

WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS

555 North Zeeb Road, Ann Arbor, MI 48103

Minutes of October 4, 2011

Board Present: Road Commissioners, Doug Fuller, Fred Veigel, Ken Schwartz

Staff Present: R. Townsend, J. Harmon, S. Siddall, E. Reed, M. MacDonell,
C. Brochue, C. Ryan

Others Present: R. Turner, B. Stein, P. Stein, G. Lobdell, L. Allmendinger, B. Fuller, D.
Lambert

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

APPROVAL OF AGENDA

RC11-278 Veigel moved, Schwartz seconded to approve the agenda as presented with the removal of Consent Agenda Item #2. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

CITIZEN PARTICIPATION

Non-conforming Masonry Mailbox – Encroachment Removal Order

Debbie Lambert addressed the Board stating that she just received the removal order this morning due to an address correction. Curt Brochue, Right-of-Way Specialist, responded that several notices were sent to Ms. Lambert advising her of the non-conforming masonry mailbox.

ACCEPTANCE OF THE MINUTES

The Board reviewed the Minutes of the September 20, 2011 Board Meeting.

RC11-279 Veigel moved, Schwartz seconded, the Board hereby accepts the Board Meeting Minutes of September 20, 2011 as present. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

WRITTEN COMMUNICATIONS

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

- A. Issued on September 2, 2011. A Media Advisory was issued by Ed Reed, Superintendent of Maintenance, regarding lane restrictions on Gault Service Drive between Grove Road and Share Avenue in Ypsilanti Township for asphalt milling and paving operations on Wednesday, September 28, 2011 lasting approximately two (2) working days. A copy of this advisory was provided to the Board for review.

- B. Issued on September 2, 2011. A Media Advisory was issued by Ed Reed, Superintendent of Maintenance, regarding the closure of Tower Road at Seven Mile Road in Salem Township at approximately 7:30 a.m., Wednesday, September 28, 2011, to realign the intersection and perform milling and resurfacing. The road improvements are anticipated to be completed by 6:00 p.m. Friday, September 30, 2011. A copy of this advisory was provided to the Board for review.
- C. Received on September 27, 2011. An email correspondence was received from Jim and Carol Bilbie, thanking the road crews for adding limestone to the road to adjust the transition to their driveway. A copy of this correspondence was provided to the Board for review.
- D. Received on September 22, 2011. An email correspondence was received from Paula Handley of Mystik Wahoose, thanking one of the road commission drivers for repairing pot holes at the intersection of Willis Road/Meridian Road in downtown Willis. A copy of this correspondence was provided to the Board for review.
- E. Issued on September 20, 2011. A Media Advisory was issued by Ed Reed, Superintendent of Maintenance, regarding lane closures on Ellis Road between Morgan Road and Michigan Avenue in Ypsilanti Township on Thursday, September 22, 2011, to perform asphalt milling and paving operations. A copy of this advisory was provided to the Board for review.
- F. Issued on September 22, 2011. Several Media Advisories were issued by John Posegay, Permit Coordinator, regarding temporary road closures for railroad crossing maintenance work. Copies of these advisories were provided to the Board for review.

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

- RC11-280 Schwartz moved, Veigel seconded the approval of the Consent Agenda for the October 4, 2011 meeting, as presented with the removal of Consent Agenda Item #2. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0
Motion Carried.

Non-Union Benefits

- RC11-281 Schwartz moved, Veigel seconded that upon the recommendation of the Human Resources Generalist, and the concurrence of the Managing Director, the Board hereby establishes that for all active non-union employees as of January 1, 2012, the employer will provide to all eligible employees and dependents the BCBS Community Blue PPO 4 as the base health insurance plan and Community Blue PPO 7 as the optional health insurance plan. It is understood that the premium cost sharing will be based on the maximum employer payments as set forth in Public Act 152 of 2011. Fixed dollar copays for office and chiropractic will be \$20 and \$100 for Emergency Room visits. It is further understood that the dental and optical benefit plans will continue as previously provided, with a cost sharing of 15% by non-union employees. Voice Vote: YEAS: 3 YAYS: 0 ABSENT: 0 ABSTAIN: 0
Motion Carried.

