

**HIGHWAY ADVISORY COMMISSION
MEETING MINUTES
October 21, 2020**

MEMBERS PRESENT: Richard Robertson, Ed Houle, Tom Vierzba, David Zelenok, Daniel Ferguson, Larry Tobias, Cheryl Everitt, Joe Kneib, Jean Meinzer, David Harraway

MEMBERS ABSENT: None

OTHERS PRESENT: Stan VanderWerf (EPC BoCC), Holly Williams (EOC BoCC), Scot Cuthbertson (EPC DPW), Kevin Mastin (EPC DPW), Jennifer Irvine (EPC DPW), Troy Wiitala (EPC DPW), Anthony Ramage (EOC DPW), Jana Nemeckova (EPC DPW), Natalie Sosa (EPC PIO), Annie Efremsky (EPC PIO)

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ABSENCES

None

4. MEETING MINUTES

MOTION (Mr. Vierzba/Mrs. Everitt) to approve minutes of the August 19, 2020 meeting.
MOTION TO APPROVE CARRIED UNANIMOUSLY.

5. COMMISSIONER/CITIZEN COMMENTS

- Commissioner VanderWerf excused Commissioner Williams due to medical reasons.
- Commissioner VanderWerf informed all that Mr. Irv Halter resigned from CDOT transportation board and moved out of the State of Colorado. His replacement has not been appointed yet.
- Commissioner VanderWerf COVID update: El Paso County numbers are going up for positive testing, but hospitalization and death rates remain low. We all can expect additional directions from the Governor soon. Health administration says that vaccinations should be arriving to the County in November.
- Commissioner VanderWerf: 2021 Budget presentation started at the BoCC meetings, DPW's presentation is tomorrow. The voting on the 2021 Budget will happen in November.

- Mrs. Everitt let everyone know that her term expires in February 2021 and she is willing to resign earlier if her position can be filled. She understands how difficult it can be to fill her position right now with COVID restrictions.
- Mr. Robertson expressed his desire to be reappointed by HAC members to the PPRTA CAC to serve his 2nd term.

MOTION (Mrs. Everitt/Mr. Zelenok) to approve Mr Robertson nomination to PPRTA CAC to serve his 2nd term.

MOTION TO APPROVE CARRIED UNANIMOUSLY.

6. STAFF REPORTS

A. ADMINISTRATION

Scot Cuthbertson, (Director, Department of Public Works)

- COVID: DPW implemented lot of processes to keep the workforce safe. Admin and Engineering – most are working remotely. Highway and Fleet really can't work remotely.
- DPW received CARES ACT funding: massive construction at DPW building to expand our workspace and promote hoteling. DPW purchased new vehicles for highway crews to limit the number of people in one vehicle.
- Snow readiness training went well and DPW is ready for this snow season.
- 2021 Budget presentation at BoCC tomorrow.
- 1st November DPW is going live on EPC website with PQI (pavement quality index) report, for public to view and understand the processes.
- 1st November DPW will be also posting 2 weeks "ahead" schedule on EPC website. This way citizens can view any projects happening or that will be happening in their neighborhood.
- Mr. Cuthbertson asked DPW's leadership to gather data for all of DPW's programs and identify the shortfalls in each program. It will be shared when available.
- Customer Surveys – more options were added for customers to pick from.
- HAC December meeting and Christmas Luncheon – no details have been decided yet due to COVID situation, will notify everyone about the Luncheon as soon as we can.
- Mr. Vierzba asked if the 2021 project list is available? Mr. Cuthbertson informed all that the list is being created, but not ready to share yet.
- Mr. Zelenok congratulated DPW for getting the APWA Award for the West Colorado Ave. project and an Award for the Jackson Creek Pkwy extension.
- Mr. Zelenok suggested for DPW to investigate C.S. City's website for their "Cone Zones Tomorrow" feature. Perhaps DPW could add something similar when sharing their 2 weeks ahead schedule.

B. HIGHWAY DIVISION UPDATES

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

- Graveling Program: Finished Hahn Rd 6.6 lane miles. Finished hauling material to Davis Rd. 3.04 lane miles.
- Dust Abatement Program: Program is finished. Completed 103.4 lane miles.
- Chip Sealing Program: Program is finished. Completed 75.58 lane miles.
- Reclamation/Stabilization Program: This program continues, weather permitting. Completed 56.15 lane miles.
- Bridge Work: Replaced bridge deck on McLaughlin Rd in Falcon. Painted bridge structure on Hodgen, Evans and McLaughlin. Painted over extensive graffiti under Fountain Blvd bridge.
- Mowing: Program is finished.
- Striping: Completed 677 lane miles.
- Signs Upgrades: Replaced 870 signs.
- Snow updates: Completed classroom/practical training. Completed plow simulator training. Stocked all areas with material. First snow event was September 8-10, 2020.
- Continue to work on Customer Service Requests.
- Currently onboarding 5 new FTE employees.
- Mr. Tobias complimented on the bridge deck on McLaughlin and the quality of work.
- Mrs. Meinzer thanked for the work that was done on Boone Rd.

C. ENGINEERING DIVISION UPDATES

Jennifer Irvine (County Engineer, Department of Public Works)

- Mrs. Irvine share some photos of few accidents in EPC to help everyone understand that DPW's schedules change daily. Some of these accidents, DPW must respond to immediately.
- Dix Libby Drainage project – area that was built in the 60-70's. Currently working on design. Stormwater team is highly involved in this project. New requirements and improvements are needed to be done.
- Old Ranch Road conveyance – just an example of many roads that DPW is working on with the City of C. S.
- DPW is working with CDOT on Access Control Plan (ACP). The purpose of ACPs is to balance mobility vs. access. It will increase overall safety.
- Colorado 811 – unfunded mandate
 - Elimination of tiered membership (EPC from Tier 2 to 1)
 - Implementation 2 November; soft start 1 October.
 - Three Tier 1 requirements: **1.** EPC facility locate requests within required timeframes (normal -2- business days; emergency – 1 hour; after hours – 2 hours; engineering – 10 business days). **2.** 75 Average daily ticket request / 37 Average daily field locates (two weeks of data). **3.** New locate ticket types: subsurface engineering & gravel roads.
 - Underground facilities must be electronically locatable.
 - New engineering design requirements for public facilities (ASCE 38 Standard).
 - Initial Estimate of Tier 1 Impacts for physical locating: 1 existing FTE + 3 proposed FTEs.

- Need Legislative Fix: working with CCI on locate exemption for County road maintenance (HB20- 173 Postponed Indefinitely, anticipated to be reintroduced in 2021)

D. PPRTA Budget

Jennifer Irvine (County Engineer, Department of Public Works)

- Mr. Irvine presented detailed El Paso County 2021 PPRTA Proposed Budget Summary. Discussion followed and questions were answered.

7. AGENDA TOPICS FOR THE NEXT MEETING

- Mr. Tobias asked for any updates available for Hwy 94 project.
- Mr. Zelenok asked to invite whomever replaces Mr. Halter to the next HAC meeting.

This meeting was adjourned at 10:54 AM.

The next HAC meeting will be on December 16, 2020, Virtual meeting on WebEx

Respectfully submitted,

Jana Nemeckova

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