



LRRB Program Funding Meeting
March 13, 2014
Training Room
MnDOT Office of Materials and Road Research
1400 Gervais Avenue
Maplewood, Minnesota 55109-2044

MINUTES

LRRB Members Present:

Bruce Hasbargen (Chair), Beltrami County
Kaye Bieniek, Olmsted County (new member)
Tim Stahl, Jackson County
John Powell, City of Savage
Steve Koehler, City of New Ulm
Laurie McGinnis, U of M - CTS
Julie Skallman, MnDOT State Aid
Linda Taylor, MnDOT Research Services
Tom Ravn, MnDOT Office of Construction and
Innovative Contracting

Absent:

Lyndon Robjent, Carver County

Others Present:

Tina Folch, MnDOT Research Services
Bruce Holdhusen, MnDOT Research
Hafiz Munir, MnDOT Research Services
Nick Busse, MnDOT Research Services

I. Chairman's Report - Bruce Hasbargen

The agenda was approved with addition of a request from Tim Stahl to discuss support for LRRB membership in the Road Dust Institute, and addition of two items under 'other funding requests':

- 1) Discussion of research proposal "Prevention of Stripping Under Chip Seals" with presentation by Tony Kutzke from City of Woodbury (for Klayton Eckles); and
- 2) Discussion of new research need on the topic of a study of "Two-Lane Roundabouts Compared to Traditional Intersections" initiated by Al Forsberg, County Engineer for Blue Earth County (not present at meeting).

Minutes of last meeting, held December 3 & 4, 2013, were approved. Motion to approve was made by Julie Skallman and seconded by Steve Koehler; motion carried.

II. LRRB Budget and Meeting Calendar - Tina Folch

Contract amendments report:

Over the past 6 years, on average 26% of the contracts were amended each year; so far for the current fiscal year 22% of the 82 contracts have been amended.

LRRB Budget Summary:

The projected amount uncommitted for next fiscal year (FY 2015) is \$143,813, assuming approval of the proposed program amounts, as shown on the budget sheet, that will be

requested later in this meeting (budget sheet included in meeting materials). The uncommitted budget is the amount available for other funding proposals.

LRRB and RIC Meeting Calendar for 2014:

List provided in meeting materials.

Summer joint LRRB/RIC meeting will be held June 18 & 19, 2014 in Bemidji. Tina provided RSVP sheets to confirm those who will be attending and their lodging/meal arrangements. Evening Event June 18 will be hosted by Bruce Hasbargen.

Action Item #1: All who plan to attend the summer meeting in Bemidji are to return their RSVP sheet to Todd Marty at MnDOT Research Services no later than May 14.

Action Item #2: Special expense form for evening event food (estimate \$15 per person) must be processed by Tina. Bruce Hasbargen will provide the count or list of attendees to Tina.

Fall LRRB meeting is scheduled for September 25, 2014. The fall meeting will be hosted by Tim Stahl at the new Jackson County facility in City of Jackson (located on I-90 between Worthington and Fairmont).

Action Item #3: Tim will provide to Tina the facility/catering and hotel information for those who will need to stay overnight September 24.

Program review meeting is scheduled for October 27, 2014 at the MnDOT Training and Conference Center in St. Cloud, or Stearns County facility.

Action Item #4: RS will reserve MnDOT facility for the Program Review meeting on October 27th.

LRRB winter meeting is scheduled for December 3-4, 2014. The meeting will be held at the University of Minnesota Coffman Memorial Union in Minneapolis.

Research Implementation Committee (RIC) meetings will be conducted at MnDOT Training Center in Shoreview (aka Arden Hills Training Center) instead of at SRF offices.

LRRB Outreach Committee meeting June 17th will run from 4-6PM at the Hilton Double Tree in Bemidji. The October 27th LRRB Outreach Committee meeting is tentatively scheduled to occur before the LRRB meeting.

Upcoming Conference Attendance (Tina Folch):

List provided in meeting materials.

Transportation Research Arena (TRA2014) conference April 14-17, 2014 in Paris, France: Julie Skallman will be attending.

3rd International Conference on Transportation Infrastructure in Pisa, Italy: John Powell will not be attending.

National LTAP Conference July 20-24, 2014 in St. Louis, MO: Bruce Hasbargen, John Powell and Hafiz Munir are interested but not confirmed.

Action Item #5: Tina will send out email to firm up the list of attendees for National LTAP Conference.

National Rural ITS Conference, August 24-27, 2014 in Branson, MO: There are openings for 2 LRRB members.

World Congress on ITS, September 7-11, 2014 in Detroit, MI:

Openings for 2 LRRB members

Action Item #6: Tina will send out a combined email to determine attendees for National Rural ITS Conference in Branson, and/or World ITS Congress in Detroit.

