

**Local Road Research Board**  
**Meeting Minutes**  
**June 26-27, 2008**  
**Thumper Pond, Ottertail**  
**Hosted by Ottertail County, Minnesota**  
(joint meeting with Research Implementation Committee)

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## Meeting Materials Distributed

Materials for the meeting were distributed to the members prior and during the meeting. Materials distributed are described in the meeting minutes and are available upon request from the Board's Secretary. They are listed here for the readers information, and organized according to the agenda.

### June 26, 2008

#### Day 1 Handouts and Presentations

<b>TYPE</b>	<b>Topic</b>
Handout	Mn/DOT Research Services section staff support for LRRB.
Handout	LRRB conferences approved for 2007 final.
Handout	LRRB conferences approved for 2008.
DRAFT DOCUMENT	Strategic Plan and Operating Procedures, 2008 LRRB Local Road Research Board, making a difference.
Presentation	FY 10 RFP Calendar, 2009-2010 RIC Planning, December 2006 Survey Results.
Presentation	LRRB Pavement Roadmap. Past, Present, Future projects supporting allowable axle load system product.
Presentation	LRRB Pavement Roadmap. Past, Present, future projects Supporting ME Design tool project.
Presentation	LRRB Pavement Roadmap. Past, Present, future projects Supporting Pavement Management best practices product.
Presentation	LRRB – Stormwater Roadmap Analysis.
Handout	Pedestrian and Bicycle Safety Issues Within a Traffic Safety Framework.
Handout	FY 2009 RFP Traffic Safety (FY 2009 Problem Statements.)
Presentation	Mn/DOT Cadastral and Right of Way Data Sharing Pilot project. Next Steps.
Handout	2008 - 2009 LRRB meeting dates and locations.
DRAFT	Local Road Research Board 3/6/08 meeting minutes (draft.)
Handout	FY2008 LRRB Administration Update – Investigation 999.
Handout	Update on CTS activities.
Handout	Local Road Research Board – Knowledge Building Priorities Created. August 2005, revised July 2007.
Handout	TERRA Innovation Series: Engineering Better Roads Through Dynamic Research Partnerships.
Handout	TERRA Innovation Series: MnROAD Open House Agenda

**June 26, 2008****Day 2 Handouts and Presentations**

<b>TYPE</b>	<b>Topic</b>
Handout	Subject: Changing the work plan for the research project assessment of underground stormwater management devices Under high flow conditions. Contract #89261. Via Speaker- Phone – Mike Eastling. INV 874
Handout	Hydraulic, mechanical, and leaching characteristics of recycled materials. Via speakerphone – John Siekmeier. INV 846
Handout	Local Road Research Board OPERA Program – Operational Research Assistance Program, CY2003 – 2008.
Handout	New LRRB website. <a href="http://www.lrrb.org">www.lrrb.org</a> .
Handout	Traffic Calming for High Speed Rural Roadways. TRS
Handout	Technical summaries 6/9/08.
Handout	2007 Research Reports
Handout	2008 Research Reports.
Handout	Center for Transportation Research and Implementation – Minnesota State Colleges and Universities, Mankato
Handout	Workplan for Design/Management of Subsurface Drainage Systems.
Presentation	Minnesota Subsurface Drainage Manual for Pavements. LRRB summer meeting.
Handout	National Rural Transportation Peer Learning Conference, Agenda/Registration Form.

<b>NOTE: Boxed items are board actions/motions</b>
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**1. Chairperson Marcus Hall called the meeting to order at 8:00 a.m on June 26.**

**A. Attendance and Introductions followed.**

**LRRB Members Present:**

Marcus Hall, County Engineer, St. Louis County  
Mitch Anderson, County Engineer, Stearns County  
Deb Bloom, City Engineer, City of Roseville  
Sue Lodahl, Research Services Section Director, Mn/DOT and LRRB Secretary  
Sue Miller, County Engineer, Freeborn County  
Ken Saffert, City Engineer, City of Mankato  
Julie Skallman, State Aid Division Director, Mn/DOT  
Rick West, County Engineer, Ottertail County, and Board RIC Representative

**LRRB Members Absent:**

Robert Johns, Center for Transportation Studies Director, University of Minnesota  
Keith Shannon, Materials Director, Mn/DOT

**RIC Members Present:**

Tom Behm, State Aid District 8, Mn/DOT  
Tom Colbert, Public Works Director, City of Eagan  
Gary Danielson, County Engineer, Kandiyohi County  
Maureen Jensen, Minnesota Road Research Manager, Mn/DOT  
Cory Johnson, Research Management Engineer, Mn/DOT  
Richard Kjonaas, Deputy State Aid Engineer, Mn/DOT  
Mark Maloney, Public Works Director, City of Shoreview  
Michael Sheehan, County Engineer, Olmstead County

