

**WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS**

555 North Zeeb Road, Ann Arbor, MI 48103

*Minutes of August 2, 2011*

Board Present: Road Commissioners, Doug Fuller, Ken Schwartz

Board Absent: Fred Veigel

County Rep Absent: County Commissioner Rob Turner

Staff Present: S. Puuri, R. Townsend, J. Harmon, C. Ryan, D. Ackerman, E. Reed,  
J. Selter, S. Siddall, M. MacDonell, B. Schlack, M. McCulloch,  
C. Brochue, J. Schulz, D. Malvasi

Others Present: M. Callegari, S. Savoie, J. Savoie, M. Scarfo, S. Scarfo, B. Fuller,  
L. Noonan, B. Noonan, L. Davidge, B. Stein, M. Schuster

The meeting was called to order at 1:00 p.m. by Douglas Fuller, Chair. The Pledge of Allegiance was recited.

**APPROVAL OF AGENDA**

RC11-213 Schwartz moved, Fuller seconded to approve the agenda as presented.  
Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion  
Carried.

**ACCEPTANCE OF THE MINUTES**

The Board reviewed the Minutes of the July 5, 2011 Board Meeting.

RC11-214 Schwartz moved, Fuller seconded, the Board hereby accepts the Board  
Meeting Minutes of July 5, 2011 as presented Voice Vote: YEAS: 2  
NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**CITIZEN PARTICIPATION**

**Maple Road**

Mike Scarfo addressed the board regarding the flooding and drainage concerns on Maple Road north of Stein Road. Mr. Scarfo provided a diagram of this location showing where the flooding is occurring near the Welch Drain.

Laurie & Brian Noonan also addressed the Board regarding concerns of flooding on Maple Road. Mr. Noonan stated that if the water flow could be retained on the east side of the road and directed into the Welch Drain, this would help solve a good majority of the flooding problem in this area.

Susan Scarfo, Lynn Davidge and Steve Savoie also addressed the Board regarding the flooding on Maple Road. There is also concern from residents in this area regarding a great number of trees marked for removal in the road right-of-way as part of the planned road improvement in this area. Mr. Savoie stated that he feels the Road Commission has maintained Maple Road better now than it has been in past years and that if the flooding conditions could be improved, citizens would be generally satisfied.

### **Dexter-Pinkney Road/N. Territorial Road**

Matt Schuster addressed the Board advising that he has filed a legal claim regarding the storm water runoff onto his property. Steve Puuri, Managing Director, stated that Mr. Schuster's legal claim has been submitted to the MCRCSIP to handle as a liability claim.

### **WRITTEN COMMUNICATIONS**

The following communications were received and distributed to the Board for review:

- A. Received on July 5, 2011. A correspondence was received from Anne Farmer thanking the road crews for coordinating the brine truck to immediately follow the road grader for dust control on Petersburg Road in York Township. A copy of this correspondence was provided to the Board for review.
- B. Received on July 11, 2011. A correspondence was received from Dr. Steven Manikas, thanking the road crews for the wonderful work performed on the Geddes Road trenching and culvert work and also thanked Jim Harmon, Director of Operations for initiating this response and Commissioner Ken Schwartz for being involved in moving this work forward. A copy of this correspondence was provided to the Board for review.
- C. Issued on July 11, 2011. A Media Advisory was issued by Sheryl Soderholm Siddall, Assistant Director of Engineering, regarding the Chip Sealing/Fog Sealing to begin on Monday, July 11, 2011 on Dixboro Road between Geddes Road and Plymouth Road, lasting for five business days. A copy of this advisory was provided to the Board for review.
- D. Issued on July 11, 2011. A Media Advisory was issued by Sheryl Soderholm Siddall, Assistant Director of Engineering, regarding chip sealing/fog sealing operations to begin on Wednesday, July 13, 2011 on Old US-12 between Rank Road and Wilkinson Street and Old US-12 between Freer Road and Fletcher Road lasting approximately five business days. A copy of this advisory was provided to the Board for review.
- E. Issued on July 12, 2011. A Media Advisory was issued by Matt MacDonell, Permits & Subdivision Supervisor, regarding extending the temporary road closures of Merritt Road and Hitchingham Road through the week of August 8, 2011, for the installation of sanitary sewer, water main, storm sewer and road improvements. A copy of this advisory was provided to the Board for review.
- F. Received on July 13, 2011. An email correspondence was received from Raymond Barbehenn, thanking the road crews for pothole repair on Runway Boulevard. A copy of this correspondence was provided to the Board for review.

