“Change is the law of life. And those who look only to the past or present are certain to miss the future.”

John F. Kennedy

We all know that change is inevitable. Montana LTAP has just gone through a change of location within the College of Engineering. Through a partnership agreement with College of Engineering, Western Transportation Institute, Civil Engineering and Montana LTAP, we are now housed under Western Transportation Institute instead of Civil Engineering. Part of that agreement included a physical move into the new WTI building. Fortunately for me, I have outstanding personnel who coordinated the recent move in a seamless manner and continued to provide educational materials to keep me on track during our busiest training months.

This spring over 350 flaggers and work zone technicians were trained and certified. The traffic control supervisor course had a record attendance of forty-one, with the majority attendance MDT employees. This is an obvious indication that our focus has been on work zones and temporary traffic control these past few months. In addition to these classes, I taught the Gravel Roads course in Hamilton, Lewistown, and Hardin during May. This updated course provided the latest information on designing and maintaining gravel roads.

In order to comply with requests from Montana Department of Transportation at the end of May, we rewrote our Work Plan for 2010. With assistance from WTI Director Steve Albert and WTI Research Director Jerry Stephens, we conducted a thorough redesign going from 16 pages to over 60 pages in the new proposal. It is with great appreciation to all those who supported our program and provided input for the MDT approval of Montana LTAP funding in June.

The City of Great Falls handed over the reins to Yellowstone County Road and Bridge Department to hold the Snow Rodeo in Billings at the Metra Park this September. Several planning meetings have been held this spring to move forward with this new venue.

Summer time goes very quickly in Montana. I sincerely hope that you take time out to enjoy this beautiful state we call home.

As always, safe driving,
Steve Jenkins
26th MACRS Spring Conference
A Success

Over 300 participants attended the 26th MACRS Conference held in Great Falls March 30-April 2, 2009. Attendees included county road supervisors, county road employees, county commissioners, and interested transportation officials.

Pre-Conference
Janet Pallister, Finance & Operations Director, Lewis and Clark County, opened the pre-conference with Competitive Bidding. Steve Monlux, retired US Forest Service, followed with road surface preservations.

Conference - Day One
MACRS President Wayne Waarvik, Valley County, welcomed everyone at opening ceremonies on the first day of conference activities themed “Time, Value, and Money.” Others that provided a hearty welcome included Joe Briggs, Cascade County Commissioner; David Reinhardt, Valley County Commissioner; and Dona Stebbins, Mayor, Great Falls.

The keynote speaker, Mark Willmarth, City of Great Falls, kept the audience’s attention with focus on Time, Value, and Money. Steve Jenkins, Montana LTAP, discussed findings of PASER reports from 48 of the 56 counties. Eric Griffin, Lewis & Clark County, and Wayne Waarvik assisted as a panel addressing PASER information and what it will mean for future funding for Montana counties.

The afternoon sessions included CDL information from Lt. Jeff McLaughlin, Enforcement Bureau; Clay McLendon, MCSAP Safety; and Gregory Noose, Chief of Record and Driver Control Bureau, MVD. Dave Fowler, Gallatin County Shop Foreman, thoroughly covered equipment maintenance, upkeep, and cost savings.

ADVISORY COMMITTEE MEMBERS
The Advisory Board meets annually to make recommendations and evaluate the effectiveness of the Montana LTAP program.

Debbie Arkell
City of Bozeman

Bob Seliskar
Federal Highway Administration

Kelly Eiser
Town of Ennis

Fred Hansen
MACo

Jim Rearden
City of Great Falls

Russ Albers
Chouteau County

Eric Griffin
Lewis and Clark County

Russ Huotari
Richland County

Sue Sillick
Montana Dept of Transportation

Alec Hansen
Montana League of Cities & Towns

Alec Hansen
Montana League of Cities & Towns

Lynn Miller
Montana Dept of Transportation
Conference - Day Two
During the second day of events, Bill Lloyd, Great West Engineering, opened up the morning session on bridge maintenance, inspection, load limit, and signage. Stacy Hill, MDT, followed with information on Storm Water Runoff, BMP’s, DEQ, Limits, and 124 permits.

