

Professional Development

If you are interested in additional information regarding any of the referenced meetings and/or training sessions, please contact LHTAC at (800)259-6841 or lhtac@lhtac.org

Upcoming Calendar of Events

Date	Event	Location
December 13, 2014	LHTAC Quarterly Council Meeting	Boise, ID
January 21-24, 2014	Safety Fest Boise	Boise, ID
February 3-5, 2014	IAC Midwinter Legislative Conference	Boise, ID
March 14, 2014	LHTAC Quarterly Council Meeting	Boise, ID

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No.02

DECEMBER
2013

LHTAC
QUARTERLY
NEWSLETTER

LHTACTimes

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MUTCD has gone mobile!

One of the transportation industry's most heavily used publications — the Manual on Uniform Traffic Control Devices (MUTCD) — is available for the first time on Apple mobile devices through the American Road & Transportation Builders Association (ARTBA).

Published by the Federal Highway Administration (FHWA), the MUTCD defines the standards by which public and private transportation professionals install and maintain traffic control devices on all public streets, highways and bikeways, providing guidance on the types of shapes, colors, and fonts, and installation methods that should be used in road markings and signs, as well as standards by which all U.S. traffic control devices must conform.

Last issued in 2009 and containing updates through 2012, the MUTCD is updated periodically to accommodate the nation's changing transportation needs and address new safety technologies and control tools.

Reference:
www.betterroads.com



ROUNABOUT GETS GRAND OPENING TREATMENT

While officially introducing Lewiston to its first roundabout at a ribbon-cutting ceremony, Jerry Flatz dug deep into the 19th century for an appropriate quote.

In 1878, a British parliamentary committee said Thomas Edison's light bulb was "good enough for our transatlantic friends, but unworthy of the attention of practical or scientific men."

"When something is new, it's difficult," said Flatz, the federal aid area manager for the Local Highway Technical Assistance Council.

But Flatz predicted that once Lewiston gets used to its new traffic control fixture at the intersection of Snake River and Southway avenues, drivers will realize that it is as indispensable as the electric light. As they will love its benefits, including its increased safety and minimal maintenance costs, he said.

City Manager Jim Bennett said the \$2M project was executed perfectly, and construction was finished nearly a month early. The city is now geared up for its next roundabout at the intersection of Powers Avenue, Thain Road and 14th Street in the

Lewiston Orchards, Bennett said. "I use this every day, and it works just super," he said. "There's a few folks that will take a little bit of time to get used to it, but it's working really, really well."

Kevin Poole said that as an engineer and mayor of Lewiston, the project warmed both sides of his heart. He also noted the broad collaboration between city, state and federal governments, and the expertise of the private sector in bringing the roundabout to completion.

"A project like this doesn't happen with just one person and just one thing," Poole said. And Bryan Foote with Horrocks Engineers in Nampa commended the city for going in an innovative direction in the face of some public negativity.

With that, flaggers and Lewiston police closed the roundabout one last time. Ribbons were strung in turn across each of its three legs, and city councilors open it to the world.

Reference: Lewiston Tribune, October 2013

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Idaho Technology Transfer (T2) Center

Are you looking to take a specific class?

If you have 15* or more students to commit to a class and don't see it on an upcoming schedule call us today to request it. We can add additional classes to meet the needs of your group.

Call the T2 Center today to discuss your options.
208-344-0565

**Please note that minimum of 15 students is required for most classes but may vary based on the course.*

WINTER SAFETY TIPS From OSHA

Recognize the environmental and workplace conditions that lead to potential cold-induced illnesses and injuries.

Learn the signs and symptoms of cold-induced illnesses/injuries and what to do to help the worker.

Train the workforce about cold-induced illnesses and injuries.

Select proper clothing for cold, wet, and windy conditions. Layer clothing to adjust to changing environmental temperatures. Wear a hat and gloves, in addition to underwear that will keep water away from the skin (polypropylene).

Take frequent short breaks in warm dry shelters to allow the body to warm up.

Perform work during the warmest part of the day.

Avoid exhaustion or fatigue because energy is needed to keep muscles warm.

