

**RURAL ROADS OPERATIONS AND MAINTENANCE ADVISORY COMMITTEE
Minutes of the Regular Meeting of March 14, 2019**



Members Present:

Allen Amabisca	Dan Morgan	Doug Riedweg
Denny Hruba	Ken Moyle	Gary Virgin
Michael Jamieson	Gayle Ostgard	Lars Wahlstrom
David McCoy (Alternate)	Matt Pihl	

Absent: Michael Lyda (Alternate)

County Staff Present:

Aaron Clodfelter	Brian Irish	Stephen Roberts
Melissa De Lyser	Keith Lewis	Todd Watkins
Steve Franks	Sherri McFall	

Guests: None

Welcome, Introductions and Approval of January 10 Minutes

Chair Dan Morgan called the meeting to order at 7:33 a.m. He welcomed the group and invited to everyone to introduce themselves.

In response to Member Ostgard, Steve Franks informed the Committee that the committee bylaws are found on the website.

Member Jamieson asked about taking attendance at the beginning of each meeting to determine whether alternate members present would be voting.

Guest Comments

There were no guest comments.

Engineering and Construction Services Update – Joe Younkins

Joe Younkins was not present and the update was tabled to the next meeting.

Operations and Maintenance Update – Todd Watkins

Development of Draft FY 2019-20 Road Maintenance Program – Todd Watkins

Todd introduced the draft Road Maintenance Program. Often changes are made up until the time it goes to print.

Gravel roads are basically a stationary asset; they, along with ditch maintenance, brush cutting, and some other routine activities, see little change from year to year. Other larger activities, such as culvert replacements, bridge maintenance, and overlays, are typically more dynamic; as such they often require more resources and we sometimes need to make adjustments during the year. If the Engineering and Construction Services (ECS) Division or a utility are working on a project that geographically aligns with one of our larger projects, we sometimes coordinate with them to complete our project outside of the planned timeline in order to use fewer resources.

Member Jamieson asked about a previous discussion about road maintenance review and annual visits. He expected to see it referenced in a meeting and hasn't yet. Brian shared that the list is still in draft form and still has many edits. This program represents about 65% of our work. We leave about 35% for activities resulting from service requests, opportunities to align with other agencies on a project, unforeseen issues, weather, etc. Chair Morgan indicated that this program is available online and is easily searchable.

Aaron handed out the draft version of the Bridge Maintenance Work Program. This is a draft which identifies critical findings, upon which we can add any other needed bridge maintenance at the time the work is completed. It is not a finished list; the final will reflect changes. Member Jamieson asked whether the objective is to bring bridges up to the legal load limit? Aaron replied that it is more of a capital improvement project than a maintenance project, to retrofit a bridge and bring it up to current standards. We are not actively trying to improve the load-carrying capacity of our bridges. We try to maintain what exists and make sure bridges are still open and functioning. There are many factors in prioritizing bridge work, including alternative routes and related work in the near vicinity.

The ODOT bridge inspector is using a resistograph to measure how much pressure can be applied to timbers on a bridge. Utility companies are starting to use it also. It helps determine how much rot is in a timber; this has resulted in finding more issues than expected. We are in the process of purchasing steel; when we replace, we plan to use longer-lasting materials. Todd added that some of these bridges are rising to the top of the list for work and are getting some capital project attention.

Member Jamieson indicated there are nine load limited bridges on the online map but there are 21 in the County. Aaron stated that we did not post the super solos on that map. Eleven of them are on the replacement list.

Member Virgin asked about whether we will add fog lines to two roads: Tile Flat Road and Midway Road between Vanderschuere and Highway 219. Brian Irish will request information from Traffic Engineering and report back.

Todd brought the committee up to date on our response to the recent predicted winter weather. Our crews were kept busy on 24 hour round-the-clock coverage. Communications kept the public informed on an up-to-the-minute basis. There were some incidents. Due to flooding, the Fern Hill Rd gates were shut but someone crashed through the gates. That same night there were also twelve signs vandalized. On the Cornell Road snow zone, the flasher batteries weren't charged and the flashers weren't working. We plan to operate the snow zone flashers remotely next year, with back-up batteries. All in all, it was an interesting yet manageable season.

Melissa shared that Communication reports on NextDoor will include time stamps next winter.

Todd shared an update of the work our crews have been doing. He plans to give this update at each meeting.

Member Wahlstrom requested that the committee take a tour of the Walnut Street plant this year. The committee discussed that it may be a good idea to tour it every year, particularly when we have new committee members.

Todd shared that it is the goal of staff to support the Committee as a whole. However, it's difficult to effectively respond to last-minute individual requests for information. He'd like to develop a process that is more methodical and manageable. He'd like to present information to RROMAC on a regular basis and request updates from other Land Use & Transportation Department divisions. Member Jamieson requested an organizational structure to know how our work flows. Todd recommended that could become an annual topic.

Steve suggested that individual committee member requests should come through the committee during its meetings. Chair Morgan suggested RROMAC discuss what types of requests should come through the Committee, during its meetings. Discussion conclusions were that RROMAC members are all citizens of Washington County, and they are encouraged to contact LUT directly through the main line phone number (503-846-7623) or using the [Request Road Service webpage](#) when they have specific individual traffic issues they would like to have addressed. Meeting requests are those that are programmatic and relate to more comprehensive issues and the bigger picture of rural roads operation and maintenance in the County.

