

SCANNED

BY: EM DATE: 3/26

APPROVED

BY: EM DATE: 3/12/24



**March 2024 LMSOA ROAD COMMITTEE REPORT**

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Mar 12, 2024

**DRAFT 2024 Road Committee Charter:** *To advance the sustainable repair and maintenance of LMSOA's roads. The Road Committee assists with LMSOA's road-related needs by providing expert guidance for the Board to help it make the best decisions possible with transparency to Membership.*

**List your committee's goals, objectives and open action items.**

Our initial goals and objectives are:

- Identify roads most in need of significant repair.
- Prove capabilities and personnel of member volunteers
- Create and enhance team culture and communication
- Open action items including gravel and asphalt roads
- Establish recurring, effective Road Committee meeting schedule, reports, and minutes.

**Describe action items that have been completed.**

Action items:

- 3/5/24 held upgraded meeting w/ new earnest members of committee + board members. LMSOA Staff members on RC were unable to attend and shall attend going forward.
- Identified committee members from staff and volunteers; confirmed board liaisons
- Forged very fine volunteer culture and team sentiment
- Determined recurring Road Committee Meetings shall be held first Tuesday of the month from 5-7pm at the Office.
- Completed first set of meeting minutes
- Completed first road committee report using new form
- Aligned on the Road Committee framework and chain of command. See attached.
- Educated RC on Road Budget for 2023, 2024 and amount subsidized by General Fund.
- Scheduled group to look at Northeast and Paladin at 9am on Thur. 3/14.
- Updated road ranking criteria. See attached.

**Discuss action items that are currently in progress, or that require support or collaboration before they can move forward.**

Action items:

- Align on the first road RC will tackle. On Mar. 5, RC proposed Northeast Road has first priority due to objective road ranking criteria including serious need (later described by fire dept) for easier passage for public safety fire and EMS first responders. LMSOA Staff on RC suggested Paladin because it may not need culverts. Group to decide.
- On 3/14, tour the roads, Northeast and Paladin to see critical elements of preview such as vegetation overgrowth, buried utility lines, poorly placed or missing culverts
- M. Mowry to source equipment rentals, gravel base. Bring written quotes to meeting.
- Call 811 for spotting utilities and secure liability feature of their service.
- Board Liaisons to work on Volunteer Liability Forms to have by April RC Meeting.



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**Please include any additional comments, if any.**

Notes: RC discussed the possible need for additional equipment to be rented and/or purchased. Also discussed helping research asphalt and road base materials.

Action Items:

- RC Volunteers may research the following items and put forth written recommendations including why it is needed, and cost to purchase. The Project Manager, LMSOA Staff and Board will review.
  - Plate tamper and source for asphalt materials
  - Source dump trailer for base material shuttle
  - Hand tamper will serve to place asphalt patch material
- Find out where the county gets their asphalt material

**Attachments Required:**

- Committee Meeting Minutes
- Meeting sign in sheet attached
- Committee sign up sheet attached
- Other supporting documents to this report
  - Updated Road Ranking Criteria
  - Road Committee Framework and Budget

**Report Due Date:** All reports should be submitted to the LMSOA Board 3 business days before the scheduled meeting. Please email your report to [lmsoa@yahoo.com](mailto:lmsoa@yahoo.com).

**Board Liaisons:** Leon Wehr; Erin Massey  
**LMSOA Project Manager:** Maggie Schiender  
**Committee Members:**

1. Mike Wolford, Chair
2. Heather Mowry
3. Mason Mowry
4. Maggie Schiender (LMSOA Project Manager)
5. Randy (LMSOA Road Maintenance)

**Read at Board at Meeting:** March Monthly Board Meeting on 3/12.

**Submitted By:** Mike Wolford on behalf of 2024 LMSOA Road Committee on 3/11/2024

Road Committee Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_