

January 8, 2019

Chair Int'l _____

Clerk Int'l _____

The regular meeting of the Board of County Road Commissioners of the County of Kalamazoo was held at the Road Commission of Kalamazoo County (RCKC) office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, January 8, 2019. Commissioner Moyle called the meeting to order at 3:00 p.m.

Present: Daniel J. Moyle, Deborah J. Buchholtz, David Q. Worthams, David C. Pawloski, Larry Stehouwer

Also attending: Managing Director Joanna Johnson, Ann Simmons Finance Director, Operations Director Travis Bartholomew, Project Superintendent Mark Worden, County Engineer Ryan Minkus, Traffic Engineer and Project Engineer Jim Hoekstra and General Superintendent Bill DeYoung.

Commissioner Stehouwer moved and it was seconded to approve the agenda as presented.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the minutes from the December 26, 2018 regular Board meeting as presented.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

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

Payroll Account	\$ 122,037.41
Vendor Account	\$ 664,575.78

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve Commissioners Buchholtz, Stehouwer and Managing Director Johnson's expense report as presented.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Mr. Tom Spettel of 1010 Treasure Island Drive on Eagle Lake provided the Board with a handout and shared concerns regarding the high water levels in both Eagle and Crooked Lakes. He mentioned as of September 30, 2018 it was his understanding there was a short term solution to lower the water levels in both Eagle and Crooked Lakes. He stated this would also help neighborhoods around the lakes who are experiencing flooding. He shared that since that time, the lakes have risen due to continued rain and snow. He shared the Department of Environmental Quality (DEQ) stated that potentially approval from downstream residences who would be significantly impacted by pumping may be needed. Also, they identified a protected rattlesnake downstream that will require Environmental Protection Agency (EPA) approval for pumping water. He requested the Board to consider installing a temporary by-pass plug into the existing storm drain pipe located in the culvert and pumping the culvert/road flood water back to the lake. Commissioner Moyle shared that both he and Operations Director Bartholomew are a part of the Flooding Task Force in Texas Township. He mentioned water issues in other areas including S Avenue and 8th street. He shared the Board's sympathy toward the situation and explained that the Board is aware of the water issues and are closely monitoring them. Managing Director Johnson mentioned the next Flooding Task Force meeting is scheduled for January 16th. Commissioner Buchholtz shared the water in the road is at the same level as the lake and stated that pumping would not work at this time. Mr. Spettel shared that residents are continually pumping water from their basements to the lake. He mentioned that he realizes it is a big circle and stated by pumping continuously would alleviate some water from the road.

Christine Morse, introduced herself as the newly elected County Commissioner for District 9 which includes Texas Township and part of Oshtemo Township. She mentioned that she has received several emails regarding the flooding that was discussed. She shared that her goal is to be responsive as possible and to provide

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the right information to the right people. She mentioned that the governmental entities involved can be proactive in finding a solution to this complex problem. She shared her appreciation to the Board for keeping her apprised of the situation, being responsive, and stated that she is available if needed.

Commissioner Worthams moved that the variance request for Boxwood Ridge Residential Driveway, Pavilion Township be postponed indefinitely to give the Northups's time to start distributing a petition for abandonment. Managing Director Johnson shared that on May 22, 2018, a residential driveway permit application was submitted to staff by Mr. Abe Northup for a driveway onto Boxwood Ridge to access his property adjacent to the Greenfield Point Plat in Pavilion Township. She mentioned since there is no turnaround on Boxwood Ridge the driveway permit application was denied. Subsequently, Mr. Northup applied for a residential driveway permit that was issued on June 4, 2018 for a driveway onto QR Avenue, by way of easements, to access his property adjacent to the Greenfield Point Plat. She shared a variance request was then received on September 18, 2018 from Mr. Northup requesting permission to construct a residential driveway onto Boxwood Ridge without constructing a turnaround per our specifications and guidelines. She stated that the RCKC policy does require proposed streets to provide a continuous circuit and provide for a logical continuation of streets beyond the development's boundaries. She explained temporary turnarounds are constructed for a variety of reasons including winter maintenance as well as accessibility through the stub road and stated that typically, stub roads are in place for future development. She shared that staff is recommending further discussion to the variance request and recommending that the Board approve a residential driveway with a turnaround for Boxwood Ridge, deny the variance request by Mr. Northup to construct a driveway onto Boxwood Ridge, a stub road with no turnaround. Commissioner Moyle questioned if the property is zoned for future development or if it is all agricultural. Pavilion Township Supervisor John Speeter shared that the property is currently zoned agricultural and in the future master plan it is still zoned agricultural. Mr. Northup of 10103 Key West shared that the RCKC's number one concern is safety and cost of maintenance. He mentioned that he does not have numbers on safety statistics for cul-de-sacs versus roads without cul-de-sacs in this type of situation. He mentioned that the RCKC is requesting that he put in a cul-de-sac essentially in his future neighbor's backyard which is a safety concern in his opinion. He also mentioned that the road was installed in 2002 and he does not believe it has ever been maintained. Mr. Eric Stafinski of 6295 Clovermeadows Avenue stated that Boxwood Ridge has never been maintained. He mentioned a cul-de-sac would produce traffic and safety concerns. He stated that he supports the variance request and believes it to be a better option than the expense and the maintenance of a cul-de-sac. Commissioner Worthams inquired about the present traffic on Boxwood Ridge and surrounding streets. Mr. Stafinski shared east of his residence there is a cul-de-sac with limited traffic and mentioned that Boxwood Ridge has zero traffic. Commissioner Worthams mentioned that it was stated earlier that if there was a required cul-de-sac there would be safety concerns due to increased traffic. Mr. Stafinski explained that a cul-de-sac promotes opportunity for drivers to utilize it as a turnaround or for parking. Pavilion Township Supervisor Speeter shared that he and the Township Board support the Northup's variance request and stated it is a unique situation. He mentioned that RCKC is requesting Mr. Northup to build a cul-de-sac to nowhere. Furthermore, there are not any driveways that are continuous to the stub road that goes into Mr. Northup's property. He stated the Township has indicated to Mr. Northup that they would add Boxwood Ridge to the list of roads that the Township is currently plowing and would add an assessment onto his property. He mentioned a cul-de-sac would cost the Northup's between \$35,000 and \$70,000 which is a huge burden to put on any resident. He stated that it should be up to the Township to decide what will go in there. He mentioned that it is very difficult to create a rule or policy to fix every situation. Commissioner Worthams inquired about Pavilion Township's future master plan and questioned if there were plans to turn this into a residential area. Pavilion Township Supervisor Speeter explained a person would have to go before the Township Planning Commission if they were wanting to build a housing complex. Furthermore, it is not the Planning Commission's intent to approve the expansion of that complex. He mentioned it is possible but they have other development plans in the works that they prefer. Commissioner Buchholtz inquired about road abandonment. Discussion continued...

