

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 waster 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

January 8, 2019

Chair Int'l _____

Clerk Int'l _____

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

January 8, 2019

Chair Int'l _____

Clerk Int'l _____

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

January 8, 2019

Chair Int'l _____

Clerk Int'l _____

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.

January 8, 2019

Chair Int'l _____

Clerk Int'l _____

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

January 22, 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 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. **Solvel Street** - Thayer Avenue to Polaris Street, **Polaris Street** - Solvel Street to Hillsight Street, *Crack Fill, Chip Seal and Fog Seal*

January 22, 2019

Chair Int'l _____

Clerk Int'l _____

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

January 22, 2019

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 published in the February 2019 Richland Township Newsletter and expressed her appreciation for the opportunity. She shared another form of

January 22, 2019

Chair Int'l _____

Clerk Int'l _____

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

January 22, 2019

Chair Int'l _____

Clerk Int'l _____

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

February 5, 2019

Vice 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, February 5, 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, Project Engineer Debbie Jung 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 Pawloski moved and it was seconded to approve the minutes from the January 22, 2019 regular Board meeting as presented.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

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

Payroll Account	\$ 162,359.71
Vendor Account	\$ 385,803.13

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Buchholtz moved and it was seconded to approve the Cost Sharing for a Township Initiated Sewer/Water Related Project Policy as amended. Commissioner Buchholtz shared that an engineering company inquired about the allocation of Local Road Participation Funds (PAR) in the local roads section of the policy and interpreted it as stating that half of all of the par funds could be allocated to a Township project. She suggested to change the wording to "The Board will consider allowing the allocation of up to one-half of a township's current year's Local Road PAR Funds to that township to assist..." in the second paragraph on page two under Local Roads. She also mentioned that Cooper Township had concerns about being excluded based on their Pavement Surface Evaluation and Rating (PASER) conditions.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to accept the petition for abandonment of a portion of Tiger Lily in Texas Township and approve the Resolution of Notice of Hearing of Petition to Abandon County Road public hearing for Tuesday, March 19th during our regular Board meeting. Managing Director Johnson shared the petition is for Tiger Lily in Texas Township and the signatures on the petition are seven (7) freeholders within the township. Having received a validated petition according to MCL 224.18 in terms of abandonment we are asking the Board to accept the petition and set a public hearing date. Furthermore, the developer is currently working with the township as it relates to this. She mentioned there is a stub road and in this case the parcel adjacent to the stub road is being considered for a private development. She stated there are various options that the RCKC team worked on with the developer and in compliance with the statute, we are proceeding to receive the petition accordingly. She shared that public feedback will be considered in a decision for abandonment. Commissioner Stehouwer mentioned that although he supports the motion he had raised several questions by email to both Managing Director Johnson and Commissioner Moyle which will be addressed at the public hearing. Project Engineer Jung shared that the developer has been in contact with Texas Township. Developer Brian Wood mentioned that he has spoken with both Texas Township Superintendent Julie VanderWiere and Planning/Zoning

February 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

Development Administrator Steve Deisler who will contact him after they consult with their Township Attorney and Prein & Newhof Senior Project Manager, Tom Wheat who represents the Township.

RESOLUTION FOR NOTICE OF HEARING OF PETITION TO ABANDON COUNTY ROAD

The Board of County Road Commissioners of the County of Kalamazoo, Michigan, having received the petition, submitted by seven (7) or more freeholders of Texas Township in which Tiger Lily Drive is located, NOW, THEREFORE,

Notice, is hereby given that a PUBLIC HEARING upon said petition to abandon will be held at the Road Commission of Kalamazoo County, 3801 E. Kilgore Road Kalamazoo County, Michigan, on Tuesday, March 19, 2019 at 3:00PM, for the purpose of giving all persons interested an opportunity to appear and state their reasons for or against said abandonment.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Pawloski moved and it was seconded to award the 2019-01 Tree Work #1 – Countywide to American Arbor; low bidder meeting specifications for a total of \$16,089. Managing Director Johnson shared that many trees are scheduled for removal or pruning by RCKC crews as time allows. Due to the volume of work or complex site conditions, many tree pruning/removal “jobs” are scheduled for completion by bids or quotes by qualified contractors. Furthermore, the tree bid contains 19 job sites in 4 Townships.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to award the 2019-02 22A/23/A Gravel, Compacted in Place Bid to Kalin Construction Co., Inc., Balkema Sitework & Development, Balkema Excavating, Inc., and James E. Fulton & Sons Inc. as respective low bidders by Township. Managing Director Johnson shared that the intent of this 22A/23A Gravel bid is to maintain a consistent annual price, by Township, for various primary and local road projects. Furthermore, the total bid price per ton for the Gravel, Compacted in Place Bid includes the purchase of the material, trucking to the project site (by Township), spreading of material, grading to a width and percentage of slope specified by the inspector on the job and compacted to accept traffic. The bid is divided by Township to give vendors an opportunity to provide RCKC with a competitive price for material, based on haul distance from various gravel pits. Commissioner Buchholtz questioned if one company is the sole source for a particular Township. General Superintendent DeYoung shared by having more than one company gives us options. He explained how we inform the company of our project schedule and if the company is not available due to another project we will contact the next company. Commissioner Buchholtz questioned if the companies know what we are expecting to occur. Operations Director Bartholomew shared that we do not have any known quantities when we put this out to bid. He mentioned that companies are bidding knowing that there may not be any work in any particular Township. Furthermore, a lot of our gravel is being purchased through our Hot Mix Asphalt (HMA) bids simply for the coordination of the material and it is all under one prime contractor. Also, most of the gravel through this bid will be for maintenance.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to award the 2019-03 Aggregates, Seasonal Requirements Bid to Aggregate Resources Inc., Hillside Gravel LLC, Stoneco, Top Grade Aggregates LLC, and Verplank Trucking based on haul distance for material loaded in RCKC trucks and by low bidder for material delivered to RCKC yard. Managing Director Johnson shared we recommend the Board award to numerous vendors to purchase aggregate loaded in RCKC trucks based on minimizing the haul distance to the job site. The aggregate seasonal bid also identifies a bid amount for numerous types of aggregate delivered to the RCKC yard.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

February 5, 2019

Commissioner Buchholtz moved and it was seconded to award the Trailer Mounted, Spray Injection Patching Unit purchase to Equipment Marketing Company, by cooperative purchasing with the current Indiana Department of Transportation Bid – in the best interest of the RCKC for \$74,300. Managing Director Johnson shared outlined in the Capital Outlay section of our Budget is the purchase of a trailer mounted spray injection patcher for \$78,000. RCKC has been renting patcher units for approximately 8 years. The staff and the Board together identified the need to have this type of unit in house which would be used often. It is good tool for us and we receive positive results on the patches that we have had across the county. On this purchase we are piggy backing on the Indiana Department of Transportation Bid. The total amount of this purchase is \$74,300. Commissioner Buchholtz questioned how it will be used and why we would want to own the equipment. General Superintendent DeYoung explained we begin renting the equipment in March and keep it until we start chip sealing. Furthermore, there will be days when are chip seal spreader is down and we could be utilizing this equipment if we owned one. Typically we do not rent this equipment for 3 or 4 days at a time. Operations Director Bartholomew added the average life of the machine is 10+ years.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the final Design plans for the D Avenue from Rolling Meadows Drive to Douglas Avenue and D Avenue from 17th Street to Riverview Drive road improvement projects for the Board and Managing Director's signatures on the construction plan cover sheet. Managing Director Johnson shared the project is included in the RCKC CIP and include Federal funds for the Safety program that are derived from the Fixing America's Surface Transportation Act (FAST Act) Federal Highway Bill. In February 2018, the RCKC was notified that the application for D Avenue from 17th Street to Riverview Drive had been awarded. The D Avenue from Rolling Meadows Drive to Douglas Avenue project is included in the RCKC CIP. The project will have Federal Rural Task Force funding and includes shoulder widening to 4' paved 2' gravel with a mill and overlay over the entire new road surface. The widened shoulder will also help improve safety in this corridor. The D Avenue from 17th Street to Riverview Drive safety project is also included in the RCKC CIP. Having been selected for safety funding, this section of road has had several types of crashes that warrant upgrades to the roadway. The project includes widening the shoulder to 4' paved and 2' gravel on both sides of the road to help reduce the number of lane departure crashes. After widening, the entire road surface will be milled and overlaid. Both projects are on the Kalamazoo Area Transportation Study (KATS) 2045 Map 6: Proposed Non-Motorized Facilities for widened shoulder. The project was designed by RCKC consultant Moore & Bruggink. According to our Community Engagement policy the Cooper Township Supervisor has been notified of the upcoming projects and they are in support of the widened shoulders that will connect the Kalamazoo River Valley Trail (KRVT) to downtown Cooper. Staff will schedule an informational meeting before the project starts for residents within the project limits. A portable changeable message board is included as part of the project to notify the public in advance of the project to adjust their travel route. Commissioner Stehouwer inquired about the shoulders. Project Superintendent Worden shared that the shoulders will be widened including additional erosion control going down the hill due to continuous washouts.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to approve the Brady Township Local Road Contract for the Chair's signature. Managing Director Johnson shared this local road contract is consistent with our Local Road Culvert Replacement Policy. The RCKC pays up to 70% for this type of project and 30% is the Township share. Commissioner Pawloski inquired about a bridge. Managing Director Johnson shared there is no bridge as of right now. County Engineer Jung mentioned that the Department of Environmental Quality (DEQ) has visited the site and feel that this structure is sized appropriately. Managing Director Johnson shared that we anticipate this project will be bid with the R Avenue bridge project in Pavilion Township. Commissioner Stehouwer questioned if the Drain Commission will participate. Managing Director Johnson shared that the Drain Commission will not participate

a. 32nd Street – over Asher Drain, *Culvert replacement 13' span (30/70 share)*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

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

- a. **32nd Street** - U Avenue to T Avenue, *Gravel/Pulverize/HMA Paving - Year 2*
- b. **V Avenue** - 34th Street to 36th Street, *HMA Wedging, Crack Fill, and Chip Seal*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Buchholtz moved and it was seconded to approve the Kalamazoo Township Local Road Participation Fund Contract for the Chair's signature. Commissioner Stehouwer questioned if any of the roads that are being chip sealed are roads that were done under the bond issue. Project Superintendent shared that is exactly where we are and shared that we are now protecting the investment that we made. Managing Director mentioned that Kalamazoo Township by far has the best PASER rating in the county as it relates to the Sewer/Water Related Policy we previously discussed. Furthermore, they are continuing to build on that asset management and investment through preservation techniques like crack fill and chip seal. Commissioner Buchholtz mentioned that Township Supervisor Martin was excited about the asset management and that we will be chip sealing many of the roads that were previously worked on.

- a. **Borgess Drive** – Nazareth Road to TWP easterly line, **Edna Boulevard** – Mulhearn Avenue to Nazareth Road, **Mulhearn Avenue** – Baker Drive to Nazareth Road, **Miami Avenue** – Baker Drive to Nazareth Road, **Tampa Street** – Baker Drive to Nazareth Road (*Dwillard & Schram Plat*), *Crack Fill / Chip Seal / Fog Seal*
- b. **Coy Avenue** – Washburn Avenue to Arthur Avenue, **Kenilworth Avenue** – TWP westerly line to Nazareth Road, **Ira Avenue** – Coy Avenue to East Main Street, **Lum Avenue** – Coy Avenue to East Main Street, **Cooper Avenue** – Dearborn Avenue to East Main Street, **Washburn Avenue** – Coy Avenue to East Main Street, **Gayle Avenue** - Coy Avenue to East Main Street (*Eastwood Heights, Vosler's Addition, Sherwood Plat, Plat of Shield's Addition, Vosler's Annex, Washburn Plat and East Highland Park*), *Crack Fill / Chip Seal / Fog Seal*
- c. **Huntington Avenue** - East Main Street to Francis Avenue, *Mill / HMA Overlay*
- d. **Junction Avenue** – Bixby Road to Elkerton Avenue, **Trimble Avenue** – Junction Avenue to M-43, **Henson Avenue** – 526' south of Junction Avenue to M-43, **Henson Avenue** – M-43 to 1,147' north of M-43, **Lakeview Avenue** – Henson Avenue to 232' east of Henson Avenue, **Colgrove Avenue** – 703' south of Junction Avenue to M-43 (*Bixby Plat, Elkerton Addition, Assessor's Plat of Gull Heights*), *Crack Fill / Chip Seal / Fog Seal*
- e. **Rockwood Drive** – Winding Way to Meadowcroft Avenue, **Thornhill Avenue** - Stonegate Road to Nichols Road, **Meadowcroft Avenue** - Rockwood Drive to Nichols Road, **Runnymede Drive** – Rockwood Drive to Stonegate Road, **Northview Drive** – Rockwood Drive to Nichols Road, **Glengarry Avenue** - Stonegate Road to Nichols Road, **Beverton Street** - Glengarry Avenue to TWP northerly line, **Glengarry Avenue** – Beverton Street to Havenbrook Street, **Coventry Avenue** – Beverton Street to 208' east of Beverton Street, **Stonegate Road** – Northview Drive to Glengarry Avenue, **Havenbrook Street** - Glengarry Avenue to 185' north of Glengarry Avenue, **Stonegate Road** - 450' south of Thornhill Avenue to Northview Drive, **Laurelhill** - 310' south of Thornhill Avenue to Thornhill Avenue, **Winding Way** – 1,892' west of Rockwood Drive to 949' east of Rockwood Drive (*Northview Subdivision*), *Crack Fill / Chip Seal / Fog Seal*
- f. **Seemore Avenue** – Humphrey Street to 750' north of Humphrey Street, **Nassau Street** – East Main Street to Gertrude Street, **Lakewood Drive** – M-43 to 264' north of M-43, **Heather Lane** - 213' south of M-43 to M-43 (*Bixby, Long Meadow, Spring Meadow, King Realty, Jeffery Park*), *Crack Fill / Chip Seal / Fog Seal*
- g. **Seminole Street** – Croyden Avenue to Grand Prairie Road, **Cherokee Street** – M-43 to Alamo Avenue, **Mohawk Street** – Olney Road to 440' north of Iroquois Trail, **Gorham Lane** – M-43 to Devonshire Avenue, **Turwill Lane** – M-43 to Ottawa Avenue, **Pontiac Avenue** - TWP westerly line to 660' east of Seminole Street, **Ottawa Avenue** - TWP westerly line to 660' east of Seminole Street, **Alamo Avenue** –

February 5, 2019

Turwill Lane to Cherokee Street, **Iroquois Trail** – Turwill Lane to Nichols Road, **Huron Avenue** – Turwill Lane to Nichols Road, **Marlane Avenue** – Cherokee Street to Nichols Road, **Croyden Avenue** – TWP westerly line to Nichols Road, **Cranbrook Avenue** - Cherokee Street to Croyden Avenue, **Devonshire Avenue** – TWP westerly line to Nichols Road, **Canterbury Avenue** – TWP westerly line to Nichols Road, **Grace Road** – Gorham Lane to Nichols Road (*Indian Village Subdivision*), *Crack Fill / Chip Seal / Fog Seal*

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Managing Director Johnson shared that some of our Engineers are attending the County Engineer's Workshop in Sault Ste Marie. Also, this morning she had the pleasure of speaking at the conference regarding asset management and asset management plans. She mentioned our Engineers have a very good agenda before them for the next few days and this is a great networking opportunity. She thanked the entire team during the polar vortex for all of their efforts and thanked the citizens for their patience. She stated that we went live yesterday with our Oxcart Move Permitting System. She explained this was another innovation early on and the County Road Association (CRA) worked with the Oxcart Company in trying to find ways to make move permits easier for our customers. She mentioned that 24 Road Commissions throughout the state are utilizing Oxcart. She stated there is a fee attributable to Oxcart which was noted up front and shared that we are monitoring the costs and may potentially review the fee schedule next year. She mentioned a notice was sent out to Farm Bureau and we did send out an invite to attend a session at the RCKC to view the Oxcart system and to answer questions they may have. Commissioner Stehouwer questioned if many of the move permit applicants are familiar with the Oxcart System. Managing Director Johnson shared most of the applicants are going through a learning curve. Operations Director Bartholomew shared that the Oxcart system works the same from county to county which should expedite the process. Commissioner Stehouwer questioned if the counties adjacent to the RCKC are using Oxcart. Operations Director Bartholomew shared that Washtenaw County is the closest county to us that is utilizing Oxcart.

Commissioner Stehouwer appreciated the opportunity to ride along in a snow plow last Wednesday where there was a lot of drifting and commends the crew for all of their efforts. He noted one retirement and wished them the best and he welcomed the new accountant. He is looking forward to the Frost Laws educational session next week and the Southwestern Council meeting. He mentioned this Thursday is the Parks Commission meeting and is looking forward to hearing how they are doing with engineering for the Kalamazoo River Valley Trail (KRVT). Furthermore, they have a capital campaign kicking off for the extension trail from Galesburg out to the Fort Custer area.

Commissioner Pawloski thanked everyone especially the crews during the recent snow storm. He added that he did not receive any calls or complaints from residents during that time. Although he was not available he appreciated the opportunity to ride along in a snow plow truck. He shared that the Department of Environmental Quality (DEQ) will be in Texas Township on February 11th at the Kalamazoo Valley Community College (KVCC) to discuss the water pumping situation on the lakes and encouraged Texas Township residents to attend. He mentioned the Kalamazoo Environmental Health Advisory Committee (EHAC) is meeting on February 13th. He apologized and stated that he will be absent from the April 30th Board meeting.

Commissioner Worthams mentioned that he had nothing to report from the Kalamazoo County Metropolitan Planning Committee. He shared that tonight is the President's State of the Union Address and as a result of that Address being moved to tonight Governor Whitmer had to move her State of the State Address to Tuesday, February 12th at 7:00 p.m. He stated that it is expected that there will be some highlights of her speech on transportation funding or how fix the roads and most of the details will come from her budget presentation later in the month. He mentioned that some of our leaders in Lansing are starting discussions on how to do that. Some of the former legislative leaders including former Senate Majority Leader Ken Sikkema, former Senate Minority leader Bob Emerson, former Lieutenant Governor John Cherry, and former House Speaker Paul Hillegonds have come together with a suggestion that the state needs to increase the gas tax by .47 cents bringing it to 73.3 cents by 2028. Furthermore, their plan would begin by the end of this year by increasing the gas tax by 0.7 cents

February 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

this year with 0.2 cents going to local government and then increase by 0.5 cents each year until 2028. Furthermore when you compare that to the current plan, the inflationary increases that Governor Snyder signed into law do not begin until 2022 and in 10 years the gas tax will be at 30.2 percent assuming that we have 2% inflation which is definitely a large gap between the two ideas. He mentioned how good it is to have people in Lansing to discuss how we can obtain the resources that we need to get bring all of our roads to good condition. He shared that Speaker Chatfield suggested taking all of the taxes collected at the pump and put towards transportation. He mentioned the schools with have an issue since we collect sales tax on top of the gas tax at the pump. He shared that Senator Mike Shirkey stated the large increase does not include improvement for auto technology as we move forward.

Commissioner Buchholtz thanked Commissioner Worthams for the update and thanked staff for their immense work during the snowstorm. She also appreciated the offer to ride along in a snow plow.

Commissioner Moyle thanked staff for their efforts during the snowstorm and subzero temperatures.

