

WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS
555 North Zeeb Road, Ann Arbor, MI 48103
Minutes of January 5, 2016

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, William McFarlane

Staff Present: R. Townsend, J. Harmon, S. Siddall, C. Brochue, C. Ryan,

Others Present: R. Jamnick, B. Stein, G. Lobdell, P. Hafler, R. Raab, J. Lauderman

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

APPROVAL OF AGENDA

RC16-001 B. Fuller moved, McFarlane seconded to approve the agenda as presented.
Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0
Motion Carried.

ACCEPTANCE OF THE MINUTES

RC16-002 B. Fuller moved, McFarlane seconded, the Board hereby accepts the Board Meeting Minutes of December 15, 2015 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

RC16-003 B. Fuller moved, McFarlane seconded, the Board hereby accepts the Working Session Minutes of December 15, 2015 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

CITIZEN PARTICIPATION

Bunton Road Closure

Mr. Pete Hafler, August Township Supervisor, addressed the Board regarding the Bunton Road Closure. Mr. Hafler stated that there is citizen concern with emergency responders having access with Bunton Road closed. Mr. Hafler is asking the Board to consider steel plates be installed over the closed culvert to temporarily open the road. Mr. Hafler also stated that he feels more priority should be put on much needed road maintenance before funding construction of roundabouts.

Bemis Road Closure

Mr. Ronald Raab addressed the Board regarding the Bemis Road Bridge closure and the Austin Road Culvert weight restriction. Mr. Raab suggested reopening the Bemis Road Bridge with a 3 ton weight restriction and stated that the bridge has been used with a 5-ton weight restriction for five years.

Bunton Road - Drainage

Mr. Jack Lauderman addressed the board regarding a Church next to his property that has a drain that is causing flooding issues on his property. Mr. Lauderman stated that he is concerned about a hole next to Bunton Road adjacent to a cross road culvert.

WRITTEN COMMUNICATIONS

- A. Issued on December 22, 2015. A Media Advisory was issued by Kelly Jones, Senior Project Manager, regarding imposed structure weight restrictions on Mast Road over Arms Creek between Strawberry Lake Road and Walsh Road, Six Mile Road over O'Connor Drain between N. Territorial Road and Nollar Road and Saline Waterworks Road over Tributary to Saline River between Parker Road and Alber Road. A copy of this advisory was provided to the Board for review.
- B. Issued on December 22, 2015. A Media Advisory was issued by Kelly Jones, Senior Project Manager, regarding an imposed weight restriction on Six Mile Road over O'Connor Drain between Main Street and Nollar Road. A copy of this advisory was provided to the Board for review.
- C. Issued on December 18, 2015. A Media Advisory was issued by Kelly Jones, Senior Project Manager, regarding imposed weight restrictions on Earhart Road over the O'Connor Drain and Nollar Road over the O'Connor Drain in Northfield Township on Friday, December 18, 2015. A copy of this advisory was provided to the Board for review.
- D. Issued on December 18, 2015. A Media Advisory was issued by Kelly Jones, Senior Project Manager, regarding the closure of the Bemis Road Bridge over the Tributary to Saline River in Bridgewater and Freedom Townships on Monday, December 21st due to extensive structural deterioration. A copy of this advisory was provided to the Board for review.
- E. Issued on December 11, 2015. A Media Advisory was issued by Kelly Jones, Senior Project Manager, regarding the closure of the westbound lane and a 5 ton weight restriction on the Austin Road Bridge over Schasser Lake Drain, on Friday, December 11, 2015. A copy of this advisory was provided to the Board for review.

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

- RC16-004 B. Fuller moved, McFarlane seconded the approval of the Consent Agenda for January 5, 2016 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0
ABSTAIN: 0 Motion Carried.