- G. Issued on July 14, 2011. A Media Advisory was issued by Sheryl Soderholm Siddall, Assistant Director of Engineering, regarding roadway rehabilitation to begin on Thursday, July 14, 2011 on James L. Hart Parkway between Huron Street and Frank Daniels Drive. This project is expected to be completed by early August 2011. A copy of this correspondence was provided to the Board for review.
- H. Issued on July 18, 2011. A Media Advisory was issued by Sheryl Soderholm Siddall, Assistant Director of Engineering, regarding chip sealing and fog sealing operations on Pleasant Lake Road between Fletcher Road and Lima Center Road and between Parker Road and Zeeb Road, on Tuesday, July 19, 2011, lasting approximately five business days at each location. A copy of this advisory was provided to the Board for review.
- I. Issued on July 19, 2011. A Media Advisory was issued by Sheryl Soderholm Siddall, Assistant Director of Engineering, regarding chip sealing/fog sealing operations on Scio Church Road between Strieter Road and Zeeb Road and Textile Road between Maple Road and 0.5 miles east of State Road, to begin on Wednesday, July 20, 2011 lasting approximately five (5) business days at each location. A copy of this advisory was provided to the Board for review.
- J. Issued on July 20, 2011. A Media Advisory was issued by Sheryl Soderholm Siddall, Assistant Director of Engineering, regarding chip sealing/fog sealing operations on Carpenter Road between 1,500 ft. north of Willis Road and Textile Road, to begin on Thursday, July 21, 2011 lasting approximately five (5) business days. A copy of this advisory was provided to the Board for review.
- K. Issued on July 22, 2011. A Media Advisory was issued by Sheryl Soderholm Siddall, Assistant Director of Engineering, regarding roadway resurfacing of Main Street between Six Mile Road and Eight Mile Road, to begin on Monday, July 25, 2011, lasting approximately three business days. A copy of this advisory was provided to the Board for review.
- L. Issued on July 26, 2011. A Media Advisory was issued by Matt MacDonell, Permits & Subdivisions Supervisor, regarding a temporary road closure to Freer Road over I-94 to conduct bridge inspections. A copy of this advisory was provided to the Board for review.
- M. Issued on July 26, 2011. A Media Advisory was issued by Matt MacDonell, Permits & Subdivisions Supervisor, regarding a temporary road closure to Willow Road over uS-23 to conduct bridge inspections. A copy of this advisory was provided to the Board for review.
- N. Issued on July 28, 2011. A Media Advisory was issued by Jim Harmon, Director of Operations, regarding the closure of Liberty Road between Honey Run Drive and Stags Leap Lane until further notice due to severe flooding. A copy of this advisory was provided to the Board for review.
- O. Issued on July 28, 2011. A Public Information Notice was issued by Lori Beyer, Project Development Supervisor, regarding a Public Meeting to be held Tuesday, August 9, 2011 at 6:30 p.m. at the Lodi Township Hall to provide information regarding road improvements to Waters Road East of Wagner Road in Lodi Township. A copy of this notice was provided to the board for review.

**EMPLOYEE RECOGNITION – 25 Years of Service (Ed Reed and Jeff Selter)**

The Board recognized Ed Reed and Jeff Selter for their 25 years of dedicated service to the Road Commission.

**CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC11-215 Schwartz moved, Fuller seconded the approval of the Consent Agenda for the August 2, 2011 meeting, as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Traffic Signal Optimization Study (MDOT Contract No. 11-5415)**

RC11-216 Schwartz moved, Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves the MDOT Contract (No. 11-5415) and authorizes the Chair and Managing Director to sign said agreement for the traffic signal optimization study. Voice Vote: YEAS: 2 YAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Ford Boulevard bridge Preliminary Engineering (MDOT Contract No. 11-5441)**

RC11-217 Schwartz moved, Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves the MDOT Contract (No. 11-5441) and authorizes the Chair and Managing Director to sign said agreement for the Ford Boulevard Bridge preliminary engineering. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Fox Ridge Court – Special Assessment District**

RC11-218 Schwartz moved, Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby acknowledges receipt of the Fox Ridge Court Special Assessment petition, located in Section 23 of Lodi Township. The Board directs staff to verify that the minimum requirements outlined in Section 1 of Pubic Act 246 of 1931, as amended, are met. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Pittsfield Township Agreement**