Commissioner Pawloski moved and it was seconded to go into Closed Session pursuant to section 8 (c) of the Open Meetings Act for the purpose of discussing labor negotiations.

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Pawloski moved and it was seconded to approve a conditional ratification, subject to Counsel's and Managing Director's approval of the language for the Teamsters 214 Collective Bargaining Agreement.

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

The meeting was adjourned at 5:50 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Vice Chair _____, Deputy Clerk

February 11, 2019 – Southwestern District Council

Vice Chair Int'l _____

Clerk Int'l _____

The Board of County Road Commissioners of the County of Kalamazoo attended the Southwestern District Council meeting held at the Grand Valley State University Alumni House and Visitor Center at 1 Campus Drive, Allendale, Michigan on Monday, February 11, 2019. The presentation began at 10:00 a.m.

Present: Daniel J. Moyle, Deborah J. Buchholtz, Larry Stehouwer

Absent: David Q. Worthams, David C. Pawloski

Also attending: Managing Director Joanna Johnson

Ottawa County Road Commission hosted the Southwestern Council meeting with representatives from Allegan, Barry, Berrien, Cass, Kalamazoo, Muskegon, Ottawa, St. Joseph and Van Buren County road agencies present. Updates were provided from the County Road Association (CRA) committees and various organizations including the Michigan County Road Commission Self Insurance Pool (MCRCSIP), Wetland Bank, and the County Road Association Self Insurance Fund (CRASIF). Legislative bills and priorities were reviewed. CRA committee recommendations for the 2019-2020 year were also confirmed.

The meeting was adjourned at 1:15 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Vice Chair _____, Deputy Clerk

February 19, 2019

Vice 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, February 19, 2019. Commissioner Buchholtz called the meeting to order at 3:00 p.m.

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

Absent: Daniel J. Moyle

Also attending: Managing Director Joanna Johnson, Ann Simmons Finance Director, Operations Director Travis Bartholomew, County Engineer Ryan Minkus, Traffic Engineer and Project Engineer Jim Hoekstra, Project Engineer Debbie Jung, Permit Agent Jon Fitzsimmons, General Superintendent Bill DeYoung and Road Maintenance Superintendent Will Engel.

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

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Pawloski moved and it was seconded to approve the minutes from the February 5, 2019 regular Board meeting, February 5, 2019 Board Closed Session and the February 11, 2019 Southwestern District Council meeting as presented.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

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

Payroll Account	\$ 124,137.68
Vendor Account	\$ 260,930.10

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Mr. Ray VanderRoest of 6290 South 29th Street provided the Board with handouts and shared concerns regarding the RCKC not accepting fault with a road hazard on 29th Street. He also shared concerns regarding the denial letter he received from Sedgwick Claims Management Services regarding his claim for damages. He mentioned there was no signage, lighted warning barricades or traffic cones at the hazard. He also mentioned that the road hazard should have been fixed at the time of milling. He stated the RCKC is responsible for damages and referred to MCL691.1402 Sec. 2. (1).

Managing Director Johnson shared that we had a Frost Law presentation scheduled for February 13th where the weather did not cooperate. Furthermore, the presentation will be presented a 2nd time on March 7th at 9:00 a.m. She mentioned usually around this time of the year we institute seasonal weight restrictions and stated that County Engineer Minkus will present to the Board a shorter version of the Frost Law presentation. County Engineer Minkus gave a PowerPoint presentation regarding Frost Laws and explained why we have Frost Laws and when they are enforced. He shared that Michigan counties activate annual frost laws to protect our roads. Also, weight restrictions and reduced speed limits for heavy vehicles protect roads from damage during spring thaw. He mentioned that there are some special exemptions allowed for those including hauling agricultural commodities and public utility vehicles. He also mentioned that the County Road Association (CRA) of Michigan provides an online update of current weight restrictions for each county. He stated that the RCKC provides advance notice when weight restrictions are enforced and removed by posting to our website, RCKC Connect, Facebook and on our weight restrictions hotline at 269-381-3171, extension 251.

Commissioner Stehouwer moved and it was seconded to accept the Michigan Department of Transportation (MDOT) County Act 51 Annual Mileage Certification Report Letter dated January 1, 2019.

February 19, 2019

Managing Director Johnson shared annually staff completes the Public Act 51 report of primary and local roads based on the approved certification mileage. Furthermore, the report is due to the State by March 31st.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the final design plans for 8th Street from S Avenue to R Avenue road improvement project for the Board and Managing Director's signatures on the construction plan cover sheet. Managing Director Johnson shared in the fall of 2017, RCKC staff submitted an application for consideration to the MDOT for the fiscal year (FY) 2019 High Risk Rural Road (HRRR) program. In February of 2018, RCKC was notified that the application had been awarded this funding. She mentioned that the project is included in the RCKC 2019 Primary Road Capital Improvement Plan (CIP). The project includes shoulder widening to 6 foot with 3 feet paved / 3 feet gravel shoulders and construction of center left turn lanes at the intersections of S Avenue, RS Avenue and R Avenue to help reduce the number of left turn crashes. Along with this widening, the entire road surface will be milled and overlaid. The project limits are located on a commuter route according to the Kalamazoo Area Transportation Study (KATS) 2045 Metropolitan Transportation Plan Map 7: Proposed Bike Commuter Routes. The paved shoulder will be improved in width anywhere from 6 – 12 inches than current. Staff have confirmed with Texas Township that they do not have a desire to increase paved shoulder width to 4 feet wide on this section of road. The project is approved as part of the KATS public process and was designed by RCKC consultant Hubbell, Roth, & Clark (HRC). HRC is in the process of meeting with residents and acquiring easements for this project and the project is currently on track for a May 2019 MDOT bid letting. She requested County Engineer Minkus to share comments regarding the shoulder width. County Engineer Minkus shared there is some specific guidance and stated that a bike lane itself is a natural lane with restrictions on parking and use. Furthermore, it has a width of 5 feet. He explained when we are working on road projects we typically look at MDOT's local agency guidelines for what to do regarding improvements based on the type of work. Furthermore, it determines the shoulder width based on traffic volume. He stated to maintain consistency we follow the guidance document. He shared in this case the requirement was a 3 foot paved shoulder. He stated if the MDOT guidance document had stated that 4 feet should be paved, then it would not be necessary to review additional footage with the township. He shared that he did look at the American Association of State Highway and Transportation Officials (AASHTO) designing of bike facilities where it did not specifically state that rural conditions are different than urban conditions. He explained that they refer to a 14 foot paved surface that is assuming there is an 11 foot lane and a 3 foot paved surface allowing motorists to pass a bicycle without forcing the bicyclists to the edge of the road. Commissioner Stehouwer inquired about the lane width. County Engineer Minkus stated it is 11 feet. Commissioner Buchholtz questioned if there would be an issue with bike route signage once the road was constructed. County Engineer Minkus stated that he did not perceive any issues.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to award the Asphalt Emulsion Bid #2019-06, with an option to extend for three (3) one (1) year extensions by the mutual agreement of both parties to K-Tech Specialty Coatings Inc./Klink Trucking Inc. for the CRS-2M emulsion, HFRS-2 emulsion, CSS-1H dilute fog seal material, emulsified asphalt dust control material and the asphalt emulsion application – low bidder, meeting specifications. She pointed out that last year this particular contractor was present at our July 24th Board meeting due to issues related to incorrect material being delivered causing issues with some projects. Furthermore, the supplier took full responsibility and have participated as a full partner in addressing those concerns. Commissioner Worthams expressed his disappointment with the inability for Michigan Paving and Materials to come up with a decent bid. He explained it is nice for us to be able to take Michigan tax dollars and keep them in Michigan and hopefully as we receive future bids we will have more Michigan companies who can meet the grade for consideration.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to accept the petitions regarding the abandonment of Boxwood Ridge and further move that the RCKC finds that we should abandon that portion of Boxwood Ridge in

Pavilion Township. Managing Director Johnson shared that a Petition for Abandonment was received on February 1st and that the adjacent property owners have signed the petition as well as the seven (7) freeholders. Furthermore, Pavilion Township has exercised its right of first refusal and those minutes are provided stating that they would accept the roadway should we abandon it. She mentioned that it is important to share with the Township that the plat be considered for amendment to ensure that in the future it is understood that the RCKC would not have control of Boxwood Ridge and that it is the Township's responsibility. She shared that it would be treated like a driveway and to expect snow piles during winter maintenance at the end of Boxwood Ridge and Clovermeadows Avenue. Furthermore, we will need to follow the statute by preparing the proper notice related to the abandonment before it becomes official. Commissioner Stehouwer stated that it is important that the Township get involved to abandon this part of the public road and plat. He stated that it is also important that this portion of the plat be properly abandoned. Commissioner Buchholtz echoed Commissioner Stehouwer's statement and encouraged the Township to have the plat amended to reflect this abandonment. She mentioned it is our understanding that the owners of the land who are requesting this abandonment are basically creating a driveway. She stated that both the owners and Township are aware and support of this and if it creates an issue down the road it would be their issue to deal with. Managing Director Johnson mentioned for clarity we are reserving an easement for public utilities over the full width and length of Boxwood Ridge.

**NOTICE OF ABANDONMENT OF:
BOXWOOD RIDGE,
PAVILION TOWNSHIP**

WHEREAS, Section 18, of the Michigan County Road Law, being MCL § 224.18; MSA § 9.118, as amended, provides for the absolute abandonment and discontinuance of any highway or part of highway or road under the jurisdiction of a county road commission; and

WHEREAS, THIS Board has determined that it is in the best interests of the public that the highway or portion of highway or road described in this resolution be absolutely abandoned and discontinued.

NOW THEREFORE, BE IT RESOLVED, that the following described highway or portion of highway or road be and hereby is absolutely abandoned and discontinued as a public highway:

**Boxwood Ridge – Clovermeadows Avenue to 166' North of Clovermeadows located within Plat of Greenfield
Pointe #3**

RESERVING HOWEVER, an easement for public utilities over the full width and length of the highway or road hereby being abandoned.

BE IT FURTHER RESOLVED, that this abandonment be given as required by law.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

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

- a. **Rex Avenue** - East Michigan to Charles Avenue, **Pickard Street** - East Michigan to Charles Avenue, **Barker Avenue** - Rex Avenue to Pickard Street, **Charles Avenue** - Rex Avenue to Pickard Street (Simmons Addition, Pickard Plat, Leenhouts Plat), *Mill and resurface to gravel, +/- 4"*
- b. **ML Avenue** - 35th Street to 36th Street, *Gravel, Pulverize, and HMA Paving*
- c. **H Avenue** - 26th Street to 33rd Street, *Crack fill, Chip Seal and Fog Seal*
- d. **Market Street** - River Street to Stalwart Street, *HMA Wedging, Crack fill, Chip Seal and Fog Seal*
- e. **Stalwart Street** - L Avenue to Market Street, *HMA Wedging, Crack fill, Chip Seal and Fog Seal*
- f. **L Avenue** - River Street to Stalwart Street, *HMA Wedging, Crack fill, Chip Seal and Fog Seal*
- g. **MN Avenue** - 29th Street to 31st Street, *HMA Wedging, Crack fill, Chip Seal and Fog Seal*
- h. **28th Street** - H Avenue to G Avenue, *HMA Wedging, Crack fill, Chip Seal and Fog Seal*

February 19, 2019

- i. **30th Street** - East Main Street to H Avenue, *Crack fill, Chip Seal and Fog Seal*
- j. **31st Street** - N Avenue to ML Avenue, *Chip Seal and Fog Seal*
- k. **Brookview Street** - Procter Avenue to East Michigan Avenue, **Shirley Drive** - Procter Avenue to East Michigan Avenue, **Ermine Avenue** - Procter Avenue to East Michigan Avenue, **Procter Avenue** - Brookview Street to 265' east of Ermine Avenue, **Grange Avenue** - Shirley Drive to 265' east of Ermine Avenue, **Copeland Avenue** - Shirley Drive to Ermine Avenue (Brookside Park), *Crack fill, Chip Seal and Fog Seal*

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the Oshtemo Township Local Road Participation Fund Contract for the Vice Chair's signature. Managing Director Johnson shared that we are also expecting Oshtemo Township to take advantage of our policy that we approved related to sewer and water projects and applying a portion of the local road participation dollars toward other roads within the Township.

- a. **1st Street** - Almena Drive to M-43, *Crack Fill / HMA Wedging / Chip Seal / Fog Seal*
- b. **Chadds Ford Way** -981' South of M-43 to M-43, *Crack Fill / HMA Wedging / Chip Seal / Fog Seal*
- c. **H Avenue** - Van Kal Avenue to 2nd Street, *Crack Fill / HMA Wedging / Chip Seal / Fog Seal*
- d. **H Avenue** (2nd Street to 3rd Street), *Crack Fill / HMA Wedging / Chip Seal / Fog Seal*
- e. **8th Street** - GH Avenue to G Avenue, **GH Avenue** - 8th Street to 9th Street, **9th Street** - H Avenue to GH Avenue, *Crack Fill / HMA Wedging / Chip Seal / Fog Seal*
- f. **Wolf Drive** - Van Kal Avenue to G Avenue, *Crack Fill / HMA Wedging / Chip Seal / Fog Seal*
- g. **Rosemary Lane** - Lisa Drive to 2nd Street, **Lisa Drive** -164' West of Rosemary Lane to Rosemary Lane, **Josiane Drive** -1,157' South of Rosemary Lane to Rosemary Lane, *Crack Fill / Chip Seal / Fog Seal*
- h. **ML Avenue** - 4th Street to 6th Street, *Crack Fill / HMA Wedging / Chip Seal / Fog Seal*
- i. **ML Avenue** -6th Street to 8th Street - *Crack Fill / Chip Seal / Fog Seal*
- j. **Vienna Street** (Parkview Avenue to 787' North of Parkview Avenue), *Crack Fill / Chip Seal / Fog Seal*
- k. **Plainview Street** - 958' South of Stadium Drive to Stadium Drive, *Crack Fill / Chip Seal / Fog Seal*

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Managing Director Johnson shared an update on winter maintenance including icy roads. She stated that it is important for the public to know that we are aware of the ice pack on local roads; primarily plat roads throughout the county where the speed limit is typically 25 mph. Furthermore, looking at the weather and timing of each weather event we could not possibly be on all 1,268 miles of road. She also mentioned that we do not have a bare pavement policy in our platted areas. She explained that typically we only apply material to hills, curves and intersections and we do not want to create rutting. She stated since February we have received 325 service requests of which 161 were for icy roads and 82 for snow removal. Operations Director Bartholomew added that the weather was the type of scenario that we always try to avoid. He stated that our team takes pride in their work and they working to capacity. He shared that Mother Nature threw us a wrench beginning last Wednesday night with a heavy snow event. Throughout Thursday we tried to stay ahead in our level 1 and level 2 roads. He mentioned that we do not have the staffing or equipment to be everywhere at once and we continued to maintain the system to the degree that we could. Furthermore, on Friday we did what we could to clean up the entire county. He stated by the time we were able to get to the platted roads traffic had driven on them for at least 24 hours which packed the heavy snow down to the point where our equipment could not remove it. He stated that we plowed the loose snow on top and sanded the intersections, hills, and curves to make them reasonably safe. Furthermore, we could not get down to the road surface that we desire. He shared that Friday the temperature was in the 40's and loosened up the snow pack. Friday evening it rained and turned colder turning the hard packed snow to ice. He stated that we cannot melt that thickness of ice and we cannot plow it. The best we can do is apply sand to the intersections. Managing Director Johnson shared that we have to concentrate on our road priorities and exercise a little more patience. Commissioner Stehouwer shared that he drove the roads north of Westwood, country roads and dead end streets. He stated that he was amazed how well the roads were on Wednesday. Furthermore, on Thursday it became messy where the snow did not come off and

February 19, 2019

Vice Chair Int'l _____

Clerk Int'l _____

was packed on the roads before the hard freeze. He inquired about the number of shifts we run and the contractors that we have for areas throughout the county. Operation Director Bartholomew shared that 3 shifts were on through Friday evening and our contractors were also working during this time. He explained most of our contractors work in residential areas and few work with our team on a designated route. He stated it was all hands on deck working 12 hour days diligently. Commissioner Buchholtz questioned if the routes are designed for certain amount of hours. Operations Director Bartholomew explained different levels will have different lengths or miles. He stated that we try to keep our level 1 roads under 6 hours. He explained that the driver can at least run them twice on a 12 hour shift. Level 2 and 3 roads is typically once in a 12 hour period which does not include all the residential areas. He stated there are many times on day 2 of a snow event where the drivers need to return to the level 1 and 2 roads. He mentioned the RCKC team starts to make progress after the snow event stops and typically it takes us 2 days for winter maintenance after the event stops. Managing Director Johnson stated that we need to recognize the priority system and understand that our platted streets will not be plowed or have bare pavement before our primary roads that have the most traffic volume and higher speeds.

Managing Director Johnson shared on August 7, 2018 we put forth several safety program applications for 2020 projects that were identified in our CIP. She mentioned that she was notified that funding was approved for G Avenue from 2nd Street to 6th Street and for S Avenue from 34th Street to 36th Street. She shared that funding was not approved for U Avenue from Oakland Drive to Portage Road. Also, we were approved for the Streamlined Systemic Safety Program application for stop control intersections sign upgrade project which is concentrating on the county primary intersections in Prairie Rhonde, Schoolcraft, Brady, Wakeshma, Pavilion and Texas Townships. She shared that we have a presentation scheduled for Utility and Plat Development on Wednesday March 6th beginning at 9:00 a.m. Furthermore, the information was sent to our Township partners and contractors who we work with. She is looking forward to the County Road Association (CRA) Highway Conference on March 13th where she will end her term as the CRA President.

Commissioner Stehouwer shared that he had received a letter from a resident on East Long Lake Drive. Furthermore, staff is reviewing questions that were raised in the letter at the assessment process. He attended the Parks Commission meeting on February 7th where he received an update regarding the Kalamazoo River Valley Trail (KRVT) extension. He mentioned they will have a new Park Commissioner along with new appointments. He stated that County Parks has various endowment funds to help with park maintenance and approval was recommended for some of those funds. County Parks is evaluating upgrades to the parking lots at the Expo Center Fairgrounds. He stated the Polar Vortex affected some of the Parks heating system pipes. Furthermore, they are evaluating how they can improve on managing those conditions. He attended the Frost Laws educational session on February 13th. He commended the staff and stated the presentation was very informative. He attended the Southwestern District Council Meeting on February 11th. He also attended the Department of Environmental Quality (DEQ) Public Hearing regarding the lake levels in Texas Township where residents shared their concerns.

Commissioner Pawloski shared that due to the snowstorm last week the Kalamazoo Environmental Health Advisory Committee (EHAC) meeting was postponed until March. He will not attend the March meeting since he will be at the CRA Conference in Lansing.

Commissioner Worthams shared that Governor Whitmer had some language in her State of the State Address to with attention to the legislature to address the infrastructure issues we have with the state. Although she did not provide many details she did mention that everyone should pay attention to her budget presentation that will held in a couple of weeks to find out the details. He thanked both Commissioners Moyle and Buchholtz for the leadership they have taken on certain comments from the February 6th Kalamazoo County Board Commission meeting.