**RIC Members Absent:**

Rich Sanders, County Engineer, Polk County

**Others Present:**

Jim Grothaus, Center for Transportation Studies (CTS), University of Minnesota (UMN)  
Dave Johnson, Private Consultant, Mn/DOT  
Mike Marti, RIC Consultant, SRF Consulting  
Sandy McCully, LRRB Website Project Manager Mn/DOT  
Ann McLellan, Financial Service Manager, Mn/DOT  
Clark Moe, Mn/DOT Research Implementation Coordinator  
Linda Preisen, University of Minnesota Department of Transportation  
(representative for Bob Johns CTS)  
Alan Rindels, Research Development Engineer, Mn/DOT  
Carole Wiese, Financial Service Specialist, Mn/DOT  
David Filipiak, SRF Consulting Group Inc.

**B. General Information:**

**Meeting Purpose:**

The summer meeting is a joint meeting between LRRB and RIC members. This two-day summer meeting takes place outside of the metro area, typically in a current LRRB member's city or county. When possible, LRRB staff arranges a field tour of a nearby research installation or project site. This meeting includes formal adoption of the upcoming year's strategic plan. During this meeting, the LRRB uses focus group feedback, themes and gaps identified in Research Road Map efforts and completed research reports to determine research needs for the upcoming RFP and implementation strategies for the RIC. Information on projects completed during the past year is provided.

**C. Agenda Review:**

**Marcus Hall requested any agenda changes, Sue Lodahl noted that a section on RSS Staff responsibilities was not included in the agenda. She distributed a current description of RSS staff and responsibilities for the boards use at this time. Agenda approved by consensus**

**2. Conferences**

**A. Final 2007 & Approved 2008**

Ann McLellan distributed a handout describing the LRRB Conferences approved for 2007, and LRRB Conferences approved for 2008. She noted that also listed is the ITS Minnesota Fall Forum, which is not approved at this time.

**Marcus Hall requested a motion to include the ITS Minnesota Fall Forum to the LRRB Conferences Approved for 2008; Deb Bloom so moved; Mitch Anderson seconded the motion; no further discussion, motion carried.**

**B. Conference Reports:**

Linda Preisen, CTS reported on the Research Conference held at the River Centre. The conference was very well attended.

Michael Sheehan, Sue Miller and Julie Skallman reported on the recent National Association of County Engineers Conference (NACE) held in Seattle, Washington. The LRRB had a booth at this conference. Because of the type of information available at the booth, (focused on the county engineers needs,) the information available at the booth was very well received with many requests for additional information. Julie Skallman suggested the LRRB have a booth at this conference every other year. No action taken.

Deb Bloom and Marcus Hall are to attend the National Rural ITS Conference in Anchorage Alaska.

A county engineer has not been selected to attend the Road Dust Management and Future Needs Conference in San Antonio, Texas in November. Maureen Jensen noted that Eddie Johnson who will attend on behalf of the Maplewood Laboratory has become an expert on the topic for Minnesota, and it is great that the board is funding this opportunity for him. Action: Julie Skallman will contact John McDonald as possible attendee.

### 3. Strategic Plan – Staff Review and Update

Julie Skallman reported working with Sue Lodahl and Alan Rindels to review and update the Strategic Plan and Operating Procedures for the LRRB. The document provided in the meeting materials documents the changes. The only substantive changes are:

- remove Strategy 1C Conduct Research on Transportation Finance and the Relationship between transportation investments and development.
- remove Strategy 3G Conduct research on emergency management (planning response and recovery).
- clarify Strategy 7I Support publishing of the Mn/DOT Library of Recent Acquisitions, a catalog of DVD's, CDs and video tapes, and other transportation related information.

Also included are typos, updating for current technology and editorial changes such as reorganizing the appendices.

Mark Maloney disagreed with eliminating Strategy 3G, the Cities are having difficulties with the requirement. Because all of the emergency management communications are to occupy the 900MHZ bandwidth, cities no longer are able to communicate effectively. FEMA and other public emergency management agencies are not giving clear direction.

Mike Sheehan reported - Olmstead County is setting up their own emergency management system.

Sue Miller asked: What is the fastest method to communicate an emergency situation? Counties need assistance with identifying the best program, and additionally, she confirmed from the NACE conference, all public roads are eligible for FEMA funding.

Sue Miller requested that the LRRB partner with the Iowa Highway Research Board and that this partnership be added into Strategy 9E. She and Mike Sheehan are following up with further discussions with Iowa Highway Research Board.