There was concern that the draft Road Maintenance Program that was sent to RROMAC was marked draft but there was no indication whether it was still in progress or if it was the final draft version. Brian agreed to mark future draft documents with “In progress” or “Not for external information.”

Member Pihl asked for information about emergency fuel supply: What’s our strategy? Todd stated that the County has no onsite fuel storage. We have contract with Bretthauer/Pacific Pride, which is nearby, and we are a priority account. However, it is uncertain what the situation will be in an emergency. If fuel is needed regionwide it will be brought into the airport using fuel bladders. We also encourage our staff to keep county vehicles filled. In an emergency event, diesel will be at a premium, used by heavy equipment and generators, and there’s not that much available locally. Our short-term plan is to purchase two portable fuel trailers.

Member Wahlstrom asked if there was any more discussion about the million cubic feet of dirt coming out of Intel? Todd indicated that the primary agency dealing with that is City of Hillsboro. Our primary concern is trucks and the road infrastructure. We now fund two Sheriff’s deputies to help curtail overloaded vehicles from travelling inappropriately. Member Pihl expressed concerned that the grading permit process may not keep in mind the number of truck miles involved in moving materials, and it would be good for the County to be more collaborative with applicants for how fill sites are managed.

Subcommittee Reports

Chair Morgan shared the proposed structure for RROMAC’s current two subcommittees: Gravel Road Subcommittee and Bridge Priority Subcommittee. In the first meetings of both subcommittees, staff will provide information and education: metrics, projects, seasonal attributes, priorities and elements used to determine priorities. Their second meetings will be getting into specifics and establishing priorities. Third meeting will be determining process, weighting structure and timeline. After each meeting, the subcommittees will share their findings at the next RROMAC meeting. Both subcommittees have agreed to this structure.

Chair Morgan commended the County on the phenomenal shape of our gravel roads.

Todd shared that metrics and weighted scores supports the process that develops the Road Maintenance Program (our work program) but that there are factors that arise outside of the defined process. There can be intangibles that come into play – things that do not show up on a scorecard. One example: opportunities that arise to leverage work. So sometimes our work is more of an art than a science.. The Willamette Water project is an excellent example; it will likely present opportunities for us to do programmed work sooner and at less cost. Chair Morgan clarified that the

plan is to create a guideline for County staff rather than required list of projects and stated that he will email a document detailing this process to the subcommittees prior to their meeting.

Regarding the upcoming Intel expansion, it was mentioned that we need to be aware of bridges with load limits that will be used by trucks removing the dirt. Member Virgin asked about possibly determining an alternate site for the dirt near Intel, as that seems a better alternative than the huge volume of trucks carrying it on the local roads. Members McCoy and Ostgard suggested that Intel should pay for the maintenance and repair of the road. Todd shared that the impact to our roads and the cost were low because our roads are in such good shape. Discussion of the fee and fund structures of state and county roads ensued.

Chair Morgan asked about scheduling the next RROMAC in May to give time for the two subcommittees to hold meetings in April. Member Jamieson emphasized the urgency of meeting in April due to budget and project development. Member McCoy requested that we add emergency management to the April agenda. Todd will request Ken Schlegel, Washington County's Emergency Management Coordinator, to attend RROMAC's April meeting to provide an update on the County's emergency planning efforts.

There was a discussion about what RROMAC's role is with the budget process. Todd shared that the fiscal year begins July 1. Much of the budget is already proposed, but it has not been presented to nor approved by the County Board of Commissioners. Member Jamieson wants RROMAC to be involved in the annual request for budget funds, so that staff can bring the feedback committee members have provided and possibly build it into the budget. Todd indicated that Operations receives some minimal funds through permit fees, timber revenues and other sources, but the Road Fund is our core budget driver. We allot that into various prescribed pieces; it's uncertain where input from RROMAC could be assigned.

Member Wahlstrom indicated that one of the County Commissioners discussed the transportation plan with Multnomah County, and asked if RROMAC could invite her to come here and share the Board's expectation of RROMAC? Chair Morgan informed the committee that he invited members of the Board to attend RROMAC meetings.

Chair Morgan added that he'd like Melissa to share communications and social media.

Member Jamieson asked for instruction on what determines if a project falls under Capital Project Management or Operations? He'd also like to know how funding is prioritized and allotted within the Land Use & Transportation department.

Member Jamieson requested that the bridge maps be updated so that trucking companies know load limits and where they can safely travel.

The first meeting of the Gravel Roads Subcommittee is scheduled for Tuesday, March 19 at 9:00 a.m. in Conference Room A.

The first meeting of the Bridges Subcommittee is scheduled for Thursday, March 21 at 4:00 p.m. in Conference Room A.

Confirm Meeting Follow-Up/Action Items: What and Who?

Chair Morgan proposed RROMAC vote on whether to meet next in April or May. The committee voted to meet in April.

Proposed topics for the April agenda are emergency management, facility tour, communications website update, budget/work program update, subcommittee updates.

Member Ostgard indicated she will be absent from the May meeting.

Meeting Adjourned

Member Riedweg moved to adjourn the meeting. Member Hruby seconded. Meeting adjourned at 9:30 a.m.

Next meeting: April 11, 7:30 – 9:30 a.m.