

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 4400 S 26<sup>th</sup> Street, Kalamazoo, Michigan, on Tuesday, January 13, 2026. Commissioner Pawloski called the meeting to order at 3:00 p.m.

Present: David C. Pawloski, Larry Stehouwer, Randy Thompson, Andy Davis, Toni Kennedy

Also attending: Managing Director Travis Bartholomew, Finance Director Kim Bodnar, Public Relations Director Mark Worden, Human Resources (HR) Director Debbie Hill, County Engineer Ryan Minkus, Assistant County Engineer Jim Hoekstra, Assistant General Superintendent Rusty McClain, Communications Administrator Sarah Phillips, and Administrative Assistant Selena Rider.

#### Pledge of Allegiance

Commissioner Pawloski shared that the goal of the Board of County Road Commissioners of the County of Kalamazoo is to use our expertise, energy, and funds to provide the safest and most convenient road system possible, and to contribute to economic development and a high quality of life throughout the county. Our goal is to maintain a county road system that is safe and convenient for public travel and to manage the roadside environment, with a view toward preservation.

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

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Supervisor Sorenson reported that the Cooper Township Board approved its five-year draft Master Plan for roads at its meeting the previous evening. He expressed enthusiasm about continued collaboration with the Road Commission on upcoming projects and noted that additional neighborhood road funding is anticipated next year. Supervisor Sorenson also thanked County Engineer Minkus for delivering a clear and effective presentation explaining the distinction between private and public roads, including why the Road Commission does not accept private roads and has not done so for many years. They discussed what could potentially be changed in the future. Approximately forty (40) residents attended the meeting, providing a strong turnout and a valuable opportunity for community discussion.

Mr. Dave Nobel, 10295 N. 19th Street, stated that the collapse of N. 19th Street is a known issue. He noted that the property directly across the street has been sold and is now owned by a company identified as BB Incorporated or BB Limited. The previous owner allowed buses to turn around in the driveway; however, Mr. Nobel is uncertain whether the new owner will continue to permit this use. He explained that buses, trucks, dump trucks, and plows currently use the driveway for turnarounds and observed that the dirt driveway is becoming increasingly rutted, raising concerns that vehicles could become stuck during frost conditions. Mr. Nobel requested that the Road Commission consider installing a hammerhead or other turnaround along N. 19th Street. He noted that his own property does not meet the criteria for such an installation but stated he would be willing to provide the necessary land if it did.

Commissioner Davis moved, and it was seconded to correct the December 30, 2026, regular Board meeting minutes as presented. During closing comments, Commissioner Stehouwer noted that the minutes should be corrected to reflect that he, along with Commissioner Thompson, Managing Director Bartholomew, and Public Relations Director Worden, attended the Township Supervisors' meeting rather than the Kalamazoo Area Transportation Study (KATS) meeting.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Administrative Assistant Rider reviewed public meeting guidelines.

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

Payroll Account: \$ 223,101.43

Vendor Account: \$ 693,883.28

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the expense reports of Commissioners Pawloski and Stehouwer as presented.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

County Engineer Minkus presented a PowerPoint presentation titled “The Weight of the Seasons: Keeping Michigan Roads Alive.” He explained how potholes form and why Michigan implements spring seasonal weight restrictions, noting that these restrictions help preserve road infrastructure and save taxpayer dollars. He referenced the Michigan Vehicle Code (MVC), Act 300 of 1949, which governs seasonal weight restrictions, also known as Frost Laws. These restrictions reduce allowable axle weights by approximately 25–35 percent, with many farm-related activities exempt. He stated that the law does not require signs or maps to be posted; however, the Road Commission does post signage and maintains a weight restriction map on its website. The Road Commission is required to post the effective dates of restrictions and a list of affected roads. He noted that the Road Commission employs two permit agents, Brian Franklin and Jon Fitzsimmons, who patrol the county to enforce restrictions. Fines are assessed on a graduated scale based on the amount by which a vehicle exceeds the restricted weight limits. On average, weighmasters conduct over 100 stops during the seasonal weight restriction period, issue approximately five citations annually, and the average fine is \$1,200. He explained that several tools are used to determine when to implement weight restrictions, including staff experience; field observations from the City of Kalamazoo Water Department, utility contractors, and farmers; Michigan Department of Transportation (MDOT) frost tubes; the Minnesota Department of Transportation Freeze/Thaw Index; Michigan Thaw-caster (in use since 2018); and communication with neighboring road commissions and MDOT. He also provided a brief history of weight restrictions and noted that information regarding when restrictions are in effect is made available to the public through the RCKC website, social media, a dedicated phone line, and RCKC Connect notifications.

Commissioner Kennedy inquired about the distribution of fines. County Engineer Minkus explained that the funds are collected by the county in which the violation occurs and are therefore directed to Kalamazoo County. By statute, 25 percent of those funds must be allocated to libraries or law libraries within the county where the fines are collected.

Commissioner Davis asked about weighmaster safety protocols. County Engineer Minkus stated that the permit agents have not received specific safety training; however, both wear body armor when approaching vehicles. He noted that the Road Commission has fortunately not experienced any safety incidents. If a permit agent feels threatened, the vehicle is released and law enforcement is contacted.

Commissioner Pawloski asked whether seasonally restricted roads are being converted to all-season roads. County Engineer Minkus responded that the Road Commission is monitoring this and noted that state funding is available for such conversions. He explained that eligible roads must be shown on a state-accessible map. Typically, this map is updated every few years to reflect the current all-season network as well as future planned connections. As long as roads are identified on the map, the Road Commission may apply annual state funding toward those improvements.

Commissioner Davis also inquired about the cost difference between an all-season road and a vulnerable road. County Engineer Minkus explained that achieving all-season status typically requires an additional layer of asphalt, resulting in approximately a 30 percent increase in cost.

Managing Director Bartholomew expressed his appreciation to County Engineer Minkus for stepping in to assist the Permit Agents. He noted that five road commissions have implemented seasonal weight restrictions and asked what factors led those agencies to do so when the remainder of the state had not. County Engineer Minkus explained that the statute allows each road agency to independently implement seasonal weight restrictions, and that agencies may do so at different times. He stated that road commissions generally attempt to coordinate

regionally and take a countywide approach. The counties that enacted restrictions evaluated their road systems and made determinations based on weather forecasts and observed conditions on their county roads, concluding that it was necessary to implement restrictions. He also noted that implementation does not have to be a single on-and-off event, as agencies may enact restrictions more than once in a season, although efforts are made to avoid doing so.

Commissioner Davis moved, and it was seconded to approve the purchase of two (2) 2025 John Deere 644P Wheel Loaders, one (1) slide fork attachment, two (2) grapple buckets, two (2) 4.5-yard buckets, and extended warranties from AIS Construction Equipment Corporation utilizing the MiDEAL purchasing program which also includes a John Deere Customer Loyalty Discount and trade-in value for a total cost of \$590,020. Managing Director Bartholomew shared that the 2026 Budget Capital Outlay includes the planned replacement of two (2) wheel loaders currently in service at RCKC. Both units have been in continuous service since November 2015 and have reached a point where increased depreciation, maintenance costs, and repair frequency are anticipated due to age and operating/physical condition. Wheel loaders are critical to RCKC operations and contractor support throughout the year. They are used daily to load trucks with salt, sand, aggregate, cold patch, topsoil, rip-rap, and other materials. These machines also play a key role in emergency response, including storm cleanup, debris removal, and support for snow operations at our facilities and clearing cul-de-sacs within residential areas.

RCKC solicited quotes from multiple vendors, including those participating in the Sourcwell and MiDEAL government purchasing programs, for the purchase of two (2) wheel loaders. Based on the submitted quotations and discussions with the vendors, RCKC has determined that procuring two (2) wheel loaders through the MiDEAL purchasing program represents the most cost-effective option.

All quotes include comparable machines with attachments, including: two (2) 4.5-yard buckets, one (1) fork attachment, two (2) grapple buckets, and trade-in values.

RCKC recommends the purchase for two (2) John Deere 644P Wheel Loaders from AIS Construction Equipment Corporation based on proven equipment performance, reliability, quality of maintenance, strong customer and parts support, long service life, and favorable trade-in or resale value. Replacing the existing wheel loaders with two new John Deere 644P units will improve reliability, safety, operational efficiency, and emergency response capability while reducing the risk of escalating maintenance costs and downtime. Based on RCKC's experience with the current John Deere 624K, the 644P offers similar operator comfort and visibility while providing increased lifting capacity, a larger engine, and improved attachment performance. These units are well-suited for road maintenance, construction support, and emergency operations and are expected to meet RCKC's operational needs for the next 10 years.

Commissioner Davis asked what would be done with the old units. Managing Director Bartholomew explained that the purchase would include trading in the existing units. Commissioner Davis noted that the addition of heated mirrors would be a benefit. Commissioner Stehouwer asked when the new units would be available, and Assistant General Superintendent McClain responded that they are expected to be available around February. Commissioner Pawloski added that when equipment is not traded in, it is typically sold to other surrounding road commissions.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Managing Director Bartholomew reported that the Career Connect Campus at the Kalamazoo Regional Educational Service Agency (KRESA) requested that the Road Commission bring a plow truck to its facility for a class the following morning. Staff will provide an overview of the unit and explain its operation, including its role in winter maintenance. He announced several upcoming events, including the County Road Association (CRA) Highway Conference scheduled for March 24–27, the Township Supervisors' Meeting to be held January 21 at the Road Commission facility, the CRA "Commissioners in the Classroom" event on February 17 in Mount Pleasant, and the Southwest Council Meeting on February 9 in Barry County. He also shared that he contacted Oshtemo Township Supervisor Cheri Bell to discuss a potential joint meeting. The Road Commission offered to host, and staff are working through the details. Possible dates include March, April, or May, potentially in conjunction with a Board meeting. Oshtemo Township will provide agenda items and questions in advance to assist with preparation. He further reported that in April 2025, the Board approved the purchase of two international trucks scheduled for delivery in late 2025. While delivery has been delayed, the units have completed engineering review but do not yet

have a scheduled build date. Staff remain hopeful the trucks will be delivered before spring for use during the construction season as semi-tractors. He noted that the Western Star trucks approved by the Board in September 2025 were delivered ahead of schedule and are now available for Board viewing.

Commissioner Kennedy reported that she attended the Pavilion Township Board meeting, where township officials expressed satisfaction with the Road Commission's work. They also complimented the presentation provided by Public Relations Director Worden. She congratulated County Commissioner Jen Strebs on her re-election as County Commission Chair, County Commissioner John Taylor as Vice Chair, and County Commissioner Heppler as Pro Tem. She reminded attendees that park passes are available for veterans through the Veterans Services Office located off Alcott Street. She also noted that June 12 is Women Veterans Recognition Day and emphasized the importance of recognizing and celebrating veterans.

Commissioner Davis noted that, during these times of social strife, it is important to remember that Martin Luther King Jr. Day will be observed on Monday, January 19.

Commissioner Thompson attended the Cooper Township Board meeting last night. He complimented County Engineer Minkus on his presentation to the Board. The 19<sup>th</sup> Street turnaround was discussed. Both he and County Engineer Minkus met with Mr. Nobel who spoke today during public comments about the 19<sup>th</sup> Street situation and possible turnaround location. He had a couple citizens express concerns about plowing and their roads being "pretty messed up". He advised them to submit a service request. He also agreed to mention their concerns at the Road Commission meeting. He mentioned the next Board of Public Works meeting is scheduled for January 15<sup>th</sup> and he plans to attend the Schoolcraft Township Board meeting tonight.

Commissioner Stehouwer attended the Parks Commission meeting last Thursday and will be unable to attend the next meeting scheduled for February 5. He is hopeful that Commissioner Kennedy will be able to attend on his behalf. He also attended the Comstock Township Board meeting on January 5<sup>th</sup>. He drove through Ross Township, specifically the Gull Lake area, in response to service requests regarding slippery roads. While residents were advised to submit service requests, he personally reviewed the conditions and observed snowpack, hills, narrow roads, and garbage trucks experiencing difficulty on the hills. He stopped at the Township Hall, where he was provided with a resident call to follow up on. Otherwise, township staff reported no additional complaints. He may attend the Oshtemo Township Board meeting tonight and potentially the Ross Township Board meeting next week.

Commissioner Pawloski reported that he will attend the Township Supervisors' Meeting on January 21 at the Road Commission. He announced that he is not available to attend the Southwest Council Meeting. He also stated that he plans to attend the County Road Association (CRA) Highway Conference following the Board meeting. He thanked County Commissioner John Gisler for inviting the Road Commission to speak at a meeting of Kalamazoo Citizens for Responsible Government, where Public Relations Director Worden and Managing Director Bartholomew provided a presentation. Topics included the Road Commission's future plans and anticipated funding for the coming year. He noted that County Commissioner Gisler complimented Administrative Assistant Rider on how she runs the Road Commission. He acknowledged that the first snowfall of the season was challenging and praised Road Commission crews for their hard work in clearing the roads, expressing appreciation for their efforts. He also informed Board members that anyone interested in riding in a snowplow may contact Managing Director Bartholomew.

Commissioner Thompson moved, and it was seconded to adjourn the meeting.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

The meeting was adjourned at 3:52 p.m.

Attest: Meredith Place, County Clerk

January 13, 2026 – Board Meeting

Chair Int'l \_\_\_\_\_

Clerk Int'l \_\_\_\_\_

By \_\_\_\_\_, Chair \_\_\_\_\_, Deputy Clerk

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 4400 S 26<sup>th</sup> Street, Kalamazoo, Michigan, on Tuesday, January 27, 2026. Commissioner Pawloski called the meeting to order at 3:00 p.m.

Present: David C. Pawloski, Larry Stehouwer, Randy Thompson, Andy Davis, Toni Kennedy

Also attending: Managing Director Travis Bartholomew, Finance Director Kim Bodnar, Public Relations Director Mark Worden, Human Resources (HR) Director Debbie Hill, Assistant HR Director Jaycie Callaway, County Engineer Ryan Minkus, Assistant County Engineer Jim Hoekstra, Assistant General Superintendent Rusty McClain, Communications Administrator Sarah Phillips, and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public meeting guidelines.

Pledge of Allegiance

Commissioner Pawloski shared that the goal of the Board of County Road Commissioners of the County of Kalamazoo is to use our expertise, energy, and funds to provide the safest and most convenient road system possible, and to contribute to economic development and a high quality of life throughout the county. Our goal is to maintain a county road system that is safe and convenient for public travel and to manage the roadside environment, with a view toward preservation.

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

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the January 13, 2026, regular Board meeting minutes as presented. Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

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

Payroll Account: \$ 244,978.63

Vendor Account: \$ 1,005,908.50

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Ms. Jane Ghosh, President and CEO of Discover Kalamazoo, explained that Discover Kalamazoo serves as the Convention and Visitors Bureau for Kalamazoo County. Its mission is to attract out-of-town visitors whose spending supports local amenities such as restaurants, attractions, and performing arts venues. Discover Kalamazoo operates on behalf of Kalamazoo County under a management agreement.

