

MEETING AGENDA

Date: Thursday, March 8, 2018
Time: 1:00 pm—3:30 pm
Location: Port of Tillamook Bay
 Officers Mess Hall
 6825 Officers Row
 Tillamook, OR
 503.842.2413

Directions/Click on Map: [Hwy 101 south of Tillamook to Long Prairie Rd, to Blimp Blvd, to Officers Row](#)
Contacts: Henry Heimuller, Chair: 503.397.4322 or henry.heimuller@co.columbia.or.us
 Mary McArthur, Staff: 503.970.3336 or mbmcarthur@nworegon.org

NWACT meetings are open to the public and accommodations will be provided to persons with disabilities. If a sign language interpreter is needed, please call Mary McArthur at 503.228.5565 at least 48 hours prior to the meeting.

Item 1 1:00 pm	Welcome and Introductions		Lianne Thompson
Item 2 1:05 pm	NWACT Minutes/Updates <ul style="list-style-type: none"> ✚ Approval of January 11, 2018 Meeting Minutes (attached) ✚ Public Comment (Limited to 5 minutes per person) ✚ ODOT Region 2 Updates ✚ Oregon Transportation Commission Update/ODOT Audit ✚ Tillamook County Transportation Update 	Action Item	Lianne Thompson
Item 3 1:30 pm	ODOT Fix-It Program Presentation and Discussion		Lisa Nell/ Ken Shonkwiler
Item 4 2:00 pm	NWACT Members Discussion <ul style="list-style-type: none"> ✚ Roles and Responsibilities (attached) ✚ Terms 		Lianne Thompson
Item 5 2:30 pm	NWACT Public Communications <ul style="list-style-type: none"> ✚ Newsletter ✚ Other 		Lianne Thompson
Item 6 3:00 pm	Other Business Member Updates		Lianne Thompson

Attachments:
 January 11, 2018 Meeting Minutes
 NWACT Member Roles and Responsibilities

Note: A complete meeting packet is available on the NWACT website at NWOregon.org/NWACT

NW Oregon Area Commission on Transportation

January 11, 2018
Scappoose Fire Station
Scappoose, OR

The meeting was called to order by Henry Heimuller, Chair. The following members and guests attended. Welcome to Mike Russell, Columbia County's new Roadmaster. Replacing retiring Dave Hill.

