



## **LRRB Fall Meeting - MINUTES**

September 25, 2014  
Jackson County Highway Shop  
53053 780th Street  
Jackson, MN 56143

### **LRRB Members Present:**

Bruce Hasbargen (Chair), Beltrami County  
Lyndon Robjert, Carver County  
Tim Stahl, Jackson County  
John Powell, City of Savage  
Steve Koehler, City of New Ulm  
Kaye Bieniek, Olmsted County  
Laurie McGinnis, U of M – CTS  
Tom Ravn, MnDOT – Construction  
Julie Skallman, MnDOT – State Aid  
Linda Taylor, MnDOT – Research

### **Others Present:**

Debbie Sinclair, MnDOT – Research  
Bruce Holdhusen, MnDOT – Research  
Hafiz Munir, MnDOT – Research  
Chris Kufner, MnDOT – OMRR  
Brenda Thomas, U of M – CTS  
Nick Busse, MnDOT – Research

### **Absent:**

none

## **I. Call to Order**

### **Welcome, Introductions and Meeting Purpose**

The meeting was called to order at 8:30 A.M. by Chair Bruce Hasbargen.

Chair Hasbargen reviewed the purpose of the meeting. The meeting agenda was reviewed and approved by the Chair.

Attendees introduced themselves.

***A motion was made by Julie Skallman, seconded by Bruce Hasbargen, to approve the minutes of the June 18-19, 2014, LRRB meeting. Motion approved.***

### **June 2014 Meeting Pending Action Items**

Linda Taylor reviewed pending LRRB action items that are not otherwise included in the agenda.

***June Action Item #5: Ben Worel/Chris Kufner will have someone from MnDOT Materials Office look at the OTTA seals being installed in Iowa this summer and report back to the LRRB at a future meeting.***

Chris Kufner contacted PI Chuck Jahren at Iowa State. There is a TAP meeting October 10 for an Iowa project on OTTA seals. Dr. Jahren is willing to present to the LRRB on this topic.

**Action item #1: MnDOT staff will schedule a presentation by Dr. Jahren from Iowa State on the topic of OTTA seals at a future LRRB meeting.**

***June Action Item #6: Bruce Holdhusen will discuss with Jim Rosenow, MnDOT Office of Technical Support, the possibility of developing curriculum for a 1-day overview class***

*that could be delivered by LTAP based on NCHRP Project 15-47 "Improved Highway Design Process."*

Jim Rosenow asked for clarification on the need and audience among county engineers. General discussion was that this is not a high priority for county engineers at this time.

***June Action Item #7:*** *Linda Taylor will contact Brian Gage to determine who will be the new MnDOT Access Management expert and discuss the timing of an update to the Access Management Policy document.*

Brian Gage contacted a person who is on the NCHRP Project panel. The TRB Access Management Manual is still in editorial review and is expected to be a 2015 publication. The LRRB feels this is a topic where MnDOT should take the lead, if needed.

***June Action item #8:*** *Send to Julie Skallman and Bruce Hasbargen nominations for recognition of TLs who have made significant contributions.*

**Action item #2: MnDOT staff will distribute blank 'thank you' note cards at the next LRRB meeting.**

***June Action item #10:*** *The focus group TAP will discuss these comments and get back to the board with recommended changes if needed.*

A teleconference meeting of the TAP for the LRRB research needs focus group contract is scheduled for October 15 at 9:05 – 9:50 AM.

**Action item #3: The amount of \$1,996.00 for the proposed amendment to the LRRB Research Needs Focus Group project (contract 99008, work order 158), to provide additional technical writing support at the 2015 Focus Group meeting, is approved and should be submitted through the normal channels for processing.**

***June Action item #12:*** *Bruce Holdhusen will follow up with Richard Freese and Rochester staff on the NPDES Permit research need statement.*

This follow-up was completed and the information was included in the research need statement (NS 398) on the RFP. However, no university proposal was received on this topic.

***June Action item #16:*** *Bruce Holdhusen will facilitate possible inclusion of a site in Carver County in John Gulliver's project Enhancement and Application of MnDOT Dry Swale Calculator.*

This was completed and a connection was facilitated between Carver County project personnel and PI John Gulliver.

