

- MINUTES -
September 19, 2012
Research Implementation Committee
10:00am-3:00pm
SRF Consulting Group
Plymouth, Minnesota

Attendees:

Rich Sanders, Chair, Polk County
Dave Robley, Douglas County
Tim Stahl, Jackson County
Jeff Hulsether, City of Brainerd
Klayton Eckles, City of Woodbury
Farideh Amiri, MnDOT, Research
Maureen Jensen, MnDOT, Lab
Rick Kjonaas, MnDOT, State Aid
Walter Leu, MnDOT, D1
Nicole Peterson, MnDOT, Research
Mindy Carlson, U of MN, CTS (for Jim Grothaus)

Absent:

Jim Grothaus, U of MN, CTS
Mitch Rasmussen, Scott County

Consultants:

Mike Marti, SRF Consulting Group, Inc.
Renae Kuehl, SRF Consulting Group, Inc.

Guests:

Carole Wiese, MnDOT, Research

I. Chairman's Report

Mr. Chair welcomed everyone and thanked them for attending. Attendees introduced themselves.

Agenda Review:

***Motion:** A motion to approve the agenda was made by Walter Leu and seconded by Maureen Jensen. Motion Approved.*

Review Of July 2012 Minutes:

***Motion:** A motion to approve the July 2012 minutes was made by Klayton Eckles and seconded by Jeff Hulsether.*

Membership Roster:

Walter Leu and Rich Sanders are in the last year(s) of their terms.

ACTION ITEM #1: Research Services to keep track of when a chair starts his or her term.

Conferences:

ACTION ITEM #2: RIC members interested in attending 2013 TRB conference, let Farideh Amiri or Rich Sanders know.

Meeting Dates & Locations:

Rich Sanders said that he will present ADA Transitional Plan at the December 4, 2012 MCA at 10:15. Rick Kjonaas said that Sherburne County is developing an ADA plan.

ACTION ITEM #3: Starting time for the winter meeting on December 4, 2012, is changed to Noon to 5:00 PM at MnDOT, St. Cloud.

ACTION ITEM #4: Both RIC ADA Transitional Plan and Sherburne County ADA Plan should be presented at the 2012 AMC. John Mentor, Rich Sanders, and Mike Marti will present at 2012 AMC.

- March 6, 2013 - SRF
- September 18, 2013 – SRF
- December 2013 will be the same day as AMC in St. Cloud

ACTION ITEM #5: Rich Sanders will send the AMC meeting date and location for December 2013 to Farideh Amiri and she will schedule RIC for that day.

Budget Review:

***Motion:** A motion to approve the budget was made by Walter Leu and seconded by Klayton Eckles.*

Consultant Contract Amendment:

The consultant budget will be amended for \$187,265.37 and additional tasks of Traffic Monitoring and On-line Sign Person Training. Also, Task 3, Unpaved, will be changed to zero.

Appointment of new RIC Chair & Vice Chair:

The chair will switch between city and county engineer members. The next turn is for a city engineer.

***Motion:** A motion to appoint Jeff Hulsether as the new chair was made by Klayton Eckles and seconded by Tim Stahl. This position is a 3-year term. Motion Approved.*

***Motion:** A motion to appoint Dave Robley as the new vice-chair was made by Walter Leu and seconded by Klayton Eckles. This position is a 3-year term. Motion Approved.*

II. E-Learning for Technical Certification & Re-certification

John Micheau and Michael Hogan gave a presentation on the technical certification program. Some of the highlights of their presentation are:

- The program is managed by the Office of Construction and Innovation Contracting.
- They follow guideline code of federal regulations title 23 part 637.
- They have partnership with Lake Superior College (LSC) and Aggregate Ready Mix of MN (ARM).
- They had 68 registered for 2011/2012 and they awarded 64 certificates. They were all classroom training.
- Certification classes are three (3) days and re-certification classes are one (1) day.
- Classes are first come, first served for registration.