Commissioner Worthams suggested we explain to the public what the process is for a Road Commission to abandon a road. Managing Director Johnson shared pursuant to the law to begin the process of abandonment a written request must be provided to the RCKC along with the appropriate fee and survey to begin the petition process. Once a written request is reviewed, RCKC will review requirements with the petitioner and an

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abandonment information package will be provided. A petition must be signed by seven (7) or more freeholders (land title holders) of a township in which the abandonment is being sought. The petition must be accompanied by a true and correct list of the names and mailing addresses of the occupants of each parcel of land abutting the portion of right of way which they seek to be abandoned. If the petition does contain the signatures of the abutting landowners, then this Board can determine without a public hearing whether it is in the best interest to abandon it 20 days after receiving the petition. Either way we can require a public hearing if deemed in the best interest of the public. She stated if the petition for abandonment does not contain the signatures of all the abutting land owners then we would hold a public hearing that would be published accordingly. If this Board determines it is in the best interest of the public, the resolution will be recorded and the determination will also be published in a local newspaper. She also mentioned another piece to the abandonment process is that this road is part of a plat. She explained in order to terminate the private road right-of-way and claim ownership to the property we would need a First Right of Refusal to Pavilion Township and it would take a Circuit Court to amend the plat. Mrs. Shannon Northup shared that the current driveway permit is an easement through her parent's property and when they went to obtain an address they discovered it was no longer a viable option. She stated that we currently do not have a way to access our land locked property. She stated it was her understanding that the stub road was put in as an access. Commissioner Moyle questioned if there is a current driveway being used. Mr. Northup stated there is a temporary drive off of QR Avenue that passes through and there is a handshake agreement with the adjoining property owners to use the driveway for farming purposes only. Discussion continued...

Commissioner Buchholtz questioned if the best course of action is abandonment rather than granting the variance and requested the rationale from staff for not approving the variance. County Engineer Minkus shared from the staffs standpoint the two easy ways to comply with policy and move forward is the construction of a cul-de-sac to allow us to issue a driveway permit or the abandonment process. Furthermore, some of the documentation that was first submitted to us and as part of the variance request was not clear that the abandonment process had been pursued. He explained that it we put that back in our letter that it did not appear that they had exhausted all of their options before coming to us for a variance request which is why we were not comfortable granting the variance at that time. Commissioner Worthams stated that he offered the motion to allow one last chance to get the petition out there and it would give us the ability to abandon the road, allow them the ability to put in their driveway while protecting and trying to be consistent with our existing policies. Commissioner Stehouwer suggested that the RCKC advise the applicant if there was any cost that we perceive that would be passed on to them. Managing Director Johnson stated there is a fee to the abandonment process. Commissioner Buchholtz shared the fee is \$345 plus expenses. Managing Director Johnson mentioned that the reason the stub road is there today is for what is considered to be potential development for the future by the Township. Commissioner Buchholtz suggested having from landowners, Township or staff on the update at our next meeting and thereafter on the progress and stated she would like to keep this cost to a minimum for this particular case.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to award the Professional Forester bid #2018-29 to Graham Forestry Service Inc., low bidder meeting specifications, with an option to extend annually for up to three (3), one (1) year extensions, by the mutual agreement of both parties. Managing Director Johnson shared that Graham Forestry Service Inc. has worked with RCKC as our on-site Forester since 1990. During that time, Graham they have provided professional forestry and arboriculture advice, interacted with local citizens and agencies on behalf of RCKC, coordinated tree pruning and planting projects and handled all correspondence for these efforts.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to award the 2019 Storm Sewer Maintenance bid #2018-30 with an option to extend annually for up to three (3), one (1) year extensions by mutual agreement of both contracting parties to Pipeline Maintenance Services Inc. – low bidder, meeting specifications. Managing Director Johnson shared that routine storm sewer maintenance is critical to maintaining our infrastructure, as

