

January 4, 2022

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 4, 2022. Commissioner Brennan called the meeting to order at 3:00 p.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma,
Absent: Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew, Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, General Superintendent Bill DeYoung, Assistant General Superintendent Rusty McClain, Communications Administrator Sarah Phillips and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public comment guidelines.

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

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma

Commissioner Stehouwer moved, and it was seconded to approve the December 21, 2021, Board Meeting Telephonic and Video Conferencing minutes as presented.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma

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

Payroll Account	\$	158,994.81
Vendor Account	\$	326,535.03

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma

Commissioner Pawloski moved, and it was seconded to approve the expense reports for Commissioner's Brennan, Pawloski, Stehouwer and Managing Director Johnson.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma

County Commissioner John Gisler shared he has been reassigned by the County to serve as a liaison for the RCKC. He mentioned last week he toured the new Justice Center on Kalamazoo Avenue and is pleased to report the project is on budget and on schedule.

Commissioner Boersma moved, and it was seconded to approve the Third-Party In-Kind Contributions Notifications and Assurances FY 2023 Unified Planning Work Program Kalamazoo Urbanized Area for Federal Highway Administration Consolidated Planning Dollar Funds Agreement for the Kalamazoo Area Transportation Study (KATS). Managing Director Johnson shared this is part of our annual review agreement with KATS. KATS is the Metropolitan Planning Organization who distributes and prioritizes projects that have Federal Aid Funding. The RCKC is one of many members and currently has a membership due of \$1,500 membership and \$22,000 of contributed services for match. This third-party contribution agreement is for FY 2023 (October 1, 2022 – September 30, 2023).

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma

Managing Director Johnson wished everyone a Happy New Year. She thanked County Commissioner Gisler who has always been an active member in our informational sessions for attending today's meeting. She also appreciates the updates he provides from the County. We received an update from the National Forecast Weather

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Service out of Grand Rapids. We are expecting impacts of winter tomorrow into Thursday including snow and blowing snow causing dangerous travel, rapidly changing road conditions with little to no visibility at times, and conditions favorable for numerous accidents and multi-car pile ups. She shared our team is working, we have 3 (three) shifts and have pre-treated roads. She reminded everyone to drive for conditions, take your time, and give our team room to groom the roads.

Commissioner Boersma shared the Environmental Health Advisory Committee (EHAC) has not met. He provided an update on the 26th Street project and shared the Steering Committee had a very productive meeting just before Christmas. The committee reviewed the desired "wish list" design items and eliminated \$8-\$10 million worth of items from the project. Further details will be provided at the Board Work Session following the regular January 18th Board meeting.

Commissioner Stehouwer wished everyone a Happy New Year. He mentioned County Parks plans to meet in-person on January 6th.

Commissioner Pawloski welcomed County Commissioner Gisler to today's meeting. He stated RCKC does a good job working together with KATS and other units of government. He reminded everyone to "Drive Slow on Ice and Snow" and to use their turn signals.

Commissioner Brennan wished everyone a Happy New Year. He thanked County Commissioner Gisler and Wakeshma Township Supervisor Jason Gatlin for attending today's meeting.

Commissioner Boersma moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma

The meeting was adjourned at 3:13 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

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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 18, 2022. Commissioner Brennan called the meeting to order at 3:00 p.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew, Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, Engineering and Public Relations Director Mark Worden, County Engineer Ryan Minkus, Project Engineer Rebekkah Ausbury, Traffic and Project Engineer Jim Hoekstra, General Superintendent Bill DeYoung, Assistant General Superintendent Rusty McClain, Communications Administrator Sarah Phillips and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public comment guidelines.

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

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the January 4, 2022, Board Meeting Telephonic and Video Conferencing minutes as presented.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

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

Payroll Account	\$	187,847.61
Vendor Account	\$	558,034.08

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

County Commissioner John Gisler shared the new Justice Center on Kalamazoo Avenue is on schedule and budget. He stated occupancy is scheduled for May of 2023. He shared the County is making headway on finding a new County Administrator. A search team has been selected to screen appropriate candidates. The County Commissioners are expected to interview candidates mid-February. We are still without a Chair and Vice Chair. We will see what happens at tonight's meeting. Commissioner Brennan thanked Commissioner Gisler for the updates.

Commissioner Stehouwer moved, and it was seconded to receive the Michigan Department of Transportation (MDOT) County Act 51 Annual Mileage Certification Report Letter dated January 1, 2022 and refer it to staff. Managing Director Johnson shared annually staff completes the Public Act 51 report of primary and local roads based on the approved certification mileage. The Board approved our Certification and Countywide Maps at our December 21, 2021, Board meeting. The report is due to the State by March 31st. Both she and Project Engineer Ausbury will be presenting on the conversion of the maps to geographic information system (GIS) at the County Engineer's Workshop next month.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Pawloski moved, and it was seconded to approve the Non-motorized Facility Sidewalk Agreement for Schoolcraft Community Schools, South 14th Street, Village of Schoolcraft for the Managing Director's signature. Managing Director Johnson shared we are working with the Village of Schoolcraft on behalf of Schoolcraft Community Schools who are currently building a new elementary school north of the existing high school. This is an expansion of their campus and information has been provided relative to their application

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including where the non-motorized facility will be located. The proposed development, including the sidewalk, will be funded by Schoolcraft Community Schools. The Village of Schoolcraft has approved this agreement.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved and it was seconded to approve the Sales Agency agreement for 3801 E. Kilgore Road for the Managing Director's signature. Managing Director Johnson shared we are in the process of building a new facility complex on 26th Street. At this point we would not have to utilize our current site once we move into our new facility. We would move all of our operations estimated to be in 2024. This agreement has been reviewed by legal counsel. The agreement sets the terms and condition of the sale giving it enough time for us to potentially have a buyer who may be interested in this site. Any negotiated sales agreement would come back before the Board for consideration. Commissioner Pawloski questioned if there is any interest from other municipal governments. Managing Director Johnson shared based on our proximity, facilities and existing assets we did approach other municipalities and at this time we did not get serious consideration for this being a potential viable site. Commissioner Boersma questioned how the listing will be advertised. Managing Director Johnson shared both she and the Steering Committee will be working with Callander Commercial who are skilled in marketing sites. At this time, we are not recommending a sign in front of this facility primarily because we want the public to know we are in business. Callander Commercial Realtor Brian Schultz shared a sign in front of the facility would cause confusion. He stated Callander Commercial has a very good marketing team. He provided a marketing plan to both Managing Director Johnson and Operations Director Bartholomew that included digital and print marketing which will be very transparent. Commissioner Stehouwer questioned how the value of the property is determined and a range of sales time. Mr. Schultz provided an overview of how property is valued. He stated this is a unique property and it will take some time to find the right buyer. Commissioner Gisler questioned if Southwest Michigan First is involved in anyway. Mr. Schultz responded they will be informed. Discussion continued...

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Managing Director Johnson shared last week our Lake Street project was postponed. She stated Project Engineer Ausbury will provide an update on why this is and why it is in the best interest for both the public and the Road Commission. Project Engineer Ausbury shared Lake Street from the City limits to Olmstead is a collaborative project with the City of Kalamazoo and Kalamazoo Township to fully reconstruct that section of road. The project includes replacing the water main, sanity sewer, upgrade the storm sewer and install curb and gutters. The bid was posted on December 21st and the bid included everything needed for the project. Weeks leading up to the January 18th bid opening, we received several calls and emails from contractors and suppliers informing us that the production lead time on butterfly valves for the water main were seven (7) to nine (9) months. In looking at the overall timeline, this would not allow us to complete the project by the December 1st deadline that we had originally posted, and the goal was to finish the project in the same year. We had many discussions with our partners including the City of Kalamazoo, Kalamazoo Township and our consultant Prein & Newhof. We also reached out to other suppliers and contractors who informed us of the same lead time. The City of Kalamazoo brought to our attention that that they were informed that one supplier/manufacturer may be able to provide the specific butterfly valves within the timeframe needed. In further discussion it was considered to be risky to rely on one manufacturer/supplier in obtaining the valves on time. The group unanimously decided to postpone the Lake Street project until 2023. One option is to have the city separately purchase the butterfly valves outside of the contract and to stockpile them on their site so that they are ready in time for the project in 2023. The group will also monitor monthly lead time on other supplies needed for the project and plan to rebid in the fall of this year to ensure good pricing and to get on contractor's schedules for 2023. Commissioner Stehouwer shared he was pleased with the pre-purchase idea and questioned if an alternate valve was considered. Project Engineer Ausbury shared the City specifically requested this type of valve for several reasons including costs. Commissioner Stehouwer inquired about the water main size. Project Engineer Ausbury answered 16". Commissioner Brennan questioned if other projects will be brought forward. Project Engineer Ausbury shared County Engineer Minkus has been working with the team on a plan. Discussion continued...

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Managing Director Johnson shared tomorrow we plan to put out a press release letting the public know that the Lake Street project is postponed. She mentioned we have been updating our website and are trying to make it easier for users. She thanked Administrative Assistant Rider and Communications Administrator Phillips who are diligently working together on the website updates. She shared we did put in for a grant for roughly \$435,000 for scrap tire chip seal projects on local roads. The grant opportunity is through the Michigan Department of Environment, Great Lakes & Energy (EGLE) formerly known as the Department of Environmental Quality (DEQ). She shared this is unique because we would be using this treatment on roads that are rated in poor condition which typically, we would not want to apply chip seal on a poor road. We have traveled around the state, looking at some of the projects that have been done utilizing this, and we will be working with our Township partners where we have projects specifically identified for support.

Commissioner Dickason shared the Charleston Township Board meeting is scheduled for January 25th, Brady Township meeting is scheduled for February 2nd, and Climax Township meeting is scheduled for February 8th.

Commissioner Stehouwer shared the Parks Commission canceled their meeting due to weather.

Commissioner Pawloski mentioned it was a very good meeting today and he supports the Lake Street decision. He shared it is a very complex and very tough decision to make but it is the right decision so that we can do it right the first time.

Commissioner Brennan shared he attended the Alamo Township Board meeting on the 10th where there was an open public hearing on a millage for a special assessment for their fire department. He mentioned Alamo is the only Township in Kalamazoo County that does not have a special funding opportunity for their fire. Primarily they are supported through their general fund which is very small. As expected, there was a lot of public comment. If there is no official public pushback it would force a vote at the next meeting. He had the opportunity to attend virtually the Commissioners Conference where they discussed the new Commissioner's manual including updates and new opportunities. There is a Board Work Session following this meeting. Both Richland and Oshtemo Township Board meetings are scheduled for tonight.

Commissioner Boersma moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma

The meeting was adjourned at 3:36 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

The work session 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 18, 2022. Commissioner Brennan called the meeting to order at 3:47 p.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew, Engineering and Public Relations Director Mark Worden, Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, Traffic and Project Engineer Jim Hoekstra, General Superintendent Bill DeYoung, Assistant General Superintendent Rusty McClain, Road Maintenance Operator Joe Peck, Fishbeck Senior Project Manager William Zaske, Fishbeck Architectural & Engineering Services Director, Cynthia Janes, Walbridge Vice President and General Manager, Paul McGuire, and Walbridge Project Manager, Lee Fitzgerald

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

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Following introductions, Mr. Zaske provided a PowerPoint presentation regarding the 26th Street facility project. Operations Director Bartholomew described the sand/salt barn in detail including the customized liquid treating system. Commissioner Dickason inquired about the longevity of the investment. Mr. Zaske shared the salt/sand barn roof alone has a 30-year warranty and the other building are intended to have a service life similar to a home roof. Commissioner Brennan questioned the containment of the liquid in the sand/salt barn. Operations Director Bartholomew shared there is containment around the tanks and follows the necessary guidelines from the Department of Environment, Great Lakes and Energy (EGLE).

Managing Director Johnson shared the buildings have considered innovation and what or how we may function as an organization in the future. Commissioner Boersma stated we have been working very hard on ensuring the operational aspects of the facilities are efficient. He also shared this is not an attempt to get all we can get. We are being cautious, fiscally responsible and, considering fifty (50) years from now. He recommended moving forward with the current scope.

Commissioner Brennan questioned how the bond would work for cash flow and support. Managing Director Johnson shared we have reviewed the timelines and cash flow with bond experts. Once we have a bid amount, we could go out to the bond market with that amount. She also shared we are still in the process of working with the County on an agreement for the bond funds. Ms. Janes shared the experience in Kent County.

Commissioner Pawloski questioned when dirt would be turned on the project. Mr. McGuire responded in March. Furthermore, you would not see a substantial difference from Phase 1 and 2 as the site work is being done in Phase 1. Commissioner Pawloski shared this is more expansive than he thought, but it isn't getting cheaper either.

Commissioner Stehouwer questioned if the sanitary sewer and utilities are included in the estimate. Mr. Zaske responded yes. Commissioner Stehouwer commented on the retention basin location and questioned if water was going to be released off site. Mr. Zaske responded yes and explained some water would be released off site and there is a wetland in the northwest corner of the property. Commissioner Stehouwer questioned if there have been cost estimates on maintaining the property. Mr. McGuire explained only preliminary; however, we are also putting in more efficient units.

Traffic and Project Engineer Hoekstra shared he has been pleased to be part of the process and it has gone well.

Assistant General Superintendent McClain shared that we are looking at this for the next 100 years and not just putting in extras.

Finance Director Simmons shared it has been an interesting process and we are learning a lot and putting the parts and pieces together. She appreciates the support.

Mr. McGuire shared it has been a pleasure working on the project. Furthermore, it is solid and functional, and this is a great team which work to cut \$8.5 million from the project. Also, we referenced our goals often to evaluate elements of the project as they were considered.

Ms. Janes shared she appreciates the unity approach to the project.

Operations Director Bartholomew shared the process has exceeded his expectations and he appreciates the support of the project for our next 100 years.

Commissioner Pawloski moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

The meeting was adjourned at 5:21 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

February 1, 2022

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 1, 2022. Commissioner Brennan called the meeting to order at 3:00 p.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, Engineering and Public Relations Director Mark Worden, County Engineer Ryan Minkus, Traffic and Project Engineer Jim Hoekstra, General Superintendent Bill DeYoung, Assistant General Superintendent Rusty McClain, and Communications Administrator Sarah Phillips.

Managing Director Johnson reviewed public comment guidelines.