Use the buddy system (work in pairs).

Drink warm, sweet beverages (sugar water, sports-type drinks). Avoid drinks with caffeine (coffee, tea, or hot chocolate) or alcohol.

Eat warm, high-calorie foods like hot pasta dishes.

2014 Federal-aid Applications

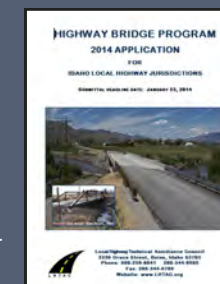


The 2014 Federal-aid Urban and Bridge applications have been mailed out to eligible Local Jurisdictions, and is posted on our website, www.lhtac.org.

There is no Federal-aid Rural application since they are only accepted every other year, effective June 2012.

Applications are due to LHTAC on Thursday, January 23, 2014 by 5 p.m. MST

Questions? Contact Scott Ellsworth at sellsworth@lhtac.org



GO PAPERLESS LHTAC TIMES

To receive this monthly newsletter electronically instead of by mail just send us an email request. to lhtac@lhtac.org





Safety Fest of the Great Northwest is beginning its 9th year of **FREE** 3 or 4 day training conferences available to the construction and general industry communities, as well as the Local Highway Jurisdictions to provide safety and health training to the Northwest Region's front line workers. This includes anyone who desires to improve the safety performance of their business!

FREE Training!

BOISE, ID

Dates: January 21-24, 2014
Location: URS Corp.
 Washington Group Plaza
 720 Park Boulevard
 Boise, ID
<http://www.safetyfest-boise.org>

POST FALLS, ID

Dates: February 18-20 2014
Location: NIC Workforce Training Center
 525 Clearwater Loop
 Post Falls, ID
<http://www.safetyfest-northernidaho.org>

TWIN FALLS, ID

Dates: March 25-28, 2014
Location: Southern Idaho College
 Fine Arts Building
 315 Falls Ave.
 Twin Falls, ID
<http://www.safetyfest-southernidaho.org>

EASTERN IDAHO

Dates: April 22-24, 2014
Location: Shoshone-Bannock Hotel & Event Center
 777 Bannock Trail
 Fort Hall, ID 83203
<http://www.safetyfest-easternidaho.org>

LEWISTON, ID

Dates: October 2014
Location: Watch for dates and more info!
 LCSC – Williams Conference Center
 500 8th Avenue
 Lewiston, ID 83501
<http://www.safetyfest-lewiston.org>

Save the Date

April 22-24, 2014

Eastern Idaho Safety Fest

Registration will open in February

Sample of possible classes being offered:

OSHA Recordkeeping, Defensive Driving, First Aid/CPR, Combustible Dust, DOT Reasonable Suspicion Training for Drugs & Alcohol, Forklift, Confined Spaces, Lockout/Tagout, Rigging, Welding Gas, Accident Investigation Training, ADA Compliance, Fall Protection, Z-10 VPP/ Safety Management, MUTCD/Work Zone Safety, VPP Road Map, Excavation/ Trenching, OSHA 10– hr Construction, Arc Flash, Human Performance, START Program, Flagger, Bucket Lift, Machine Guarding, HAZMAT, and Scaffolding.

Classes vary by location and instructor availability. For most up-to-date class lists visit the individual safety fest websites listed on this page.

For questions on any of the Safety Fest events contact:

Denise Shields
 Event Coordinator LHTAC Idaho T2 Center
 208-344-0565 dshields@LHTAC.org

THE SIGNIFICANCE OF THE ANNUAL ROAD AND STREET REPORT

BY LANCE HOLMSTROM, LHTAC ADMINISTRATOR

Submission of an Annual Road and Street Financial (Report) is a requirement to receive funding from state user fees through the Highway Distribution Account (HDA). The penalty for not submitting the Report is that the State Controller's office withholds funds to the local jurisdiction until the Report has been delivered to the Idaho Transportation Department. The Report is due on December 31st. Current and historic submissions of the Report can be found on ITD's website at <http://itd.idaho.gov/econ/UserRevenue.htm>

Local jurisdictions are annually allocated thirty eight percent of the HDA. In 2012 this amounted to \$118 million dollars.