Commissioner Buchholtz shared that Chairman Moyle is being interviewed today for reappointment by the County. She gave kudos to staff for spending a lot of time on issues that transpired in the last few weeks in which some were unfair. She stated it has required a lot of extra time, effort and emotion. She stated on behalf of staff leadership, administrative staff and others to know that this this Board understands the commitment and

February 19, 2019

Vice Chair Int'l _____

Clerk Int'l _____

passion that staff continues to have including times you are questioned about what you are doing or not appreciated. Furthermore the Board knows the effort that is being put forth and there is always ways to improve whatever it is we are doing. She is very proud to be associated with an organization that looks at ways to improve at all times. She gave a shout out to one of our seasonal employees Chad King who had some dialogue with residents and provided excellent information that was very helpful.

The meeting was adjourned at 4:13 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Vice Chair _____, Deputy Clerk

March 5, 2019

Vice 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, March 5, 2019. Commissioner Buchholtz called the meeting to order at 3:00 p.m.

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

Also attending: Ann Simmons Finance Director, Operations Director Travis Bartholomew, County Engineer Ryan Minkus, Project Engineer Debbie Jung, Road Maintenance Superintendent Jim Page and Administrative Assistant – Operations Tara Hendricks.

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

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the minutes from the February 19, 2019 regular Board meeting as presented.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

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

Payroll Account	\$ 123,103.31
Vendor Account	\$ 138,896.81

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Mr. Ray VanderRoest of 6290 South 29th Street mentioned that he attended the February 19th Board meeting and has not heard back regarding his claim for damages to his vehicle. He requested a decision as defined by the Open Meetings Act Sec. 15.262. Commissioner Buchholtz stated that the Board has the information that was provided on February 19th and staff has also provided the Board with a summary of decisions that were made. She stated based on the insurance company's determination, staff's review and information received, there is not sufficient evidence to change the decision. Mr. VanderRoest stated according to the Open Meetings Act the Board needs to vote on the decision. Commissioner Worthams shared the Open Meetings Act does not require us to act; it requires us to act if we are going to vote in public.

Commissioner Pawloski moved and it was seconded to approve the First Order of Determination Resolution for Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township.

Resolution of First order of Determination
Board of County Road Commissioners of the County of Kalamazoo
Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive Gullwynd Drive,
Richland Township

WHEREAS, a petition by landowners in the Township of Pavilion, Kalamazoo County, Michigan, was filed with this Road Commission on November 13, 2018 said petition requesting certain highway improvements over the following described area:

Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive Gullwynd Drive, Richland Township

Total estimate is \$372,474.00 for Hot Mix Asphalt (HMA) Reconstruct, Remove and

March 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

Replace HMA Pavement.

Said petition being filed and submitted in accordance with the provisions of Act 246 of Public Acts of Michigan of 1931, as amended, and

WHEREAS, this Road Commission has caused the validity of said resolution-petition to be verified as is required in Section 1 of said Act 246, as amended, this Road Commission having also determined that said petition meets the requirements and specifications as spelled out in said Act, and this Road Commission has caused plans and specifications to be made, as provided in Section 2 of said Act, and

WHEREAS, Section 4 of said Act requires this Road Commission to make an Order of Determination;

NOW, THEREFORE, BE IT HEREBY RESOLVED, that this Commission, in accordance with the provision of Act 246 of the Public Acts of Michigan of 1931, as amended hereby declares that said improvement project is necessary and would be for the benefit of the public welfare and convenience, and herewith makes the First Order of Determination;

IT IS FURTHER RESOLVED, that a public hearing upon this declaration of necessity and First Order of Determination shall be held in at the Office of Road Commission of Kalamazoo County, 3801 E. Kilgore Road, Kalamazoo, Michigan, on **March, the 5th day of, 2019 at 3:00 o'clock P.M.**, for the purpose of providing all persons interested an opportunity to appear before the Road Commission and give their reason for or against the granting of the petition, review the specifications, equalize the apportionments of benefits, make objection to same, and to make the apportionments of costs as provided in said Act. At said hearing the commission shall make final determination of the Special Assessment District and number of annual installments over which said assessments shall be spread, as is provided in Section 9 of said Act.

BE IT FURTHER RESOLVED, that **NOTICE** of this public meeting shall be given by publication, posting and mailing, as is provided in said Act for notices on hearings.

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to open the public hearing allowing for public comment and objections of Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, and Gullwynd Drive, Richland Township.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Buchholtz reviewed the special assessment district timeline of events and the project description of Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township, Hot Mix Asphalt (HMA) Reconstruct, remove and replace HMA Pavement. She shared the Special Assessment District includes 58 property owners/7,740.51 feet of frontage. Furthermore, the Township at-large contribution is estimated at \$93,118.50 of RCKC allocated local road participation (PAR) funds and \$93,118.50 Richland Township; therefore the remaining estimated balance of the special assessment district is \$186,237.00.

Forrest Gregory Ehmke of 6195 Oatman Drive shared that he was one of three petition signature collectors and voiced his support for the project. He shared while collecting signatures there was a general recognition and acceptance that the pavement was in poor condition and needed to be replaced and shared his appreciation for the matching funds. He stated having the flexibility to make installments over the maximum amount of time would be appreciated by many residents and he would appreciate the Board's consideration. Jason Stiglitz of 6426 Eagle Ridge Drive voiced his objection to the project. He stated how he sympathizes with the residents on Oatman Drive due to the road condition and shared that road improvement on Sturbridge Drive and Eagle Ridge Drive would be insignificant. He explained that residents are being asked to subsidize necessary

March 5, 2019

improvements on Oatman Drive and the dollars would be better spent on other roads. Thomas Clemens of 6343 Sturbridge Drive supports the project and mentioned that 10 year installments would be appropriate. Kevin Fraaza of 6345 Eagle Ridge Drive voiced his objection and echoed Mr. Stiglitz comments. He mentioned there are new homeowners on these roads that are not aware of this special assessment. Bear Priest of 6272 Sturbridge Drive stated that he is in full support of the roads being replaced. He mentioned that he is the Clerk of Richland Township and stated that today is the first time he has heard any opposition to the road projects. He shared there is plenty of evidence of the roads deteriorating throughout the neighborhood including potholes and imperfections in the road. He has also heard the need for an extended amount of time for repayment. He asked the Board to extend the repayment period as much as possible. Dennis Root of 6384 Sturbridge Drive was one of the three petitioners who circulated the petition and echoed Mr. Priest comments regarding opposition. Furthermore, a delay of this project would incur greater costs to each property owner. He also supports the concept of extending the amount of time for repayment. Matthew Moore of 6409 Sturbridge shared how he has worked on roads for 25 years and mentioned that the longevity of these roads has passed. He supports this project and stated it would be well received if the Board extended the repayment period as long as possible. Frank Nickowski of 6400 Sturbridge Drive stated he is one of the new homeowners on Sturbridge Drive. He mentioned that he moved into the neighborhood in November of 2018 and did not know anything about this project until recently. He stated there are certain areas in the neighborhood where the road should be replaced and shared how he would appreciate any extension possible for repayment. Mr. Siglitz stated that everyone that he has spoken to in his neighborhood is in opposition to this project. He questioned how many of the 58 households in the neighborhood are in support of this project. Commissioner Buchholtz mentioned we will review the requirements by law after the public hearing.

Commissioner Worthams moved and it was seconded to close the public hearing.

Carried by the following vote:

Aye: Moyle, Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Buchholtz stated there are strict rules that the state lays out in Public Act 246 in terms of who can sign a petition including 51% or more of the lineal frontage. Furthermore, the percentage of signatures received was 65%. Commissioner Stehouwer mentioned that based on the information in our packet today, previously received packets, information provided by staff, Pavement Surface Evaluation and Rating (PASER) and the history of how long the roads have been paved indicates that improvements are necessary. Operations Director Bartholomew shared that the underlying asphalt is deteriorated and cracked. Furthermore, if we only take off the top half of the road we will see deterioration in a few years, reflective cracks coming through and it would not be the proper fix. Commissioner Buchholtz explained about preventive maintenance on local roads. She shared that each Township has their own policies on how they will maintain roads, which ones they maintain and where the funds come from. She inquired about the installments and the rationale as to why we have typically done 3 years. Commissioner Worthams shared that under MCL41.279 we have the ability to go up to 10 annual installments. Project Superintendent Worden shared that 3 years has been the standard for special assessments. Furthermore, citizens wanting to extend the period was not heard in previous special assessments.

Commissioner Pawloski moved and it was seconded to amend the spread of the special assessment installment for Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township over a period of seven (7 years) at the interest rate of six percent (6%). Commissioner Worthams had made a motion that this road commission declares and makes it Final Order of Determination for the proposed improvement project, Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township is necessary and would be to the benefit of the public welfare and convenience, and that the proposed improvement project shall be made in accordance with the final specifications which are herewith adopted, a copy of which is attached to this Final Order of Determination and designate that the special assessment will be spread over a period of three (3 years) and that interest at the rate of six percent (6) per year shall be charged on the unpaid balance of each assessment annually; and that the due date for these assessments shall be delinquent if not paid prior to March 1 of each year hereafter. He then suggested an amendment so that the special assessment is spread over 10 years at the interest rate of six percent (6%) and all other requirements to

March 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

remain the same. Commissioner Pawloski inquired about chip seal preventive maintenance if this project is approved. Project Superintendent Worden shared on primary roads chip seal is done the following year. Furthermore, our recommendation would be to do the same as primary roads and chip seal within year 1. Certainly within 6-7 years after paving we would like to see preventive maintenance applied. Commissioner Buchholtz commented that she would like the Board to consider something less than 10 years. She stated that she has concerns with the 10 years and explained that we are fronting the full expense of this and the resident dollars would take that much longer for repayment. She suggested the length of time be amended to 5 years. Commissioner Pawloski shared that he is open to any timeframe and suggested 6 or 7 years. Commissioner Pawloski offered an amendment to reduce the years of installments to 7 years.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded that this road Commission declares and makes it Final Order of Determination for the proposed improvement project, Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township as amended.

**Resolution of Public Hearing Regarding Highway Improvement/Final Order of Determination
Board of County Road Commissioners of the County of Kalamazoo**

Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive Gullwynd Drive, Richland Township

It is duly noted that less than thirty (30) days have passed since said public hearing and that Section 7 of said Act 246 of the Public Acts of Michigan of 1931, as amended, requires the Road Commission of Kalamazoo County (Road Commission) to take certain action within thirty (30) days after said hearing.

WHEREAS a public meeting has been duly held, pursuant to notice thereof given in accordance with the provisions of Act 246 of the Public Acts of Michigan of 1931, as amended, said public meeting relating to certain highway improvements as requested in a petition submitted to the Road Commission by landowners in the Township of Richland, Kalamazoo County, Michigan, received by the Road Commission on November 13, 2018.

WHEREAS, final determination of the special assessment district to be assessed for benefits on construction of the proposed improvements and the number of annual installments over which said assessments shall be spread was made at said public meeting, and

WHEREAS, Section 7 of said Act requires the Road Commission to take certain action within thirty (30) days from said public meeting,

NOW, THEREFORE, BE IT HEREBY RESOLVED, that this Road Commission declares and make its Final Order of Determination that the proposed improvement project is necessary and would be for the benefit of the public welfare and convenience, and that the proposed improvement project shall be made in accordance with the final specifications which are herewith adopted, a copy of which is attached to this Final Order Of Determination.

BE IT FURTHER RESOLVED THAT all of the statutory and procedural steps and requirements of Act 246 of the Public Acts of Michigan of 1931, as amended have been compiled with pertaining to the following special assessment project:

**Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive Gullwynd Drive, Richland Township
Total estimate is \$372,474.00 for Hot Mix Asphalt (HMA) Reconstruct, Remove and
Replace HMA pavement.**

March 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

And designate that the special assessment will be spread over a period of seven (7) years; and that interest at the rate of six percent (6%) per year shall be charged on the unpaid balance of each assessment annually; and that the due date for these assessments shall be delinquent if not paid prior to March 1 of each year hereafter;

WHEREFORE, the Road Commission shall forward the special assessment District tax roll to the Treasurer of Richland Township for collection as agent for the Road Commission as soon as is practicable following collection of same; and, further, that copy of this Resolution be forwarded to said Township Treasurer, and copy to the Kalamazoo County Treasurer.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the Special Assessment Resolution Establishing Special Assessment District for the Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township, for Hot Mix Asphalt (HMA) Reconstruct, Remove and Replace HMA Pavement for an estimate of \$372,474.00 and that the special assessment be spread over seven (7) equal annual installments.

**Resolution Establishing Special Assessment District
Board of County Road Commissioners of the County of Kalamazoo**

**Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive Gullwynd Drive,
Richland Township**

WHEREAS a petition by landowners in the Township of Richland, Kalamazoo County, Michigan was filed with this Road Commission of Kalamazoo County (Road Commission) on November 13, 2018, said petition requesting certain highway improvements over the following described area:

**Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township
Total estimate is \$372,474.00 for Hot Mix Asphalt (HMA) Reconstruct, Remove and Replace HMA Pavement**

Said petition being filed and submitted in accordance with the provisions of Act 246 of Public Acts of Michigan of 1931, as amended, and,

WHEREAS, this Road Commission duly held a public meeting on October 2, 2018, pursuant to Notice thereof duly given, said meeting relating to the determination of necessity for said project made by this Commission, and thereafter, on March 5, 2019, made its First Order of Determination, all pursuant to the provision of said Act, scheduling this date for a public hearing on said project for the purposes specified in the Notice of this public meeting, which said notice has been duly given, and the said public meeting was duly held on the 5th day of March, 2019 at 3:00 p.m. o'clock at the office of the Road Commission of Kalamazoo County, 3801 E. Kilgore Road, Kalamazoo, Michigan 49001,

NOW, THEREFORE, BE IT HEREBY RESOLVED, a special assessment district is established for the as follows:

**Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township
Total estimate is \$372,474.00 for Hot Mix Asphalt (HMA) Reconstruct, Remove and Replace HMA Pavement**

The assessment for the project shall be spread over seven (7) equal annual installments; that an interest rate of six percent (6%) per year shall be charged on the unpaid balance of each assessment annually; and that the due date for these installments shall be delinquent of not paid prior to March 1 of each year thereafter.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

March 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

Commissioner Worthams moved and it was seconded to approve the Resolution of Collection of Assessments for Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township, for HMA Reconstruct, remove and replace HMA Pavement for an estimate of \$372,474.00 and that the special assessment be spread over a period of seven (7) year equal annual installments.

**Resolution of Collection of Assessments
Board of County Road Commissioners of the County of Kalamazoo**

**Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive Gullwynd Drive,
Richland Township**

WHEREAS a petition by landowners in the Township of Richland, Kalamazoo County, Michigan was filed with this Road Commission of Kalamazoo County (Road Commission) on November 13, 2018, said petition requesting certain highway improvements over the following described area:

**Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive, Richland Township
Total estimate is \$372,474.00 for Hot Mix Asphalt (HMA) Reconstruct, Remove and
Replace HMA Pavement.**

Said petition being filed and submitted in accordance with the provisions of Act 246 of Public Acts of Michigan of 1931, as amended, and,

BE IT RESOLVED THAT all of the statutory and procedural steps and requirements of Act 246 of Public Acts of 1931, as amended, have been complied with pertaining to the following special assessment project:

**Eastern Heights Plat – Oatman Drive, Eagle Ridge Drive, Sturbridge Drive, Gullwynd Drive,
Richland Township
Total estimate is \$372,474.00 for Hot Mix Asphalt (HMA) Reconstruct, Remove and
Replace HMA Pavement.**

And it appearing that the special assessments have been spread over a period of seven (7) years, and it further appearing that interest rate of six percent (6%) per year shall be charges on the unpaid balance of each assessment annually; and that the due date for these assessments shall be December 1 of each year hereafter and shall be delinquent of not paid prior to March 1 of each year hereafter;

WHEREFORE, this Road Commission shall forward the special assessment District tax roll to the Treasurer of Richland Township for collection as agent who shall remit the monies collected to this Road Commission as soon as is practicable following the collection of same; and further, that a copy of this Resolution be forwarded to Richland Township Treasurer, and a copy to the Kalamazoo County Treasurer.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to approve the Pavement Line Striping & Specialty Pavement Marking Cooperative Bid#2019-04 to JV Contracting Inc. for a total of \$313,103.10, low bidder meeting specifications, with an option to extend for three (3) additional years. County Engineer Minkus shared that that for 2019 construction season, the RCKC cooperated with the City of Kalamazoo on a joint bid process for pavement marking. Furthermore, the bid covers both the material and application of center line and edge line paint as well as legend and specialty markings such as arrows, only, and top bars. The RCKC administered the bid including creating the document, advertising and conducting the bid opening. Three contractors bid on the combined bid and the RCKC portion of the bid was \$313,103.10 and budgeted expenses for pavement marking for 2019 are \$415,000.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

March 5, 2019

Commissioner Worthams moved and it was seconded to approve the Pavement Marking Inspection Bid# 2019-05 to Traffic Tech Services, LLC for a total of \$36,350.00, low bidder meeting specifications, with an option to extend for three (3) additional years. County Engineer Minkus shared as part of RCKC's annual pavement marking program, it is necessary to inspect, coordinate, and test the pavement markings as they are installed to ensure quality workmanship. Additionally, an inspector is needed to layout the road prior to pavement marking installation using our asset management software. This bid will allow RCKC to award a contract for such services for 2019 with the option for three additional one year extensions.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to award the 2019 Tree & Woody Vegetation Control Bid# 2019-07 to FDC Enterprises – low bidder, meeting specifications for a total of \$505,556.40 with an option to extend annually for up to three (3), one (1) year extensions by the mutual agreement of both parties. Road Maintenance Superintendent Page shared that RCKC solicited bids for our 2019 Tree & Woody Vegetation Control program (previously known as our Brush Spray Program bid). Notices were sent to 18 contractors and associations, as well as, being posted on our website. We had 18 downloads of the bid and received 2 bid proposals. The brush spray program has been a very effective tool in maintaining the roadsides throughout our primary and local road systems for many years.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to award the 2019-10 Tree Work #2 – Countywide, to American Arbor, low bidder for Area 1,2,4,5,6,7,8, meeting specifications for a total of \$124,324 and to Treeworks, low bidder for Area 3, meeting specifications for a total of \$30,000. Road Maintenance Superintendent Page shared numerous tree inspection requests from RCKC staff, property owners or concerned citizens are sent to the Forester's attention as well as those identified in projects. Trees meeting guidelines for removal or pruning are identified. In this bid, the second tree bid for 2019 there are 226 job sites in 13 Townships, divided into 8 separate bid items. These job sites are almost all on roads for primary road projects for this year and for local road projects in Ross Township scheduled for 2019. Commissioner Stehouwer inquired about awarding to two separate contactors. Road Maintenance Superintendent Page stated that American Arbor, LLC is a newer company in our county and we are confident they can perform the work and would also like to support our contractors who have previously worked for us. Operations Director Bartholomew shared that American Arbor, LLC has not completed the work from Tree Bid #1. Furthermore, this is the first time they have worked for us. Commissioner Stehouwer questioned if we were satisfied with their progress. Road Maintenance Superintendent Page stated that we are satisfied and stated that tree work is weather permitting.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the Right of Way (ROW) Resolution provided by the Drain Commissioner for the Texas Heights #8 Drain and Branches within the Port Hope Drive and Petoskey Street right of ways as depicted on the attached Exhibit A as found in their packets for the Vice Chair's signature. County Engineer Minkus shared in April of 2018, the Kalamazoo County Office of Drain Commissioner (KCDC) received petitions to relieve the flooding that was occurring as a part of the Texas Heights #8 and Vineyards plats. The Drain Code, is the primary statute that mandates the responsibilities of the county drain commissioner and provides for the creation and maintenance of county drains. The KCDC convened two separate Boards of Determination for each petition. These Boards agreed that the establishment of these drains are necessary and conducive to the public health, convenience or welfare, and for the protection of the public health. The KCDC is now nearing completion of the design engineering phase of these projects and is looking to move toward construction. For each project, it was determined that a majority of the facilities for the new drain could be located within the existing ROW as separate facilities from the RCKC drainage system that currently exists. Two approvals from the RCKC are required from the RCKC before construction can begin. One is a ROW permit, and the second is a resolution covering street or public place where a drain is to be located. Based on estimates for the

March 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

construction costs of the two projects, the RCKC would be responsible for 10% of the overall construction costs, or \$5,000 for Texas Heights #8 and \$8,000 for the Vineyards. Commissioner Pawloski thanked the RCKC and the KCDC for moving forward and stated this has been an issue that residents in Texas Township had been dealing with for a long time. Commissioner Stehouwer suggested that County Engineer Minkus explain the concept for drainage. County Engineer Minkus shared that in both of these plats the roads drain to drainage ponds. Furthermore, the ponds are at capacity, overflowing and damaging properties. He explained the petition was to allow the KCDC to come in and they are now establishing an overflow route for these ponds by putting in a structure at a high elevation in the existing ponds. Furthermore, when the ponds are full the water will have a route flow to an area that can handle the water without going through private properties. Operations Director Bartholomew added that these ponds are under Drain Commission jurisdiction and are currently not RCKC ponds. He also shared a bus tour is scheduled for March 22nd to review the flooding in Texas Township and these areas will be two of our stops.