A significant portion of visitors come for sports tournaments. Kalamazoo County currently hosts events in ice hockey, figure skating, wrestling, soccer, and tennis due to having appropriate facilities. While basketball and volleyball are popular locally, the county does not host tournaments for those sports because it lacks suitable facilities. To address this gap, Discover Kalamazoo worked with the county to develop an ordinance allowing hotels to impose an incremental assessment to fund a new sports facility. Hotels voted on a proposed 4% assessment on hotel stays, with one vote per room. The measure passed overwhelmingly, with 82% approval, and the assessment is now being collected.

A site selection process identified a location near the intersection of West Main Street and US-131, within the City of Kalamazoo and surrounded by Oshtemo Township. An ad hoc county committee selected the site, and the Kalamazoo County Event Center Assessment District was established by the county and city to collect and manage the revenue. The Assessment District Board has been working closely with the City of Kalamazoo and Oshtemo

Township to advance the project. County Engineer Minkus has been meeting biweekly with a cross-functional group to keep the project on track.

The project is now approaching the Road Commission to request approval for extending Maple Hill Drive north from West Main Street to serve the facility. Two exceptions will be requested:

1. **Safety accommodations**, including a safe road-crossing design and the extension of non-motorized paths from Croyden, as well as an additional non-motorized path on the west side of Maple Hill Drive.
2. **On-street parking**, due to insufficient parking on-site. The proposed design includes a 32-foot-wide roadway with two travel lanes and one on-street parking lane. As future development occurs, the on-street parking would be removed and replaced with a center turn lane.

Ms. Ghosh emphasized that safety is the first priority in all aspects of the road and facility design.

Public Relations Director Worden presented an overview of federal, state, and local road funding, recent legislative changes, and anticipated impacts to the Road Commission and township partners. He reviewed federal funding, noting that the federal gas tax of 18.4 cents per gallon generates approximately \$1.5 billion annually, with 75% distributed to MDOT and 25% to villages and county road commissions. He noted that while road commissions maintain approximately 66% of county road miles, they receive only a portion of the 25% allocation.

State funding through the Michigan Transportation Fund (MTF) was discussed. As of October 1, 2025, MTF revenues are derived from gas tax (40%), vehicle registrations (41%), general fund contributions (17%), marijuana revenue (1%), and interest (1%). He explained the conversion of the former 6% sales tax on fuel to a flat 21-cent-per-gallon gas tax, generating an estimated \$1.1 billion annually. MTF distributions allocate 39% to county road commissions, 39% to MDOT, and 22% to cities and villages, despite road commissions maintaining the majority of road mileage. He outlined the three components of the new road funding legislation:

- Gas tax conversion generates approximately \$1.1 billion annually.
- Corporate income tax revenue totaling \$688 million, with road funding prioritized after allocations to the state general fund and housing.
- A \$420 million marijuana wholesale tax, currently subject to legal challenge.

The Neighborhood Road Fund (NRF) was discussed, funded by combined corporate income and marijuana tax revenues totaling approximately \$1.1 billion. After statutory deductions for bridges, the Comprehensive Transportation Fund, and railroads, remaining funds are distributed as 52% to county road commissions, 20% to MDOT, and 28% to cities and villages. NRF funds do not require a township match.

Cash flow challenges were also reviewed. He reported that general fund support ended in October 2025, while gas tax collections did not begin until January 1, 2026, with revenues not reaching the Road Commission until March 2026. Corporate income tax revenues are not expected until September or October 2026, and marijuana tax revenue timing remains uncertain. These delays result in an estimated six-month cash shortfall of approximately \$1.2 million.

Impacts to townships were outlined. While townships lost revenue sharing due to the sales tax conversion, they are projected to receive net gains through NRF funding. An example was provided showing Brady Township losing \$10,188 in revenue sharing but gaining approximately \$141,000 in road funding. Staff proposed distributing \$2.5 million in NRF funds to townships based on local road mileage, with no match required. All townships have committed to continuing PAR fund matching.

Public Relations Director Worden noted that while the new funding is beneficial, MDOT estimates a \$4 billion annual statewide need, compared to the \$1.6 billion ultimately enacted. The County Road Association (CRA) recommends not adjusting budgets until funds are received due to ongoing uncertainty. Commissioner Davis confirmed all townships have committed to matching PAR funds for 2026. He responded to questions from the Board following the presentation.

Commissioner Thompson moved, and it was seconded to accept the extension of Cowley Court (358.87 feet or 0.07 miles) in the Gilmore Farms No. 2 – Phase 4B located in Section 15 of Richland Township into the public road system for certification. Managing Director Bartholomew shared on November 19, 2024, the Board approved the preliminary plans for the site condominium extension of Gilmore Farms No. 2 – Phase 4B. This development features 15 new condominium units and extension of 358.87' of Cowley Court, including a permanent cul-de-sac, within the development. The development is a site condominium located south of M-89, east of 30th Street in Richland

Township. It is made up of a mix of both public and private roadways. The Cowley Court extension is the only public roadway as part of the current phase; approximately 620 feet of private roadway were also built in Gilmore Farms No. 2. This section of Cowley Court was designed to be public because it extends an existing public road and terminates in a cul-de-sac. As part of the development, RCKC also issued a separate permit for the developer to install a roundabout at the nearby intersection of Banting Road and Strutevant Avenue. The roundabout was intended to help clearly communicate the transition from a public roadway to private roadways within the development. Similar situations have caused resident and motorist confusion in the past, and RCKC staff worked with the developer to implement this alternative approach. Construction plans were approved in March of 2025, and construction began shortly thereafter. The development utilizes a private drainage retention pond located immediately south of the site, which is maintained by the condo association. Storm and sanitary sewer infrastructure had been constructed during previous phases of this development, and the water main had previously been stubbed for future extension. During the construction of this phase, several failed sections of the existing storm sewer system were identified and required replacement. The development is now complete, and all final acceptance documentation has been submitted including, as-built drawings, benchmarks, and right-of-way and centerline survey documents. All punch list items have been completed.

Commissioner Stehouwer asked whether the new section of public road is adjacent to or connected to the existing public road system. Assistant County Engineer Hoekstra explained that Cowley Court extends off Banting Road. The road was originally stubbed to the north with a cul-de-sac, and the current project is simply an extension to the south that ties into the public road network. He noted that previous road construction primarily occurred west of Strutevant Road to complete a loop; however, those roads are private and not part of the public system.

Commissioner Stehouwer asked whether developers install signage for private roads. Assistant County Engineer Hoekstra confirmed that signage is installed to designate private roads, though it can cause public confusion. A roundabout was constructed in part to help clarify which roads are public. Commissioner Stehouwer asked whether the roundabout is public, and Assistant County Engineer Hoekstra confirmed that it is. Commissioner Stehouwer also asked whether we snowplow private roads. Assistant County Engineer Hoekstra stated we do not plow private roads.

Commissioner Davis inquired about the costs associated with extending a public roadway and asked what additional costs would be incurred for the 652-foot extension. County Engineer Minkus provided context, noting that a comparable 800-foot public road in Texas Township generates approximately \$800 per year in revenue, which does not fully offset maintenance costs. He explained that the shorter roadway would generate less revenue, though it would still receive some level of reimbursement.

Commissioner Davis also asked about the impact of the steep grade on roadway maintenance. Assistant County Engineer Hoekstra confirmed that the roadway meets all applicable design standards and is not expected to create maintenance issues.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Oshtemo Township Public Works Director Anna Horner provided public comments regarding Public Relations Director Worden's presentation on road funding. She expressed appreciation for the Road Commission's cautious approach in navigating new funding sources, acknowledging the legal, logistical, and operational challenges, as well as the learning curve involved. She appreciated RCKC staff being careful not to commit to a specific funding formula until revenues and implications are better understood. She suggested broader engagement with townships to better understand roadway and non-motorized infrastructure priorities identified in township master plans. She also questioned whether neighborhood road funds could be used for non-motorized infrastructure and safety improvements, noting that such investments could provide a strong return on investment for communities. She expressed willingness to assist with the process, looked forward to continued discussion, and conveyed confidence that creative policy solutions could be developed to align funding with constituent needs and allow the funds to be used in multiple beneficial ways.

Managing Director Bartholomew provided an update on local road contracts, noting that staff worked closely with townships and that this year's contracts will differ from prior years. Contracts will no longer list individual projects; instead, they will reference each township's 5-Year Capital Improvement Plan (CIP). The goal is to

align township plans with the Road Commission's overall contracts to maximize work completed during each construction year and reduce the need for contingency contracts. He explained that contract language specifies the order of funding use: PAR funds with township match first, followed by additional township dollars, and then NRF dollars. Any unspent NRF funds will be carried forward to the following year, while any overages will be recaptured from the next year's NRF allocation. Contracts are currently being sent to townships, with several expected to be returned in time for the next Board meeting.

He also shared an update on a new solar farm project anticipated to move forward in Richland Township. The Liberty Farms Solar Project, is being developed in partnership with Consumers Energy, will include approximately 1,200 acres of solar panels and is expected to span two years. Staff are working with Consumers Energy to better understand construction needs in the area, particularly given the extensive road network that will be utilized. A land use agreement with Consumers Energy is being explored. A meeting scheduled for the following day has been postponed by two weeks. He noted coordination is ongoing with Richland Township, the Drain Office, MDOT—as the primary entrance is off M-43/M-89—and potentially Barry County, as one of the project entrances may be from the north.

He mentioned that he will be speaking at the Climax Rotary regarding the new road package, similar to the presentation referenced earlier by Public Relations Director Worden. He shared the Southwest Council meeting is scheduled for February 9, hosted by Barry County. The quarterly liaison meeting with County Board Representatives is scheduled for February 10. A joint meeting with Osthemo Township is scheduled for April 7, immediately following the regular Board meeting at the Road Commission. Osthemo Township will be providing questions in advance for staff review, and Board members were encouraged to submit any questions for Osthemo Township to Managing Director Bartholomew so they can be forwarded accordingly. He also reported that a letter was received from Osthemo Township thanking the Road Commission for its collaboration on the Fruit Belt Rail Trail.

Commissioner Stehouwer asked for an update on winter operations, including how the increased snow removal efforts are going and whether adequate salt and sand supplies remain. Managing Director Bartholomew reported that this has been a record year for winter maintenance, with approximately \$3.5 million spent last year, and winter operations continuing heavily into the current year. Crews have been working long hours. Colder temperatures have helped limit salt usage somewhat; however, more salt and sand has already been used this season than in a typical winter. Salt and sand piles have been replenished to levels anticipated to be sufficient for next year, but the department is already drawing from those reserves. While a fair amount of salt remains on hand, the decision was made to proceed with the order for next year, which is currently being delivered.

Commissioner Davis asked how the crews are holding up. Managing Director Bartholomew shared that staff are understandably ready for the snow season to end, having worked extended hours week after week, including weekends. Appreciation was expressed for the continued dedication and hard work of the crew.

Commissioner Kennedy stated that she appreciates Managing Director Bartholomew sharing with staff that the Board is aware of the long hours and hard work being done in the field and that their efforts are greatly appreciated.

Commissioner Davis had no report.

Commissioner Thompson attended the Schoolcraft Township Board meeting where they seemed to be happy with everything. He echoed earlier sentiments thanking staff for snowplowing efforts.

Commissioner Stehouwer shared that he will be away the following week and noted that Commissioner Kennedy will attend the Parks Commission meeting on Thursday in his absence. He mentioned that Managing Director Bartholomew has offered Commissioners the opportunity to ride along in a snowplow and strongly encouraged participation. He shared that he has ridden in a snowplow several times in the past and described it as a valuable experience that provides insight into winter operations. He reported that he attended the Osthemo Township Board meeting on January 13 and the Township Supervisors meeting on January 21, along with Public Relations Director Worden. He highlighted that the new Western Michigan University (WMU) President attended the Township Supervisors meeting and described the interaction as impressive, noting the mutual respect among participants. He expressed appreciation for hearing about township challenges, including solar fields, battery storage,

and data centers, and noted that the Township Supervisors meeting was valuable in broadening his understanding of the issues facing townships. He also shared that he was considering attending the Oshtemo Township Board meeting later that evening, weather permitting. He concluded by thanking Oshtemo Township for tuning in virtually to the Road Commission meeting.

Commissioner Pawloski reported that he will be absent from the February 24 meeting and that Commissioner Stehouwer will preside in his absence. He expressed appreciation to Road Commission crews for their continued hard work during the challenging winter season, noting that snow accumulations are increasing and temperatures are becoming colder. He encouraged crews to keep up the good work. He asked fellow Commissioners to email any questions or comments intended for the County Commissioners in advance of the February 10 liaison meeting. He emphasized that the intent of the legislation is that NRF funding should not require a township match, and that the funding is meant to be in addition to, not in place of, existing efforts. He noted that the overarching goal is to maintain the county road network, so it remains among the best in the state. He acknowledged Wakeshma Township Supervisor Jason Gatlin and Oshtemo Township Supervisor Cheri Bell, who joined the meeting virtually, and Cooper Township Supervisor Jeff Sorenson, who attended in person, expressing appreciation for their feedback and input. He also thanked the Western Michigan University President for attending the Township Supervisors meeting and noted the strong collaboration. He further thanked Discover Kalamazoo for their presentation and expressed anticipation for future collaboration with both organizations.

Commissioner Davis moved, and it was seconded to adjourn the meeting.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

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

Attest: Meredith Place, County Clerk

By \_\_\_\_\_, Chair \_\_\_\_\_, Deputy Clerk

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 4400 S 26<sup>th</sup> Street, Kalamazoo, Michigan, on Tuesday, February 10, 2026. Commissioner Pawloski called the meeting to order at 3:00 p.m.

Present: David C. Pawloski, Larry Stehouwer, Randy Thompson, Andy Davis, Toni Kennedy

Also attending: Managing Director Travis Bartholomew, Finance Director Kim Bodnar, Public Relations Director Mark Worden, Assistant HR Director Jaycie Callaway, County Engineer Ryan Minkus, Assistant County Engineer Jim Hoekstra, Assistant General Superintendent Rusty McClain, Project Superintendent John Schmitt, Communications Administrator Sarah Phillips, and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public meeting guidelines.

Pledge of Allegiance

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

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Stehouwer moved, and it was seconded to approve the January 27, 2026, regular Board meeting minutes as presented.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

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

Payroll Account: \$ 256,826.70

Vendor Account: \$ 687,075.71

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

County Commissioner Gisler reported that United Airlines will resume service at Kalamazoo/Battle Creek International Airport (AZO) on April 30, offering four daily flights to Chicago O’Hare. He noted that when combined with American Airlines’ existing four daily flights to O’Hare, AZO will have a total of eight daily flights to O’Hare. He also stated that Delta Air Lines will continue operating six daily flights to Detroit. He expressed hope that the expanded flight options will encourage residents to begin their trips locally rather than driving to Grand Rapids, South Bend, or Detroit. He shared that Dr. Kevin Catlin earned a PhD in Public Administration. He further stated that Gov Business Review magazine named Dr. Catlin one of the top 10 county administrators in the country, selected from more than 3,000 counties nationwide. He emphasized the importance of retaining Dr. Catlin given this recognition. He also announced that the Kalamazoo Citizens for Responsible Government will meet on March 9 at 8:30 a.m. at Mark’s Diner on Romence Road in Portage, and that Cooper Township Supervisor Jeff Sorensen will be the guest speaker.

