

**HIGHWAY ADVISORY COMMISSION
MEETING MINUTES
November 16, 2016**

MEMBERS PRESENT: Reb Williams, Joan Lucia-Treese, Ed Dills, Joseph Ennis, Tom Vierzba, Larry Tobias, Jean Meinzer, Jane Dillon, Jim Mesite

MEMBERS ABSENT: Cheryl Everitt, Brian Galpin, Donald Martinez

OTHERS PRESENT: Mark Waller (EPC Commissioner, District 2), Jim Reid (EPC DPW), Jennifer Irvine (EPC DPW), Victoria Chavez (EPC DPW), Ellen Heaverlo (EPC DPW), Troy Wiitala (EPC DPW), Mark Watson (Road Impact Fee Advisory Committee), Jim Null (Road Impact Fee Advisory Committee), PJ Anderson (Road Impact Fee Advisory Committee), Scott Turner (Road Impact Fee Advisory Committee), Henry Yankowski (Road Impact Fee Advisory Committee), Craig Dossey (Road Impact Fee Advisory Committee), Lori Seago (Road Impact Fee Advisory Committee), Steve Mulliken (Road Impact Fee Advisory Committee)

1. CALL MEETING TO ORDER

- Chair Williams called the meeting to order at 9:00 AM.
- The Highway Advisory Commission members and the Road Impact Fee Advisory Committee introduced themselves to each other.

2. MOTION (Ms. Lucia-Treese/Mr. Tobias) to excuse absence of Ms. Everitt, Mr. Galpin and Mr. Martinez. MOTION CARRIED UNANIMOUSLY.

3. MEETING MINUTES

- **MOTION (Ms. Lucia-Treese/Mr. Vierzba) to approve minutes of the September 21, 2016 and October 19, 2016 meetings. MOTION CARRIED UNANIMOUSLY.**

4. COMMISSIONER/CITIZEN COMMENTS

- Mr. Williams advised everyone that according to the Highway Commission Bylaws, terms end in February. Associate members Mr. Mesite, Mr. Ennis and Ms. Meinzer do not have to reapply, but need to verbalize if they want to continue to serve the commission. Terms are ending for Mr. Vierzba, Mr. Williams and Ms. Lucia-Treese. Mr. Williams will also step down from representing the County at the Citizens Advisory Committee (CAC), and will represent Green Mountain Falls instead. Ms. Everitt expressed interest in representing the County at the CAC. CAC meetings are the 1st

Wednesday of each at the PPACG offices. Ms. Lucia-Treese will stay on the HAC until she can be replaced.

- Ms. Heaverlo would appreciate any suggestions for next month's Christmas Luncheon.
- Commissioner Waller introduced himself to the HAC and was welcomed by the commission.
- Ms. Meinzer left the meeting at 10:30 AM.
- The Road Impact Fee Advisory Committee members left the meeting at 10:38 AM.
- Mr. Williams extended his thanks to Ms. Irvine and her staff for all the work they have done on the various projects this year.

5. STAFF REPORTS

A. MTCP & ROAD IMPACT FEE RECOMMENDATIONS

Victoria Chavez, (Principal Transportation Planner, Department of Public Works)

- Ms. Chavez presented the final draft of the Major Transportation Corridors Plan as well as the Road Impact Fee Plan to both, the Highway Advisory Commission and the Road Impact Fee Advisory Committee, and answered several questions.
- **MOTION (Ms. Lucia-Treese/Ms. Dillon)** to recommend forwarding the MTCP update to the Planning Commission and the Board of County Commissioners.
MOTION CARRIED UNANIMOUSLY.
- Approval of the MTCP update also passed unanimously by the Road Impact Fee Advisory Committee.

B. ADMINISTRATION

Jim Reid (Executive Director, Department of Public Works)

- Mr. Reid briefed the HAC on an increase of complaints about dust on the County's gravel roads. This has been a result of not having any measurable precipitation during the past couple months. DPW does not have resources to wet down all those roads sufficiently to mitigate the dust.
- CDOT is considering a mileage tax rather than a gas tax. Starting in December, State Transportation officials will launch a program to test a new way to raise funds that could one day eliminate the need for the state's 22-cent per gallon gas tax, which hasn't been adjusted upward in more than two decades. A discussion as to the pros and cons of this change commenced.
- Mr. Williams asked to add a work session to the December agenda to discuss this issue further.
- It was further decided to establish a workgroup to brainstorm ideas on what type of taxation method would work best for this county.

C. ENGINEERING DIVISION

Jennifer Irvine (County Engineer, Department of Public Works), Craig Dossey (Executive Director of Planning & Community Development Department)

- Ms. Irvine and Mr. Dossey briefed the HAC on updates to the Engineering Criteria Manual (ECM) specifically as it pertains to the construction of sidewalks, when they

are required, and to meet ADA compliance. The HAC was asked for recommendation.

- **MOTION (Mr. Dills/Ms. Lucia-Treese)** to recommend the update to the Engineering Criteria Manual. **MOTION CARRIED UNANIMOUSLY.**
- The 2017 Paving & Chip Seal lists were presented and discussed.
- **MOTION (Ms. Lucia Treese/Mr. Dills)** to recommend the 2017 Paving and Chip Seal lists. **MOTION CARRIED UNANIMOUSLY.**

D. HIGHWAY DIVISION

Troy Wiitala (Highway Manager, Department of Public Works)

- 43.43 centerline miles of chip seal were completed.
- 78.58 centerline miles of dust abatement were done.
- 6.53 miles out of 27.5 miles of graveling have been completed; work is ongoing.
- Bridge deck crew work updates were provided.
- Prepping for the snow removal season. Pre-season training took place Oct 17th – Oct 20th.
- The 2017 Dust Abatement and Gravel schedules were presented.
- **MOTION (Ms. Lucia Treese/Mr. Dills)** to recommend the 2017 Dust Abatement and Gravel schedules. **MOTION CARRIED UNANIMOUSLY.**

6. ADJOURNMENT

This meeting was adjourned at 11:16 AM.

Copies of the presentations are attached to the minutes

Respectfully submitted,

Ellen Heaverlo
Office Manager – Department of Public Works