**ROAD COMMISSION OF KALAMAZOO COUNTY RIGHT OF WAY RESOLUTION
FOR VINEYARDS DRAIN KALAMAZOO COUNTY RIGHT OF WAY**

At an authorized meeting of the Road Commission of Kalamazoo County, held on the 5th day of March, 2019,

There being present the following Commissioners:

Deborah J. Buchholtz, David Q. Worthams, David C. Pawloski, Larry Stehouwer
together with the Clerk,

There being a legal quorum present, and,

WHEREAS, the Board of County Road Commissioners of Kalamazoo County (The Board), pursuant to Act 40 of 1956, as amended, may grant right of way to the Kalamazoo County Drain Commissioner to construct a County Drain within a street, highway or public place, with a resolution adopted by a majority vote of the governing body having jurisdiction over such street, highway or public place; and,

WHEREAS, said resolution shall be a sufficient right of way, and shall be deemed a sufficient conveyance, and the governing body having jurisdiction over such street, highway or public place may permit the construction and maintenance of a County Drain if such consent be set forth in such resolution.

NOW, THEREFORE BE IT RESOLVED that the Board hereby grants authorization to the Kalamazoo County Drain Commissioner to construct and maintain the Texas Heights #8 Drain and Branches within the Port Hope Drive and Petoskey Street right of way as depicted on the attached Exhibit A.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the Right of Way (ROW) Resolution provided by the Drain Commissioner for the Vineyards Drain and Branches within the Chianti Circle right of way as depicted on the attached Exhibit A as found in their packets for the Vice Chair's signature.

**ROAD COMMISSION OF KALAMAZOO COUNTY RIGHT OF WAY RESOLUTION
FOR VINEYARDS DRAIN KALAMAZOO COUNTY RIGHT OF WAY**

At an authorized meeting of the Road Commission of Kalamazoo County, held on the 5th day of March, 2019,

There being present the following Commissioners:

Deborah J. Buchholtz, David Q. Worthams, David C. Pawloski, Larry Stehouwer together with the Clerk,

There being a legal quorum present, and,

WHEREAS, the Board of County Road Commissioners of Kalamazoo County (The Board), pursuant to Act 40 of 1956, as amended, may grant right of way to the Kalamazoo County Drain Commissioner to construct a County

March 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

Drain within a street, highway or public place, with a resolution adopted by a majority vote of the governing body having jurisdiction over such street, highway or public place; and,

WHEREAS, said resolution shall be a sufficient right of way, and shall be deemed a sufficient conveyance, and the governing body having jurisdiction over such street, highway or public place may permit the construction and maintenance of a County Drain if such consent be set forth in such resolution.

NOW, THEREFORE BE IT RESOLVED that the Board hereby grants authorization to the Kalamazoo County Drain Commissioner to construct and maintain the Vineyards Drain and Branches within the Chianti Circle right of way as depicted on the attached Exhibit A.

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to approve the Pavilion Township Local Road Contract for the Vice Chair's signature. Operations Director Bartholomew stated that this project requires contribution from the Township or another source. The current policy states that the RCKC would contribute 70% for the cost of the culvert replacement and this case the Township will contribute the other 30%.

a. R Avenue over Adams Drain, Culvert Replacement – 12' Span (30/70 share)

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Stehouwer moved and it was seconded to approve the Pavilion Township Local Road Contract for the Vice Chair's signature. Operations Director Bartholomew shared that per our current policy the RCKC will contribute 50% and the Township will fund the balance.

a. R Avenue over Portage River, Bridge Replacement – 28' Span (50/50 share)

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

Commissioner Worthams moved and it was seconded to approve the Pavilion Township Local Road Participation Contact for the Vice Chair's signature.

a. 25th Street - Q Avenue to P Avenue, HMA Wedging, Crack Fill, Chip Seal

b. 31st Street - O Avenue to N Avenue, HMA Wedging, Crack Fill, Chip Seal

c. 33rd Street - R Avenue to Q Avenue, HMA Wedging, Crack Fill, Chip Seal

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

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

a. 14th Street - VW Avenue to U Avenue, Chip Seal

b. 14th Street - XY Avenue to Village Limits, Crack Fill/HMA Wedging/Chip Seal

c. 14th Street - YZ Avenue to XY Avenue, HMA Wedging/Chip Seal

d. 16th Street - W Avenue to VW Avenue, Chip Seal

e. 22nd Street - Village Limits to U Avenue, Crack Fill/HMA Wedging/Chip Seal

f. YZ Avenue -15th Street to 16th Street, Crack Fill/Chip Seal

g. X Avenue - Portage Road to Barton Lake Drive West, Crack Fill/HMA Wedging/Chip Seal/Fog Seal

h. Oakland Drive - U Avenue to City Limits, Mill/HMA Overlay

i. Higley Circle East - Sugar Island Drive to Sugar Island Drive, Drainage Improvements

Carried by the following vote:

Aye: Buchholtz, Worthams, Pawloski, Stehouwer

March 5, 2019

Vice Chair Int'l _____

Clerk Int'l _____

Operations Director Bartholomew shared that seasonal weight restrictions will go into effect on Monday, March 11th at 6:00 a.m. He mentioned that our Local Road Participation (PAR) Fund Policy deadline is March 15th. He stated that Climax Township is working on their contract, we anticipate having the Prairie Rhone Township contracts for the next Board meeting and in Oshtemo Township we are diligently working with the sewer collaborative effort for the policy that the Board previously approved.

Commissioner Stehouwer shared that both Commissioner Buchholtz, himself and staff attended a right of way conference led by our attorneys that was both informative and helpful. He mentioned that the Parks Commission will meet on Thursday, March 7th.

Commissioner Pawloski commented on the Texas Township Flooding and shared that he has attended some of the Task Force meetings. He mentioned it is a difficult situation and these roads/flooding has been going on for months unlike in the past when the water recedes. He shared his appreciation for the Drain Commission office, the RCKC and the Texas Township Officials. He mentioned that if this happens to be Commissioner Worthams last meeting he stated that he will miss his leadership and appreciates his guidance.

Commissioner Worthams had nothing to report from the Metropolitan Planning Commission. He mentioned that Governor Whitmer released her first budget presentation today at 11:00 a.m. for a joint meeting of the House and Senate Appropriations Committee. Furthermore, her total budget is \$60.2 billion which is 3.6% increase from the previous year and 2.5% exclude transportation funds. The general fund portion of that budget is \$10.7 billion which is a 2.3% increase over the previous year and projection of inflation rate at 2.2%. He stated the Governor proposed a \$0.45 fuel tax increase that would go through a new distribution formula that would be created by the legislature. He mentioned 47% would be used on interstates and other freeways such as I-94 and US-131, 30% would be used on principal arterials such as Sprinkle Road or Westnedge Avenue, 14% would be used on minor arterials or major collectors such as Michigan and Kalamazoo Avenues, 4% on local bridges, 3% on transit, rail and autonomous vehicles, and 2% on local rural economic corridors. Furthermore, it is her plan to have 90% of the roads in good or fair condition by 2029 and she would look to create a new type of review committee of transportation experts that would be appointed by the Governor to review the progress of the program. She stressed that she prefers not to have any sort of general funds used in transportation and would like use general funds for other parts of the budget. She mentioned that other states that are looking at a gas tax increases include: California who is proposing a \$0.12 increase, Pennsylvania is proposing a \$0.26.4 increase, Ohio is proposing a \$0.18 increase, Indiana is proposing a \$0.10 increase, Wisconsin is proposing a \$0.08 increase and Minnesota is proposing a \$0.20 increase. He stated there seems to be a split on the Probations Committee on whether or not putting the new funds through the existing Act 51 formula or through the new formula. He mentioned that Representatives and Senators from Northern Michigan stated that they prefer the Act 51 formula and Senator Curtis Hertel from the Lansing area along with others prefer the new formula.

Commissioner Buchholtz mentioned that many of us will be at Commissioners Seminar and County Road Association (CRA) Conference next week. She mentioned that both she and Managing Director Johnson will be opening the meeting for the Commissioners Seminar next Monday.

The meeting was adjourned at 4:26 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Vice Chair _____, Deputy Clerk

March 11 – 14, 2019
County Road Association Commissioners and Annual Highway Conference

Vice Chair Int'l _____

Clerk Int'l _____

The Board of County Road Commissioners of the County of Kalamazoo attended the County Road Association (CRA) of Michigan Commissioners and annual highway conference March 11 – March 14, 2019.

Present: Deborah J. Buchholtz, David Pawloski, Larry Stehouwer, Thom Brennan
Absent: Michael Boersma

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

The commissioners and staff attended various functions, educational sessions, activities and meetings in association with the CRA Commissioners and annual highway conference as well as meeting with State legislators.

The meeting adjourned on March 14, 2019 at 11:30 a.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Vice Chair _____, Deputy Clerk

March 19, 2019

Vice 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, March 19, 2019. Commissioner Buchholtz called the meeting to order at 3:00 p.m.

Present: Deborah J. Buchholtz, David C. Pawloski, Larry Stehouwer, Thom Brennan, Michael Boersma

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

Commissioner Stehouwer moved and it was seconded to approve the agenda as amended. Commissioner Buchholtz added "Resolution" before Item A under New Business.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Pawloski moved and it was seconded to approve the minutes from the March 5, 2019 regular Board meeting and the March 11 – 14, 2019, County Road Association (CRA) of Michigan Commissioners and Annual Highway Conference as presented.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the payroll and vendor accounts as presented. Commissioner Stehouwer inquired about the Rathco signs line item. Managing Director Johnson explained that it is a mix of fixes related to various signs throughout the county.

Payroll Account	\$ 120,216.82
Vendor Account	\$ 413,495.72

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Mr. Jerry Schuring shared his disappointment with the non-reappointment of Dan Moyle. He stated that Mr. Moyle has worked diligently and was a committed Board Member. He stated that Kalamazoo has lost the best member that this county board has had. Furthermore, Kalamazoo County has prospered in so many ways with Mr. Moyle's direction compared to surrounding counties.

Senator McCann's District Manager Jack Levy, presented to Mr. Moyle a tribute and recognition on behalf of the 100th State Legislature and the entire Kalamazoo County delegation and thanked him for all his service to the community. He stated for over 11 years Commissioner Moyle has been a dedicated public professional, serving Kalamazoo's citizens with enthusiasm and grace. Furthermore his absence will be strongly felt by his colleagues, who greatly esteem his character and work.

Commissioner Stehouwer moved and it was seconded for the Board to join in the proclamation and added that it was a sincere honor to serve with Commissioner Moyle.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Mr. Moyle thanked all neighbors in Kalamazoo County for giving him the privilege to serve with the RCKC team for over 11 years. He shared that it has been a privilege to work with a first class professionals and he will miss them all.

Commissioner Pawloski thanked Mr. Moyle for being the Chair since he was appointed in 2017. He stated that he has learned a lot from him and that he will be sorely missed. Commissioner Stehouwer echoed Commissioner Pawloski's comments and added that it has been a pleasure working with him and stated that he

March 19, 2019

provided good leadership and encouragement to the team. Commissioner Brennan shared that as a new commissioner he has come to understand Mr. Moyle's knowledge, leadership and professionalism that was all greatly appreciated. Charleston Township Supervisor Jerry VanderRoest shared how Mr. Moyle was the liaison for Charleston Township and shared how he was always there when needed. He also mentioned how much he appreciates and respects him. Operations Director Bartholomew shared his appreciation to Mr. Moyle for his confidence and support in him. He stated that he has been his mentor and confident throughout the years and appreciated his leadership and support. Finance Director Simmons thanked Mr. Moyle for his hard work, dedication and resolve. She mentioned that his wise counsel and immense patience were invaluable to our organization as he performed his difficult role. Project Superintendent Worden thanked Mr. Moyle for teaching him everything he knows about building roads and asphalt. He also thanked him for his leadership, guidance and everything he has done for the RCKC team, Township Supervisors and residents. Managing Director Johnson echoed all that was said and added that the previous Board, Commissioner Moyle, the RCKC team and herself have gone through a lot together. Furthermore, there were many changes and the encouraging words of Commissioner Moyle were always statesmen in supporting the team and the organization. It shows the caliber of person that Dan Moyle is and has been to the citizens of this county. She stated it is public service beyond the scope of what we can imagine because what we do touches everyone. She thanked Commissioner Moyle and stated what a pleasure it was to work under his leadership. Commissioner Buchholtz mentioned to have a citizen speak, a Township Supervisor and staff is highly unusual and is a real testament to the kind of person Dan Moyle is and the way he carried out his duties. Furthermore, there is no way we can make up for what we are losing with his departure in terms of knowledge, even tempered, his ability to listen, the magnitude of time spent, and how instrumental he has been to the organization. She shared how invaluable he is, stated that he has set the standard high and shared that he is an incredible asset who will be missed. She thanked Dan Moyle wished him the best.

Commissioner Pawloski moved and it was seconded to accept the correspondence by the petitioner to withdraw the abandonment request for a portion of Tiger Lily Drive in Texas Township and officially cancel the public hearing that was scheduled for today's regular Board meeting. Managing Director Johnson shared at the February 5, 2019 Board meeting, the Board accepted the petition for abandonment of a portion of Tiger Lily Drive in Texas Township and approved a Resolution for Notice of Hearing of Petition to Abandon County Road public hearing set for March 19, 2019. The developer contacted RCKC staff on March 1st to withdraw their petition for abandonment because Texas Township declined to get involved with the abandonment process and accept Tiger Lily Drive. Managing Director Johnson also shared a letter was received by Texas Township not in support of the abandonment. The developer, Allen Edwin Homes/West View Capital LLC., is currently working on submitting new plans to extend Tiger Lily drive as a public road in accordance with our Construction Guidelines. In order to provide sufficient notice of cancellation, letters have been sent out to notify the residents that the request for abandonment had been withdrawn and the public hearing scheduled for today had been cancelled.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Pawloski moved and it was seconded to nominate Commissioner Buchholtz as Board Chair for the remainder of 2019. Commissioner Buchholtz shared that due to new road commissioner appointments we need to revisit and establish the Board Chair and Vice Chair. Furthermore, these terms will be for the remainder of 2019. She opened the floor for nominations.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Pawloski moved and it was seconded to close nominations and elect Commissioner Buchholtz for 2019 Chair by acclamation.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to nominate Commissioner Pawloski as Vice Chair for the remainder of 2019. Commissioner Boersma moved to close nominations and move to vote.

March 19, 2019

Vice Chair Int'l _____

Clerk Int'l _____

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Buchholtz stated typically we also have committee assignments and township liaison positions. She explained because of the timing with new road commissioner appointments and the County Road Association (CRA) conference that was held last week we will revisit those at a later time.

Commissioner Brennan moved and it was seconded to support the Resolution Honoring Joanna Johnson. Commissioner Buchholtz stated we wanted to recognize the extra hours that were spent without taking away from her work at the RCKC.

RESOLUTION HONORING JOANNA JOHNSON
For Exemplary Leadership as County Road Association of Michigan President

WHEREAS, Joanna Johnson began working as Managing Director for the Road Commission of Kalamazoo County in November of 2007 after 6 years of employment with the Calhoun County Road Commission as Assistant Managing Director; and

WHEREAS, Ms. Johnson has worked tirelessly and enthusiastically in multiple capacities within the County Road Association of Michigan, including having just completed serving as President of the County Road Association of Michigan for the past year, Past President of the Association of Southern Michigan County Road Agencies, and presenting at various state-wide professional conferences, among her many examples of active participation in the affairs of the Association; and

WHEREAS, Ms. Johnson has distinguished herself as a leader of Michigan infrastructure improvement and planning through gubernatorial appointment on several committees, including the Transportation Asset Management Council on which she has served since 2013 and is currently Chair, the Governor's 21st Century Infrastructure Pilot Advisory Board, and one of only four Michigan local agency representatives from a handful of states to the Federal Highway Administration's biennial Every Day Counts Conference on innovation; and

WHEREAS, Ms. Johnson maintains multiple professional and community ties to advance organizational and professional growth, including as a member of the Region 8 Prosperity Committee, WMU Civil and Construction Engineer and College of Engineering and Applied Sciences Industry Advisory Boards, certifications and training in the construction and human resources fields, and as a member and past president of the Sunrise Rotary Club of Kalamazoo; and

WHEREAS, Ms. Johnson has demonstrated a passion and commitment to public service at all levels as she indefatigably works to improve transportation asset planning, management, construction, and operations not only locally, but at the state and national levels, as well as for the further betterment of our community; and

WHEREAS, Ms. Johnson's innumerable hours and considerable efforts have directly contributed to the distinction held by the Road Commission of Kalamazoo County of having top-rated roads among Michigan's 83 county road agencies, and being honored with multiple awards attesting to the quality, innovation, and best-practices of her and her team's exemplary work;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Road Commission of Kalamazoo County does hereby express its gratitude to Managing Director Joanna Johnson for the many extra hours she earnestly worked for the benefit of all of Michigan's counties, road agencies, and citizens during her year as the County Road Association of Michigan President, and

BE IT FURTHER RESOLVED that the Board recognizes and conveys sincere thanks and appreciation to Managing Director Joanna Johnson for the dedication, leadership, and tenacity she exemplifies every day.