Bill Baertlein—Tillamook County Commission

Mike Borresen—Washington Co Citizen-at-Large

Michele Bradley—Port of Tillamook Bay

Bob Brajcich—City of Clatskanie

Brett Estes—City of Astoria

Val Folkema—Port of Garibaldi

Sally Harrison—Former Vernonia Mayor and
Vernonia Voice Publisher

Jeff Hazen—Sunset Empire Transportation Dist

Henry Heimuller—Columbia County Commission

Tony Hyde—Knife River

Bill Jablonski—ODOT

Michelle Jenck—Tillamook Co Citizen-At-Large

Marsha Kirk—City of Banks

Kathy Kleczek—Sunset Empire Transportation Dist

Chris Laity—Tillamook County Public Works

Dale McDowell—City of Seaside

Patrick McIntire—Tillamook County Private Citizen

Excused: Doug Hayes, Senator Johnson, Bruce Jones

Arla Miller—ODOT Public Transit

Paula Miranda—Port of St Helens

Josette Mitchell—Vernonia City Manager

Lisa Nell—ODOT Region 2

Ken Pearrow—Cascades West COG

Jennifer Purcell—NW Regional Solutions Team/DEQ

Mike Russell—Columbia County Roads

Ken Shonkwiler—ODOT

Frank Spence—Port of Astoria

Lisa Strader—ODOT ADA Implementation

Gary Stockhoff—Washington County

Dave Sukau—City of Scappoose

Jerry Taylor—City of Manzanita

Lianne Thompson—Clatsop County Commission

Dave True—City of Clatskanie

Suzanne Weber—City of Tillamook

Lonny Welter—Columbia County Roads

1. Welcome and Introductions—Chair Heimuller opened the meeting. Members and stakeholders introduced themselves.
2. NWACT Minutes and Updates
 - Approval of November 9, 2017 Minutes—Approved unanimously. (KK/MB).
 - Public Comment
 - Vernonia: Sally Harrison and Josette Mitchell. Concern about a deficient bridge in Vernonia on Hwy 47. Handed out an engineering report of the bridge. On the STIP for inspection this year, for some work done in 2021—2022. Concern that the deficiencies are too fundamental for small repairs. Also located at a dangerous intersection, signs have gotten knocked down 3 times in the last year. During flood events, debris gets lodged underneath. Critical bridge for emergency transportation, connecting both sides of Vernonia. If deemed a safety issue, cost to the State isn't as high as just doing a replacement. Question: What is the process? How can the public find out what the repairs/replacement are going to happen. Response: ODOT has a new STIP website that can be accessed and get information. ACTs are typically a resource for airing and hearing about concerns. Lisa Nell suggested getting together with Sally H. Lisa will look at where the bridge is on ODOT's bridge index. Sally—Has been on the STIP for replacement, but nothing has happened.
 - Bio-Swells in the City of Tillamook: Michelle Jenck. Really restrict turning radius. In Tillamook County, lots of trucks, long RVs, boat trailers. Understand the purpose of bio-swells, but it difficult to understand use, even if the model indicates their effectiveness for run-off. Comment is informational for future development, understand no more changes can be made to the Tillamook project.
 - Region 2 ODOT Update—OTC approved the funding allocation for the 2021—2024 STIP. Includes a number of programs that allow projects which fit local concerns and come through the ACTs while also preserving resources for Fix-It projects. OTC is providing a lot of direction

to ODOT, including having ODOT Director report directly to the OTC. Established a Continuous Improvement Advisory Committee, looking at ODOT's performance ongoing. Developing a Strategic Business Plan, clarifying goals and activities that will help meet performance measures. Still seeking a new crew manager and assistant project manager. Hired Bill Jablonski's replacement—Garland Sandell. Difficult to find qualified, licensed candidates. ODOT has a new Winter Driving Guide out.

Bill Jablonski—Manzanita culvert replacement is complete. Hwy 53 finished bridge replacement. Phase 2 Megler Bridge painting is complete for a couple of summers. Astoria signal improvements coming up, as are Clatskanie rockfall improvements, Beaver Creek curve on Hwy 101 in south Tillamook County, design work for repaving of Hwy 101 between Hwy 26 and Dooley Bridge. A bigger fix will occur later, after looking at analyzing potential solutions. NWACT member concern about future safety. Farmer Creek bridge on Hwy 47 will be replaced this Summer, with Timber Rd the detour. Clatskanie will be getting a flashing beacon for a pedestrian crossing. Arch Cape Tunnel upgrades this Summer. Nighttime work. Millard and Bennett Rd intersections in St Helens under design.

Ken Shonkwiler—Tillamook TSP first citizen advisory meeting, and public outreach meeting in February. City of Warrenton second outreach event occurred last month. Closing in on identifying solutions. About to kick off Hwy 101 bike route study. Pitch points, safety issues, how to improve bicycling access, including connecting up with the NW Connector transit system.

Henry Heimuller—Sits on a Public Transit Funding Rules Advisory Committee. Transit taxes are collected by employers, which is a problem for Columbia County with such a large out-commute. Also a concern that ACTs don't have a lot of input into the discretionary public transit funds/projects that are funded in the counties. Can make decisions more complicated. With new funding, transit is no longer eligible for Connect funding. At a minimum, NWACT transit members would like to bring projects to the full NWACT for support. Important to get local input into the needs for public transit, important for ACTs to provide its educational and public information function in getting the word out about public transit projects and funding. The group asked Henry to go back to the Rules Advisory Committee to request that ACTs have a role in reviewing projects and funding.