At lunch time, MACRS officers awarded a plaque of appreciation to past Secretary/Treasurer Jerry Forman for his years of work and outstanding dedication to the MACRS organization.

In the afternoon Harold Blattie, MACo; John Ostlund, Yellowstone County Commissioner; and Gordon Morris, MACRS lobbyist, discussed DEQ gravel pit law and legislation. To wrap up the conference training, Mark Willmarth came back and explained the value of employees and how to manage employee satisfaction.

President Waarvik announced at meals his appreciation for the vendor support MACRS receive and recommended that all visit with the 46 vendors that attended.

Guest Program
This year over twenty-five guests enjoyed the MACRS Guest program with trolley tours of the Sletten Cancer Institute, Paris Gibson Square, Lewis & Clark Interpretive Center, and the Ursuline Centre.
Banquet
One of the highlights at the evening banquet was drawing of door prizes that counties and vendors donated. Many of the gifts are indicative of that particular county or a talented employee designed and made the prize.

Last year’s MACRS President, Jim McCarthy, retired Butte Silver Bow Road Supervisor, was presented with a certificate of appreciation for his hard work and dedication to MACRS.

Richard Miller, retired Beaverhead County Road Superintendent, another famous icon in the MACRS family, was recognized with a certificate of appreciation for his years of work and dedication to MACRS.

President Waarvik also noted that all past MACRS presidents were invited to attend the conference and appreciated their insight and knowledge to keep the continuity of MACRS going for future generations. He believed that with the PASER information gathered, MACRS now has the ability to proceed with data driven needs for Montana’s county roads.

The final awards for the evening were presenting twelve Roads Scholars their certificates and jackets for completing Level I:

1. John Anderson, Fergus County
2. Joe Carter, Jefferson County
3. Doug Cramer, Fergus County
4. Fred Feller, Jefferson County
5. Mark Fitzgerald, Pondera County
6. David Harrison, Missoula County
7. Scott T. Johnson, Richland County
8. Tim McCloy, McCone County
9. Craig Miller, Daniels County
10. Dale Robertson, Chouteau County
11. Ken Ronish, Fergus County
12. Ray Volk, Richland County

The evening was concluded with the hilarious entertainment of Kip Attaway, cowboy songwriter/singer.

The Thursday morning business meeting elected new officers and the gavel was passed over to the new MACRS President Shawn Norick, Liberty County.

2009-2010 MACRS Officers and District Representatives

**PRESIDENT**
Shawn Norick
Road Foreman
Liberty County
PO Box 655
Chester, MT 59522
(406) 759-5623
road@co.liberty.mt.gov

**1ST VICE PRESIDENT & MACo REPRESENTATIVE**
Wayne Buck
Road Foreman
Rosebud County
PO Box 1117
Forysth, MT 59327
(406) 346-2261
duck@rosebucouymt.gov

**SECRETARY/TREASURER & TRAINING REPRESENTATIVE**
Russ Huotari
Public Works Director
Richland County
2140 West Holly
Sidney, MT 59270-5700
(406) 433-2407
coworks@richland.org

**PAST PRESIDENT 2008-09**
Wayne Waarvik
Road Superintendent
Valley County
PO Box 1024
Glasgow, MT 59230-1024
(406) 228-4233
cvroads@hotmail.com

**DISTRICT #1**
Guy Foy
Operation Manager
Flathead County
1249 Willow Glen Dr
Kalispell, MT 59901
(406) 758-5790
gfoy@flathead.mt.gov

**DISTRICT #2**
Mitch Urdahl
Road Foreman
Garfield County
204 Baxter Lane West
Bozeman, MT 59718
(406) 582-3250
roaddept@gallatin.mt.gov

