Chair Int'l _____
Clerk Int'l_____

January 13, 2015

The regular meeting of the Board of County Road Commissioners of Kalamazoo County was held at the Road Commission office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, January 13, 2015 Commissioner Moyle called the meeting to order at 3:00 p.m. Commissioner Moyle welcomed Commissioner Buchholtz.

Present: Daniel J. Moyle, Kenneth R. Oscarson, Dennis J. Berkebile, David Q. Worthams, Deb Buchholtz

Also attending: Managing Director Joanna Johnson; Operations Director Travis Bartholomew Finance Director Ann Simmons; Engineering Director Tom Hohm; Project Engineer Geoff Wilson; and two citizens.

Commissioner Worthams moved and it was seconded to approve the agenda as presented.
Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz,

Commissioner Oscarson moved and it was seconded to approve the minutes from the December 30, 2014 Board Meeting as amended correcting the motions "to cast a unanimous ballot for" and remove "to nominate" for Chairman and Vice Chairman.
Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz,

Commissioner Oscarson moved and it was seconded to approve the payroll and vendor accounts as presented.

Payroll Account	$82,376.93
Vendor Account	$320,035.58

Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Berkebile moved and it was seconded to approve the expense report for Commissioner Worthams.
Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Managing Director Johnson provided an overview of the various steps taken to date in developing the various draft policy versions for the proposed Failed Local Roads Policy. Commissioner Oscarson suggested including an option for the township to postpone the payback in order to complete a road project. Commissioner Berkebile emphasized that the final policy should minimize the possible negative impact and downward spiral of road conditions. Comstock Township Supervisor Nieuwenhuis thanked the Board for having this discussion, she suggested the policies be presented at the next Township Supervisor meeting for review and feedback. Commissioner Worthams preferred the 50/50 draft policy, and encouraged the addition of verbiage that would allow postponement of the payback in order to complete a road project. Commissioner Buchholtz asked staff which option they preferred. Managing Director Johnson responded the 50/50 draft policy. Commissioner Buchholtz said the policy should incentivize townships to participate in the process. Commissioner Oscarson reiterated the need to have an appeal type option for the townships in order to not postpone other necessary road work. C commissioner Berkebile wanted the policy to leave the door open so townships could complete other road improvements while paying back the cost of returning a road to gravel. Managing Director Johnson will contact Township Supervisor Don Ulsh to request the Failed Local Road Policy be added to the township supervisor meeting agenda, and return to the Board with feedback received from Township Supervisors.

Commissioner Worthams moved and it was seconded to post pone the approval of the necessary right-of-way for U Avenue at 8th Street Intersection Improvement project. Commissioner Berkebile requested clarification of why a warranty deed vs. an easement was presented. He understood warranty deed for a plat, but here an

easement is consistent. Also, staff is to confirm if the proposed warranty deeds would affect land splits within Prairie Ronde Township. Staff shared the project would be delayed to a future bid letting.

Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Worthams moved and it was seconded to postpone the approval of the U Avenue at 8th Street Intersection Improvement project construction plan cover sheet for the Board's and Managing Director's signature until the right-of-way questions are resolved.

Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Worthams moved and it was seconded to approve the revised 2014 Resolution of Roads as presented.

RESOLUTION

Act 51, Public Act 1951 as amended, requires that each county submit an annual report to the State Transportation Commission. By resolution the Board approves and authorizes acceptance into the county public road system roads in the following new developments, as well as other listed roads, road extensions and temporary turn-arounds.

New Developments:
Barrington Shores #6, Section 21, Texas Township

Road Extensions:
Barony Pointe, Section 21, Texas Township, from Vinewood Pointe East 1217 feet

New Roads
Traction Court, Section 23, Kalamazoo Township, from Boardman Street to Healy Street

Abandonments:
Century Avenue, Section 25, Oshtemo Township, from Highfield Drive to Drake Road
Highfield Drive, Section 25, Oshtemo Township, from E. Michigan Avenue to Century Avenue
5th Street, Section 21, Alamo Township, from D Avenue to DE Avenue
Boardman Street, Section 23, Kalamazoo Township, from Lake Street to Traction Court

Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Worthams moved and it was seconded to rescind the 2014 Resolution of Roads approved at the December 30, 2014 meeting.

Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Buchholtz moved and it was seconded to approve the Local Road Participation (PAR) Fund Contracts for Charleston Township:

Charleston Township

a. **MN Avenue** - Mercury Drive to 46th Street, *HMA Wedging/ Crack Fill/ Chip Seal*
b. **44th Street -**M Avenue to Michigan Avenue**,** *Chip Seal*
c. **HJ Avenue** - 36th Street to 37th Street, *HMA Wedging/ Crack Fill/ Chip Seal*

Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Chair Int'l _____
Clerk Int'l_____

January 13, 2015

Mr. Harold Armstrong, 2039 F Avenue, shared his mailbox has been hit five times in the past two years at two different locations. He asked that the Board review this with the driver for the future. He shared he had called in a service request.

Managing Director Johnson thanked the first responders, law enforcement, the Michigan Department of Transportation and our crews for the response to the I-94 accident Friday January 9th. She also shared information on the upcoming Asset Management Training for local officials in February.

Commissioner Buchholtz shared the Board of Public Works meeting was canceled last Friday. She has contacted the Township Supervisors for the townships she has been assigned liaison to schedule a meeting. She inquired if the County had initiated an emergency management incident for the I-94 crash. Managing Director Johnson responded she did not believe it has as the road commission was not called to report.

Commissioner Worthams shared the Council of Governments did not meet. He welcomed Commissioner Buchholtz. He acknowledged the efforts of the road crew clearing the snow and addressing the accident issues Friday. He attended the Alamo township board meeting. He received compliments for Project Superintendent Mark Worden's good work. He asked the public to call with any service issues and we are all working together.

Commissioner Berkebile complimented staff on management of the weekend snow event and accident. The Regional Prosperity Initiative Region 8 meeting was canceled, and they will meet again in February.

Commissioner Oscarson attended the Parks Commission meeting. Commissioner Buchholtz also attended. They reviewed the 2015 parks capital budget. There will be a $20,000 hot mix asphalt paving project, that he suggested the parks director contact the road commission for potential joint bidding opportunities.

Commissioner Moyle shared the Kalamazoo County Environmental Health Advisory Council meeting will take place at the recycling center on Lamont Street with a tour for a behind the scenes view of the process of recycling dropped off items.

The meeting was adjourned at 4:02 pm.
Attest: Timothy A. Snow, County Clerk

By: _____, Chairperson _____, Deputy Clerk

Chair Int'l _____
Clerk Int'l_____

January 27, 2015

The regular meeting of the Board of County Road Commissioners of the County of Kalamazoo was held at the Road Commission office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, January 27, 2015 Commissioner Moyle called the meeting to order at 3:00 p.m.

Present: Daniel J. Moyle, Kenneth R. Oscarson, Dennis J. Berkebile, David Q. Worthams, Deb Buchholtz

Also attending: Managing Director Joanna Johnson; Operations Director Travis Bartholomew; Finance Director Ann Simmons; Engineering Director Tom Hohm; General Superintendent Bill DeYoung; Interim Maintenance Superintendent Tate Russell; Administrative Assistant Leslie Barnebee; and one citizens.

Commissioner Worthams moved and it was seconded to approve the agenda as presented.
Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Oscarson moved and it was seconded to approve the minutes from the January 13, 2015 Board meeting as presented.
Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Worthams moved and it was seconded to approve the payroll and vendor accounts as presented.

