



Department of
Land Use & Transportation

WASHINGTON COUNTY, OREGON

RROMAC

RURAL ROADS OPERATIONS AND
MAINTENANCE ADVISORY COMMITTEE

January 11, 7:30 to 9:00 a.m.

Walnut Street Center,
1400 SW Walnut Street, MS 51
Hillsboro, OR 97123-5625

MINUTES

Members Present: Michael Jamieson, Daniel Morgan, Ken Moyle, Matt Pihl, Doug Riedweg, Gary Virgin, Lars Wahlstrom

Absent: Allen Amabisca, Denny Hruby

County Staff Present: Aaron Clodfelter, Melissa De Lyser, Steve Franks, Brian Irish, Keith Lewis, Stephen Roberts, Gary Stockhoff, Courtney Threewitt, Todd Watkins, Jennifer Williams

Guests: David McCoy, Dave Sweeney, Alan Van Dyke, Dave Vanasche

Welcome, Introductions, and Approval of Minutes

Lars called the meeting to order and welcomed committee members and guests. Aaron Clodfelter, the new Principal Engineer in Operations, was introduced and welcomed to the meeting. Lars recommended deferring approval of the November minutes to the next meeting.

Guest Comments

Dave McCoy asked if there was a manual for volunteering on RROMAC and if there was a conflict of interest clause regarding RROMAC membership. Steve said RROMAC bylaws provide direction on RROMAC membership. Todd recommended Dave submit his questions by email so staff can research and supply answers.

Dave Vanasche distributed a letter dated 1-11-18 addressed to RROMAC, with the subject "Hazardous road conditions on several Washington County Roads north of Forest Grove & Cornelius." He asked for the opportunity to add more input from the farmers on road

improvements in the rural area. He discussed Thatcher Road and access to farm equipment. He said currently farm equipment uses the ditch and stays as far to the right as possible. He said since Clean Water Services recently cleaned out ditches, farm equipment has been forced to use both lanes. He said his main concern is sight distance. He's worried the same issues will happen on Purdin Road as well. Additionally, he asked for a speed limit reduction on Susbauer and Wren roads. He cited several other issues causing problems for farmers and said it is a quality of life and safety issue. He requested that Washington County fix these issues. He would also like to see the committee take his speed limit requests to the state legislature. Lars asked staff to look into the five issues Dave raised in his letter and report back at RROMAC's next meeting.

Election of Officers

Lars opened the floor to nominations for Chair. Gary Virgin nominated Dan Morgan. Michael Jamieson seconded the nomination. The committee voted and all were in favor; Dan Morgan was elected as Chair.

Dan Morgan nominated Gary Virgin for Vice Chair. Gary accepted the nomination. The committee voted and all were in favor; Gary Virgin was elected as Vice Chair.

Lars referred to Chair Andy Duyck's 12/14/17 memo to RROMAC members regarding "RROMAC Bylaws," which he said, "establish the expectations of the Board, and the parameters in which the committee functions." Lars asked for administrative support from the County. He requested thank you letters be sent to agency representatives who volunteer to speak at RROMAC meetings. Todd explained that since Victoria retired her duties have been split between Courtney and Steve. He said Steve is probably the best contact in regards to those interactions/requests. Lars reiterated the importance of corresponding and thanking agencies for sharing and presenting to the committee.

Engineering and Construction Services Update – Gary Stockhoff

Gary handed out a summary of "Proposed Projects for Bid in FY 17-18." He noted two large projects – Roy Rogers and Jenkins roads. Estimates for the Roy Rogers project do not include the cost of the water line. The spreadsheet he shared showed the funding sources for each project. It also showed some upcoming Operations projects.

With the new Vehicle Registration Fee and State funding package there will be more projects coming. The number of projects in design phase has gone from around 40 to 80. Permitting is

still an issue; it takes a large amount of time. For the next three to four years, the Sherwood area particularly will be impacted by many projects.