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

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the minutes from the January 18, 2022, regular Board meeting and January 18, 2022 Board Work Session minutes as presented.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

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

Payroll Account	\$	180,224.38
Vendor Account	\$	663,827.35

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Mr. Chuck Culver of 8105 AB Avenue, Alamo Township travels Ravine Road frequently north and south. He understood from a few years ago it has a different rating due to traffic volumes. B Avenue North to Allegan County line isn't maintained as well in the winter because different rating for snow removal, ice and salt. and not getting taking care of. He understood at that time it was based on traffic flow. Now he states it is not getting taking care of hardly at all from B Avenue north to the Allegan County line. Three (3) weeks ago he contacted the Road Commission office and was told to talk to the traffic engineer. He called a second time and then after the 3rd time was contacted by someone named Jim. He shared with Jim the conversation from a few years ago related to traffic volumes. Jim told him every block has a traffic assessment done every 3 years. He said the last traffic study done in the area was in 2006. He is more interested from the Allegan County line to B Avenue. He asked the Road Commission to find out why it took 3 weeks to get a return call and that a traffic study be done on Ravine Road from the Allegan County line to 6th Street. Commissioner Brennan shared how to provide the Road Commission with service requests.

Commissioner Boersma moved, and it was seconded to award the 22A/23A Gravel, Compact in Place Bid #2022-01 to Southwest Transport Co., respective low bidder for all townships with an option to extend for three (3), one (1) year extensions by the mutual agreement of both parties. Managing Director Johnson shared the total bid price per ton for the Gravel, Compact 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. This bid has the same low bidder across the county. Southwest Transport Co. is the low bidder for all townships and has provided service for material and the other requirements of this bid specification in previous years. Our estimated use for gravel compacted in place in 2022 including projects and maintenance is approximately 20,000 tons. Southwest Transport Co. is confident that they can complete this in a timely fashion and within project timelines.

Carried by the following vote:

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Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Pawloski moved, and it was seconded to award the Pavement Line Striping and Specialty Pavement Marking Bid #2021-26 to JV Contracting Inc. for a total of \$444,025.20, low bidder meeting specifications, with an option to extend for three (3) one (1) year extensions by the mutual agreement of both parties. Managing Director Johnson shared this pavement marking bid covers both the material and application of center line and edge line paint as well as legend and specialty markings. Legend and specialty markings are those such as arrows, only, crosswalks, and stop bars. The bid includes pricing for waterborne and regular dry materials. Regular dry pavement markings are typically used for late season or winter work. Two contractors bid on the work with the low bid being JV Contracting, Inc. The low bid was \$444,025.20. This represents an increase of 20% from the low bid 2021 prices. JV Contracting is a Michigan Department of Transportation (MDOT) prequalified pavement marking contractor. They have performed MDOT work in the Southwest Region for many years. JV Contracting was the low bidder for RCKC in 2019 and staff had positive feedback on their workmanship and responsiveness. JV Contracting is considered a qualified and responsive bidder.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the purchase of the hand tools and toolboxes through the MIDeal Extended Purchasing for a total of \$63,778.07. Managing Director Johnson shared Outlined in the Capital Outlay section of our approved amended 2022 Budget is the purchase of hand tools and toolboxes for \$65,000. These tools would be utilized by our Mechanics and Road Maintenance Operator (RMO) team for repairs and maintenance of vehicles, equipment, and facilities. Our recommendation is to purchase:

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to approve the revised 2022 Year of the 2022-2026 Primary Road Capital Improvement Plan (CIP) for the 35th Street at Shadowlane Avenue Project. Managing Director Johnson shared the 2022-2026 Primary Road CIP has a project specified for the 35th Street at Shadowlane Avenue intersection in 2023. We are seeking to move this project to 2022 as part of the Primary Road CIP revisions to fill the void of the Lake Street project. We intend to submit additional requests to revise the 2022-2026 Primary Road CIP at a future Board meeting and request additional projects for 2022. This project is being requested now due to the significant lead times we expect on this project. In order to complete construction of this project in 2022, RCKC will need to bid the work in February 2022. The 35th Street at Shadowlane Avenue Project features the replacement of the traffic signal at this intersection. As part of this work, the existing traffic signal will be removed and replaced with a new traffic signal, including mast arm mounted traffic signals, updated pedestrian ramps and pushbuttons, video detection, and electronics. RCKC and our design consultant, Moore & Bruggink, have developed plans and bid documents for this project. As previously noted, there are significant lead times for this project and manufacturers are estimating lead times of 6 months for poles. With this in mind, we expect construction in the fall of 2022 when materials arrive. There are no easements or grading permits required for this project. Having projects such as this "shovel ready" allows us flexibility, when necessary, as in this instance.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve Brad Lamberg, Barry County Road Commission for the County Road Association (CRA) official ballot. Managing Director Johnson shared as members of the Association of Southern Michigan Road Agencies (ASMCRA) we vote for our representative on the CRA. At this time Mr. Lamberg is the sole candidate who has served the CRA well over the years, including past CRA President.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Managing Director Johnson shared we are ready for the winter weather forecasted for tomorrow. We continue to work on estimates and township local road contracts. Our team has been meeting with township road

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committees as we prepare for construction season. She shared we do have an offer on this property which will be discussed with the Board in a future closed session. She shared her condolences to the family of Pat White previous long term Pavilion Township Supervisor. She appreciated his many years in public service here in Kalamazoo County and with the Michigan Township Association (MTA) including the local chapter.

Commissioner Boersma shared there is no Environmental Health Advisory Council (EHAC) meeting. The 26th Street project meetings continue. We will be providing more information on the bond soon.

Commissioner Stehouwer shared Kalamazoo County Parks meets tomorrow. He attended the Comstock Township Board meeting and provided updates from the Road Commission. He received feedback on winter maintenance which were answered by staff. He shared the importance of service requests. He understands our contractors are called by us and have the ability to use material. He remembers Pat White fondly.

Commissioner Pawloski shared the County Road Association (CRA) Highway Conference is coming up and he appreciates the work CRA does for us in Lansing.

Commissioner Brennan shared he appreciated the invitation for him and the Managing Director to meet with Congressman Upton. He also appreciates the efforts of our staff to meet with all fifteen (15) townships.

Commissioner Pawloski moved, and it was seconded to go into closed session.

Carried by the following roll call vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

The meeting was adjourned at 3:59 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

February 14, 2022 – Southwestern District Council

Chair Int'l _____

Clerk Int'l _____

The Board of County Road Commissioners of the County of Kalamazoo attended a Southwestern District Council meeting held at the Cass County Road Commission, 340 O'Keefe Road, Cassopolis, Michigan on Monday, February 14, 2022. The meeting began at 10:00 a.m.

Present: Thom Brennan, Larry Stehouwer, Michael Boersma

Absent: David C. Pawloski, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson

Cass County Road Commission hosted the Southwestern District Council meeting with representatives from Allegan, Barry, Berrien, Cass, Kalamazoo, Muskegon, Ottawa, St. Joseph and Van Buren County Road agencies. Updates were provided from the County Road Association (CRA) committees and various organizations including the Michigan County Road Commission Self Insurance Pool (MCRCSIP), and the County Road Association Self Insurance Fund (CRASIF). A presentation was given on the Role of a Commissioner by Wendy Hardt of MCRCSIP.

The meeting was adjourned at 2:00 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

February 15, 2022

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 15, 2022. Commissioner Brennan called the meeting to order at 3:00 p.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, Engineering and Public Relations Director Mark Worden, County Engineer Ryan Minkus, Traffic and Project Engineer Jim Hoekstra, Project Engineer Rebekkah Ausbury, General Superintendent Bill DeYoung, Assistant General Superintendent Rusty McClain, Road Maintenance Superintendents Jim Page and Tony Allen, Communications Administrator Sarah Phillips and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public comment guidelines.

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

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the minutes from the February 1, 2022, regular Board meeting and February 1, 2022, Board Closed Session minutes as presented.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

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

Payroll Account	\$	181,560.16
Vendor Account	\$	316,823.46

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Congressman Fred Upton thanked RCKC for what they do. He shared comments on the Bipartisan Infrastructure Bill (BIF). He defined infrastructure as roads, bridges, ports, broadband, and energy security. The highway extension is also part of the bill. The bill moved through the Senate and passed on a bipartisan basis. Approximately \$560 billion is for roads and bridges. The President signed the bill into law, but we still do not know how many dollars are coming to Michigan. He shared a new lock will be built in Sault Saint Marie and explained we are operating currently under a continuing resolution (CR). He stated the fiscal year ended September 30, 2021. Until we get a budget approved, there is a freeze on spending which expires this Friday. The House passed an extension, and the Senate has not dealt with this yet. If we don't get out from underneath the CR, there is not the resources for, personal, and contract ability to finish the job on the infrastructure bill and stated they are on the cusp of getting this done. He will keep everyone posted and shared he has an official website at www.upton.house.gov where the "kitchen table report" can be viewed weekly. He has always supported the earmarks. He stated we would not have been able to get the work done on US-131 or an expansion of I-94 without the earmarks. He shared Graphic Packaging is expanding and will add a considerable amount of truck traffic to the roads in Kalamazoo County. We need to make sure there is a connection which he had seen in the earmark. He stated the BIF was a very important bill to get done and Michigan's needs are probably greater than any other state. Commissioner Pawloski thank Congressman Upton for his continued support on US-131. Both Managing Director Johnson and Commissioner Brennan thanked Congressman Upton for attending today's meeting.

Commissioner Boersma moved, and it was seconded to approve the Sanitary Sewer Project Construction and Reimbursement Agreement for the Parkview Avenue project, Oshtemo Township for the Managing Director's signature. Managing Director Johnson shared in 2021, RCKC applied for Highway Safety Improvement Program (HSIP) funding to improve the safety at the intersections of Parkview Avenue at 11th Street and 12th Street in Oshtemo Township. The scope of the project is to construct two mini roundabouts and resurface the roadway

between the intersections with an estimated cost of \$1,082,983.83. RCKC was awarded FY 2023 funding for this project from HSIP in 2021 up to \$600,000. The RCKC team and our consultant, Hubbell, Roth, & Clark (HRC), met with Oshtemo Township on November 18, 2021, to discuss the project and the Township's desire to coordinate sewer and non-motorized efforts with the project. During discussions with the Township, it was identified that they desired to extend sanitary within the project limits in coordination with the project. This agreement was drafted to specifically allow for the joint design, right of way (ROW) services, construction engineering, and construction of the township sanitary sewer throughout the project limits. The agreement states that the RCKC's consultant will perform engineering and ROW services for the Township and all costs, including construction, will be paid by the Township. Oshtemo Township did approve this agreement. Commissioner Stehouwer shared he is pleased to hear of the collaboration between the Township and the Road Commission. He stated there are three (3) primary elements including roadwork, non-motorized and sanitary sewer. Commissioner Boersma noted in the January 18th Oshtemo Township materials the Board approved to spend up to \$10,000 on forensic analysis of the RCKC overhead rate calculation and application and questioned what it was about. Managing Director Johnson shared this is strictly related to non-motorized and the question of the overhead that is attributable to the variety of projects per Oshtemo Township's Board meeting information. Supervisor Libby Heiny-Cogswell was provided the ability to seek a forensic audit of how we apply our overhead rate. We welcome and are happy to work with the Township and their auditors in that regard. Commissioner Brennan shared this type of audit will give us and the Township a complete understanding related to fees and charges, where they come from and where they are applied.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the Kalamazoo Township Local Road Contract for the Chair's signature. Managing Director Johnson shared back in early 2020 RCKC applied for the Kalamazoo River Trustees Funding for a number of potential projects. One of them was chosen to be funded. The Davis-Olmsted Drain Improvement which primarily includes to replace the two culvert-series/bridge crossings on Springfield and Brookfield along with stream bank restoration and public education. At this time, we will need a year to plan/design and then bid for construction in either late summer 2022 or 2023. The costs of the project, including design are funded by the grant. These culverts are under the jurisdiction of the Office of the Drain Commissioner and are considered bridges based on their size. Normally bridge projects are a 50/50 share per our Local Road Bridge Policy. They will become culverts and therefore off of our bridge inventory and the Local Road Culvert Replacement Policy of 70/30 is identified in the local road contract for reference. We are proud to have been able to seek and receive this grant. Commissioner Stehouwer shared this is a county drain where so often the residents in the district would have an assessment. The benefit of this grant success is that the residents in the district will not have an assessment. Managing Director Johnson shared that is correct.

a. Davis-Olmstead Drain and Culvert Improvements – Olmstead Road to Olmstead Road (County Drian)

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Pawloski moved, and it was seconded to approve the Traffic Control Orders (TCOs) S 39-07-21, S 39-05-21, S 39-06-21, S39-04-21, S 39-03-21, and S 39-31-20, for the Managing Director's signature. Managing Director Johnson shared a Traffic Control Order (TCO) is used by the RCKC whenever establishing speed controls, parking controls, and intersection controls. Both speed and parking controls are issued by the MSP after investigation by both MSP and RCKC staff. Intersection controls are issued by the RCKC without MSP investigation. The setting of realistic speed limits come to the RCKC by Township resolutions, by our RCKC team in full reviews and related to any projects. A variety of information and informational sessions on the proper setting of realistic speed limits have been shared with township officials and the public. As traffic studies are performed it is important to understand the data may reflect a decrease, increase or no change in the posted speed limit for a TCO. Speed limits data driven and are set by those who travel the roadways in conjunction with the MSP and Township. A TCO is a legal document for which a traffic violation may be issued by law enforcement. These TCOs contain increases and decreases on our road system. Commissioner Stehouwer shared because a 45mph or 50 mph speed limit sign is put up, there is still the basic speed law and appropriate speed for all conditions to be able to stop. Commissioner Pawloski echoed Commissioner Stehouwer's comments and added when you see a speed

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limit sign it does not mean the speed is 5mph over what is posted. Commissioner Brennan shared speed limit signs are posted with what is determined to be the maximum legal speed with ideal driving conditions.