**DISTRICT #3**
Dave Sutton
Road & Bridge Supervisor
Cascade County
415 3rd St NW
Great Falls, MT 59404
(406) 454-6913
dsutton@co.cascade.mt.us

**DISTRICT #4**
Jerry Backlund
Road & Bridge Supervisor
Custer County
PO Box 1142
Miles City, MT 59301
(406) 232-1970
j.backlund@co.custer.mt.us

**DISTRICT #5**
Randy Werdal
Public Works Director
Sweet Grass County
PO Box 888
Big Timber, MT 59011
(406) 932-5140
gstrad@smtouch.net

**MACo REPRESENTATIVE**
Eric Griffin
Public Works Director
Lewis & Clark County
3402 Cooney Dr;
Helena, MT 59602
(406) 447-1636
griffin@co.lewis-clark.mt.us
### Calendar of Events • July 2009 - June 2010

#### July 2009

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3: 4th of July Holiday (Offices Closed)
24-28: NACo Annual Conference, Nashville, TN - www.naco.org

#### August 2009

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17-21: MACo - Clerk & Recorders Association Annual Conference, Billings, MT

#### Training on Request:
- Forklift
- Sign Safety
- Road Audits

#### November 2009

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11: Veterans’ Day - Offices Closed
26-27: Thanksgiving Holiday - Offices Closed

#### December 2009

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#### Training on Request:
- Winter Maintenance
- Winter Survival

#### March 2010

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29, 30, 31 and April 1: MACRS 26th Annual Conference Heritage Inn, Great Falls, MT (MT LTAP)

15-19: MSU Spring Break

#### April 2010

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1: MACRS 26th Annual Conference Heritage Inn, Great Falls, MT (MT LTAP)

MACRS Workforce Development Week: Location & Time TBA (MT LTAP)

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Some dates and locations are subject to change. Call Genevieve Albert, LTAP, 1-800-541-6671 to confirm.
### September 2009

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- **2 & 3:** Snow Rodeo - Metra Park, Billings, MT (MT LTAP)
- **7:** Labor Day Holiday - Offices Closed
- **13-16:** 2009 APWA Congress - The Best Show in Public Works
  Columbus Convention Center, Columbus, OH
- **20-24:** MACo's 100th Annual Conference, Colonial Inn, Helena, MT
- **29:** MACRS Fall District Meeting - Polson, MT (MT LTAP)
  Gravel Pit Operations & Operator Safety
- **30 & Oct 1 & 2:** Governor’s Occupational Safety & Health Awards Program
  Hilton Garden Inn, Missoula, MT

### October 2009

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- **Oct 1 & 2:** Governor’s Occupational Safety & Health Awards Program
  Hilton Garden Inn, Missoula, MT
- **MACRS Fall District Meetings:** (MT LTAP)
  Gravel Pit Operations, Loader & Operator Safety
- **5:** Bozeman   **6:** Big Timber   **8:** Great Falls   **15:** Glendive
- **7:** Walk to School Day - www.walktoschool.org
- **7, 8, 9:** 78th League of Cities & Towns, Heritage Inn, Great Falls, MT
- **7:** Public Works Directors - GIS Instruction (MT LTAP)
- **27 & 28:** MACRS Planning Meeting, Heritage Inn, Great Falls, MT (MT LTAP)

### January 2010

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- **1:** New Year’s Day - Offices Closed
- **18:** Martin Luther King Day - Offices Closed
- **20, 21, 22:** Loss Control Conference (LTAP Safety Congress)
  MACo Hilton Garden Inn, Missoula, MT
- **21:** Steve Jenkins Presents

### February 2010

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- **8 & 9:** Traffic Control Supervisor Two-Day Course,
  Wingate Inn, Helena (MT LTAP)
- **10 & 11:** Asphalt Institute, Colonial Inn, Helena (MT LTAP)
- **15:** President’s Day - Offices Closed

### May 2010

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- **31:** Labor Day - Offices Closed
- **MACRS Workforce Development Week: Locations & Time TBA**
  (MT LTAP)