Thirty percent of the local share is distributed to cities based upon their proportionate share of the statewide incorporated population.

Seventy percent of the local share is distributed to counties and highway districts. The distribution formula for county and highway districts has become known as the 10/45/45 rule. First, ten percent is allocated evenly to each county, which is then further subdivided to highway districts per the formula. HDA funds to those counties which include highway districts are distributed based upon the statewide share of local improved road miles and licensed vehicles in the county and highway district.

The entire description of the apportionment formula can be found in Chapter 7, Section 709 Idaho Code.

There are several common errors when filling out the Report. One example is to incorrectly assign labor costs for construction, reconstruction and maintenance to administration. Those costs should be assigned to the appropriate activities, including time spent by administrative staff on project specific activities. Administrative expenses are those that cannot be billed or tied to a specific activity or project and are considered overhead. A good example of overhead is time spent by staff and elected officials to conduct official meetings.

Another common error is to include all Federal Highway Administration (FHWA) funds as revenue. Generally, such funds are a pass through and are not deposited in the local jurisdictions account. Instead, these funds usually require a match between 7.34% and 20% and should be considered as expenditure. In some circumstances, a local Federal-aid project may be considered revenue if direct reimbursement is provided. Contact LHTAC if you are currently involved in the FHWA design process and we will provide a complete breakdown of FHWA revenue. However, the value of the constructed asset should be included in the Government Accounting Standards Board 34, as required by the annual independent audit under Idaho Code.

In 1996, a question (# 65) was added to the report to identify specific future local projects. The goal is to highlight funds reserved or being saved for necessary projects in the future. This effort helps to clarify actual funds carried over and available for general operations and maintenance.

In 2010, questions were added to the report on output (called Reporting Measures). These questions grew out of the discussion and evaluation undertaken by the "Governor's Task Force on Modernizing Transportation Funding in Idaho". The objective is to identify productivity and efficiency of local highway jurisdictions in their use of scarce state funds.

Reporting Measures added include, lane miles of new construction, lane miles of reconstruction, square feet of bridge construction, square feet of bridge deck reconstructed, lane miles seal coated, and lane miles graded.

In summary, the Report can be an indispensable and effective management tool to improve decision making and improve efficiency if completed accurately. Elected officials responsible for road construction, maintenance and safety can evaluate how funds are being expended on essential activities and make necessary changes when appropriate.

Who is LHTAC?

Local Highway Technical Assistance Council (LHTAC) was established in 1994 to represent Idaho cities, counties, and highway districts with transportation needs. LHTAC is funded by a small portion (approximately 1/3 %) of the local highway's share of the state's Highway Distribution Account, and is governed by equal representation of city, county, and highway district elected officials from all corners of the state.

ISPWC

Idaho Standards for Public Works Construction (ISPWC) is a publication that is maintained and updated by a committee. LHTAC serves as the clearing house for this publication, selling the manual and answering any questions on the standards.

Idaho

T2 Vision

We will enhance the capability of highway agencies to provide a quality, safe, efficient, and environmentally sound transportation system.

Idaho

T2 Mission

To provide training and technical assistance that meets the needs of highway jurisdictions in Idaho and promotes best practices in an efficient and effective manner through strong partnerships and effective communications.

The staff of the Idaho T2 Center would like to invite you into our website to learn more about how the program can assist you as a Local Highway Jurisdiction and/or user of the state transportation system.



2013 T2 Center Road Master Recipients

The Idaho Road Scholar Program recognizes local road professionals in Idaho.



Tom Duffy
Blaine County
Road & Bridge



Gene Dethman
Rich Dimmick
Steve Schulte
Darin Ery
Roy Bremenour
City of Moscow
Street Department



Sissy Wallace
City of McCall



Kevin Howard
Worley Highway District

How to Enroll...

Q: I'm interested in your Road Scholar/Road Master program how can I enroll?

A: Enrolling is easy! Send an email to idahot2@lhtac.org and provide the participant's first and last name, work address, work phone number and email address (all information is required). If they do not have an email address, please provide the email address of their supervisor or clerk.

