

March 16, 2010

The regular meeting of the Board of County Road Commissioners of Kalamazoo County was held at the Road Commission office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, March 16, 2010. Commissioner McCauley called the meeting to order at 3:30 p.m.

Present: Kent L. McCauley, Kenneth R. Oscarson Dennis J. Berkebile, Jeffrie M. Maddox

Absent: Daniel J. Moyle

Also attending: Managing Director Joanna I. Johnson, Finance Director Carla Benison, Traffic Services Director John Byrnes, Chief Engineer Tom Hohm, General Superintendent Travis Bartholomew, Administrative Assistant Nancy Ryan, Prairie Ronde Township Supervisor Tom Swiat, and two citizens.

Commissioner Berkebile moved and it was seconded to accept the agenda with the addition of a correspondence item C, report received from complaint to Michigan County Road Commission Self Insurance Pool (MCRCSIP).

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Maddox moved and it was seconded to approve the minutes of the February 24, 2010 Michigan Townships Association Meeting, the March 2, 2010 Board Meeting, and the March 9-11, 2010 County Road Association of Michigan (CRAM) Conference.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Oscarson moved and it was seconded to approve and sign the March 15<sup>th</sup>, 2010 payroll and the March 16<sup>th</sup>, 2010 vendor accounts, as follows:

Payroll Account	\$119,404.12
Vendor Account	<u>\$189,314.89</u>
	\$308,719.01

Carried by the following vote:

Aye: McCauley, Oscarson Berkebile, Maddox

Citizen input on non-agenda items:

- A. Prairie Ronde Township Supervisor Tom Swiat came today to thank staff for overall great road maintenance in his township. Gravel roads are in good shape. He also wanted to share the dilemma the Township is facing regarding funding and Road contracts. The State of Michigan continues to cut revenue sharing with Townships, which in turn could affect the road projects undertaken. Generally, can contracts be included for bid, and then be withdrawn or scaled back if revenue sharing funding won't allow for contract completion. Managing Director Johnson advised these are contracts between the Township and KCRC. The HMA is bid several times during the summer, but for chip-seal projects, we need to re-mobilize to another township. Commissioner Berkebile advised chip sealing has to be done in a certain time frame and materials need to be ordered where paving contracts can be later in the season. He suggested working with staff for suggestions on how to implement contracts later in the season. Township Supervisor Swiat said the projects they are mainly interested in are chip sealing projects, so he wasn't sure if the timeline suggestions would work.
- B. Mr. and Mrs. Donald Hamming of 7091 North 12<sup>th</sup> Street received a letter from the Kalamazoo County Road Commission (KCRC) notifying them their mailbox is a hazard to the motoring public. Mr. and Mrs. Hamming have lived in their house for many years, and have never replaced their post, and it is in the same location as others in their neighborhood. Managing Director Johnson shared that the KCRC is addressing similar issues around the County, and that the structure is not meeting current policy. Commissioner Maddox advised the hazard is the structure of the post, and not the location of the mailbox itself. Mailboxes require a breakaway

post for the safety of the motoring public. After some discussion it was agreed the KCRC will allow them more time to replace the existing mailbox post with one that conforms to the general highway laws of the State of Michigan.

Commissioner Maddox moved and it was seconded to accept the letter from Oshtemo Township requesting local road participation fund projects and refer to staff to include on the 1<sup>st</sup> HMA bid letting.

- a. Westport Plat including:
  - Rose Arbour Avenue Chip Seal
  - Karabrook Court Chip Seal
  - Countrywood Court Chip Seal
  - Ramblewood Drive Chip Seal
  - Signal Hill Drive HMA Wedging
  - Winddrift Avenue HMA Wedging
- b. KL Avenue Chip Seal and HMA Wedging
- c. 5<sup>th</sup> Street M-43 to H Avenue Chip Seal
- d. 2<sup>nd</sup> Street M-43 to Alma Chip Seal
- e. Big Rock Drive Chip Seal
- f. Oak Highlands Plat Chip Seal including:
  - Foxmoor Court
  - Windcrest Court
  - Steeplechase Court
  - Farmwood Court
  - Hawthorn Valley
  - Arbor Valley
- g. Oshtemo Valley Plat including:
  - Oshtemo Trace Chip Seal
  - Oshtemo Court Chip Seal
  - Upper Valley Trail Chip Seal
  - Oshtemo Trace 40' HMA Wedging/drainage