Dan Morgan asked if the committee could be more involved in future plans for rural roads with the new funding coming. Gary said his division will be working on bridges and deferred the rest of the answer to Todd's group. Todd said regarding the State highway fund, nothing has been finalized yet but there will be more bridgework. Regarding the Vehicle Registration Fee, Todd stated it's dedicated to maintenance. Staff is in the process of developing a new maintenance program, but it's not ready to share. Michael Jamieson asked Todd to provide RROMAC with some budget information. He suggested posting a mid-year budget update on the website which compares 2017 and 2018. Todd said the budget is constantly changing depending on emergency situations and costs; it is fluid. Gary Virgin requested adding Farmington Road to next month's agenda. In order to conserve time on the agenda, Gary offered to answer any additional questions by email.

Operations and Maintenance Update – Todd Watkins

Todd said Operations is expanding their rock supply resources to Yamhill and Columbia Counties; we are getting rock where we can. Rock suppliers are often out of rock by mid-morning and traffic is an issue. Weather has been really good this winter, except for a short spurt of snow over Christmas. The County recently instituted snow zones and learned some things about that process. Otherwise, it has been usual routine seasonal work. Operations is preparing for summer construction, but finding qualified workers is challenging. Recruitment for Engineering Technician II's is currently open and recruitment for Utility Workers will open shortly. We hope to get more qualified applicants this year.

Dave McCoy suggested using nurseries to supply rock. He said if the owner wants to farm the land, the rock needs to go. This costs the landowner to get rid of the rock and it is an unused resource.

Roads Not Maintained by County Subcommittee Report – Dan Morgan

Dan shared three handouts with the committee outlining the subcommittee's work regarding how to evaluate [roads not currently maintained by the county](#). The subcommittee decided to use three factors or evaluation criteria that could be mapped. They are **Through Route**, **Local Attraction**, and **Accessibility**. These can be used to prioritize roads. Using these categories, the committee will come up with a suggested priority of roads not maintained. Michael Jamieson asked to have liability as a stand-alone category. Dan and Brian agreed the **Accessibility** category covers this.

Dan asked members to assess their preference for prioritizing the importance of the three categories. He handed out voting cards and explained the totals need to add up to 100%, indicating what each person lists as their priority for each of the three factors. These will be processed by Brian and Dan and a matrix will be created showing the committee members' choices. Brian explained the scoring process and Todd reminded everyone this is a tool for guidance. Dan said this process is about creating a consistent evaluation of the roads.

Todd suggested the committee members email their responses to Brian if they choose to take more time to vote.

LUT Annual Report – Melissa De Lyser:

Melissa handed out the LUT annual report (“LUT’s “2018 Strategic Calendar”) and suggested if anyone had questions to contact her. melissa_delyser@co.washington.or.us

Future topics:

Committee members identified three agenda topics for their February meeting:

- ❖ Subcommittee Report – Roads Not Maintained
- ❖ Farmington Road (Kinnaman to 209th) – discussion about build-out and traffic count
- ❖ Identify potential topics for the March 13, 4-6 pm joint RROMAC/URMDAC meeting

Other topics that were discussed for follow-up or possibly future agenda topics were:

- ❖ Follow-up to Dave Vanasche’s letter; Dave asked the committee to discuss the use of roundabouts, stop signs, and changing speed limits in areas where farm equipment is used
- ❖ Stephen Roberts distributed copies of an issue paper, “[Long Range Planning Issue Paper No. 2017-06, Rural Roads | Urban Edge.](#)” If RROMAC wants, Long Range Planner Jessica Pelz could provide a briefing to RROMAC about it, so that RROMAC could provide comment on it
- ❖ Stephen Roberts mentioned another issue paper about Transfer of Development Credits, which is available on the Long Range Planning website (www.co.washington.or.us/lut/divisions/longrangeplanning).
- ❖ The suggestion to provide some budget information to RROMAC; perhaps having it available online?
- ❖ Thank you letters – Steve
- ❖ Rock availability – Recent County ordinance change, change of criteria (Anne Kelly and John Floyd)

- ❖ Matt Pihl asked about getting more RROMAC members who have experience supplying rock; Todd replied that he had reached out to Baker Rock and no one was able to join (currently, RROMAC has 2 alternate and 1 regular position open)

Miscellaneous:

Melissa De Lyser took the annual group photo for the website.

The committee recommended keeping an Action Item list showing who is responsible for future follow-up on topics identified during meetings.

Meeting adjourned.

Next meeting: February 9, 7:30 – 9:00 a.m.