

**REVISED 4-21-2017**

STATE OF NEBRASKA

Minutes of the  
Board of Public Roads Classifications and Standards

January 20, 2017

Nebraska Department of Roads'  
Central Headquarters Building Auditorium, Room 139A  
1500 Highway 2, Lincoln, Nebraska

Meeting and Hearings Notices:

- Statewide news release emailed and posted on Nebraska Department of Roads' website January 13, 2017.
- Event posted on State of Nebraska website (Public Meeting Calendar) January 13, 2017.
- Tentative agenda emailed to each board member and interested persons January 13, 2017.
- Meeting agenda kept current and on public display in Liaison Services Section, Room 123B, Nebraska Department of Roads, 1400 Highway 2, Lincoln, Nebraska.
- Meeting agenda posted in the main entrance of the Nebraska Department of Roads' 1500 Highway 2 building, January 20, 2017.

Board members present:

Roger Figard, Lincoln, Chairman  
James A. Litchfield, Wakefield, Vice Chairman  
LeRoy G. Gerrard, Stromsburg  
Barbara Keegan, Alliance  
John F. Krager, Omaha  
Lisa Kramer, Kennard  
Mick Syslo, Lincoln  
Darold E. Tagge, Holdrege  
David Wacker, Hastings  
Timothy W. Weander, Omaha  
Edward R. Wootton, Sr., Bellevue

Board members absent: none

Staff members present:

LeMoyne D. Schulz, Board Secretary & Highway Local Liaison Coordinator, NDOR, Lincoln  
Barbara Hasterlo, Office Associate, Liaison Services Sect., Nebraska LTAP/NDOR, Lincoln  
Dennis R. Smith, Program Coordinator, Liaison Services Sect., Nebraska LTAP/NDOR,  
Lincoln.

Others in attendance:

Jodi Gibson, Materials and Research Division, Highway Local Project and Research  
Administration, NDOR, Lincoln  
Erich Strack, Government Affairs Office, Legislative Coordinator, NDOR, Lincoln  
Jason Moore, Beatrice City Street Superintendent

Jim Wilkinson, P.E., Yankee Hill Solutions, LLC, Lincoln, NE

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Chairman Figard called the meeting to order at 9:00 a.m. The meeting was open to the public.

\* \* \* \* \*

Chairman Figard made the following announcements in compliance with the Open Meetings Act.

- A copy of the Open Meetings Act is available for inspection and is posted by the entrance to this room.
- The Meeting Agenda and a copy of all materials that were provided to the Board Members, prior to the start of this meeting, are available on the table by the entrance to this room.
- A sign in sheet is available. Visitors are not required to sign, but are encouraged to do so.

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Mr. Schulz noted the following changes from the originally published agenda:

Additional: 2016-2017 Annual Reports received, reducing the number of delinquent county reports to two (2), and reducing the number of delinquent municipal reports to 52.

Additional: 2017 One- and Six-Year Plans received.

\* \* \* \* \*

Mr. Weander moved to approve the October 28, 2016 meeting minutes. Mr. Wootton seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Litchfield, Tagge, Syslo, Wacker, Weander, Wootton and Figard voted YES. The motion carried.

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The board considered the 2015 – 2016 Standardized System of Annual Report revised Forms 1 and 2 for Scotts Bluff County. The revised NBCS Forms were amended on November 4, 2016, and received on November 4, 2016.

Mr. Tagge moved to **accept** the corrected Scotts Bluff County 2015 – 2016 SSAR, Forms 1 and 2. Mr. Wootton seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Litchfield, Tagge, Syslo, Wacker, Weander, Wootton and Figard voted YES. The motion carried.

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The board considered the status of the submission of the 2016 – 2017 Standardized System of Annual Reports.

- A total of 91 county, 476 municipal and the Nebraska Department of Roads' reports have been received.
- Twelve (12) county reports are recommended for acceptance.
- Twenty-four (24) **municipal** reports are recommended for acceptance:
- The Nebraska Department of Roads' Report is recommended for acceptance.