Other: Alan Rindels raised the board's attention to the reorganization of the appendices, which are now sorted according to their program – LRRB or RIC.

**Julie Skallman made a motion to approve the LRRB Strategic Plan and Operating Procedures with the deletion of Strategy 1C, and 7I, the addition of the IHRB to Strategy 9E, and to accept the typographical and organizational changes proposed by staff. Deb Bloom seconded, no discussion, motion passed.**

Julie Skallman suggested that during the spring meeting if major review is needed, and if so assign a small group to work on it for the Summer meeting. Board Suggestion, No action taken

#### **4. Research Development RFP FY 2010**

##### **A. Research Development**

Cory Johnson's presentation reviewed the research development efforts which RSS has endeavored on behalf of the LRRB board. He reviewed:

- the RFP process;
- the roadmap planning process
- and the FY 10 Research RFP calendar.

His goal from the morning session is to obtain clear direction on the future projects desired by the board.

##### **B. Pavement Research Roadmap Dave Johnson - Transportation Research Consultant**

###### **B.1. Presentation:**

Dave Johnson reviewed his effort identifying the LRRB Pavement Roadmap. Products were:

- Past, Present, Future Projects Supporting Allowable Axle Load System
- Past, Present, Future Projects Supporting ME Design Tool Product
- Past, Present, Future Projects Supporting Pavement Management Best Practices

Each of these products had a list of research efforts which supported the project.

He asked the board? What other products should be on the pavement roadmap? To assist the board in making a decision, he provided the following list for the board and RIC to rank.

- a. MnPAVE, Mechanistic Empirical Pavement Design Tool—Training
- b. Trail Pavement Management Best Practices—Guidebook and/or Training
- c. Subgrade Stabilization Successes and Failures-- Field-based research leading to training and/or information dissemination.
- d. Performance of Pavement Preservation Techniques—Field-based research to update existing training (RIC task 4)
- e. Performance of RAP in AC Pavement Wear Course—Technical Brief
- f. Deterioration of AC Pavement under Chip Seals—Technical Brief
- g. Investigating Methods to Mitigate Winter Tenting in AC Pavements—Field Research, then Tech Brief
- h. Dust Control for Gravel Roads—Technical Brief and add to CTAP training.
- i. "Pavement 301" or Pavement Tool Integration—Roadmap (long term plan)

###### **B.2. Board Observations and Discussion:**

Mike Marti, has observed there is a lot of information available to perform pavement design, however practioners, have some questions that include determining the cost effectiveness of

different designs and rehabilitation techniques. The outcome of all of these tools should be to help the local practitioner to make better decisions. His thoughts are to develop a tool to help city and counties to find the information.

Sue Miller would like to see more examples available for the practitioner's, e.g. a pavement preservation example, a tool would be nice with actual case studies, issues, Pro's/Con of solution for consideration, and some real world example's.

Rick West agrees he would like to make better informed decisions based on the costs of practice.

However, Maureen Jensen is concerned that the LRRB drops out of a research project such as dust control, because of the developed expertise in this area.

Mike Marti has observed that in many situations the City and County Staff fight to be creative, they need tools to study and demonstrate. Maureen Jensen mentioned the test sections database is a good place to start.

Sue Lodahl suggested maybe a new initiative might be a new product website and or a place to test and compare the products.

Marcus Hall directed the board to review the spreadsheet distributed and vote on their preference.

The board reviewed the results of their individual survey, and concluded they would not pursue Items G and H. The remaining items will be pursued with research and implementation.

## **C. Stormwater Research Roadmap     David Filipiak     SRF Consulting Group Inc.**

### **C.1. Presentation:**

Dave Fillipiak gave a presentation on an effort to explore past and future research efforts by the LRRB. He observed:

- Change in the regulatory environment for stormwater management from a prescriptive approach to a performance based approach.
- Change was precipitated by the realization that previous mitigation did not stop degradation of water-bodies but it just slowed the rate of degradation.

However cities and counties have observed the following

- Performance based design allows for more innovation
- Discussion on the lack of information available to gage cost/benefit performance.
- Current perception is that the changes in regulations have created additional burden on agencies' budgets.
- Concern that the new methods don't create unintended consequences that future leaders have to contend with (*infiltrating contaminated water, etc.*)

A panel was assembled to explore stormwater research. The recommendations developed from this panel for the LRRB board was:

- Research to help determine the effectiveness of various BMPs
- BMP selection based on; Design, Construction, Performance, Aesthetics, Maintenance and Life Cycle
- Approach to stormwater management for various roadway corridors (both Urban and Rural) using various case studies
- Keeping up with a changing regulatory environment.
- Hydrologic and Hydraulic modeling training
- Update/develop water quality modeling for BMP's Analysis
- Erosion control planning and design, including writing a SWPP.
- LRRB needs to identify a research champion.