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proper drainage extends the life of our roads. Furthermore, RCKC contracts with storm sewer maintenance companies to clean and maintain a network of storm sewer systems throughout the county on both our primary and local road systems. She stated that the RCKC received 6 proposals. Furthermore, there are many categories within the bid, therefore staff reviewed the last four (4) years of activity in each category, and took an average of all four (4) years, to aide in the evaluation of the overall bid. She mentioned how Pipeline Maintenance Services Inc. was the low bidder meeting specifications, based on overall service unit quantity history. She explained that Pipeline Maintenance Services Inc. has contracted storm sewer maintenance with RCKC for nearly 30 years and mentioned how they have 3 vacuum (Vactor) trucks dedicated to RCKC's schedule. Commissioner Stehouwer inquired about the line item that read "extend to other local governments". Managing Director Johnson shared that years ago our bid proposals were updated. She explained many times we collaborate with villages and cities across the county and have added this line item to our bid proposals for all of the various municipal and governmental agencies that we work with for collaboration. She stated it is a governmental cooperation and opportunity for us to work together in an efficient and effective way. Commissioner Worthams noticed in the larger line items there was a significant difference in the bid price. Finance Director Simmons explained staff reviewed the last four (4) years of activity in each category, and took an average of all four (4) years, to aide in the evaluation of the overall bid. Commissioner Stehouwer questioned if the bidders were aware of the potential quantities. Finance Director Simmons stated the potential quantities were not included in the bid and mentioned that if a bidder called we did provide them with the general information.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Buchholtz moved and it was seconded to approve the Alamo Township Local Road Participation Fund contract for the Chair's Signature. Managing Director Johnson thanked Traffic Engineer and Project Engineer Hoekstra for building a 5 year plan built on the principles of asset management. Furthermore, the Township Board approved the projects based on his recommendations.

- a. **10th Street** – B Avenue to County Line, **Crack Fill, HMA Wedging, Chip Seal and Fog Seal**
- b. **Owen Drive** – Ravine Road to B Avenue, **Chip Seal and Fog Seal**
- c. **E Avenue** – Ravine Road to 1,280' East of Ravine Road, **Crack Fill, HMA Wedging, Chip Seal and Fog Seal**
- d. **Owen Drive** – Hart Drive to Ravine Road, **Crack Fill, HMA Wedging, Chip Seal and Fog Seal**
- e. **Hart Drive** – 6th Street to 9th Street, **Crack Fill**
- f. **DE Avenue** – 3,685' West of 6th Street to 6th Street, **Pulverize, Gravel and HMA Paving**

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Managing Director Johnson shared at 6:00 p.m. the RCKC will hold a public hearing on the Declaration of Necessity for a petition that we received under Public Act (PA) 246 for Eastern Heights in Richland Township. She mentioned upcoming educational sessions for local officials including Asset Management on January 23rd, Setting Realistic Speed Limits on January 29th and Frost Laws on February 13th.

Commissioner Stehouwer shared that the Parks Commission was pleased to hear about the engineering work that was underway including field survey work for the Kalamazoo River Valley Trail (KRVT) extension that was awarded at the last Board meeting. He mentioned that the project includes two railroad crossings and stated that they anticipate to bid the work in July with construction in the fall. He mentioned the project is in collaboration with the RCKC and the Michigan Department of Transportation (MDOT). Also, County Parks is kicking off a \$1 million campaign to complete the KRVT. He looked forward to the upcoming educational events.

Commissioner Pawloski thanked both County Commissioner's Christine Morse, John Gisler and Comstock Township Supervisor Randy Thompson for attending today's meeting. He shared that the Board is aware of the Texas Township flooding issues and mentioned that it is very high on our radar.

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Commissioner Worthams mentioned that the Kalamazoo Area Transportation Study (KATS) is in charge of the Federal dollars that we receive and questioned if we have experienced any sort of negative impact from the Federal Government shutdown or has it in anyway impacted KATS. Managing Director Johnson answered no and explained pending what happens and how long the shutdown may take place it may affect the March State bid letting which includes projects that have Federal Funding as well as some our items with Rural Task Force (RTF). She shared we are in the process of working on a plan with our County Road Association and State partners. Commissioner Worthams suggested if the government shutdown continues that staff put together in a memo a list of those projects that could be impacted. He shared the 100th Michigan Legislature will start tomorrow at 12 noon in accordance with the Constitution for their ceremonial swearing in. He wished the Kalamazoo Delegation a wonderful legislative session and congratulated State Senator Sean McCann, State Representatives Brandt Iden, Beth Griffin, Jon Hoadley and Matt Hall. He stated that he is looking forward to working with them. He shared that it is the 100th Anniversary of Women's Suffrage and as we look at the start of the Michigan 100th Legislature there is large number of women elected in quite some time. Furthermore, we have Statewide Constitutional Officers who are also women and shared that it is an opportunity for a wonderful session that will be held the next few years in Lansing.