***June Action item #17:*** *Ben Worel will follow up with Bruce Hasbargen and Julie Skallman about members for the MnROAD flexible pavement and pavement preservation committees.*

The following local engineers have been included in the committees:

Rigid Pavement Committee – Kaye Bieniek and John Brunkhorst  
Flexible Pavement Committee – Tim Stahl  
Pavement Preservation Committee – Steve Bot, City of St. Michael

**June Action Item #24:** *Research Services will bring Professor Donath's second proposal on "Capturing Driver Attention and Reducing Speed in Work Zones" back to the December meeting for funding consideration at the time it considers proposals from the fall RFP.*

Prof. Donath will be invited to present the proposal "Capturing Driver Attention and Reducing Speed in Work Zones" at the LRRB meeting December 3-4, 2014.

## **II. Budget & Administration**

### **Budget Status Report**

Debbie Sinclair reviewed the LRRB budget status spreadsheet that was included in the meeting materials.

The RIC contract #98383 with SRF was amended for an additional two years (amendment #3). An additional \$10,000 will be for additional LRRB outreach activities (amendment #4).

If projects or programs are completed for less than the budgeted amount, all remaining funds will be returned to the unobligated total for future use by the LRRB.

- HMA Surface Characteristics was completed under-budget
- INV958 – Flagger Operations – LRRB has paid but the project is ongoing
- INV957 – remaining extra funds were moved to outreach budget
- INV999 FY14 Program Administration – unused portion was moved back into the budget
- FY14 Contingency – was not used, moved back into the budget

The current unobligated amount for Fiscal Year 2015 is \$246,599. If that amount is rolled over into FY 2016, an estimated \$770,000 will be available for funding new project tasks in FY 2016 beginning July 1, 2015.

Following up on the discussion about a strategic look at funding from the summer LRRB meeting, Debbie presented two pie charts that showed the breakdown of LRRB funding allocations for FY2015. One chart was for overall allocations and the other was for program allocations. The categories and percentage of the total budget are:

- Administration (9% overall, 19% of programs)
- Implementation (13% overall, 26% of programs)
- Research (56% overall, 23% of programs)
- Tech Transfer, Education and Training (16% overall, 30% of programs)
- Contingency (1% overall, 2% of programs)
- Uncommitted (5% overall)

The general discussion among the Board was that the proportions of funding between the various categories seem appropriate.

### **Future LRRB Meeting Dates and Locations**

Remaining 2014 LRRB meeting dates and locations are:

October 27, 2014; MnDOT training center in St. Cloud

- Purpose of the meeting is to short-list proposals to be heard in December
- LRRB meeting will be 10:00 AM – 2:00 PM with lunch provided
- Outreach Committee will meet from 8 :00 – 10:00 AM

December 3-4, 2014; University of Minnesota, Campus Club at Coffman Union

- Purpose of the meeting is to hear research proposal presentations and select projects for FY2016 funding.

2015 LRRB meeting dates and locations are:

March 18, 2015; University of Minnesota (including tour of St. Anthony Falls Laboratory)

**Action Item #4: Laurie McGinnis will arrange for a meeting room, lunch and SAFL tour for the spring LRRB meeting on March 18, 2015.**

June 17-18, 2015; Walker, MN (Joint LRRB/RIC meeting)

**Action Item #5: Carole Wiese will facilitate bids for meeting accommodations at the joint LRRB/RIC meeting in Walker, June 17-18, 2015.**

September 17, 2015; Olmsted County Highway Department

October 26, 2015; St. Cloud Training Center

December 9-10, 2015 (tentative?); University of Minnesota Campus Club

### **Upcoming Conferences**

Debbie provided a list of conferences for 2015 and 2016 in the meeting materials. Discussion at this meeting included the following conferences and attendees:

TZD Conference (November 13-14, 2014 in Duluth);

- Kaye Bieniek is planning to attend.
- Mike Flaagan from RIC is planning to attend.

TRB Annual Meeting (January 11-15, 2015, in Washington, DC)

- Kaye Bieniek and Bruce Hasbargen are planning to attend.
- There are openings available for LRRB members to attend.
- Julie Skallman is not planning to attend this year. She will reach out to some people to see if they are interested in attending TRB.
- Chris Kufner will be attending with travel supported by LRRB funds, leaving one of OMRR's openings for another research staff person.
- Brian Boder from St. Louis County will be giving a presentation at TRB. It was suggested that he might be a candidate to support for travel to TRB from LRRB or State Aid.

There was discussion about TRB registration and general procedures for out-of-state travel (OST). Some of the LRRB members found the registration process difficult or confusing and had not been aware of the policy that OST fares should be booked through the MnDOT Office of Aeronautics.