Payroll Account	$88,840.77
Vendor Account	$324,955.57

Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Managing Director Johnson reviewed U Avenue at 8th Street right-of-way items from the January 13, 2015 Board meeting. She reported staff had discussed concerns with both the right-of-way consultant and Prairie Ronde Township. She noted staff is in the process of getting easements from property owners instead of right-of-way fee title. Commissioner Berkebile encouraged staff to work with the right-of-way agent to secure right-of-way easements in areas that are already by easement and fee title in similar areas, if possible. Managing Director Johnson stated staff would return with these items at a future Board meeting. Engineering Director Hohm advised this will delay the project. .

Commissioner Moyle welcomed County Commissioner Liaison Michael Seals to the Kalamazoo County Road Commission's (KCRC) Board meeting.

Commissioner Oscarson moved and it was seconded to approve the Failed Condition Local Road Policy. Staff and Commissioner Oscarson shared this was reviewed at the Township Supervisors meeting and there were no further suggestions this issue of pulverization costs was fully reviewed for understanding.
Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Oscarson moved and it was seconded to purchase one Ford Explorer Police Intercept Utility 4WD, from Gorno Ford located in Woodhaven, MI. through the "MIDeal" State of Michigan purchasing plan for $27,769.00.
Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Commissioner Worthams moved and it was seconded to approve Joanna I. Johnson for the County Road Association (CRA) ballot.
Carried by the following vote:
Aye: Moyle, Oscarson, Berkebile, Worthams, Buchholtz

Chair Int'l _____
Clerk Int'l_____

January 27, 2015

Managing Director Johnson attended the Kalamazoo Area Transportation Study (KATS) Policy meeting. KATS in kind service contributions were discussed. KCRC can anticipate a similar amount of $22,000. She shared previous Managing Director Herb Larkin had passed away. She will be attending the Michigan Township Association event in Grand Rapids with Commissioner Buchholtz representing CRA tomorrow.

Commissioner Worthams expressed his condolences to Commissioner Seals on the loss of his mother. Kalamazoo County Council of Governments will meet on February 11, 2015.

Commissioner Buchholtz thanked staff, especially Operations Director Bartholomew for helping to formularize her with road commission practices. She will attend the Kalamazoo County Board of Public Works meeting the first week of February, the previous meeting was canceled due to weather. She expressed her condolences to Commissioner Seals on the loss of his mother.

Commissioner Oscarson attended a special Kalamazoo County Parks and Recreation Committee meeting last Thursday. Pavilion Township Supervisor Pat White inquired about a potential five year financing program for a bridge replacement. Commissioner Oscarson asked staff to begin thinking about this as a possibility. Managing Director Johnson also shared discussions with Supervisor White and that the request should be in writing for clarity. He expressed his condolences to Commissioner Seals on the loss of his mother.

The meeting was adjourned at 3:30 pm.
Attest: Timothy A. Snow, County Clerk

By: _____, Chairperson _____, Deputy Clerk

Chair Int'l _____
Clerk Int'l_____

February 10, 2015

The regular meeting of the Board of County Road Commissioners of the County of Kalamazoo was held at the Road Commission office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, February 10, 2015 Commissioner Moyle called the meeting to order at 3:00 p.m.

Present: Daniel J. Moyle, Dennis J. Berkebile, David Q. Worthams, Deb Buchholtz
Absent: Kenneth R. Oscarson

Also attending: Managing Director Joanna Johnson; Operations Director Travis Bartholomew; Finance Director Ann Simmons; Engineering Director Tom Hohm; General Superintendent Bill DeYoung; Traffic Engineer Jim Hoekstra; Project Engineer Geoff Wilson; Administrative Assistant Leslie Barnebee; and two citizens.

Commissioner Worthams moved and it was seconded to approve the agenda as presented.
Carried by the following vote:
Aye: Moyle, Berkebile, Worthams, Buchholtz

Commissioner Berkebile moved and it was seconded to approve the minutes from the January 27, 2015 Board meeting as presented.
Carried by the following vote:
Aye: Moyle, Berkebile, Worthams, Buchholtz

Commissioner Buchholtz moved and it was seconded to approve the payroll and vendor accounts as presented.