March 19, 2019

Vice Chair Int'l _____

Clerk Int'l _____

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Pawloski moved and it was seconded to approve the Stadium Drive Non-Motorized Sidewalk Project Transportation Alternative Program (TAP) Resolution as amended. Managing Director Johnson shared this project is to construct 6' wide sidewalk facilities along the north and south side of Stadium Drive from 8th street to the westerly boundary line of a specific parcel. This project location follows the limits of the Downtown Development Authority (DDA). Oshtemo has been actively working to construct a non-motorized facility from 8th Street to 11th Street and has obtained funding from the Michigan Department of Transportation (MDOT) and through the Metropolitan Transportation Organization (MPO) for the project. The portion of the facility from 8th Street to the DDA boundary would be funded from the MDOT Transportation Alternatives Program (TAP) while the portion of the facility from the DDA boundary to 11th Street would be funded from MPO TAP funds. Based upon funding constraints, the portion of the facility from 8th Street to the DDA boundary would be constructed in 2021. The adjacent portion of the facility from the DDA boundary to 11th Street would be constructed in 2020. The Board approved a non-motorized "umbrella" agreement with the township on April 17, 2018 in accordance with our Non-motorized Facility policy in consideration of Complete Streets. The RCKC agreement with Oshtemo Township indicates that the Township will develop, design, acquire right-of-way, and provide construction engineering to construct the facility and maintain the facility in the future. She stated as the PA 51 agency all of the funding and applications have to come through the RCKC and the construction cost for the project is estimated over \$1 million. She shared for clarification as to how these applications need to be submitted the 3rd paragraph under WHEREAS, in the Resolution should be adjusted from has approved to "has received" application...Commissioner Stehouwer mentioned how great it was that we could assist the township as the PA 51 agency and commends staff for their work in assisting to make this happen. He inquired about the cost that RCKC incurs for the administrative work. County Engineer Minkus shared the Township signed the umbrella agreement that outlines that they will reimburse us for our time in administering this portion of the contract to assist in getting these funds spent on these facilities within the township.

TRANSPORTATION ALTERNATIVES FUND PROJECT RESOLUTION STADIUM DRIVE FROM 8TH
STREET TO PARCEL 05-25-305-010 MARCH 19, 2019

WHEREAS, Oshtemo Township has identified a non-motorized sidewalk project on and adjacent to Stadium Drive from 8th Street to the westerly boundary line of parcel 05-25-305-010 in Oshtemo Township to construct non-motorized sidewalks, and this improvement will address a critical missing link in the non-motorized network in Oshtemo Township; and

WHEREAS, Oshtemo Township has entered into an Agreement with the Road Commission of Kalamazoo County dated April 17, 2018, under which Oshtemo Township requests by permit to construct, own, and operate non-motorized sidewalks on and adjacent to Stadium Drive from 8th Street to the westerly boundary line of parcel 05-25-305-010; and

WHEREAS, the Michigan Department of Transportation, Office of Economic Development and Enhancement has received application for Transportation Alternatives Grant for fiscal year 2021, and, this funding is to provide for non-motorized sidewalk on and adjacent to the county road system; and

WHEREAS, bid documents for construction are being prepared for the identified non-motorized path project; and

WHEREAS, the Road Commission of Kalamazoo County, is prepared to have the project developed for construction letting by spring of 2021;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo by Agreement with Oshtemo Township, has developed a Transportation Alternatives project bid document to construct a non-motorized sidewalk project on and adjacent to Stadium Drive from 8th Street to the westerly

March 19, 2019

boundary line of parcel 05-25-305-010 ; and

BE IT FURTHER RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our bid document for obligation and advertisement, and agrees to provide the necessary local match funds required for the Transportation Alternatives Fund, and Oshtemo Township agrees to continue maintenance of the facility by Agreement with the Road Commission; and

BE IT FURTHER RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo authorizes the Managing Director to sign a project agreement or contract upon receipt of grant funding award.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to award the Hot Mix Asphalt (HMA) #1 Bid 2019-08 in the amount of \$8,018,547.67 & HMA #2 Bid 2019-09 in the amount of \$194,981.65 to Lakeland Asphalt Corporation (Lakeland) – low bidder, meeting specifications with the option to extend the bid based on pricing, location or scope of work by mutual agreement of both parties for up to 3 years. Managing Director Johnson shared this puts together all the projects we have planned within our Capital Improvement Plan (CIP) and township local road contracts. She stated HMA #2 was strictly for Pavilion Township related to East Long Drive between R Avenue and 25th Street special assessment district (SAD) that was approved at the December 11, 2018 Board meeting. She shared that we have worked many times with Lakeland Asphalt over the years. She stated they were our contractor last year in Ross Township and they were a willing participant in our scrap tire project. Commissioner Buchholtz shared that we were bracing for worse pricing than what we received and commended staff for their diligence in pre-planning by being efficient in how these contracts are being managed. She also mentioned a few years ago we began the extension of extending prices by mutual agreement. She explained as additional projects are needed it allows the ability to give the winning bidder the opportunity to work with these projects without the RCKC returning to the bid process. Commissioner Stehouwer shared how he appreciated the comparison of the bid results to the engineer's estimate.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Brennan moved and it was seconded to approve the purchase of (3) GMC Sierra 2500 HD Crew cab, ¾ ton, 4 x 4 pickup trucks, with 8' beds, (2) ½ ton Crew cab 4 x 4 trucks with a 6 ½ beds and (1) ½ ton Regular cab 4 x 4 truck with an 8' box from Todd Wenzel Buick, GMC located in Westland, Mi. through the "MIDeal" state for Michigan purchasing plan for \$215,391.75 and approval of the purchase of (2) ¾ ton Crew Cab F250 4 x 4 Diesel Engine Trucks, (1) 19,500# F550 4 x 4 Diesel dump truck, and (1) Police Intercept Ford Explorer from Gorno Ford located in Woodhaven Mi. through "MIDeal" state of Michigan purchasing plan for \$195,113. Managing Director Johnson shared these are outlined in our Capital Outlay section of our 2019 budget, and our Equipment & Facilities 5 – year plan. Furthermore, we utilize multiple pickup trucks for our administrative, construction and road maintenance operations throughout the year. Our vans, cars, and pickup trucks within our fleet service all of our organization. We also equip 2 of these units with front plows to perform winter maintenance operations along with fuel tanks in 4 units to transport diesel to our equipment in the field. Staff solicited quotes from 3 dealerships through the MIDeal purchasing program including Ford, GMC, and Dodge. Both Ford and GMC provided quotes with all options and Dodge provides base price quotes only. Commissioner Brennan inquired about retired vehicles. General Superintendent DeYoung shared that our retired vehicles are sold at public auction. Commissioner Stehouwer shared that one of the legacies of Dan Moyle is taking care of our equipment and replacing equipment in an orderly planned fashion. Commissioner Brennan shared that he had the opportunity at the CRA convention last week to discuss with Operations Director Bartholomew the equipment replacement plan and stated how much he appreciates the plan the RCKC has in place.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

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

- a. **39th Street** - T Avenue to S Avenue, *HMA Wedging, Crack Fill. Chip Seal*
- b. **QR Avenue** - Woodin Street to 38th Street, *HMA Wedging, Crack Fill. Chip Seal*
- c. **S Avenue** - 43rd Street to 47th Street, *HMA Wedging, Crack Fill. Chip Seal*

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

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

- a. **XY Avenue** - Van Kal Street to 1st Street, *Crack Fill/HMA Wedging/Chip Seal*
- b. **XY Avenue** - 1st Street to 2nd Street, *Crack Fill/Chip Seal*
- c. **XY Avenue** - 2nd Street to 3rd Street, *Crack Fill/HMA Wedging/Chip Seal*
- d. **XY Avenue** - 3rd Street to 4th Street, *Crack Fill/HMA Wedging/Chip Seal*
- e. **XY Avenue** - 4th Street to 6th Street, *Crack Fill/HMA Wedging/Chip Seal*
- f. **XY Avenue** - 6th Street to 8th Street, *Crack Fill/HMA Wedging/Chip Seal*
- g. **10th Street** - U Avenue to 5280' North of U Avenue, *Chip Seal*
- h. **VW Avenue** - 8th Street to 12th Street, *Crack Fill*
- i. **VW Avenue** - 8th Street to 12th Street, *Chip Seal*
- j. **2nd Street** - U Avenue to TU Avenue, *Crack Fill*

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Brennan moved and it was seconded to approve the Oshtemo Township Local Road Contract for Sewer/Water Related Projects for the Vice Chair's signature. Managing Director Johnson shared the Cost Sharing for a Township Initiated Sewer/Water Policy was approved at our February 5, 2019 Board meeting. This is the first agreement initiated to support the policy. We will be reviewing this project, internal controls and procedures to evaluate what/if any contract or policy revisions are needed in the future. Commissioner Pawloski inquired about the timing for this project to begin. Project Superintendent Worden shared it is a very aggressive schedule and to his knowledge they will begin the project in June.

- a. Extend approximately 5,800 feet of sanitary sewer and add 14 sanitary manholes and one lift station to 28 residential, 1 small commercial, and 2 Governmental properties along 7th Street and West Main Street and provide each lot with a sanitary lateral
- b. Extend approximately 2000 feet of sanitary sewer and add 8 sanitary manholes to 26 residential units on Beech Ave and provide each lot with sanitary lateral
- c. Extend approximately 4,300 feet of sanitary sewer and add 17 sanitary manholes to 59 residential units in the Fairlane Subdivision Plat and provide each lot with a sanitary lateral
- d. Extend approximately 1,280 feet of sanitary sewer and add 8 sanitary manholes to 11 residential units in the Meridian Subdivision Plat and provide each lot with a sanitary lateral
- e. Extend approximately 6,080 feet of sanitary sewer, add 25 sanitary manholes, and one lift station to 94 residential units in the Skyridge and Burgundy Manor Subdivision Plats and provide each lot with a sanitary lateral
- f. Extend approximately 4,270 feet of sanitary sewer and add 46 manholes to 66 residential units in the Whitegate Farms #1 and #2 Subdivision Plats and provide each lot with a sanitary lateral

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve the Richland Township Local Road Participation Fund Contract.

Oatman Drive - 150' west of Eagleridge Drive to 442' east of Eagleridge Drive, **Eagleridge Drive** - Oatman Drive to Sturbridge Drive, **Sturbridge Drive** - 173' west of Eagleridge Drive to 27th Street, **Gullwynd Drive** -

March 19, 2019

Sturbridge Drive to 135' north of Sturbridge Drive **(0.80 miles)** Eastern Heights Plat, *HMA Reconstruct, Remove and Replace HMA Pavement – SPECIAL ASSESSMENT DISTRICT APPROVED March 5, 2019*

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Randy Thompson, Comstock Township Supervisor shared that he has had the opportunity to work with Dan Moyle the last couple of years and stated how his leadership is obvious with staff and how things work through this county road commission. He thanked him for everything he has done.

Managing Director Johnson shared how surprised and humbled she was by the Resolution. She mentioned it is actually less about her and more about the team including this Board and staff. She stated she is appreciates the thought and stated how much she enjoys what we do and loves serving this county. She mentioned that both Commissioner Buchholtz and herself will be absent from the April 2nd Board meeting. She thanked Dan Moyle for all his leadership and for being willing to continue to take our calls with questions we may have especially regarding HMA. She mentioned how he is a great advocate and wealth of knowledge that we appreciate. She welcomed Commissioners Brennan and Boersma and mentioned that she appreciates the opportunity to serve with them. She shared at the Highway Conference following the Commissioners Seminar the RCKC received the 2018 Impress Award for Excellence in Operations for Preventative Maintenance for the W Avenue Scrap Tire Grant project and also the 2018 Impress Award for Excellence in Collaboration for Municipal Maintenance Technician Apprenticeship. She thanked the team and stated how much she appreciated both recognitions. She mentioned that she finished her year and term as the CRA President and shared how she had received positive feedback from across the state. Furthermore, it was nice to be surrounded by others who understand our industry and experience the same issues and have the same opportunities. She shared how gravel roads are a challenge and mentioned that we are receiving many service request regarding them. She stated there is timing and limitations to what we can do as we are still in the spring freeze/thaw cycle. Operations Director Bartholomew shared that the graders are ready to go and we anticipate grading gravel roads within the next couple of weeks. Managing Director Johnson reminded everyone that seasonal weight restrictions are still intact and explained it is another method where we try to preserve our valuable infrastructure at the time when are roads are most vulnerable. She also mentioned that we are working on pothole issues throughout the county. She shared that the Task Force will meet on Thursday regarding the flooding issue in Texas Township. She stated that a lot of time was spent monitoring issues with water over the road on Treasure Island Drive where there is only one way in and out of that particular area. She mentioned that it is important to know that it is lake water not road water impacting our infrastructure. She sympathizes and empathizes with the residents as well with other utilities. She mentioned that we had a meeting with Texas Township yesterday to brainstorm about possibly raising the road as a short term solution. She mentioned that Governor Whitmer's state budget was released and how we met with a few of our legislators last week at the CRA conference regarding Michigan's Road Plan from the Governor's office. She explained one of the key issues is that the dollars are not running through the Public Act formula in which roads would be eligible for that funding and the Michigan Transportation Fund (MTF) revenue could be used on the rest of the system. She shared it is a very fluid process going through the legislature that we will continue to monitor. She mentioned that yesterday we hosted the Southcentral Southwest Traffic Safety Network (TSN) meeting and how it is a combination of working with Triple AAA and the Office of Safety and Highway Planning. She shared that it is a great to discuss what is happening in terms of safety and we are waiting for the final numbers as it relates to crash data across the state. She stated although one fatality is too many it appears that we have fewer fatalities in 2018 than we did in 2017.

Commissioner Boersma mentioned that last week he had the opportunity to meet with Oshtemo Township Supervisor Libby Heiny – Cogswell where they discussed her ideas of what she wanted from the RCKC moving forward. He stated Oshtemo Township is especially excited about the United States Department of Agriculture (USDA) rural water project that we voted on earlier. He is looking forward to attending the Texas Township tour on Friday at 9:00 a.m. Furthermore, as a new Board member it will help him to understand the flooding issues in the Township. He stated that he is looking forward to working on this Board.

March 19, 2019

Commissioner Brennan shared that he had the opportunity to attend the conferences in Lansing last week and felt very valuable as far as the information obtained. He recognized Managing Director Johnson for her work and Presidency of the statewide CRA and for the presentation given by both Managing Director Johnson and Commissioner Buchholtz about what Commissioners should be doing and the many opportunities they have to do good things for the road commission and their community. He mentioned that the assignments with the Townships would be beneficial as soon as possible to prevent some local Townships from having coverage.

Commissioner Stehouwer shared that the Parks Commission met in early March. Furthermore, they are hoping to see construction on the trail way extension through Galesburg in August. He mentioned budget wise the Parks had a good year and appear to be fiscal sound and have good activity in both the Parks and Expo Center. He attended the CRA Conference where they had very diverse topics. Furthermore, it was a good time to interact with our legislatures in support of funding roads. He appreciated staff presenting a seminar on Utility & Development that included information on what it takes for development work with the road commission. He complimented staff with their presentations and being open to interact with the audience. Both he and Commissioner Brennan attended the Southwest Regional Pedestrian and Bicycle Committee meeting and he also attend the Pavilion Township meeting. He mentioned how he is looking forward to the tour in Texas Township on Friday.

Commissioner Pawloski shared that the February's Environmental Health Advisory Committee (EHAC) meeting was postponed due to weather and rescheduled in March during the Highway Conference. He will obtain a copy of the minutes and give a report at the next scheduled Board meeting. He attended both the Commissioners and Highway Conference and found both very valuable. He shared how great it was to listen and share information with staff and commissioner's from other road commissions. He mentioned how well respected the RCKC is and mentioned that a good portion is due to Dan Moyle who he thanked again for his service to this Board and Kalamazoo County. He thanked the current Board for their vote of confidence in nominating him as Vice Chair. He thanked his employer, the United Way of Battle Creek and Kalamazoo for giving him the opportunity and the time to serve on this Board and stated how he appreciates them tremendously. He thanked Commissioner Buchholtz for her help in drafting today's resolution. He welcomed Commissioner's Brennan and Boersma and is looking forward to working with them. He shared that the conversation in Lansing is all about road funding and that is a good place to be.

Commissioner Buchholtz shared in Kalamazoo County we continue to have multiple awards from several organizations and that that innovation and trials would not occur if we did not have the environment that allowed it. She stated moving forward she would like to utilize a report out sheet for conferences or seminars that are attended to show what we have learned, what we could change and to be good stewards of the public dollars as we look at the kind of activities in which we are involved. She mentioned in the next couple of months we will be reminding the Kalamazoo County Board that we would like to meet twice annually which has been a part of our policy and theirs for years. She explained we have not done this since she has been on the Board and it is not for lack of our request. She explained per the policy the RCKC attends one of their meetings and they attend one of ours. Furthermore, she would like to strengthen the communication between the two Boards. She shared that we are looking to make the meeting informative, educational and to allow them to provide us with questions and topics that they are interested in learning about by utilizing our staff to provide them with information to start the dialogue. She shared that Managing Director Johnson and herself are working on an outline to clarify the procedure to follow when the County Board receives concerns from citizens. She will attend the Township Supervisors meeting tomorrow. She mentioned that they had a great discussion with Representative Jon Hoadley who is working closely with Governor Whitmer and her road funding plan. She stated as much as they would like to have more funding they recognize there are different needs. She shared for local roads there are specific stipulations on much money we can put into them and the townships do not have a pot of money in which to draw from like the Act 51 entities do. They discussed this issue with State Representative Hoadley and shared ideas. Managing Director Johnson mentioned that she attended the Kalamazoo City Commission meeting last night where Representative Hoadley provided an update on a variety of different items including Fixing the Michigan Roads Plan. Kalamazoo City Mayor, Bobby Hopewell mentioned to Representative Hoadley to describe and

March 19, 2019

Vice Chair Int'l _____

Clerk Int'l _____

articulate the difference between statutory and constitutionally dedicated local revenue sharing whether it be from Cities or Townships and what they would have looked like to the rate of inflation. Furthermore, Representative Hoadley echoed and recognized the need to potentially review that in the future. She apologized to Commissioner Moyle for not sharing Commissioner Worthams sentiments earlier. She stated that Commissioner Worthams apologizes that he could not be here this evening and sends his best wishes and appreciates all the time he had working with him.

The meeting was adjourned at 4:23 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Vice Chair _____, Deputy Clerk

April 2, 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, April 2, 2019. Commissioner Pawloski called the meeting to order at 3:00 p.m.

Present: David C. Pawloski, Larry Stehouwer, Thom Brennan, Michael Boersma
Absent: Deborah J. Buchholtz,

Also attending: Finance Director Ann Simmons, Operations Director Travis Bartholomew, County Engineer Ryan Minkus and Project Engineer Debbie Jung.

Commissioner Boersma moved and it was seconded to approve the agenda as amended. The description under Item D was corrected to read: Treasure Island Drive – Pepper Avenue to 400' west of Wood Drive and Woods Drive – Treasure Island Drive to 250' north of Treasure Island Drive and North Eagle Lake Drive – 600' West of East Eagle Lake Drive to East Eagle Lake Drive.

Carried by the following vote:
Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the minutes from the March 19, 2019 regular Board meeting as presented.

Carried by the following vote:
Aye: Pawloski, Stehouwer, Brennan, Boersma

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

Payroll Account	\$ 129,627.36
Vendor Account	\$ 275,731.21

Carried by the following vote:
Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve Commissioner's Moyle, Worthams and Managing Director Johnson's expense reports.

Carried by the following vote:
Aye: Pawloski, Stehouwer, Brennan, Boersma

Kalamazoo Area Transportation Study (KATS) Senior Planner Steven Stepek shared that KATS is hosting an open house at their office on April 11th from 2:00 p.m. to 6:00 pm to discuss the Federal Program over the next 4 years and the State Long Range Plan. Also, the Michigan Department of Transportation (MDOT) will be there to discuss their 2045 Michigan Mobility Plan. He shared that it will be a great opportunity for engagement and voices to be heard.