- a. S 39-07-21 28th Street from M-96 to JK Avenue, Comstock Township
- b. S 39-05-21 K Avenue from Worden Avenue to 28th Street, Comstock Township
- c. S 39-06-21 ON Avenue from 42nd Street to the Village of Climax westerly limits, Climax Township
- d. S 39-04-21 30th Street from U Avenue to Indian Lake Drive, Brady Township
- e. S 39-03-21 DE Avenue from the Village of Richland easterly limits to 37th Street, Richland and Ross Townships
- f. S 39-31-20 Oakland Drive from City of Portage limits to U Avenue, Schoolcraft Township

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the revised 2022 Year of the 2022-2026 Primary Road Capital Improvement Plan (CIP). Managing Director Johnson shared in the fall of every year, staff work with the Board to develop a list of Primary Road projects, including budgets, for the following construction season. Once approved, this project listing (Primary Road CIP) is the guiding document staff use for implementation on the Primary Road network. When developing the CIP, we must estimate costs with unknown variables such as the contractor and bid date for the projects. By continually monitoring project budgets through the development process, we can make recommendations when budget adjustments become necessary. We have now received some bids and the postponement of the Lake Street project for the Preservation/Structural Improvement projects in the previously approved CIP. To date, our project bids have been coming in within estimates, and most of the construction projects include Federal funds and must move forward in 2022, or we risk losing these funds. For the 2022 Primary Road CIP budget, we were looking at just under \$1,800,000, having been made available for reallocation. The 2022 CIP includes additions, adjustments, and deletions. The overall net change in the RCKC responsibility for the 2022 CIP is \$0. Commissioner Boersma noted the number of Federal Aid projects in the CIP and thanked our representatives for his hard work in getting the dollars to us. Commissioner Brennan shared it's unfortunate the Lake Street project is delayed due to component availability. It is a huge water/sewer project that affects many residents within Kalamazoo County.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to approve the Michigan Department of Transportation (MDOT) Contract #21-5534 for the Managing Director's signature. Managing Director Johnson shared this project came in at 14.69% under Engineer's Estimate at \$1,881,22.10 low bid by Lakeland Asphalt. Approval of this contract will allow it to proceed to bid award.

- a. S Avenue – 29th Street to 34th Street

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve MDOT Contract #21-5537 for the Managing Director's signature. Managing Director Johnson shared we anticipate this will be in the March MDOT bid letting.

- a. Signal Pre-emption Opticom Installation at Various Locations

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to award Aggregates-Seasonal Requirements Bid #2022-02 to Aggregate Industries, Aggregate Resources Inc., Austin Sand & Gravel, Hillside Gravel, Stoneco of Michigan, Top Grade Aggregates LLC and Verplank Trucking based on haul distance for material delivered to the RCKC yard which may be extended for three (3) one (1) year extensions by the mutual agreement of both parties. Managing Director Johnsons 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 minimal differential in price of the aggregate does not outweigh the cost to haul the material from a single location. Haul distance and project

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locations also determine quantity of material purchased from vendors throughout the construction season. Ohio #9 Limestone and H1 Limestone were added to the bid this year because they are supplier specific products. RCKC utilizes these products with our two Spray Injection Patching units. The aggregate seasonal bid identifies a bid amount for numerous types of aggregate delivered to the RCKC yard.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to award the Tree Bid #1, Barney Road Bid #2022-05 to American Arbor, LLC low bidder meeting specifications for \$26,325.00. Managing Director Johnson shared this bid is for the removal of trees as part of the 2022 Barney Road project from Nichols Road to Douglas Avenue. This project is currently planned for a Michigan Department of Transportation (MDOT) March 2022 bid letting. RCKC would normally attempt to include all tree removals in the project for bid. With the March bid letting and the seasonal restrictions on tree removal, it was necessary to bid tree removal separately from the road project. Approximately 140 trees are included in this bid to be removed. This includes any trees which will conflict with other work and any trees which our Forester has determined to be dead or dying and thus a potential hazard to the roadway. All tree removals will occur before April 15th to avoid possible disturbance to the endangered bat species. We received three (3) bid proposals for Tree Bid #1, Barney Road. American Arbor, LLC has performed work for the RCKC in the past and their work performed to date has been completed to RCKC specifications. American Arbor, LLC was awarded and accepted multiple bids for the 2021 season. They were able to complete the work in a timely fashion and finish before the deadline of said contracts. American Arbor, LLC intends to schedule the work immediately following Board approval and is confident that they can complete the work before the April 15, 2022, deadline.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved, and it was seconded to award the Vacuum Truck Sweeping Bid #2022-06 to Caporossi Construction low bidder, meeting specifications with the option to extend for three (3) one (1) year extension by the mutual agreement of both parties. Managing Director Johnsons shared Caporossi Construction, a local company, was low bid. This is a new service provided by Caporossi Construction, so RCKC personally met with their team and inspected their equipment. They have two vacuum truck street sweepers and a dump truck available as per their bid. If Caporossi Construction can secure a nearby location to stockpile the sweepings this would negate RCKC from paying an hourly rate for excessive travel time. Caporossi Construction has already started to locate a second broom and will purchase one to meet the demands of chip seal sweeping. Caporossi Construction has performed work directly and indirectly for the RCKC such as performing road widening, ditching, culvert installation and grading projects with satisfactory results.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the purchase of shoulder disc attachment from Michigan Cat for \$23,271.60, low quote meeting specifications, utilizing the [MiDeal Extended Purchasing Program](#). Managing Director Johnson shared outlined in the Capital Outlay section of our proposed 2022 Budget and our Equipment 5-year plan is the purchase of shoulder disc attachment for \$40,000. Currently we have one (1) shoulder disc attachment in our fleet. The MiDEAL quote received from Michigan Cat for the shoulder disc attachment was \$23,271.60. This includes the installation of additional hydraulic lines needed to lift the shoulder disc attachment. Michigan Cat shoulder disk attachment carries a 3-year manufacturer warranty frame and structural components.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Managing Director Johnson shared both she and Board members attended the Southwestern District Council meeting which is an opportunity for our regional road commissions to get together and review committee reports. Furthermore, the Michigan County Road Commission Self Insurance Pool (MCRCSIP) provided a presentation related to Road Commissioner training. She reminded everyone to drive for conditions. She shared

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we are looking at weight restrictions and are working with our regional road agencies. As of February 9th, we have spent approximately \$400,000 or 50% of our winter maintenance budget. She attended the 56th Annual County Engineers Workshop last week where both County Engineer Minkus and Project Engineer Ausbury did a great job presenting. She gave a shout out to Wakeshma Township Supervisor Jason Gatlin for being the first Township to schedule a Joint meeting.

Commissioner Dickason shared the Climax Township Board meeting is scheduled for Wednesday, March 9th.

Commissioner Boersma shared Commissioner Pawloski attended the Environmental Health Advisory Council (EHAC) meeting on his behalf. He mentioned following this meeting we will learn more about the 26th Street project at the Board Work Session.

Commissioner Stehouwer shared County Parks did not have a quorum at their meeting last Thursday. The next meeting will be held in March. He had the opportunity to ride in a snowplow with Road Maintenance Operator (RMO) Joe Rix. It was a worthwhile experience to have a feel for what it takes to run a snowplow. He thanked RMO Rix for his time and the experience. He shared the Southwestern District Council meeting had good discussion. He was unable to attend the Pavilion Township Board meeting last night and planned to attend the Ross Township Board meeting tonight.

Commissioner Pawloski shared he sat in for Commissioner Boersma at the EHAC meeting where they had officer elections. He shared Cooper Township Supervisor Jeff Sorenson was reelected to Chair, Vice Chair is Tracy Lynn, Citizen at Large, and Secretary is Kristi Lloyd, Citizen at Large. The committee received a report on Vector diseases including Zika, West Nile, Lyme disease and Eastern Equine Encephalitis (EEE). The county is hard working on these, and the committee received a thorough report. He is pleased to hear of the team hustling for grants such as the county drain. He thanked Congressman Upton for attending today's meeting and making grants available.

Commissioner Brennan shared he attended the Osthemo Township Board meeting on February 8th. He also had the opportunity on February 10th to receive an education on snowplow driving with RMO Peck. It was very educational, and he appreciated his time. He attended the Southwestern District Council meeting and attended the Alamo Township Board meeting last night. He shared Alamo is the only Township within the county that does not have a special funding source for their fire department and are moving forward with a 1% millage which has citizen concern. He planned to attend the Richland Township Board meeting tonight and the Supervisors meeting in Ross Township tomorrow.

Commissioner Boersma moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

The meeting was adjourned at 3:55 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

The work session 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 15, 2022. Commissioner Brennan called the meeting to order at 4:08 p.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew, Engineering and Public Relations Director Mark Worden, Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, General Superintendent Bill DeYoung and Assistant General Superintendent Rusty McClain.

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

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Finance Director Simmons provided a PowerPoint presentation on the funding outlook and cash flow for the RCKC with the 26th Street facility bond project. She stressed the importance of meeting timelines for the bond process with the County. Commissioner Boersma asked Finance Director Simmons what she would recommend for the term of the bond. Finance Director Simmons shared she would initially recommend a 30-year bond as it can be adjusted or refinanced in the future. Commissioner Stehouwer questioned if staff reviewed a 10-15-year cash flow and determined maintenance costs. Finance Director Simmons shared she has not gone out that many years, however there are also savings in maintenance and some of the same costs we have now. Furthermore, we will know more in this area once we have final design plans. Managing Director Johnson shared these facilities are our assets and we will have asset 5-year plans for our facilities as we do now. Finance Director Simmons shared she will provide the Board a bi-weekly update on the finances for the new facility. Commissioner Boersma shared the importance of paying vendors every 2 weeks which assists in pricing and working for us.

Mr. Bobby Bendzinski and his associate Mr. Thomas Stevenson at Bendzinski & Co. along with Mr. Steve Mann Principal at Miller Canfield provided a PowerPoint presentation on the bond process. They shared the hands-on effort for the bond process is with the County of Kalamazoo and stated the county is the ultimate guarantee. They stated based on the size of the bond, to not be surprised if only three (3) bidders are received. Commissioner Brennan inquired on the timely process needed at the County. Mr. Mann shared the County supported the bond and understand the timelines which were reviewed. Commissioner Brennan inquired about the finances and receipt of funding. Mr. Bendzinski shared once the bond is sold the funds are deposited in the road fund and interest stays with the road fund. Mr. Mann shared we are in the current process of an agreement with the County for processing reimbursement payments. Mr. Bendzinski was asked about the potential interest rates. He answered that is unknown and cannot speculate specifically.

Commissioner Pawloski moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

The meeting was adjourned at 4:57 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

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The regular meeting of the Board of County Road Commissioners of the County of Kalamazoo was held at the Road Commission of Kalamazoo County (RCKC) office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, March 1, 2022. Commissioner Brennan called the meeting to order at 3:00 p.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, Assistant Finance Director – HR Debbie Hill, County Engineer Ryan Minkus, Traffic and Project Engineer Jim Hoekstra, General Superintendent Bill DeYoung, Assistant General Superintendent Rusty McClain, Road Maintenance Superintendents Jim Page, Communications Administrator Sarah Phillips and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public comment guidelines.

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

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the February 14, 2022, Southwestern Council Meeting, February 15, 2022 Board Closed Session, February 15, 2022 Board Work Session minutes as presented and the February 15, 2022 regular Board meeting minutes as corrected. Commissioner Stehouwer shared in the second paragraph on page 2 (two) of the February 15, 2022 regular minutes a space was inadvertently missed between the words “from” and “a”. Furthermore, on page 5 (five) Road Maintenance Operator (RMO) “Joe Peck” was corrected to Road Maintenance Operator (RMO) “Joe Rix”.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

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

Payroll Account	\$	192,908.32
Vendor Account	\$	597,186.08

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the Michigan Department of Transportation (MDOT) contract #22-5015 for the Managing Director’s signature. Managing Director Johnson shared approval of the MDOT contract allows this project to proceed to bid award.

a. **Barney Road** – Nichols Road to Douglas Avenue

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to approve the Alamo Township Local Road Contract for the Chair’s signature. Managing Director Johnson shared we have quite a few local road contracts today. According to our policy these are due by March 15th. There are some Townships we continue to work with as we are waiting for a potential grant feedback related to the Environment, Great Lakes, and Energy (EGLE) grant and the scrap tire projects. Currently they are reviewing applications and it is her understanding from EGLE that they received more applications than they have seen in the past. We are hopeful that RCKC will be recipients of the grant.

- a. **AB Avenue** – 1,200’ west of 1st Street to 1st Street; Crack Fill, Chip Seal, Fog Seal
- b. **B Avenue** – 2nd Street to 6th Street; Crack Fill, HMA Wedging, Chip Seal, Fog Seal
- c. **B Avenue** – 6th Street to Ravine Road; Crack Fill, HMA Wedging, Chip Seal, Fog Seal
- d. **Owen Drive** – 1,875’ south of B Avenue to B Avenue; Chip Seal, Fog Seal
- e. **AB Avenue** – VanKal Street to 1,800’ east of VanKal Street; Temporary HMA Wedging

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Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved, and it was seconded to approve the Charleston Township Local Road Contract for the Chair's signature.

- a. **44th Street** – M Avenue to East Michigan Avenue; *Crack Fill, HMA Wedging, Chip Seal*
- b. **ML Avenue** – 38th Street to 40th Street; *Chip Seal*

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to approve the Cooper Township Local Road Contract for the Chair's signature. Managing Director Johnson pointed out this contract has a project that is a double chip seal.

- a. **Pinto Drive** – Mount Olivet Road to 231' east of Brenda Lane East, **Observation Avenue** – Rollridge Avenue to 856' east of Rollridge Avenue, **Brenda Lane East** – Rollridge Avenue to Canton Drive, **Brenda Lane West** – Rollridge Avenue to Canto Drive, **Tibet Drive** – 400' west of Shangri La Drive to Canton Drive, **Shangri La Drive** – Mount Olivet to Tibet Drive, **Rollridge Avenue** – Mount Olivet Road to Oriole Street, **Whitmore Street** – Rollridge Avenue to Pine Knoll Avenue, **Pine Knoll Avenue** – Whitmore Street to 584' east of Whitmore Street; *Crack Fill, Double Chip Seal, Fog Seal*
- b. **Simmons Street** – G Avenue to Summerdale Avenue, **Spartan Drive** – 713' west of Sharon Street to Simmons Street, **Sharon Street** – Spartan Drive to Summerdale Avenue, **Spiral Street** – Spartan Drive to Summerdale Avenue, **Summerdale Avenue** – 657' west of Sharon Street to Solvel Street; *Crack Fill, Double Chip Seal, Fog Seal*

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the Richland Township Local Road Contract for the Chair's signature. Managing Director Johnson shared this contract is a mix of fixes including a double chip seal.