Commissioner Thompson moved, and it was seconded to approve the First Amendment to Vineyard Parkway Drainage Area Agreement, the Sidewalk Funded by Township Special Assessment District Umbrella Agreement, and the Non-Motorized Facility-Not Sidewalk Umbrella Agreement with Texas Township for the Chair

and Managing Director signatures. Managing Director Bartholomew shared Texas Township is seeking to build a new roadway called Longhorn Drive to connect Vineyard Parkway to 8th Street and 8th Street to Shooting Star Lane. The new roadway would be a private road similar to Shooting Star Lane. Both 8th Street and Vineyard Parkway are public roads under RCKC jurisdiction.

Texas Township has applied for a permit to construct Longhorn Drive and is working with their Engineer (VK Civil) to start construction for the roadway as soon as weather allows. To complete the project, Longhorn Drive is designed to have sidewalk and pathway which will tie into non-motorized facilities on 8th Street and Vineyard Parkway. Additionally, storm water from Longhorn Drive is designed to be directed to the privately owned drainage basin. This private drainage basin was developed when Vineyard Parkway was constructed and RCKC has a legal agreement with the owner to drain Vineyard Parkway to the basin.

The First Amendment to Vineyard Parkway Drainage Area Agreement allows Texas Township to drain Longhorn Drive to the private basin. Since RCKC had the prior agreement with the developer, RCKC is listed as a party on the Amendment and by approval, RCKC would consent to allowing the township to drain their road to the basin. All other terms of the agreement between RCKC and the property owner would still be in effect. The Township engineer has confirmed that the basin will hold all drainage from Longhorn Drive. Texas Township approved this amendment at their December 22, 2025, Board meeting.

The Sidewalk Funded by Township Special Assessment District Umbrella Agreement and the Non-Motorized Facility – Not Sidewalk Umbrella Agreement are necessary to allow the township to construct sidewalk and pathway which will connect within the right-of-way at 8th Street and Vineyard Parkway. The design of Longhorn Drive features proposed 5-foot sidewalk along the north side of the roadway and an 8-foot pathway along the south side of the roadway. Since these agreements are umbrella agreements, they may also be useful if the township wishes to consider similar installations elsewhere in the township in the future. Texas Township approved these agreements at their December 8, 2025, Board meeting.

All costs associated with design, construction, and maintenance of the non-motorized facilities will be at the expense of Texas Township per the agreements. Having these non-motorized umbrella agreements in place will streamline the approval process for sidewalk and pathway facilities in the township and reduce RCKC staff time in the overall review of such applications. Staff will only need to review applications and no longer need to review and prepare a Board memo for every proposed facility. It will also reduce the Boards' involvement in the approval of proposed facilities to the infrequent variance requests that may arise.

All costs related to the amendment to the drainage area agreement would be covered by the original agreement between RCKC and the property owner. Under the original agreement, the Condominium Association is responsible for maintenance and repair of the storm water retention area.

Commissioner Kennedy inquired whether the Drain Commission would be involved in any part of the agreement. Managing Director Bartholomew explained that the matter involves an existing drainage agreement with a private developer and that the township is now permitted to drain into the same private basin. Commissioner Kennedy stated that she wanted to ensure the County is conducting thorough due diligence, noting that an additional entity will now be utilizing the drainage area and expressing concern that adequate provisions are in place. Assistant County Engineer Hoekstra clarified that there is no interaction with the Drain Commission Office and that it is not a party to the agreement.

Commissioner Stehouwer asked whether the township, as a party to the agreement, would share in maintenance costs if needed. Assistant County Engineer Hoekstra confirmed that this is correct and that the township would have a stake in any financial responsibilities related to maintenance or cleaning of the basin. Commissioner Stehouwer further noted that he understood the road in question is private and asked who would be permitted to travel it. County Engineer Hoekstra responded that the road will be accessible to the public.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Davis moved, and it was seconded to rescind the previously approved purchase of two (2) Western Star 49X cab and chassis trucks from D&K Truck Company utilizing the MiDeal purchasing program in the amount of \$370,104.00 and approve the same truck purchase with the addition of extended warranties (\$12,860.00) and specification changes (\$3,372.00) for a revised total of \$386,336.00. Managing Director Bartholomew shared The Board approved the purchase of the two Western Star 49X cab and chassis trucks in the amount of \$370,104.00 on

September 9, 2025. The Board Memo referenced the intent to purchase the extended warranties in the amount of \$12,860.00, however, specific Board approval was not requested since it was understood the Board only needed to approve the Capital Outlay Budget, and the extended warranties impact the Equipment Expenditures Budget. The extended warranties include:

- 5-year / 200,000-mile Cummins engine warranty.
- 5-year / 200,000-mile Cummins aftertreatment warranty.
- 5-year / unlimited-mile Eaton Endurant transmission warranty.

In addition, when the order was placed after Board approval, it was discovered critical specification changes were needed in the amount of \$3,372.00. These specification changes would have been required for the other four vendors who provided a quote and would not have impacted our award recommendation and decision. The critical specification changes are primarily due to the larger capacity truck, requiring additional suspension rating, steerable lift axles, and larger tires. The specification changes include:

#### Chassis and Performance Upgrades

- Suspension upgrade from 46,000 lbs. to 56,000 lbs. load capacity.
- Upgrade from Watson non-steer lift axle to a Hendrickson steerable pusher axle with non-steer tag axle.
- Drive axle lube pump option to provide positive lubrication to differential bearings.

#### Wheels and Tires

- Aluminum rims, at all wheel positions (in lieu of steel rims).
- Dura-Brite wheel polish protection for improved corrosion resistance.
- Tire upgrade from 11R22.5 to 385/65R22.5 on steer and lift axles.

#### Electrical and Body Integration

- 90-amp service distribution box for body builder electrical connections, improving installation efficiency and diagnostic accessibility.

D&K Truck Company has been paid \$370,104.00. The additional payment totaling \$16,232.00 has been included in the disbursements for approval, but this payment will be withheld if the Board does not approve the additional amount.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Stehouwer moved, and it was seconded, to approve the Cooper Township Local Road Contract for the Chair's signature. Managing Director Bartholomew stated this is the first local road contract for 2026 and includes revisions previously discussed. He explained that with Neighborhood Road Funds (NRF) potentially becoming available in the near future, this was a good opportunity to make contract adjustments. He noted that the bottom of the front page of the contract now clearly lists all funding sources and corresponding amounts. He further explained that estimates are no longer included with each contract. He added that if there is interest in adding additional projects, or if revisions are needed to projects within the 5-year plan, the contract would need to be brought back to both Boards for revision. Commissioner Stehouwer asked about chip seal trial projects. Managing Director Bartholomew clarified that the chip seal trial refers specifically to the rubber modified chip seal trial projects, and that those are the projects receiving grant funding. He noted the grant dollars cover half the cost of those projects. Commissioner Davis stated that he is a resident of Cooper Township and is anxious to see the contract approved. Commissioner Stehouwer expressed appreciation for the organized layout. Commissioner Pawloski expressed appreciation for the township's additional funding contribution and stated that it's also a high priority for Cooper Township Supervisor Jeff Sorensen.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the Texas Township Local Road Contract for the Chair's signature. Managing Director Bartholomew shared this is a similar contract to Cooper Township but with significantly higher township contributions. Also, there is no grant funding for this contract. NRF would be added if available. The total township contribution demonstrates strong commitment to road improvements. The

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funding comes from a township wide special assessment. He expects other townships to make heavy contributions, anticipating a large construction season on the local road system.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Stehouwer moved, and it was seconded to select Tom Donnellon, Huron County Road Commission, for the County Road Association (CRA) Board of Directors Ballot. Managing Director Bartholomew shared the Board is to choose one (1) vote for the open four-year seat on the CRA Board of Directors representing the Southern Section. This term begins April 1, 2026, and runs through March 31, 2030. Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Managing Director Bartholomew mentioned that he attended the Southwest Council meeting yesterday and would let Commissioner Stehouwer provide comments regarding the meeting. The County Road Association (CRA) “Commissioners in the Workshop” is scheduled for February 17<sup>th</sup>. The CRA Highway Conference is March 24-26 in Lansing where all Commissioners and numerous staff plan to attend. The Joint meeting with Oshtemo Township is April 7<sup>th</sup> immediately following our regular Board meeting. The quarterly meeting with County Board liaisons immediately follows this meeting. He shared season weight restrictions will go into effect at 6:00 a.m. on Monday, February 16<sup>th</sup>. He noted that we coordinated with area Road Commissions throughout the southwest region and beyond and that the RCKC aligned with regional implementation.

The Managing Director reported that the Road Commission is facing a significant procurement challenge related to the 2026 chip seal program. He shared that bid results came in with only two bidders, whereas three were expected. The low bidder’s pricing was 13% higher than 2025, and the high bidder, Bitman (a longtime vendor), was 20% higher than 2025. He explained that the increased pricing and reduced bidder participation appear tied to performance issues with the 2025 chip seal work, including stone shedding, and failed specification tests from the prior year. He stated that one vendor misunderstood the quality control requirements and interpreted them as the Road Commission shifting liability to the contractor. He further noted that there is a testing lag of one to two weeks, meaning material may already be applied before test results are received. He identified a critical operational issue, stating that Bitman will not spray a competitor’s material. He noted the Road Commission is dependent on equipment owned by Bitman’s parent company, which has two asphalt distributors. The Road Commission currently has only one distributor, while the industry standard for an operation of this size is three units. He stated that several short-term options are being explored. These include piggybacking on Kent County’s bid, which is expected to open in early March; re-bidding, though he noted this would be challenging because prices have already been revealed; renting or borrowing distributors from other agencies; contracting with other spray applicators; contracting out the entire chip seal program; expanding rubber-modified chip seal work; and applying grant dollars to cover a portion of the cost of rubber-modified chip seal projects. He shared that the long-term solution is to purchase additional equipment to eliminate dependency on outside vendors. He stated a budget amendment is forthcoming to purchase two additional distributors. He explained that one smaller unit would support fog seal operations in 2026 and is available now, while a full-size unit would be ordered in 2026 for delivery in 2027 due to a 12-month lead time. He also noted that current staffing levels, with 29 road maintenance operators compared to 15–16 previously, can support bringing more of this work in-house.

Commissioner Kennedy asked what the current recommendation is. Managing Director Bartholomew stated he is certain that owning the equipment is the right direction, but he is waiting to see the results of Kent County’s bid. Commissioner Thompson commented that rebidding could potentially result in better pricing and asked whether staffing levels were adequate, which the Managing Director confirmed. Commissioner Davis clarified that the term “distributor” refers to the applicator used for the chip seal operation.

Commissioner Stehouwer requested that the Board hold a future discussion regarding the implications of the proposed solar farm project. Managing Director Bartholomew shared the Road Commission has been approached by Consumers Energy for a solar farm project called Liberty Farms Solar Project in Richland Township. He explained Consumers Energy is developing a 1,200-acre solar farm at the former Gilmore Farm property. He stated the project is generally located along 30th Street, which is a gravel road and expected to serve as the primary entrance. The project area also includes North M-89 and extends to 29th Street and AB Avenue. He noted the construction duration is expected to be approximately two years. He reported that the Road Commission is working

on a road use agreement for the project. He stated a meeting is scheduled for February 16 with Consumers Energy, attorney Adam Tountas with Smith Haughey Rice & Roegge, the Drain Office, the Michigan Department of Transportation (MDOT), and Richland Township. He expressed concern regarding the anticipated construction traffic impacts on the gravel road network and the potential need for road upgrades, which would be expected to be completed at the developer's expense. He stated that the road use agreement will be brought to the Board for future approval.

Commissioner Kennedy provided several updates and reminders. She reminded members to ensure that veterans they work with are receiving appropriate assistance and encouraged anyone aware of veterans in need to contact the Veteran Service Office located on Alcott Street. She also reported that she attended a meeting of the 250th Anniversary Committee in Portage. She stated that the committee is planning special events during the week of July 1–8, including drone shows and other activities. She invited ideas and contributions for anniversary-related projects, noting that no idea is too small. She suggested contacting the Portage committee, the City Manager, the Veteran Service Office, or reaching out to her directly with suggestions. She mentioned that she served on the Parks Committee on behalf of Commissioner Stehouwer. She stated that everything is proceeding according to plan and highlighted that there are many positive developments taking place within the Kalamazoo parks system. She encouraged families and friends to take advantage of park facilities for outings this year and expressed that Kalamazoo will be a wonderful place for park activities, as it typically is.

Commissioner Davis reported that the Environmental Health and Advisory Council will meet tomorrow at 9:00 a.m., with agenda topics including data centers and battery storage. He commented that the meeting is expected to be interesting.

Commissioner Thompson reported that the Board of Public Works (BPW) meeting is scheduled for Thursday at 9:00 a.m. He also shared that he attended the Cooper Township Board meeting on February 9, where 19th Street was again discussed. He added that he planned to attend the Schoolcraft Township Board meeting later that evening.

Commissioner Stehouwer thanked Commissioner Kennedy for attending the Parks Commission meeting on his behalf. He reported receiving one call last week regarding slick roads, which he conveyed to Managing Director Bartholomew. He also asked the caller to submit a service request, which has since been addressed. He shared that he attended the Southwest Council meeting on February 9 and provided extensive notes from the 2.5-hour meeting. He noted that representatives from road commissions in the southwest region were in attendance and that the meeting covered state-level and County Road Association (CRA) committee topics. Key topics included Wetland Banking, MDOT, and matters related to the Department of Environment, Great Lakes, and Energy (EGLE). Updates were also provided from the CRA, the County Road Association Self-Insurance Fund (CRASIF), and the Michigan County Road Commission Self-Insurance Pool (MCRCSIP). He also reported that the liaison meeting with County Board representatives will be held immediately following this meeting. He stated that he will join the MDOT/CRA webinar on new road funding as his schedule allows, due to a conflict. He requested an overview of summer hours and staffing at a future board meeting for new Board members, and he also requested a future discussion regarding the implications of solar farm projects on roads.

Commissioner Pawloski reported that the recent YouTube video was very well done and expressed his appreciation for the crews' hard work throughout the winter season. He shared that he has a work conference in Grand Rapids and will not attend the February 24 Board meeting. He also reported attending the Brady Township Board meeting last week, where Public Relations Director Worden received a "thank you" from the Township Supervisor. As mentioned by Commissioner Stehouwer, he noted that CRA is hosting a webinar at 11:00 a.m. regarding new road funding from MDOT, which he planned to join. He expressed hope that the information presented would meet expectations. He thanked Managing Director Bartholomew for organizing the group photo, describing it as "wonderful" and stating that he will cherish it. He added that he plans to be included in next year's photo. He also noted that the liaison meeting with County Commissioners will be held immediately following this meeting.

February 10, 2026 – Board Meeting

Vice Chair Int'l \_\_\_\_\_

Clerk Int'l \_\_\_\_\_

Commissioner Stehouwer moved, and it was seconded to adjourn the meeting.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

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

Attest: Meredith Place, County Clerk

By \_\_\_\_\_, Vice Chair \_\_\_\_\_, Deputy Clerk

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 4400 S 26<sup>th</sup> Street, Kalamazoo, Michigan, on Tuesday, February 24, 2026. Commissioner Stehouwer called the meeting to order at 3:00 p.m.