Commissioner Boersma moved and it was seconded to approve the revised preliminary layout of Autumn Woods No. 4 located in Section 3 of Texas Township.

Carried by the following vote:
Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the Resolution of Support for the Local Bridge Program for the Washington Street Bridge in the Village off Augusta for the Vice Chair's signature. Commissioner Boersma shared that the KATS policy Board also approved to support this motion at their meeting last week. Operations Director Bartholomew shared that the RCKC supported this resolution back in 2018. Furthermore, the Village of Augusta has very limited access east to west through the Village of Augusta. He explained that if the bridge over M-96 was closed this would be the only other bridge that crosses the canal over

April 2, 2019

Chair Int'l _____

Clerk Int'l _____

Augusta Creek and the alternate detour around is 18 miles. He also shared that we would like to keep the funds in Kalamazoo County even though it is not our road agency.

RESOLUTION

**Supporting Application for Local Bridge Program Funds FY 2022
For
Village of Augusta Bridge # STR 4666**

WHEREAS, the Washington Street Bridge over the canal of Augusta Creek in the Village of Augusta, Kalamazoo County, Michigan, was constructed in 1921 as a steel I-beam structure and is in poor condition; and

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset with a current load rating of 5 tons; and

WHEREAS, the investment in the complete bridge replacement will improve the condition of the bridge, avoiding more costly repairs in the future; and

WHEREAS, the Village of Augusta has prepared an application for Local Bridge Program Funds to replace this structure; and

WHEREAS, the Village Council will consider the application for Local Bridge Program Funds and authorize the submission of the application for Local Bridge Program Funds for FY 2022.

NOW, THEREFORE, BE IT RESOLVED that the Road Commission of Kalamazoo County supports the consideration of the Village of Augusta application for Local Bridge Program Funds.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the Local Program Bridge resolutions for the FY022 Local Bridge Program funding applications for the Vice Chair's signature.

RESOLUTION

**Supporting Application for Local Bridge Program Funds For
24th Street Bridge Preventive
Maintenance**

WHEREAS, the 24th Street bridge over the Portage Creek in Brady Township, Kalamazoo County, Michigan, was constructed in 2010 as a concrete box beam structure and due to its age is beginning to show signs of deterioration; and

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

WHEREAS, the investment in preventive maintenance will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the future; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

April 2, 2019

Chair Int'l _____

Clerk Int'l _____

RESOLUTION

**Supporting Application for Local Bridge Program Funds For
Portage Road Bridge
Preventive Maintenance**

WHEREAS, the Portage Road bridge over the Barton-Howard Lake Channel in Schoolcraft Township, Kalamazoo County, Michigan, was constructed in 2005 as a concrete box beam structure and due to its age is beginning to show signs of deterioration; and

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

WHEREAS, the investment in preventive maintenance will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the future; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

RESOLUTION

**Supporting Application for Local Bridge Program Funds For
Mosel Avenue Bridge
Preventive Maintenance**

WHEREAS, the Mosel Avenue bridge over the Kalamazoo River in Kalamazoo Township, Kalamazoo County, Michigan, was constructed in 1990 as a concrete multi stringer structure and due to its age is beginning to show signs of deterioration; and

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

WHEREAS, the investment in preventive maintenance will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the future; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

RESOLUTION

**Supporting Application for Local Bridge Program Funds For
O Avenue Bridge
Preventive Maintenance**

WHEREAS, the O Avenue bridge over the Amtrak Railroad in Texas Township, Kalamazoo County, Michigan, was constructed in 1992 as a concrete box beam structure and due to its age is beginning to show signs of deterioration; and

April 2, 2019

Chair Int'l _____

Clerk Int'l _____

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

WHEREAS, the investment in preventive maintenance will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the future; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

RESOLUTION
Supporting Application for Local Bridge Program Funds For
8th Street Bridge Preventive
Maintenance

WHEREAS, the 8th Street bridge over the Amtrak Railroad in Oshtemo Township, Kalamazoo County, Michigan, was constructed in 1980 as a concrete box beam structure and due to its age is beginning to show signs of deterioration; and

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

WHEREAS, the investment in preventive maintenance will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the future; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

RESOLUTION
Supporting Application for Local Bridge Program Funds For
YZ Avenue Bridge Preventive
Maintenance

WHEREAS, the YZ Avenue bridge over Flowerfield Creek in Prairie Ronde Township, Kalamazoo County, Michigan, was constructed in 1986 as a concrete box beam structure and due to its age is beginning to show signs of deterioration; and

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

WHEREAS, the investment in preventive maintenance will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the future; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

April 2, 2019

Chair Int'l _____

Clerk Int'l _____

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

RESOLUTION
Supporting Application for Local Bridge Program Funds For

**U Avenue Bridge Preventive
Maintenance**

WHEREAS, the U Avenue bridge over Little Portage Creek in Wakeshma Township, Kalamazoo County, Michigan, was constructed in 1981 as a concrete box beam structure and due to its age is beginning to show signs of deterioration; and

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

WHEREAS, the investment in preventive maintenance will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the future; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

RESOLUTION
Supporting Application for Local Bridge Program Funds For

**Y Avenue Bridge Preventive
Maintenance**

WHEREAS, the Y Avenue bridge over the Portage River in Brady Township, Kalamazoo County, Michigan, was constructed in 1973 as a concrete box beam structure and due to its age is beginning to show signs of deterioration; and

WHEREAS, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

WHEREAS, the investment in preventive maintenance will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the future; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

April 2, 2019

Chair Int'l _____

Clerk Int'l _____

RESOLUTION
Supporting Application for Local Bridge Program Funds For

XY Avenue Bridge
Replacement

WHEREAS, the XY Avenue bridge over Brown Creek in Brady Township, Kalamazoo County, Michigan, was constructed in 1977 as a multiple steel culvert and due to its age is in a deteriorating condition; and

WHEREAS, these deficiencies place a risk on the longevity of the bridge, impair the movement of commercial traffic, and the accomplishment of agricultural activities; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to replace this structure; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for Local Bridge Program Funds for 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Kalamazoo does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for this project and to continue to maintain this structure.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve the Emergency Local Road Contract, Texas Township for the Vice Chair's signature. Operations Director Bartholomew shared this emergency local road contract is due to the extensive flooding on North Eagle Lake Drive and Treasure Island Drive. He explained that we have elevated both locations approximately one foot above the current lake level. Furthermore, the project allows us to add additional temporary gravel as the lake level continues to rise. He shared that Texas Township may need to revise a previously approved contract to offset the cost of this emergency contract.

- a. **Treasure Island Drive** – Pepper Avenue to 400' West of Woods Drive, **Woods Drive** – Treasure Island Drive to 250' north of Treasure Island Drive, *Temporary Gravel Placement*
- b. **North Eagle Lake Drive** – 600' West of East Eagle Lake Drive to East Eagle Lake Drive, *Temporary Gravel Placement*

Carried by the following vote:

Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Brennan moved and it was seconded to approve the purchase of two (2) 2020 Peterbilt, Model 367, 64,000# Cab and Chassis, including a 5 year/100,000 mile engine and emission warranty and a 2 year/200,000 mile extended vehicle warranty, from JX Peterbilt of Grand Rapids, for \$259,432 through the National Joint Powers Alliance (NJPA) purchasing program – in the best interest of the RCKC. Commissioner Brennan requested additional information. Operations Director Bartholomew explained that the cab and chassis purchase does not include the additional equipment and accessories necessary to place these units into service.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the 2019 Truck Components Purchase – remove and reuse dump boxes, underbody scrapers and controls and purchase right hand wing plows, lift axles, and hydraulic system and install to place our two (2) 2020 Peterbilt trucks in service from Truck & Trailer Specialties, Inc. for \$122,726 through the MIDEAL purchasing program. Operations Director Bartholomew shared that this is the other half of the purchase to the Cab and Chassis. He explained that we need to move equipment from our current trucks to the new trucks. He shared that the two new 2020 Peterbilt cab/chassis, once custom built, with the additional equipment included in this truck components purchase, will be utilized in our daily operations including winter maintenance, hauling equipment and material along with other routine maintenance activities.

April 2, 2019

Chair Int'l _____

Clerk Int'l _____

Carried by the following vote:

Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve the 2018 PA 51 Mileage Certification and Countywide Maps for the Vice Chair's signature.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Brennan moved and it was seconded to approve the MDOT Contract #19-5141 for the Vice Chair's signature. County Engineer Minkus shared that the Board has previously approved this project to move forward and to be submitted for bid letting that is scheduled to be opened this Friday. Commissioner Pawloski questioned if the project will be completed in 2019. County Engineer Minkus stated yes. Commissioner Stehouwer questioned when the project will start. County Engineer Minkus stated potentially in May.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Brennan, Boersma

Commissioner Boersma attended the KATS Policy meeting. He stated that it was an interesting experience to be on the other side of things for once.

Commissioner Brennan shared that he has not had the opportunity to attend any of the Township meetings and tonight he planned to be in Climax Township at 7:30 p.m., in Brady Township tomorrow evening at 7:00 p.m. and to attend the Board of Public Works (BPW) meeting on Friday at 1:30 p.m. County Commissioner Gisler mentioned that the BPW meeting was cancelled. Commissioner Boersma mentioned that the Michigan Township Association Conference is this week.

Commissioner Stehouwer shared that the Parks Commission moved their meeting to next week. He had the opportunity to talk with one resident who had been before the Board with questions. Furthermore, they respectfully understand each other. He is part of the Friends of the Kalamazoo River Valley Trail and attended a West Michigan Greenway Coalition Friends Summit in the Holland area. He shared that it was an interesting meeting that included groups from the greater West Michigan area that are engaged in trail ways. They covered a variety of subjects including signage. He mentioned how he appreciates the work they are doing and stated that it is good to get a perspective of a region. He wished all those who are traveling safety and minimal construction.

Commissioner Pawloski inquired about seasonal weight restrictions. Operations Director Bartholomew shared that a meeting is scheduled on Thursday to view the status. He thanked Mr. Stepic and County Commissioner Gisler for attending the meeting.

The meeting was adjourned at 3:25 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Chair _____, Deputy Clerk

April 16, 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, April 16, 2019. Commissioner Buchholtz called the meeting to order at 3:00 p.m.

Present: Deborah J. Buchholtz, David C. Pawloski, Larry Stehouwer, Thom Brennan, Michael Boersma

Also attending: Managing Director Joanna I. Johnson, Finance Director Ann Simmons, Operations Director Travis Bartholomew, County Engineer Ryan Minkus, Traffic Engineer and Project Engineer Jim Hoekstra, Project Engineer Debbie Jung, General Superintendent Bill DeYoung and Administrative Assistant – Operations Tara Hendricks.

Commissioner Stehouwer moved and it was seconded to approve the agenda as amended. Commissioner Buchholtz requested that Item I: Request Approval of the Cooper Township Sewer Coordination Agreement be moved before Item A under New Business.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve the minutes from the April 2, 2019 regular Board meeting as presented.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

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

Payroll Account	\$ 116,981.11
Vendor Account	\$ 757,142.54

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

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

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Mr. Maurice Kaercher of 5859 East E Avenue shared concerns regarding signs. He stated that he has a small livestock operations on both sides of E Avenue and they often cross cows over to one side of the property for grazing purposes. Furthermore, up until 2 weeks ago there were cow crossing signs. He was told that signs are being taken down if they are worn out and in some cases are not being replaced. He stated that it is very important for everyone including the livestock to cross back and forth safely and without injury. Commissioner Buchholtz thanked Mr. Kaercher and mentioned cow crossing signs are not included in our sign policy that was adopted approximately one year ago. Furthermore, we are only installing or replacing signs that are in the Michigan Manual of Uniform Traffic Control Devices (MMUTCD) which is a guideline on sign placement. She stated that the Board will follow-up with Mr. Kaercher after further review.

Charleston Township Supervisor Jerry VanderRoest provided the Board with a handout. He stated that Project Engineer Ausbury, Project Superintendent Worden, Project Engineer and Traffic Engineer Hoekstra and Captain Price from the Kalamazoo County Sheriff's Department came out to review three intersections within the Township and shared that one of the intersections had some remaining concerns. He explained that they discussed various concerns, reviewed traffic records and made some changes. He requested an additional change by moving the existing wing sign to the left of the main curve sign at the intersection of South 38th Street/Climax Drive and Miller Road to make the intersection safer for everyone. He appreciated the meeting and two of the three intersections discussed have been addressed.

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

Commissioner Buchholtz shared that the 2019 Committee/Township Representation that is currently being followed was added to the agenda to ensure it was included in the minutes. She explained that the Representation is the Board's liaison responsibilities and mentioned that the Townships and Committees were notified of the changes as follows:

**2019 RCKC BOARD
TOWNSHIP LIAISON**

The Road Commission of Kalamazoo County (RCKC) assigns the following Road Commissioners as liaisons to the 15 Kalamazoo County townships to assist and facilitate communication promoting cooperation and mutual understanding for the benefit of our shared interests and citizens. Road Commissioners will work through multiple and varied means as necessary to support RCKC staff in developing and maintaining a close and collaborative working relationship between the RCKC and their respective townships. Township officials and citizens are encouraged to first contact the RCKC directly with their requests for service, questions, and concerns before reaching out to their respective liaisons.

Deborah J. Buchholtz

Alamo
Oshtemo
Richland

David Pawloski

Prairie Ronde
Schoolcraft
Texas

Larry Stehouwer

Comstock
Pavilion
Ross

Thom Brennan

Brady
Climax
Charleston

Michael Boersma

Cooper
Kalamazoo
Wakeshma

2019 RCKC BOARD COMMITTEE REPRESENTATION

Kalamazoo County Board of Commissioners –2019 Chair Buchholtz and Alternate Vice Chair Pawloski

The Kalamazoo County Board of Commissioners is the legislative policy making branch of the Kalamazoo County Government. The Board is responsible to the Citizens for Development and administration of policies and the annual budget. The Board has eleven members who are elected to office for a term of two years from districts selected according to population. They are assisted by a number of citizen advisory boards and commissions. A

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

road commission board member attends Kalamazoo Board of Commissioners' meetings as necessary and annually to present the Road Commission of Kalamazoo County (RCKC) Annual Report.

Kalamazoo County Parks and Recreation Commission (Parks Commission) – Commissioner Stehouwer; Alternate Commissioner Brennan

The Parks Commission reviews all matters dealing with Kalamazoo County Government Parks. Appointments are made for three-year terms of office or by position. The Parks Commission typically meets the **first Thursday of each month at 3:00 p.m.** at the Kalamazoo County Center Building Room C, 2900 Lake Street.

Kalamazoo County Environmental Health Advisory Council (EHAC) – Commissioner Boersma; Alternate Commissioner Brennan

The EHAC serves as an informed advocacy body and sounding board for matters of policy that affect the lives of citizens regarding environmental health services. In addition it advises the County Board of Commissioner on environmental matters. Appointments are made for three-year terms of office or by position. The EHAC typically meets **the second Wednesday of January, April, July and October at 9:00 a.m.** in the ground floor Conference Room D, Main Wing, Nazareth complex.

Kalamazoo County Board of Public Works (BPW) – Commissioner Brennan; Alternate Commissioner Boersma

The BPW deals with public infrastructure financing and development. Appointments are made for three-year terms of office. The BPW meets typically meets **the first Friday after the first Tuesday of each month at 1:30 p.m.** in Room 207A of the County Administration Building.

Commissioner Stehouwer moved and it was seconded to approve the Cooper Township Sewer Coordination Agreement for the Chair's signature. Managing Director Johnson shared that Riverview Drive from G Avenue to Mount Olivet has been listed in the RCKC Capital Improvement Plan as a project in 2019. She mentioned that the agreement was reviewed by all attorney's and both RCKC and Cooper Township are utilizing the same consultant for engineering services and are seeking to bid and construct the project as a single contract. Since RCKC would have the bulk of the work, RCKC is anticipated to bid the project and manage construction. She mentioned that within the agreement the sanitary improvements have been identified, we will be having a competitive bidding process, the sanitary sewer will ultimately be the responsibility and ownership of the Township, cost of construction and an estimate has been provided, a deposit is noted, our overhead was applied and our invoices have been outlined within the agreement. Furthermore, it was outlined how we will handle change orders and explained that we anticipate project changes or scope changes as we continue with our construction projects. She also mentioned that status update meetings will be held. Cooper Township Supervisor Sorenson shared that it has been a great working relationship with the RCKC, City of Kalamazoo and the Township and he is happy that it will be built this year. Managing Director Johnson shared at the state level we now have the Michigan Infrastructure Council (MIC), Water Asset Management Council (WAMC) and Transportation Asset Management Council (TAMC). She mentioned there are many statewide initiatives related to coordinated efforts and stated that Kalamazoo County is ahead of those coordinated efforts and appreciates the communication piece. She explained at the state level the funding mechanisms are timed very different and at times it is extremely difficult to get those to align themselves. Furthermore, it takes that communication piece to coordinate. Supervisor Sorenson stated that we are very fortunate that we can fund this out of our general fund and to plan on hook-ups for the next 5 years to refund most of the project. Managing Director Johnson shared that the RCKC will be hosting a Regional Summit in June that will include statewide folks inviting utilities, Township officials, local municipalities and transportation officials to discuss ways to coordinate at the statewide level.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

Commissioner Boersma moved and it was seconded to approve the Amended Resolution of Public Hearing Regarding Highway Improvement, Amended Establishing the Special Assessment District and the Amended Collection of Assets for the Chair's signature. Managing Director Johnson mentioned that we followed the process under Public Act (PA) 246 and subsequently we did receive correspondence from Mr. Donald Overbeek who resides on East Long Lake Drive who pointed out concerns and questions related to how to appeal a special assessment. In our resolutions that were previously approved as part of PA 246 we did not include that you can appeal a special assessment with the Tax Tribunal within a 30 day timeframe which is noted in PA 162. Although we have followed the procedures correctly as it relates to PA 246 we wanted to acknowledge the feedback received from Mr. Overbeek. She stated that we amended the previously approved resolutions to include "any person having interest in a real property may file a written appeal of the special assessment with the Michigan Tax Tribunal (MTT) within thirty (30) days after confirmation of this special assessment roll, if the special assessment was protested at the hearing held for the purpose of confirming the roll". She shared after careful consideration we thought it might be prudent to amend the resolutions. Furthermore, should the Board approve the amendment, notices will be sent to the Township and residents advising them of the same. Commissioner Buchholtz shared that this was a citizen initiated petition and there is no change in the project. She explained that this amendment would restart the clock if a resident wished to appeal to the Tax Tribunal regarding the allocated benefit or cost of the project to individual landowners. Commissioner Stehouwer shared that our attorney indicated that they reviewed the laws, practices and felt very comfortable with what we had done and stated that we are going beyond what is necessary. He shared that Mr. Overbeek is at odds with our method of benefit determination. He also shared that our Board was satisfied, staff did a lot of work and a reasonable approach was made. Furthermore, if a citizen decides to appeal, we are making it clear to take the appeal to the Tax Tribunal. Commissioner Boersma stated that the resolution was not necessary and that the RCKC has done what it needs to do following the law. Furthermore, this resolution is solely for the purpose of going above and beyond what is necessary.