Payroll Account	$96,386.04
Vendor Account	$246,751.03

Carried by the following vote:
Aye: Moyle, Berkebile, Worthams, Buchholtz

Commissioner Berkebile moved and it was seconded to approve the right-of-way for the U Avenue at 8th Street project and approve the Board and Managing Director's signature on the plan design cover sheet.
Carried by the following vote:
Aye: Moyle, Berkebile, Worthams, Buchholtz

Commissioner Worthams moved and it was seconded to approve the revised Failed Condition Local Road Policy statement as amended to: "…

- The remaining project cost will follow the Local Road Participation Fund policy with KCRC contributing fifty percent (50%) utilizing that Township's current year PAR funds, until the Township's portion of the contract is repaid.
- If the Township is unable to contribute fifty percent (50%) of the remaining project cost, that Township's current and/or future years' PAR funds will be utilized to fund the remaining fifty percent (50%) of the total project cost, until the Township's portion of the contract is repaid, including 100% pulverization…"

Carried by the following vote:
Aye: Moyle, Berkebile, Worthams, Buchholtz

Managing Director Johnson reviewed the proposed changes to the finance policies and requested the Board review and let staff know of any questions or concerns. Commissioner Berkebile asked for clarification on the group of assets and capitalization. Finance Director Simmons stated she will review for clarification.

Chair Int'l _____
Clerk Int'l_____

February 10, 2015

Commissioner Worthams moved and it was seconded to approve the purchase of a Toolcat 5610 G Series Utility Work Machine with a rotary broom attachment and a rear angle blade attachment, utilizing the "MIDEAL" State of Michigan purchasing plan for $62,069.64.

Carried by the following vote:
Aye: Moyle, Berkebile, Worthams, Buchholtz

Commissioner Berkebile moved and it was seconded to approve the traffic signal maintenance and utility locating agreement with the City of Kalamazoo for Managing Director's signature contingent on the City of Kalamazoo's approval and modifying the contract from "Municipal Corporation" to "Public Body Corporate".

Carried by the following vote:
Aye: Moyle, Berkebile, Worthams, Buchholtz

Managing Director Johnson thanked citizens for their patience during the last storm. She noted staff received approximately 500 snow removal calls between February 2nd and February 3rd. She attended the Southwest Council meeting this week where discussions included the May ballot initiative; additional information will be presented at the County Road Association (CRA) Conference February 17th through the 19th. She reported Mark Worden, Project Superintendent received the CRA Program Manager of the Year Award at the CRA Engineering Conference last week.

Commissioner Worthams reported the Council of Government would meet tomorrow to discuss community engagement. He thanked staff for their work on the U Avenue easements and the failed condition local road policy. He reminded citizens that KCRC provides service to everyone, and property taxes do not help fund our services. He noted at the end of the day, both tax payers and our employees deserve respect.

Commissioner Buchholtz attended the Board of Public works meeting where officers were elected.

Commissioner Berkebile met with the Region 8 Prosperity Council last week and they are continuing to map region assets. He shared the second grant was approved for $228,000 to aid in their continued efforts.

The meeting was adjourned at 3:36 pm.
Attest: Timothy A. Snow, County Clerk

By: _____, Chairperson _____, Deputy Clerk

Chair Int'l _____

February 17-19, 2015
CRA Meeting

Clerk Int'l _____

The Board of County Road Commissioners of Kalamazoo County attended the County Road Association (CRA) of Michigan annual conference on February 17- February 19, 2015.

Present: Daniel J. Moyle, David Q. Worthams, Deb Buchholtz
Absent: Kenneth R. Oscarson, Dennis J. Berkebile

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew, and various other road commission representatives and State officials.

The commissioners and staff attended various functions, activities and meetings in association with the CRA Annual Conference. Attendees also met with State Legislative officials for a luncheon at the Capitol to discuss transportation related issues as well as a legislative reception.

The meeting adjourned on February 19, 2015 at 11:30am.
Attest: Timothy A. Snow, County Clerk

By: _____, Chairperson _____, Deputy Clerk