He also reported on some suggested projects developed from the LRRB/Mn/DOT Stormwater Roadmap efforts lead by EVS. These were:

- Develop Stormwater BMP Web Portal - Up-to-date single point of access to stormwater BMPs
- Develop Stormwater Management Online Assessment Tool. Provide an easy-to-use communication tool on stormwater management (similar to LRRB's traffic calming tool)
- Develop Guidelines to Estimate Stormwater BMP Lifecycle Costs Data and guidelines to help engineers select the most cost effective BMPs
- Develop BMP Monitoring Plan for Selected Alternatives BMPs - This project would help answer "How well are BMPs performing" and make a case for BMPs that seem unreasonable or too costly.
- Establish Guidelines for Alternative BMPs to Meet MPCA NPDES Requirements - Work with designers and MPCA to determine best approach/design of BMP for confined areas
- Develop guidance and CAD for Alternative Stormwater BMPs -CAD drawings and guidance for alternative BMPs described above.
- Develop Temporary Erosion Control Contract Innovations Structure contracts so contractors have more incentive/accountability during temporary erosion control; goal is to decrease the environmental impacts
- Update Erosion Control manual -Update the manual to include the latest innovations and BMPs.

Dave Fillipiak closed with a request for a board member or other to lead the research effort.

## C.2. Board Observations and Discussion:

Mark Maloney and Deb Bloom observed that instate watershed districts have more to say with regard to stormwater than the outstate watershed districts. For example Paul Kauppi in Woodbury is very concerned with the performance standards of BMP devices. What is the Benefit/Cost for this effort? Does it exist?

The board collectively suggested the following: Jim Closure, Clayton Eckles, and Bob Moberg were suggested. Additionally, they recommended the Environment Committee of the Minnesota Association of County Engineers and others such as Doug Fischer and Alan Forsberg.

**D. Pedestrian Safety Implementation Plan**

1. Presentation:

The LRRB reviewed the research implementation plan for pedestrian safety developed by Micky Ruiz and presented by Dave Johnson.

2. Board Observations and Discussion:

Ken Saffert reported this is a multimodal issue, and relates to complete streets legislation. Julie Skallman reported Mn/DOT is currently writing an RFP on complete streets. Tom Colbert discussed issues with curb cuts, trail heads, and bike lanes, and liability issue results in Cities not adding bike lanes instead using a philosophy of bicyclist ride in the streets at own risk.

By consensus the board was not interested in pursuing greater effort in this area of research. Tom Colbert suggested wait to see what Mn/DOT does, if gap, come back to LRRB. Is liability an issue?

**E. Traffic Safety (FY09 Problem Statements)**

1. Presentation:

Alan Rindels reported on research problem statements listed below garnered from his efforts to develop problem statements for the board. He has attended the MnMUTCD meetings on a regular basis and asked for their help in identifying problem statements.

2. Board Observations and Discussion:

TOPIC	ACTION
The Minnesota Roundabout Experience to Date: Lessons Learned	Send a letter describing past research and implementation and regrets
Single Lane v. Multi-Lane Roundabout Safety Characteristics	Send a letter describing past research and implementation and regrets

TOPIC	ACTION
Incorporating Motorcycle Safety into Engineering Design	The Research Implementation Committee will address this problem statement. Lots of interest by the county engineers on practical guidelines to save lives. For example paved shoulders near stop signs, etc.
Economic Impact of Motorcycle Crashes	Not interested, DPS project
Effectiveness of Lighted Pavement Markings	Send a letter describing past research and implementation and regrets
The Effect of Signage on a Typical Residential Street	Seek a proposal
Engineering Safe Options for Users of Non-Motorized Transportation Modes	Send a letter describing past research and implementation and regrets. Bike and Toolbox Training etc.
Dynamic Curve Warning System for Low Volume Roadways	Project is underway by Rural ITS program through the State Aid Program. Keith Knapp heads up new pooled fund project in this area.
Snow Plow Cutting Edges Cost/Benefit Analysis	Alan Rindels is to setup a meeting with Jim Grothaus, Linda Taylor and Kathy Shaefer and discuss this topic. If sufficient detail does not exist, hire a consultant to prepare a TRS on the topic. Falls under new products, Jim Grothaus suggested Paul Kauppi contact him.

## F. ROW Cadastral and Right of Way Data Sharing Pilot Project (Next Steps)

### F.1. Presentation:

Annette Theroux gave a presentation on the progress of the RIC lead effort to develop a web portal to share information between the Counties and Mn/DOT. She reported the project has been well received.