Commissioner Buchholtz shared the Kalamazoo County Board of Public Works (BPW) met and elected officers. She shared that there were not many public projects that needed to go through the county due to the interest and mortgage rates that others were able to obtain over the last several years. She shared that the committee will be inviting the RCKC and others to come in to give an update on the Integrated Asset Mapping Project.

Commissioner Moyle shared concerns about an article he had read regarding the MDOT Trunk lines in the City of Kalamazoo being turned over to the Kalamazoo City and questioned how this will effect federal funding. Managing Director Johnson explained that the KATS Prioritization Process is utilized to distribute the minimum federal funds that we receive. Furthermore, this year the projects submitted are still in the process of prioritization. She shared that the City of Kalamazoo did include those projects for prioritization on the various roads that will have jurisdictional transfer and stated there is more to come as to what the effects will be for the prioritization. Operations Director Bartholomew mentioned that the Board supported the RCKC in advancing our chip seal program. He stated today the Board approved 2 projects on Owen Drive that had 1 and 2 year old recently paved sections of road in Alamo Township. Traffic Engineer and Project Engineer Hoekstra shared that we expanded on our principals of asset management to chip seal a road the following year after a paving project. He stated it is a good way to protect our investment. Operations Director Bartholomew suggested taking the Board for tour to look at chip seal projects and to see the benefit from chip seal.

The meeting was adjourned at 4:37 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Chairperson _____, Deputy Clerk

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The regular meeting of the Board of County Road Commissioners of the County of Kalamazoo was held at the Road Commission of Kalamazoo County (RCKC) office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, January 22, 2019. Commissioner Moyle called the meeting to order at 3:00 p.m.

Present: Daniel J. Moyle, Deborah J. Buchholtz, David Q. Worthams, David C. Pawloski, Larry Stehouwer

Also attending: Managing Director Joanna Johnson, Ann Simmons Finance Director, Operations Director Travis Bartholomew, Project Superintendent Mark Worden, County Engineer Ryan Minkus and General Superintendent Bill DeYoung.

Commissioner Worthams moved and it was seconded to approve the agenda as presented.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to approve the minutes from the January 8, 2019 regular Board meeting and the January 8, 2019 Eastern Heights Plat Special Assessment Declaration of Necessity Public Hearing as presented.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

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

Payroll Account	\$ 125,144.22
Vendor Account	\$ 851,021.58

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Buchholtz moved and it was seconded to approve Commissioner Pawloski's expense report as presented.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Managing Director Johnson shared as leaders in asset management and coordination, the RCKC wants to be pro-active in a policy that builds on the principles of asset management for our infrastructure while also strategically applying our limited Michigan Transportation Fund (MTF) dollars. We have requests from Townships for this very item and shared this draft with them as well. Having a policy in place helps provide a consistent approach for this effort. We have had requests over the years as what/if any contribution RCKC would have toward sewer/water projects that also improve road surface conditions. Recently, infrastructure project of this type have increased primarily due to the aging infrastructure of sewer/water systems, development and potential funding. The State also began the Stormwater, Asset Managing and Wastewater (SAW) Program through the Michigan Department of Environmental Quality (MDEQ) which is designed to help communities develop an asset management program for stormwater and wastewater collection systems. An asset management program will allow a community to plan for future capital improvement projects, identify critical assets and recognize problem areas before they become emergencies. She stated we do not anticipate Board action but do recommend the Board discuss the draft Cost Sharing for a Township Initiated Sewer/Water Related Project Policy. Commissioner Moyle stated that each section promotes long range planning. He shared that we would not chip seal a road that is due for a sewer/water project a year down the road and stated the policy made sense to him. Charleston Township Supervisor Jerry VanderRoest shared that it is good to plan ahead and supported the policy. He mentioned that a year or two ago a cable was taken down on South 48th Street. Furthermore the ditch was not deep enough and the cable was not put in deep enough. He questioned if this was ever changed. Managing Director stated she would check into it. Comstock Township Supervisor Randy Thompson concurred with Charleston Supervisor VanderRoest and shared how dollars are saved when we work and collaborate together.