Mid-Continent Transportation Research Symposium, August 21-22, 2014 in Madison, WI:
Open to all LRRB and RIC members.

Outreach Committee and TERRA Updates (Julie Skallman):

The LRRB booth was well-attended at the Minnesota Transportation Conference, March 4-6, 2014 in Bloomington. Complete Streets reports were a popular handout.

Nick Busse is working on a video for the 55th anniversary of the LRRB. For other video projects, there is a list of about 25 ideas, and Outreach will probably complete about 10 videos in FY2015, and the Board should be prepared to confirm the topics at the LRRB summer meeting in June.

Action Item #7: Outreach committee to present video recommendations to LRRB at Summer meeting.

Julie recommends continued LRRB support for TERRA, the Transportation Engineering and Road Research Alliance. There has been increased private membership, many from outside Minnesota. FHWA has a \$100,000 pot of money for implementation of research. To access that funding we must have a State Transportation Innovation Council (STIC). Our FHWA division office has said TERRA qualifies as the STIC for Minnesota, so that we can use the money. There will be a TERRA Board meeting in August (location TBD); Mark Maloney and Mike Sheehan are TERRA representatives. There is a call out for new TERRA board representatives; contact Julie if interested.

Action Item #8: Contact Julie if you are interested in becoming a TERRA board member.

TowMaster Conference and Expo July 15, 2014 in Litchfield, MN:
They are looking for a LRRB speaker for the 9:15 – 10:15 a.m. slot, SRF will put together a presentation.

Action Item #9: Julie will contact Mitch Rasmussen about making a presentation at the TowMaster conference/expo on July 15.

III. RIC Update - Tim Stahl

RIC has 3 new members: Mike Flaagan from Pennington County, Ted Schoenecker from State Aid (replaces Rick Kjonaas who is retiring), and Merle Earley from MnDOT District 4 Detroit Lakes (replaces Mel Odens who is rotating off the committee).

Tim had a question for the LRRB regarding SRF work related to implementing heavy loads research projects. Can RIC money be spent to prepare handouts for legislators? Tina said that based on her past experience, state funds can be used to prepare educational or informational materials, but not to advocate for a particular point of view, nor to support specific legislation.

Action Item #10: Tim will send a note to RIC Chair Jeff Hulsether clarifying the acceptable use of RIC funds for legislative handouts.

RIC has gone through a process of reviewing completed research and identified some new projects that are planned to go on a 2-year extension of SRF's contract with RIC, and identified TAP chairs for those projects. SRF is talking with the researchers and the TAP chairs to develop a preliminary scope and cost proposal for the contract amendment, and to provide enough information for RIC to move forward within the approved budget. The potential new projects and TAP chairs are:

- 1) Impacts of Heavy Loads (combined implementation of two research projects) – TAP Chair Tim Stahl
- 2) Condensed MUTCD guide for work zone setup on low volume roads – TAP Chair Jim Grothaus
- 3) Needs of ITS technology for local agencies – TAP Chair Mitch Rasmussen
- 4) Cost effective pavement preservation solutions for the real world – TAP Chair Jeff Hulsether
- 5) Salt brine blending to optimize deicing and anti-icing performance and cost effectiveness – TAP Chair Dave Robley
- 6) Recycled asphalt pavement best practices – TAP Chair Mike Flaagan
- 7) Fact sheet for Effect of signing and lane markings on the safety of a two-lane roundabout – no TAP chair identified
- 8) Fact sheet for Guidelines for flashing yellow arrows for protected/permissive use – no TAP chair identified
- 9) Use of StreetPave for design of concrete pavements for cities and counties in Minnesota – LTAP will develop training directly from the research report (No RIC project needed)

A time extension will be allowed for SRF to complete Sign Maintenance and Management online training project.

IV. FY 2015/16 Program Funding Requests

INV 999 Project Administration - Tina Folch

\$135,000 requested for each year FY 2015/16. Tina explained that amount for INV 999 has varied over past years because some of the work has been put into separate contracts, such as for web site hosting.

INV 916 Tech Transfer Materials Development - Tina Folch

\$100,000 requested for each year FY2015/16. This is the same level as past two years, and covers the contract with CTC and Associates to write a two-page technical summary for each project and to write TRSs upon demand.

Contingency Fund line item in LRRB Budget - Tina Folch

Recommend \$50,000 contingency item for FY2015. This is the same level as for FY2014, which has not been spent yet.

