

**HIGHWAY ADVISORY COMMISSION
MEETING MINUTES
December 19, 2018**

MEMBERS PRESENT: Tom Vierzba, Cheryl Everitt, Ed Houle, Richard Robertson, Brian Galpin, Michael James, Jean Meinzer, Jim Mesite, Larry Tobias, Daniel Ferguson

OTHERS PRESENT: Stan VanderWerf (EPC BoCC), Scot Cuthbertson (EPC DPW), Jennifer Irvine (EPC DPW), Troy Wiitala (EPC DPW), Jana Nemeckova (EPC DPW)

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ABSENCES

NONE

4. MEETING MINUTES

MOTION (Mr. Tobias/Mr. Galpin) to approve minutes of the November 14, 2018 meeting with minor correction noted. **MOTION TO APPROVE CARRIED UNANIMOUSLY.**

5. COMMISSIONER/CITIZEN COMMENTS

- Commissioner VanderWerf strongly supports all the updates and improvements to the MS-4 Permit.
- Mr. Vierzba informed everyone that Mrs. Everitt was reappointed to the PPRTA-CAC.
- Mrs. Everitt asked to acknowledge the death of Carl McClelland, dear friend and DPW's valued past employee.
- Mr. Robertson asked about the IGA for County Line Road and the speed limits. He expressed his concern about citizens getting speeding tickets. Mrs. Irvine informed him that the IGA that EPC DPW has with Douglas County is in regards the maintenance and operations of the roadway, not about speed enforcement.
- Mr. Robertson asked if DPW could present the list of the 63 intersections mentioned in the Road Impact Fee. Mrs. Irvine said "no", because these intersections are not set in stone and changes can be made in the future based on the future developments.
- Mr. Mesite asked about the speed limit signs on Marksheffel Rd., an update. Mrs. Irvine informed all that the City is still working on it and that DPW already replaced what DPW is responsible for. Mrs. Irvine is expecting an update on timeline from the City Engineer any day now.

6. STAFF REPORTS

A. ADMINISTRATION

Scot Cuthbertson (Interim Executive Director, Department of Public Works)

- Mr. Cuthbertson informed us that BoCC approved DPW's budget for 2019 with slight increase in DPW's operational funds.
- DPW plans on adding a Soil Reclaimer Crew and recently purchased 3 major equipment pieces.
- DPW is completing two major projects in DPW's yard. One is the disposal of debris that comes out of Vac-trucks and the other is Containment Facility for storing salt brine.
- DPW participated in the Christmas parade in the City of Colorado Springs on December 1 and in Calhan on December 15. Calhan parade was a big success and DPW received a trophy for Spirit of Christmas Award. Mr. Cuthbertson thanked everyone who helped and participated.
- Mr. Vierzba complimented on DPW's active management which is really making a positive difference.
- Mr. Tobias asked about a comment in the Minutes from BoCC, about approved budget, and wanted to know if these funds will be used for the I-25 GAP project. Mr. Cuthbertson explained that I-25 GAP uses different budget and these funds will not be spent on I-25 GAP project.

B. HIGHWAY DIVISION

Troy Wiitala (Highway Manager, Department of Public Works)

- Mr. Wiitala briefed the Commission on the following:
 - Graveling Program – in total this year DPW finished approx. 14 centerline miles, which is more than last year.
 - DPW now has 2 signal crews working.
 - Dust Abatement Program – the program is finished for this year and DPW completed approx. 77 centerline miles.
 - Chip Seal Program – finished in August. Some roads are moved to the 2019 list. DPW completed 51.3 lane miles in 2018.
 - Customer Service Request – 2616 completed so far this year. Of those there were 593 grading requests, 320 potholes, 367 street signs, 329 dead animal removals and 179 drainage repair requests. The Highway Division trimmed 129 trees. DPW is wrapping up the mowing for the year.
 - DPW responded to 6 snow events so far this season.
 - Salt Brine tank: secondary storage containment complete and awaiting tank plumbing by contractor. This facility is at DPW's yard.
 - Vactor Pit –the roof and the hook up to a sanitary sewer needs to be finished.

- Wildland Fire Support – DPW responded and helped with 11 fires this year.
- DPW currently has 13 Vacant FTE (full time employee) positions.
- DPW participated in two Trunk or Treat events in October. Both events were successful.

QUESTIONS/ COMMENTS

- Mr. Tobias asked if all new equipment has warranty. Mr. Cuthbertson assure all that Fleet Department deals daily with warranty repair work.
- Mr. Vierzba asked if possible to get a report on fleet age and fleet age by category.
- Commissioner VanderWerf commented that while the economy is good, EPC DPW needs to do the best to fix the roads and BoCC approving new equipment is necessary for that. DPW can perform more efficiently because of that.
- Commissioner VanderWerf highly supported new truck wash bay at DPW again. He commented that there is no commercial car wash between Denver and Pueblo. This truck wash bay is a huge asset to DPW.
- Mr. Robertson asked how competitive EPC with other entities as far as keeping employees. Mr. Wiitala informed all that EPC DPW is slowly improving.
- Mr. Galpin asked how DPW is doing with Workman’s Compensation claims year to date. Mr. Cuthbertson informed all that WC claims are not tracked by DPW’s department, but accidents drop by 30% over the last two years.
- Mr. Vierzba asked if DPW’s vehicles have dash cams. Mr. Cuthbertson and Mr. Wiitala shared that DPW is looking into all possible options and researching this matter in detail. Mr. Vierzba asked to revisit this subject sometimes early next year. He is a supporter of dash cams for County’s vehicles.

C. ENGINEERING DIVISION

Jennifer Irvine (County Engineer, Department of Public Works)

Mrs. Irvine briefed the Commission on the following:

- DPW is starting a new project in the UTE Pass, it is the Chipita Park Elementary School, drainage facility installment.
- Judge Orr project is complete and the road has been re-opened.
- Work continues on Monument Hill Road.
- West Colorado Avenue – BoCC approved additional funding for this project and the time for completion has been extended to June/July 2019.
- Mrs. Irvine presented the latest drone video on West Colorado Avenue project.

- MS4 Permit (Municipal Separate Storm Sewer Systems) – EPC’s current MS4 Permit is till June 30, 2021. DPW is working on updating this permit because of changing requirements.
- DPW has to develop and run program to control and manage the storm water discharge. PDD (program description document) defines the MS4 Permit conditions and describes how the County will comply (complies) with the permit.
- DPW is on track with the PDD that was presented to BoCC on Tuesday December 18, 2018. Full implementation of the PDD by July 1, 2019 as required by the permit.

7. AGENDA TOPICS FOR THE NEXT MEETING in DECEMBER

- HAC annual schedule for 2019 discussion.
- Nomination and election for all 3 leadership positions.
- Mr. Vierzba asked for updates on Hwy.105 project.
- Mr. Robertson asked for possible update on Powers/Hwy 21 and connection to I-25. Mrs. Irvine informed all that it is a CDOT question and she will try to invite CDOT representative to one of HAC’s meetings to give us an update and also an update on Hwy. 94.

ADJOURNMENT

This meeting was adjourned at 11:06 a.m.

**The next HAC meeting will be on January 16, 2019 at Pikes Peak Regional Building,
2880 International Cir., C/S**

Respectfully submitted,

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