Present: Larry Stehouwer, Randy Thompson, Andy Davis, Toni Kennedy  
Absent: David C. Pawloski

Also attending: Managing Director Travis Bartholomew, Finance Director Kim Bodnar, Public Relations Director Mark Worden, Human Resources (HR) Director Debbie Hill, Assistant HR Director Jaycie Callaway, County Engineer Ryan Minkus, Assistant County Engineer Jim Hoekstra, Assistant General Superintendent Rusty McClain, Communications Administrator Sarah Phillips, and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public meeting guidelines.

Pledge of Allegiance

Commissioner Stehouwer shared that the goal of the Board of County Road Commissioners of the County of Kalamazoo is to use our expertise, energy, and funds to provide the safest and most convenient road system possible, and to contribute to economic development and a high quality of life throughout the county. Our goal is to maintain a county road system that is safe and convenient for public travel and to manage the roadside environment, with a view toward preservation.

Commissioner Kennedy moved, and it was seconded to approve the agenda as presented.  
Carried by the following vote:  
Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner Davis moved, and it was seconded to approve the February 10, 2026, regular Board meeting minutes as presented.  
Carried by the following vote:  
Aye: Stehouwer, Thompson, Davis, Kennedy

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

Payroll Account:	\$	190,190.67
Vendor Account:	\$	444,661.21

Carried by the following vote:  
Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner John Gisler reported that the Kalamazoo Citizens for Responsible Government meets on the second Monday of each month. The March presentation may need to be rescheduled due to a Board of Review conflict. He explained that Cooper Township Supervisor Jeff Sorensen is scheduled to present in March, and Mr. Derek Nofz of Consumers Energy, who is currently scheduled for April, is attempting to switch months due to the conflict. He further shared that future speakers include Dr. Kevin Catlin, County Administrator, in May, and Captain Jeff Baker of the Kalamazoo County Sheriff's Office, who will present on scams in June. He also reported that the County Commission has begun discussions regarding a potential childcare millage estimated to generate \$4.5–\$5 million annually. He stated his opposition to the proposed millage, indicating that childcare funding should be addressed through reprioritization within the County's existing budget. He noted the County's \$100 million general fund and approximately \$500 million in total annual expenditures, including grants, and described the funding amount as manageable within the current budget. He acknowledged that his position represents a minority view but emphasized that residents should not be asked to support an additional tax increase.

Commissioner Davis moved, and it was seconded to approve the no-parking TCO P-39-001-26, KL Avenue from 9<sup>th</sup> Street to a point 3,500' east of 9<sup>th</sup> Street, Oshtemo Township for the Managing Director's signature. Managing Director Bartholomew shared RCKC does not often receive requests from townships to review no-parking controls. In October 2025, RCKC was informed that Oshtemo Township had approved a no-parking restriction on KL Avenue from 9th Street to 11th Street and intended to seek a permit to post signs accordingly. Typically, it is permissible for a vehicle to be parked outside the traveled way. In special cases, where parked vehicles may block vision or create an unsafe situation, it becomes necessary to restrict or prohibit parking within the right of way.

RCKC staff sought clarification on the concerns and shared the process to facilitate approval of a TCO for no parking in accordance with MSP and state law. After subsequent meetings with Oshtemo Township and MSP to understand the situation and confirm the appropriate process, RCKC received a service request on January 27, 2026. RCKC worked with MSP to investigate conditions and establish the no-parking TCO for KL Avenue.

The TCO before the Board is:

- P 39-001-26 KL Avenue from 9th Street to a point 3,500 feet east of 9th Street, Oshtemo Township

All traffic studies, analysis, reporting, and sign installation are absorbed by RCKC and are budgeted in the annual operational maintenance budget. Estimated costs from the RCKC staffing, traffic counts, and sign installation are approximately \$1,500 per study. This does not include MSP costs.

Commissioner Davis asked for further clarification on the need for the proposed Traffic Control Order (TCO). Managing Director Bartholomew explained that this segment of KL Avenue is a heavily traveled two-lane primary road with horizontal curves and multiple guardrail sections. A commercial business in the area had been parking delivery trucks on the shoulder and, at times, partially within the travel lane. This created a significant safety concern due to restricted sight distance, roadway curvature, and limited recovery area.

Commissioner Davis noted that parking off the road surface is generally allowable on most county roads and asked for clarification on how close vehicles may legally park to the roadway and what is considered safe. Assistant County Engineer Hoekstra explained that under Michigan State Police (MSP) law, vehicles may park outside the "track" or traveled way, meaning they must be outside the portion of the roadway intended for vehicular travel. This typically includes staying outside the paved shoulder where applicable. In this location, some vehicles had been infringing onto the paved shoulder, which may function as a bicycle accommodation area. Parking within the travel lane or obstructing a designated bike area is subject to citation and enforcement under current law. He further noted that, provided a vehicle is completely outside the traveled way, parking is technically legal. However, additional state law restrictions apply regarding proximity to hydrants, intersections, and driveways. Due to the heavily wooded terrain, narrow shoulders, guardrails, and adjacent ravines along this stretch of KL Avenue, available parking space outside the traveled way is extremely limited. These physical constraints increase the safety risks associated with roadside parking in this area and support the need for the TCO.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the Agricultural Property Lease Agreement with Mr. Larry Phelps for the Managing Director's signature. Managing Director Bartholomew shared RCKC has approximately 3 acres of vacant land at our 4th Street gravel pit property that has not been mined. This area (field) is tillable (agricultural) acreage, suitable for crop production. The field is adjacent to 4th Street and extends the entire length of our parcel.

Previously, RCKC leased its tillable property at the 4th Street location to Mr. Tom Byholt for the 2025 crop year. On February 2, 2026, Mr. Byholt submitted a written request to terminate the lease, citing rising costs and low crop prices as the reason for discontinuing his farming operation. Prior to Mr. Byholt, the property was leased to Mr. Dennis Hice, a local farmer in Prairie Ronde Township. That lease was terminated at Mr. Hice's request approximately seven years ago, and the field remained idle until it was leased to Mr. Byholt.

When the RCKC field is not actively farmed, our team maintains it by periodically mowing to prevent brush and weed overgrowth. This field serves as the visual frontage for our property and acts as a buffer to our former aggregate pit. The 4th Street gravel pit property does not have a perimeter fence. Leasing the field for crop production reduces our maintenance costs by eliminating the need for regular mowing, while also providing a growing-season buffer between the road and the mined area, helping to minimize both vehicular and pedestrian trespassing.

RCKC was approached by Mr. Larry Phelps, a local farmer in Prairie Ronde Township, inquiring about the possibility of leasing our tillable field for 2026. Since that time, RCKC staff have worked with Mr. Phelps to negotiate a lease agreement for the Board's consideration. Under the proposed agreement, the lease would automatically renew each January 1 unless either party provides written notice of termination at least 30 days in advance. RCKC would receive \$300 per year, with payment due by December 1 of the current crop year. The agreement also incorporates our standard indemnification requirements.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner Davis moved, and it was seconded, to award Bid #2026-02 Aggregate Materials – Seasonal to Aggregate Resources Inc., Verplank Trucking Company, Michigan Paving and Materials, Swarthout Excavating LLC, and Top Grade Aggregates LLC, based on haul distance for material loaded in RCKC trucks and by low bidder for material delivered to the RCKC yard which all may be extended for three (3) one (1) year extensions by the mutual agreement of both parties. Managing Director Bartholomew identified a correction to the written recommendation and shared Verplank Trucking Company was inadvertently omitted from the memo but should be included as an awarded vendor. He mentioned we recommend the Board award the Aggregates-Seasonal Requirements Bid to numerous vendors for the purchase of various aggregates loaded in RCKC trucks based on minimizing the haul distance to the job site. The minimal differential in price of the aggregates does not outweigh the cost of hauling the material from a single location. Haul distance and project locations also determine the quantity of material purchased from vendors throughout the construction season.

The aggregate seasonal bid identifies a bid amount for numerous types of aggregate delivered to the RCKC yard. This portion of the bid is recommended to be awarded by aggregate type to respective low bidders meeting specifications because of the common delivery point.

The aggregate seasonal bid was last bid in 2025 with the option to extend. Due to the unknown price of material and fuel, not all vendors extended. RCKC had some contractors extend pricing for the 2026 season on materials delivered to RCKC facility.

In addition to the various building industry associations, we sent out a public bid notice to contractors and construction/bidding entities, as well as the posting on our website. We had nine (9) downloads of the bid specifications and received six (6) bid proposals.

The expense incurred for the purchase of various aggregate types throughout the year is included in our 2026 Budget for Primary and Local Road Maintenance activities such as Gravel Road Maintenance, Gravel Resurfacing, Shoulder Maintenance, Storm Emergency Cleanup, Culvert Repair/Replacement, and Storm Sewer Maintenance. These materials may also be used on preventive and preservation projects.

Five aggregate types totaling 5,512 tons were used last year with expenditures totaling \$73,076.17. We are estimating we will use the same types of aggregates and same tonnage as last year. The average bid price for these five aggregates is 8% lower than last year, so costs are estimated to decrease by \$8,212.66.

Commissioner Davis noted that the 4th Street gravel pit is a known source of aggregate and asked what type of material is currently being extracted from that facility. Managing Director Bartholomew clarified that no material is currently being extracted from the site. At this time, the property is primarily being utilized as a staging area. Commissioner Davis further inquired whether the site has potential for future aggregate extraction. Managing Director Bartholomew responded that there are a few acres adjacent to the roadway that could potentially be mined in the future. However, the cost of mobilizing a vendor to extract material from that site does not currently make financial sense when compared to purchasing aggregate from neighboring gravel pits.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner Davis moved, and it was seconded to approve the Charleston Township Local Road Contract for the Vice Chair's signature. Managing Director Bartholomew reported that Charleston Township is matching Participation (PAR) funds, but they are also providing an additional \$41,348 on top of the match. He explained that the 38th Street project, extending from M-96 north to just short of G Avenue at the Township Line, has been a multi-year effort spanning approximately four (4) years and implemented in two (2) phases (two years per half). The

current contract represents the final phase of the 38th Street paving project that the Road Commission has been coordinating with Charleston Township for several years and we appreciate the partnership.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner Davis moved, and it was seconded to approve the Prairie Ronde Township Local Road Contract for the Vice Chair's signature. Managing Director Bartholomew shared we appreciate the partnership with Prairie Ronde Township. The township is also matching PAR funds plus an additional \$76,455 on top of that match. He mentioned projects planned for the township this season are primarily chip seal along with a couple of ground resurfacing projects.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the Richland Township Local Road Contract for the Vice Chair's signature. Managing Director Bartholomew shared Richland Township is matching PAR funds. Primarily their contact includes chip seal, fog seal type projects along with one gravel resurfacing project. We appreciate their partnership.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the Schoolcraft township Local Road Contract for the Vice Chair's signature. Managing Director Bartholomew pointed out the partnership. They matched the PAR funds and overmatched with an additional \$160,904. Primarily these projects will be chip seals along with a few Hot Mix Asphalt (HMA) projects.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

Commissioner Davis moved, and it was seconded to approve the revised Vacation, Retirement Pension, and Tuition Reimbursement Personnel Policies as presented. Managing Director Bartholomew shared that the RCKC Personnel Policies are periodically reviewed to ensure they remain current, clear, and aligned with applicable laws, operational needs, and organizational practices. Staff has conducted a review of the existing personnel policies and identified areas where updates were necessary to improve clarity, consistency, and administrative efficiency.

Vacation – to reinforce RCKC's commitment and long-term strategy of succession planning and organizational continuity, certain high-level, future critical leadership positions may require consideration of an experienced candidate to fill such positions. The proposed update to the policy would assist in the continuation of RCKC as the employer of choice and stay competitive in the market. As we look to RCKC's future and prepare the organization for success, the updated version will allow RCKC to move forward efficiently and in an operationally sound manner.

Retirement Pension – The update clarifies and standardizes the notice period for changes in employment status by establishing a reasonable timeframe aligned with position responsibilities and organizational planning needs. The Pension Policy update standardizes the notice period to align with our current Collective Bargaining Agreement (CBA) with Teamsters Local 214. We are committed to administering policies and agreements using a team-based approach, and updating the notice period supports that commitment. Additionally, we have determined that the non-exempt (hourly) position's responsibilities are consistent with a reasonable notice period.

Tuition Reimbursement – the update presented clarifies and standardizes the expectations of time and reimbursement expenses, while supporting professional development and growth.

The proposed updates reflect current operational practices and are intended to support effective personnel management while maintaining compliance with relevant regulations and standards.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

Managing Director Bartholomew informed the Board that we received from the County Road Association (CRA) an estimated distribution schedule for Michigan Transportation Fund (MTF) and for Neighborhood Roads Funding (NRF). He mentioned that the Road Commission of Kalamazoo County is estimated to receive \$29,349,491 in (MTF) revenue in 2026, representing approximately a \$2 million increase from 2025. The NRF is currently estimated at \$8,371,559, which is lower than the initially anticipated \$9 million. It was noted that no timeline has been provided for distribution of the NRF. While the funds are not expected to be available during the current construction season, there is hope they will be available next year. The first 2026 MTF payment for January is expected this week and should help confirm the accuracy of the projections. He mentioned that the CRA Annual Conference will be held March 24–26 in Lansing and that a dinner is scheduled for March 24 at 6:00 p.m. He thanked Communications Administrator Phillips for presenting a video highlighting the Road Commission’s 2025 Year-in-Review. He also thanked her for her work in producing the video and expressed appreciation to the Board for supporting the communications position and the tools necessary to complete such projects. He informed the Board of the purchase of a used 14,500-gallon asphalt liquid tanker from Holland to be used as a mobile storage unit at chip seal job sites. He explained the unit will allow the Road Commission to receive vendor deliveries onsite and reduce costs. The budget allocated for the purchase was \$40,000. The negotiated purchase price was \$31,000, which is \$9,000 under budget. The offer has been accepted and is included in the current check run for Board approval. The tanker will be shown during the next road tour.

Commissioner Kennedy reported that she and Commissioner Thompson attended the County Road Association (CRA) Commissioners in the Classroom training. She described it as “wonderful training” that provided essential foundational information for a new Commissioner. Topics included budget, personnel, books and laws, policies, civics, and other pertinent information. She compared the format to “study hall” and “gym class,” noting it was well structured and presented an appropriate amount of information. She stated the training provided a necessary foundation beyond learning from fellow Commissioners and offered the opportunity to receive resource books and ask questions in a structured environment. She thanked the staff for informing her of the opportunity and arranging attendance. She emphasized her appreciation for staff, stating they have done a tremendous job and that she cannot say that enough. She also shared information about an upcoming event on Friday, March 6, at the Veterans of Foreign Wars (VFW) Post 7956 in Augusta (on M-96), where dinner will be served from 4:00 p.m. to 7:00 p.m. The event is intended to connect veterans with available benefits, provide information, and offer a meet-and-greet opportunity. She noted the invitation is open to anyone wishing to learn more or attend. She also thanked staff for the excellent 2025 year-in-review video presentation.