- a. **30th Street** – D Avenue to C Avenue; *Crack Fill, HMA Wedging, Chip Seal, Fog Seal*
- b. **31st Street** – B Avenue to AB Avenue; *Crack Fill, HMA Wedging, Chip Seal, Fog Seal*
- c. **B Avenue** – 31st Street to 32nd Street; *Crack Fill, HMA Wedging, Chip Seal, Fog Seal*
- d. **FG Avenue** – 35th Street to 36th Street; *Crack Fill, HMA Wedging, Chip Seal, Fog Seal*
- e. **29th Street** – AB Avenue to 3,000' north of AB Avenue; *Gravel, Pulverize, Double Chip Seal, Fog Seal*

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the Ross Township Local Road Contract for the Chair's signature. Managing Director Johnson shared Ross Township is in maintenance mode by preserving the investment that was made as part of their \$5.5 million Township wide special assessment.

- a. **42nd Street** – M-89 to C Avenue; Crack Fill, *Chip Seal, Fog Seal*
- b. **43rd Street** – M-89 to C Avenue; Crack Fill, *Chip Seal, Fog Seal*
- c. **B Avenue** – Gull Lake Drive East to 40th Street; *Crack Fill, Chip Seal, Fog Seal*
- d. **38th Street** – M-89 to D Avenue, **Gull Lake Drive East** – D Avenue to C Avenue; *Crack Fill, Chip Seal, Fog Seal*
- e. **45th Street** – B Avenue to Baseline Road; *Crack Fill*
- f. **Burlington Drive** – Gull Lake Drive East to 289' north of Gull Lake Drive East; *Crack Fill*
- g. **Forney Street** – Oak Dale Avenue to Gull Lake Drive East, **Oak Dale Avenue** – 1,350' south of Forney Street to Forney Street; *Crack Fill*
- h. **Gull Lake Drive West** – D Avenue to Cd Avenue, **Shoal Avenue** – 37th Street to 280' east of Gull Lake Drive West, **CD Avenue** – 37th Street to 478' east of 37th Street; *Crack Fill*

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- i. **37th Street** – CD Avenue to Idlewild Drive, **Idlewild Drive** – 3,051' west of 37th Street to 922' south of Idle Drive, **Idle Drive** – 37th Street to Idlewild Drive, **Wild Drive** – Idlewild Drive to 484' east of Idlewild Drive; **Crack Fill**

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Pawloski moved, and it was seconded to approve the Texas Township Local Road Contract for the Chair's signature. Managing Director Johnson shared Texas Township also has a Township wide special assessment.

- a. **Dustin Circle** – P Avenue to Terrier Trail, Terrier Trail – Dustin Circle to Dustin Circle; **Chip Seal, Fog Seal**
- b. **Fountain Square Drive** – Misty Creek Drive to 177' north of Carol Lynn Drive, **Carol Lynn Drive** – Fountain Square Drive to 177' east of Fountain Square Drive; **Crack Fill, Chip Seal, Fog Seal**
- c. **S Avenue** – 8th Street to 12 Street; **Crack Fill, Chip Seal, Fog Seal**
- d. **Eagle Lake Drive** – 1,560' west of East Eagle Lake Drive to East Eagle Lake Drive; **Pulverize, HMA Base and Surface Paving**
- e. **Queen Victoria Lane** – Veronica Street to 12th Street; **HMA Overlay**
- f. **R Avenue** – 6th Street to 8th Street; **HMA Overlay**
- g. **R Avenue** – 8th Street to 12th Street; **HMA Overlay**
- h. **RS Avenue** – VanKal Street to 2nd Street; **HMA Overlay**
- i. **Vail Drive** – Corners Cove Street to Aspen Lane, **Canyon Drive** – Vail Drive to Inverness Drive, **Aspen Lane** – Vail Drive to Inverness Drive, **Inverness Drive** – Canyon Drive to 8th Street; **HMA Overlay**

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to approve the Pavement Marking Inspection Bid #2020-03 to Traffic Tech Services, LLC for a total of \$56,125.00 low bidder meeting specifications, with an option to extend for three (3), one (1) year extensions by the mutual agreement of both parties. Managing Director Johnson shared Traffic Tech Services, LLC has extensive experience with pavement marking inspection and has previously been awarded RCKC work. Traffic Tech Services also is under contract with the Kalamazoo Area Transportation Study (KATS) to do all traffic counts in the Metropolitan Planning Organization area. Traffic Tech Services has worked with RCKC in the past and has provided responsive and quality work. They are considered a qualified and responsive bidder. Commissioner Boersma noted there was another bidder that did not meet specifications because they did not have experience with Roadsoft Software. He questioned how bidders obtain the access and experience to Roadsoft. Managing Director Johnson shared Roadsoft is available to municipalities free of charge from Michigan Tech and the Center for Shared Solutions. It is used heavily in municipal organizations and consultants can sign up for the training. We are able to share with bidders where to get the training, but it is the responsibility of the bidders to sign up.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved, and it was seconded to award the Asphalt Emulsion Bid #2022-04, to Bit-Mat Products of Indiana and Klink Trucking Inc., low bidder, meeting specifications with an option to extend for three (3) one (1) year extensions by the mutual agreement of both parties. Managing Director Johnson shared we have seen positive results with the combination of trap rock aggregate with CRS-2M emulsion and will continue this program exclusively in 2022. The CSS-1H dilute emulsion is used as the fog seal material on our various primary and local road projects.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to award the Hot Mix Asphalt (HMA) Plant Mix Bid #2022-07 for 36A and 13A HMA to Lakeland Asphalt Corporation, Michigan Paving and Materials Company, Rieth-Riley Construction Company, Inc. and Wyoming Asphalt Paving Company, Inc., and to further award the HMA Plant Mix CP-1 portion of this bid to Wyoming Asphalt Paving Company, Inc., low bidders meeting specifications with an

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option to extend for three (3), one (1) year extensions by the mutual agreement of both parties. Managing Director Johnson shared the **36A HMA**, a top surface wearing course composed of smaller sized aggregate and a higher percentage of sand and asphalt cement, is used seasonally when available for both our primary and local road surface patching. The **13A** modified HMA is used for major road repairs such as a culvert replacement or road base repairs. 13A modified HMA consists of larger aggregate and is used mostly as a base or leveling course to provide a stable foundation on which 36A HMA is placed. Our recommendation to award to numerous vendors for HMA plant mix loaded in RCKC trucks, at each vendors location, is based on minimizing the haul distance to the job site. She explained the **CP-1** HMA Mix is a 36A hot mix with a cutback agent. A cutback asphalt is a combination of asphalt cement and petroleum solvent. Like emulsions, cutbacks are used to reduce asphalt viscosity at lower ambient temperatures. Cutback asphalt is commonly used in tack coats, fog seals, slurry seals and stabilization material. Cutbacks in our patching material allows crews to patch with hot material on cool days while prolonging the “workability” of the material. **CP-6** is used during the winter season and on rainy days when HMA is not available.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to award Bid #2022-08 Additional Width Roadside Mowing Services to Property Revolution LLC, low bidder, meeting specifications for \$99,872.74 per year, with the option to extend for three (3), one (1) year extension by the mutual agreement of both parties. Managing Director Johnson shared RCKC maintains our roadside vegetation with a mix of fixes to provide the motoring public a clear vision area on straight sections of roadway and especially at intersections for safety. RCKC mows right-of-way along 956 road miles of the 1,270 road miles we maintain, three times (cycles) a year on designated primary and local roads, excluding platted streets. RCKC divides the county into three (3) areas consisting of five (5) townships, so each receive one additional width mowing (approximately 15 feet) and two (2) normal width mowing per season. This provides mowing service 3 times per township, per season. Property Revolution, LLC has successfully performed our 2020-11 contract, Specification 1, for two seasons and has met all specifications and deadlines. They have also performed this service for the Allegan County Road Commission (ACRC). We reached out to ACRC's Maintenance Superintendent who stated that Property Revolution, LLC has performed additional width mowing for them within the last three years and did proficient work.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to award the Traffic Signal – 9th Street at Seeco Drive Bid #2022-09 to Severance Electric Do Inc., low bidder meeting specifications for a total of \$58,660.00. Managing Director Johnson shared on March 31, 2021, RCKC was alerted to a crash that occurred at the intersection of 9th Street at Seeco Drive. Staff inspected the damaged infrastructure and determined that the signal pole had considerable damage both to the pole itself as well as the foundation. The foundation had been disturbed by the impact of the crash and staff determined that the safest and best course of action was to take down the damaged pole and install a temporary signal as soon as it was safe to do so. Staff worked with Severance Electric at that time to perform these emergency actions with the intent to bid out the replacement of the signal infrastructure in accordance with RCKC purchasing policy. Emergency repairs with Severance Electric, Inc. have cost \$24,500.00. RCKC has sought payment for damages from the insurance carrier of the driver and they have reimbursed RCKC for these costs in 2021 and they are aware of these additional costs as well. Commissioner Pawloski inquired about timelines within the contract. Traffic and Project Engineer Hoekstra shared we did have issues in the past with timeliness. We have included deadlines within this contract and the project is expected to be completed by November 1st. Commissioner Boersma stated this project is being done due to the result of a traffic accident and he assumes the RCKC is being held harmless. He questioned if the dollars received from the insurance company will go back into the budget. Managing Director Johnson shared the dollars will be put into our regular budget.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to award the Traffic Signal – 35th Street at Shadowlane Avenue Bid #2022-10 to Severance Electric Co Inc., low bidder, meeting specifications for a total of

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\$318,965.75. Managing Director Johnson shared the 35th Street at Shadowlane Avenue Traffic Signal project is included in the 2022 year of our 2022- 2026 Primary Road Capital Improvement Plan (CIP). The project includes removal of the existing diagonal span wire traffic signal at 35th Street at Shadowlane Avenue and replacement with a new mast arm traffic signal. The new signal will include video traffic detection cameras, uninterruptible power systems. Technology used by the Comstock Township Fire Department would be salvaged and put back up at this intersection. This traffic signal is currently one of the oldest in our system and is due for repair and upgrades. We received 2 bids for the 35th Street at Shadowlane Avenue Traffic Signal Bid.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Managing Director Johnson shared seasonal weight restrictions went into effect today which is a data driven decision to help preserve our roadways. Furthermore, Communications Administrator Sarah Phillips had done a few media coverages related to seasonal weight restrictions. Commissioner Brennan questioned if we have had any damaged roads. Operations Director Bartholomew shared we had seen some significant road damage this afternoon in Alamo Township on a section of Adobe Road south of D Avenue that services quite a few businesses including a truck stop. We have placed barricades out there trying to direct traffic around it and we expect the road to further deteriorate this spring to the point there will be significant road work. Commissioner Stehouwer questioned how the public would best report road deterioration or other road concerns. Operations Director Bartholomew answered the best means to report road related issues is by submitting a service request either by calling our office directly at 269-381-3171, or online at www.kalamazooountyroads.com. If it's a road related emergency the call should go through 911 central dispatch who will then contact our team to respond immediately. Managing Director Johnson shared next week is the County Road Association (CRA) Highway Conference and Road Show. She is also looking forward to celebrating our next CRA President, Larry Brown, Allegan County Commissioner. There are many good sessions available, and we will have the opportunity to meet with our state delegation and our legislature.

Commissioner Dickason shared the Brady Township Board meeting is scheduled for March 2nd from 7:00 p.m. to 8:00 p.m. and the Climax Township Board meeting on the 8th from 7:00 p.m. to 8:00 p.m.

Commissioner Boersma shared the Environmental Health Advisory Committee (EHAC) has not met and probably will not meet until April or May. He provided an update on the 26th Street project. He shared the groundbreaking ceremony will be held on Friday, March 18th. Managing Director Johnson added we are working on a backup date in case weather does not cooperate.

Commissioner Stehouwer shared he had attended the Ross Township Board meeting. There was a lot of public input related to water and sewer. Cooper Township is requesting to be allowed into the Gull Lake Sewer Water Authority as a full member. The Townships that are a part of the Gull Lake Sewer Authority will have to give their approval. Ross Township affirmed they were willing to have Cooper Township come in. He forwarded a concern to RCKC staff from Ross Township related to parking around certain areas of Gull Lake. County Parks will meet on Thursday. The Environmental Protection Agency (EPA) is doing a Polychlorinated Biphenyls (PCB) cleanup project from approximately Mayors Riverfront Park into Parchment. The major impact this year will be the Verburg Park area. It is his understanding the Kalamazoo River Valley Trail (KRVT) will be closed this spring and shared there will be a route announcement.

Commissioner Pawloski thanked RCKC crews for all the snowplowing this year and for keeping the roads open. He shared in the last few years we have expanded grass cutting and dust control. We have taken these extra revenues and put them back into things other than roads. He's excited about the CRA Highway Conference next week.

Commissioner Brennan shared he attended the Richland Township Board meeting on February 15th where the Gull Lake Sewer and Water Authority was a major discussion along with budget issues. He attended the Township Supervisor's meeting on the 16th where the Kalamazoo County Prosecuting Attorney discussed current state of affairs with local judiciary situation. On the 22nd he attended the Charleston Township Board meeting

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where they discussed new water rates for the expansion of their new building. He thanked Commissioner Boersma and the entire team for their time and work on the 26th Street project.

Managing Director shared our Non-motorized 101 session will be held on March 31st at the Road Commission at 10:00 a.m. Formal invites will be going out to local officials.

Commissioner Boersma moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

The meeting was adjourned at 3:50 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

March 8 – 10, 2022
County Road Association Annual Highway Conference

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 Annual Highway Conference in Lansing, Michigan March 8 – March 10, 2022.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma
Absent: Keisha Dickason

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew, Finance Director Ann Simmons, County Engineer Ryan Minkus, and Communications Administrator Sarah Phillips.

The Commissioners and staff attended various functions, educational sessions, activities and meetings in association with the CRA annual conference as well as a legislative reception. Attendees also met with State Legislative officials for dinner at Capital Prime to discuss transportation related issues.

The meeting adjourned on March 10, 2022 at 10:30 a.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

March 15, 2022, 26th Street Facility Complex Groundbreaking Ceremony

Chair Int'l _____

Clerk Int'l _____

The Board of County Road Commissioners of the County of Kalamazoo attended a Groundbreaking Ceremony for the new Road Commission of Kalamazoo County (RCKC) complex on 26th Street in Comstock Township, Michigan, on March 15, 2022. The ceremony began at 9:00 a.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma, Keisha Dickason

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew and other RCKC team, members from Fishbeck, Walbridge, local officials and community members.

The Commissioners broke ground celebrating the start of construction.