Arkona Road Guardrail (MDOT Contract No. 11-5537)

RC11-282 Schwartz moved, Veigel seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves the MDOT Contract (No. 11-5537) and authorizes the Chair and Managing Director to sign said agreement for the Arkona Road Guardrail project. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

State Road and Ellsworth Road Roundabout (Preliminary Engineering Services)

RC11-283 Schwartz moved, Veigel seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board authorizes up to \$25,000 for preliminary engineering services with DLZ Michigan, Inc. for the State Road and Ellsworth Road roundabout located in Sections 8, 9, 16 and 17 of Pittsfield Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Zeeb Road Corridor Traffic Study – First Amendment (Traffic Engineering Services)

RC11-284 Schwartz moved, Veigel seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves and authorizes the Managing Director to sign the First Amendment to the Zeeb Road Transportation Corridor Study Consultant Services Agreement with Orchard, Hiltz & McCliment, Inc. in the amount of \$18,431 for an estimated total fee of \$79,888 for the Zeeb Road Corridor Study located in Sections 15, 16, 21 and 22 of Scio Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Non-conforming Masonry Mailbox – Encroachment Removal Order

Commissioner Schwartz asked if Ms. Lambert received proper notification of this removal order. Curt Brochue, Right-of-Way Specialist, replied that staff was notified of encroachment and the first notice was sent to Ms. Lambert on August 26, 2011 to the Golfview and Livonia address. Ms. Lambert has since moved to a different address than indicated on the removal order. Mr. Brochure stated that she has received two notices in August 2011.

RC11-285 Schwartz moved, Veigel seconded

WHEREAS, a stone and masonry mailbox is encroaching within the Spencer Road right-of-way present along the property frontage of 9089 Spencer Road, referenced as Tax Parcel No. K-02-09-100-030, located in Section 9 of Northfield Township and,

WHEREAS, Spencer Road is a county road and the encroachments are within the road right-of-way and,

WHEREAS, in the opinion of the County Highway Engineer, these encroachments are a safety hazard to the motoring public and shall be removed.

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

BE IT FURTHER RESOLVED that if these encroachments are not removed within thirty (30) days by the property owner, these encroachments will be removed after thirty (30) days 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: Kenneth & Debbie Lambert
9089 Spencer Road
South Lyon, Michigan 48178

Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried

2011 STPR/TEDF-D Preventative Maintenance (MDOT Contract No. 11-5553)

RC11-286 Schwartz moved, Veigel seconded, that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves the MDOT Contract (No. 11-5553) and authorizes the Chair and Managing Director to sign said agreement for the 2011 STPR/TEDF-D preventative maintenance HMA paving activities. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Fox Ridge – First Order of Determination

RC11-287 Schwartz moved, Veigel seconded

WHEREAS, by resolution of this Board heretofore passed on August 2, 2011, this Board accepted as complying with the requirements of Act 246 of Public Acts of 1931, as amended, petitions and application for Fox Ridge Court, in the Township of Lodi, a county road under the jurisdiction of this Board, and deemed the proposed improvement necessary; and

WHEREAS, by said resolution it was further ordered that staff prepare a survey, establish grades and make specifications for the kind of improvements suitable for the purpose set forth in said petition and application and estimates of the cost thereof, together with plats of the proposed improvements and the lands that may be benefited by said improvements; and

WHEREAS, staff has now filed said survey, establishment of grades, plans and specifications, estimates of cost with this Board; and

WHEREAS, this Board is still of the opinion that the proposed improvements are necessary for the benefit of the public and is for the benefit of the public welfare and convenience,

NOW, THEREFORE, BE IT RESOLVED:

1. It is ordered and determined that said proposals for Fox Ridge Court improvements are hereby by this Board tentatively deemed necessary for the benefit of the public welfare and convenience.
2. A copy of the specifications shall be attached to this order, together with a description of the boundaries of the proposed assessment districts and/or a description of the several parcels of land which may be liable for assessments for benefits on account of said proposed paving improvement, together with the estimates of the cost thereof.
3. A hearing shall be held at the Lodi Township Hall, 3755 Pleasant Lake Road, Ann Arbor, MI, on October 26, 2011, and Mark McCulloch is hereby appointed by this Board as Hearing Examiner to hold said hearing at 7:00 p.m., Eastern Standard Time, for the purpose of hearing objections, if any, to the Fox Ridge Court improvements.
4. Per Act 246, the Board appointed Hearing Examiner at the conclusion of the Hearing of Objections shall announce the following:
 - The proposed number of annual installments for bond repayment, not the exceed 10 years. It has been determined by this Board that the number of annual installments be set at 10 years.
 - The percentage of the total cost of the improvement which the Township at large shall be taxed to pay by reason of the benefit to the public convenience and welfare, which shall not exceed 25% of the total cost of the improvement. It has been determined by this Board that the Township's share for the improvements shall be collecting property taxes from lands benefited in the district during the life of the assessment.
 - The percentage of the total cost of the improvement which the Road Commission may apportion from the county road fund. This number has not been determined to date.
 - The remaining project costs shall be borne and assessed against the lands benefited in the district, according to the benefits received.
 - If the assessment against the lands benefited shall be divided by linear footage front the road, by parcel, or by acreage. It has been determined by this Board to divide the total costs amongst the lands benefited by parcel.