Public Works Technical Specialist, Jamie Baker of Oshtemo Township mentioned that the Township would potentially ask for a one time variance due to a 2019 sewer project worth \$8 million. He explained the Township more than likely could not take advantage of the policy this year as it is written and would request a waiver. Managing Director Johnson shared that she had responded to Oshtemo Township Supervisor Libby Heiny-Cogswell. Furthermore, the policy was designed pending feedback, research and time and that this policy could potentially be applied yet this year. She requested patience as we work through a new policy. Commissioner Stehouwer spoke in favor of the policy broadly and stated how good it is to do this kind of preplanning. He stated that after reviewing the policy he did have questions that were sent to Managing Director Johnson for review. He commended Managing Director Johnson and staff for their work on the policy. Commissioner Pawloski shared that both Richland and Cooper Townships have projects coming up and supported the policy. Commissioner Buchholtz shared that she is questions policy versus guidelines and inquired about a Township not qualifying due to neglecting roads that were thought to have future projects. She stated that these are major projects and the Townships hold the contracts for the entire projects including the road portion. She inquired if there are instances where they would not. Managing Director Johnson shared the key is to follow an asset management program as it relates to roads. She explained considering a chip seal in plats can drive the Paser Surface and Evaluation Rating (PASER) System condition of roadways and preserve infrastructure. Furthermore, she will constantly advocate as your Local Road Professionals that you use our expertise to increase to a 5 and above rating based on the right fix at the right time for those treatments. She shared the level of investments can drive that rating as well. She mentioned that we would typically not hold the contracts for sewer and water initiated projects. Commissioner Stehouwer inquired about the N Avenue project. Project Superintendent Worden shared that N Avenue was 2 separate projects. Commissioner Stehouwer explained that for major utility projects you would want the onerous of quality workmanship that is usually vested in one party. Managing Director stated this does not take the place of our permitting process and mentioned the key piece is trying to figure out a level of participation funding. Commissioner Moyle inquired about the timing of this policy. Managing Director Johnson shared that Oshtemo Township has been very patient in waiting for a draft policy. Furthermore, the timeline for local road contracts is March 15th. She stated pending feedback we would like to have it on one of the agendas in February. Commissioner Moyle questioned how the timing would affect Oshtemo Township. Mr. Baker shared that they are on delay since the United States Department of Agriculture (USDA) is furloughed and are waiting to go out for bid. Commissioner Worthams questioned how long the Township Supervisors have known about this draft policy and also questioned if 2 weeks would be long enough to receive feedback from the Township Supervisors. Managing Director shared that the Township Supervisors have knowns since Friday and suggested that the Board as liaisons could reach out to the representatives of Townships for feedback regarding the draft policy.

Commissioner Buchholtz moved and it was seconded to approve the Charleston Township Local Road Participation Fund contract for the Chair's signature.

- a. **38th Street** - M-96 to 5200' north of M-96, *HMA Paving Top Course*.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to approve the Cooper Township Local Road Participation Fund contract for the Chair's Signature.

- a. **Wolverine Avenue** - Mt. Olivet Road to Mountain Ridge Street, **Arctic Avenue** - Mountain Ridge Street to North Peak Street, **Nordic Avenue** - Mountain Ridge Street to North Peak Street, **Tahoe Avenue** - Mountain Ridge Street to North Peak Street, **North Peak Street** - G Avenue to 180' north of Arctic Avenue (*North Peak Plat*), *HMA Mill & Overlay, Crack Fill, Chip Seal and Fog Seal*
- b. **Springbrook Drive**-2904' west of Riverview Drive to Riverview Drive, *HMA Wedging, Crack Fill, Chip Seal and Fog Seal*
- c. **Lanfair Avenue**-Douglas Avenue to Woodlure Drive, **Woodlure Drive**-Douglas Avenue to Lanfair Avenue, **Lonsdale Road**-Woodlure Drive to Lanfair Avenue (*Northcrest Plat*), *HMA Wedging, Crack Fill, Chip Seal and Fog Seal*
- d. **Solver Street** - Thayer Avenue to Polaris Street, **Polaris Street** - Solvel Street to Hillsight Street, *Crack Fill, Chip Seal and Fog Seal*

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e. B Avenue - Riverview Drive to 24th Street, *HMA Wedging, Crack Fill, Chip Seal and Fog Seal*

f. Rolling Hills Drive- 1584' west of Douglas Avenue to Douglas Avenue, *HMA Reconstruct*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to approve the Cooper and Richland Township Local Road Participation Fund Contract for the Chair's signature.

a. 24th Street – G Avenue to 6,624 feet north of G Avenue, *HMA Mill & Overlay / HMA Wedging, Crack fill and Chip Seal*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Pawloski moved and it was seconded to approve the Pavilion Township Local Road Participation Fund Contract for the Chair's signature.

a. East Long Lake Drive- R Avenue to 25th Street, Hot Mix Asphalt (*HMA*) *Reconstruct, remove and replace HMA pavement – SPECIAL ASSESSMENT DISTRICT APPROVED December 11, 2018.*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the Richland Township Local Road Participation Fund Contract for the Chair's signature.

a. 31st Street - G Avenue to EF Avenue, *HMA Wedging, Crack Fill and Chip Seal*

b. C Avenue- 32nd Street to 35th Street, *HMA Wedging, Crack Fill and Chip Seal*

c. DE Avenue - Village of Richland East Limit to 35th Street, *HMA Mill & Overlay / HMA Wedging, Crack Fill, Chip Seal*

d. EF Avenue- M-43 to 32nd Street, *HMA Wedging, Crack Fill and Chip Seal*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Pawloski moved and it was seconded to approve the Texas Township Local Road Participation Fund Contract for the Chair's signature.