Hack Road Aluminum Box Culvert

RC16-005 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts the low bid and authorizes the Managing Director to sign the contract with Contech Engineered Solutions to fabricate the aluminum box culvert for the replacement of the structure at Hack Road over the Middle Branch of Macon Creek, located in Section 32 of Saline Township, at a not to exceed cost of \$27,720.00. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Preliminary Engineering Services – Scio Church Road at Wagner Road

RC16-006 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby authorizes the Managing Director to sign a purchase order to hire Hubbell, Roth and Clark, Inc. to perform preliminary engineering services for the intersection of Scio Church Road at Wagner Road, located in Sections 1 & 2 of Lodi Township, and Sections 35 & 36 of Scio Township at a cost not to exceed \$54,980.00. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Preventative Maintenance Bridges (Jerusalem Road, Maple Road, Mooreville Road)
MDOT Contract No. 15-5551**

RC16-007 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to sign the MDOT Contract No. 15-5551 for the bridge preventative maintenance work at the Jerusalem Bridge over the Mill Creek in Sections 24 and 25 of Lima Township, the Maple Road Bridge over the Saline River in Section 18 of York Township, and the Mooreville Road Bridge over the Saline River in Section 28 of York Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

McGregor Road Bridge Replacement Project – MDOT Contract No. 15-5541

RC16-008 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to sign the MDOT Agreement (Contract No. 15-5541) for the proposed McGregor Road Bridge Replacement Project located in Section 1 of Dexter Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Initial Determination of Necessity – Lone Oak (Lodi Township)

RC16-009 B. Fuller moved, McFarlane seconded

WHEREAS, Lone Oak Drive, Madrono Drive, North Madrono Court, South Madrono Court, Tupelo Drive, and Sitka Court, in the Township of Lodi, Section 5, Washtenaw County, Michigan are portions of county roads under the jurisdiction of this Board, and

WHEREAS, the owner of more than 51% of the lineal frontage of lands fronting or touching upon said portion of county roads in the Township of Lodi, have heretofore filed with this Board of Road Commissioners of Washtenaw County, a petition and application for road improvements for said portion of county roads; and

WHEREAS, at least 75% of the lands fronting on said portion of county roads have been subdivided into parcels having a frontage of not more than 300 feet each on said portion of county, or there is an average of at least one building, including buildings under construction, located along said portion of county road proposed to be improved for every 300 lineal feet thereof according to a survey there of made by this Board; and

WHEREAS, it appears to this Board that said petition and application is signed by the owners of more than 51% of the lineal frontage of lands outside the corporate limits of any city or village fronting or touching upon said portion of county roads proposed to be improved; and

WHEREAS, said petition and application is accompanied by a description of the land owned by each signer fronting or touching on said portion of county roads proposed to be improved, and by a certification of the County Treasurer showing what taxes or special assessments, if any, against said lands appear delinquent on his/her books; and

WHEREAS, it appears to this Board that said petition and application complies with the requirements of Act 246 of the Public Acts of 1931, as amended; and

WHEREAS, this Board has examined the location of said portion of county roads proposed to be improved;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Road Commissioners of Washtenaw County, that:

1. Said petition and application are hereby accepted.
2. This Board hereby tentatively deems the proposed improvements necessary.
3. Staff is hereby directed to cause a survey to be made, and to establish grades and make specifications of the kind of improvements suitable for the purpose set forth in said petition and application, and estimates of the cost thereof, together with a plat of the proposed improvements, and file the same with this Board with all convenient speed.

All resolutions and parts of resolutions in so far as they conflict with the provisions of this resolution be the same are hereby rescinded.

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

Road Name Prefix Clarification – North River Street, Ypsilanti Township

RC16-010 B. Fuller moved, McFarlane seconded

WHEREAS, it is the desire of this Board and the intent of this resolution to eliminate such inconsistencies in road names.