Commissioner Davis reported on the recent Environmental Health Advisory Council (EHAC) meeting. He noted that Cooper Township Supervisor Sorensen was re-elected to preside over the organization for another year. Commissioner Davis was elected Vice Chair and humorously remarked that they “made the mistake of giving me advice as the vice chair.” He stated that the primary discussion topic was battery storage facilities and their potential impacts on the community. He described the discussion as “very enlightening,” noted growing community interest in the topic, and characterized it as a productive discussion. He further shared that he used the opportunity to remind EHAC members of the Road Commission’s environmental stewardship efforts, specifically highlighting salt reduction initiatives. He emphasized the Commission’s ongoing efforts to reduce sodium chloride application on roads and discussed the seasonally appropriate nature of the topic, given the challenging winter conditions. He reiterated the Commission’s policy of applying the minimal amount of salt necessary while ensuring it is placed where needed, describing it as responsible stewardship of the local ecology. Additionally, he shared a personal historical note, referencing a 125-year-old letter written in 1901 by his great-great-grandfather as a high school student regarding proposed road funding legislation in Illinois, which would have split funding 50/50 between the state and townships. He noted that his ancestor later became a county engineer in Illinois. Commissioner Davis expressed appreciation for the continuity of road work across generations and stated he was glad to be part of that legacy.

Commissioner Thompson shared that we have a great team and strong leadership, and he expressed his hope to continue the good work being done. He also attended the Commissioners in the Classroom training, which he found very informative. A consistent theme across road commissions, he noted, was the ongoing difficulty in recruiting, particularly engineers.

Commissioner Stehouwer noted that the upcoming conference falls on a regular Board meeting day (March 24) and indicated that timing will be reviewed to ensure quorum attendance. He acknowledged Managing Director Bartholomew’s 31 years of distinguished service and inquired whether he was the longest-serving employee, noting that Director of Human Resources (HR) Hill has more years of service. He thanked the staff members recognized in the weekly report for their service anniversaries and specifically recognized the extra hours worked by field staff during the heavy winter season. He shared that he attended the Comstock Township meeting the previous evening and encouraged fellow Commissioners to visit their liaison townships on a quarterly basis. He thanked audience members in attendance, including two County Commissioners, a township supervisor, and staff. He also thanked staff for the 2025 Year-in-Review video and expressed appreciation for the team’s diligent work. He acknowledged townships participating online, specifically noting Oshtemo Township and potentially others.

Commissioner Davis moved, and it was seconded to adjourn the meeting.

Carried by the following vote:

Aye: Stehouwer, Thompson, Davis, Kennedy

The meeting was adjourned at 4:03 p.m.

Attest: Meredith Place, County Clerk

By \_\_\_\_\_, Chair \_\_\_\_\_, Deputy Clerk

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 4400 S 26<sup>th</sup> Street, Kalamazoo, Michigan, on Tuesday, March 10, 2026. Commissioner Pawloski called the meeting to order at 3:00 p.m.

Present: David C. Pawloski, Larry Stehouwer, Randy Thompson, Andy Davis, Toni Kennedy

Also attending: Managing Director Travis Bartholomew, Finance Director Kim Bodnar, Human Resources (HR) Director Debbie Hill, County Engineer Ryan Minkus, Assistant County Engineer Jim Hoekstra, Assistant General Superintendent Rusty McClain, Road Maintenance Superintendents Bill Oxx and Joe Peck, Communications Administrator Sarah Phillips, and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public meeting guidelines.

Pledge of Allegiance

Commissioner Pawloski shared that the goal of the Board of County Road Commissioners of the County of Kalamazoo is to use our expertise, energy, and funds to provide the safest and most convenient road system possible, and to contribute to economic development and a high quality of life throughout the county. Our goal is to maintain a county road system that is safe and convenient for public travel and to manage the roadside environment, with a view toward preservation.

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

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the February 24, 2026, regular Board meeting minutes as corrected. Commissioner Stehouwer noticed a typo in the first paragraph on page 1. The date of the regular meeting was corrected from February 10 to February 24.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

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

Payroll Account:	\$	209,261.43
Vendor Account:	\$	549,135.48

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner John Gisler informed the Board of upcoming emergency management training sessions for elected and appointed officials, including trustees and road commissioners. The training will focus on emergency response topics and may include lessons learned from recent tornado events in Union City and Three Rivers. Two sessions are scheduled: April 1 from 3:00 p.m. to 4:30 p.m. at the Oshtemo Fire Department on 6th Street, and April 15 from 3:00 p.m. to 4:30 p.m. at the Kalamazoo County Expo Center. Officials are welcome to attend either or both sessions. He also shared that the National Weather Service will host a two-hour Skywarn volunteer training session on April 18 from 2:00 p.m. to 4:00 p.m. at the Red Cross office. The training is intended to recruit volunteers who assist during severe weather events by reporting ground-level weather conditions, such as tornado activity, to supplement radar information. The Skywarn program includes more than 400,000 trained volunteers nationwide and is currently seeking additional volunteers, particularly in rural areas. This will be the only training session offered locally for approximately one year. Participation is free; however, the work is volunteer and unpaid. He expressed opposition to a proposed childcare millage that may appear on either the August or November ballot. He stated that, given the county's approximately \$500 million annual spending through various grants and budget allocations, he believes \$4–5 million for childcare could be identified within existing resources rather than through the creation of a

new millage. He acknowledged that his position may be in the minority but indicated he intends to continue advocating against the proposal.

Commissioner Thompson moved, and it was seconded to award the Traffic Signal Communication and Mast Arm Installation Bid #2026-03 to Severance Electric Co., Inc. sole bidder, meeting specifications for a total of \$212,326.00. Managing Director Bartholomew shared the RCKC presently has 49 traffic signals under our jurisdiction. On August 17, 2025, a crash occurred at our traffic signal at 9th Street at Stadium Drive. The mast arm traffic signal pole on the southeast corner of the intersection was damaged beyond repair, along with all attached equipment, including pedestrian signals and pushbuttons, traffic signal heads, and video detection cameras. Maintenance crews responded promptly to the scene, completed debris removal, and installed a temporary traffic signal to restore operations at the intersection. Severance Electric has assisted by providing the temporary traffic signal equipment, which we are currently renting until the permanent mast arm and associated signal equipment can be fully replaced. The work included in this bid will replace the material and equipment that was damaged beyond repair and restore full permanent operations to the traffic signal.

This bid also includes pricing to relocate a traffic signal pole at the intersection of N Avenue at Sprinkle Road. Following a road project at this location in 2023, heavy truck traffic making eastbound right turns has resulted in our traffic signal handhole, located behind the concrete curb radius, frequently being run over and damaged. This work would relocate it further away from the roadway, reducing the chance of damage. The traffic signal pole at this location would also be relocated so that it is less likely to be damaged in the future. No additional right-of-way (ROW) is needed for the traffic signal pole or the hand hole relocation.

We have worked with Severance Electric Co., Inc. in the past. In 2022, they performed similar repairs due to a vehicle crash and damage at the traffic signal at 9th Street at Seeco Drive in Oshtemo Township. Severance Electric has also performed the installation of the mast arm pole at our facility driveway in 2023. In accordance with the bid documents, all work is anticipated to be completed by October 15, 2026. Severance Electric Co., Inc. has indicated they have availability to start work as soon as March 2026, if desired, to complete the project prior to the completion date. In addition to the various building industry associations, we sent out a public bid notice to contractors and construction/bidding entities, as well as the posting on our website. We had six (6) downloads of the bid specifications, including two (2) downloads from qualified contractors. We received one (1) bid proposal. Staff reached out to the second qualified contractor following the bid opening; however, no response was received regarding their decision not to submit a bid proposal. The 9th Street Traffic Signal Replacement project is budgeted in the Primary Road Capital Improvement Plan (CIP) in the amount of \$212,400.00. The bid for this project is \$175,342.00, which is \$37,058.00 less than budget. The N Avenue at Sprinkle Road traffic signal maintenance cost of \$36,984.00 is budgeted in the Routine Maintenance budget.

Commissioner Thompson asked about recovering costs from the at-fault driver's insurance. Managing Director Bartholomew confirmed they are attempting recovery through their liability pool and have hired assistance, recovering a small portion for the temporary signal so far, but full recovery is not guaranteed.

Commissioner Davis inquired about the track record for recovering costs. Assistant County Engineer Hoekstra explained that historically, they recover between 50-80% of costs in such incidents, which occur approximately once every 3 years. He noted these are major maintenance items as mast arms are highly specific to locations and not kept in inventory.

Commissioner Stehouwer asked about recovery on minor sign damage. Assistant Engineer Hoekstra indicated that we do not pursue recovery on minor signs (costing \$150-\$200) due to the administrative effort required and challenges in obtaining police reports with insurance information.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Davis moved, and it was seconded to approve the purchase of (1) one Etnyre, Blacktopper 2000-gallon Asphalt Distributor from AIS Construction Equipment Corporation utilizing the MiDeal purchasing program for \$358,147.00, to be delivered and paid for in May 2026, and the purchase of (1) one Etnyre, Centennial II 3500-gallon Asphalt Distributor from AIS Construction Equipment Corporation through the MiDeal purchasing program for \$495,128.00, to be delivered and paid for in March 2027. Managing Director Bartholomew shared RCKC manages an aggressive chip seal and fog seal program as a critical component of its road preservation strategy. A key

element of this program is the use of asphalt distributors—specialized vehicles that directly apply asphalt emulsion to the roadway during chip seal operations and to completed chip seal surfaces for fog seal applications. For a program of this scale, RCKC requires three asphalt distributors: two for chip seal operations to maintain desired production rates and quality, and one for fog seal applications, reflecting the lower application rates. Historically, RCKC has supplemented its own equipment and personnel with contractor-provided distributors. In 2025, contractors supplied two distributors—one for chip seal and one for fog seal—allowing RCKC to meet operational schedules.

As reported to the Board on February 10, 2026, RCKC is facing procurement and operational challenges for the 2026 chip seal program. Initial bid results for asphalt emulsion yielded only two bidders instead of the anticipated three. The low bid was approximately 13% higher than 2025 pricing, while the high bid—submitted by Bit Mat Products of Michigan Inc., a long-term vendor, was approximately 20% higher. Follow-up discussions determined that the higher pricing resulted from vendor misinterpretations of quality control requirements, which was perceived as shifting liability to the vendor. RCKC has readvertised the asphalt emulsion bid to clarify quality control standards and responsibilities to potentially secure more competitive pricing, also considering recent lower asphalt emulsion bids from neighboring road agencies. In addition to procurement challenges, RCKC is dependent on contractor-owned equipment for key portions of the chip seal program. Currently, RCKC owns only one asphalt distributor, whereas industry standards for an operation of this scale recommend three units. This dependency creates operational constraints and scheduling conflicts, particularly because some contractors will not spray emulsion supplied by a competitor.

Staff has evaluated several short-term options for the 2026 program, including piggybacking on other agencies' bids, rebidding, renting or borrowing asphalt distributors, contracting spray applications, outsourcing portions of the program, or expanding the use of rubber-modified chip seals. While these strategies may provide temporary relief, the long-term solution is to increase internal equipment capacity, reduce reliance on outside vendors, and ensure operational control.

To address this need, staff recommends the purchase of two asphalt distributors:

1. Etnyre Blacktopper 2000-gallon distributor – Available May 2026, this unit is ideally suited for fog seal operations with its 18' variable width spray bar, while also capable of chip seal applications. Acquiring this unit will reduce reliance on contractors for fog seal work, which in 2025 cost approximately \$80,125 for 121,474 gallons applied at \$250 per hour.

2. Etnyre 3500-gallon Centennial II distributor – To be ordered in March 2026 with anticipated delivery in March 2027. This full-size distributor includes a 24' variable width spray bar, mounted on a Peterbilt 548 chassis with Allison automatic transmission. The model and capacity of this unit are consistent with our current asphalt distributor. This distributor would also be equipped with GreenStar-ready wiring for GPS-based automated section control, a technology developed in partnership with RCKC in 2023. This technology automatically controls spray bar sections (1-foot increments) to reduce overlap, improve coverage accuracy, and enhance efficiency of asphalt emulsion applications. Additional features include heated pumps and drop tubes, front and rear tank suction, self-flushing system, hose reel, nozzle range indicators, electric tank heat strips, and a wet storage box. The larger distributor supports full-scale chip seal operations, allowing RCKC to perform in-house applications of 711,810 gallons of emulsion, previously costing \$142,915 when applied by contractors.

Acquiring both units will strengthen RCKC's operational capacity, ensure continuity of the chip seal and fog seal program, reduce dependency on contractors, and improve production efficiency. Our budgeted staffing level of 30 road maintenance operators is sufficient to manage these additional operations. Securing the Etnyre Centennial II Asphalt Distributor in 2026 is critical to maintain the upcoming 2027 production schedule, as delaying the order could result in a 12-month lead time and operational delays. Approval of these purchases represents a strategic investment in RCKC's road preservation program, providing the equipment and flexibility necessary to meet production goals, maintain quality standards, and reduce long-term costs.

Commissioner Kennedy inquired whether there would be additional costs associated with training staff to operate the equipment. Managing Director Bartholomew responded that training is an ongoing effort. He noted that three (3) Road Maintenance Operators (RMOs) and one Superintendent are scheduled to attend training at the Etnyre factory later this month, which is a program the Road Commission typically participates in annually. He explained that chip seal operations represent a significant portion of the summer program and require a high level of skill due to the complexity of operating the equipment and associated technology. He further noted that, as part of

the collective bargaining agreement, a new classification was established at the beginning of the year to include the operation of this equipment. He confirmed that there are currently sufficient trained staff to operate the equipment; however, the Road Commission continues to prioritize training to ensure adequate backup coverage.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded, to approve the Kalamazoo Township Local Road Contract for the Chair's signature. Managing Director Bartholomew shared that the contract includes a specific project on Westwood Drive to address drainage issues. This project came about due to commissioner involvement and a service request related to drainage concerns. The work involves lining an existing culvert - specifically a storm sewer pipe that is located in the Road Commission's easement but runs underneath a garage.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Stehouwer moved, and it was seconded to approve the Ross Township Local Road Contract for the Chair's signature. Managing Director Bartholomew noted that Ross Township has had a township-wide special assessment in recent years, which has now expired. This special assessment represented a significant investment in the township's road system. A lot of these projects are primarily preventive type projects with crack fill and chip seal applications.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the Wakeshma Local Road Contracts for the Chair's signature. Managing Director Bartholomew shared Wakeshma Township currently has a road millage of 2 mills.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Managing Director Bartholomew reported that the County Road Association (CRA) Annual Conference will be held March 24–26. The regular Board meeting is also scheduled for March 24, requiring coordination. He noted that a Joint Meeting with Oshtemo Township is scheduled for April 7, immediately following the regular Board meeting at the Road Commission. The Road Tour with Commissioners is planned for Friday, April 17. Commissioners were asked to confirm their availability, which will determine whether the tour must be posted as an official meeting. He also reported that the Michigan Department of Transportation (MDOT) removed Seasonal Weight Restrictions from I-94 South earlier this week. Cass and Branch Counties have lifted their restrictions, and St. Joseph County is expected to do so shortly. While frost is largely out of the ground, he explained that roads still require time to stabilize. As such, restrictions will not be lifted this week but may be lifted sometime next week or by the end of next week, in coordination with neighboring road commissions. Additionally, he shared that the Office of Emergency Management contacted the Road Commission following the tornado in Three Rivers to request assistance with moving a hospital supply trailer. Staff were prepared to assist; however, Emergency Management secured closer resources. He emphasized the importance of partnership and readiness in emergency situations and confirmed that mutual aid agreements are in place with neighboring counties through emergency management channels.