### June 2010

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- **MACRS Executive Meeting:** TBA (MT LTAP)
- **1- 4:** NACE National Conference, Marriott World Center, Orlando, Florida
- **LTAP Annual Advisory Board Meeting:** TBA (MT LTAP)
Montana LTAP Needs Assessment Survey

Introduction

One of the core functions of the LTAP program is to provide technical training to state and county road offices and city street departments. Our vision is to continue to develop this program to fit your training needs. In order to accomplish this goal, we are requesting that you complete this Needs Assessment Survey. We want to take a fresh look at the services LTAP provides and determine what changes in services need to be implemented.

This survey is divided into four sections:

(1) Technical Training
(2) Technology Transfer
(3) Management Systems
(4) Technological Capacity

Each section provides us with key information relating to your training needs, desired level and/or type of technical assistance, and the technological capacity of your office or agency.

Section 1. Technical Training

Each Training Need listed on the following pages may not be addressed best through the same training approach (i.e., classroom, video conference, workshop, etc.). Therefore, in addition to asking you to identify your training needs, we are asking you to identify which training approaches you think may be most appropriate. If you have no opinion, just leave the Training Approaches Column (III) blank.

Column I – Please estimate the number of personnel from your office/agency that might participate in this training.

Column II – Please prioritize the training subject area using a scale of 1 to 5 with 1 being the highest priority and 5 being the lowest priority.

1 = Highest Priority
5 = Lowest Priority

Column III – Please indicate the letter of the preferred training approach (A, B, or C) from the three choices shown below.

Choice Definition
A On-Demand Training: Training which can be scheduled on short notice (30 to 60 days), conducted on site, and is typically only 2 to 8 hours in duration.
B Workshops: Training that is scheduled 4 to 6 months in advance and lasts from several hours to several days.
C Certification: Training & testing that is designed to validate competency in a given technical area. It also allows standardization of qualifications. An example of this type of training/testing is the Work Zone Flagger certification.

Section 1. Technical Training

<table>
<thead>
<tr>
<th>Subject</th>
<th>Column I Number To Be Trained</th>
<th>Column II Priority (1 to 5)</th>
<th>Column III Training Approach (A, B, or C)</th>
</tr>
</thead>
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Design & Pre-Construction

Transportation Planning
Surveying
Standards & Specifications
AASHTO Roadway Prism Design
Road Shoulders & Ditches
Clear Zones & Edge Drop-offs
Other

Construction

Earthwork
Drainage Structures
Asphalt Pavements
Other

Maintenance

Roadside
Drainage Structures
Unpaved Roads
Asphalt Roadways
Snow & Ice Control
Other

Equipment

Operation
Maintenance & Repairs
Fleet Management
Other

Management

Pavement Management Systems
GIS/GPS
Sign Management
Coordination with Rural Addressing Weed Control
GASB34
Creative Funding
PASER (Pavement Surface Evaluation Rating)
Other

Materials

Soils & Aggregate
Concrete
De-Icer Chemicals
Other

Asphalt

Asphalt Materials
Use of Recycled Asphalt in Hot Mix (15-20%) Technology
Crack Seals
Chip Seals
CRF Seals (Double Shots)
Other

Traffic Control

Signing (Permanent)
Sign Reflectivity
Flagging
Work Zone Traffic Control
Other

Worker Safety

Motor Vehicle Crashes
Slips and Falls
Back Safety
Finger and Hand Safety
Winter Survival
Summer Survival
Hazardous Materials
Other

You can also take this survey On-Line at www.coe.montana.edu/ltap.
Section 1. Technical (cont’d)

<table>
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<tr>
<th>Subject</th>
<th>Column I</th>
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<td>Public Relations</td>
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<td>Legal Issues</td>
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<td>Safety/Risk Management</td>
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<td>Sedimentation &amp; Erosion Control, BMP’s</td>
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<td>Leadership/Supervision</td>
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<td>Other</td>
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Section 2. Technology Transfer

LTAP strives to assist you in keeping abreast of current research and transportation knowledge. In addition to ranking the below subjects, we have listed a number of commonly used technology transfer methods. Please indicate, if possible, your preference for each of the methods. Technology transfer can be viewed as any process by which existing research knowledge, or new technology, is transferred into useful processes, products or programs.