**Amended Resolution of Public Hearing Regarding Highway Improvement
Board of County Road Commissioners of the County of Kalamazoo**

East Long Lake Drive- R Avenue to 25th Street, Pavilion Township

It is duly noted that less than thirty (30) days have passed since said public hearing and that Section 7 of said Act 246 of the Public Acts of Michigan of 1931, as amended, requires the Road Commission of Kalamazoo County (Road Commission) to take certain action within thirty (30) days after said hearing.

WHEREAS a public meeting has been duly held, pursuant to notice thereof given in accordance with the provisions of Act 246 of the Public Acts of Michigan of 1931, as amended, said public meeting relating to certain highway improvements as requested in a petition submitted to the Road Commission by landowners in the Township of Pavilion, Kalamazoo County, Michigan, received by the Road Commission on August 9, 2018.

WHEREAS, final determination of the special assessment district to be assessed for benefits on construction of the proposed improvements and the number of annual installments over which said assessments shall be spread was made at said public meeting, and

WHEREAS, Section 7 of said Act requires the Road Commission to take certain action within thirty (30) days from said public meeting,

NOW, THEREFORE, BE IT HEREBY RESOLVED, that this Road Commission declares and make its Final Order of Determination that the proposed improvement project is necessary and would be for the benefit of the public welfare and convenience, and that the proposed improvement project shall be made in accordance with the final specifications which are herewith adopted, a copy of which is attached to this Final Order Of Determination.

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

BE IT FURTHER RESOLVED THAT all of the statutory and procedural steps and requirements of Act 246 of the Public Acts of Michigan of 1931, as amended have been complied with pertaining to the following special assessment project:

East Long Lake Drive- R Avenue to 25th Street, Pavilion Township
Total estimate is \$219,917 for HMA Reconstruct, remove and replace HMA Pavement

And designate that the special assessment will be spread over a period of three (3) years; and that interest at the rate of six percent (6%) per year shall be charged on the unpaid balance of each assessment annually; and that the due date for these assessments shall be delinquent if not paid prior to March 1 of each year hereafter;

BE IT FURTHER RESOLVED THAT any person having an interest in the real property may file a written appeal of the special assessment with the Michigan Tax Tribunal within thirty (30) days after the confirmation of this special assessment roll, if the special assessment was protested at the hearing held for the purpose of confirming the roll.

WHEREFORE, the Road Commission shall forward the special assessment District tax roll to the Treasurer of Pavilion Township for collection as agent for the Road Commission as soon as is practicable following collection of same; and, further, that copy of this Resolution be forwarded to said Township Treasurer, and copy to the Kalamazoo County Treasurer.

Amended Resolution of Collection of Assessments
Board of County Road Commissioners of the County of Kalamazoo

East Long Lake Drive – R Avenue to 25th Street, Pavilion Township

WHEREAS a petition by landowners in the Township of Pavilion, Kalamazoo County, Michigan was filed with this Road Commission of Kalamazoo County (Road Commission) on August 9, 2018, said petition requesting certain highway improvements over the following described area:

East Long Lake Drive- R Avenue to 25th Street, Pavilion Township
Total estimate is \$219,917 for Hot Mix Asphalt (HMA) Reconstruct, remove and replace HMA Pavement

Said petition being filed and submitted in accordance with the provisions of Act 246 of Public Acts of Michigan of 1931, as amended, and,

BE IT RESOLVED THAT all of the statutory and procedural steps and requirements of Act 246 of Public Acts of 1931, as amended, have been complied with pertaining to the following special assessment project:

East Long Lake Drive- R Avenue to 25th Street, Pavilion Township
Total estimate is \$219,917 for HMA Reconstruct, remove and replace HMA Pavement

And it appearing that the special assessments have been spread over a period of three (3) years, and it further appearing that interest rate of six percent (6%) per year shall be charges on the unpaid balance of each assessment annually; and that the due date for these assessments shall be December 1 of each year hereafter and shall be delinquent of not paid prior to March 1 of each year hereafter;

BE IT FURTHER RESOLVED THAT any person having an interest in the real property may file a written appeal of the special assessment with the Michigan Tax Tribunal within thirty (30) days after the confirmation of this special assessment roll, if the special assessment was protested at the hearing held for the purpose of confirming the roll.

WHEREFORE, this Road Commission shall forward the special assessment District tax roll to the Treasurer of Pavilion Township for collection as agent who shall remit the monies collected to this Road Commission as soon

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

as is practicable following the collection of same; and further, that a copy of this Resolution be forwarded to Pavilion Township Treasurer, and a copy to the Kalamazoo County Treasurer.

**Amended Resolution Establishing Special Assessment District
Board of County Road Commissioners of the County of Kalamazoo**

East Long Lake Drive- R Avenue to 25th Street, Pavilion Township

WHEREAS a petition by landowners in the Township of Pavilion, Kalamazoo County, Michigan was filed with this Road Commission of Kalamazoo County (Road Commission) on August 9, 2018, said petition requesting certain highway improvements over the following described area:

East Long Lake Drive- R Avenue to 25th Street, Pavilion Township

Total estimate is \$219,917 for Hot Mix Asphalt (HMA) Reconstruct, remove and replace HMA Pavement

Said petition being filed and submitted in accordance with the provisions of Act 246 of Public Acts of Michigan of 1931, as amended, and,

WHEREAS, this Road Commission duly held a public meeting on October 2, 2018, pursuant to Notice thereof duly given, said meeting relating to the determination of necessity for said project made by this Commission, and thereafter, on December 11, 2018, made its First Order of Determination, all pursuant to the provision of said Act, scheduling this date for a public hearing on said project for the purposes specified in the Notice of this public meeting, which said notice has been duly given, and the said public meeting was duly held on the 11th day of December, 2018 at 3:00 p.m. o'clock at the office of the Road Commission of Kalamazoo County, 3801 E. Kilgore Road, Kalamazoo, Michigan 49001,

NOW, THEREFORE, BE IT HEREBY RESOLVED, a special assessment district is established for the as follows:

**East Long Lake Drive- R Avenue to 25th Street, Pavilion Township
Total estimate is \$219,917 for HMA Reconstruct, remove and replace HMA Pavement**

The assessment for the project shall be spread over thirty-six (36) equal annual installments; that an interest rate of six percent (6%) per year shall be charged on the unpaid balance of each assessment annually; and that the due date for these installments shall be delinquent of not paid prior to March 1 of each year thereafter.

BE IT FURTHER RESOLVED, that any person having an interest in the real property may file a written appeal of the special assessment with the Michigan Tax Tribunal within thirty (30) days after the confirmation of this special assessment roll, if the special assessment was protested at the hearing held for the purpose of confirming the roll.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Brennan moved and it was seconded to approve the preliminary design plans of Forest Cove, located in Section 15 of Texas Township. Managing Director Johnson shared that Forest Cove is a proposed land division that would extend Hidden Cove Place further to the west. Hidden Cove Place is a public road located in the Hidden Cove Plat located on the north side of Crooked Lake that is accessed from 8th Street. The existing cul-de-sac at the end of Hidden Cove Place would be removed and another cul-de-sac would be constructed in a temporary turnaround easement at the end of the proposed extension that would allow for future development to the north.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

Commissioner Boersma moved and it was seconded to award the bid#2019-11 for construction of the C Avenue bridge over Augusta Creek, to Grand River Construction – low bidder, meeting specifications for bid Alternate #1. Managing Director Johnson shared that the C Avenue bridge was built in 1976 and has a span of 37.1 feet over the Augusta Creek and consists of 4 elliptical corrugated metal culverts with an asphalt surface. She mentioned that we have a bridge asset management plan that has been defined. She stated there has been some preventive maintenance over the years done on this bridge and we are proposing to reconstruct it. She shared that guardrail, shoulder work as well as erosion protection is included in the construction. She mentioned if approved by the Board, work could commence as early as April 15th, 2019 with substantial completion, and open to traffic, by October 15, 2019 with final completion by May 15, 2020 to evaluate restoration. She also mentioned that this bridge project is included in the RCKC 2019 Primary Road Capital Improvement Plan (CIP) for full replacement. Commissioner Pawloski inquired about Alternatives 1 and 2 and the high performance concrete. Managing Director Johnson explained Alternate 1 is the high performance concrete and Alternate 2 is standard concrete. County Engineer Minkus explained that we included the Alternate concrete bid due to an inquiry received during the bidding phase from a contractor who could not obtain the high performance concrete.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to award the HMA Plant Mix & Cold Patch (CP-6), Bid# 2019-12, for 36A and 13A HMA to Lakeland Asphalt Corp., Rieth-Riley Construction Co., Inc., Michigan Paving and Materials Co. and Wyoming Asphalt Paving Co., Inc. – based on haul distance from plant to the job site and award the HMA Plant Mix CP-1 portion of Bid# 2019-12 to Wyoming Asphalt Paving Co., Inc. – low bidder, meeting specifications and to award the CP-6 (cold patch) portion of Bid# 2019-12, which includes delivery to the RCKC, to Lakeland Asphalt Corp. – low bidder, meeting specifications. Managing Director Johnson shared that the 36A is used seasonally for both our primary and local road surface patching, the 13A modified HMA is generally used for major road repairs and culvert replacements and the CP6 cold patch is what we typically use as temporary material during winter maintenance. General Superintendent mentioned that CP-1 is an HMA that only Wyoming Asphalt makes. He explained that it is a different gradation of asphalt and is used for patching.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Pawloski moved and it was seconded to award the Crack Fill Bid# 2019-13 to Pavement Restoration, for \$383,981.35 – low bidder, meeting specifications. Managing Director Johnson shared that crack fill is a sealant that we use for various cracks and joints along our roadways. Furthermore, it is one of the most cost effective preventative maintenance tools that we utilize. Commissioner Stehouwer questioned if any of this work is done before chip seal. General Superintendent DeYoung stated there are many local roads that will be crack filled before they are chip sealed and there is a few primary roads that will need to be crack filled. Operations Director Bartholomew added that there are some standalone primary road crack fill projects as well.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Brennan moved and it was seconded to approve the 2019 Capital Outlay Generators Emergency Purchase for \$1,895.99 and amend the 2019 Capital Budget for \$1,895.99. Managing Director Johnson shared that earlier we took a tour of the flooding areas in Texas Township that have been experiencing record high lake and ground water levels since last year. Furthermore, we had generators that we were utilizing in this area to help mitigate some of the water issues. She stated that staff recommended we purchase the generators and include them in our Capital Outlay Budget.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the purchase of a Blower Attachment to Bader and Sons Co., for \$5,230.00, low quote meeting specifications. Managing Director Johnson shared that RCKC has been chip sealing our roads for many years and is one of the most cost effective methods of preserving our

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

valuable infrastructure. In recent years we have also added fog sealing to the process. The fog seal material, depending on temperature and humidity, may take an excessive amount of time to cure (dry) and reopen the road to traffic. This takes considerable staff time and effects user delays. In 2018, staff experimented with an air blower to expedite the fog seal emulsion curing process. Staff located and rented a blower attachment. We found this blower assisted in the curing process especially in over application and shaded areas. The blower attachment is powered by the loaders hydraulic system and pushes out a high volume of air to blow dry the road surface. Based on our 2018 experience we added the unit to our 2019 budget under Capital Outlay which describes a blower attachment for our Toolcat. Commissioner Stehouwer questioned if we will less likely have tar on vehicles. General Superintendent DeYoung stated we will have fresh tar signage. Operations Director Bartholomew shared that we have a lead pilot vehicle who takes the traffic through the work zones. He explained the work zones are fairly large and we have noticed that once traffic begins moving through the work zone and they are by themselves they seem to navigate over into the lane that is freshly sealed. Furthermore, if we can lead them through the work zone with a pilot vehicle we are less apt to get vehicles that wander off the path getting tar all over them. He mentioned the blower will not keep tar from getting onto vehicles, however will enable us to open the road sooner. Commissioner Brennan mentioned that this will also save us manpower while waiting for the tar to dry. Furthermore, we can put the public back onto the road and staff can move onto the next project.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve the purchase of six (6) Handheld 800 MHz radios from Roe-Comm Inc., for \$12,389.10, through the MIDeal purchasing program. Managing Director mentioned that our 2019 Capital Outlay budget includes \$15,000 for the purchase of (6) 800 MHz handheld radios. We currently have 18 Motorola handheld radios. The 800 MHz frequency radios are our primary communication device with the Kalamazoo County Consolidated Dispatch Authority, other emergency response agencies, as well as RCKC crews. We also use the 800 MHz handheld radios for traffic regulating operations and operators utilizing seasonal equipment that does not have a mobile radio installed in the cab.

Carried by the following vote:

Aye: Buchholtz, Pawloski, Stehouwer, Brennan, Boersma

Commissioner Buchholtz requested discussion on the Board Citizen Follow-up guidelines to assist in effective communication with the public and our team. She explained there are typically two situations that we have and mentioned that most are citizen comments, questions or thank you that come through our service request system. Furthermore, service requests may go to staff and the Board rarely sees or hears about them and they do not require Board involvement. She mentioned that typically there over 5,000 of these types of service requests annually. She stated that she wanted to clarify what happens when a citizen calls a Board member or attends a Board meeting with questions or concerns. Managing Director Johnson added that it's important that we use the systems that are in place including the service request system that allows staff the opportunity to handle issues. Furthermore, it is important to know that we are following up or responding to various issues that arise within priorities. She explained that we do receive odd service requests and those take additional time to resolve. Commissioner Buchholtz mentioned that we used this process with Commissioner Stehouwer who was involved with citizens who commented and raised questions to him. Furthermore, he worked with staff and kept Commissioner Buchholtz involved as he worked through those issues. She mentioned there are one or two more today that will follow within the same pattern. She stated the Township liaison will confer with that citizen, staff and keep the rest of the Commission in the loop. She shared that issues could potentially be a result in our policies which may include opportunities to either change a policy or deviating on a variance request. Commissioner Stehouwer mentioned that that we function as a team rather than solo and we want to support our staff and each other. Commissioner Pawloski stated when someone has an issue it is natural to say "I will take care of it" especially to people who you know. Commissioner Brennan shared that honestly we do not have the authority to do that. Commissioner Pawloski explained that concerns should be recorded and citizens are to be directed to submit their concerns through the website. Commissioner Boersma inquired about residents being directed to RCKC Connect and/or the website for a service request. Commissioner Buchholtz shared that RCKC Connect is more of an informational system. Managing Director shared the ways individuals can enter a service request is by

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

a telephone call, by submitting through our website, RCKC Connect or Facebook. Furthermore, on the "Contact Us" service request page of our website there is a report listing of open service requests. The list is updated each Friday and includes the date of the request, the road name, between streets and the reason for the request. Commissioner Boersma shared that he had submitted a service request the other day for a tree blocking the right-of-way and the follow-up was very quick. He inquired about an average time for service request. Managing Director Johnson shared that average time for service request is included in our organizational goals and right now the average time is approximately 30-35 days. Furthermore, the average time is based on volume and some service request take a much longer to process. She added this year we have one of the largest construction seasons ahead of us in terms of the number of projects and dollars. She asked everyone to be extremely patient during construction season for service request responses. She explained that there will be a delay in response to service request. She stated that our team who respond to service request is the same team who will be working on chip seal and fog seal. Also, be assured that if the service request is in our system, we will respond. She added that emergency situations take priority.

Commissioner Buchholtz shared that moving forward she suggested the Board to utilize an education and conference report that would be beneficial to assist in effective communication and sharing of information with others after attending such functions. Furthermore, the report would ensure that the conferences that are attended have value.

Managing Director Johnson shared that weight restrictions went into effect on March 11th and were lifted on April 8th along with our surrounding counties. She mentioned that it would take 3-4 days to remove our old weight restriction signs and our new flip signs took less than one day. She stated that we have received notice from the Michigan Department of Transportation and Treasury that we are in need of returning \$838,250.00 of our Michigan Transportation Fund (MTF) Revenue from 2018 for overpayments across the state. Furthermore, this is for all Public Act (PA) 51 agencies including the MDOT, cities, villages, road agencies across the state. She shared, on February 28th we received notice from the MDOT and as we are aware MTF Revenue is outlined in Public Act 51 of 1951, and we know that those counties, cities and villages receive those funding dollars. As a result of the State of Michigan's conversion to a new Enterprise Resource System (SIGMA), as well as other system changes within the Departments, there were unexpected delays in receiving information, reporting changes, and year-end accounting adjustments which impacted the monthly MTF distribution payments to the Act 51 agencies. Furthermore, they have provided comments as to how they have tried to minimize this impact across the state as follows:

- a. During Fiscal Year 2018, on several occasions, the Departments of Treasury and State reports detailing the revenues received into the MTF were delayed. MDOT decided to distribute funds to the Counties, Cities and Villages based on revenues reported the previous month and then reconcile to actual figures during the next monthly distribution cycle.
- b. At year end, the accounting accruals were not able to be reversed timely due to the complications of closing in a new Enterprise Resource System (SIGMA).
- c. During 2018, a Department of State revenue report provided to MDOT was changed, without MDOT's knowledge. To minimize the monthly revenue impact to Counties, Cities, and Villages as a result of this overallocation, MDOT would spread the negative adjustment over the remaining fiscal year 2019 monthly distribution cycles.

She shared that this came at a time when we had our financial auditors gone and during the process of them completing our PA 51 report which is due to the state by May 2nd. She mentioned that there have been many questions by the Michigan County Road Association (CRA), Finance Director Simmons, private County Road association, Finance and Human Resource Group regarding how to apply, what to do and understanding this issue. Furthermore, in working with our financial auditors we will have to adjust our year end 2018 MTF Revenue, redo our PA 51 report that will be to this Board on April 30th and due to the state on May 2nd. Furthermore, we will back to this Board having to make adjustments as we look at 2019 for our Capital Improvement Projects (CIP). She mentioned as the Board is aware the U.S. Department of Labor and Teamster Local 214 signed the first road

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

commission apprenticeship in the state. Furthermore, the apprentice will be starting tomorrow morning. She mentioned that it will be a learning process for us as we meet the parameters of the program and we also looking to add an apprentice for a mechanics position. She mentioned on April 24th is the Ross Township informational meeting. She stated that next week she will be presenting to the Kalamazoo Women's Republican lunch regarding the road commission. Also, she was asked to be a panel expert in Grand Rapids next Thursday to discuss road funding and the Governor's package before the Grand Rapids Chamber of Commerce.

Commissioner Boersma attended the Environmental Health Advisory Council (EHAC) meeting where they discussed the (Per-and Polyfluoroalkyl Substances) PFAS contamination. He stated the two hotspots in the county are in the areas of Richland and Cooper Townships. Furthermore, they will be extending water to both areas. He stated that the Health Department is issuing filters however the yearly cost of filters is about the same cost as City of Kalamazoo water costs. He explained that it cost approximately \$300 to have one filter on one faucet and in a residence and it cost approximately \$330 per year to have a residence on City Water. Furthermore, if a residence has more than one filter it could cost considerably more per residence. He mentioned that the sewer project has been approved as of last night by the Kalamazoo City Commission which will effect road commission right-of-way (ROW).