You will be officially enrolled in the program as of that date and will have four years to complete the Road Scholar Level I. Once you have completed Level I you can choose to participate in the Road Master Level II. You will then have another four years to complete Level II.



129,000 Pound Local Truck Route

Suggested Local Procedure:

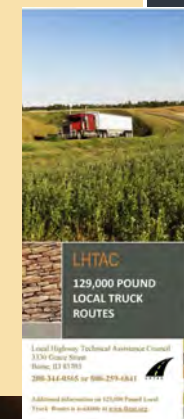
1. The LHJ receives a request for a 129,000 Pound Route; either directly or through ITD.
2. If the LHJ has engineering staff, they will review the proposed route and make a preliminary determination on meeting engineering and safety standards, if the engineering information exists. If the information does not exist, the LHJ will prepare a cost estimate to acquire and analyze the information. The LHJ may request the applicant to deposit such sums to begin the analysis or require the applicant to prepare the analysis for local review. The jurisdiction having roadway authority shall analyze the safety and feasibility of adding such a route in accordance with Idaho Code 49-1004A(2). If the requestor declines to provide funds to study the route their request may be denied.
3. The LHJ Engineer shall present their findings and preliminary recommendation to the governing body in a public meeting. If conditions per Idaho Code 49-1004A(2) are not met, the governing body may deny the application and notify the applicant.
4. If the proposed local route meets engineering and safety standards, the LHJ shall then publish notice and schedule a public hearing in accordance with Idaho Code 49-1004A(3) including a transcript of oral testimony.
5. The LHJ's Engineer's findings and the Public Hearing testimony are presented to the LHJ's governing body for action.
6. The LHJ will issue findings and a decision in the form of a resolution.
7. The LHJ will notify the requestor of the decision and notify the ITD including a map of the route, if approved.
8. If the route is approved, the LHJ shall issue an annual permit for each truck.

Additional information on 129,000 Pound Local Truck Routes is available at www.lhtac.org

Idaho Code

49-1004A(4):

"An annual special route permit authorizing travel on designated routes shall be issued by the board or may, in its discretion, be issued by a local public highway agency for operation of vehicles with a legal maximum gross weight of at least 105,500 pounds but not exceeding 129,000 pounds. Such routes on non-state and non-interstate highways shall be determined by the local highway agency for those roads under its jurisdiction. No local public highway agency shall approve a route which provides a thoroughfare for interstate carriers to pass through the state."





COOPERATIVE EFFORTS

To assist Idaho's Local Highway Jurisdictions (LHJs) in a quest to expand the number of shared resources and cooperative efforts, your Local Highway Technical Assistance Council (LHTAC) is looking to collect and publish examples of these types of projects from around the state and offer a closer look to develop and improve on these efforts.

It's no secret that LHJs often run on limited budgets and resources. Most would agree that sharing resources on a voluntary basis often makes sense, and that efforts to expand the number and variety of cooperative efforts should be encouraged.

We are looking to collect data on the spectrum of cooperative arrangements used by your LHJ. By taking this quick **3 minute survey** it will help LHTAC collect rough numbers on the efforts in your area. This survey can be done online at www.LHTAC.org or filled out and mailed to:

LHTAC
3330 Grace Street
Boise, ID 83703

Please have your survey completed by January 3, 2014. At that point we will be following up to collect more specific data and compile the information. Descriptions and pictures are highly encouraged at that point.

With this information we plan to develop a snapshot of consolidated activities among LHJ's to use a resource to help encourage this type of work in the future.