Directions

Of the subjects listed below, please indicate your top five priorities with 1 being the highest priority and 5 being the lowest priority.

- Pre-Construction and Design
- Construction Techniques
- Summer Maintenance
- Federal Requirements
- Winter Maintenance
- Construction Equipment
- Asphalt Materials
- Safety & Risk Management
- Soils/Environmental Considerations
- New Technologies
- Construction Signing/Traffic Control
- Materials
- New Product Evaluation
- Traffic Control
- Information Highway (i.e. Internet, etc.)
- Worker Safety
- Management
- Other

Methods for Providing Technology Transfer

Please indicate your preference for accomplishing technology transfer by ranking the top five delivery methods with “1” being the highest priority and “5” being the lowest priority.

- Hands-on Demonstrations
- Workshops
- Distance Learning
- Webinars (Computer)
- Magazines
- Reports
- LTAP Internet Home Page
- Computer software presentations
- Standard DVD
- Publication Lists
- Implementation Packages
- Conferences
- Magazines
- Trade Publications
- Trade Shows
- Other

Section 3. Management Systems

When completing this section, please try to think of the opportunities for creating a better LTAP program and for meeting your future needs.

Directions

Please check the box that contains the most appropriate response for each question.

1. Is there a need for LTAP to provide agencies with sign inventory and management system assistance to create and/or maintain their own sign management system?
   - No Need
   - Slight Need
   - Strong Need

2. Is there a need for LTAP to provide agencies with pavement management assistance to create and/or maintain their own pavement management system?
   - No Need
   - Slight need
   - Strong Need

3. Is there a need for LTAP to provide agencies with a cost accounting program to track expenses for labor, equipment, and material for each project?
   - No Need
   - Slight need
   - Strong Need

4. What, if any, other management needs do you have?
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

Section 4. Technological Capacity

This section simply refers to your agency’s ability to receive information using different methods. When completing the questions, it is not necessary to perform an inventory of your facilities. We only need reasonable estimates that can be used for planning purposes.

Directions

Please check box or fill in the blank with the most appropriate response for each question.

How many computers does your agency use?
   - None
   - 1-5
   - 6-10
   - 11 or more

How many computer(s) have access to the Internet in your organization?
   - None
   - 1-5
   - 6-10
   - 11 or more

What is the computer software platform most widely used in your agency?
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

What other learning tools do you feel could be used?
   - Webinars
   - Technical Visits
   - Workshops
   - Distance Learning Network

Please list any thoughts or comments below. We sincerely appreciate your input.

____________________________________________________________________________________

____________________________________________________________________________________

You can also take this survey On-Line at www.coe.montana.edu/ltap.

Copy this survey for other employees to complete!
Fax completed survey to: 406-994-5333
Or Mail to: Montana LTAP, PO Box 173910, Bozeman, MT 59717-3910

If you have any questions, please call Montana LTAP at 1-800-541-6671 or e-mail galbert(at)coe.montana.edu.
Workshop Objective
To provide participants with a full day of safety training combined with equipment competition to increase safety skills and knowledge.

Workshop Description
The first day of safety training will include cattleguard design and liability issues presented by LTAP Director Steve Jenkins. Velvet Smooth Roads are back and Joe Miller, Missoula County Road Department, will share his road skills. The morning session will also include leveling and reading grade stakes training. The afternoon training begins with a leveling and reading grade stakes hands-on field exercise. Equipment safety inspections and training will be provided during the afternoon session, also. The Snow Rodeo competition will take place on the second day challenging contestants on a snowplow, front-end loader, motorgrader, backhoe, walk-around inspection, and safety test.