**Action Item #6: Carol Wiese will write a short summary of important things to know about arranging out-of-state travel for LRRB or MnDOT sponsored trips, including how to book a flight through Aeronautics.**

*John Powell made a motion, seconded by Steve Koehler, to add the Pavement Preservation Summit to the LRRB approved conference list (February 22-25, 2015, in Paris, France), and make it available to two LRRB members. The motion was approved.*

**Action Item #7: Debbie Sinclair will add the Pavement Preservation Summit to the LRRB approved conference list (February 22-25, 2015, in Paris, France), available to two LRRB members.**

- Debbie noted that anyone interested in attending the Pavement Preservation Summit in Paris in February, would need to inform her very soon to get the paperwork started.

Minnesota's Transportation Conference (March 3-5, 2015, in Bloomington)

- LRRB will have a booth at the conference again this year.

11<sup>th</sup> International Conference on Low Volume Roads (July 12-15, 2015, in Pittsburgh, PA)

- Kaye Bieniek is planning to attend.

### **Contract Amendments**

Debbie reported that since the last LRRB meeting, there have been 10 contract amendments. Eight were time extensions, one was for additional money, and one was for both time and money.

## **III. RIC Program Update**

Tim Stahl updated LRRB on Research Implementation Committee activities.

The RIC last met on September 17. The next RIC meeting will be rescheduled for November 24, not December 2 as originally scheduled.

The RIC discussed the National LTAP Conference (July 19-23, 2015, in Savannah, GA). It is open to all six RIC members.

The RIC discussed the FWD Viewer tool, and the committee feels that it should be an ongoing effort.

- The current FWD Viewer is a static database containing only FWD data collected by MnDOT. Many of those roads have since been overlaid.
- The need exists for a specification on how to collect the FWD data to be compatible with the FWD Viewer, which counties could use to hire contractors to collect FWD data.
- The RIC is asking if this would be appropriate for LRRB to fund an extension of the FWD Viewer project.

General LRRB discussion was that specification for FWD data collection or expanding use of the FWD Viewer is a funding need for RIC or State Aid, not LRRB.

### **Action Item #8: RIC will request State Aid funding to expand use of the FWD Viewer and develop specifications for FWD data collection.**

The RIC heard a presentation from Dr. Jim Wilde on the Heavy Vehicle Impacts Tool, and had a discussion regarding its implications for the MnDOT Detour Compensation Policy (MnDOT Technical Memorandum 10-09-TS-03, November 10, 2010).

- The Heavy Vehicle Impacts Tool provides a method for calculating the cost of pavement in terms of dollars per ESAL-mile.
- The MnDOT Detour Compensation Policy provides detour compensation to local agencies on a fixed basis that seems to reflect MnDOT's cost per ESAL-mile for trunk highways, but county road costs are believed to be higher.
- The research results seem to be a reasonable basis for opening a dialog about revising the MnDOT Detour Compensation Policy.

The RIC passed a motion for Tim to bring it to LRRB. The LRRB general discussion was that the appropriate channel for initiating a dialog about revising the MnDOT Detour Compensation Policy would be for a local agency or representative organization to write a letter to State Aid. State Aid would then bring it to the MnDOT Office of Construction and Innovative Contracting for consideration.

**Action Item #9: Tim Stahl and other interested county engineers will develop a letter to State Aid to initiate a dialog about updating the MnDOT Detour Compensation Policy.**

The RIC discussed LRRB support for membership in the Road Dust Institute.

**Action Item #10: Tim Stahl will bring a recommendation for the level of participation and a specific request to the LRRB meeting on October 27.**

#### **IV. Project Presentations**

Project presentations were provided via teleconference and webinar slide shows.

INV922 – System Preservation Guide:

Mike Marti, SRF Consultants

LRRB presentation: [http://www.dot.state.mn.us/research/presentations/System\\_Preservation\\_LRRB\\_092514.pptx](http://www.dot.state.mn.us/research/presentations/System_Preservation_LRRB_092514.pptx)

Culvert Repair Best Practices, Specifications and Special Provisions Guidelines:

Bruce Wagener C.N.A. Consulting Engineers

Full report: <http://www.dot.state.mn.us/research/TS/2014/201401.pdf>

2-page summary: <http://www.dot.state.mn.us/research/TS/2014/201401TS.pdf>

LRRB Presentation: [http://www.dot.state.mn.us/research/presentations/Culverts\\_LRRB\\_092514.pptx](http://www.dot.state.mn.us/research/presentations/Culverts_LRRB_092514.pptx)

Lyndon Robjent asked if the HydInfra database is available to local agencies. (Follow-up was that Andrea Hendrickson in MnDOT Bridge Office Hydraulics Section said HydInfra is only used by MnDOT and not available for local agencies.)

