

**HIGHWAY ADVISORY COMMISSION
MEETING MINUTES
April 18, 2018**

MEMBERS PRESENT: Tom Vierzba, Ed Dills, Michael James, Ed Houle, Larry Tobias, Richard Robertson, Jim Mesite, Cheryl Everitt, Brian Wess

MEMBERS ABSENT: Brian Galpin, Jean Meinzer

OTHERS PRESENT: Jennifer Irvine (EPC DPW), Jana Nemeckova (EPC DPW), Anthony Ramage (EPC DPW), Scot Cuthbertson (EPC DPW)

1. CALL MEETING TO ORDER

Chair Vierzba called the meeting to order at 9:00 AM

2. PLEDGE OF ALLEGIANCE

3. ABSENCES

Mr. Brian Galpin and Ms. Jean Meinzer were excused.

4. MEETING MINUTES

MOTION (Mr. Tobias/Mr. Mesite) to approve minutes of the February 21, 2018 meeting.

MOTION TO APPROVE CARRIED UNANIMOUSLY.

5. COMMISSIONER/CITIZEN COMMENTS

- None

6. STAFF REPORTS

A. ADMINISTRATION

Scot Cuthbertson (Deputy Director, Department of Public Works)

Substitute for Jim Reid (117 Fire)

- Mr. Cuthbertson confirmed that DPW is heavily engage in assisting fighting the 117 Fire and asked for some DPW staff to be excused, including Jim Reid and Troy Wiitala.
- DPW implemented the Capital Lease Program, and fleet was able to purchase new equipment. Recently DPW received 8 new graders.
- New equipment allows highway crews to be safer and more efficient.

B. ENGINEERING/HIGHWAY DIVISION

Scott Cuthbertson (Deputy Director, Department of Public Works)

Substitute for Troy Wiitala (117 Fire)

- Graveling Program: Completed Mid Jones Road, Baggett Road, Buckboard Drive, Forest Edge Road. 7.98 centerline miles have been completed to date.
- Stockpiling for Rush Road now.
- Nice weather helps the crews to stay ahead of the Graveling schedule for now.
- Graveling program will slow down because Dust Abatement and Chip Seal programs are about to start.
- Customer Service Requests: Drainage, Asphalt pothole patching, sign repairs and upgrades, Road grader maintenance.
- Snow Removal: DPW worked 5 snow/ice storms since February.
- DPW is busy with the Wildland fire support. Not counting this currently burning 117 Fire, DPW helped with 9 wildland fires this year.
- Highway Division currently posted 10 vacant positions for full time employees and 15 for summer seasonal employees.
- Graduation for Entry Level Workers will be on Thursday April 26th at 3:30pm at DPW Akers location.

C. ENGINEERING/HIGHWAY DIVISION

Jennifer Irvine (County Engineer, Department of Public Works)

- Mrs. Irvine informed all that Engineering Department is also closely involved with all the fires, mostly for damage assessments and future repair plans.
- Mrs. Irvine stated that DPW is re-doing traffic counts on Hodgen Road, due to some technical challenges (counts were not accurate).
- Mrs. Irvine presented and explained the 2018 Pikes Peak Transit Authority (PPRTA) maintenance budget and the 2018 PPRTA capital budget.
- Road and Bridge Funding (Federal Funding, usually in a form of Grants) was presented and explained. Each program has unique parameters and requirements.
- Mrs. Irvine explained the difference between Federal Gas Tax (HTF) and State Gas Tax (HUTF).
- In 2017 DPW accepted total of 7.21 centerline miles of roads.
- Mrs. Irvine presented aerial video of the West Colorado Avenue project and all updates.
- I-25 GAP Project update: CDOT is planning a Media release on April 27th and the Environmental assessment will be part of this briefing.

D. ENGINEERING/ HIGHWAY DIVISION

Jennifer Irvine (County Engineer, Department of Public Works)

HUTF – Highway User Tax Fund

- There are two major revenue streams to the HUTF. Major sources of revenue for the fund are: motor fuel taxes, vehicle registration fees, driver's license fees, traffic penalty assessments and oversize load permits.
- Funds are allocated based on a formula. Mrs. Irvine handed out the Allocation Methodology for HUTF to Counties and explained the process.

7. PRESENTATION OF NEW WEBSITE

Joel Quevillon (EPC Public Information Office)

- None
- Mr. Quevillon could not be present due to the 117 Fire.
- Chairman Vierzba noted that there is no HAC link on the DPW portion of the El Paso County main web page.

8. AGENDA TOPICS FOR THE NEXT MEETING

- Presentation of the New County Website.

ADJOURNMENT

This meeting was adjourned at 10:21 AM.

Next HAC meeting will be June 20, 2018

Respectfully submitted,

Jana Nemeckova

Admin Tech for Engineering/Board Liaison – Department of Public Works