County Engineer Ryan Minkus provided an update on the Maple Hill Drive Extension project. He explained that a youth sports complex is being developed on property north of the current Maple Hill Drive terminus. While the property is located within the City of Kalamazoo, the proposed road extension will pass through Oshtemo Township, requiring coordination and approvals from multiple entities. He noted that Discover Kalamazoo, represented by Ms. Jane Gosh, previously presented two potential exception requests. The design team has since worked to reduce these to a single request. The remaining exception pertains to on-street parking requirements. The previously requested exception for a mid-block pedestrian crossing has been eliminated, as it has been addressed through alternative design measures. He reported that we are moving forward with their design team and anticipate that, at the next Board Meeting, we will bring the preliminary layout to the Board for review.

Commissioner Kennedy had no report.

Commissioner Davis had no report.

Commissioner Thompson had no report.

Commissioner Stehouwer reported that he attended a County Parks meeting where routine business was discussed. He noted that a portion of the meeting focused on trail maintenance, with parks officials planning increased maintenance on several trails this year. He also shared that an additional phase of the Kalamazoo River Valley Trail (KRVT) is planned for construction in the Galesburg–Augusta area. He indicated that the project will involve the Road Commission and that the Board will receive further information as appropriate. He recognized several employee service anniversaries, ranging from one year to 30 years of service. He expressed appreciation for the dedication of staff at all levels of tenure. He stated that he did not attend any other township meetings during the past two weeks but plans to attend the Oshtemo Township meeting later that evening and welcomed any input from staff in advance. He also acknowledged the upcoming road tour scheduled for April 17 and expressed appreciation for these opportunities, noting that they have been valuable for observing field operations and addressing roadway issues.

Commissioner Pawloski reported that the Board will hold its next regular meeting on March 24, after which commissioners will travel to Lansing to attend the County Road Association (CRA) Annual Highway Conference. He noted that dinner is planned in Lansing that evening. He reminded the Board that a joint meeting with Oshtemo Township is scheduled for April 7, immediately following the regular board meeting. He also announced that he will be absent from the September 8 board meeting and that Commissioner Stehouwer will preside in his absence. He also reported that he attended the Kalamazoo County Conservation District Annual Dinner for the first time. He congratulated Commissioner Gisler on receiving an award at the event and commented that it was an excellent program that he looks forward to attending again in the future. He strongly encouraged all road commissioners to contribute to the Roads Plus PAC while attending the Highway Conference in Lansing. He noted that the suggested annual contribution is \$50 per road commissioner and shared that he personally submitted a \$100 contribution approximately two weeks prior. He emphasized the importance of supporting the political action committee.

Commissioner Kennedy moved, and it was seconded to adjourn the meeting.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

The meeting was adjourned at 3:52 p.m.

Attest: Meredith Place, County Clerk

By \_\_\_\_\_, Chair \_\_\_\_\_, Deputy Clerk

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 4400 S 26<sup>th</sup> Street, Kalamazoo, Michigan, on Tuesday, March 24, 2026. Commissioner Pawloski called the meeting to order at 3:00 p.m.

Present: David C. Pawloski, Larry Stehouwer, Randy Thompson, Andy Davis, Toni Kennedy

Also attending: Finance Director Kim Bodnar, County Engineer Ryan Minkus, Assistant County Engineer Jim Hoekstra, Project Superintendents Jacob Kape and John Schmitt, Communications Administrator Sarah Phillips, and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public meeting guidelines.

Pledge of Allegiance

Commissioner Pawloski shared that the goal of the Board of County Road Commissioners of the County of Kalamazoo is to use our expertise, energy, and funds to provide the safest and most convenient road system possible, and to contribute to economic development and a high quality of life throughout the county. Our goal is to maintain a county road system that is safe and convenient for public travel and to manage the roadside environment, with a view toward preservation.

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

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Stehouwer moved, and it was seconded to approve the March 10, 2026, regular Board meeting minutes as presented.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

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

Payroll Account: \$ 206,967.78

Vendor Account: \$ 532,839.03

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Brady Township Supervisor Randy Smith commended the Road Commission for excellent customer service. While working on a land agreement for a new fire station, he needed approvals for field access and driveways related to a land division and boundary adjustment. With a purchase agreement set to expire in 48 hours and unfamiliar with the process, he contacted Public Relations Director Worden, who completed the necessary forms and worked with Permit Agent John Fitzsimmons to expedite the request. All approvals were received the next morning, enabling the township to meet its deadline.

Commissioner Kennedy moved, and it was seconded to approve the preliminary plan for the Maple Hill Drive extension, located in Section 12 of Oshtemo Township. County Engineer Minkus shared at the January 27, 2026, RCKC Board meeting, Jane Ghosh, CEO of Discover Kalamazoo, gave an update on the project. Discover Kalamazoo is the county's tourism organization, and its job is to bring visitors to the area, which helps fund local amenities. Many visitors come for sports events, and Kalamazoo already has strong facilities for hockey, figure skating, wrestling, soccer, and tennis, but it lacks the space to host basketball and volleyball tournaments. To fix this, Discover Kalamazoo worked with the County to allow hotels to add a small fee to guest stays, with the funds collected going toward building a new sports facility. With a funding source secured, possible locations were reviewed, and a site was chosen near the corner of West Main Street and US-131, inside the City of Kalamazoo but

surrounded by Oshtemo Township. The County created a board, KCECAD, which is responsible for collecting and managing the funds.

The project is moving forward thanks to the collaboration between the City of Kalamazoo (City), Oshtemo Township (Township), the Michigan Department of Transportation (MDOT), and Consumers Energy. Several public meetings have been held, including sessions with nearby residents identifying concerns raised by neighbors about safety, traffic speeds, and how the roads in the area connect. With the potential for future development, the RCKC, City, and Township saw value in planning for a continued extension of Maple Hill Drive north to H Avenue.

The project only needed one special approval from the RCKC staff, down from two, thanks to the addition of a southern roundabout that also provides a safe pedestrian crossing. The main goal is road safety while also meeting the needs of the RCKC, nearby residents, hotels, and facility visitors. Because the site does not have sufficient parking, the project sought to allow street parking on part of Maple Hill Drive. As nearby properties develop over time, shared parking options are expected to eliminate the need for street parking. This road design would provide a center turn lane with updated lane markings, while also accommodating current needs. While the street parking would provide some traffic calming effects when in use, it will not be as effective as street features such as additional roundabouts at access points for the property to the south.

Stormwater for the roadway is planned to be managed by private ponds located outside of the ROW. Before final acceptance of the road, a drainage agreement will be in place to allow the RCKC to use these ponds.

A traffic study is underway to measure the facility's impact on the surrounding roads. The results are not expected for another 4 weeks, nor to change the current design of the Maple Hill Drive extension. However, should the study find that additional safety or traffic improvements are needed, those changes will be required before a final permit for construction is issued.

Commissioner Davis asked if it would be curved throughout that stretch of Maple Hill Drive. County Engineer Minkus said yes it will be curved. Commissioner Davis inquired about on-street parking control along Maple Hill Drive. County Engineer Minkus explained that this topic was discussed during the design phase and noted that curb and gutter will be installed along this section to help address related concerns.

Commissioner Stehouwer asked whether parking would be located on the same side of the road as the youth center. County Engineer Minkus confirmed that parking will be on the west side of the road, consistent with the location of the non-motorized facility. This design allows users to access the facility without crossing the street and provides a direct walking route back to the youth center. Discussion continued...

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson award the Asphalt Emulsion Bid #2026-04, to Asphalt Materials Inc., and Bit-Mat Products of Indiana for the purchase of various asphalt emulsions, low bidders, meeting specifications with an option to extend for three (3) one (1) year extensions by mutual agreement of both parties. Project Superintendent Kape shared as of 2025, RCKC's primary road network is rated in "Fair" condition and has an average Pavement Surface Evaluation and Rating (PASER) of 6.232. Our Transportation Asset Management Plan (TAMP) goal is to have 10% or less of our paved primary roads in the poor category (PASER 4 or below). RCKC's local road network is also rated in "Fair" condition and has an average PASER rating of 6.054. Our Transportation Asset Management Plan (TAMP) goal is to have 10% or less of our paved local roads in the poor category (PASER 4 or below). Currently, RCKC's paved primary road network meets our TAMP goal with only 7% in the "Poor" category. RCKC's paved local road network is short of the TAMP goal by 13%. Staff continues to promote asset management principles to stretch funds as far as possible. The new Neighborhood Road Fund (NRF) revenue, once established and available, will move our local road network closer to the TAMP goal of 10% or less in the "Poor" category over the next several years.

In previous years, RCKC used our team and equipment to apply chip-seal treatments, with assistance from two additional asphalt distributors and operators provided by a contractor. RCKC's program is very efficient with the use of variable width equipment capable of applying emulsion and aggregate in one (1) foot increments up to 24' wide in a single pass. Because of our 24' capability, we apply chip seal on roads without paved shoulders in a single pass. The single-pass operation reduces project cost and improves overall job quality since traffic regulating is reduced and there is no center line joint.

For the 2026 season, RCKC will continue using our asphalt distributor. This unit incorporates GPS technology to improve the application consistency of emulsion by significantly reducing overlap (double coverage) in irregular

areas such as intersections and cul-de-sacs. This technology is new to asphalt distributors and is another innovative concept our team has been continuously developing. RCKC staff have worked with Etnyre, the asphalt distributor manufacturer, and GreenMark Equipment, our local John Deere dealership, to engineer and custom-build this technology. RCKC has produced positive outcomes since utilizing this technology. On March 10, 2026, the Board approved the purchase of an additional asphalt distributor to be utilized during the 2027 construction season, which will incorporate this same technology. Our chip spreader has also been custom modified by our team, with the assistance of GreenMark Equipment, to utilize GPS technology for aggregate applications as part of our chip seal program. GPS technology essentially maps locations/boundaries and automatically controls the individual sections of the chip spreader. RCKC has produced positive outcomes since utilizing this technology.

On February 10, 2026, RCKC advertised a public bid for asphalt emulsion and received two responses: Bit-Mat Products of Indiana and Michigan Paving and Materials Company. The submitted bids reflected an approximate 20 percent increase compared to pricing from the 2025 construction season. Upon further review, it was determined that the previously awarded vendor, Bit-Mat Products of Indiana, noted in their bid proposal that they would not apply asphalt emulsion sourced from an alternative supplier using their equipment. In response, RCKC conducted a comparative review of pricing from neighboring agencies. This review found that Allegan, Barry, Kent, St. Joseph, and Van Buren counties had secured significantly lower pricing and/or more favorable contract extensions than those received through RCKC's bid process. Based on these findings, RCKC determined it was in RCKC's best interest to re-advertise the bid and evaluate options for procuring additional asphalt distributors. This strategy supports transitioning application services to an in-house operation utilizing RCKC staff.

On March 10, 2026, the Board approved the purchase of a 2,000-gallon asphalt distributor available for the upcoming 2026 construction season, as well as the procurement of a 3,500-gallon asphalt distributor scheduled for delivery and service for the 2027 construction season. In addition to these Board-approved acquisitions, RCKC has secured two (2) 2,000-gallon asphalt distributors through a seasonal rental agreement from Swanston Equipment Company, located out of Fargo, North Dakota for the 2026 construction season to support operations while awaiting delivery of the newly ordered unit. Accordingly, RCKC elected to rebid asphalt emulsion materials to pursue more competitive pricing while enhancing operational flexibility and long-term efficiency.

RCKC is projecting to chip seal more than 140 miles of primary and local roads during the 2026 season. To meet this production level, RCKC estimates a total requirement of approximately 800,000 gallons of asphalt emulsion. To ensure the delivery of a high-quality finished product, RCKC recommends the Board award the Asphalt Emulsion Bid to the two (2) lowest bidders, with primary procurement being from Asphalt Materials, Inc., as the lowest bidder meeting all required specifications. Should additional material be needed, or if availability and/or specification compliance becomes constrained, RCKC would utilize the second-lowest bidder, Bit-Mat Products of Indiana. With Asphalt Materials Inc. being a new vendor for RCKC, neighboring counties and contractor references were contacted for feedback. RCKC found that all parties had a positive relationship and a quality product supplied by Asphalt Materials Inc.

In addition to outreach through various building industry associations, a public bid notice was sent out to contractors and construction/bidding entities and posted on our website. We had four (4) downloads of the bid specifications and received three (3) bid proposals.

Commissioner Stehouwer referenced the memo indicating that approximately 140 miles of primary and local roads are planned for chip seal treatment and inquired whether this is comparable to the previous year. Project Superintendent Kape responded that the planned mileage is slightly lower than last year.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Stehouwer moved, and it was seconded, to approve the Kalamazoo County Drain Office Letter of Support for the Chair's signature. County Engineer Minkus shared that the Drain Office was previously petitioned regarding work needed on the Parker Drain, which the Board of Determination found the petition necessary. However, the project failed to come to fruition due to funding constraints. Currently, there is an opportunity to apply for funding through the 2026 Congressionally Directed Spending program, and they are seeking a letter of support for their application.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the City of Kalamazoo Letter of Support for the Chair's signature. County Engineer Minkus shared the City of Kalamazoo requested a letter of support for their Michigan Department of Environment, Great Lakes, and Energy's (EGLE) State High Water Infrastructure (SHWI) Grant application. They are seeking funding to conduct a Citywide Existing Stormwater Capacity Analysis to improve accuracy in understanding stormwater capacity and needs. The project will help the city understand the current stormwater infrastructure, modernize and digitize its assets as part of the city's GIS system, and detail what additional stormwater capacity is needed.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the City of Portage Letter of Support. County Engineer Minkus shared back in February 2026 the City of Portage requested a letter of support for the Lake Center Corridor Improvements BUILD Grant Application. They are now applying for Congressionally Directed Spending for the same project and are requesting an additional letter of support. The Lake Center District is a vital part of the city, located in a unique commercial corridor situated between West Lake and Austin Lake. This corridor is a prime area for revitalization which will make the district more pedestrian-friendly, encourage tourism and commercial activity, reduce traffic hazards, and enhance the beloved Lakeview Park.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Davis moved, and it was seconded to approve the Alamo Township Local Road Contract for the Chair's signature. Public Relations Director Worden shared that the unique aspect of this contract is that it utilizes leftover ARPA (American Rescue Plan Act) funds from the previous year. Approximately \$100,000 remained from ARPA funds that were originally allocated for reconstructing 8th Street last year. The Road Commission requested and received permission from the county board to use the remaining funds for projects in the current year. As a result, the contract includes a significant amount of grant money. The total contract amount for Alamo Township is \$279,925.20.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Stehouwer moved, and it was seconded to approve the Brady Township Local Road Contract for the Chair's signature. Public Relations Director Worden noted that the contract includes an Environment, Great Lakes, and Energy (EGLE) grant-funded project, which is a carryover from the previous year. Commissioner Stehouwer stated that the total contract amount for Brady Township is \$376,622.16. Commissioner Pawloski expressed appreciation to Brady Township Supervisor Smith, noting his efforts on police and fire initiatives and commenting that funds not allocated to those projects will be directed toward road improvements.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Kennedy moved, and it was seconded to approve the Climax Township Local Road Contract for the Chair's signature. Public Relations Director Worden shared that the contract includes an EGLE grant project, which is a carryover from last year. The total contract amount for Climax Township is \$328,000.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Stehouwer moved, and it was seconded to approve the Comstock Township Local Road Contract for the Chair's signature. Public Relations Director Worden shared the Township has been administering a township wide millage for a number of years and it's been successful. It's a compliment to the project team that they continue to maintain that level and actually push to increase the road funding year after year. Their total contribution is \$1.2 million on this contract plus participation (PAR) funds of \$289,996. This is one of the largest local road contracts we have seen. The total contract amount for Comstock Township is \$1,489,996.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Thompson moved, and it was seconded to approve the Oshtemo Township Local Road Contract for the Chair's signature. Public Relations Director Worden reported that this contract includes a small EGLE project. The township is also contributing through its road millage, and staff have been working closely with the township due to challenges in coordinating project locations. These challenges stem from aligning preventive maintenance work with the ongoing sewer project to avoid completing road work that may be disturbed in the near future. Oshtemo Township is contributing \$400,000 for a total contract amount of \$728,213.05.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Kennedy moved, and it was seconded to approve the Pavilion Township Local Road Contracts for the Chair's signature. Public Relations Director Worden reported that there are two contracts for Pavilion Township. The first contract is for the removal of a bridge on TS Avenue. Design work must be completed approximately one year in advance of the bridge removal, and the project will also include construction of turnarounds. The bridge has been closed for six (6) years. The second contract includes EGLE grant funding in the amount of \$65,000. Pavilion Township will contribute \$221,000 toward local roads outside of the bridge project, and \$122,000 in PAR funds will also be applied, bringing the total for the second local road contract to \$408,000. Commissioner Stehouwer noted his understanding that local road contracts have included future years of anticipated projects. Public Relations Director Worden confirmed that staff have developed five-year plans, which have been attached to each local road contract this year. These plans allow flexibility to advance future projects into the current year if funding becomes available, without requiring additional Board approval. Commissioner Stehouwer further noted that townships are able to assist in prioritizing projects within the five-year plan, which Public Relations Director Worden confirmed.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

Commissioner Kennedy had no report.