2013 T2 Center Road Scholar Recipients



**Matt Dilworth
Greg Peterson**
Blaine County Road & Bridge



Steve Pemberton
Canyon Highway District #4
With Laila Kral (T2 Manager)



**Larryglenn Swift
Russell Dean**
City of McCall



Weston Hawkes
Oakley Highway District
With Laila Kral (T2 Manager)
Not pictured Gilbert Hunter
Vince Cooper



**Scott Hitt
Dallas Erickson**
Raft River Highway District



**Kirk Teske, Chad Cherry, Scott Mace, Brandon Ricks,
Nick Rowbury**
Fremont County Road & Bridge



Kenny Spencer, Brian Lancaster, & Jason Whited
Twin Falls Highway District



Charles Brooks
Wendell Highway District
With Laila Kral (T2 Manager)



LHSIP

2014-2015

Projects

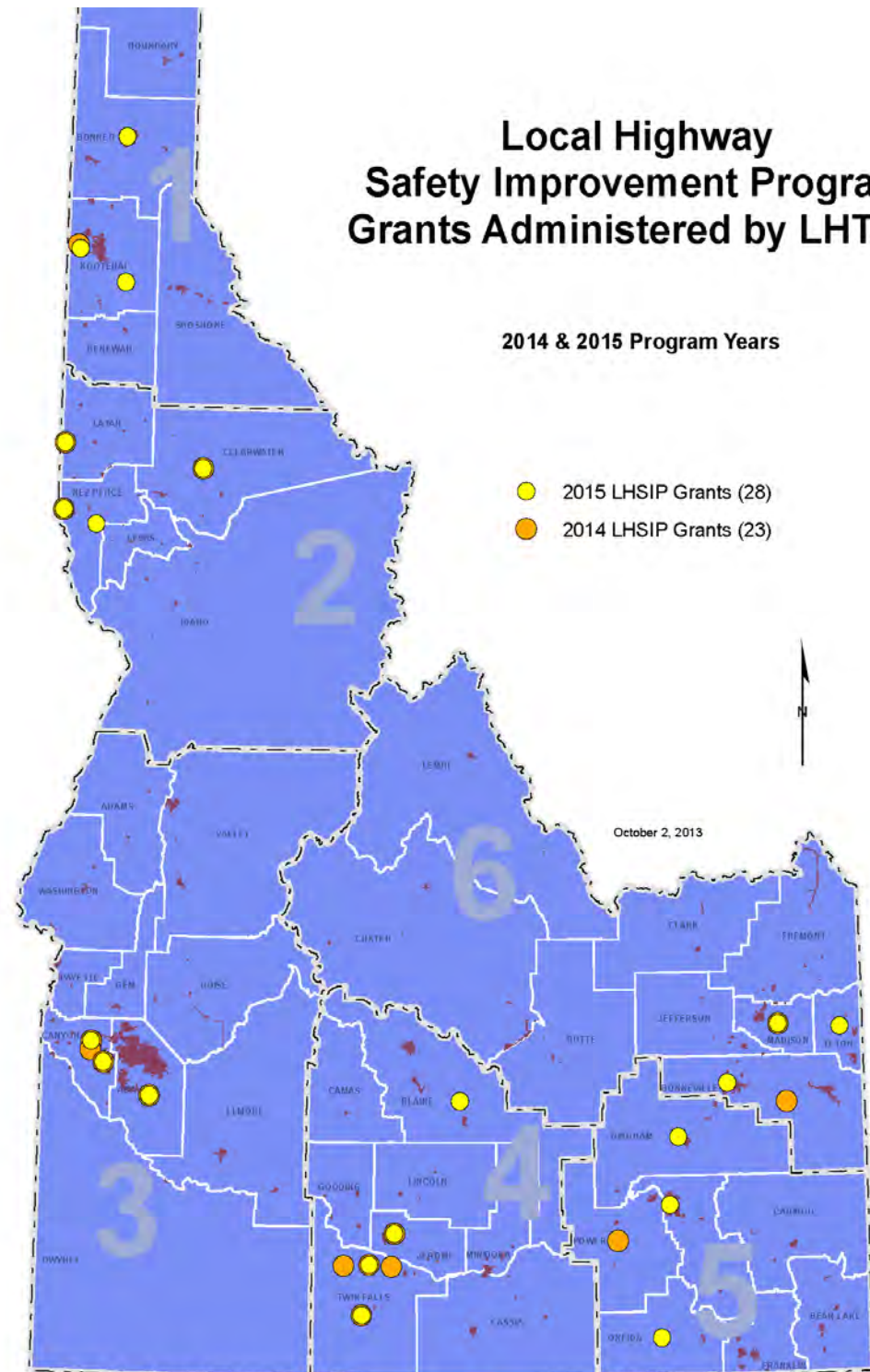
Beginning in fiscal year 2014, approximately \$3.7 million dollars has been allocated in the Idaho Transportation Improvement Program for the Local Highway Safety Improvement Program (LHSIP). The LHSIP is the Local Highway Jurisdiction portion of the state's Highway Safety Improvement Program (HSIP), which was established in the Federal Transportation Act SAFTEA-LU and continued in MAP-21. The LHSIP, like the national HSIP, requires that the analysis of the data determines the locations and the level of funding allowed to be used within each agency. LHTAC uses a formula consisting of lane miles, vehicle miles traveled and fatal/severe crash totals to distribute the money throughout the ITD districts. This program is federally funded and requires a 7.34% local match.