a. Colony Woods Drive - Q Avenue to 952' East of Oak Hills Drive, **Oak Hill Drive** - Colony Woods Drive to Q Avenue, *Crack Fill, Chip Seal and Fog Seal*

b. Stoney Brook Road - 10th Street to Breaburn Court, **Saddle Club Drive** - Dunwoody Court to 450' East of Shepherds Glen Road, **Doubletree Court** - 605' South of Saddle Club Drive to Saddle Club Drive, **Summerhill Court** - 588' South of Saddle Club Drive to Saddle Club Drive, **Deerpath Road** - Q Avenue to Saddle Club Drive, **Four Seasons Drive** - Saddle Club Drive to Bent Tree Road, **Shepherds Glen Road** - Saddle Club Drive to Shepherds Glen Court, **Shepherds Glen Court** - 276' North of Shepherds Glen Road to 686' East of Shepherds Glen Road, **Bent Tree Road** - Q Avenue to Shepherds Glen Road, **Huntwick Road** - Bent Tree Road to Shepherds Glen Road, **Burning Tree Road** - Stoney Brook Road to 867' South of Stoney Brook Road, **Hunters Ridge Drive** - Burning Tree Road to Heathrow Avenue, **Farmington Avenue** - Stoney Brook Road to Heathrow Avenue, **Heathrow Avenue** - Farmington Avenue to 12th Street, **Gatwick Court** - Heathrow Avenue to 855' North of Heathrow Avenue, **Orly Court** - Heathrow Avenue to 450' North of Heathrow Avenue, *Chip Seal and Fog Seal*

c. Chadeau Avenue - Norcross Street to 10th Street, **Norcross Street** - 308' South of Keith Court to Chadeau Avenue, **Keith Court** - Norcross Street to 400' East of Norcross Street, **Omega Street** - Chadeau Avenue to 169' North of Chadeau Avenue, *Chip Seal and Fog Seal*

d. Hidden Cove Place - 3,009' West of 8th Street to 8th Street, *Chip Seal and Fog Seal*

e. Eagle Terrace - PQ Avenue to 707' North of PQ Avenue, *Chip Seal and Fog Seal*

f. Eagle Heights Drive - PQ Avenue to 1,590' North of PQ Avenue, *Chip Seal and Fog Seal*

g. Whippoorwill Drive - 686' West of Warbler Drive to 12th Street, **Whistler Drive** - Chickadee Drive to Whippoorwill Drive, **Chickadee Drive** - Warbler Drive to Phoebe Street, **Phoebe Street** - Swallow

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- Avenue to Whippoorwill Drive, **Swan Drive** - Swallow Avenue to Chickadee Drive, **Plover Drive** - Swallow Avenue to Chickadee Drive, *Mill and HMA Overlay*
- h. **Crooked Lake Drive West** - Q Avenue to PQ Avenue, *Mill and HMA Overlay*
 - i. **Tillman Drive** - Riedell Drive to Stadium Drive, **Riedell Drive** - Coronet Drive to Farallon Drive, **Deerfield Trail** - 283' West of Coronet Drive to Riedell Drive, **Farallon Drive** - Callaway Drive to Riedell Drive, **Coronet Drive** - Callaway Drive to Riedell Drive, **Callaway Drive** - Coronet Drive to 1st Street, **Embassy Street** - O Avenue to Deerfield Trail, **Duval Circle** - 853' West of Embassy Street to Embassy Street, **Martell Court** - Embassy Street to 500' East of Embassy Street, *Mill and HMA Overlay*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Buchholtz moved and it was seconded to approve the Wakeshma Township Local Road Participation Fund Contract for the Chair's signature. Operations Director Bartholomew pointed out that the first project listed on the contract is a return to gravel. Managing Director Johnson added this is part of the Townships 10 year plan and the citizens approved the 3 mills. Commissioner Moyle questioned if there was a plan to make the road a hard surface in the future. Operations Director Bartholomew stated there is not and explained that we will use our Failed Local Road Policy and mentioned that the Township is currently contributing. Furthermore, everything is met financially through the policy. He explained that we hold a public meeting to meet with the residents to notify them that the road will no longer be a hard surface. Commissioner Stehouwer complimented the citizen group, Wakeshma Township Board and RCKC staff for all their work. Commissioner Buchholtz inquired about the other listed projects. Managing Director Johnson stated this is our 2nd year of taking care of the dust control and we also provide spot gravel road patching. She explained that the remaining projects would constitute heavy construction activities by adding additional gravel to shape the road and provide a good base which is why they are considered projects.

X Avenue - 42nd Street to 44th Street, *Gravel, Pulverize, Grade and Compact*

- a. **48th Street** - UV Avenue to T Avenue, *Gravel, Grade and Compact*
- b. **36th Street** - WX Avenue to W Avenue, *Gravel, Grade and Compact*
- c. **WX Avenue** - 36th Street to 37th Street, *Gravel, Grade and Compact*
- d. **37th Street** - Y Avenue to WX Avenue, *Gravel, Grade and Compact*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Buchholtz moved and it was seconded to approve the Wakeshma Township Carryover Local Road Participation Fund Contract for the Chair's signature.

- a. **39th Street** - V Avenue to U Avenue, *Gravel, Pulverize, HMA Paving (base course only)*

Commissioner Pawloski moved and it was seconded to select Bradley S. Lamberg for the County Road Association (CRA) Board of Directors Ballot. Managing Director shared that Brad Lamberg is in our Southwest Region and is the Barry County Managing Director.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to approve the Ross Township Local Road Participation Fund Contract for the Chair's signature. Managing Director Johnson mentioned the project estimate for this contract is approximately \$3.8 million. Project Superintendent Worden shared after conversations with the Township and our team we decided to accelerate all the HMA projects to year two.