Who Should Attend
The classroom workshop combined with the equipment safety training is designed to provide experience and test the skills of anyone involved in performing snow removal on roads, streets, and runways. Personnel from Montana Department of Transportation, cities, towns, counties, tribal members, and military are welcome. There will be safety instruction, hands-on experience, food, and prizes.

Vendors
Exhibit space is available at Metra Park both days for $250 arranged through Montana LTAP, 1-800-541-6671.

Workshop Schedule - Yellowstone Room

Day One
7:30 am Registration & Coffee
8:00 am Cattleguards
8:30 am Velvet Smooth Roads
10:00 am Break
10:30 am Leveling
NOON BBQ
1:00 - 2:30 pm Leveling & Reading Grade Stakes Exercise
2:30 - 4:00 pm Equipment Walk Around Inspection and Hands-on Training

Day Two
7:00 Registration
8:00 Opening Ceremony/Orientation
8:30 Competition Starts
Noon Lunch Provided
1:00 Competition Continues
3:00 Safety Equipment Video
4:00 Awards

Instructor
Steve Jenkins, P.E., and LTAP Director, has a Master’s degree in Geotechnical Engineering. He has worked with the Utah Department of Transportation in roadway design, transportation planning, materials, research and hydraulics. Steve has been involved with local and tribal governments for twenty years. For the past seventeen years, Steve has taught in many western states and collects interesting photos.

Registration Information - September 2 & 3, 2009 - Snow Rodeo
Preregistration is required. Go to www.coe.montana.edu/ltap for on-line registration OR Fax this completed form to: Montana LTAP, PO Box 173910, Bozeman, MT 59717-3910
For questions or information, call Genevieve Albert, LTAP Conference Coordinator: 1-800-541-6671 or 1-406-994-6100 or email: galbert(at)coe.montana.edu.

Name________________________________________ Position __________________________

Agency __________________________________________________________

Address _______________________________________________________

City________________________ State _______ ZIP Code________ Office Phone ___________

No limit to training attendance BUT competition attendance will be limited to 60 participants.
MUST have prior experience on equipment to compete! Only five or less competitors from each agency.

☐ Training Only $40 ☐ Competition Only $60 ☐ Training & Competition $100
Please indicate which events you will be competing in during the Snow Rodeo on September 3:
☐ Snowplow ☐ Loader ☐ Backhoe ☐ Motorgrader ☐ 1st Time Competitor

Competitors will receive a T-Shirt - Need Shirt size submitted by August 20: ☐ M ☐ L ☐ XL ☐ 2XL ☐ XXXL

If state, county, or city department requires invoicing, please check here ☐

For general conference information, call 1-800-541-6671, 406-994-6100 or FAX 406-994-5333.

Vendors: Register for exhibit space ($250/vendor) through Montana LTAP, 1-800-541-6671

Register On-Line: go to www.coe.montana.edu/ltap
Welcome to the LTAP Lending Library where publications, videos, DVD’s, and software may be borrowed for two weeks and then returned to the Library. Up to three videotapes or DVD’s may be checked out from the LTAP Lending Library rent-free for two weeks. Some publications are free or for a nominal charge upon request.

Information or checkout procedures, call Genevieve Albert or Michele Beck, LTAP, 1-800-541-6671. If you have computer access, please e-mail us: mtltap(at)coe.montana.edu.

We recently reorganized the library and have the new lists for the library publications, software, DVD’s, and videos at our web site: www.coe.montana.edu/ltap.

At this web site, you can also keep track of upcoming workshops, past and present newsletters, and “What’s New” items that change.