The project was developed as a proof of concept. It was based on research performed by Francis Harvey, which won an award in 2004. The Web site is active, and Annette Theroux reported the project is near completion for District 4 counties. The counties involved have been very pleased by the performance and usefulness of the site.

This project provides: Mapping interface, Data access for local governments, it reduces staff time, eliminates redundant data and connects spatial data to databases and imaged documents.

#### Progress:

- Developed a Web Application
- Provided Data Sharing Options
- Provided Data Access
- Developed Training to go along with the Development

Next Steps:

- Apply to a larger DOT District - District 3 Brainerd Selected
- Project Evaluation and Revision from District 3 Implementation
- Statewide Implementation

F.2. Board Observations and Discussion:

Ken Saffert asked whether they are charging a fee for the service. Annette responded they are not charging a fee. Clark Moe responded that the FHWA has expressed an interest in becoming involved.

Rick West reported there has been a few glitches related to data privacy, however it has provided amazing usefulness. It is a simple to use application for the counties and state's purposes.

Data privacy issues are being solved by the legislators, Sue Lodahl reported new legislation being proposed to solve the problem. To solve part of this problem the data is stored on the Counties website.

Deb Bloom reported that a similar application exists for Ramsey County, however, Ramsey County charges a fee.

By general consensus the board's direction is to continue development of this product.

**Break for Lunch**

**5. General June 26 Afternoon Session:**

Chairperson Marcus Hall reconvened the LRRB after lunch, , RIC meeting held concurrently with Rick West LRRB RIC representative in attendance.

**A. LRRB Meeting Afternoon Session Attendance:**

**LRRB Members Present**

Marcus Hall, County Engineer, St. Louis County  
Mitch Anderson, County Engineer, Stearns County  
Deb Bloom, City Engineer, City of Roseville  
Sue Lodahl, Research Services Section Director, Mn/DOT  
Secretary  
Sue Miller, County Engineer, Freeborn County  
Ken Saffert, City Engineer, City of Mankato  
Julie Skallman, State Aid Division Director, Mn/DOT

**LRRB Members at RIC Meeting**

Rick West, County Engineer, Ottertail County, and Board RIC Representative

**LRRB Members Absent:**

Robert Johns, Center for Transportation Studies Director, University of Minnesota  
Keith Shannon, Materials Director, Mn/DOT

**Others Present:**

Sandy McCully, Ann McLellan, Alan Rindels, Mn/DOT  
Linda Preisen, University of Minnesota Department of Transportation  
(representative for Bob Johns CTS)

**B. 2009 LRRB Meeting Dates and Locations**

Future Meetings and locations	
September 25, 2008	Shoreview Community Center
November 20, 2008	Video Conference
December 10 & 11, 2008	U of M and Arden Hills
March 5, 2009	Stearns County
June 24-26, 2009	Sue Miller's area – SE Minnesota
September 24, 2009	Mankato Intergovernmental Hall
November 16, 2009	Video Conference
December 9 – 10, 2009	U of M and Bridge Office

**C. Meeting Minutes March 6, 2008**

**Sue Miller made a motion to approve the meeting minutes of March 6, 2008 as submitted, Mitch Anderson seconded the motion, Deb Bloom corrected typo on page 8, sump is sum; with correction motion carried.**

**6. Administration**

**A. Budget and Current Project Status Discussions**

C.1. Presentation

Ann McLellan discussed several budget and project handouts. The first handout was a snapshot of the current FY 2009 Local Road Research Board Program. The second handout described the Percent of LRRB Funding That Was Amended in Amendments. And the final handout was a handout describing the LRRB Research Program from 2004-2007.

C.2. Board Observations and Discussions:

Ann McLellan said she met with CTS to discuss the FY2009 LTAP project. The CY2008 LTAP Program runs from July 2008 to July 2009; therefore, in order to fill in the gap, increase the CY2008 LTAP Program contract by 50% FY2009 money to get back on track. This means that The CTAP program will be \$92,500 instead of \$185,000, the CTAP Center will be \$42,000 instead of \$84,000 and no money will be used for the Maintenance Expos and Student Development. The board was fine with this.

Ann McLellan discussed that moving \$280,000 in MnROAD was moved from FY2008 to FY2009 because Keith Shannon wanted the payment to be made July 1, 2008. For The FY2009 MnROAD Program the first \$280,000 payment would be made in January 2009

in FY2009 and the second \$280,000 payment would be made July 1, 2009, which would be FY2010. This is reflected on the budget spreadsheet. The board was fine with it.

\$18,125 from the 2007 Contingency Account and \$32,000 from the FY2008 Contingency Account was not used so it was added back into the budget.

The Carryforward amount was adjusted and the Amount Expended was accounted for.