2015

District	Sponsor	Details
1	Bonner County	Install Delineators, Install Edgeline markings
1	Bonner County	Road Safety Audit
1	City of Post Falls	Improve timing
1	City of Post Falls	Improve timing, Protected/Permitted LT, Pedestrian Countdown Timer
1	East Side Highway District	Widen Shoulder, Edge & Center line striping, Chip Seal
2	City of Lewiston	Backplate & retroreflect, Crosswalk & Signal Timing, Countdown, cross, light
2	City of Lewiston	Install Signal, reflective backplates and Overhead signs
2	City of Moscow	Improve Pedestrian Crossing, Install Pedestrian crossing
2	Clearwater County	Install Guardrail outside curve
2	Nez Perce County	Install curve advance warning, Widen lane
3	Ada County Highway District	Signal Timing
3	Canyon HD #4	Install Chevron Signs, Install Curve Adv Speed
3	City of Nampa	Provide Signal Coordination, Improve Signal Timing, Add Primary Signal Heads
3	City of Nampa	Provide Actuated Signals, Add Signals, Lighting
3	City of Nampa	Add Signal, Protected Left Turn Phase, Lighting
4	Blaine County	Road Safety Audit
4	Filer HD	Install curve advance warning
4	Jerome HD	Replace Bridge
4	Jerome HD	Install advance warning signs, Install larger stop signs, Install speed limit signs
4	Twin Falls HD	Install larger stop signs, Install Stop Bars, Implement sign corrections
5	Bingham County	Improve Road Edge
5	City of Pocatello	Install Raised Median, Improve lighting at Int
5	Oneida County	Install Delineators
5	Oneida County	Install Delineators, Install curve adv warn signs, Install flashing adv warning signs
6	City of Idaho Falls	Install Left Turn Bay, Add Prot/Perm LT Phase
6	City of Idaho Falls	Road Safety Audit
6	Madison County	Concrete Guardrail
6	Teton County	Install Curve Advance warning, Widen Clear Zone

2014

Local Highway Safety Improvement Program Grants Administered by LHTAC



District	Sponsor	Details
1	Post Falls HD	Beacons
1	Post Falls HD	Signing/EL Mrkgs
1	Post Falls HD	Safety Audit
2	City of Lewiston	Flashing Yellow Arrow Conversion
2	City of Lewiston	Stop Bar Install
2	City of Moscow	Piping, Curb, Gutter, SW
2	Clearwater County	Guardrail
3	Ada County Highway District	Signal Timing
3	Canyon HD #4	Beacons, Splitter Island, Striped Island
3	City of Caldwell	Stop signs, Warning Signs, Beacon
3	City of Nampa	New Signal
4	Buhl HD	Widen Shoulder
4	City of Twin Falls	Larger Stop Signs
4	City of Twin Falls	New Poles/Lights
4	City of Twin Falls	New Signal
4	Filer HD	Larger Stop Signs, Stop Bars
4	Jerome HD	Warning signs, Chevrons, Bypass lane
4	Twin Falls HD	Stop Signs, Stop Bars
4	Twin Falls HD	Speed Limit Signs
5	Power County HD	Adv. Warning Signs
5	Power County HD	New and Replace Existing Guardrail
6	Bonneville County	New Signal
6	Madison County	Guardrail at Corners (no water)