

**HIGHWAY ADVISORY COMMISSION  
MEETING MINUTES  
August 21, 2019**

**MEMBERS PRESENT:** Cheryl Everitt, Larry Tobias, Richard Robertson, Jean Meinzer, Jim Mesite, Ed Houle, Daniel Ferguson

**MEMBERS ABSENT:** Kurt Reno, Michael James, Tom Vierzba

**OTHERS PRESENT:** Holly Williams (EPC BoCC), Stan VanderWerf (EPC BoCC), Scot Cuthbertson (EPC DPW), Jennifer Irvine (EPC DPW), Anton Ramage (EPC DPW), Troy Wiitala (EPC DPW), Jana Nemeckova (EPC DPW)

**1. CALL MEETING TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

**3. ABSENCES**

**MOTION (Mr. Robertson/Mr. Tobias)** to excuse Kurt Reno's, Michael James's and Tom Vierzba's absence. **MOTION TO APPROVE CARRIED UNANIMOUSLY.**

**4. MEETING MINUTES**

**MOTION (Mr. Tobias/Mr. Mesite)** to approve minutes of the June 19, 2019 meeting. **MOTION TO APPROVE CARRIED UNANIMOUSLY.**

**5. COMMISSIONER/CITIZEN COMMENTS**

- Commissioner Williams had nothing to report and complimented DPW (Department of Public Works) on working with the City on an agreement for Northgate Blvd.
- Mr. Tobias noticed major overlay projects and complimented DPW on time management while paving, concentrating on one area to save time and increase the productivity.
- Mrs. Everitt asked for nominations/volunteers for the PPRTA CAC to replace Mr. Galpin. Mr. Richardson volunteered for the position. **MOTION TO APPROVE CARRIED UNANIMOUSLY.**
- Mrs. Everitt reminded all that an application for a new HAC member for District 3, David Zelenok, will be presented at the BoCC meeting on 3 September 2019 for approval/disapproval.

## **6. STAFF REPORTS**

### **A. ADMINISTRATION**

#### **Scot Cuthbertson (Executive Director, Department of Public Works)**

- Mr. Cuthbertson stated that DPW is constantly working on improving Chipping/Paving processes.
- PQI (Pavement Quality Index) data was received and is being processed. DPW is working with the County Administrator to create a format that is easy to use and understand.
- DPW currently has between 42-62 vacancies between three divisions. DPW partnered up with the Pikes Peak Workforce Center and is hosting a Job Fair on September 7 at the Akers facility. DPW started to promote this event.
- Snow Training Week for DPW is coming up in September, more details to share as they become available.
- EPC DPW recently did some improvements on Boone Rd. Mrs. Meinzer thanked DPW for the good work they did.
- EPC DPW truck wash is almost finished and should be running by Labor Day.
- Midway Ranch – DPW helped putting up some signs and barricades, after heavy rains, on roads that DPW doesn't maintain.

### **B. FLEET DIVISION UPDATE**

#### **Scot Cuthbertson (Executive Director, Department of Public Works)**

- Mr. Reynolds (Fleet Manager) could not attend this meeting.
- Mr. Cuthbertson provided detailed list of the equipment purchased for the Reclamation Crew and other heavy equipment updates.
- EPC DPW also purchased some light duty vehicles. An average age on DPW's light fleet is 15+ years.
- ZONAR device is installed in all heavy equipment and some light vehicles.

### **C. HIGHWAY DIVISION UPDATE**

#### **Troy Wiitala (Highway Manager, Department of Public Works)**

- Graveling Program:
  - Stock piled materials for Hahn Road
  - Prepping Pine Cone and east Coachman
- Dust Abatement Program: DPW is on schedule for 2019
- Chip Sealing Program: DPW completed 34.35 Centerline miles / 68.70 Lane miles.

- Mowing Program: DPW has 7 mowers working, this crew responds to a lot of customer service requests.
- Staffing/Manning: DPW is posting/interviewing vacant positions
- DPW is hiring seasonal employees for Fall Crack Sealing

#### **D. ENGINEERING DIVISION UPDATE**

##### **Jennifer Irvine (County Engineer, Department of Public Works)**

- Mrs. Irvine updated all on the speed limit signs on Marksheffel Road. EPC and City are still working together. EPC corrected the County's problem sections on Marksheffel Road.
- Mrs. Irvine explained with details the EPC MTCP (El Paso County Major Transportation Corridors Plan). This plan is used internally by DPW, PCD and CSD. More information can be found at <https://publicworks.elpasoco.com/road-bridge-planning/mtcp/>.
- Project Highlights:
  - Colorado Avenue** – coordinating ribbon cutting ceremony, tentatively in October
  - Projects in Falcon (Park & Ride / Roundabout / US 24 New/Old Meridian Intersection)** – DPW about to advertise in one package this fall
  - Old Pueblo Road** – finished wing walls, culvert and paving
- DPW is experiencing significant amount of service requests for drainage due to all the rains.
- DPW is monitoring a lot of intersections and bridges for improvements throughout the entire County.
- Engineering Department is almost fully staffed, last few remaining positions are advertised.

#### **7. AGENDA TOPICS FOR THE NEXT MEETING**

- PPRTA Budget as listed on HAC's annual schedule.

#### **8. ADJOURNMENT**

**This meeting was adjourned at 10:30 AM.**

**The next HAC meeting will be on October 16, 2019 at 2880 International Cir., C/S**

Respectfully submitted,

Jana Nemeckova

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