- Class sizes are less than 30 but they can fit up to 35.
- Bituminous Street re-certification was e-learning.
- This training costs \$24,000 and it was done in-house.
- They want to develop e-Learning for re-certification first and then do a full certification class.
- Walter Leu suggested having a video of how to do a testing, or have a clickable web link, to see MnDOT YouTube video for testing.

III. Project Updates

Taks 13 – Truck Weight Enforcement:

Mindy Carlson gave an update on Task 13 – Truck Weight Enforcement. She said that the following six (6) trainings are done:

- March 21, Otter Tail County
- March 28, Windom
- March 28-20
- February 6, Mankato
- March 21, 2013, Golden Valley

She said that two more will be scheduled.

Discussions: The following were discussed:

- What do people do differently after the training?
- Cost sharing opportunities with district operations.

ACTION ITEM #6: Mindy Carlson and Jim Grothaus will do a Survey Monkey to follow-up with Truck Weight Enforcement Training and Jim Grothaus will report at the next meeting.

Dr. Wilde Projects:

Task 14 – INV 645 - Integrated Tools for Pavement Design and Management

(94288): The primary objective of this project is to review existing methods, data, and tools for pavement design, maintenance, and rehabilitation and to evaluate the needs of MnDOT and local agencies with respect to these products. The training needs of MnDOT and local agencies with respect to these methods, data, and tools will also be evaluated, and the gaps in training will be filled as each tool is evaluated and updated.

TAP - August 7, 2012 – Two action items are: 1) Dr. Wilde will let Research Services know if the project needs a time extension amendment. The first amendment extended the time from April of 2011 to May of 2013 and the second amendment added \$11,000 to new tasks (5 and 6); and 2) see task 7

- Tasks 1-4 are completed
- Task 5 - Dr. Wilde is working on entering thickness into the program.
- Task 6 – January 2013 county and city engineer conference is the deadline.
- Task 7 – DFR – Braun, Dr. Wilde and MnDOT State Aid are working on a proposal to enhance the software. The cost is about \$10,000 and the source of funding is State Aid.

- Task 8 - FR

Task 16 – INV 851 - Implementation of TONN 2010 (98319): Deflection testing and analysis is routinely used to evaluate the spring load capacity of pavements and to design structural overlays. The current process used by MnDOT and implemented into the computer program TONN is not very reliable. The program underestimates the allowable axle load for soft clay subgrades and may overestimate it for stiff sand or granular subgrades. The objective of this study is to upgrade the TONN program and to make the U of M developed software (INV 851 #89261, WO#9) more user friendly. The final product of this study will be an analysis process that results in an allowable axle load and a functional stand alone software package that MnDOT and cities and counties can use on their own or provide to firms hired to do deflection testing.

TAP Meeting – August 7, 2012 – Two Action Items are: 1) Need a time extension amendment; and 2) Dr. Wilde will send the tool to the 10 TONN committee to test and review. TL (Paul Stine) will schedule a series of conference calls to follow up.

- Amendment in progress – September 6, 2012
- Task 1 – Modifying U of M codes – August 2012
- Task 2 – beta Testing - September 30, 2012
- Task 3 – Training Modules - November 30, 2012
- Task 4 – DFR - January 31, 2013
- Task 5 – FR - May 31, 2013

INV #907 - Impact of Garbage Haulers on Pavement Performance (Assessing the Effects Heavy Vehicles have on our Local Roadways (98108): This project will evaluate the effect of garbage hauling vehicles on the performance of pavement structures, and the incremental cost to the street or highway agency due to required maintenance and repair associated with additional, concentrated pavement loading.

- Budget: \$54,000
- Starting date - February 22, 2011
- Expiration date was August 31, 2012 and it was amended to August 31, 2013

TAP – September 13, 2012 - TL (Deb Bloom) said that she should have the final deliverables soon. She will talk to Professor Wilde and she believes that they should have things ready for a final TAP meeting within a month. She will schedule the next TAP meeting.