Ann McLellan observed that of the 55 funded LRRB projects, 26 projects have had amendments at least once.

Deb Bloom observed we have a reserve, how much should we consider using for projects.

Linda Preisen observed that CTS is constantly educating PI's on deadlines and contract extensions. A lot of communication is occurring. PI's are on track with the quarterly report and doing a much better job of tracking project % complete. She observed that Mn/DOT does not provide extensions of less than 6 (six) months because of the paperwork.

Ann McLellan observed in the PI's defense there are many reasons for delays, including personnel changes, which are always difficult to sort out.

Mn/DOT RSS has made some changes which have helped. The TAPs are getting together early to verify understandings. Ann McLellan reports that a large number of projects have been coming through recently, however, money for FY 2010 really hinges on how the projects get completed.

Sue Lodahl reported that RSS is keeping track of the project overruns and amendments. They have canceled projects; however, prefer not to go down that path. RSS is actively tracking PI's performance and will report this to the board. Many of the project problems are associated with scope creep, desire of faculty to explore greater and greater detail, which is an attribute of a researcher. However, we have discovered problems are also associated with the number of Mn/DOT and LRRB projects a faculty member has as well.

Sue Miller agrees with this approach and would like the board to be apprised of this situation at the time of pre-screening in November.

Deb Bloom hopes the researchers understand that we want to be a partner to their progress, and work with them to help their project succeed.

## **7. Update on CTS Activities**

### **A. Research Development Knowledge Building Priorities**

Julie Skallman and Linda Preisen discussed the development of the Knowledge Building (KB) priorities. The background on the knowledge building priorities was that in June of 2005 we held a brainstorming session with a select group of researchers in attendance and the UMN developed the KB priorities. The KB priorities were developed to compliment the problem statements. The roadmap process is a new process and how everything fits together is a work in progress.

The KB priorities were developed as an umbrella of ideas covering all topics. The KB Linda Preisen discussed that the board should consider updating these KB priorities next year in 2009 which would be roughly 4 years from when they were first developed. Julie Skallman noted that since that time, Global Warming and Pedestrian topics continues to grow, and Deb Bloom noted approaching ADA issues. Julie Skallman suggested that we should consider updating the knowledge building priorities in summer of 2009, and include researchers from the UMN.

### **B. ITS Institute Update**

Linda Preisen noted that the FHWA from Washington performed a site visit, which occurs every three years. The ITS review panel includes county engineers. For example, Jim Grube of Hennepin County will be off of the ITS review panel this summer, they will be needing to replace him.

### **C. Update on the UMN's Center for Excellence in Rural Safety (CERS)**

Linda Preisen reported the UMN CERS program has hired Keith Knapp as the Research Manager to develop and manage the program for the UMN. CTS is very happy with this appointment and is excited by the prospects of this appointment. The CERS is developing a Rural Safety emphasis website for the FHWA which will be operational by the end of June.

### **D. TERRA Innovation Series Event**

Julie Skallman reminded the board to attend the July 30, 2008 Open House at MnROAD.

## **8. Funding Requests**

### **A. INV 874: Assessment of the Underground Stormwater Management Devices Under High Flow Conditions (via speakerphone with Mike Eastling City of Richfield Engineer**

Sue Lodahl brought forward the funding request for INV 874 for additional funding of \$12,000. Mike Eastling participated via speakerphone to discuss this request. It was necessary to change the approach from a study using an existing catch basin to the development of a model in the laboratory. Original TL was John Haukaas, and he moved to Colorado before project started. Sue McDermott picked it up; however she took a job in Arizona. Mike Eastling agreed to pick it up from her.

Omid Mohesini is the PI on the project, he currently has a 30% appointment at the SAFL, however, he is committed to completing this project before he leaves the UMN.

Julie Skallman observed that because they needed higher volumes than what they could produce in the field, they needed to go to a laboratory model study.

Mike observed that this study explores if these devices are working or whether the pollutants are being reintroduced into the environment.

Deb Bloom commented that this is very important research for Minnesota Cities and Counties and fully supports this effort.

Mike commented that stormwater has a lot of uncertainty and that this research is trying to get a better handle on these devices performance.

Ken Saffert commented that this appears to be a legitimate request and we should consider honoring it.

Sue Lodahl mentioned that this project is 50% funded by Mn/DOT. She is pretty confident that if the LRRB approves funding, that there probably would be Mn/DOT funds available for the project increase.

**B. INV 846: Hydraulic, Mechanical, and Leaching Characteristics of Recycled Materials speaker phone with John Siekmeir and Dr. Gupta (prior related project INV812)**

This project has gone through some repeated starts and stops. Personnel changes have occurred. The research discovered the need for a process change; they discovered the original procedure originally suggested in the proposal was not sufficient. John Siekmeir's opinion is this process adds significant value. End result is the UMN would like additional funds to rent a gyratory compactor. They will need an additional \$20,225 to finish the project.