- a. **39th Street** - G Avenue to FG Avenue, *Crack fill and chip seal*
- b. **42nd Street** - 4,000' north of M-89 to C Avenue, *Gravel, Pulverize, HMA paving*
- c. **44th Street** - Augusta Drive to 528' north of Augusta Drive, **44th Street** - EF Avenue to 2,955' north of EF Avenue, *Gravel, Pulverize, HMA paving*
- d. **44th Street** - C Avenue to Baseline Road, **Baseline Road** - 44th Street to 1,920' east of 44th Street, *Gravel, Pulverize, HMA paving*

- e. **45th Street** - B Avenue to Baseline Road, *Gravel, Pulverize, HMA paving*
- f. **Baseline Road** - 39th Street to 42nd Street, *Gravel, Pulverize, HMA paving*
- g. **EF Avenue** - 42nd Street to 44th Street, *Gravel, Pulverize, HMA paving*
- h. **FG Avenue** - 39th Street to Village of Augusta Westerly Limits, *Gravel, Pulverize, HMA paving*
- i. **Foxboro Lane** - M-89 to 1,215' north of M89, *Cold milling and HMA overlay*
- j. **Delmar Street** - 36th Street to 907' east of Merrimac Street, **Merrimac Street** - Littlefield Avenue to 764' north of Delmar Street, **Littlefield Avenue** - Merrimac Street to 643' east of Sherbrook Street, **Sherbrook Street** - CD Avenue to Littlefield Avenue (*Gull Vista Plat*), *Cold milling and HMA overlay*
- k. **McDonald Street** - 624' south of D Avenue to D Avenue, *Cold milling and HMA overlay*
- l. **Sylvan Court**-714' west of Burlington Drive to Burlington Drive, **Burlington Drive** - Corey to East Gull Lake Drive, **Norris Street** - Midlake Drive to Burlington Drive, **Midlake Drive** - Norris Street to Harger Street, **Midlake Drive** - 305' south of Burlington Drive to Burlington Drive, **Wendel Drive** - Midlake Drive to Norris Street, **Snyder Street** -Midlake Drive to Norris Street, **Paris Street** - Midlake Drive to Burlington Drive, **Makin Street** - Harger Street to Burlington Drive, **Harger Street** - Midlake Drive to Makin Street, **Hoffmaster Street** - Burlington Drive to Midland Drive, **Midland Drive** - Hoffmaster Street to C Avenue, **C Avenue** - Burlington Drive to East Gull Lake Drive, **Moon** - Burlington Drive to East Gull Lake Drive, **Corey** - Burlington Drive to East Gull Lake Drive, **Burlington (Willow Beach Rd)** - East Gull Lake Drive to 289' north of East Gull Lake Drive (*Midland Park Plat and Half Moon, Gull Lake Park*), *Cold milling and HMA overlay*
- m. **Pine Brook Drive** - 907' northwest of 48th Street to 48th Street, *Cold milling and HMA overlay*
- n. **South Sherman Lake Drive** - G Avenue to 4,752' north of G Avenue, *Cold milling and HMA overlay*
- o. **South Sherman Lake Drive** - G Avenue to 4,752' north of G Avenue, *Drainage Improvements*
- p. **Trillium Drive** - 1,350' East of Fernwood Drive to Fernwood Drive, **Camomile Drive** - Fernwood Drive to 275' north of Fernwood Drive, **Fernwood Drive** - D Avenue to Trillium Drive, **Acnathus Drive** - Fernwood Drive to 275' East of Fernwood Drive (*Trillium Plat*), *Cold milling and HMA overlay*
- q. **Yorkshire Drive** - 37th Street to 2,640' east of 37th Street, *Cold milling and HMA overlay*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

County Commissioner John Gisler shared that he was appointed liaison to the RCKC for another 2 years. He encouraged residents who are interested in becoming a member of any Advisory Board to look at the current openings on the County website. He also shared that he has a positive outlook regarding the County Board. He shared that newly elected County Board Chair, Julie Rogers is a businesslike person and mentioned that the County Board focus will be strong this year. He shared that they need to get started with the new County Center Building. He also mentioned the sale of the Michigan Avenue Courthouse and the need for funding the Consolidated Dispatch permanently.