INV 668 LTAP Program - Jim Grothaus and Mindy Carlson, CTS; Kathy Schaefer and Tom Peters, MnDOT Office of Maintenance

\$769,000 total requested over two year period FY2015/16, which includes the following:

\$370,000 for LRRB LTAP Base (the local match for FHWA federal funds contribution), same level of support as last two years

\$336,000 for CTAP, an increase of \$19,000 over past reflecting MnDOT salary increases that have taken place but not been budgeted; \$168,000 for MnDOT Maintenance, \$168,000 for CTS. This covers the newsletter, web site, webinars, training classes, workshops and videos.

\$11,000 for a Transportation Student Career Expo

\$52,000 for Minnesota Maintenance Research Expos Fall/Spring

INV 998 LRRB Operational Research Assistance Program (OPERA) - Jim Grothaus, CTS
\$180,000 total requested over two-year period.

INV 676 MnRoad and MnRoad Tech Transfer - Maureen Jensen and Ben Worel, MnDOT
Office of Materials and Road Research
\$500,000 per year requested for MnRoad and \$70,000 per year requested for Tech Transfer for FY2015/16. Actual amounts spent in FY2012 and FY2013 were \$658,000 per year for MnRoad, \$80,000 for FY2012 Tech Transfer, \$71,000 for FY2013 Tech Transfer, no figures available yet for current year FY2014.

INV 745 MnDOT Transportation Library - Sheila Hatchell, MnDOT Library
\$70,000 requested for each year FY2015/16. This includes \$20,000 for materials and \$50,000 for staff support.

INV 675 Research Services Support - Linda Taylor
\$230,000 per year requested for FY2015/16. This is an increase from \$160,000 to \$230,000 based on timesheet code information and additional activities requested by LRRB.

V. Other Funding Requests

Prevention of Stripping Under Chip Seals - Tony Kutzke

This item was held over from the December LRRB meeting, for evaluation of the proposal by the author of the research need statement, Klayton Eckles, City Engineer for Woodbury, and recommendations to the Board regarding funding or rescoping the Montana State proposal.

Tony presented a revised research need statement, and they are working with Dave Rettner at AET Engineering to develop a new project scope. The detailed goals of the research include the following objectives:

- 1) Determine how high air voids occurred in the Woodbury pavements
- 2) Determine ways to evaluate and estimate pavement stripping potential
- 3) Determine asphalt film thicknesses
- 4) Identify maintenance and preservation methods for pavement with stripping potential
- 5) Determine how to avoid these problems in the future
- 6) Work with MnDOT to develop pavement specifications for low-volume residential streets
- 7) Be able to explain these issues to city council and residents

The Board made the following suggestions in their discussion:

- 1) It is OK to not include Montana State in the project if that is the best thing for the project.
- 2) Conduct an in-depth survey of cities and counties to identify the extent of the problem
- 3) Mix designs and construction test data are not usually available for 15-20 year-old roads
- 4) This is maybe not an issue for county engineers, but arrange a presentation of the MnDOT study at a future LRRB meeting
- 5) Do it in two phases; objectives 1-4 in the first phase, then objectives 5-7 in the second phase.
- 6) Assemble a TAP to help scope the project.

Tony said he will work with AET to develop a scope and get a cost for the in-depth survey plus objectives 1-4.

A motion was made by John Powell and seconded by Steve Koehler to have Klayton Eckles form a TAP, get a proposal from AET, review the previous MnDOT report, and send to Board for approval when ready. Motion carried.

Action Item #11: Presentation of Stripping Under Chip Seals will be rescoped based on feedback from board and once accepted by TAP. RS will send out an electronic vote to the board members.

U of MN UTC Support - Max Donath, Department of Mechanical Engineering

Professor Donath updated the Board on the successful application by U of M in the University Transportation Centers Program 2013 Grant Competition conducted by US DOT RITA. The University of Minnesota was awarded a regional UTC grant for Region 5, in consortium with U of M – Morris, U of M – Duluth, University of Illinois at Urbana – Champagne, University of Southern Illinois, University of Akron (Ohio), and Western Michigan University. The focus of the new UTC will be on Safety research. They have a set of projects developed and are in the process of getting work plans from PIs. Local non-federal funding is required to match federal dollars on a 1-to-1 basis.

Action Item #12: Professor Donath will review the work plans when they are finalized and provide a list for the LRRB summer meeting with specific requests to the Board for matching funds on projects of interest to the LRRB.

INV 955 Enhanced Capabilities for Portable WIM (amendment request) – Erik Minge, SRF

Additional funds were requested for further field testing in Chisago County during this calendar year. SRF and Dr. Taek Kwon from UMD are jointly conducting the project. Ben Timerson from MnDOT is the TL. The original amount funded for INV 955 was \$122,329. At the LRRB meeting last December, \$22,800 was funded to replace equipment damaged in the field. The current request for additional \$34,039 includes \$19,343 for SRF and \$14,696 for the U of M. [Note: action below]

Proposed research idea on the topic of a study of Two-lane roundabouts compared to traditional intersections - initiated by Al Forsberg, Blue Earth County (not present at meeting).