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Maddox moved and it was seconded to accept the letter from Richland Township requesting projects, B Avenue-24<sup>th</sup> Street to M-89, HMA wedging and chip seal and FG Avenue-35<sup>th</sup> Street to 36<sup>th</sup> Street, HMA wedging, refer to file and include on the 2<sup>nd</sup> HMA bid letting. Discussion ensued regarding the cutoff date for townships to submit their contracts to the KCRC, and it was decided to stay true to the deadline date as outlined in our current policy; perhaps the policy needs to be reviewed for a revision Commissioner McCauley shared that Commissioner Moyle had previously advised that the price of the asphalt depends on the when the pavers can go to work, and nothing to do with the date of the bid letting. If the KCRC can have a list of paving projects ready to go when the asphalt providers open for business, we will receive better bid prices.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner McCauley made a motion and it was seconded to accept the report received from the complaint, and put with the rest of the file. Commissioner Maddox would like the Board to address a formal response to the MCRCSIP Board on the handling of this complaint. Chairman McCauley agreed, and will be preparing a letter to MCRCSIP that will accurately reflect the feeling of our Board on the handling of this matter. Managing Director Johnson would like the record to reflect that as noted in the response to the complaint received by MCRCSIP from our February 12<sup>th</sup> meeting, this report confirms the conclusion that the complaint was made up of entirely false claims, false information, and false statements.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Maddox moved and it was seconded to award the Bridge Inspection RFP to Fleis & Vandenbrink Engineering, Inc. for \$26,300.00, meeting KCRC specifications with a possible one year

extension. Additional discussion took place suggesting that KCRC engineering staff receive bridge inspector certification. Commission Maddox expressed that KCRC would benefit from having a bridge inspector in house. Chief Engineer Hohm shared the requirements for a certified bridge inspector that they be a civil engineer, have the Professional Engineer designation, attend a two week training course, and have three-years of bridge inspection experience under another inspector. It was decided that it would be more efficient to use a consultant for bridge inspection at this time but staff would investigate further.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Maddox moved and it was seconded to award the Construction Materials Testing to Professional Services Industries, Inc. (PSI), meeting specifications with a possible one year extension for \$12,945.00.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Berkebile moved and it was seconded to award Consultant Engineering Services for Texas Drive/Milham Avenue/ 12<sup>th</sup> Street RFP to Orchard, Hiltz, & McCliment, Inc. (OHM) who met specifications and has experience on round-a-bout design for \$136,017.00. A lengthy discussion ensued regarding traffic control, detours and the effect on local business in that area.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Berkebile questioned the need for a motion to amend the 2010 budget since the Board just approved a \$136,017.00 item for which only \$100,000 is included in the Board Adopted 2010 budget. Commissioner Berkebile moved and it was seconded to amend the 2010 budget for the Texas Drive/Milham Drive/12<sup>th</sup> Street project to allocate an additional \$36,017.00 to the KCRC 2010 budget.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Maddox moved and it was seconded to approve the 2009 Kalamazoo County Road Commission mileage certification and countywide map for the Chairman's signature.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Oscarson moved and it was seconded to approve Michigan Department of Transportation (MDOT) Agreement contract # 10-5137 for single course chip seal work along 24<sup>th</sup> Street from D Avenue to AB Avenue and AB Avenue from 24<sup>th</sup> Street to M-89, and C Avenue from East Gull Lake Drive to 40<sup>th</sup> Street as part of the American Recovery and Reinvestment Act (ARRA) for Managing Director's signature.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Oscarson moved and it was seconded to approve Michigan Department of Transportation (MDOT) Agreement contract # 10-5138 for chip seal of Mercury Drive from MN Avenue to the east Kalamazoo county line as part of the American Recovery and Reinvestment Act (ARRA) for Managing Director's signature.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Oscarson moved and it was seconded to approve three MDOT Signal Cost Agreements for Traffic Signal Control totaling \$1,635.00 annually for Managing Director's signature including:

M-43 at Drake Road

M-89 at 34<sup>th</sup> Street

M-96 at 35<sup>th</sup> Street

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Commissioner Berkebile moved and it was seconded to approve local road participation fund contract with Climax Township for Chairman's signature. Commissioner Maddox questioned installing an insert as opposed to culvert replacement. General Superintendent Bartholomew replied the culvert being replaced is not round and he is not aware of any liner available for a culvert of this shape, but KCRC has used liners in the past.

ON Avenue-6,700 feet west of 42<sup>nd</sup> Street, Culvert Replacement

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox

Managing Director Johnson advised KCRC will be part of the House Transportation Committee presentation Monday March 22 at Kalamazoo Valley Community College and the public is invited. There will be a discussion on the need for additional road funding. The KCRC received the 2010 award of merit for engineering on the 35<sup>th</sup> Street Bridge over the Kalamazoo River. The project was submitted by engineering consultants URS to the American Council of Engineering Companies who chose KCRC as the recipient.

Commissioner Maddox attended our annual legislative meeting during the CRAM conference and found that there is very little hope for a change in funding in the next two years. After hearing Representative Gonzales' comments, he felt additional funding is not on the horizon, and suggested after looking at Managing Director goals and reviewing suggestions from the work session there may be a need to look at staffing, services, and how to address these areas. He went on to say the road commission is looking at 3 to 4 years before funding is going to change. Looking at previous year cut backs, the road commission will have 60% of the budget they once had, in a short amount of time. The KCRC needs to look at ways to provide the best service to the county and doesn't see anything in funding changing.

Commissioner McCauley explained the commissioners are getting into the busy season, with Township and informational meetings. He requested letting him or Managing Director Johnson know when commissioners aren't available for scheduled meetings.

The meeting adjourned at 4:40 p.m.