- Columbia County Transportation—Mike Russell provided the report. County has 540 miles of roads, a majority is gravel roads. About 6 miles of pavement patching occurred last year using recycled asphalt at about a 30% cost reduction. Normal maintenance is a major component of work plan, with emergency repairs also significant to the budget and staff.

3. ODOT ADA Implementation Requirements

In the recent past, ODOT was sued for lack of ADA compliance (curb ramps, pedestrian signals, work zones), and since then have updated a transition plan and inventory of the ADA access. Out talking to local communities. Changes implemented over the last year include: Curb ramps need to be brought up to compliance on most projects, both new construction and maintenance; hired an Accessibility Consultant (3rd party); increased emphasis on accessible routes through all work zones; added a comments, needs and questions process for public input; annual reports must be prepared and published; and, all curb ramps on State highways must be remediated within the next 15 years. There is a design exception process when a ramp modification can't be fully implemented because of topography of the road itself. Temporary Pedestrian Access Route Plans are now developed for pedestrian safety in a work zone. All public agencies with 50+ employees are required to have Transition Plans for implementing ADA accessibility. Work by local agencies along State highways must follow ODOT's new ADA guidelines. The Public Transit Advisory Group is also looking at ADA accessibility for public transit.

4. ODOT STIP Website

Ken went through the new website where people can check project status, sign up for email updates. Video on STIP could be useful for public information outreach. 2021—2024 STIP timing is being

worked on by the OTC. Specifics about each STIP project is on the website, including being able to sign up for alerts about each product. Looking at projects can also be accessed from a Google Map showing all projects.

5. FLAP Application RFP

Eligible projects are those adjacent to, or providing access to federal lands. Co-apply with ODOT if on State project. Minimum \$100,000 application, 10% match. Research, planning, construction, maintenance, transit. Capital improvement, enhancement, preservation, safety, research. BLM land qualifies. Webinar on January 18th. Contacts are on the FLAP handout.

6. Other Business

- NWACT 2018 Officer Slate—No new nominations were received for NWACT's Officer Slate since the Nominating Committee proposed Henry Heimuller, Chair; Lianne Thompson, Vice-Chair, and Suzanne Weber, Second Vice-Chair at the November 2017 NWACT meeting. NWACT members unanimously approved the proposed slate. (DM/MK)
- NWACT 2018 Work Plan—Mary provided a draft Work Plan. Members were encouraged to pass on topics or types of information they and their respective constituents/stakeholders would like to hear or learn about. Lisa will also look at what the other ACTs are proposing for potential topics to bring to NWACT. Freight Mobility and Commodity Flows on the draft NWACT 2018 Work Plan was of interest to multiple NWACT members. Discussion included:
 - Handling of road closures, including timing, how long, emergency and planned. Managing impacts on open highways when one highway is closed.
 - Postings on ODOT's TripCheck are sometimes delayed. Active 911 is an alert system, but includes more than just highway alerts. Facebook is also an excellent resource as long as those posting accidents also contact 911 or highway patrol.
 - Hwy 101—What is the broader system for emergency routes, life line and emergency procedures. Hwy 101 is the only route north and south for much of the North Coast, and transportation to and from the valley is limited to only 3 routes. Traffic surges from the greater Portland area and the Coast's tourism economy can double or triple the population on the North Coast.