The ceremony adjourned at 9:30 a.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

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The regular meeting of the Board of County Road Commissioners of the County of Kalamazoo was held at the Road Commission of Kalamazoo County (RCKC) office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, March 15, 2022. Commissioner Brennan called the meeting to order at 3:00 p.m.

Present: Thom Brennan, David C. Pawloski, Larry Stehouwer, Michael Boersma, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Operations Director Travis Bartholomew Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, Assistant Finance Director – HR Debbie Hill, General Superintendent Bill DeYoung, Assistant General Superintendent Rusty McClain, Road Maintenance Superintendent Rich Hassenzahl, Permit Agent Jon Fitzsimmons, Communications Administrator Sarah Phillips and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public comment guidelines.

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

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the March 1, 2022, regular Board meeting minutes as corrected and the March 8-10, 2022, County Road Association (CRA) Highway Conference minutes as presented. Commissioner Stehouwer shared he had found a couple of typos in the March 1, 2022 regular Board meeting minutes that have been corrected.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

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

Payroll Account	\$ 162,312.56
Vendor Account	\$ 222,034.76

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Mr. William Urfer, 3812 E. Michigan Avenue shared concerns related to a damaged guardrail. He proposed extending the guardrail approximately 15 feet past the parking lot of Mr. Pro Auto Repair. He shared the cost is based on materials that would run approximately \$1000 - \$1200 for the guardrail not including installation. He stated he would be willing to contribute to part of the cost. He shared by extending the guardrail it would possibly prevent future damages to Mr. Pro Auto Repair's sign. Commission Brennan thanked Mr. Urfer for his comments.

Mr. Randy Thompson, Comstock Township Supervisor thanked the Board for inviting the Township Board out to the groundbreaking ceremony for the new RCKC facility on 26th Street. He also introduced Matt Miller, Comstock Township Communications Director. Mr. Miller introduced himself to the Board and thanked them for the invitation to the groundbreaking ceremony this morning.

Managing Director Johnson requested the Board to review and discuss the Revised Insurance Requirement Policy. She shared the RCKC's Insurance Requirement Policy was last amended in January of 2011. Due in part to increasing costs associated with claims and litigation, Michigan County Road Commission Self-Insurance Pool (MCRCSIP) issued the "Permit Holder Insurance Reference - By Permit Type" in June of 2021. In that MCRCSIP recommended that Road Commissions increase the minimum Commercial General Liability coverage requirement from \$1,000,000 each occurrence to \$2,000,000 each occurrence, as well as adding the requirements of \$3,000,000 Products/Completed Operations aggregate and \$3,000,000 aggregate. At this time, the policy is being provided for discussion purposes only and pending any Board feedback, and to return it for future Board approval consideration. Commissioner Stehouwer shared concerns related to hardship with smaller contractors.

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Permit Agent Fitzsimmons shared he has reached out to Road Commissions who have implemented the policy with no issues. Commissioner Stehouwer inquired about homeowners doing their own work. Permit Agent Fitzsimmons shared the previous policy was for \$500,000 or \$1,000,000 for homeowners who did their own work including adding gravel or reconstructing their own driveways. Per MCRC SIP this requirement is being eliminated, however advised that they are responsible through their homeowner's insurance for all damages in the roadway or right-of-way (ROW). Discussion continued...

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to approve the revised 2021 Resolution for Roadway Additions and Deletions to the public road system for the Chair's signature. Managing Director Johnson shared the Board approved the 2021 Resolution for Roadway Additions and Deletions at the December 21, 2021 Board meeting. As staff was preparing documentation to submit changes for our Public Act (PA) 51 Certification Maps, it was discovered that our Resolution needed to change for the sections of G Avenue due to the Michigan Department of Transportation (MDOT) roundabout safety project at M-343. This project included the reconfiguration of the intersection and modified RCKC segments of G Avenue as follows:

- G Avenue (primary road) – west of M-343 saw an increase of 0.01 miles
- G Avenue (primary road) – east of M-343 saw a decrease of 0.10 miles

By previously labeling these two changes in the resolution under Jurisdiction Transfer, that would require MDOT to also submit a Resolution documenting the change. In order for RCKC staff to correctly submit these changes, the two changes to G Avenue should be included under the Additions and Reductions portion of the Resolution. We have requested MDOT process an official Jurisdictional Transfer which will take some time. The rest of the forms and documentation are the same. The only change requested here is that we are moving the G Avenue segments from the Jurisdictional Transfer section to the Additions and Reductions section of the Resolution.

RESOLUTION

Act 51, Public Act 1951, as amended, requires that each the Board of County Road Commissioners (Board) to submit an annual report of roadway mileage to the State Transportation Department/State Highway Commissioner. By resolution the Board approves and authorizes acceptance into the county public road system roads in the following new developments, as well as other listed roads, road extensions, classification changes, vacations and road name corrections.

Additions and Reductions

G Avenue, Section 32, Richland Township, primary road addition of 0.01 miles west of M-343

G Avenue, Section 32, Richland Township, primary road reduction of 0.10 miles east of M-343

27th Street, Section 32, Richland Township, local road reduction of 0.06 miles north of M-343 (from M-343 to Sturbridge Dr *reduce mileage* from 0.71 miles to 0.65 miles)

28th Street, Section 33, Richland Township, primary road addition of 0.10 miles north of M-343 (from M-343 to F Ave *increase mileage* from 0.55 to 0.65)

28th Street, Section 33, Richland Township, local road reduction of 0.02 miles south of M-343 (from G Ave to M-343 *reduce mileage* from 0.50 to 0.48)

Corrections

Spruce Street, Section 18, Brady Township, local road, from 960 feet south of Richardson Street (Village of Vicksburg Limits) to Richardson Street (*reduce mileage* from 0.30 miles to 0.18 miles)

Lyon Avenue, Section 8, Comstock Township, local road, from 1,288 feet south of H Avenue to H Avenue (*increase mileage* from 0.15 miles to 0.24 miles and change name from Lyons Ave to Lyon Ave)

E Cork Street, Section 30, Comstock Township, primary road, from Park Circle Drive to 26th Street (change name from M Avenue to E Cork St, *mileage unchanged*)

Oran Street, Section 17, Comstock Township, local road, from 26th Street to Worden Avenue (add street name to previously unnamed section, *mileage unchanged*)

Josephine Street, Section 18, Comstock Township, local road, from Shields Street to 206 feet east of Shields Street (*increase mileage* from 0 feet to 206 feet)

Pinehurst Alley, Section 8 & 17, Kalamazoo Township, local road, from Hillsdale Avenue to Pinehurst

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Boulevard (change name from Alley #1 to Pinehurst Alley, *mileage unchanged*)

Shadywood Drive, Section 13, Oshtemo Township, local road, from Sunrise Circle to Club View Drive (*increase mileage* from 199 feet to 330 feet)

Green Meadow Road, Section 24, Oshtemo Township, local road, from 902 feet east of Driftwood Avenue to Drake Road (change name from Green Meadow Drive to Green Meadow Road, *mileage unchanged*)

N Sherman Lake Drive, Section 29, Ross Township, local road, from 0.60 miles east of 38th Street to 38th Street (add street name to previously unnamed section, *mileage unchanged*)

39th Street, Section 29 & 32, Ross Township, local road, from G Avenue to N Sherman Lake Drive (add street name to previously unnamed section, *mileage unchanged*)

BC Avenue, Section 10, Ross Township, local road, from 43rd Street to 43rd Street (add street name to previously unnamed section, *mileage unchanged*)

Burlington Drive, Section 17, Ross Township, from Burlington Drive to E Gull Lake Drive (change name from Corey Ent to Burlington Dr, *mileage unchanged*)

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved, and it was seconded to approve the local bridge program funding resolutions for the Fiscal Year 2025 Local Bridge Program applications for the Chair's signature. Managing Director Johnson shared The Fiscal Year 2025 Local Bridge Program statewide budget is currently estimated at \$104 million but may be subject to revisions. RCKC currently has 62 bridges on our primary and local road system that are eligible for funding through this program. To be eligible for these bridge funds, the structure must meet the definition of a bridge which is defined as a structure with a total clear span length of more than 20 feet measured along the centerline of the roadway over a stream, watercourse, or opening. The preventive maintenance, structure rehabilitation and replacement, and approach construction costs may be eligible for a maximum of 95 percent participation from federal and/or state funds. The right-of-way, design engineering, and construction engineering costs are not eligible for Local Bridge Program funds and are 100% the responsibility of the RCKC and/or the participating Township. The bridges on local roads are in worse condition than primary road bridges. In order to do a local bridge project, the Township would need to commit to funding part of the project. Bridge projects often come with high costs which can be a challenge for Townships to find the available funds. We are adding these structures for consideration in our 5-year local road plans. RCKC updated our [asset management plan for bridges](#) in 2020 in compliance with the Public Act (PA) 325 [Transportation Asset Management Plan \(TAMP\)](#) to assist with managing bridge inventory and developing an optimum bridge preservation strategy. Commissioner Pawloski inquired about Y Avenue over Bear Creek in Brady Township was built in 1977 and requested details. Managing Director Johnson shared this is a timber bridge and she believes the other bridges in Brady Township are also timber bridges and she will confirm. She shared all of our bridges go through a 3-year cycle of inspection. Commissioner Boersma shared it was mentioned this is a competitive application process and questioned who we are competing with. Managing Director Johnson shared we are competing statewide, but we also have our local regional bridge program. She couldn't say at the moment who all of the regional bridge partners are that we are competing against, however would follow-up. Engineering and Public Relations Director Worden shared we compete in Southwest Michigan. Discussion continued...

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

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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 2025.

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
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 steel 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 2025.

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
River Street Bridge
Preventive Maintenance

WHEREAS, the River Street bridge over the Kalamazoo River in Comstock Township, Kalamazoo County, Michigan, was constructed in 2012 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 2025.

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
Rehabilitation

WHEREAS, the Y Avenue bridge over Portage River in Brady Township, Kalamazoo County, Michigan, was constructed in 1976 as a prestressed concrete box beam structure is due for rehabilitation; and

WHEREAS, these deficiencies place a risk on the longevity of the bridge, the service they provide and their value as important transportation system assets; and

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WHEREAS, the investment in rehabilitation will preserve the condition of the bridge deck, abutment, and railings, avoiding more costly repairs in the near future; and

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

WHEREAS, this Board has considered said application and authorizes the submission of same and requests Local Bridge Program Funds for 2025.

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
Reconstruction

WHEREAS, the Y Avenue bridge over Bear Creek in Brady Township, Kalamazoo County, Michigan, was constructed in 1970 as a timber structure and due to its age has reached its end of useful life; and

WHEREAS, these deficiencies place a risk on the longevity of the bridge, the service they provide and their value as important transportation system assets; and

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

WHEREAS, this Board has considered said application and authorizes the submission of same and requests Local Bridge Program Funds for 2025.

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 Amtrack/Conrail 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

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 2025.

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
XY Avenue Bridge
Replacement

WHEREAS, the XY Avenue bridge over Bear Creek in Brady Township, Kalamazoo County, Michigan, was constructed in 1977 as a multiple steel culvert structure and due to its age has reached its end of useful life; and

WHEREAS, these deficiencies place a risk on the longevity of the bridge, the service they provide and their value as important transportation system assets; and

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

WHEREAS, this Board has considered said application and authorizes the submission of same and requests Local Bridge Program Funds for 2025.

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 Portage Road Bridge Preventive Maintenance

WHEREAS, the Portage Road bridge over the Barton-Howard Lakes Channel in Schoolcraft Township, Kalamazoo County, Michigan, was constructed in 2005 as a prestressed 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, 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 2025.

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: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the Comstock Township Local Road Contract for the Chair's signature.

- a. **Saginaw Drive** – 28th Street to Bailey Street; **Gravel, Pulverize, HMA Base and Surface Paving**
- b. **Ligget Street** – 28th Street to Bailey Street; **Gravel, Pulverize, HMA Base and Surface Paving**
- c. **Bailey Street** – Ligget Street to Saginaw Drive; **Gravel, Pulverize, HMA Base and Surface Paving**
- d. **Collette Avenue** – 1,300' north of Electra Street to Electra Street, **Benedict Avenue** – 1,300' north of Electra Street to Electra Street, **Daniel Street** – 1,300' north of Electra Street to Electra Street, **Charles Avenue** – Daniel Street to Shields Street, **Shields Street** – 1,300' north of Electra Street to Electra Street; **Gravel, Pulverize, HMA Base and Surface Paving**
- e. **Landing Way** – 1,600' south of G Avenue to G Avenue; **HMA Overlay**
- f. **Homer Street** – Gleason Street to M-96, **Jones Street** – Gleason Street to M-96, **Level Street** – Gleason Street to M-96, **Hunt Street** – 200' south of Gleason Street to M-96; **HMA Overlay**
- g. **Roe Street – Market Street to Celery Street; Gravel, Pulverize**

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to approve the Kalamazoo Township Local Road Contract for the Chair's signature.

