

**HIGHWAY ADVISORY COMMISSION
MEETING MINUTES
February 20, 2019**

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

MEMBERS ABSENT: Michael James

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

MOTION (Mr. Robertson/Mr. Galpin) to excuse Michael James's absence. **MOTION TO APPROVE CARRIED UNANIMOUSLY.**

4. MEETING MINUTES

MOTION (Ms. Everitt/Mr. Tobias) to approve minutes of the January 16, 2019 meeting. **MOTION TO APPROVE CARRIED UNANIMOUSLY.**

5. COMMISSIONER/CITIZEN COMMENTS

- Mr. Galpin apologized for missing last month's meeting because of health issues.
- Mr. Houle read the Resolution by the EPC HAC (El Paso County Highway Advisory Commission) expressing appreciation to the men and women of the EPC DPW (El Paso County Department of Public Works) for their exceptional performance during calendar year 2018.

MOTION (Mr. Tobias/ Mr. Galpin) to approve the Resolution.

MOTION TO APPROVE CARRIED UNANIMOUSLY.

- Commissioner VanderWerf welcomed the new BoCC Commissioner and Co-Liaison Commissioner for the HAC, Mrs. Holly Williams.
- Commissioner Williams introduced herself and shared some of her background.

- Judy von Ahlefeldt (Citizen) expressed her concern about the density and new roads in the new Wolf Ranch development coming to Black Forest area.
- Kurt Reno (Citizen), an applicant for the HAC Associate Member position, introduced himself and answered questions from the HAC Board members.

MOTION (Mr. Everitt/ Mr.Galpin & Mr. Robertson) to recommend Mr. Reno to BoCC for this position.

MOTION TO APPROVE CARRIED UNANIMOUSLY.

6. STAFF REPORTS

A. ADMINISTRATION

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

- Mr. Cuthbertson informed all that due to the combined efforts and team work, the snow plows response is about 25%-30% higher to each event, than it was last year.
- EPC DPW is very close to being finished with the brine tanks (storage facility).
- Fleet department is finalizing the fleet replacement/lease/purchase program for 2019.
- The soil reclaimer has been ordered and by end of this year DPW will have soil reclaimer process in place.

B. EPC ROAD AND BRIDGE BUDGET

Pete Vujcich (Resource Manager, Department of Public Works)

- Mr. Vujcich briefed the Commission on the following:
 - 2018 DPW Program Expenditures
 - 2019 DPW Anticipated Program Expenditures
 - Mr. Vujcich answered all questions and provided a graph of each year.

C. TRAFFIC IMPACT FEE UPDATE (REVENUE/CREDITS)

Jennifer Irvine (County Engineer, Department of Public Works)

- Mrs. Irvine briefed the Commission on the following:
 - Transportation Impact Fee Credit Summary, as of January 24, 2019.
 - Road Impact Fee Revenues - over \$3.5 million in total.
 - Mrs. Irvine answered all questions.

D. 2019 ROAD MAINTENANCE PROGRAM

Jennifer Irvine (County Engineer, Department of Public Works)

Troy Wiitala (Highway Manager, Department of Public Works)

- **Pavement Maintenance Objectives:**
 - Preserve and extend life of paved roads
 - Maintain current roadway operations
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- **Work involved:**
 - o No change to geometry
 - o Repair/replacement of surface materials
- **EPC Paved road system:**
 - o 1,130 centerline miles
 - o 2,285 lane miles
- **EPC Gravel road system:**
 - o 1,049 centerline miles
 - o 2,079 lane miles
- **Review process for Maintenance Program**
 - o Start with a \$10 million fiscal constraint
 - o Committee reviews road segments and removes segments as necessary
 - Proposed capital projects
 - Proposed development
 - Proposed utilities
 - o Committee creates logical segments; adding and removing segments as necessary
 - o Inspect roads to verify rehabilitation; adding and removing as necessary
 - o Select the most cost effective roads within the budget, typically around \$4 million
 - o Finalize Draft List
 - o Highway Advisory Commission review and endorsement
 - o Board of County Commissioner's resolution
- Maps and list for each program have been given to the HAC board members for review.
- All questions were answered.
- **MOTION (Mrs. Everitt/ Mr. Galpin)** to recommend this list to BoCC.
MOTION TO APPROVE CARRIED UNANIMOUSLY.

7. VOTING ON NOMINATED HAC OFFICERS

Tom Vierzba (Chair)

- Each position has one nomination and no opposition (Chair-Ch. Everitt, Vice Chair-L.Tobias, Second Vice Chair-R.Robertson)
- **MOTION (Mr. Galpin / Mr.Mesite)**, vote of acclamation, to approve all three nominees to their position.
MOTION TO APPROVE CARRIED UNANIMOUSLY.

8. AGENDA TOPICS FOR THE NEXT MEETING

- Mrs. Everitt asked for explanation of the processes between the Planning Department and DPW. Mrs. Irvine will talk to Mrs. Everitt to find out exact details of her request and approach it from there.

ADJOURNMENT

This meeting was adjourned at 10:31 AM.

The next HAC meeting will be on April 17, 2019 at 2880 International Cir., C/S

Respectfully submitted,

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