7. Member Updates

- Western Washington—Transferring Cornelius Pass over to ODOT. Still encouraging maintenance to continue during the transition. Adding a signal at Cornelius Pass and Germantown roads, closing second intersection.
- Banks—Has gotten approval to update Hwy 47 intersection at Shell Station. Roundabout and signals are being considered. ODOT would be interested in hearing more about the project. Follow up with Bill Jablonski. Rail banking has been a part of the discussion in the past.
- Seaside—Thanks to ODOT for assisting with Ave U bridge damage inspection, handled very quickly.
- Astoria—Interested in hearing more about fuel taxes that will be coming to the counties for the FY 2018—2019.
- Hwy 47 Striping—ODOT is looking at design, working on a solution.
- Sunset Empire Transportation District—Appointed a new board member. Continuing to work on a feasibility study with Columbia County on combining the two transit systems.
- Tillamook County—Kalkhoven for Lohman bridge. Looking at an alternative because Lohman name is already commemorative.
- Tillamook County—Fuel cost is hitting local truckers.
- Scappoose—Couple of road projects starting out at the airport. On standby for weather events. Gearing up for Summer. Finding NWACT very helpful.

- Lewis and Clark bridge—Ken at Longview/Kelso/Rainier MPO will send information on work that will be done on east side of the bridge.

Recorded: Mary McArthur, Staff

Henry Heimuller, Chair

DRAFT

NWACT Membership Board Member Responsibilities

NWACT members and alternates are responsible to all stakeholders in Clatsop, Columbia, Tillamook and western Washington counties.

Major Duties of NWACT Members:

1. Determine NWACT's mission and purpose, and ensure work activities support the ACT's primary roles.
2. Provide a forum to advance public awareness and understanding of the region's transportation issues: Communicate transportation issues to and from the general public, serve as a communication link between the shareholders representing and NWACT.
3. Work to understand the needs and proposed transportation projects of all communities with NWACT.
4. Prioritize area modernization project recommendations for the Developmental STIP and Construction STIP.
5. Make recommendations to ODOT, regarding special funding opportunities and programs.
6. Communicate and coordinate regional priorities with other organizations. Consider all modes of transportation (road/rail/water/air) in developing long-term transportation requirements and priorities.
7. Advise on ODOT corridor plans, or local transportation system plans (TSPs).
8. Advise the Oregon Transportation Commission (OTC) on State and regional policies, affecting the transportation system.

NWACT Membership Board Member Description

Board Member Description:

- Commit to a two-year term of service
- Regularly attend NWACT meetings, and if unable to attend, ensure alternate attendance. Members are expected to RSVP within 72 hours of a meeting, if unable to attend. Meeting notices will be emailed, and a RSVP can be sent via email. It is expected that the primary voting member will attend consistently and not regularly substitute his or her alternate. Primary member and alternate attendance is tracked by NWACT staff, and provided to NWACT at each meeting. Attendance is reported to county commissions quarterly.

Should a member be absent from three (3) consecutive meetings, NWACT shall notify the represented jurisdiction and encourage more active participation. In such an event, the represented jurisdiction may choose to make a replacement appointment at any time.

- Be prepared for meetings and ready to participate in Board discussions. Members are expected to have read packets prior to a meeting and have consulted with constituents if necessary. If a member brings a topic to NWACT for discussion, advance materials need to be provided, or enough copies of the materials for all members must be brought to the meeting.
- Participate actively in NWACT work
- Be on time for meetings
- Disclose conflicts of interest prior to participation in any discussion or deliberation. Members with a conflict of interest will not participate in voting.
- Take part on sub-committees
- Use proper decorum in meetings (no side conversations, be recognized by the Chair before speaking)
- Participate at NWACT-sponsored public events
- Report to individual constituencies content of NWACT discussions and decisions. Report interests of constituencies to NWACT for the overall benefit of the area
- Volunteer for and willingly accept assignments and complete them thoroughly and on time
- Get to know other Board members and build a collegial working relationship that contributes to consensus
- Be an active participant in the NWACT's annual evaluation and planning efforts

Note, cell phones and beepers are to be turned off during meetings, except in emergency standby situations

The NW Oregon Area Commission on Transportation complies with the Americans with Disabilities Act (ADA). Those needing special accommodations including a sign language interpreter to attend a meeting, complete agenda packet, or additional information, can contact NWACT at (503) 228-5565 or send an e-mail to mbmcarthur@comccast.net at least 48 hours prior to the meeting. Alternate formats available upon request.