### New Publications

**p-308 Long Term Pavement Performance Computed Parameter: Frost Penetration (FHWA November 2008)**
Frost penetration information is necessary for determining the effect of freeze and thaw on pavement structural responses. This report describes a methodology for determining frost penetration in unbound pavement layers and subgrade soil using electrical resistivity, moisture, and temperature data collected for instrumented LTPP Seasonal Monitoring Program sites. (92 pages)

**p-310 Long-Term Pavement Performance Program Manual for Profile Measurements and Processing (FHWA November 2008)**
This manual describes operational procedures to be followed when measuring longitudinal pavement profiles for the LTPP program using the International cybernetics Corporation (ICC) road profiler, Face Company Dipstick, and the rod and level. (241 pages)

**p-475 Environmentally Sensitive Maintenance for Dirt and Gravel Roads (Penn State October 2007 Reissue)**
The manual will provide insight into using natural systems and innovative technologies to reduce erosion, sediment and dust pollution while more effectively and efficiently maintaining dirt and gravel roads. The manual will address the environment of forests, mountainous terrain, and rolling hills. (334 pages)

**p-521 Vegetation Control for Safety (FHWA Revised August 2008)**
This guide is to help local road agency maintenance workers identify locations where vegetation control is needed to improve traffic and pedestrian safety, to provide guidance for maintenance crews, and to make them aware of safe ways to mow, cut brush and otherwise control roadside vegetation. (50 pages)

**p-706 Road Stabilizer Product Performance—Seedskadee National Wildlife Refuge (FHWA 2008)**
The primary objective of this project, like its predecessor project at Buenos Aires National Wildlife Refuge in Arizona, was to evaluate six different road stabilizer products for potential use on FLH projects for dust control and surface stabilization. (106 pages)

This guide is a basic reference in selecting effective, science-based traffic safety countermeasures. The guide describes major strategies and countermeasures that are relevant to state highway safety offices; summarizes their use, effectiveness, costs, and implementation time; and provides references to the most important research summaries and individual studies. The nine areas included are Alcohol-Impaired Driving; Seat Belts; Aggressive Driving and Speeding; Distracted and Fatigued Driving; Motorcycle Safety; Young Drivers; Older Drivers; Pedestrians; and Bicyclists. (289 pages)

**p-2015 W-Beam Guardrail Repair (FHWA November 2008)**
This guide is an update of the original one published in 1990 by FHWA (p-2005). This guide provides highway and maintenance personnel with up-to-date information on how to repair damaged W-Beam guardrail. Three levels of damage are described and guidance is provided on the need and procedure for appropriate repairs. (54 pages)

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**We Are Moved** - We are now housed in the new Western Transportation building on the southwest side of the MSU campus. All of our information stays the same except for the new physical address of Room 230 at 2327 University Way. If you happen to be in Bozeman, please visit us in our new “digs.” We would be happy to show you around.
The Local Technical Assistance Program Newsletter, *LTAP MATTERS*, is published quarterly. Funding for this program is provided by the Federal Highway Administration, Montana Department of Transportation, Montana State University, and a portion of Montana's gas tax revenues.

This newsletter is designed to keep you informed about new publications, techniques, and new training opportunities that may be helpful to you and your community.

Present and past issues are available at www.coe.montana.edu/ltap or by calling 1-800-541-6671.

Since approximately 1000 copies of this public document were published at an estimated cost of $1.50 per copy for a total cost of $2,000 which includes $1,500 for printing and $500 for distribution.

LTAP attempts to provide accommodations for any known disability that may interfere with a person participating in any service, program or activity. Alternative accessible formats of this document will be provided upon request.

Please send us any comments or concerns you may have regarding this newsletter with your name and address in order that we may respond in a timely manner.

**Editorial Contributions Welcome**

LTAP welcomes contributions to *LTAP MATTERS*. Those wishing to submit relevant material to be published in the next newsletter can submit their ideas and articles to:

Michele Beck  
Local Technical Assistance Program  
2327 University Way  
PO Box 173910  
Montana State University-Bozeman  
Bozeman, MT  59717-3910

(800) 541-6671 or (406) 994-6100  
Fax: (406) 994-5333  
email: mbeck(at)coe.montana.edu