- a. **Allen Street** – Westnedge Avenue to Pitcher Street; **Crack Fill, Chip Seal, Fog Seal**
- b. **Brook Drive** – 640' south of M-343 to M-343, **Asbury Avenue** – M-343 to Sunnyside Drive, **Gertrude Street** – Stamford Avenue to Sunnyside Drive, **Ann Street** – Stamford Avenue to Baker Drive, **Fenimore Avenue** – East Main Street to Humphrey Street; **Crack Fill, Chip Seal, Fog Seal**
- c. **Field Avenue** – Lake Street to Willow Boulevard, **Riverside Avenue** – Lake Street to Willow Boulevard, **St. Joe Avenue** – Riverside Avenue to Melrose Avenue, **Melrose Avenue** – Lake Street to St. Joe Avenue, **Roy Avenue** – Lake Street to Carleton Avenue, **Surprise Avenue** – Lake Street to Carleton Avenue, **Willow Boulevard** – Dupont Avenue to Willis Avenue, **Dupont Avenue** – Lake Street to

- Willow Boulevard, **Bronson Avenue** – Lake Street to Carleton Avenue (Field Subdivision); **Crack Fill, Chip Seal, Fog Seal**
- d. **Foster Avenue** – Market Street to Lake Street, **Crossfield Avenue** – Market Street to Lake Street, **Springfield Avenue** – Olmstead Road to Crossfield Avenue, **Brookfield Avenue** – Olmstead Road to Crossfield Avenue, **Greenfield Avenue** – Olmstead Road to Crossfield Avenue; **Crack Fill, Chip Seal, Fog Seal**
 - e. **Hickory Nut Lane** – Nichols Road to 164’ east of Cypress Creek Lane, **Arrow Wood Lane** – Silverleaf Lane to 165’ east of Cypress Creek Lane, **Hazelnut Lane** – Sweet Cherry Lane to Cypress Creek Lane, **Orange Meadow Lane** – Sweet Cherry Lane to Green Oak Lane, **Green Oak Lane** – Sweet Cherry Lane to Orange Meadow Lane, **Buttonwood Lane** – Mountain Ash Lane to Sweet Cherry Lane, **Silverleaf Lane** – Hickory Nut Lane to Arrow Wood Lane, **Black Oak Lane** – Hickory Nut Lane to G Avenue, **Pepper Bush Lane** – Hickory Nut Lane to 501’ north of Silverleaf Lane, **Sweet Cherry Lane** – Green Oak Lane to G Avenue, **Yellow Pine Lane** – Hickory Nut Lane to G Avenue, **Palmbrook Lane** – Hickory Nut Lane to Arrow Wood Lane, **Cypress Creek Lane** – Willow Point Lane to G Avenue, **Willow Point Lane** – Hazelnut Lane to Cypress Creek Lane, **Barkwood Lane** – Yellow Pine Lane to Cypress Creek Lane (Valley View Subdivision); **Crack Fill, Chip Seal, Fog Seal**
 - f. **Lincoln Street** – East Michigan Avenue to East Michigan Avenue; **Crack Fill, Chip Seal, Fog Seal**
 - g. **Phillips Street** – Olmstead Road to Sprinkle Road, **Franklin Street** – Olmstead Road to Sprinkle Road, **Louisa Avenue** – Miller Road to Franklin Street; **Crack Fill, Chip Seal, Fog Seal**
 - h. **Schuster Avenue** – Clinton Avenue to Lake Street, **Shakespeare Avenue** – Clinton Avenue to Lake Street, **Stockbridge Avenue** – 140’ west of Shakespeare Avenue to Schuster Avenue, **Egleston Avenue** – 140’ west of Shakespeare Avenue to 140’ east of Schuster Avenue, **Clinton Avenue** – Shakespeare Avenue to 140’ east of Schuster Avenue; **Crack Fill, Chip Seal, Fog Seal**
 - i. **Washington Avenue** – Boardman Street to Healy Street, **Boardman Street** – Washington Boulevard to Traction Court, **Helay Street** – 915’ south of Lake Street to Lake Street, **Traction Court** – Boardman Street to Healy Street; **Crack Fill, Chip Seal, Fog Seal**
 - j. **Winding Way** – Ravine Road to 1,960’ east of Ravine Road (Twin Lakes Highland); **Crack Fill, Chip Seal, Fog Seal**
 - k. **Woodward Avenue** – 857’ south of Amsterdam Street to 525’ north of Amsterdam Street, **Amsterdam Street** – Woodward Avenue to Westnedge Avenue, **Westnedge Avenue** – 1,320’ south of Amsterdam Street to 532’ north of Amsterdam Street (Celery Plat); **Crack Fill, Chip Seal, Fog Seal**
 - l. **Woodward Avenue** – 800’ south of Mosel Avenue to Mosel Avenue; **Crack Fill, Chip Seal, Fog Seal**
 - m. **Wynn Road** – Olmstead Road to Sprinkle Road; **Crack Fill, Chip Seal, Fog Seal**
 - n. **Calhoun Street** – 2 structures and connecting pipe, **Fenimore Avenue** – 2 structures and connecting pipe, **Location to be determined** – 1 structure; **Drainage Structure Replacements**

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved, and it was seconded to approve the Oshtemo Township Local Road Contract for the Chair’s signature. Managing Director Johnson shared this is the first year working off the Oshtemo Township Boards approved 1.08 mills for local roads within the Township. This is the first grouping of projects that will be funded. Commissioner Pawloski inquired about the one gravel road left in Oshtemo Township. Managing Director Johnson shared we also had an informational meeting for potentially doing a project on that roadway. Some of the additional revenue that is available is why we see a gravel resurfacing including in this contract. Engineering and Public Relations Director Worden shared this contract includes gravel resurfacing of two (2) stretches of 7th Street. We had an informational meeting related to 2nd Street where it is being discussed at the Township level on how to handle it including should it be paved now or have residents contribute to paving of the road.

- a. **Wendalyn Way** – 4th Street to 1,550’ east of 4th Street, **Crack Fill, Chip Seal, Fog Seal**
- b. **8th Street** – Stadium Drive to 100’ north of ML Avenue; **HMA Overlay**
- c. **8th Street** – 700’ north of ML Avenue to 2,700’ north of ML Avenue; **HMA Overlay**
- d. **Boyce Drive** – H Avenue to Emneth Avenue, **Emneth Avenue** – Boyce Avenue to Cotswold Street, **Cotswold Avenue** – H Avenue to Emneth Avenue; **HMA Overlay**

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- e. **Buckham Wood Drive** – 9th Street to Caddam Wood Avenue, **Caddam Wood Avenue** – Laurel Wood Street to Buckham Wood Drive, **Laurel Wood Street** – Buckham Wood Drive to Caddam Wood Avenue, **Wood Hollow Avenue** – Buckham Wood Drive to 75' north of Buckham Wood Drive, **Beymoure Street** – 150' south of Caddam Wood Avenue to Caddam Wood Avenue; **HMA Overlay**
- f. **GH Avenue** – 3,400 west of Ravine Road to Ravine Road; **Gravel, Pulverize, HMA Base and Surface Paving**
- g. **KL Avenue** – **Almena Drive to Oshtemo Trace; HMA Overlay**
- h. **Old Savannah Drive** – H Avenue to Stone Mountain Drive, **Stone Mountain Drive** – Stone Mountain Drive to 550' north of Stone Mountain Drive; **HMA Overlay**
- i. **7th Street** – 600' south of G Avenue to G Avenue; **Gravel Resurfacing**
- j. **7th Street** – 1,800' south of Stadium Drive to Stadium Drive; **Gravel Resurfacing**

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

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

- a. **Deer Run Road** – Branchton Street to Prairie Ronde Street; **Sunshine Avenue** – Branchton Street to Indian Valley Street, **Indian Valley Street** – 396' south of Sunshine Avenue to 1,017' north of Deer Run Road, **Granzenview Street** – Sunshine Avenue to Deer Run Road, **Farmstone Street** – Sunshine Avenue to Deer Run Road, **Branchton Street** – 209' west of Sunshine Avenue to Sunshine Avenue; **Crack Fill, Chip Seal, Fog Seal**
- b. **4th Street** – XY Avenue to W Avenue; **Crack Fill, HMA Wedging, Chip Seal**
- c. **YZ Avenue** – 2,112' west of 2nd Street to 2nd Street; **Gravel Resurfacing**

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to authorize RCKC the ability to continue with the hiring of Mr. Joseph Welborn as a Road Maintenance Operator (RMO), subject to the remaining hiring process. Managing Director Johnson shared the personnel policy that is brought forth for potential board action is, "Employment of Relatives". Mr. Welborn is related to two (2) RCKC full-time employees to the degree of nephew. The two (2) RCKC full-time employees are not in a supervisory or management position. Mr. Welborn has worked for RCKC as a Seasonal Winter Maintenance Operator since 2018. The employment agency that he secured the opportunity to perform work as a Seasonal Winter Maintenance Operator is through Advance Employment. Mr. Welborn's father was previously employed and retired from the Road Commission. Mr. Welborn introduced himself and shared he has worked for RCKC through Advance Employment since 2018. After 29 years of service his father retired from the Road Commission. He has always wanted to work for the RCKC. He asked the Board for their consideration to be hired as a full-time employee. Commissioner Pawloski shared he supports this motion and is pleased we have this policy. He stated on a case-by-case basis it's good that we continue this practice. Commissioner Dickason shared she supports this motion and questioned if we need to revisit this if Mr. Welborn becomes a supervisor. Managing Director Johnson shared we would not have to revisit the policy, but it would be something we would have to review internally should it get to that point. Furthermore, we never want to get in the way of the opportunities for our employees to advance themselves. Commissioner Boersma shared he supports the motion as well and welcomed Mr. Welborn aboard. Commissioner Brennan welcomed and congratulated Mr. Welborn.

Carried by the following vote:

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

County Commissioner Dale Shugars thanked the Board, administration and staff for hosting the groundbreaking ceremony. He stated both he and County Commissioner Fran Bruder Melgar attended the ceremony.

Managing Director Johnson shared her sincere appreciation for the Board, RCKC team and members of the community for attending the groundbreaking ceremony this morning. She apologized to County Commissioners Shugars and Melgar for missing the opportunity to take photos with them. She also thanked them both for their support and for attending. Furthermore, she thanked Comstock Township and the Planning

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Commission for their support. She commended the team for the Impress Awards received at the County Road Association (CRA) Highway Conference last week. She shared our peers, road commissions throughout the state, vendors and others chose two (2) of our projects as the People's Choice Award including Collaboration with the County, specifically County Planning for the geographic Information system (GIS) base of our Public Act 51 certification map. Furthermore, she will be receiving an award that she will present at a future County Board meeting. We also received the People's Choice Award for our Active 911 Collaboration with Kalamazoo County Consolidated Dispatch Authority. She will be going to their May meeting and presenting that award to them. She shared related to the American Rescue Plan Act (ARPA), the county does have a grant process and we have submitted four (4) entries for consideration. We are holding the Non-motorized Facilities 101 presentation for local officials on March 31st at 10:00 a.m. We received a box of Southwest Michigan Road and Trail Bicycling Guides for anyone interested. She thanked Engineering and Public Relations Director Worden who is past president of the American Public Works Association (APWA) Southwest Chapter for hosting a meeting today at the RCKC. It was good to see other municipalities discussing a variety of issues that we are all facing including the costs of materials and goods as well as supply chain related issues. MCRCSIP is looking for candidates for the MCRCSIP Board of Directors positions. Letters of candidacy should be submitted prior to April 30, 2022. A Board Road Tour is scheduled for this Friday at 9:00 a.m. We will meet at the RCKC. She requested the Board to inform her of any locations they are interested in visiting including service requests. She shared seasonal weight restrictions are still in effect. We are still working on our various modeling and data to try to determine when the restrictions will come off.

Commissioner Dickason shared she had no report.

Commissioner Boersma provided an update on the 26th Street facilities project. He shared personally it's always a pleasure to attend the CRA Highway Conference as an educational experience. There were briefings on different machinery that the RCKS is looking at. He also attended a variety of breakout sessions including Mitigation Assistance, Flood Mitigation and Team Building. He stated it was a very educational conference. He congratulated everyone at the RCKC for the 26th Street project.

Commissioner Stehouwer shared he attended the CRA Highway Conference where he took time to read through the submittals for the Impress Awards. He was impressed to see what is going on at many Road Commissions. He was pleased to see our Legislatures take time to meet us for dinner. He thanked them for the personal attention that was given. He appreciated hearing from the Federal Highway Department and MDOT. County Parks did meet. He attended the Pavilion Township Board meeting last night. He is looking forward to the Road Tour on Friday.

Commissioner Pawloski shared he had also attended the CRA Highway Conference. It was a great event and stated the Road Show was awesome. Furthermore, Denise Donahue and the entire CRA team do a great job. He urged his fellow Road Commissions to consider donating to Roads + PAC. He stated on the things that we do and take chances on, without risk there's no reward, so keep doing those things. It's okay to fail, as long as we learn from failures moving forward.

Commissioner Brennan shared he attended the CRA Highway Conference. He mentioned a lot has been said about the conference and he agrees with everything said. He went through the same breakout sessions as Commissioner Boersma, and it was information well received. He is proud to attend these and so much is done by the RCKC team. We walk in and out of their every time with the respect that is shown by this organization by the rest of the state. It's a pleasure to be a part of this organization. He stated the groundbreaking ceremony this morning is another significant step in our journey towards new opportunity to become a part of the Comstock community. He shared so much work has already gone into this by so many people in this room. The comments he received from Walbridge impressed so much on how the team contributed to all of the planning that's gone into this facility. It's a tremendous opportunity for us and a tremendous step forward.

Commissioner Boersma moved, and it was seconded to adjourn.
Carried by the following vote:

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Clerk Int'l _____

Aye: Brennan, Pawloski, Stehouwer, Boersma, Dickason

The meeting was adjourned at 4:04 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

March 18, 2022 – Board of County Road Commissioners Road Tour

Chair Int'l _____

Clerk Int'l _____

The Board of County Road Commissioners of the County of Kalamazoo toured the Truck and Trailer Specialties facility at 3286 Hanna Lake Industrial Drive SE, Dutton, MI 49316 on Friday, March 18, 2022. The tour began at 9:30 a.m. at the D Avenue Park and Ride in Alamo Township.

Present: Thom Brennan, Larry Stehouwer, Michael Boersma, Keshia Dickason
Absent: David C. Pawloski

Also present: Managing Director Joanna Johnson, Operations Director Travis Bartholomew and Engineering and Public Relations Director Mark Worden.

Road Commissioners and the RCKC team members toured the Truck and Trailer Specialties facility where four (4) of our trucks are being built. They also reviewed Adobe Road site which has significant damage from this year's freeze thaw cycle and traffic. Staff shared information and answered questions.

The meeting adjourned at approximately 12:30 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

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The regular meeting of the Board of County Road Commissioners of the County of Kalamazoo was held at the Road Commission of Kalamazoo County (RCKC) office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, March 29, 2022. Commissioner Brennan called the meeting to order at 3:00 p.m.

Present: Thom Brennan, David C. Pawloski, Michael Boersma

Absent: Larry Stehouwer, Keshia Dickason

Also attending: Operations Director Travis Bartholomew, Engineering and Public Relations Director Mark Worden, Finance Director Ann Simmons, Assistant Finance Director Kim Bodnar, Assistant Finance Director – HR Debbie Hill, County Engineer Ryan Minkus, General Superintendent Bill DeYoung, Assistant General Superintendent Rusty McClain, Communications Administrator Sarah Phillips and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public comment guidelines.

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

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Commissioner Pawloski moved, and it was seconded to approve the March 15, 2022, 26th Street Groundbreaking Ceremony, March 15, 2022 regular Board meeting and March 18, 2022, Board of County Road Commissioners Road Tour minutes as presented.

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

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

Payroll Account	\$	175,682.94
Vendor Account	\$	550,344.02

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Commissioner Pawloski moved, and it was seconded to approve Managing Director Joanna I. Johnson's expense report as presented.