ACTION ITEM #7: RS will complete a Technical Summary (TS) on the Impact of Garbage Haulers on Pavement Performance (Assessing the Effects Heavy Vehicles have on our Local Roadways (98108).

ACTION ITEM #8: Invite either PI or TL to present Impact of Garbage Haulers on Pavement Performance (Assessing the Effects Heavy Vehicles have on our Local Roadways (98108) at the March 2013 RIC meeting.

IV. Future Projects

Sign-person On-line Training

- Mike Marti gave a summary of the proposal and budget.

***Motion** to approve the budget for Sign-Person On-line Training project was made by Tim Stahl and seconded by Walter Leu. Motion Approved.*

- The group reviewed the list of potential TAP members, no additional people were identified.
- Project chair needs to approve tasks and deliverables, so Chair needs to be an RIC member. Mitch Rasmussen will be the Chair of this task.

YouTube Videos

Farideh reviewed the list of YouTube videos that are currently being developed as well as a list of potential topics for future YouTube videos.

- There is \$11K remaining to create additional YouTube videos. If the pilot videos go well, more budget will be provided in the future.
- The group is interested in creating YouTube videos for the following topics:
 - Simplifying the “Roads and Loads” video into a short 3 minute video.
 - Pedestrian Safety – However, MnDOT is currently starting a pedestrian safety campaign.
- Topics to remove from the list:
 - “Children at Play” signs
 - Speed bumps/humps
- The videos that SRF is producing are on Speed Limits and Stop Signs. Mike Marti asked the group for input on what the main issues are related to these topics. The main response was residents requesting lower speed limits and adding stop signs.
 - Tim Stahl suggested SRF watch a video that MnDOT created 10-15 years ago about speed limits, it shows how speed limits are set and how speeding in residential areas impacts families.

ACTION ITEM #9: Farideh Amiri will check with Sue Groth on what they are developing for pedestrian safety as part of their new campaign.

ACTION ITEM #10: Farideh Amiri will report the suggested YouTube topics to Julie Skallman.

V. Consultant’s Update

Mike Marti and Renae Kuehl led a discussion reporting the status of each active task which was also summarized on the Quarterly Report SRF submitted to the RIC. Following is a brief summary:

2009- 2011 Contract:

Task 6.7 – Dust Control

- There are two reports that are still not complete (reportedly near completion) that we are waiting for to reference in our report. Both authors have communicated that they are in the final stages and should be completed soon, however we do not have a definite completion date for either.
 - *National Scan of Best Practices for Road Dust Control and Soil Stabilization – R.Surdahl and A.Kociolek*
 - *Environmental Effects of Dust Suppressant Chemicals on Roadside Plant and Animal Communities – B.Williams*
- David Jones from UC Davis is also involved in the Scan Tour report mentioned above; Maureen saw a presentation he gave on the findings at the recent TERRA conference.

Action item #11: SRF will search for David Jones' TERRA presentation on the Scan Tour.

Action item #12: SRF will submit Dust Control amendment paperwork for a no cost time extension to June 30th, 2013

2012 – 2014 Contract:

Task 1 – ADA Transition Plans

- A draft of the E-blast has been drafted and is currently under final review.
- The ADA webinar is scheduled for October 25th, 10-11am, and will be presented by Jim Gersema from SRF. The course will be advertised via the E-blast and the MN LTAP.

***Motion** to approve this task as final was made by Walter Leu and seconded by Dave Robley. Motion Approved.*

- Final version of the interactive .pdf was posted on the LRRB website 9/5/12 here: <http://www.lrrb.org/resources/applications>
- Rich Sanders submitted an abstract on ADA to the AMC annual conference and it was accepted. It will be presented by Rich Sanders and Mike Marti on December 4, 2012
- Presentation was accepted for the APWA-MN Fall conference which Mike Marti and Jim Gersema will present November 2012.
- The LRRB outreach committee is developing a “jeopardy” themed presentation for the CEAM and MCEA annual conferences which will include a category on this ADA project.