The request was in the form of a research need statement. The Board did not take action at this time on the request. There is a new LRRB project starting on the topic of 2-lane roundabouts, and discussion among the Board was to wait for the results of the new project before taking action.

Road Dust Institute – Tim Stahl

The Road Dust Institute is a newer organization in the process of getting organized with the goals of an annual conference, web site, etc. They have different levels of sponsorship, for example there is a \$5,000 sponsorship. This is an area of interest for many County Engineers in Minnesota and Tim is asking if LRRB should participate as a sponsor.

Action Item#13: Tim Stahl will report back at the June LRRB meeting what are the specific levels of sponsorship and benefits of participation in the Road Dust Institute program. Tim will follow-up with Ken Skorseth..

Research Needs Focus Groups – Jim Grothaus

CTS will facilitate focus groups with District 6 city engineers and county engineers the afternoon of March 27, 2014 at the Olmsted County Public Works Center near Rochester, following the monthly County Engineers meeting. Lunch will be provided. Julie will provide an overview of the LRRB for the participants. Gina Baas from CTS will be the lead facilitator. They will brainstorm ideas in topic groups, reconvene as a whole to sign up for individual ideas, then break out into small groups to fill out the research need statement forms. Fausto Cabral (D6 DSAE) sent out a 'save the date' to the D6 cities and counties; Kaye Bieniek will be sending out a reminder and invitation.

Reclaimed Asphalt Pavement “RAP” Survey Results – Ed Johnson, OMRR

Ed presented results from a survey of the construction industry. Another survey of cities and counties will be conducted in the near future.

Funding Decision Discussions– Board

John suggested that before the next time program funding is on the agenda the Board should have a presentation on the history of these programs and re-evaluate.

Action Item #14: Linda will schedule a meeting with Laurie and Julie to summarize history of funding level, background and tradeoff considerations for the on-going programs.

The OPERA Steering Committee could propose some changes.

Laurie observed that tradeoffs are difficult to see and the decisions are made piecemeal.

John suggested possibly reducing the international travel opportunities if it has a high cost for support but the Board is not using it.

Julie stated that part of the background or history is that a few years back an evaluation concluded LRRB was not doing enough in the areas of tech transfer and implementation, so the RIC budget was increased, but now there are a lot more tech transfer functions. This could be a topic for further discussion at the summer meeting in June.

A motion was made by Julie Skallman, seconded by Steve Koehler, to approve all program funding as requested (INV999 - \$135,000, INV668, INV998 OPERA (first year only), INV 676 \$570,000, INV 745 at \$70,000, INV675 at \$230,000, Program Support Contracts: Technology Transfer at \$100,000 and Contingency at \$50,000), except to hold back funding for the second year of OPERA pending further discussion. The motion carried.

A motion was made by Julie Skallman, seconded by John Powell, to approve the contract amendment amount \$34,039 as requested for INV 955 Enhanced Capabilities for Portable WIM. The motion carried.

VI. Trip Reports – Hafiz Munir

A listing of potential ideas or items from conferences was provided in the meeting materials. To date 12 out-of-state-travel reports have been received. The OST reports are mandatory for MnDOT or State Aid employees. The Board discussion clarified that it is up to State Aid office to remind non-MnDOT conference attendees to complete their conference reports, and it is Hafiz's role to compile the items provided in the conference reports.

Several items from the reports were discussed with recommendations for possible next steps:

- Otta Seals (Julie) – forward information for Maureen Jensen
- Unmanned Aerial Vehicles or UAVs (Bruce Hasbargen) – note UAV Symposium April 30, 2014, on U of M St. Paul campus, sponsored by AirTAP.

Action Item #15: Hafiz will streamline the OST Trip Report summary to only include actionable items by the LRRB or RIC board.

Action Item #16: Julie will send out a reminder notice to board members who have not submitted OST trip reports.

VII. Round Robin

Tina – Please return RSVPs for summer meeting

Linda – Notes that two MnDOT Research staff (Carole Wiese at DEED, Farideh Amiri on Federal Legislative mobility) are on mobility assignments to other offices.

Tim – Will pass along gravel road products as he receives them

VIII. Adjournment

The meeting was adjourned by Chair Bruce Hasbargen at 3:45 PM.

Next Meeting:

**June 18-19, 2014
Double Tree by Hilton
115 Lakeshore Drive Northeast
Bemidji, MN 56601**

Action Items 2014 LRRB Spring Meeting

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