Managing Director Johnson thanked Commissioner Gisler for his time, commitment, and for his attendance at RCKC Board meetings and various educational sessions. She shared last week we said goodbye to our Accountant Diane DeWaters after 31 years of service. She appreciated staff's recognition of all of her efforts and wished her the best. She mentioned we have received quite a few local road participation fund contracts and stated that others are being worked on. She thanked the team for all their efforts and the Townships for returning the signed contracts so quickly. She shared how we are trying to get the first HMA bid letting out for projects and anticipates the bid going out by the end of next week. She thanked Marsha Drouin, Richland Township Treasurer for going with us on a tour to look at roads. She gave a presentation to Climax Rotary last week and thanked General Superintendent Bill DeYoung for attending as well. She mentioned that tomorrow she will give a presentation to the Kalamazoo County Republican Women's Group. She gave an update at the Township Supervisors meeting, reviewed our timelines and made mention of the draft policy that we previously discussed. She shared how we reviewed all the various communication opportunities with Townships including their newsletters and how we can continue to coordinate and collaborate in that form of communication with our Township partners. She wrote an article regarding trees that will be published in the February 2019 Richland Township Newsletter and expressed her appreciation for the opportunity. She shared another form of

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communication is the County Newsletter. Commissioner Stehouwer suggested highlighting the upcoming training sessions. Managing Director Johnson shared that tomorrow morning at 8 a.m. is Transportation Asset Management for local officials where the importance of asset management will be discussed. She mentioned that George Hartwell, the former Mayor of the City of Grand Rapids and who is also on the State Transportation Commission will be participating and sharing his story in asset management planning and what it did for the City of Grand Rapids. She shared Setting Realistic Speed Limits for local officials will be held at 9:00 a.m. on January 29th where our own Traffic Engineer and Project Engineer Jim Hoekstra will present and discuss speed limits within school zones. Furthermore, Frost Laws informational session will be held on February 13th with discussion to include the reasons why seasonal weight restrictions are implemented.

Commissioner Stehouwer attended a Kalamazoo Area Transportation Study (KATS) one hour training regarding Transportation Improvement Plan (TIP). He mentioned how they had to juggle projects so they would not be impacted with the Federal shutdown. He wished Diane DeWaters the best in her retirement and thanked her for 31 years of service.

Commissioner Pawloski congratulated Diane DeWaters on her retirement. He thanked County Commissioner Gisler and congratulated him on being appointed as the RCKC liaison. He shared that the next Environmental Health Advisory Council meeting (EHAC) is scheduled for February 13th. He attended the Texas Township Town Hall meeting on January 16th. He shared that the purpose of the meeting was to come up with a funding mechanism for the temporary fix on the lakes in Texas Township. He stated that the Department of Environmental Quality (DEQ) set a public hearing for January 31st at Kalamazoo Valley Community College (KVCC). He mentioned the Environmental Protective Agency (EPA) who is currently furloughed will have the opportunity to comment on the permit. He thanked the RCKC team, County Commissioner's Julie Rogers and Christine Morse, State Representative Brandt Iden and State Senator Sean McCann for attending the meeting. He also thanked Commissioner Moyle who is active with the Task Force and Operations Director Bartholomew and Project Superintendent Worden for all their work and stated how proud he is to be a part of the Road Commission.

Commissioner Worthams mentioned that the Kalamazoo County Metropolitan Planning Committee will meet early next month. He mentioned that between the Michigan House and Michigan Senate how we now have a list of the Chair people in numbers of respective committees. He mentioned that Jack O'Malley from the Traverse City area will be Chair of the House of Transportation Committee and will meet on Tuesdays at 10:30 a.m. in Room 327 of the House Office Building. Matt Maddock from Oakland County will be Chair of the House of Transportation Appropriations Committee and will meet on Thursdays at 10:30 a.m. in room 307 of the House Office Building. Furthermore, the Senate Transportation Chair will be Senator Tom Barrett from Potterville in Eaton County and will meet on Wednesdays at 12:30 p.m. in the 1100 Binsfeld Building. Also, the Chair for the Senate of Transportation Appropriations Committee will be Senator Wayne Schmidt from the Traverse City area and has not determined his committee time. He mentioned our friends at the CRA have great relationships with both Senators Barrett and Schmidt and stated that Senators O'Malley and Maddock are both freshmen this year.

Commissioner Buchholtz asked Commissioner Gisler if he knew when the County Commission Board will begin the interview process for Road Commissioner. She also mentioned that it was her understanding that road commission applications is closed and questioned if it was reopened. Commissioner Gisler stated to his knowledge applications for Road Commissioner was not reopened. Commissioner Buchholtz requested that the Board be informed when the interview process opens. Commissioner Gisler stated that he would inform the Board when it opens. Commissioner Buchholtz shared that this morning she attended the quarterly Kalamazoo Region Bike Route Committee meeting. She shared how there is misunderstandings, lack of understanding and stated how information presented is incomplete.

Commissioner Moyle shared that both he and Operations Director Bartholomew serve on the Task Force for Texas Township flooding. He mentioned at the meeting Texas Township Supervisor John Hinkle set the stage and shared how it was a very emotional meeting with extreme opinions. Furthermore, with Supervisor Hinkle's leadership he mentioned how respect was shown when residents were at the podium. He shared the first hour of

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the meeting was spent discussing the problem and solutions. He stated the second part was regarding funding options which are limited. He attended Diane DeWaters retirement party and stated how great it was to see former RCKC employees. He wished Diane the very best. Commissioner Buchholtz stated what a privileged it is to serve on a Board who fully trust and respect one another. Commissioner Pawloski gave a shout out to Texas Township Supervisor Hinkle for the job he did at the Texas Township meeting on January 16th and to former Road Commissioner Dennis Berkebile for moderating the meeting.

The meeting was adjourned at 4:00 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Chairperson _____, Deputy Clerk