Commissioner Davis had no report.

Commissioner Thompson reported that the Board of Public Works (BPW) met last week. The agenda included one item, which was the approval of a bond issue for Oshtemo Township related to its sewer project; the item was approved. He further noted that, due to damage at the County building, the BPW has experienced difficulty securing a meeting location. The Board had previously met at the Health Department on Alcott Street. He expressed appreciation to the Road Commission for accommodating the BPW by providing meeting space at its facility.

Commissioner Stehouwer shared that he attended the Ross Township Board meeting and received positive feedback from residents. Citizens expressed appreciation for the work of Road Commission staff. One individual spoke with him directly, and he forwarded those comments to Managing Director Bartholomew for distribution to the appropriate staff. Both he and Commissioner Pawloski attended the Township Supervisors meeting. He described the meeting as informative and helpful in understanding the broader county context. Attendance was strong, with numerous township supervisors and municipal officials present. He attended a presentation by Road Commission staff at the Vicksburg Rotary Club along with County Engineer Minkus, Public Relations Director Worden, and Communications Administrator Phillips. He noted the presentation was well done and well received and highlighted the value of engaging with civic organizations. He also connected with a former Road Commissioner Mr. Rick Anderson from St. Joseph County Road Commission and a former board member named Dana. He confirmed that Oshtemo Township will participate in the Road Commission's April meeting and noted that both parties are looking forward to the joint session.

Commissioner Pawloski attended the Texas Township meeting the previous evening, where Trustee Don Boven inquired about O Avenue. He indicated he would follow up regarding plans for the roadway, noting its importance as a primary gateway into the township and the desire to maintain it in good condition. He attended the Kalamazoo Township Board meeting, where much of the discussion focused on the new building under construction on Douglas Avenue. There was also a concern regarding Nazareth Road south of Gull Road, which he noted for follow-up. He attended a meeting of the Westwood Neighborhood Association, where residents expressed interest in the Safe Streets for All (SS4A) program. He clarified the distinction between the Road Commission’s program and the City’s program, which places greater emphasis on pedestrian and bicycle infrastructure. He offered to have staff provide additional information if needed; attendees appeared satisfied with the explanation. He received a call from a resident expressing concern about a proposed gas station on Millham Avenue. The individual was invited to attend the current meeting but was not present. He attended the Township Supervisors meeting along with Commissioner Stehouwer. He noted the meeting was well attended and expressed appreciation to those involved in organizing the event. He also attended a meeting of the South County Sewer and Water Authority earlier in the day and found it informative regarding activities in that area. He also spoke with a Village of Schoolcraft official about our chip seal program and encouraged them to contact Road Commission staff for additional information. He noted the upcoming Highway Conference in Lansing, scheduled to begin following the meeting. He described it as a valuable opportunity for networking and learning about best practices and current issues affecting road commissions. He also noted that the Governor is scheduled to address attendees at Thursday morning breakfast.

Commissioner Kennedy moved, and it was seconded to adjourn the meeting.

Carried by the following vote:

Aye: Pawloski, Stehouwer, Thompson, Davis, Kennedy

The meeting was adjourned at 3:47 p.m.

Attest: Meredith Place, County Clerk

By \_\_\_\_\_, Chair \_\_\_\_\_, Deputy Clerk

March 24 – 26, 2026  
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, on March 24 – March 26, 2026.

Present: David C. Pawloski, Larry Stehouwer, Randy Thompson, Andy Davis, Toni Kennedy

Also attending: Managing Director Travis Bartholomew, Public Relations Director Mark Worden, County Engineer Ryan Minkus, Human Resources Director Debbie Hill, Assistant General Superintendent Rusty McClain, Project Superintendents Jake Kape and John Schmitt, and Communications Administrator Sarah Phillips.

The Commissioners and staff attended various functions, educational sessions, activities, and meetings in association with the CRA annual conference.

The meeting adjourned on March 26, 2026, at approximately 10:37 a.m.

Attest: Meredith Place, County Clerk

By: \_\_\_\_\_, Chair \_\_\_\_\_, Deputy Clerk

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 4400 S 26<sup>th</sup> Street, Kalamazoo, Michigan, on Tuesday, April 7, 2026. Commissioner Pawloski called the meeting to order at 3:00 p.m.

Present: David C. Pawloski, Randy Thompson, Andy Davis, Toni Kennedy  
Absent: Larry Stehouwer

Also attending: Managing Director Bartholomew, Public Relations Director Mark Worden, Finance Director Kim Bodnar, County Engineer Ryan Minkus, Assistant County Engineer Jim Hoekstra, Assistant General Superintendent Rusty McClain, Project Superintendent John Schmitt, Communications Administrator Sarah Phillips, and Administrative Assistant Selena Rider.

Administrative Assistant Rider reviewed public meeting guidelines.

Pledge of Allegiance

Commissioner Pawloski shared that the goal of the Board of County Road Commissioners of the County of Kalamazoo is to use our expertise, energy, and funds to provide the safest and most convenient road system possible, and to contribute to economic development and a high quality of life throughout the county. Our goal is to maintain a county road system that is safe and convenient for public travel and to manage the roadside environment, with a view toward preservation.

Commissioner Thompson moved, and it was seconded to approve the agenda as presented.  
Carried by the following vote:  
Aye: Pawloski, Thompson, Davis, Kennedy

Commissioner Kennedy moved, and it was seconded to approve the March 24, 2026, regular Board meeting minutes and the March 24, 2026 County Road Association (CRA) Highway Conference minutes as presented.  
Carried by the following vote:  
Aye: Pawloski, Thompson, Davis, Kennedy

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

Payroll Account: \$ 217,625.42  
Vendor Account: \$ 3,261,480.31

Carried by the following vote:  
Aye: Pawloski, Thompson, Davis, Kennedy

County Commissioner John Gisler reported that he attended an emergency management training on April 1, sponsored by the Office of Emergency Management and conducted by the Michigan State Police. He noted that the training provided valuable information and would be beneficial even for experienced officials. A second session of this training is scheduled for April 15 from 3:00 p.m. to 5:00 p.m. at the Expo Center, and he encouraged all elected and appointed officials to attend. He shared that Skywarn Spotter Training will be held on April 18 from 2:00 p.m. to 4:00 p.m. at the Red Cross building west of US-131. The training, conducted by the National Weather Service in Grand Rapids, prepares volunteers to observe and report weather conditions during severe events to supplement radar data. The training is free, and volunteers serve in an unpaid capacity. Additionally, he announced that the Kalamazoo Citizens for Responsible Government will meet next Monday at 8:30 a.m. at Mark's Diner on Romance Road in Portage. The guest speaker will be Jeff Sorensen, Cooper Township Supervisor, marking the first time in approximately 8 to 10 years that a township supervisor has addressed the group. The meeting is open to the public.

Commissioner Davis moved, and it was seconded to award the Crack Fill – Various locations Bid #2026-05 to Scodeller Construction Inc. for the projects to be completed by June 1, 2026, in the amount of \$361,800.00, and to

Asphalt Restoration Inc. for the projects to be completed by July 1, 2026, in the amount of \$329,867.80. Both contractors are the respective low bidders meeting specifications. Managing Director Bartholomew shared A crack fill treatment is a hot joint sealant composed of polymer-modified asphalt cement. The over band crack fill treatment is a very cost-effective means of maintaining the surface condition of our roads. The crack fill material is capable of filling and bridging large, open transverse and longitudinal cracks that our chip seal treatment is unable to achieve. The life expectancy of a crack fill, if applied in conjunction with a chip seal treatment, is 5 to 8 years. We are very satisfied with the performance of the crack fill/chip seal treatment combination. Together, they offer a very effective means of sealing the road surface, eliminating infiltration of water, which in turn protects the road base from saturation and extends the life of our roads.

RCKC estimates crack fill material quantities for both primary and local road projects. The estimated crack fill quantity is included in our project estimates. If our estimating differs significantly from the actual product applied, our estimating methods are re-evaluated for future estimating accuracy. Our overall estimated quantity for this 2026 bid is 235,946 lbs. of crack fill material.

The Crack Fill Bid specification typically requires contractors to provide a “by the project” price and a “per pound” price. The “by the project” price refers to the total cost to crack fill a specific project. Inspectors monitor quality to ensure cracks are filled adequately and per specifications. The “per pound” price allows projects to be added throughout the construction season which are not known at the time of bid, providing the opportunity for a bid extension. The contractor is paid based on the total pounds applied for the project.

Asphalt Restoration has extended their per-pound price from 2025. The 2025-09 Crack Fill Bid includes a per-pound bid award, including the option to extend for three (3), one (1) year extensions by mutual agreement of both parties. The per-pound price for 2026 is \$1.39, approved as part of Crack Fill Bid #2025- 09.

We had a total of three (3) bidders for our #2026-05 Crack Fill Bid including:

Scodeller Construction Inc.

Scodeller Construction Inc. submitted a bid estimating a total quantity of 451,900 pounds of crack fill material for all projects combined, with a total bid price of \$749,625.00 for both phases of the schedule. Scodeller has previously completed work for RCKC; however, it has been several years since their last engagement. Reference checks conducted as part of this review yielded positive feedback regarding the quality of their past work and overall performance.

Asphalt Restoration Inc.

Asphalt Restoration Inc. submitted a bid estimating a total quantity of 246,170 pounds of crack fill material, with a total bid price of \$329,867.80 for Phase II only. Asphalt Restoration has previously performed work for RCKC with a strong track record of quality and communication. Any concerns or issues identified during inspection were addressed promptly, often within the same day, demonstrating a high level of responsiveness and professionalism.

Thompson Asphalt Products LLC

Thompson Asphalt Products LLC submitted a bid estimating a total quantity of 249,200 pounds of crack fill material for all projects combined, with a total bid price of \$560,520.00 covering both phases of the schedule.

After careful evaluation, we recommend not awarding the bid to Thompson Asphalt Products LLC, despite being the low bidder. The firm did not demonstrate sufficient experience to complete the full scope of work, nor did it provide adequate evidence of the operational capacity required to meet project deadlines. Additionally, the contractor indicated an inability to commence work upon award, increasing the potential of their inability to meet our timelines.

A site visit was conducted to evaluate equipment condition, production capacity, traffic control experience, and staffing resources. Thompson Asphalt Products LLC’s equipment was determined to be in marginal condition with limited production capacity. Historical production levels were approximately 10,000 pounds annually, which is significantly below the 249,200 pounds required to complete the 93 projects included in this bid. To meet these demands, the contractor would need to substantially increase both staffing levels and training. Additionally, the contractor has limited experience with traffic control, as their prior work has primarily involved parking lot projects rather than roadway operations, raising concerns about their ability to safely and effectively manage traffic in more complex work zones.

We tentatively plan to start our 2026 chip seal program immediately following Board approval, with 93 local and primary road projects requiring a Crack Fill treatment prior to chip seal. Scodeller Construction Inc. is the only qualified contractor for the first phase of the bid. Asphalt Restoration Inc is the low-qualified bidder for the second

phase of the bid. Asphalt Restoration Inc. is a local contractor who has done an excellent job for RCKC in the past recent years. Asphalt Restoration performed crack fill work for RCKC in 2011 and 2015 through 2025.

Scodeller Construction would be required to complete the projects outlined within the bid specification by June 1, 2026, and Asphalt Restoration would be required to complete the projects outlined within the bid specification by July 1, 2026. There will be no price adjustments for material overruns.

We sent out a public bid notice to contractors and construction/bidding entities, as well as the posting on our website through Bid Express. In addition to the various building industry associations, we had nine (9) downloads of the bid and received three (3) bid proposals.

Commissioner Davis inquired whether the project involved a heated slurry wand application. Managing Director Bartholomew confirmed that it did.

Commissioner Davis then raised a broader question regarding the organization's policy and philosophy on creating opportunities for small businesses. He emphasized the importance of encouraging new bidders to participate, fostering a more competitive bidding environment rather than relying on only one or two familiar contractors. He also commended Thompson Asphalt Products LLC for pursuing work outside of their typical scope, noting from personal experience the challenge of competing against larger, established companies for a limited share of work. He asked whether it might be possible to structure projects in a way that allows smaller companies to participate—perhaps by breaking out portions of the work into more manageable segments. Managing Director Bartholomew responded that he agreed in principle, as increasing the number of vendors is beneficial. However, in this particular case, the project timeline and overall quantity made it impractical to divide the work. He noted that staff had considered awarding a portion—potentially half—of the crack fill contract to a smaller contractor. If the evaluation of the company's qualifications had been more favorable, that approach might have been pursued. Looking ahead, he acknowledged that while dividing projects into smaller components could provide opportunities for emerging contractors, it may also result in higher pricing. He suggested that smaller-scale projects, such as parking lot work, could serve as a practical starting point for onboarding and evaluating new vendors.

