

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

MONDAY, JANUARY 9, 2017

9:00 a.m. – Swearing in of elected County Commissioners

WEDNESDAY, JANUARY 11, 2017

4:00 p.m.

- Call meeting to order- Mike Gaughan, Vice Chair
- Election of Commission officers

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
- (b) Consideration for Dust Palliative Program for 2017 (Keith Browning)

REGULAR AGENDA

- (2) (a) Consider approval of Accounts Payable (if necessary)
 - (b) Appointments
 - Board of Construction Codes Appeals (1) position 12/15
 - Planning Commission (1) position to fill unexpired term
 - MPO Bicycle Advisory Committee (2) positions
 - (c) Public Comment
 - (d) Miscellaneous
- (3) Adjourn

WEDNESDAY, JANUARY 18, 2017 – (Light or cancelled)

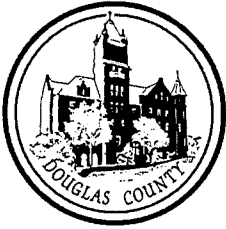
WEDNESDAY, JANUARY 25, 2017

- Consider approval of the County Energy Management Plan. (Eileen Horn)
- Receive report on the County's Sustainability and Energy Savings Fund and consider transfer of \$XXXXXX into Fund. (Eileen Horn)

WEDNESDAY, FEBRUARY 29, 2017

- Update on the DCHCC and Heritage Site Program (Jan Shupert-Arick)

Note: *The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and 6:00 P.M. for public items at the Douglas County Courthouse. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.*




DOUGLAS COUNTY PUBLIC WORKS

3755 E. 25th Street
Lawrence, KS 66046
(785) 832-5293 Fax (785) 842-1201
dgcopubw@douglascountyks.org
www.douglascountyks.org

Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer 

Date : January 5, 2017

Re : Consideration of Dust Palliative Program for 2017

It is desired to again make available a user-fee dust palliative program for county residents living adjacent to rock surfaced roads. In past years Douglas County has brokered this program with residents paying for the actual cost of material used plus an administrative fee to help absorb our inspection and administrative costs. Participants in the program are also charged a fee to help cover the cost of preparing the road for the dust palliative application.

Last year the material fee of \$1.00 per linear foot allowed for a total application rate of 0.40 gal/square yard (initial application of 0.30 gal/square yard followed by a second application of 0.10 gal/S.Y.), which is less than our target rate of 0.45 gal/square yard (the ideal rate is 0.50 gal/square yard). The material fee of \$1.00 per linear foot has not increased since 2009. In 2009, our cost for magnesium chloride was \$0.761 per gallon. It is anticipated the 2017 material cost for magnesium chloride will increase approximately 4% from the 2016 cost of \$0.94/gallon. The material fee also needs to cover the cost of applying water to the road in preparation for dust palliative treatment, which varies depending on moisture conditions and the availability of county equipment and personnel. In light of anticipated increased material costs and a desire to more closely meet target application rates, it is recommended to increase the material fee from \$1.00 per linear foot to \$1.05 per linear foot.

In 2012, we lowered the road preparation fee from \$0.60 per linear foot to \$0.40 per linear foot. Fees collected from properties on township-maintained roads are distributed to the appropriate township to help defer costs to prepare the road for dust palliative treatment. Road preparation fees are difficult to track as good cost data is not available from townships. This department's calculated road preparation costs are lowering significantly. Our calculated 2015 cost was \$0.15/l.f. The lower cost is due in large part to the fact that dust palliative treatment areas are parts of larger road segments that we work on typically in spring. We don't mobilize to prepare only a specific area for dust palliative. Rather, we work on larger road segments that contain the treatment areas. Therefore, we are not confident our records of employee time and material and equipment costs are properly allocated to individual treatment locations. In addition, the number of user-fee program palliative treatment locations on county maintained roads is very low. The great majority of locations are on township maintained roads. We recommend keeping the road preparation fee at \$0.40 per linear foot for 2017.

We were unable to determine accurate administrative costs for 2016 due to complications from a new time system implemented in 2016. We will work through issues with the new time system and attempt to accurately track administrative costs for 2017. Administrative costs were relatively high in the recent past, i.e. \$111.16 per applicant in 2015, \$100.50 per applicant in 2014, \$97.82 per applicant in 2013, and \$96.78 per applicant in 2012. In previous years, administrative costs were \$60.16 per applicant in 2011, \$83.86 per applicant in 2010, \$70.33 per applicant in 2009, and \$56.30 per applicant in 2008. Administrative costs vary according to various factors including the number of applicants, weather, and the contractor's supply of available tanker trucks for applying the dust palliative solution. While administrative costs have been higher in the recent past, we are not sure these higher costs will continue. We recommend keeping the administrative fee for the 2017 program at \$60.00 per applicant.

As in the past, we again propose requiring an additional fee for late applications. We typically have people submit applications following the application deadline, and we can usually accommodate them. However, there are additional county costs to accommodate late applications. We propose continuing a \$15.00 late fee for applications submitted between the submittal deadline and four business days prior to the bid opening date. Beginning four business days prior to the bid opening date, we will accept no additional applications.

As in previous years, we recommend soliciting alternate bids for both magnesium chloride and calcium chloride. It is anticipated that again this year magnesium chloride will be much cheaper. All the evidence indicates that, given identical conditions, magnesium chloride is just as effective as calcium chloride.

Assuming approval of this year's program by the BOCC, we intend to set an early-March deadline for residents to turn in applications to be included in this year's dust palliative program. Bid documents would then be prepared and distributed with a tentative late-March or early-April bid opening date. A bid recommendation would then be made to the BOCC, and the first application of the dust palliative would tentatively occur in early- to mid-May. A second application would be placed in mid-June.

The 2017 Road & Bridge Fund 201 includes funds to treat approximately 13 miles of rock roads. Rock road sections which have been previously stabilized require annual palliative treatment to minimize dust. There are also road sections requiring dust palliative due to safety concerns of limited visibility.

Action Required: Permission to continue brokerage of a user-fee dust palliative program with 2017 user fees set at \$1.45/linear foot (\$1.05/l.f. for dust palliative material and water, and an additional \$0.40/l.f. user fee to cover road preparation costs), plus an administrative fee of \$60.00 per applicant, plus a late fee of \$15.00 per application submitted after the deadline. Also, permission to advertise for bidders once the application process has been completed.