5. Notice of said hearing shall be given by this Board by causing a notice thereof to be published at least once each week for two weeks in succession in some newspaper of general circulation in the proposed special assessment district, by posting notices within the limits of the proposed special assessment district in public and conspicuous places therein and by mailing notice thereof by first class mail to each owner of or party in interest in property in the proposed special assessment district whose name appears upon the last local tax assessment records at the address shown on such records, such first publication, posting and mailing to be made not less than ten days prior to said hearing. Said notice shall be in substantially the following form:
6. All orders and resolutions and parts of the orders and resolutions in so far as they conflict with the provisions of this order and resolution are hereby rescinded.

Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried

Commissioner Veigel suggested that any contractors/builders putting up illegal mailboxes should be advised of the post office mailbox standards as well as the post office. Roy Townsend, Director of Engineering, responded that the Road Commission follows the post office standards. Mr. Townsend also explained according to the mailbox ordinance, citizens are prohibited from constructing fixed objects in the road right-of-way as this is a public safety concern if the illegal mailbox is hit by a vehicle.

Payroll & Bills for September 28, 2011

RC11-288 Schwartz moved, Veigel seconded the Board hereby approves Voucher 9952 totaling \$249,879.58 for payroll of September 28, 2011, and Voucher 9953 totaling \$1,343,600.33 in payment of bills for September 28, 2011. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

REPORTS

Road Commissioner's Report

Commissioner Fuller reported that he attended a special meeting at WATS moving the MPO designation over to WATS. Commissioner Fuller sees no benefit by making this change.

County Commissioner's Report

County Commissioner Rob Turner reported that the administrator has brought forth the County Budget. There have been \$17.5 million in structural reductions and concessions were made. There will be Working Sessions scheduled over the next few months working through the budget for approval at the end of the year 2011. Commissioner Turner also reported that the County is projecting an approximate \$24 million dollar shortfall over 2014 and 2015 as a worst case scenario.

MANAGING DIRECTOR'S REPORT

Staff Report – 9-12-11 to 9-25-11

Roy Townsend, Director of Engineering, provided an overview of projects during this period. Mr. Townsend stated that a Ribbon Cutting Ceremony will be scheduled for Lima Center Bridge and Waldo Bridge on Monday, October 10, 2011 at 1:00p.m..

Michigan Transportation Funds

Mr. Townsend reported that the Michigan Transportation Funds are down about 4.4%, but overall for year, we are up and back on budget.

2010 Homeland Security Grant – Digital Radios

Jim Harmon, Director of Operations, provided an update on the 2010 Homeland Security Grant that was awarded to the Washtenaw County Road Commission. This grant will provide for the transition of approximately one third of the total radios from the old analog system to new digital radios.

Deer Carcasses

Commissioner Schwartz asked about the disposal of dead deer carcasses from the roadways. Commissioner Fuller confirmed that the road commission does not dispose of dead deer. Jim Harmon stated that the Road Commission is notified of any dead deer on the road, the road crews will move the carcass off the roadway but we do not dispose of deer/dead animal carcasses.

State Road Environmental Assessment - Update

Sheryl Siddall provided a review of the State Road Environmental Assessment. Three alternatives have been identified; 1) A five lane cross section; 2) A narrow median boulevard; or 3) A wide median boulevard. Ms. Siddall stated that public meetings have been held and staff has met with stakeholders and business owners in this area. Based on information received and criteria established, a preferred alternative will be selected for this corridor which could be a variety of alternatives combined.

Commissioner Fuller suggested having a Working Session on bridges in early 2012.

ADJOURNMENT

RC11-289 Veigel moved, Schwartz seconded to adjourn the October 4, 2011 meeting at 1:39 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0
Motion Carried.

Douglas E Fuller

Douglas E. Fuller, Chair

Steven Puuri

Steven M. Puuri, Deputy Clerk

Minutes Approved: _____