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Charleston Township Supervisor Jerry VanderRoest shared concerns related to signs at 38th Street and Climax Drive. He explained all signs are down from two (2) different accidents. Furthermore, this is near water and is a safety concern. He does not understand why there are signs before the arrow signs at MN Avenue and 34th Street, P Avenue and 27th Street and O Avenue and 44th Street in the Townships of Climax, Pavilion and Comstock but not in Charleston Township. He is not asking for additional signage but to move the last arrow sign onto the other side of the main digital sign. He also shared concerns related to paving on the primary section of Miller Drive. He met one of the RCKC Supervisors at the site who advised the crown being too high on one side and the rest needing to be cut down. There are also many potholes and drainage issues. He is hoping something can be done in 2023 to the primary portion of Miller Drive. He provided Charleston Township's Letter of Support for American Rescue Plan Act (ARPA) county funds. He shared his appreciation and thanked the RCKC. He shared the stones from last year's chip seal on South 44th Street from MN Avenue to M Avenue did not hold. He stated the project is only eight (8) months old and needs to be looked at.

County Commissioner John Gisler shared Mr. Alvin Gray is the County's new Director of Diversity Equity and Inclusion. He stated this a new position for the County. He shared Mr. Kevin Catlin from Boone County Illinois, will be the new County Administrator. Furthermore, Mr. Catlin and the County Attorneys are negotiating specifics

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such as benefits and salary. He shared the downtown Justice Center is prepared to install structural steel on floor five (5) of a six (6) story structure. Furthermore, the project is on budget and schedule.

Commissioner Pawloski moved, and it was seconded to award the Professional Auditing Services Bid #2022-11, to Plante & Moran, PLLC for five (5) fiscal years beginning with the year-ending December 31, 2022, with an option to extend for, one (1) three (3) year extensions by the mutual agreement of both parties in the best interest of the RCKC. Finance Director Simmons shared the primary services of an independent certified public accounting firm are to perform financial and compliance audit services. Financial audits play a vital role in helping to preserve the integrity of a public entity and maintain citizens' confidence in the Road Commission. From 2010 to 2018 Plante & Moran had a 3% year over year increase in audit fees. The 2019 and 2020 fees increased approximately 13% each year. All these changes in fees were discussed and approved prior to the annual financial audit. In November 2020 Plant & Moran contacted us to discuss the upcoming audit, timing and fees. At that time, the RCKC agreed to an increase for the 2021 audit of 33%, in order to meet our preferred annual March 2021 timing on short notice. We also shared, at that time, due to the increase in costs the RCKC team felt it was prudent to issue a bid for the audit services. We had eight (8) downloads of the bid specifications and received five (5) bid proposals. RCKC diligently reviewed the five (5) proposals received and all met the mandatory requirements. There were three (3) firms whose proposals differentiated themselves from the others. Plante & Moran is the 13th largest certified public accounting and management consulting firm in the nation with history spanning nearly 100 years and offices worldwide. They have provided responsive and high-quality services to RCKC over the years. They have served as the auditors for the road commissions in the counties of Oakland, Washtenaw, Genesee, Kent, and Berrien. They have been an integral advisor and technical support to RCKC related to the County's implementation of accounting standards for Pension and Other Postemployment Benefits (OPEB) since 2015 and have already been discussing various financial auditing needs related to the new RCKC complex and bonding. Plante & Moran has always provided independent, objective and fact-based guidance. They have solid knowledge of RCKC and the industry. The RCKC team is confident in Plante & Moran's quality of service during the financial and performance audit, but also greatly value their support and recommend continuation of service. The additional cost attributable to this auditing firm is reflected in the depth and consistency of services. The continuity of services at this point in time is critical. Commissioner Pawloski shared he supports this motion and totally agrees with Finance Director Simmons in working through Pension and OPEB. Commissioner Boersma echoed Commissioner Pawloski's comments including the need for continuity for both the pension and moving forward with the bond process.

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Commissioner Boersma moved, and it was seconded to approve the Employee Retirement Resolution for Mr. Mel Guyton. Assistant Finance Director -HR Hill congratulated Mr. Guyton, Road Maintenance Operator (RMO) on his retirement. She gave a sincere thank you for his 21 years of public service. Mel's last day with RCKC will be April 1, 2022. CONGRATULATIONS AND THANK YOU MEL!!!! We wish you the best in your retirement!! Many organizations including the County of Kalamazoo provide recognition for years of service through a formal Board resolution. We would like to begin this at the RCKC, and this is the first one.

Board of County Road Commissioners of the County of Kalamazoo

RESOLUTION HONORING

Melvin Guyton

WHEREAS, we express special recognition to Melvin (Mel) Guyton and honor him for his distinguished twenty-one (21) year career as of April 2, 2022 with the Road Commission of Kalamazoo County (RCKC); and

WHEREAS, Mel began his career on January 3, 2001 and has respectfully serviced our County as a Road Maintenance Operator; and

WHEREAS, the Board of County Road Commissioners of the County of Kalamazoo wishes to acknowledge and express its sincere appreciation to Mel for his dedication in public service; and

NOW, THEREFORE, BE IT RESOLVED, the Board of County Road Commissioners of the County of Kalamazoo, does hereby acknowledge with gratitude Mel Guyton's public service in providing the safest and most convenient road system possible, and his contributions to the high quality of life throughout the County. We congratulate him on the occasion of his retirement and wish him the best in his retirement and future endeavors.

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

County Engineer Minkus shared there are a number of local road projects on the agenda. The Engineering team meets with our Township partners, using a mix of fixes and looks at a list of projects annually. Additionally, this year we were partnering with our local Townships in a collaborative effort to look at some innovative treatments such as chip seal trial. He explained there was a grant the RCKC applied for through the Michigan Department of Environmental Great Lakes and Energy (EGLE) to help fund some projects by using recycled tires as part of the chip seal process. We are still waiting to hear back on the grant application so we are not sure if all the projects can be funded. In the meantime, we have worked with the Townships and identified alternate projects should the grant fall through and we may have to come back at a future Board meeting to rescind contracts and add alternative projects for consideration.

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

- a. **28th Street** – V Avenue to UV Avenue; **Crack Fill, HMA Wedging, Chip Seal**
- b. **27th Street** – Y Avenue to W Avenue; **Chip Seal Trial**
- c. **XY Avenue** – 32nd Street to 4,140' east of 33rd Street; **Chip Seal Trial**
- d. **YZ Avenue** – 32nd Street to 33rd Street; **HMA Wedging**

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Commissioner Boersma moved, and it was seconded to approve the Climax Township Local Road Contract for the Chair's signature.

- a. **43rd Street** – Q Avenue to P Avenue; **Crack Fill, HMA Wedging, Chip Seal**
- b. **TS Avenue** – 47th Street to 48th Street; **Gravel Resurfacing**
- c. **47th Street** – S Avenue to TS Avenue; **Gravel Resurfacing**
- d. **44th Street** – T Avenue to S Avenue; **Chip Seal Trial**
- e. **ON Avenue** – 3,850' west of 42nd Street to 42nd Street; **Chip Seal Trial**
- f. **RS Avenue** – 39th Street to 43rd Street; **Chip Seal Trial**

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Commissioner Pawloski moved, and it was seconded to approve the Village of Climax Local Municipality Road Contract for the Chair's signature.

- a. **East Maple Street** – North Main Street to 2,700' east of North Main Street, West Maple Street – 2,700' west of South Main Street to South Main Street; **Crack Fill, Chip Seal, Fog Seal**

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

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

- a. **QR Avenue** – 35th Street to 36th Street; **Crack Fill, HMA Wedging, Chip Seal**
- b. **32nd Street** – OP Avenue to O Avenue; **Gravel Pulverize, Double Chip Seal**
- c. **34th Street** – T Avenue to TS Avenue; **Gravel, Pulverize, HMA Base and Surface Paving**
- d. **26th Street** – P Avenue to O Avenue; **Chip Seal Trial**
- e. **28th Street** – S Avenue to PQ Avenue; **Chip Seal Trial**
- f. **O Avenue** – 33rd Street to 34th Street; **Chip Seal Trial**

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Commissioner Pawloski moved, and it was seconded to approve the Schoolcraft Township Local Road Contract for the Chair's signature. Commissioner Pawloski requested an update on the W Avenue trial completed in Schoolcraft Township. County Engineer Minkus shared the project was done two (2) years ago on a primary road, W Avenue. Half of the project was Hot Mix Asphalt (HMA) overlay utilizing rubber and the other half was

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chip seal. The rubber performance was similar as using traditional materials. The most significant difference was the costs for the rubber. Operations Director Bartholomew added one of the advantages of this chip seal trial is that we can chip seal roads in poor condition with this new rubber material. This process is a thicker application of hot asphalt cement mixed with rubber. This is supposed to help fill in those large voids and cracks, reduce the need to do crack fill and HMA wedging and reduce the overall costs. He shared what we do not know is the long-term advantage. Discussion continued...

Commissioner Gisler shared earlier feedback related to W Avenue trial was that sections seemed quieter. He questioned if this has been confirmed. County Engineer shared Michigan Technological University did some measurements and they did find some level of noise suppression but not to a level where you would not notice vehicles on the roadway.

- a. **V Avenue** – Portage Road to 4,013' east of Portage Road; **Crack Fill, Chip Seal, Fog Seal**
- b. **Oakland Drive** – VW Avenue to U Avenue; **Crack Fill, HMA Wedging, Chip Seal, Fog Seal**
- c. **15th Street** – 2,725' south of YZ Avenue to YZ Avenue; **Chip Seal, Fog Seal**
- d. **V Avenue** – 18th Street to Portage Road; **Chip Seal Trial**
- e. **Stonecrest Avenue** – Portage Road to Meadow Street, **Fayette Avenue** – Stonecrest Avenue to Meadow Street, **Meadow Street** – Fayette Avenue to Rapp Avenue, **Rapp Avenue** – Stonecrest Avenue to Meadow Street; **HMA Overlay**
- f. **Surry Avenue** – Blue Ridge Drive to Oakland Drive, **Blue Ridge Drive** – Crimora Drive to 382' north of Surry Avenue, **Crimora Drive** – Blue Ridge Drive to Surry Drive; **HMA Overlay**

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Commissioner Boersma moved, and it was seconded to approve the Wakeshma Township Local Road Contract for the Chair's signature.

- a. **V Avenue** – 42nd Street to 44th Street; **Gravel, Pulverize, Double Chip Seal, Fog Seal**
- b. **V Avenue** – 36th Street to 42nd Street; **Chip Seal Trial**

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

Supervisor VanderRoest questioned if the RCKC is concerned with applying another treatment over the top of the rubber chip seal trial. Operations Director Bartholomew shared we are not concerned and explained the main product is an asphalt cement which is in essence what we use with our emulsions and the two should bond well together. He shared we do not anticipate any issues, but it is a trial with no guarantees. Furthermore, these are local, low volume roads that are not deteriorated from the amount of traffic but from environmental conditions.

Operations Director Bartholomew shared the 2022 Annual Report is hot of the press and looks awesome. He thanked everyone involved in putting the Annual Report together. He stated seasonal weight restrictions are still in effect. He shared the RCKC had six (6) trucks out Sunday morning covering level 1 or high priority routes for winter maintenance. Construction projects began including tree removals on S Avenue from 34th Street to 29th Street. We are also working on trees on Barney Road. Furthermore, we are working on a signal project at Mosel and Douglas Avenue. He reminded the Board that the Non-motorized 101 Session for Local Officials is Thursday at 10:00 a.m. here at the Road Commission. Also, the Wakeshma Township Joint meeting is scheduled for April 4th at 7:00 p.m.

Commissioner Boersma provided an update on the 26th Street facilities project including the finishes for the interior of the Administration building and audio/visual for the Board/training room and conference rooms.

Commissioner Pawloski thanked Commissioner Boersma for serving on the Steering Committee. He thanked staff for going out and doing experiments with rubber roads and saving the Townships' dollars that they do not have. He will not be attending the Non-motorized 101 session and shared that he invited Kalamazoo City Commissioner Jeanne Hess to the meeting. He plans to attend the Southwest Council meeting on May 9th. He is pleased to hear the County has a new County Administrator.

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Vice Chair Int'l _____

Clerk Int'l _____

Commissioner Brennan shared on March 18th there were several who attended a Road Tour up to Truck and Trailer in Grand Rapids to observe some of our vehicles being modified. He attended the Charleston Township Board meeting on March 22nd and the Oshtemo Township Board meeting. On March 24th he attended the Township Supervisors meeting where a presentation was given by DTE Energy on solar and what we can expect to see in the future.

Supervisor VanderRoest questioned if the RCKC receives the ARPA funds from the County will the funds be used this year and will Lakeland hold their prices. Commissioner Brennan shared we will work with the pricing the best we can. Furthermore, the majority of work will be done over the next several years if we get the funding. He stated the funding would be incorporated next year at the earliest. Commissioner Pawloski thanked the Townships, Drain Commissioner and other offices who helped us in writing letters of support to the County.

Commissioner Boersma moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

The meeting was adjourned at 4:04 p.m.

Attest: Meredith Place, County Clerk

By: _____, Vice Chair _____, Deputy Clerk

April 12, 2022

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 12, 2022. Commissioner Pawloski called the meeting to order at 3:00 p.m.

Present: David C. Pawloski, Larry Stehouwer, Michael Boersma, Keshia Dickason
Absent: Thom Brennan

Also attending: Managing Director Joanna I. Johnson, Engineering and Public Relations Director Mark Worden, Assistant Finance Director Kim Bodnar, Assistant Finance Director – HR Debbie Hill, County Engineer Ryan Minkus, Project Superintendent Ed Klein, General Superintendent Bill DeYoung, Road Maintenance Superintendents Tony Allen and Jim Page, Communications Administrator Sarah Phillips and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public comment guidelines.

Commissioner Pawloski requested everyone to join him in a moment of silence for former colleague and former Chair and Vice Chair Deborah Buchholtz.

Commissioner Boersma moved, and it was seconded to approve the agenda as presented.
Carried by the following vote:
Aye: Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to approve the March 29, 2022 regular Board meeting minutes as presented.
Carried by the following vote:
Aye: Pawloski, Stehouwer, Boersma, Dickason

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

Payroll Account	\$ 167,747.50
Vendor Account	\$ 1,118,438.09

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

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

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

County Commissioner John Gisler shared Mr. Kevin Catlin will report to duty on May 2nd as a full time County Administrator. He provided an update on the \$94 million Justice Center that is under construction and mentioned despite weather delays they are on time and on budget.