- Two (2) counties reports are delinquent since November 1, 2016: Jefferson and Seward.
- Fifty-two (52) municipalities have not submitted a Report. The reports have been delinquent since January 1, 2017.

Mr. Wootton moved to accept the Status Report of the Standardized System of Annual Reports for 2016 – 2017 as presented. Mr. Krager seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Litchfield, Tagge, Syslo, Wacker, Weander, Wootton and Figard voted YES. The motion carried. (*Attachment #1*)

\* \* \* \* \*

The board considered the Initial Status of the submission of the 2017 One- and Six-Year Plans.

1. A total of one (1) county and 19 municipal plans have been received.
2. One (1) county One-and Six-Year Plan is recommended for acceptance.
3. Nineteen (19) municipal One- and Six-Year Plans are recommended for acceptance.

Mr. Wootton moved to accept the Status Report of the 2017 One- and Six-Year Plans as presented. Mr. Krager seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Litchfield, Tagge, Syslo, Wacker, Weander, Wootton and Figard voted YES. The motion carried. (*Attachment #1*)

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Mr. Smith gave a brief report on the review of the recently filed OneAndSix Plans and the County Standardized System of Annual Reports. Chairman Figard considered a recommendation that the board needs to be more formal in accepting the SSAR and One- and Six Forms, by sending a letter of acknowledgement to the municipalities and counties.

\* \* \* \* \*

The board considered the City of Beatrice One- and Six-Year Plan revision adding City Project Nos. M-139(1-20) and M-139(1-21) to the 2016 One-Year Plan. A copy of City Resolution No. 5976, adopted November 7, 2016, was received from the appointed City Street Superintendent on November 18, 2016. Mr. Moore presented the request.

Project No. M-139(1-20) consists of asphalt surfacing on an existing asphalt surfaced Local Street. The estimated cost is \$56,400 (City Funding).

Project No. M-139(1-21) consists of concrete surfacing on an existing Local street. The estimated cost is \$106,500 (City Funding).

Mr. Wootton moved to accept the City of Beatrice revisions. Mr. Wacker seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Litchfield, Tagge, Syslo, Wacker, Weander, Wootton and Figard voted YES. The motion carried.

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The board considered the City of Schuyler One- and Six-Year Plan revision adding City Project Nos. M-534(179) and M-534(215) to the 2016 One-Year Plan. A copy of a City Resolution, adopted November 1, 2016, was received from the appointed City Street Superintendent on November 4, 2016. No one was present to present the request.

Project M-534(179) is for grading and concrete surfacing on an existing Local street. The estimated cost is \$98,000 (City Funding).

Project M-534(215) is for grading and concrete surfacing on an existing Local street. The Hydraulic Analysis is pending. The estimated cost is \$194,000 (City Funding).

Mr. Wootton moved to accept the City of Schuyler revisions. Mr. Tagge seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Litchfield, Tagge, Syslo, Wacker, Weander, Wootton and Figard voted YES. The motion carried.

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Update on revision of 428 NAC 3, Annual Reporting of One- and Six-Year Plans and 428 NAC 4, Standardized System of Annual Reporting Regulations. Chairman Figard reported that the Governor and NDOR Director Schneweis are stream-lining state agencies to be more customer friendly. Director Schneweis sees value and purpose in the NBCS and suggested the board restate their mission and have a strategic plan in place for the future. In creating a mission statement of defining the board's purpose and direction, the board will include the work that has already been done, including the updating of the Minimum Standards; revising the NBCS Forms; and revising the OneAndSix Plan and SSAR regulations.

The board's vision/mission statement will most likely consist of four or five statements. Once the board is comfortable with these statements, the information will be presented to the NDOR Director. The board will continue to work on the changes to the OneAndSix and SSAR.

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Chairman Figard announced the biennial Election of Officers as the next item of business (*terms commencing at the conclusion of today's meeting*).