RC11-219 Schwartz moved, Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director to sign the Road Improvement Agreement for the Lohr - Textile Greenway between the Washtenaw County Road Commission and Pittsfield Charter Township. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Road Closure – Campus Parkway**

RC11-220 Schwartz moved, Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the closure of Campus Parkway from Industrial Drive to State Road for the Saline High School Homecoming Parade on Friday, September 30, 2011 from 5:30 p.m. to 6:30 p.m. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Removal Order – Peilemeier Drive**

RC11-221 Schwartz moved, Fuller seconded

WHEREAS, an unpermitted and illegal driveway exists at the end of Peilemeier Drive which provides an access connection across parcels F-06-13-300-027 and F-06-13-300-028 to the private road Coliseum Drive in Section 13 of Sylvan Township, and,

WHEREAS, Peilemeier Drive is a sixty-six (66') wide public road under the jurisdictional authority of the Board of County Road Commissioners of Washtenaw County, and,

WHEREAS, in the opinion of the County Highway Engineer, the existing unlawful driveway approach is a safety hazard to the motoring public.

THEREFORE BE IT RESOLVED that the Washtenaw County Board of Road Commissioners orders this driveway approach be removed thirty (30) days after service of this Removal Order.

BE IT FURTHER RESOLVED that if this unlawful driveway approach is not removed by the property owner within thirty (30) days after service of this Removal Order, the driveway will be removed by the Washtenaw County Road Commission in such a manner as to cause the least damage to the property or loss to the property owner and shall recover from the property owner the cost and expenses of such removal as authorized by Statute.

Property Owner: Sylvan Business Center, Inc. & Magellan Properties, L.L.C.  
Attn: Rene Papo  
206 S. Fifth Ave #175  
Ann Arbor, MI 48104

Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2011 CRASIF Meeting Delegates**

RC11-222 Schwartz moved, Fuller seconded that the Washtenaw County Board of Road Commissioners hereby authorizes Steven Puuri to serve as the Voting Delegate and Roy Townsend, its Director of Engineering, to serve as the Alternate Voting Delegate, to vote on all matters on behalf of the Commission at the Annual meeting of the County Road Association Self-Insurance Fund (CRASIF) on September 11, 2011. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2011 MERS Meeting Delegates**

RC11-223 Schwartz moved, Fuller seconded the Board hereby approves the election of Sandra Riddle as the Employee Delegate and Katherine Doyle as the Employee Delegate Alternate; and appoints Nicole Van Horn as the Officer Delegate and Roy Townsend as the Officer Delegate Alternate, to attend the MERS Annual Meeting to be held on September 27-29, 2011 in Traverse City, Michigan. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Hudson Mills to Dexter Non-Motorized Trail Agreement**

RC11-224 Schwartz moved, Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves and authorizes the Chair and Managing Director to sign the Hudson Mills to Dexter Non-Motorized Trail Agreement with the Huron-Clinton Metropolitan Authority and the Washtenaw County Parks and Recreation Department for the Hudson Mills to Dexter Non-Motorized Trail project in Webster and Dexter Townships. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Debt Service SAD Bond Issues**

RC11-225 Schwartz moved, Fuller seconded the Board hereby approves Voucher 362-201102 for payment of SAD Bond Issues totaling \$9,303.66 Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Payroll & Bills for July 6, 2011**

RC11-226 Schwartz moved, Fuller seconded the Board hereby approves Voucher 9940 totaling \$309,678.98 for payroll of July 6, 2011, and Voucher 9941 totaling \$823,608.59 in payment of bills for July 6, 2011 Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Payroll & Bills for July 20, 2011**

RC11-227 Schwartz moved, Fuller seconded the Board hereby approves Voucher 9942 totaling \$258,108.15 for payroll of July 20, 2011, and Voucher 9943 totaling \$712,386.16 in payment of bills for July 20, 2011. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**ACTION ITEMS****Right-of-Way Acquisition of Permanent Road Easement – Hitchingham/Merritt, Ypsilanti, MI**