Julie Skallman noted the TAP requested that the UMN perform this other work, and this led to the request. Board discussion centered around ideas to solve the equipment problem, however, Maureen Jensen reported the project is unique because it pulls together a variety of sciences.

**C. Funding Decisions**

**C.1. INV. 999 Funding**

Sue Lodahl noted the budget has been approved. Julie Skallman questioned if there is sufficient money to fund travel in the budget? We have a contingency of \$50,000 right now.

**Julie Skallman made a motion to increase the travel budget \$10,000 in FY2009 INV999 to cover increased travel costs. The \$10,000 will come out of the FY2009 Contingency Account. Deb Bloom seconded the request, motion carried.**

C.2. INV 874 Funding Increase \$12,000

**Deb Bloom made a motion to increase the budget for INV 874 for \$6000, Ken Saffert seconded the motion. Discussion: Deb Bloom noted that her crews which go out to clean the sumps reported that many times, these devices have little sediment to remove. The \$6,000 in LRRB funding will come out of the regular budget. Motion carried.**

C.3. INV 846 Funding Increase \$20,225

**Sue Miller made a motion to increase INV 846 project budget \$20,250, Mitch Anderson seconded. No Discussion. Motion Carried. The \$20,250 in LRRB funding will come out of the regular budget.**

**Day 2 (June 27)**

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**Joint Meeting**  
**Local Road Research Board**  
**&**  
**Local Road Research Board Research Implementation Committee**

**1. RIC Chairperson Mark Maloney called the meeting to order at 8:00 a.m.**

**A. Attendance**

**LRRB Members Present:**

Mitch Anderson, County Engineer, Stearns County  
Deb Bloom, City Engineer, City of Roseville  
Sue Lodahl, Research Services Section Director, Mn/DOT  
Secretary  
Sue Miller, County Engineer, Freeborn County  
Ken Saffert, City Engineer, City of Mankato  
Julie Skallman, State Aid Division Director, Mn/DOT  
Rick West, County Engineer, Ottertail County, and Board RIC Representative

**LRRB Members Absent:**

Robert Johns, Center for Transportation Studies Director, University of Minnesota  
Keith Shannon, Materials Director, Mn/DOT  
Marcus Hall, County Engineer, St. Louis County

**RIC Members Present:**

Tom Behm, State Aid District 8, Mn/DOT  
Tom Colbert, Public Works Director, City of Eagan  
Maureen Jensen, Minnesota Road Research Manager, Mn/DOT  
Cory Johnson, Research Management Engineer, Mn/DOT  
Richard Kjonaas, Deputy State Aid Engineer, Mn/DOT  
Mark Maloney, Public Works Director, City of Shoreview  
Michael Sheehan, County Engineer, Olmstead County

**RIC Members Absent:**

Rich Sanders, County Engineer, Polk County  
Gary Danielson, County Engineer, Kandiyohi County

**Others Present:**

Mike Marti, RIC Consultant, SRF Consulting  
Sandy McCully, LRRB Website Project Manager Mn/DOT  
Ann McLellan, Financial Service Manager, Mn/DOT  
Clark Moe, Mn/DOT Research Implementation Coordinator  
Linda Preisen, University of Minnesota Department of Transportation  
(Representing CTS for Bob Johns)  
Alan Rindels, Research Development Engineer, Mn/DOT

**B. RIC Chairman's Opening Remarks**

Mark Maloney opened the meeting by thanking Ottertail County and Tom Behm of Mn/DOT for arranging for all of the logistics. It has been a very nice venue for the meeting. It is very pleasant to have everything arranged. Everything worked like clock work for this meeting, and we all appreciated Tom Behm sharing his cabin with us last night.

**C. Agenda Review – No revisions, no discussions**

**2. RIC Update and Outreach Committee Update**

**A. RIC Report**

Mark Maloney reported the RIC has created a list of 10 priority topics to be explored in 2007 and 2008. They would like to consider moving the RIC consultant to a 3 year contract instead; of the current 2 year contract.

Clark Moe noted the RIC would like to request an additional \$200,000 for 2011 plus \$50,000 for outreach.

Julie Skallman reported on the outreach committee effort and documented the outreach committee desires the RIC contractor to perform both functions, and also recommends that the RIC budget be increased to \$200,000 for FY 2011 and for outreach contract: \$15,000 in 2009, 2010, and 2011 for a total of \$45,000.