Commissioner Brennan mentioned that the Board of Public Works (BPW) did not meet this month. He had the opportunity to attend the Brady Township Board meeting. He stated that the communication we sent out about annual joint meetings was the point of discussion. He shared that the Township does not want the standard RCKC presentation and he suggested that they provide us with specific topics for discussion. He mentioned that the Township inquired about the rating of the roads and how the current ratings have stacked up against previous years. He had the opportunity to join Commissioner Boersma at the EHAC meeting and shared how he found it interesting that many residents are not wishing to hook-up to city water even when they have they have the opportunity to hook-up for free. He also stated the current filters that are single point usage are being paid for by the Township and are not a personal expense at this point.

Commissioner Stehouwer shared that both he and Commissioner Boersma attended the County Parks Commission meeting where they discussed allowing rowing in county parks, trail ways and the County Fair. They also discussed a Northern Exposure Training Event where a division of the National Guard would come in. He stated it would be a simulated event that to build the coordination and communication between all emergency responders. He mentioned the Kalamazoo River Valley Trail (KRVT) is kicking off their 2019 campaign to help fund the trail from Galesburg to Fort Custer which is a major accomplishment undertaking to fund that trail at \$1.9 million. He mentioned there is also a golf outing at Stoatin Brae Golf Course next fall.

Commissioner Pawloski shared that Texas Township is meeting with the Committee of the Whole tonight to discuss the flooding issues in Texas Township and mentioned that he will attend the meeting as well. He apologized and stated that he will not be attending the April 30th Board meeting.

Commissioner Buchholtz shared the Township liaison and the work that we are doing to meet with each Township is a great opportunity to do what Commissioner Brennan did to see what information they need and want from us in these meetings. She mentioned that she attended the Alamo Township meeting and because their special assessment will be expiring, it will have to go back before the Township Board. Furthermore, it appeared from that meeting that there was some question as to whether they would renew the assessment or not. She stated that she mentioned to the Township Board that the RCKC has a van and would be willing to go with them and the Board to see what projects have been done, what more needs to be done and we could tailor some of our conversations to what their future needs will be. Managing Director Johnson mentioned how Township feedback is appreciated to us from these meetings, so that we can follow-up and stated how the information helps us with that communication tool as a team. She mentioned this is the first year we are not holding Joint Township meetings unless requested by the Township. She explained these meetings are opportunities to spend time together to discuss mutually relevant issues. Furthermore, the public may also attend these meetings which is another opportunity to share information.

April 16, 2019

Chair Int'l _____

Clerk Int'l _____

The meeting was adjourned at 4:28 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Chair _____, Deputy Clerk

April 30, 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, April 30, 2019. Commissioner Buchholtz called the meeting to order at 3:00 p.m.

Present: Deborah J. Buchholtz, Larry Stehouwer, Thom Brennan, Michael Boersma
Absent: David C. Pawloski

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

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

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve the minutes from the April 16, 2019 regular Board meeting as amended in the email sent earlier this morning. On Page 1 of the minutes Mr. Warren Kucher at 5859 East D Avenue was corrected to Mr. Maurice Kaercher at 5859 East E Avenue. Furthermore, on page 1 the word "existing" was added for clarification to Charleston Township Supervisor Jerry VanderRoest comments. Also, on page 8 the word wonder was corrected to "wander" in the 13th line of paragraph one.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

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

Payroll Account	\$ 124,029.09
Vendor Account	\$ 366,729.57

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Brennan moved and it was seconded to approve Commissioner's Pawloski, Stehouwer and Boersma's expense reports as presented.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Mr. Brett Russell of 2124 102nd Avenue shared concerns regarding a variance request that he had submitted on March 15, 2019 for a driveway on East E Avenue. He has reached out on several occasions to find out where his request is in the process. He mentioned that he would like to start building this year and he has not heard back regarding the status of his application. Commissioner Buchholtz thanked Mr. Russell and mentioned that his request was looked at today and that she would personally contact him regarding the status.

Commissioner Brennan moved and it was seconded to accept the Lake Cove condominium roadway network located in Section 15 of Texas Township, into the public road system contingent to receipt and acceptance of as-built drawings and all outstanding fees owed and Traffic Control Order (TCO) #1661. Managing Director Johnson shared that staff approved the original construction drawings back in January 2016. Construction of the development began in December 2017 with final paving completed in October 2018. During that time some ownership changed hands. The overall development creates 1,788 feet of new roadway and 20 new lots. She explained that before the Board is an approval with a contingency of roads not accepted until the as-builts are received and accepted including the street signs and driveway permits. The storm drainage and storm basin is under a 433 agreement with the Drain Commission. She stated we area also requesting approval for TCO# 1661 Vail Drive to STOP for Corners Cove Lane. Commissioner Stehouwer mentioned that it is worth emphasizing that the as-builts and all outstanding fees be paid. Project Engineer Jung mentioned that fees have now been paid.

April 30, 2019

Chair Int'l _____

Clerk Int'l _____

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the preliminary design plan for the extension of Tiger Lily Drive, located in Section 12 of Texas Township. Managing Director Johnson shared staff has worked with the developer to come up with multiple options for a connection that would work for both parties, including the abandonment of Tiger Lily Drive. The abandonment request was received by the Board in February and was rescinded prior to the planned public hearing due to Texas Township declining to participate with the abandonment process. We are now working with the option to extend the connection of Tiger Lily Drive as a public road into the private development and construct a turnaround. Commissioner Stehouwer inquired about the cul-de-sac or turnaround. Mr. Pat Flanagan, Civil Engineer with Ingersoll, Watson & McMachen, Inc. explained that the physical size of the turnaround is the radius of the ROW of 70 feet, the radius to the back-up curb is 50 feet and there is an island in the middle. He shared to the south of this roundabout or cul-de-sac there is a public road, Tiger Lily and to the northeast/northwest there are public streets that come off this turnaround or roundabout. Furthermore, the traffic is intended to go around counter clockwise and their intent is that there will be signs posted in the island stating for traffic to keep right.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve the non-motorized facilities application and agreement by the Village of Vicksburg for the Vicksburg Trail crossing on East TU Avenue, Brady Township for the Chair's signature. Managing Director Johnson shared the Village of Vicksburg is planning to construct 0.66 miles of a 10-foot wide hot mix asphalt (HMA) non-motorized path that would cross East TU Avenue approximately 0.22 miles west of Sprinkle Road. She stated that this is a coordinated effort and shared that the Village made some slight modifications to our template. Furthermore, staff does not see any issue with the revisions to these items, as this project is being funded by the Village and the RCKC staff will provide right-of-way (ROW) permit inspection.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Brennan moved and it was seconded to approve the Village of Richland Local Municipality Road Contract for the Chair's signature. Managing Director Johnson thanked Project Superintendent Worden who had the opportunity to review the roads with Village leadership and worked with them for asset management planning. Furthermore, this contract is another collaboration opportunity for RCKC.

- a. D Avenue – West Village Limits to M-43, Chip Seal and Fog Seal
- b. DE Avenue – 32nd Street to East Richland Village Limits, Temporary HMA Overlay

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the Drain Agreement for 555 S. Gull Lake Drive located in Section 17 of Ross Township for the Chair's signature. Managing Director Johnson shared on November 30, 2017 Mr. Allen submitted a service request asking for the relocation of a storm drain pipe on his property. Over the course of the following year Project Engineer Rebekkah Ausbury worked with Mr. Allen on submitting the required documents, surveyed construction plan, Michigan Department of Environmental Quality (MDEQ) permit and drafting a new Drain Agreement. Staff reviewed all submitted documentation and found them to comply with our Construction Guidelines. A ROW permit was issued on December 6, 2018 for the drain relocation work to be completed. The completed construction was inspected by RCKC staff on April 9, 2019. The new Drain Agreement has been provided, and once accepted by the Board, is ready to be recorded with the previous drain easement.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to award the HMA #3 Bid #2019-14 in the amount of \$288,002.49 to Wyoming Asphalt Paving Corporation – low bidder, meeting specifications with the option to extend the bid based on pricing, location or scope of work by mutual agreement of both parties for up to 3 years. Managing Director Johnson shared this project is part of a Special Assessment District (SAD) that includes Hot Mix Asphalt (HMA) reconstruction of Oatman Drive, Eagleridge Drive, Sturbridge Drive, Gullwynd Drive for the Eastern Height plat in Richland Township. The plat is located off of 27th Street between M-43 (Gull Road) and F Avenue. The project was estimated at \$372,474.00. Wyoming Asphalt was the low bidder on this project and the HMA portion of their bid is \$248,950.00. The SAD will be adjusted upon the receipt of public bids and final costs. Commissioner Brennan inquired about the variance from the estimate to the bid. Managing Director Johnson explained there is other costs involved. She shared the RCKC works very hard on estimating and at times we do the best we can by looking at historical data. Commissioner Stehouwer inquired about a refund or adjustment to the assessment for residents if the project comes in under budget. Managing Director Johnson mentioned at this point we have not assessed it and it will only be based on the actual final cost of the project. Commissioner Buchholtz mentioned if it's more than 10% over then we will have to start the process over.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Stehouwer moved and it was seconded to approve the purchase of four (4) portable truck scales to Loadometer Corporation, for \$19,980.00, sole source, meeting specifications. Managing Director Johnson shared in 2019 we approved a Capital Outlay Budget item that included \$22,000.00 for the purchase of 4 portable truck scales. These are primarily used by our permit agents during seasonal weight restrictions and trying to enforce weight limitations during that time. We do have an Affirmation Letter stating that they are currently and have been the sole source in the United States since 1979 for these particular units. Commissioner Boersma inquired about the lifespan of these scales. General Superintendent DeYoung stated that our current scales are at least 20 years old. Furthermore, other portable scales do not meet our specifications. He mentioned our Permit Agent Jon Fitzsimmons assisted in the research and contacted the Michigan Department of Agriculture Weights and Measures and was informed that everyone in the state uses this brand and this specification. Operations Director Bartholomew shared there is also slots throughout the state of Michigan rest areas that this type of scale will fit into and the other types do not. County Commissioner Gisler shared that a couple of months ago he had the opportunity to sit in on a meeting hosted by the RCKC regarding weight restrictions. Furthermore, he had no idea how the weight of vehicles was measured when they are not on a truck scale. He mentioned that it makes him feel better as a taxpayer knowing that we are not out hassling people unnecessarily. He explained that permit agents will stop vehicles if they think there is an issue and if there is not the driver moves on. He stated it is a process that can take up to an hour to weigh a vehicle. He shared that the process is quite more elaborate than he thought it would be. General Superintendent DeYoung explained that it is not just for enforcement. He mentioned that we work with our local contractors who request that we weigh a new piece of equipment to determine whether or not they can haul the equipment on our roads.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Commissioner Boersma moved and it was seconded to approve the 2018 Public Act 51 Financial Report for the Finance Director & Chair's Signature. Managing Director Johnson shared this is one of the most important documents to come before this Board. She mentioned the 28 page report is the formula for which we are governed by the distribution of the Michigan Transportation Fund (MTF) Revenue. She shared soon the Board will have before them a financial audit and a Public Act (PA) 51 Audit that helps support the fact that we are following the state guidelines as it relates to how those dollars are spent. She stated on page 4 of 28 is the MTF Revenue and the State Sources where the total is \$19,336,646.53. She explained we did have to make some adjustments to reduce it by \$838,250.00 based on the notice we received from the state. Furthermore, this report is due to the state by May 2nd annually. Commissioner Brennan gave thanks for all the extra work that had to be incorporated. Managing Director Johnson mentioned that the report will be posted on the publications page of our website.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

April 30, 2019

Chair Int'l _____

Clerk Int'l _____

Commissioner Stehouwer moved and it was seconded to approve the Revised County Road Association (CRA) of Michigan Constitution and Bylaws Ballot.

Carried by the following vote:

Aye: Buchholtz, Stehouwer, Brennan, Boersma

Supervisor Randy Thompson of Comstock Township thanked Commissioner Stehouwer for attending their Board meeting that lasted 3 hours.

County Commissioner John Gisler shared the Kalamazoo / Battle Creek international Airports commercial runway will be shut down from June 10th through June 16th for routine maintenance. He mentioned how this may inconvenience some not being able to fly in and out during that time. He shared how the airport has a red moving banner across the top of their website. He stated when you click on the banner a one page summary appears regarding the runway closure including costs. He believes this banner will set a tone for other authorities and key committees within the county for presenting information to citizens. He is encouraging groups where he serves as liaison to look at this website to see if they can find a way to take things that are critical to their operations and give it extra visibility like the airport.

Managing Director Johnson mentioned that F Avenue from 14th Street to Old Douglas in Cooper Township is closed due to a culvert failure and O Avenue from 4th Street to 6th Street in Texas Township is closed due to water over the road. She explained that we have received many questions as to when the roads will open. She stated that it is to be determined and the roads will remain closed until they are safe to open. She requested Operations Director Bartholomew to provide an update regarding the flooding in Texas Township. Operations Director Bartholomew mentioned Treasure Island Drive seems to be holding its' own. He explained the water level is up and the pumps are keeping up with the temporary grade lift through the causeway. Furthermore, today he drove through water on top of the gravel on North Eagle Lake Drive. He explained the water is trying to get to the lake and is not coming from the lake which happens after a heavy rain event. He shared that we may potentially be raising the road a second time to maintain access for the residents to their properties. He mentioned the residents need to understand that we are not building a dam or dyke to keep the water from getting to their properties. He shared we will continue to monitor and work with the township and residents to maintain access as long as we can. Managing Director Johnson mentioned this year we have over \$30 million worth of work in both project and design engineering on the list of projects that is available on the projects page of our website. She shared there are 221 projects listed and based on what the Board had just approved today we will be adding a few more. Furthermore, we plan to begin chip sealing on May 14th. She attended the Kalamazoo Area Transportation Study (KATS) Policy Committee meeting and mentioned that Commissioner Brennan was in attendance as well. She shared the key project amendments for 2017 -2020 were approved. She mentioned there was discussion as member comments went around in terms of the importance of communication at all levels and continuing to work on coordination throughout the county. Both she and Commissioner Stehouwer attended the Ross Township informational meeting on April 24th where they discussed 2019 projects and awarded Ross Township the Road Warrior Award for the most improved road ratings. She mentioned Project Engineer Ausbury did a very nice job with the presentation. She stated on April 18th our engineering team discussed projects with our contractors and subs including specifications, working on utility components, schedules, safety, emergency contacts, traffic, testing, processing contract modifications, environmental concerns, soil erosion, invoicing, priorities in how we coordinate and miscellaneous information to ensure we have a successful construction season. She had the opportunity to participate in a panel discussion for the Center for Michigan related to potholes in Grand Rapids with the Chamber of Commerce. She presented this morning at the Kalamazoo Sunrise Rotary Club and she will present at the Board of Public Works (BPW) on May 10th. She mentioned that Bike Week begins May 11th. She shared our 2019 Road and Bridge Projects Map is posted on the projects page of our website.

Commissioner Boersma shared the next Environmental Health Advisory Council (EHAC) meeting is scheduled for June. He attended the Wakeshma Township Board meeting where he met Supervisor Jason Gatlin and mentioned how happy they are with the RCKC and about having funding opportunities to pay for roads.

April 30, 2019

Chair Int'l _____

Clerk Int'l _____

Commissioner Buchholtz mentioned that she had neglected to respond to a note she had received from Commissioner Boersma regarding potential meeting conflicts. She explained typically we do not have more than 3 Commissioners attending events. Furthermore, if we do have 3 or more attending we would post a public notice and take minutes. She suggested sending the other Commissioners and the Managing Director a note if planning to attend other external events which would help with conflicts. Commissioner Brennan share in instances like this it is not road commission concerns that we are representing it is other activities we are involved in as citizens.

Commissioner Brennan shared on April 23rd he attended the Charleston Township Board meeting where Township Supervisor Jerry VanderRoest had the opportunity to review with those present the signage request he had made at our previous Board meeting. He mentioned on April 26th he attended a training in Battle Creek that was hosted by the Michigan Treasury Department called Fiscally Ready Community Regional Training and found it to be an excellent training opportunity for those involved in local government. He said although it was a great refresher for himself it was not something he would recommend to another Commissioner. He mentioned it was a great opportunity for local government officials and how there will be 8 additional presentations across the state. On May 1st he will attend the Brady Township Board meeting and as the alternate he will attend the Board of Public Works meeting.

Commissioner Stehouwer attended both the Ross Township Board meeting and informational meeting. He complimented staff on the informational meeting that was informative and very well received and presented. He attended the Comstock Township Board meeting last night where they had a full agenda that included the township working on a Downtown Development Authority (DDA) to be a development ready community and shared how he appreciated hearing the discussion. He mentioned during Bike Week there is an evening meeting on May 14th that a few of the Road Commissioners will be attending. Commissioner Brennan stated an invitation will be in the mail tomorrow for the entire road commission to attend the open meeting located at Boatyard Brewing from 7 – 9 p.m. where they will have team representatives from local bicycling related activities who will be briefly speaking about who they are and what they do. Commissioner Stehouwer shared also during Bike Week is Trail Blazer on May 11th. Both he and Commissioner Brennan will attend the Parks Commission meeting on Thursday. He will not be available to attend the June 25th Board meeting. Commissioner Brennan shared that he also will be out of town that same week. Commissioner Stehouwer mentioned that he had a few service related calls and stated how he appreciated the quarterly goals. He shared there are many service requests and he requested patience by all. He also shared that we need to be as diligent as possible in responding.

Commissioner Buchholtz shared how she had spoken with Mr. Russell who was here today. She mentioned how she had spoken with him last year when he was first looking at a driveway permit. Furthermore, Mr. Russell did let her know at the end of March that he had submitted a variance request to the RCKC. She mentioned that since she had worked with him in the past that she will follow-up with him in regards to his variance request. She mentioned that Managing Director Johnson will follow-up with Charleston Township Supervisor Jerry VanderRoest regarding his signage concerns that he had shared at the last Board meeting. Furthermore, she had spoken with Mr. Maurice Kaercher regarding his signage concerns on East E Avenue. She shared that Mr. Kaercher stated he has approximately 25 cows that he crossed over E Avenue 5-6 times a year taking 2-3 minutes. Furthermore, at the end of their conversation Mr. Kaercher understood and was comfortable with the reason as to why we do not have those types of signs, why they were removed and why we are not planning on reposting the signage. She mentioned that he did not see a reason to seek a variance to the sign policy at this time. She explained that she will share a summary of these reports along with Commissioner Brennan's training report for the other Commissioners to review. She attended both Osthemo and Richland Townships Board meeting where there were many interesting things occurring and gave her a much better sense of whether or not it was road commission related. She attended the Township Supervisors meeting where both the county and state discussed aerial photography and how it could be utilized in the future. She attended the round-a-about meeting that was an open house for the G Avenue and M-43 area. She shared there was good conversation regarding the intersection. She attended an excellent presentation given by Managing Director Johnson. She shared the presentation included a few new slides that our townships may see in the future. She attended a round table discussion with Representative Brandt Iden where they were briefed on several topics.

April 30, 2019

Chair Int'l _____

Clerk Int'l _____

Commissioner Stehouwer inquired if a meeting was set-up with the County Commissioners. Commissioner Buchholtz shared typically we wait until our annual report is complete. She also shared that the RCKC would like to schedule 2 meetings with one being held at the County Commission site and the other at the RCKC to tour the facilities and discuss specifics on areas of interest according to our policy. Managing Director Johnson mentioned the meetings are in support of the policy that both the County Board and RCKC approved many years ago.

The meeting was adjourned at 4:11 p.m.

Attest: Timothy A. Snow, County Clerk

By: _____, Chair _____, Deputy Clerk