RC11-228 Schwartz moved, Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves and authorizes the Chair and Managing Director to execute the Offer of Just Compensation to acquire an 30' X 30' or 0.010 acre permanent road easement upon an improved parcel of property commonly known as 6988 Hitchingham Road, Ypsilanti Township, with a corresponding tax parcel number of K-011-029-400-011, located in the SE ¼ of Section 29, Ypsilanti Township, MI, from the owners, James & Lori Murray, for the sum of Three Hundred Fifteen (\$315.00) Dollars & no/100 Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**DISCUSSION ITEMS****County-Wide Road Funding**

Roy Townsend, Director of Engineering, provided an overview of the proposed County-Wide Road Funding Plan . Commissioner Schwartz stated that he has been working closely with Mr. Townsend and he is in favor of moving forward with county-wide plan. The Board concurred that staff will bring this item back to the Board in a Working Session to be scheduled the morning of August 16, 2011 for further discussion..

**REPORTS****Road Commissioner's Report**

Commissioner Schwartz asked for a summary of the Maple Road flooding concerns and if the primary complaint is the flooding or the tree removal. Jim Harmon responded that the main concern in the area is lack of adequate drainage. Mr. Harmon stated that a large portion of water runoff drains to the Welch Drain. Mr. Harmon also stated that the cross road culverts are scheduled for replacement and the removal of trees currently marked in the road right-of-way is necessary to restore the drainage in this area and establish a uniform road bed of 24 feet wide. Steve Puuri stated that part of the problem in this area is the road is lower than the surrounding ground in many places which will require a significant amount of tree removal to construct appropriate ditches and stable slopes. Commissioner Schwartz asked if there are any unique engineering solutions that could be considered. Commissioner Fuller concurs with Commissioner Schwartz and suggested further discussion should take place with the Board and the Managing Director on this issue.

Commissioner Fuller reported that there is nothing new in the State Legislature regarding infrastructure. Commissioner Fuller also reported he attended the SE Council Meeting held at the Monroe County Road Commission who gave a presentation on the complications to rebuild after their Maintenance Garage which was destroyed by a tornado.

**County Commissioner's Report**

County Commissioner Rob Turner reported that the County has been working on budget issues. The County is finalizing the merging of their Human Services and Economic Development Groups, releasing the Washtenaw County Health Organization to operate on their own and turning over the Head Start Program to an educational body. The County is continuing to look at areas they can consolidate and streamline. The County is also working on a 20-year future millage plan to assist the Sylvan Township Utility Authority. Commissioner Fuller stated that it would be beneficial for the Road Commission to work with the County on any collaboration efforts to increase efficiencies.

**MANAGING DIRECTOR'S REPORT****Staff Report – 6-27-11 to 7-24-11**

Steve Puuri, Managing Director, stated there was a lot of routine maintenance work during this period and crews were also very busy responding to various flooding issues during the recent strong storm events. Mr. Puuri reported that the Mast Road Bridge is open to two lanes which completes the first stage of this project. The Holmes Road, Phase III project is in the process of restoration work, leaving the pavement, pavement marking and signs to be completed. The AARA work is progressing smoothly. The developer funded Dean Drive project is completed. Various chip seal and fog seal projects are underway. Mr. Puuri also reported that the CRAM Transparency Committee is developing an on-line dashboard of performance measures for Road Commissions. The MCRCSIP Pool reported at their annual meeting that liability cases have been managed well, and the investment returns have earned 12.8%. Mr. Puuri stated that the Pool has authorized a \$10 million dollar refund which will be distributed between 78 Road Commission members.

**Bridge Inspection Update**

Roy Townsend, Director of Engineering, reported that there were no revised bridge weight restriction changes for any bridges, all inspections have been completed .

**Michigan Transportation Funds**

Steve Puuri, Managing Director, reported that the Michigan Transportation Funds are down 1.1% compared to 2010. For 2011, the Road Commission has received a positive 1.23% above 2010 levels and we are currently ahead of budget.

**Neighborhood Traffic Management Program – Revised Criteria**

Brent Schlack provided a review of the current program and the proposed updated Neighborhood Traffic Management Program. Mr. Schlack stated that the Board approved the original NTM program in 1998. Steve Puuri stated that staff will come back to the Board at the next Board Meeting on August 16th with a proposed policy for review.

**ADJOURNMENT**

RC11-229 Schwartz moved, Fuller seconded to adjourn the August 2, 2011 meeting at 2:30 p.m. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.



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Douglas E. Fuller, Chair



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Steven M. Puuri, Deputy Clerk

Minutes Approved: \_\_\_\_\_