Bruce Hasbargen said a training class or online training should be developed for cities and counties.

**Action Item #11: Bruce Holdhusen will discuss need and audience for training on Culvert Repair Best Practices with Bruce Hasbargen and other city/county engineers, and obtain a proposal on Culvert Best Practices Training from C. N. A. for LRRB funding consideration.**

Value Increase and Value Capture Study - TH 610 Case Study:

Zhirong Jerry Zhao, U of M

Full report: <http://www.dot.state.mn.us/research/TS/2014/201403.pdf>

2-page summary: <http://www.dot.state.mn.us/research/TS/2014/201403TS.pdf>

LRRB presentation: [https://dl.dropboxusercontent.com/u/1589517/presentations/TH610\\_value%20capture\\_LRRB.pptx](https://dl.dropboxusercontent.com/u/1589517/presentations/TH610_value%20capture_LRRB.pptx)

Analysis of Bridge Deck Cracking Data:Dave Rettner, AETFull report: <http://www.dot.state.mn.us/research/TS/2014/201409.pdf>2-page summary: <http://www.dot.state.mn.us/research/TS/2014/201409TS.pdf>LRRB presentation: [http://www.dot.state.mn.us/research/presentations/BridgeDeckCracking\\_LRRB\\_092514.pptx](http://www.dot.state.mn.us/research/presentations/BridgeDeckCracking_LRRB_092514.pptx)**V. Research Needs 2015 Focus Groups**

Jim Grothaus updated the Board via teleconference and webinar on the status of the CTS contract to conduct a Metro District research needs focus group in early 2015. A TAP meeting is scheduled for October 15. Bruce Hasbargen, John Powell and Lyndon Robjent represent LRRB on the TAP. An amendment for \$1,996 is approved to add technical writers for the focus group meeting. It is necessary to get more city and county staff engineers to attend the research needs focus group meeting.

**VI. FY2016 Research RFP Update and Proposal Selection**

Hafiz Munir updated the Board on the current research request for proposals. A list of the proposals received was emailed and the list was also included in the meeting materials. LRRB members are asked to vote on the proposals to be heard in presentations at the December LRRB meeting. Each member is allowed 10 votes, no more than 3 votes per proposal. Voting is due back to Hafiz on October 15, and the vote tally will be reported at the October 27 LRRB meeting in St. Cloud.

Other business: Two TRS paper projects are currently underway. They cover the topics of *Lighting Roundabouts to Improve Pedestrian Safety*, and *Benefits and Costs of Increasing Truck Weight Limits*.

**VII. LRRB Strategic Budget Discussion**

Linda Taylor provided a discussion about how the LRRB strategic research areas can be mapped to the MnDOT Research Topic Areas and the research needs focus group topic areas. (Included in the meeting materials.)

The LRRB discussion included suggestions about reorganizing the At-A-Glance and web site report by strategic area(s), with the intent of making it easier for users to find things they are looking for. There were pros and cons to using either the MnDOT or LRRB categories. The LRRB strategic areas were last updated in 2012, it is due to be revisited in 2015, to review and validate or revise the list.

**Action Item #12: For the spring LRRB meeting agenda, include a discussion to review and validate the LRRB Strategic Areas and strategies under the four LRRB research goals of Design, Construction, Maintenance/Operations and Environmental Compatibility.**

Laurie McGinnis is working on an evaluation of LRRB research in the categories of basic research and applied research, and she would like to have time on the LRRB agenda for the spring meeting to continue the discussion.

**Action Item #13: For the spring meeting agenda, include a presentation from Laurie McGinnis on LRRB basic research and applied research.**

## VIII. Project Presentations

INV929: Investigation and Assessment of Colored Concrete Pavement:

Tom Burnham, MnDOT Office of Materials

Full report: <http://www.dot.state.mn.us/research/TS/2014/201426.pdf>

2-page summary: (in progress, not completed yet)

LRRB presentation: [http://www.dot.state.mn.us/research/presentations/ColoredConcrete\\_LRRB\\_092514.pdf](http://www.dot.state.mn.us/research/presentations/ColoredConcrete_LRRB_092514.pdf)

INV914: Waste Shingles for Dust Control on Gravel Roads and Shoulders:

