

TILLAMOOK COUNTY ROADS ADVISORY COMMITTEE (C.R.A.C.)

DATE: February 25, 1998

PLACE: TILLAMOOK COUNTY ROAD DEPARTMENT LUNCH ROOM

MEMBERS PRESENT: Jack Brooks, Mary Cramer, William Howard, Norm Myers, Diane Waldron, Leslie Burckard, Bob Reed, Rich Gitschlag

MEMBERS ABSENT: Ray Streeter, Robert Rieke, Curt Schonbrod, Ray Hanson

STAFF: Jon Oshel - Director of Public Works, Bob Willhite-Operations Superintendent, Pat Oakes- Engineering Associate, George Urrey-Union Shop Steward, Jeanette Steinbach-Recording Secretary

CALL TO ORDER: Meeting called to order at 3:09 PM

APPROVAL OF MINUTES: Mary Cramer motioned to approve the minutes of 02-02-98, Leslie Burchard seconded.

Chair asked Jon what he would like to present to the CRAC. Jon said that he would like the Committee to concentrate on Education, Maintenance List and Prioritization list and the Budget mailed to the members last week. The budget needs to be presented to the Treasurer by March 30, 1998.

Mary distributed her letter she faxed to Jon dated 02-11-98 to all the members present.

Jon discussed bridge criteria and federal funding policy in response to Norm's question. On system bridges receive 85% of funds statewide, while Off system receive 15%. At this time Off system bridges are easier to fund for e.g. Moon Creek Bridge, Cascade Trace Bridge. Tillamook County maintains 92 bridges. Jon to bring a list of bridges with road names and sufficiency rating by district to the next meeting. Jon and C.R.A.C. member discussed the information that was mailed to the CRAC members last week - Public Works Department Action Plans, Road Department Project Prioritization, Policy and Priority Documents, 1995 Road Fund Expenditures Activity Summary and Project Schedule and Fog Lines spreadsheet.

Leslie Burckard wanting confirmation that the only septic dump in Tillamook County is at Nehalem Wastewater, Jon confirmed.

Pat presented and explained the concept of the Prioritization module that would be used to set up a system for Road Department Project Prioritization. He reiterated that this was not a fool proof system, would need common sense checks. The module will not work for all project areas with the same variables, variables will differ with each project, about 10 major variables. Jon added that the budget has to be kept in mind when a decision is to be made. Pat to keep the C.R.A.C. and the B.O.C. updated on the status of the Project Prioritization System. Bob Reed asked Pat Oakes what he would likely be starting on first, Pat said he planned on starting on Culverts and Guardrails. Discussion ensued about the different variables to be used.

Committee agreed to concentrate on Maintenance Activities. Jon referred the members to the Memo detailing Maintenance Activities schedules sent to C.R.A.C. members last week. Mary Cramer asked Jon if the Road Department has a Mission statement, Jon said that he would provide it to the committee at the next meeting. Discussion and comments ensued about the different maintenance schedule levels and projects. In response to Mary Cramer's question, Jon will bring at the next meeting a Road List showing status of roads i.e. gravel or paved. Rich Gitschlag suggested that a letter should be sent to owners before ditching commences for good P.R. and to avoid any conflicts. Jon and Bob Willhite both stated that the owners are informed before ditching commences. Dora Norwood (public) suggested that to curb the cost on the Road Department, a letter should be sent to the homeowners encouraging them to mow their own areas, promoting it by saying that the Road Department is short on funds. Jon agreed that it was a good idea, but the liability issue would have to be looked into. Bob Reed suggesting informing the public about the hazards, and maybe come up with some guidelines. Bob Willhite added that the Sheriff's work crew do use the Weedeater in some areas especially around guardrails and bridges where the Mower doesn't reach very well.

Discussion on Budget: Budget to be submitted to the Treasurer/Budget Office by March 30, 1998. The Committee agreed to meet March 2 and if needed March 9 to review budget in time for submission. Jon's **Draft** Budget has no contingency. 1999/2000 budget year will need additional revenue or we will have to cut another \$600,000. Suggestions given that if shortage in the budget submitted, perhaps the BOC will allocate some money to the Road Department or show what the Road Department is not doing, long-term damage with a list. The BOC had indicated at the last Taskforce presentation that they were considering a General Fund contingency for the Road Department.

Jon said that the Priorities used for the budget are matching funds, crew for safety especially during disasters and pavement. Mary stated that she understood that the Commissioners wanted money tied to priorities, adding that it was difficult to tie money with priorities 2 and 3 (crew and pavement). Jon said that once Maintenance Management Systems have been developed it will give us better numbers. Mary concluded that in reality this budget is the best the CRAC can do. Jon agreed unless the CRAC decided on a major priority change. He also said that the CRAC needs to thoroughly understand the Budget as to how everything gets paid for.

Due to the late hour, Citizen Concerns to be addressed at the next meeting. Meeting adjourned at 05:15PM.