

**HIGHWAY ADVISORY COMMISSION
MEETING MINUTES
October 18, 2017**

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

MEMBERS ABSENT: Jim Mesite, Brian Wess

OTHERS PRESENT: Commissioner Stan VanderWerf (District 3), Jim Reid (EPC DPW), Scot Cuthbertson (EPC DPW), Jennifer Irvine (EPC DPW), Troy Wiitala (EPC DPW), Ellen Heaverlo (EPC DPW), Jana Nemeckova (EPC DPW), Don McAlister (EPC DPW), Lynn Williams (EPC DPW), Robert Evans (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 Wess and Mr. Jim Mesite were excused.

4. MEETING MINUTES

MOTION (Ms. Everitt/Mr. Tobias) to approve minutes of the August 16, 2017 meeting.
MOTION TO APPROVE CARRIED UNANIMOUSLY.

5. COMMISSIONER/CITIZEN COMMENTS

Commissioner Stan VanderWerf suggested that the HAC may consider support of BoCC's decision to support the I-25 GAP project.

6. STAFF REPORTS

A. ADMINISTRATION

Jim Reid (Director, Department of Public Works)

- Welcomed new HAC member Richard Robertson.
- Mr. Reid thanked the chair Tom Vierzba for his work on the new bylaws.
- The benefits of our New Employee Training program were highlighted, specifically in highway operations, as well as the improvements of this training in the future.
- All HAC members were invited to an upcoming budget meeting on November 15th, 2017 at the Akers Facility. This meeting will discuss the budget specifically targeted for road improvements and maintenance. Commissioner VanderWerf strongly encouraged the HAC members to come to this meeting.

- Reminded everyone of the Quarterly DPW Employee meeting on Thursday, October 19th and extended invitations to the HAC.

B. ENGINEERING DIVISION

Jennifer Irvine (County Engineer, Department of Public Works)

- Welcomed new HAC member Richard Robertson.
- Presented some ongoing issues within the County's Right-Of-Way. Engineering is working with the Sheriff's Office and the County Attorney on a Resolution on Camping on Public Property. Camping on Private Property is occurring more and more, and we need to address this issue. It is affecting the quality of life for our citizens. Commissioner VanderWerf highly encouraged to produce an ordinance with more aggressive enforcement, and to act rather quickly to solve this problem.
- Mrs. Irvine briefed everyone on the Road Maintenance Selection Process. Detailed presentation on this subject was given in September 2016 and printed materials are available to remind everybody of the process.
- A list for paving and chip-sealing for year 2018 will be presented in December.
- The objective is to preserve and extend the road life, which would lead to very cost-effective road-maintenance plan. Individual briefings with Mrs. Irvine are available on request.
- Mrs. Irvine presented a summary of the PPRTA Budget Overview.
- There are some carry-over funds that will be spent on Capital Projects in 2018. These projects include: South Academy Boulevard, Marksheffel/Meadowbrook, Fountain Mesa/Caballero/Fortman, Chipita Park Rd/US 24/Fountain Ave, I-25 GAP. Updates and Pros & Cons were presented and discussed for each project.
- I-25 GAP meetings are scheduled for Tuesday, December 5th, 5-7 pm, in Douglas County and for Thursday, December 7, 5-7 pm, in El Paso County.

C. HIGHWAY DIVISION

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

- Mr. Wiitala provided a quick update on the Summer Maintenance program.
- Highway personnel tested out 2 new soil stabilizer machines, and will test one more.
- Graveling program: just finished Yoder Rd. and will start Mid Jones Rd. Winter and limited resources will shut down graveling program soon.
- Dust Abatement program is finished and complete for this year.
- Chip sealing program is finished for this year.
- Tanager Ditch is complete. This project won an APWA Award.
- Baptist Road sidewalk is complete.
- Peyton Hwy will re-open before this weekend, both bridges are finished.
- Mowing operations will be ending the end of this month for this year.
- Snow removal training was successful. Commissioner VanderWerf participated in the snow plow simulator training.

- The Highway Division is down 4 full time employees and 5 seasonal employees. Employment ads are posted. Seasonal employees will be finishing up the crack sealing work
- Mr. Tobias asked about striping before the winter comes. Mr. Wiitala informed the Commission that Highway is about finished with striping, as well as running out of paint.

D. NEW COUNTY WEBSITE UPDATE

Joel Quevillon (EPC Public Information Office)

- Mr. Quevillon introduced the new County website. It is still under development. When launched, it will be more user friendly, searchable, easy to navigate and will have updated information.
- The new website will display better on cell phones.
- The new website is expected to launch in the first quarter of 2018.
- Ms. Everitt asked who represents the HAC for website input. Brian Galpin is the appointed person.

7. “FORWARD STAGING” OF HIGHWAY MAINTENANCE EQUIPMENT SURVEY PRESENTATION

Larry Tobias (HAC Member)

- Mr. Tobias and Mr. Houle conducted a survey of possible “forward staging” sites to support the Highway Division.
- The goal is to limit the one-way travel to the work site for any piece of equipment (mostly road graders) to a maximum of 10 miles.
- The survey identified eight candidate sites with six of them being current county operation locations.
- Ms. Everitt asked about area of Ute Pass. Mr. Reid informed all that staging equipment on Ute Pass would not really be beneficial; personnel can still get there in good time, if needed.
- Mr. Vierzba asked will what happens next. Mr. Reid answered that this is a great foundation to start with, but we have some logistics to work out.

8. CALL FOR VOLUNTEERS FOR POTENTIAL APPOINTMENT TO THE PPRTA CAC

- Mr. Vierzba stated that the HAC will provide a prioritized list of nominees and present it to the BoCC for their selection.
- Mr. Vierzba asked if any volunteers present would like to be put on the list to be representative of this organization.
- Ms. Everitt asked if the position is open to associate members as well as the regular members. Mr. Vierzba stated that it is not specified in the Bylaws.
- Mr. Brian Galpin, Mr. Richard Robertson, and Mr. Ed Houle volunteered.

9. AGENDA TOPICS FOR THE NEXT MEETING

- Ms. Everitt asked for a briefing on the Flying Horse North development, specifically on the access points. Mrs. Irvine will have current update at the next HAC meeting.
- Ms. Everitt also asked for traffic counts on the Hodgen Bridge, past and present and to compare them.
- Mr. Vierzba asked Mr. Reid to extend an invitation to Karen Rowe from CDOT for the next HAC meeting.

ADJOURNMENT

This meeting was adjourned at 11:00 AM.

Respectfully submitted,

Jana Nemeckova

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