board of County Commissioners yesterday to perform channel stabilization work. Work is expected to start next week. To save money the channel design has been done in-house. As a requirement of the grant this project will have to be completed in 220 days. Staff has done a tremendous job so that this can happen. Mr. Vierzba asked if there had been any similar issues with the channel to the north of Judge Orr Rd. Ms. Irvine stated that that section is more stable and is maintained by the Woodmen Hills Metro District. There is also significantly more vegetation that helps to prevent this type of erosion. There is also a retention pond. Stormwater requirements as they relate to this project were discussed.

- Staff is working on updating the Drainage Criteria Manual which should be done by next year.
- There are also new requirements for the MS4 permit (Municipal Separate Storm Sewer System) that staff is reviewing at this time.

ii. MTCP UPDATE (Victoria Chavez, Principal Transportation Planner)

- Ms. Chavez answered a few questions that had come up during last month's meeting.
- Ms. Chavez went over a map as it pertains to traffic counts and capacity. Projections have been done to 2040. This allows road improvement plans to be made. These models are also found on the MTCP website:
(<http://adm.elpasoco.com/publicservices/transportation/2040MTCP/Pages/default.aspx>)
- Ms. Everitt asked what the next iteration of these maps would include. Ms. Chavez explained that any CDOT funded, PPRTA projects and projects by developers that have a high probability of being done would be taken into consideration when developing the next set of maps/models. Another model has been developed for gravel roads.
- Over 1500 people have visited the MTCP website and over 400 comments have been received. This is a far bigger amount of people that attended public meetings last year, and it is also a much less expensive way to get public input.
- The Road Impact Fee System was explained and discussed. This is a one-time cost that is paid when a building permit is obtained and cannot be used for maintenance, only to build roads.
- Public Improvement District (PID) fees were also explained and discussed.
- Ms. Irvine thanked Ms. Chavez for all her hard work on this project.

Copies of the presentations are attached to the minutes

C. HIGHWAY DIVISION

(Troy Wiitala, Highway Manager)

- The 2015-2016 snow season ended on April 28th after having worked 17 snow events.

- The bridge deck replacement on N. Meridian Rd has been completed at a savings of \$125K and the bridge deck replacement work on the Calhan Hwy N Bridge has begun.
- Highway personnel and the Boy Scouts assisted DPW's ADA Coordinator with the installation and painting of several Purple Heart reserved parking places. There will be 9 of those throughout the county.
- 37 out of 57 segments of the 2016 Dust Abatement Schedule have been completed, as have 4 centerline miles of graveling on Calhan Rd S.
- 1157 sign upgrades were done in the north and east areas of the county and a total of 1691 signs have been made so far this quarter. Kudos to Amanda Roderick, the Sign Technician, for staying on top of making all these signs.
- The Mowing Program has begun. There are currently 6 mowers to accomplish this large task.
- Roadway striping is underway. So far 8,300 gallons of paint have been sprayed at a rate of 13 gallons per mile.
- The Asphalt Crew has been patching potholes and has been preparing roads for chip seal while the Drainage Crews have been working on customer service requests.
- Ms. Everitt inquired as to the detour for the Hodgen Rd Bridge Deck Replacement Project. A map of the detour was displayed.
- Mr. Tobias asked about the implementation of a proposal that was presented last year in regards to cutting back on mowing in residential areas. Mr. Wiitala stated that it was implemented last year and elicited a few complaints. There have not been any complaints so far this year.
- Mr. Vierzba asked Mr. Wiitala who would be responsible for cutting back vegetation such as scrub oak etc. that obscures stop signs and such. Mr. Wiitala explained that if the vegetation is growing in the Right-Of-Way it would be the department's responsibility to cut those back. This type of work is usually driven by customer service requests.

Copies of the presentations are attached to the minutes

5. ADJOURNMENT

This meeting was adjourned at 10:40 AM.

Respectfully submitted,

Ellen Heaverlo
Office Manager – Department of Public Works