ACTION ITEM #13: Farideh Amiri will ask Kristie Billiar to forward the advertisement about the ADA training to her ADA contacts.

Task 2 – Complete Streets

- Mike gave an update of the project, a TAP meeting was held 8/20/12
 - Finalized Section 2

- Finalized Section 3
- Reviewed Section 4 – edits needed, will review again at next meeting
- Reviewed City of Wadena Complete Streets Worksheet – will work with Wadena to fill in an present at the next meeting
- Discussed content for Section 5
- Mike Marti asked the group for input on the format of the final report, either in Word or InDesign. The group had no preference.
- At the last TAP meeting, the TAP agreed for section 5 (synthesis of MN Complete Street Experience) to use survey information from the National Complete Streets and other studies that are currently being conducted, rather than re-surveying the locals on the topic again. The group agreed that another survey is not necessary.

ACTION ITEM #14: SRF will schedule the next Complete Streets TAP meeting for late October.

Task 4 – TZD

- Mike Marti proposed the idea of remaking the “How to Save a Life” Video to the group. Currently the video is owned by Stare Patrol and has to be accompanied by law enforcement when viewed, due to copyright issues. The remake would not be copyrighted, giving the video more opportunity to be seen and posted online. Mike showed the group the Fox9 coverage of the video.
- The group suggested that we extend the audience from just teens to include driver education instructors, parents and the DMV.
- The task will be co-chaired by Rich Sanders and Mitch Rasmussen.
- The group suggested that we keep Rick West in the loop on this task.

ACTION ITEM #15: SRF will copy Rick West on all communication for the TZD task.

ACTION ITEM #16: SRF will setup the first TZD TAP meeting ASAP.

Task 5.1 and 5.2 – Traffic Monitoring

- The first TAP meeting will be scheduled for early October.
- The task chair is Tim Stahl
- The group reviewed the TAP list and suggested that Jason Richter be removed from the TAP. He is not in the traffic data group and must have been added accidentally.

ACTION ITEM #17: SRF will remove Jason Richter from the Traffic Monitoring TAP

ACTION ITEM #18: Farideh Amiri will check her files about Traffic Monitoring TAP members and will see if there is someone else that should be on the TAP instead of Jason.

- Rich Sanders offered that if we wanted an additional test station, we could use the location near his WIM station in Polk County.

Task 6 – Outreach

- Newsletter: The most recent newsletter was distributed in September 2012.
- Web updated – three of the six web articles for the year have been completed and submitted to MnDOT RRS. Topics include:
 - Guidelines for Local Concrete Infrastructure
 - Implements of Husbandry
 - Rural Highway Safety Policy
- Professional Article:
 - A draft version of the article on the “Gravel Road Maintenance Online Training Course” was provided to the group
 - Public Works magazine will publish the article in October 2012.
- Conference Exhibits: SRF created a poster on the new Gravel Road Online Training Course for Jim Grothaus to take to the NLTAPA conference in Grapevine, Texas in July 2012. The poster won the poster contest based on its value to other LTAP centers, quality of layout and relevance to the conference theme. The prize was a jug of New York maple syrup.
- Next outreach meeting is scheduled for November 14th at MnROAD

Round Robin

- Renae Kuehl gave a short preview of the format of the “Jeopardy” game that will be used for the CEAM and MCEA conference presentations.
- Nicole Peterson reminded the group that the academic proposals are due soon.
- Dave Robley gave a brief summary of his trip to Russia.
- Farideh Amiri highlighted the button that can be used on the new LRRB website for people to submit ideas.
- Maureen Jensen reported that a brown bag event MnDOT is hosting will be recorded and posted. The presentation that was given on Chip Seals will be represented in October because the original presentation was not recorded.
- Klayton Eckles shared that this group uses so many acronyms when speaking it’s hard to keep up on the conversation!

ADJOURN

Motion: *To adjourn the meeting made by Tim Stahl and seconded by Dave Robley, Motion Approved.*

List of Action Items from Sep 19, 2012 RIC Meeting

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