

**Valley County Road Advisory Board
Valley County Commissioner's Chambers
Meeting Minutes
July 7, 2021**

Members present - Ed Allen, Steve Hull, Paul Hefner, Gary Swain, Lorraine Munn

Nonmembers included – Jeff McFadden, Commissioner Sherry Maupin, Mary Rosen

Meeting was called to order by board chair, Paul Hefner at 2:15 pm.

Approval of meeting minutes from June 2, 2021: Lorraine Munn made a motion to approve June 2 meeting minutes, Ed Allen 2nd. All approved and motion passed.

Public Information: Jeff reported that the banners which he had made for staking adjacent to current projects are being used at each site. Lick Creek Road will be closed at Zena Creek starting Monday, July 19th through 29th for bridge replacement. East Fork will be improved at the same time. Jeff will get information distributed to businesses in Warren and Yellow Pine, Forest Service, and others.

Update on External Communication: Communication Plan from McKenzie Kraemer will be presented in front of Commissioners on July 26th.

Current Budget/Capitol Improvement Plan: Commissioner Maupin presented the current budget along with previous 2 years. Board discussed budget items and project priorities. Jeff stated that his department can do maintenance and will contract out for construction projects. Bids will need to be put out this summer for 2022 construction. Gary asked if Roads was fully staffed, and Jeff stated that they were, but the summer positions have been hard to fill. Discussion was held on salaries and housing. Commissioner Maupin explained the new CIP process. Three equipment items were submitted by Road & Bridge Department and rated as critically needed and were the top three projects submitted. Gary stated that you could remove the road grader from the CIP list by rolling it onto the new lease.

Break: 3:45 pm. Meeting resumes: 3:55 pm.

Carry Over vs Grant Possibilities Match: Board continued discussion on budget constraints and carry funding for construction projects, maintenance, and grant match.

Paul Hefner made a motion to recommend that 2.5 million dollars of the "carry over" funding be implemented by the Valley County Road & Bridge Department. Projects should be prioritized based on most valuable locations as determined by Jeff McFadden. Ed Allen seconded the motion. All approved. Motion carried.

Software Demo: Commissioner Maupin demonstrated the new software (Fix It) which is being rolled out for the Road & Bridge Department.

Paul stated that next month the board will discuss back country roads. Gary had a question about personnel and accountability, also wondered what condition of other inventory such as shops and other buildings. Need a full inventory so able to make informed decisions on where the priorities are. Jeff stated that they were making progress and there was always room for growth within the department. Added tracking devices to snowplows so that public can look online for exact locations.

Gary Swain made a motion to adjourn. Paul Hefner 2nd. All approved. Meeting closed at 4:56 pm.