Carried by the following vote:

Aye: Pawloski, Thompson, Davis, Kennedy

Commissioner Thompson moved and it was seconded to amend the 2026 Adopted Budget Resolution (Amendment 1) as presented. Managing Director Bartholomew shared that at our December 16, 2025, Board meeting, the 2026 Original Budget Resolution was adopted. The RCKC team developed the 2026 Budget based on information available at the time. Since then, the 2025 financial year has been audited and closed, the 2025/2026 winter maintenance season has been completed, and the local and primary road project costs have been finalized. In addition, the Team regularly reviews business needs and will adjust expenditures by area or cost category while continuing to meet the organizational goal of maintaining the unassigned fund balance as a percentage of Michigan Transportation Fund (MTF) revenue within the range of 20%-25%.

#### **2025 Financial Results**

The 2025 fiscal year ended with a higher Fund Balance than budgeted (\$2.5 million). Approximately \$1.0 million of this favorable increase was due to timing, which is now expected in 2026. The remaining \$1.5 million favorable increase was primarily due to lower project expenditures as compared to estimates, lower administrative and equipment costs, and higher interest and permit revenue.

#### **2026 Budget Amendment 1**

The current unassigned fund balance for the 2026 Budget is 21%, and the proposed Budget Amendment 1 is also 21%. The 2026 Budget Amendment 1 includes increases totaling \$959,533 for the following expenditures approved in 2025, not occurring until 2026:

Primary CIP project expenditures \$501,000

- Two Cab & Chassis Trucks \$373,476
- Vehicle Storage concrete repairs \$ 52,265
- IT system implementation (Acumatica) \$ 32,792

The 2026 Budget Amendment 1 also includes increases totaling \$1,530,922 for the following:

#### **Project Expenditures**

We are reinvesting the savings in 2025 by advancing Primary Capital Improvement Plan (CIP) Hot Mix Asphalt (HMA) paving projects from 2027 (\$550,000). The 2027 projects approved in the Primary Road CIP are:

- Sprinkle Road, 975' South of Gull Road to 750' North of Gull Road, Comstock Township
- W. Michigan Avenue, Venture Park Road to Drake Road, Oshtemo Township

Also, the 8th Street, KL Avenue to West Main Street project in Oshtemo Township, planned for 2026, is unlikely to be constructed this year. This allows us to pull up another 2027 project already approved in the Primary Road CIP:

- Drake Road from Grand Prairie Road to Squires Drive, Kalamazoo Township

We are also repairing some of the 2025 chip seal projects this year, estimated to be \$300,000. Favorable bid results when compared to estimates so far this year total \$300,000, which will offset a portion of the increased project expenditures.

#### **Capital Outlay**

The Budget has been amended to include an Asphalt Distributor approved by the Board on March 10, 2026, in the amount of \$358,147. Also, lower costs on previously approved items will be used to purchase a hitch mounted heated blower for the fog seal operations for \$18,000, and an underbody plow assembly replacement will be purchased for \$10,000.

#### **Winter Maintenance Expenditures**

As in prior years, we allocate 70% of winter expenditures for the first half of the year (January – March), and 30% for the second half of the year (November–December). Winter maintenance was higher in January through March, so we are increasing the Budget by \$234,000 to reserve 30% for the remainder of the year.

#### **Equipment Expenditures**

We are amending the budget to assume fuel usage will increase by 20% (\$123,600). We also had unplanned repairs for the chip seal spreader (\$100,000).

#### **Non-spendable Fund Balance**

We have ordered an additional 2,000 tons of salt, so we amended the Budget to assume this inventory would be unused at the end of the year (\$145,160).

We will continue to monitor revenue, expenses, and business needs as we progress through the year and will request another Budget Amendment if needed.

Carried by the following vote:

Aye: Pawloski, Thompson, Davis, Kennedy

Managing Director Bartholomew presented the 2025 Annual Report and recognized the communications team, including Public Relations Director Worden and Communications Administrator Phillips. He said that the report will be posted on the website and presented at the County Committee of the Whole meeting on June 16. He shared that the Road Commission received awards at the County Road Association Highway Conference, including one for RCKC Chats (which also earned the People's Choice Award), another for our fall open house. We also received an award from the Asphalt Paving Association of Michigan (APAM) for our Sprinkle Road project. All awards will be displayed and shared with the County Board. He said our joint meeting with Oshtemo Township will be held at approximately 4:00 p.m. Also, the Road Commissioners' quarterly tour is scheduled for April 17 from 9:00 a.m. to noon, with a northwest route planned. He invited Commissioners to suggest tour stops or topics of interest.

Commissioner Kennedy expressed appreciation for the opportunity to attend the County Road Association conference. While noting that conferences can often be meeting-heavy, she found this event particularly valuable due to its educational components. As the newest member of the Board, she thanked the Managing Director and staff for taking the time to guide her through the exhibits, including demonstrations of new trucks and equipment previously discussed. She emphasized the importance of fully understanding items brought before the Board for consideration. She reported attending the Wakeshma Township meeting the previous evening, where township officials expressed appreciation for the Road Commission's continued support and communication regarding projects, regardless of township size. She also commended Commissioner Gisler for encouraging public engagement with the Road Commission's website, noting it as a comprehensive and informative resource. She further shared that Wakeshma Township has implemented new burn permit requirements and advised residents to contact the township for additional information. She reported attending an Emergency Management System training on April 1, describing it as highly informative, particularly in outlining emergency procedures and key points of contact. In light of recent unpredictable weather, she encouraged elected officials, board members, and community members to attend the upcoming session scheduled for April 15 from 3:00 p.m. to 5:00 p.m. at the Expo Center to better

understand emergency protocols and the chain of command. In her role supporting veterans' affairs, she announced several upcoming events, including a Women's Conference scheduled for June 8–10, an Augusta VFW event on May 23, and a countywide fishing event for veterans on June 27. She concluded by highlighting the importance of supporting local veterans, noting that current global events and related news may be distressing for those who have served. She encouraged community members to remain mindful of veteran neighbors, offer support when needed, and connect individuals with available resources, including the County Veteran Service Office.

Commissioner Davis shared that the Environmental Health Advisory Committee meeting is scheduled for tomorrow at 9:00 a.m.

Commissioner Thompson congratulated staff on their outstanding work, noting that the Road Commission's ability to receive the awards discussed earlier in the meeting is a direct result of staff performing their duties at a high level. He shared that he is unable to attend the April 21 Board meeting.

Commissioner Pawloski congratulated the entire team on their performance and echoed the sentiments of other commissioners regarding staff accomplishments. He expressed appreciation for the Highway Conference, noting that he always looks forward to attending it each year and found this year's conference great as well. He announced plans to attend the Commissioners' road tour and encouraged other Commissioners to participate as well, confirming his attendance. He mentioned he was planning to attend the Office of Emergency Management Training on April 15. He thanked Commissioner Gisler for bringing the training opportunities to everyone's attention. He reminded Commissioners about the joint meeting with the county scheduled for June 16th and asked everyone to put it on their calendars. He thanked Wakeshma Township Supervisor Jason Gatlin and Mr. Tim Culver from Speaker Hall's office for joining the meeting. He acknowledged Commissioner Thompson's notification that he would miss the next meeting due to attending the Michigan Township Association (MTA) conference.

Commissioner Davis moved, and it was seconded to adjourn the meeting.

Carried by the following vote:

Aye: Pawloski, Thompson, Davis, Kennedy

The meeting was adjourned at 3:48 p.m.

Attest: Meredith Place, County Clerk

By \_\_\_\_\_, Chair \_\_\_\_\_, Deputy Clerk

April 7, 2026 – Oshtemo Township Joint Meeting

Chair Int'l \_\_\_\_\_

Clerk Int'l \_\_\_\_\_

A joint meeting of the Board of County Road Commissioners of the County of Kalamazoo and the Oshtemo Township Board of Trustees was held at the Road Commission of Kalamazoo County, 4400 S 26<sup>th</sup> Street, Kalamazoo, Michigan, on Tuesday, April 7, 2026. The joint meeting began at 3:58 p.m.

Present: David C. Pawloski, Randy Thompson, Andy Davis, Toni Kennedy

Absent: Larry Stehouwer

Also present: Managing Director Travis Bartholomew, Public Relations Director Mark Worden, Finance Director Kim Bodnar, County Engineer Ryan Minkus, Assistant County Engineer Jim Hoekstra, Human Resources Director Debbie Hill, Assistant Human Resources Director Jaycie Callaway, Assistant General Superintendent Rusty McClain, John Schmidt Project Superintendent, Administrative Assistant Selena Rider, Township Supervisor Cheri Bell, Planning Director, Jodi Stefforia, Trustees Neil Sikora, Kristin Cole, Zak Ford, Public Works Director Anna Horner, Treasurer Clare Buszka, Clerk Dusty Farmer, Project Manager, Zach Pearson, and Operations Coordinator David Kobb.

Commissioner Pawloski amended the agenda to add public comment after introductions.

Commissioner Pawloski opened the meeting by inviting public comments; none were offered.

Supervisor Bell stated that she hoped to establish a tone of mutual understanding, emphasizing the importance of sharing differing perspectives and recognizing where each party is coming from. She noted that Oshtemo Township has been discussing several of the items included on the agenda for some time and felt it was appropriate to bring them forward to a joint meeting so that policymakers could engage in discussion and hear directly about the Township's position. She further shared that, from her perspective, Managing Director Bartholomew has been a positive addition in terms of collaboration and communication, and that meaningful progress has been made. She also expressed that Public Relations Director Worden has been highly accountable and responsive in providing requested information to the Township. She emphasized that any differences in opinion are related to policy matters and are not a reflection on staff.

Managing Director Bartholomew expressed his appreciation for everyone coming together and acknowledged that there have been differences along the way. He noted that he and Supervisor Bell have had numerous discussions focused on identifying ways to collaborate and partner more effectively. He emphasized the importance of moving forward together in order to achieve shared success, stating that this is accomplished by coming together, openly sharing concerns, listening to one another, and working collectively to develop solutions.

Public Works Director Horner shared reported that the Township has experienced significant growth in recent years, creating both opportunities and challenges, particularly in coordinating infrastructure and ensuring effective long-term planning. Increased development activity, including a record number of recent submittals, reflects continued growth, especially in housing, with several large undeveloped areas anticipated to be developed comprehensively.

It was noted that both new road construction and the retrofitting of existing roads present unique challenges, particularly in coordinating utilities, managing right-of-way constraints, and balancing cost with long-term infrastructure needs. The Township's Master Plan, developed in accordance with the Planning Enabling Act, includes a Master Streets Plan guided by principles of connectivity, complete streets, economic vitality, and safety. The Township's location along major highway corridors continues to make it attractive for development.

The Township has implemented a "place types" approach to land use planning, aligning roadway design with surrounding land uses to enhance community character and quality of life. Emphasis was placed on the importance of flexibility in applying design standards to avoid overbuilding infrastructure and incurring unnecessary long-term costs, while still ensuring safety and durability. Challenges related to differing

interpretations of zoning classifications and corresponding road standards were discussed, highlighting the need for clearer processes, improved communication, and potential policy refinements.

Discussion also included the need for greater flexibility in roadway design to better reflect varying densities, land uses, and community goals, particularly in more urbanized areas of the Township. Concerns were raised that strict adherence to existing standards in some cases may result in overbuilt roads and increased costs, and that a collaborative process for evaluating alternative design approaches would be beneficial.

A major driver of growth has been the Township's neighborhood sanitary sewer program, initiated in 2011 to replace aging septic systems. The program includes approximately 900 new sewer connections across five neighborhoods and requires significant infrastructure work, including reconstruction of approximately 10.5 miles of roadway. Additional improvements include drainage enhancements and streetlighting upgrades. The total investment is estimated at approximately \$50 million, supported in part by a low-interest USDA loan and other funding sources.

Supervisor Bell noted that the sewer project, the selected neighborhoods, and existing road conditions have been intentionally aligned so that roadway reconstruction occurs concurrently with sewer expansion. She emphasized that the neighborhoods included in the sewer program contain some of the poorest road conditions within the Township.

Managing Director Bartholomew inquired whether the Township anticipated utilizing Participation (PAR) funds for road resurfacing. Public Works Director Horner explained that, to her understanding, PAR funds are not intended for that use. She stated that the Township is instead focusing on utilizing PAR funds, along with required matching funds, for preventative maintenance activities throughout the Township.

Public Works Director Horn discussed construction challenges, including contractor availability, bonding capacity limitations, and scheduling constraints.

Supervisor Bell noted the Road Commission's strict policy regarding pavement thickness and acknowledged that it reflects their current position. However, she expressed concern that strict adherence to this policy may result in higher costs in certain situations where alternative, acceptable design standards could be considered. She indicated that exploring such alternatives could lead to potential policy changes that may be beneficial more broadly.

Commissioner Davis asked what procedural changes Supervisor Bell was suggesting for the adoption or consideration of new policies. Supervisor Bell responded that, through work with their Master Plan consultants, the Township is aware that other road commissions across the state utilize varying design guidelines, and she suggested that similar flexibility could be considered. Discussion continued...

Additional discussion focused on balancing infrastructure investment with long-term maintenance responsibilities, including stormwater management. The need to account for increased runoff from new improvements, such as sidewalks, and to equitably share associated maintenance costs was noted, reflecting evolving regulatory requirements and environmental considerations.

Finance Director Bodnar explained that the overhead rate is calculated based on distributive overhead and total road expenditures. Concerns were raised by the Township regarding the application of overhead and administrative fees, expressing interest in exploring more proportional or activity-based approaches that better reflect the level of effort associated with specific projects, while maintaining fairness and consistency across jurisdictions.

Managing Director Bartholomew stated that the Road Commission is reviewing practices from neighboring agencies, consulting with labor counsel and auditors, and exploring alternative approaches to determine what is fair and reasonable. He acknowledged that revisions may be needed and noted that staff are actively evaluating options. He further recognized that Oshtemo Township has projects that have started and stated that efforts will be made to expedite this review process so that any changes can be applied accordingly.

Both Public Works Director Horner and County Engineer Minkus highlighted ongoing collaboration efforts, including regular coordination meetings, participation in planning and development discussions, and successful joint projects such as roadway improvements, non-motorized facilities, and infrastructure coordination. Recent policy updates, including traffic calming measures and design flexibility in certain areas, were noted as positive steps toward improved partnership.

Supervisor Bell expressed her appreciation for the opportunity for all parties to share their viewpoints and perspectives and stated her hope that this level of dialogue will continue. She noted that Managing Director Bartholomew brings a strong focus on collaboration and cooperation, which she described as a positive change from past experiences and one that makes it easier to communicate and reach out with questions. She emphasized that all parties share the common goal of fostering a strong community that reflects the needs and character of its residents and expressed her desire to continue working together toward that goal.

Managing Director Bartholomew thanked everyone for attending and noted that the meeting provided valuable dialogue and discussion. He emphasized that all parties share common goals and are moving in the same direction, highlighting the importance of continued collaboration. He also recognized Public Works Director Horner and her team, noting the challenges associated with implementing trail projects along roadways with existing utilities. He stated that, despite these challenges, providing these systems is important for the public, and emphasized the need to work together to find solutions. He added that Public Works Director Horner has significant responsibilities and is doing an excellent job.

Commissioner Pawloski proposed holding a future joint meeting at Oshtemo Township and encouraged continued collaboration between Road Commission and Township staff.

Commissioner Pawloski closed the meeting by inviting public comments; none were offered.

The meeting adjourned at 5:25 p.m.

Attest: Meredith Place, County Clerk

Chair \_\_\_\_\_, Deputy Clerk \_\_\_\_\_