Nominations were opened for Chairman. Mr. Wootton nominated Mr. Figard. Mr. Wacker seconded the motion. Mr. Wacker moved that nominations cease and that a unanimous ballot be cast. Ms. Kramer seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Litchfield, Syslo, Tagge, Wacker, Weander, Wootton and Figard voted YES. The motion carried. Mr. Figard was elected Chairperson for a two-year term.

Nominations were opened for Vice Chairperson. Mr. Wootton nominated Mr. Litchfield. Mr. Gerrard seconded the motion. Mr. Wootton moved that nominations cease and that a unanimous ballot be cast. Mr. Gerrard seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Syslo, Tagge, Wacker, Weander, Wootton and Figard voted YES. Member Litchfield abstained. The motion carried. Mr. Litchfield was elected Vice Chairperson for a two-year term.

Nominations were opened for Secretary. Mr. Tagge nominated Mr. Schulz. Mr. Wootton seconded the nominations. Mr. Wootton moved that nominations cease and that a unanimous ballot be cast. Ms. Keegan seconded the motion. Members Gerrard, Keegan, Krager, Kramer,

Litchfield, Syslo, Tagge, Wacker, Weander, Wootton and Figard voted YES. The motion carried. Mr. Schulz was elected secretary for a two-year term.

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Other business:

- Mr. Strack provided a state and federal Legislative Report.
- Discussion of 2017 Proposed Work Plan. Chairman Figard will work with Mr. Schulz, Mr. Wilkinson and Ms. Gibson on the board's mission and vision for the future.
- The board considered a schedule of meeting dates for 2017 and a tentative schedule for 2018. The 2018 dates, which will be subject to confirmation late in 2017, are for planning purposes.

Mr. Wootton moved to approve the schedule, as presented by staff. Mr. Krager seconded the motion. Members Gerrard, Keegan, Krager, Kramer, Litchfield, Tagge, Syslo, Wacker, Weander, Wootton and Figard voted YES. The motion carried. (See *Attachment # 2*).

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Mr. Schulz reported the following correspondence and general information.

- Board members received a copy of the handout and PowerPoint presentation given at the *Highway Superintendent's Winter Meeting*, held on December 15, 2017, in Kearney.
- Board members received a copy of the *Board of Examiners for County Highway and City Street Superintendents October 7, 2016 meeting minutes*.

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There were no Comments from the Audience.

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The next regular meeting will be held February 17, 2017 at 9:00 a.m., in the Nebraska Department of Roads' Central Headquarters Building Auditorium, Room 139A, 1500 Highway 2, Lincoln, Nebraska. (Note: On February 7, 2017, Chairman Figard cancelled the February 17, 2017 meeting for want of a sufficient agenda. The next meeting will be held on March 17, 2017. On March 6, 2017, Chairman Figard cancelled the March 17, 2017 meeting for want of a sufficient agenda. The next meeting will be held on April 21, 2017.)

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There being no further agenda items, Chairman Figard adjourned the meeting at 10:41 a.m.

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LeMoyne D. Schulz  
Secretary for the Board  
<http://www.transportation.nebraska.gov/gov-aff/gov-aff-main.html>