Tom Wood, MnDOT Office of Materials

Full report: <http://www.dot.state.mn.us/research/TS/2014/201406.pdf>

2-page summary: <http://www.dot.state.mn.us/research/TS/2014/201406TS.pdf>

LRRB presentation: [http://www.dot.state.mn.us/research/presentations/RecycledAsphaltShingles\\_LRRB\\_092514.pptx](http://www.dot.state.mn.us/research/presentations/RecycledAsphaltShingles_LRRB_092514.pptx)

The Impact of Wide-Base Tires on Pavement Damage: A National Study (pooled fund project TPF-5-197): Shongtao Dai, MnDOT Office of Materials

Project web site: <http://www.pooledfund.org/Details/Study/423>

LRRB presentation: [http://www.dot.state.mn.us/research/presentations/WideBaseTires\\_LRRB\\_092514.pdf](http://www.dot.state.mn.us/research/presentations/WideBaseTires_LRRB_092514.pdf)

## IX. Research Services Update

The *2014 At-A-Glance* report for the past year is currently being written. It will highlight some TRS and video products and will be ready in time to be distributed at the MCEA and CEAM meetings in January. There was Board discussion and suggestions about some changes to the columns and formatting of the *LRRB At-A-Glance* to make it easier to read and to use. Some of the suggestions from a user point of view were that it might not be necessary to include contract number, project start date, names of the project coordinator, technical liaison or principal investigator, and to make the font larger for the project title.

**Action Item #14: Julie Skallman will discuss format changes to the *At-A-Glance* with the Outreach committee at their next outreach meeting, October 27.**

Linda Taylor updated the Board on the progress of hiring a Finance Manager. Debbie Sinclair is currently acting in this position. The new senior engineer position will be focused on LRRB support.

Nick Busse updated the Board on communication activities. Research Services has continued to publish and distribute editions of the "*Accelerator*" newsletter that includes LRRB research. The joint CTS/MnDOT "*Crossroads*" blog has been successful in increasing media attention and getting the word out about the work being performed by the LRRB. KSTP picked up the blog about Tom Burnham's colored concrete research and did a TV news story about it.

**Action Item #15: Nick Busse and Julie Skallman will look at the archive of past LRRB and RIC products, such as VHS videotapes, and decide which ones to keep or toss.**



**X. Outreach Committee Update**

Two videos will be started by Bolton & Menk. The topics are Ineffective Signs, and Winter Chemicals for Local Agencies. Julie is looking for TAP members for the Winter Chemicals video project. Names offered were Joe Witte (sp?) with Scott County and Jim Christensen with Prior Lake. Still need names for rural location representation on the TAP.

**Action Item #16: Research Services will follow up with Julie Skallman to get the new Outreach video projects started with Bolton & Menk on the topics of Ineffective Specialty Signs and Winter Chemicals for Local Agencies.**

**XI. Round Robin and Hot Topics**

Chris Kufner – Test Section Tracking web site (INV885): the last task is marketing. Melissa will be going to District technician meetings and preconstruction meetings to tell about it.

Tim Stahl – Mentioned that at the MnRoad Phase 3 Peer Exchange that Ben Worel and Research Services hosted, many commented that LRRB/RIC is a good model. Tim framed LRRB /RIC as the “88<sup>th</sup> county” in Minnesota.

Laurie McGinnis – CTS will be conducting an assessment of the events that CTS hosts. Expect a survey and please provide feedback.

Hafiz Munir – A reminder for LRRB members to please return their votes on new proposals by October 15.

Kaye Bieniek – Kaye is going to be the TL for Max Donath’s new project on the LiDAR workshop for local agencies. They need TAP members from city/county traffic staffers. Please suggest names.

Debbie Sinclair – A reminder about getting LRRB expense reports in to her.

Linda Taylor – A follow up survey to gauge the results of recent marketing efforts will be conducted by the Strategic Toolbox consultant.

Tom Ravn – Tom provided handouts from Glenn Engstrom about MnRoad partnering with NCAT, and discussed potential future changes to the MnRoad business model that could operate more like NCAT. Tom also discussed a potential research project idea to evaluate using a certain type of 36” to 60” diameter plastic drainage pipe with the goal of new product approval.

**XII. Adjournment**

A motion to adjourn was made by Steve Koehler, seconded by Lyndon Robjent. The meeting was adjourned by Bruce Hasbargen at 3:05 PM.

**LRRB Meeting ACTION ITEMS from September 25, 2014**

**Action item #1: MnDOT staff will schedule a presentation by Dr. Jahren from Iowa State on the topic of OTTA seals at a future LRRB meeting.**

**Action item #2: MnDOT staff will distribute blank 'thank you' note cards at the next LRRB meeting.**

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