Commissioner Boersma moved, and it was seconded to receive the Kalamazoo County Supervisors Association Letter dated April 1, 2022. Managing Director Johnson shared we received the emailed letter on Friday, April 1, 2022. We actively attend Township Board meetings throughout the county as well as Association meetings. We appreciate the feedback to strengthen the valuable partnerships that we have with our fifteen (15) Townships and their teams. Commissioner Stehouwer questioned in terms of follow-up is anything planned or will the Board be advised down the road. Managing Director Johnson shared we will make that advisement. Commissioner Boersma noted that many of these items share a similar theme of communications and questioned if our audience is not hearing our message. He stated we have RCKC Connect and other means to inform Township Supervisors and the general public. Furthermore, the RCKC is trying to communicate, and he is unsure if the Township Supervisors are receiving the message we are trying to send. He mentioned, perhaps that could be

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part of the follow-up as well. He questioned what more can we do to improve communications. Wakeshma Township Supervisor Jason Gatlin shared he wanted to be clear that he did not receive the letter, nor has he seen the letter or endorses it. Commissioner Pawloski thanked Supervisor Gatlin.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved, and it was seconded to award the Storm Sewer Maintenance Bid #2022-12 to United Resource, LLC, low bidder meeting specifications with an option to extend annually for up to three (3), one (1) year extensions by mutual agreement of both parties. Managing Director Johnson shared routine storm sewer maintenance is critical to maintaining our infrastructure, as proper drainage extends the life our roads. Storm sewer maintenance includes cleaning of catch basins, drywells, floating refuse, oil, grease and grit separators, cross culverts and driveway culverts. Our previous contractor was Pipeline Services Maintenance, Inc. (Pipeline) which performed this service for us for over thirty (30) years. If awarded, United Resource, LLC intends on setting up a satellite garage here in Kalamazoo County to facilitate their operations and RCKC work. United Resource, LLC is available to start the storm sewer maintenance schedule upon Board approval. This bid comes with a 47% increase which will impact our budget in this area. Commissioner Boersma questioned if United Resource, LLC planned to set up a location within the next few weeks to support this. Road Maintenance Superintendent Page shared the owner of United Resource, LLC has been in contact with the owner of Pipeline to work out an agreement to rent the shop that he owns on East Michigan Avenue. They are also planning to secure a residence in Kalamazoo County during the summer.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to award the Various Aggregates – Compact in Place Bid #2022-13 to Balkema Excavating, Inc., low bidder meeting specifications with an option to extend for three (3), one (1) year extensions by the mutual agreement of both parties. Managing Director Johnson shared the intent of this Various Aggregates – Compact in Place is to provide various limestone aggregates and asphalt millings to supplement the 22A/23A Gravel, Compact in Place bid. We only received one bidder for the Limestone, and we did not receive any bidders for asphalt millings. Commissioner Stehouwer questioned if 22A/23A Limestone Aggregate will be stockpiled locally in the future. Road Maintenance Superintendent Page shared it is highly unlikely and explained it was shared with him that the price of the product is inflated over natural 22A/23A gravel and there is not a lot of use for it.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to award the Crack Fill-Variou Locations Bid #2022-14 to Pavement Restoration, for \$163,318.91, low bidder meeting specifications. Managing Director Johnson shared our previous Crack Fill bid #2021-10 specification requires work to be bid by a per pound price and by the project. This allows projects to be added into the construction season which are not known at the time of bid and eliminates the possibility of overruns on projects. Pavement Restoration was the awarded contractor for Crack Fill bid #2021-10 and has met the requirements extending that contract and pricing. Crack Fill Bid #2022-14 is focused on known projects only as we have an extension for the per pound price. In 2021, we utilized Pavement Restoration to perform our crack fill program. Pavement Restoration performed quality work with great communication.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Boersma, Dickason

Commissioner Boersma moved, and it was seconded to rescind the February 15, 2022, award of the Shoulder Disc Retriever from Michigan CAT utilizing the MiDeal Extended Purchasing Program. Managing Director Johnson shared at the February 15, 2022 Board meeting we awarded the Shoulder Disc Retriever purchase to Michigan CAT, utilizing the MiDeal Purchasing Program for \$23,271.60. Come to find out both of our vendors including Michigan CAT and AIS Construction Equipment Company that we typically utilize did not have this piece of equipment in the MiDeal Purchasing program. We put out a public bid and the current recommendation by our

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team is to award AIS Construction Equipment Company. The difference between February and now is an increase of \$715.40.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved, and it was seconded to award Bid #2022-15 Shoulder Disc Retriever purchase, including option #1 to AIS Construction Equipment Company for \$23,987.00, low bidder meeting specifications.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Boersma, Dickason

Commissioner Stehouwer moved, and it was seconded to give authorization to the County of Kalamazoo for the Resolution Authorizing Issuance of Limited Tax General Obligations Bonds. Managing Director Johnson acknowledged our liaisons County Commissioners Gisler and Dale Shugars for joining today's meeting. She recognized our Road Commission Attorneys Mr. Lewis and Mr. Shields who worked on this and have joined this meeting virtually. She also acknowledged Kalamazoo County Attorney Steve Mann, Miller Canfield whom we worked closely with on this. She shared the Resolution Authorizing Issuance of Limited Tax General Obligation Bonds, Series 2022, to be considered for formal approval by the County Board of Commissioners on May 17th. The resolution was prepared based on the requirements of the Revised Municipal Finance Act, 34 of Public Act (PA) 2001, and the bond specifications provided by Bendzinski & Co. The resolution authorizes the bonds to be issued in an amount not to exceed \$75,000,000. Through a competitive public sale, or in the alternative, based on market conditions and the advice of Bendzinski & Co., a negotiated sale to an underwriter or a private placement. The resolution authorizes the County Administrator and Finance Director to take all actions necessary to sell, issue and deliver the bonds. The resolution also contains the County's approval of the Reimbursement and Lease Agreement. It is anticipated that this will be the final action required by the County Board of Commissioners with respect to the issuance of the bonds. This resolution does not need our approval, however we felt it is important to have within our records for the future and for our governing body approval. The final dollar value of the bonds will be based on our project bids which are still in progress.

The second item is the Reimbursement and Lease Agreement which was reviewed by both RCKC and County of Kalamazoo Bond Counsel. This version contains the language agreed to by the parties, subject to approval of the respective governing bodies. There are items that will need to be filled in, however it is important to have approval in order to remain within our timelines and also for potential cost increases should there be a delay. The estimated total project cost needs to be inserted; the maximum interest rate will also need to be finalized but that will come after bids are received on May 2nd. It is recommended that we approve the agreement in substantially the form presented with these details to be finalized by the Managing Director and Finance Director. Commissioner Boersma thanked County Commissioners Gisler and Shugars for attending today's meeting and for their support in this entire project. He mentioned without their support this would not be moving forward. Managing Director Johnson thanked Attorney Mann for joining today's meeting virtually.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Boersma, Dickason

Commissioner Dickason moved, and it was seconded to approve the Reimbursement and Lease Agreement with the final details to be finalized by the Finance Director for the Managing Director's signature. Commissioner Stehouwer noted the Reimbursement and Lease Agreement assures the county that we will pay principal and interest due on the bonds during the course until they are fully paid off. Commissioner Boersma shared the Reimbursement and Lease Agreement operates like a mortgage. The County is acting as the bank in terms of a mortgage and the Reimbursement and Lease Agreement is our obligation to pay the County back for the dollars we are borrowing. Once the bond is paid off the RCKC will own the new facilities. Attorney David Lewis shared we have reviewed over the course of many weeks the proposed Reimbursement and Lease Agreement. After several revisions and provisions, we are comfortable with its terms. We appreciate Attorney Mann's cooperation and professionalism throughout this matter and in helping to put this together to reach a resolution for adoption by the Board. Discussion continued...

Carried by the following vote:

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Aye: Pawloski, Stehouwer, Boersma, Dickason

Managing Director Johnson shared if you go by our 26th Street project you will notice they are moving dirt. She mentioned construction season has begun. A public informational meeting for Barney Road and Mosel Avenue was held on Wednesday, April 6th. The team did a great job and she thanked Communications Administrator Phillips for recording the meeting which can be found on our website under the [projects](#) tab. She also thanked North Park Reformed Church who hosted the RCKC and were very accommodating. We have other project informational meetings scheduled including Parkview Avenue, 11th Street, and 12th Street Roundabout on May 4th at 6:00 p.m. at the Kalamazoo Christian Elementary. Sprinkle Road from East Main Street to G Avenue is scheduled for May 11th at 6:00 p.m. at the Comstock Township Hall. She mentioned we are working with our contractor who plans to start this project sooner than we anticipated. TU Avenue and 23rd Street Roundabout informational meeting is scheduled for May 25th at 6:00 p.m. at the Schoolcraft Township Hall. If you are unable to attend these meetings the recordings will be posted to our website under the [projects](#) tab. We are working diligently on service requests related to trees, potholes, grading of gravel roads that have been impacted by weather as well as trying to prepare our projects with high side shoulder removal. We are also working diligently in the hiring and retention of our employees. At present we have nine (9) openings including two (2) mechanics and seven (7) road maintenance operators (RMOs). We are not alone but this does push us in terms of capacity demands on all the work that we must do, and everything is a priority. We appreciate the Board supporting a lot of our equipment needs. The technology helps us especially when we are limited in terms of staffing. We were awarded the scrap tire grant and they did limit us in terms of miles. We applied for 30.44 and were reduced to twenty (20). We applied for what was estimated at \$435,000 and received approximately \$286,000. These are on the local road system, and we are working with our Townships that have worked with us and are making some modifications. There will be modified local road contracts coming before the Board related to the scrap tire grant. We have planned a tour as well with a company in Indiana and will be looking at a project that done by the St. Joseph County Road Commission. We have mailbox encroachment issues that we will be addressing in Texas Township that were stemmed from service requests back in 2012. We are addressing these encroachments as we address projects. She thanked Commissioners for their moment of silence for Commissioner Deb Buchholtz. She expressed sympathies to her children and family. Ms. Buchholtz lost her courageous fight this morning, but her fight, leadership, public service, strength and guts was not lost on any of us. Through our work together we gained friendships and I am grateful for our time together. She is thankful for her years of public service at the RCKC and the County Commission. She shared her heartfelt sympathies to everyone. Commissioner Pawloski shared she will be missed, and her leadership will definitely be missed.

Commissioner Dickason shared the Board of Public Works (BPW) did not meet on Friday due to no agenda items being listed or scheduled. They are looking for alternative dates. She mentioned the BPW currently has two (2) vacancies. The Chair does not wish to renew his term and another individual's term expired at the end of 2021. If anyone is interested, please visit the BPW [website](#) and pass the word along to fill these two (2) seats.

Commissioner Boersma shared the Kalamazoo County Environmental Health Advisory Council (EHAC) will meet tomorrow morning in-person. He shared Ms. Buchholtz was a mentor to him as a new Road Commissioner. She was generous with her time in helping him to learn routes of being a Road Commissioner. He started in March of 2019 and all the classes that County Road Association (CRA) had for new Commissioners took place in January. Ms. Buchholtz was always there to help him learn and he is grateful for her generosity in terms of her time. She followed up by phone and always had time after meetings to give insight and he will always be grateful for that. He will miss her in the community, and she certainly had many years not only on the Road Commission but prior to that on the County Commission as a community leader. Kalamazoo County lost an important individual today.

Commissioner Stehouwer shared Ms. Buchholtz had an enthusiasm for public service for life. When you learn to appreciate someone for their professionalism and friendship there is a grief that runs deep. He shared Ms. Buchholtz called him one day asking for help with a recount for county elections. Ms. Buchholtz had a heart for public service and that is one of the reasons he participated in the recount. He mentioned Ms. Buchholtz liked to bike, so they were kindred spirits that way. He gave his sympathy to her family, loved ones and friends. He stated the Parks Commission met in-person on April 7th. They have many vacancies they need to fill including forty

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(40) seasonal positions open and they have filled eight (8) of those positions. We sincerely appreciate the County Parks and the work they do and it's good to be part of that Commission and learn some of the intricacies of the activities, special events and the County Fair. He shared they too are applying for American Rescue Plan Act of 2021 (ARPA) grant funds through the County. He is looking forward to the non-motorized educational event scheduled for Monday, April 18th.

Commissioner Pawloski shared he is excited to hear they are moving dirt on 26th Street. He thanked Supervisor Gatlin for his open honesty and candor. He urged local elected officials to attend events such as the non-motorized session. He shared Ms. Buchholtz was a bicyclist and spoke highly of the importance of non-motorized and we will continue to do so. Furthermore, he will miss her and her leadership. He shared when it came to something like the Supervisors meeting, he had total faith and confidence when she attended these meetings for, she could handle her own and hopefully we can live up to those expectations.

Commissioner Boersma moved, and it was seconded to adjourn.

Carried by the following vote:

Aye: Brennan, Pawloski, Boersma

The meeting was adjourned at 3:50 p.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk

The Board of County Road Commissioners of the County of Kalamazoo attended a Non-motorized 102 Informational Session for Local Officials at the Road Commission of Kalamazoo County (RCKC), 3801 East Kilgore Road, Kalamazoo, Michigan on April 18, 2022. The session began at 9:00 a.m.

Present: Thom Brennan, Larry Stehouwer, Michael Boersma

Absent: David C. Pawloski, Keshia Dickason

Also attending: Managing Director Joanna I. Johnson, Engineering and Public Relations Director Mark Worden, County Engineer Ryan Minkus, Project Engineer Dean Disterheft, Communications Administrator Sarah Phillips, and local officials.

Following introductions Project Engineer Disterheft, Attorneys David A. Lewis and Stephen M. Denefeld, Lewis Reed & Allen P.C. provided a PowerPoint presentation and discussed key legal issues to be considered in relation to Non-motorized Facilities (NMF) including various statutes that address the RCKC's authority, as well as the authority of local municipalities. They explained the importance of planning and coordinating NMF improvements with Townships and the factors that should be considered before NMF improvements are made. Project Engineer Disterheft provided information on RCKC policies, procedures, and forms for working with the RCKC on NMF projects. A variety of questions were discussed and answered.

The session adjourned at 11:00 a.m.

Attest: Meredith Place, County Clerk

By: _____, Chair _____, Deputy Clerk