**For Agenda of**  
**BOARD OF PUBLIC ROADS**  
**CLASSIFICATIONS AND STANDARDS**

**JANUARY 20, 2017**

**STATUS REPORT 2016 - 2017 STANDARDIZED SYSTEM OF ANNUAL REPORTING**

1. 91 County, 476 Municipal and the Nebraska Department of Roads' Reports have been received.
2. 12 County Reports are recommended for acceptance: Boone, Furnas, Grant, Hooker, Keith, Madison, Nuckolls, Pawnee, Red Willow, Thomas, Wayne and Washington.
3. 24 Municipal Reports are recommended for acceptance: Abie, Adams, Ainsworth, Albion, Alda, Alexandria, Allen, Alliance, Alma, Amherst, Anselmo, Andsley, Arapahoe, Arcadia, Arlington, Arnold, Arthur, Ashland, Ashton, Atkinson, Atlanta, Emmet, Ponca, and Sprague.
4. The Nebraska Department of Roads' Report is recommended for acceptance.
5. 2 Counties have not submitted a Report: Jefferson and Seward. The Reports have been delinquent since November 1, 2016. Both counties have been notified of the delinquency.
6. 52 Municipalities have not submitted a Report: Alvo, Bee, Benkelman, Brule, Burton, Bushnell, Central City, Ceresco, Clearwater, Cowles, Crab Orchard, Crofton, Denton, Deweese, Douglas, Elk Creek, Foster, Fremont, Gering, Glenvil, Hadar, Harvard, La Vista, Maskell, Nehawka, Newcastle, Newport, Nickerson, Norfolk, Ogallala, Ohiowa, Orchard, Ord, Orleans, Palmyra, Roca, Royal, Rulo, Santee, Saronville, Scribner, Steele City, Stockham, Strang, Utica, Virginia, Wahoo, Waterbury, Weston, Whitney, Wisner, Yutan. The Reports have been delinquent since January 1, 2017.

**INITIAL STATUS REPORT 2017 ONE-AND SIX-YEAR PLAN SUBMITTALS**

1. 1 County and 19 Municipal One- and Six-Year Plans have been received.
2. 1 County One- and Six-Year Plan is recommended for acceptance: Dodge.
3. 19 Municipal One- and Six-Year Plans are recommended for acceptance: Alma, Anselmo, Arcadia, Ayr, Benedict, Brewster, Butte, Center, Dalton, Elsie, Eustis, Firth, Grand Island, Hazard, Lodgepole, Phillips, Surprise, Terrytown, and Weeping Water.

**For Information Only**

134 Municipalities are having their Highway Allocation Funds withheld by the State Treasurer for failing to file their FY2015 audit report with the State Auditor. All of the municipalities except South Bend filed by the November 2016 deadline. South Bend's May 2016 through October 2016 Highway Allocation Funds are being redistributed to the other municipalities in Cass County, ~~see the attached letter.~~

Avoca	Elm-Creek	Kenesaw	Merriman	South Bend
Brady	Fullerton	Lebanon	Mitchell	Stockham
Chadron	Gothenburg	Lewiston	Morrill	Verdigre
Clay-Center	Hamlet	Lindsay	Oakdale	
Clearwater	Harvard	Long-Pine	Pender	Attachment No. <u>    </u>
Duncan	Hemingford	Maskell	Red-Cloud	Page <u>  </u> of <u>  </u> Pages
Eagle	Holbrook	Meadow-Grove	Riverton	

**SCHEDULE OF MEETINGS**  
**BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS**  
**2017 – 2018**

-- Usually 3<sup>rd</sup> Friday of Month --

**Upon adoption the 2017 schedule is fixed; 2018 schedule is tentative.**

\* No meeting, unless one becomes necessary, in which case, it will be set no later than the prior meeting

\*\* Outstate meeting

Friday, January 20, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, February 17, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, March 17, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, April 21, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, May 19, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, June 16, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, July 21, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
*(Friday, August 18, 2017)	(9:00 a.m.)	(NDOR Auditorium, Lincoln)
Friday, September 15, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
**Friday, October 20, 2017	9:00 a.m.	(tba)
Friday, November 17, 2017	9:00 a.m.	NDOR Auditorium, Lincoln
*(Friday, December 15, 2017)	(9:00 a.m.)	(NDOR Auditorium, Lincoln)
Friday, January 19, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, February 16, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, March 16, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, April 20, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, May 18, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, June 15, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
Friday, July 20, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
*(Friday, August 17, 2018)	(9:00 a.m.)	(NDOR Auditorium, Lincoln)
Friday, September 21, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
**Friday, October 19, 2018	9:00 a.m.	(tba)
Friday, November 16, 2018	9:00 a.m.	NDOR Auditorium, Lincoln
*(Friday, December 21, 2018)	(9:00 a.m.)	(NDOR Auditorium, Lincoln)