The approach the RIC will use, would be to create a discrete task that they would identify as the outreach committee. Currently Julie Skallman is the TL, but in the future it would change, maybe to Rick West.

Rick West favored extending the outreach committee current contract to February 2009 to complete 3 more web feature stories and 2 conference presentations for January. Deb Bloom suggested modifying the current RIC contract to include future outreach tasks.

Sue Lodahl reported that the current RIC consultant contract runs out the end of March. The outreach committee planned for a contract extension at the March meeting.

**B. Board Action**

**Rick West made a motion to increase the RIC contract by \$200,000 and include the outreach task for 6 months (\$5,000 extension). Seconded by Deb Bloom. Motion passed.**

**Julie Skallman made a motion to allocate \$45,000 total for the Outreach task for 3 years and \$200,000 for FY2011 for RIC. Seconded by Deb Bloom. Motion passed.**

Mark Maloney also reported, the RIC has agreed to fund the next cadastral sharing project discussed yesterday for District 3, and also the Pavement 301 project.

### **3. LTAP and OPERA Update**

Jim Grothaus provided a list of the current OPERA program, discussed some of the new initiatives of the LTAP such as the Sensible Application of Winter Chemicals and new training on Aggregates.

### **4. LRRB Web Site Redesign**

Sandy McCully gave a demonstration of the new website materials. Current Website materials highlight the TERRA Innovation Series focused on the City and County Audience. If you would like to view the real time statistics of the web site a link can be provided to the board members. Filters have been developed to minimize searching of past materials; however they are still available from the RSS website.

Jim Grothaus suggested we consider forwarding to the useability service of the UMN, and Deb Bloom suggested we have a highlight for the year and hot topics button. Sandy McCully would explore the useability program at the UMN for the website. Jim Grothaus and Linda Preisen offered to assist with and Jim volunteered Arlene Matthison's assistance, however, no specific board action taken.

### **5. Highlights FY 2009**

#### **A. TRS Materials**

Sue handed out the latest TRS on Traffic Calming for High Speed Rural Roadways.

#### **B. Tech Summaries**

Sue also discussed the development of technical summaries on products, and is pleased by how well they are received. This was an initiative she created because of her desire to follow Wisconsin's lead in developing them. So far they have been very well received, and we are ramping up the production of these documents.

### **6. Center for Transportation Research and Implementation - Minnesota State University, Mankato**

#### **A. Presentation**

Prof. Jim Wilde distributed a flyer describing the state college systems plan to develop the Center for Transportation Research and Implementation at Minnesota State University, Mankato. The programs primary purpose is to interpret and implement transportation research for Minnesota Cities, Counties and the State. The center will focus on technology transfer.

However, the Center is not asking for an operational funding commitment from the LRRB, but wanted the opportunity to raise awareness of the concept and the pursuit of this new center.

Mankato State's Civil Engineering program is expanding. The program is up to 100 students, their graduation rates are increasing - this year 14 graduated, next year they anticipate 20 will graduate.

**B. Board Observations and Discussions:**

Mike Sheehan noted the southern Minnesota counties have really appreciated the efforts of the MnSCU college system. The college is making a lasting contribution to the Civil Engineering communities in this part of the state. Mike Marti noted the positive impact Mankato State's transportation research program is making for Minnesota Cities and Counties.

**7. Subsurface Drainage Manual Presentation**

Prof. Nieber reported on the results of his effort to develop a subsurface drainage manual for Minnesota. The TAP has been very active and they met yesterday in St. Cloud to discuss the draft manual developed so far. The manual has used a progressive approach, surveys to develop the materials and interviewing county engineers to reflect on the materials. It has gone very well and he is pleased with the progress.

**8. Discussions & Closing Remarks**

**A. Training Discussion:**

The board discussed the need to develop more distance learning opportunities for Counties. Sue Miller would like to see Webinars developed by the LRRB. Maureen Jensen suggested that we consider the chip seal video and getting it loaded on the website. Linda Preisen observed that they are using this approach at the Universities and are broadcasting meetings online.

Sue Miller discussed the cost associated with training, time and travel. How are the cities and counties going to afford sending their staff in the future? If the training is available on line, it would be good to keep it online for counties like Freeborn County which does not have enough funds to train their staff.

Mike Marti discussed the board needs to prioritize the training. Julie Skallman recommended the RIC prioritize the training.

**B. Maintenance Budget:**

The board discussed maintenance budgets and the limited funds to accomplish drainage and hydraulic structure cleaning. Julie Skallman reported that Dave Solsrud has observed a growing problem with a lack of money being spent on hydraulic infrastructure.

Mike Sheehan reported the positive use of sentence to serve to perform routine ditch cleaning and maintenance activities.

**Meeting adjourned at 11:00A.M.**