NOW THEREFORE, BE IT RESOLVED that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the segment of “North River Street” as the official road name from Clark Road to a point 0.12 miles southerly thereof within Section 4, Ypsilanti Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Old US 12 at Wilkinson Street Mid-block Crossing Traffic Control Agreement

RC16-011 B. Fuller moved, McFarlane 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 Traffic Control Agreement No. 1 with the City of Chelsea, for the maintenance and operational costs of the rectangular rapid flashing beacon assembly, cross walk pavement markings and all signage for the mid-block crossing on Old US 12 at Wilkinson Street. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Traffic Control Order # PR 81-66-15

RC16-012 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves Traffic Control Order No. P R 81-66-15 issued by the State of Michigan, rescinding Traffic Control Order No. P 81-114-88, which established no parking at any time within the right-of-way on the westerly side of Carpenter Road from Willis Road to a point one hundred seventy (170) feet southerly thereof in Section 12, York Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Traffic Control Order # PR 81-67-15

RC16-013 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves Traffic Control Order No. P R 81-67-15 issued by the State of Michigan, rescinding Traffic Control Order No. P 81-113-88, which established no parking at any time within the right-of-way on either side of Willis Road from Carpenter Road to a point four hundred (400) feet westerly thereof in Section 1, York Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Traffic Control Order # PR 81-68-15

RC16-014 B. Fuller moved, McFarlane that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves Traffic Control Order No. P R 81-68-15 issued by the State of Michigan, rescinding Traffic Control Order No. P 81-169-75, which established no parking at any time within the right-of-way on either side of Stinchfield Woods Road from Dexter-Townhall Road easterly for a distance of four-tenths (0.4) miles in Section 10, Dexter Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Traffic Control Order # PR 81-69-15

RC16-015 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves Traffic Control Order No. P R 81-69-15 issued by the State of Michigan, rescinding Traffic Control Order No. P 81-57-79, which established no parking at any time within the right-of-way on either side of Stinchfield Woods Road from Toma Road to Dexter-Pinkney Road in Sections 11 and 12, Dexter Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Public Act 283 Project Warrant Approval – Ann Arbor

RC16-016 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the Warrant #15-111 for the 2015 PA 283 Road Improvement Plan, which is consistent with Public Act 283 of 1909 and authorizes the Clerk of the Board to submit this Warrant #15-111 to the County Treasurer and County Finance Department for the amount of \$1,951,376.31. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Public Act 283 Project Warrant Approval – Ypsilanti

RC16-017 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the Warrant #15-110 for the 2015 PA 283 Road Improvement Plan, which is consistent with Public Act 283 of 1909 and authorizes the Clerk of the Board to submit this Warrant #15-110 to the County Treasurer and County Finance Department for the amount of \$148,146.52. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Payroll & Bills for December 16, 2015

RC16-018 B. Fuller moved, McFarlane seconded the Board hereby approves Voucher 10172 totaling \$252,900.77 for payroll of December 16, 2015, and Voucher 10173 totaling \$1,412,579.25 in payment of bills for December 16, 2015. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Payroll & Bills for December 30, 2015

RC16-019 B. Fuller moved, McFarlane seconded the Board hereby approves Voucher 10174 totaling \$269,860.94 for payroll of December 30, 2015, and Voucher 10175 totaling \$519,552.18 in payment of bills for December 30, 2015. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ACTION ITEMS**2016 Board Meeting Schedule**

RC16-020 B. Fuller moved, McFarlane seconded the Board hereby approves the 2016 Board Meeting Schedule (attached hereto and made part of these minutes), to be held on the first and third Tuesday of each month at 1:00 p.m. in the Board Room at the Road Commission office at 555 N. Zeeb Road, Ann Arbor, Michigan. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

2016 Working Session Schedule

RC16-021 McFarlane moved, B. Fuller seconded the Board hereby approves the 2016 Working Session Schedule (attached hereto and made part of these minutes) to be held the third Tuesday of each month at 9:00 a.m. in Conference Room #200 at the Road Commission office at 555 N. Zeeb Road, Ann Arbor, Michigan. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

REPORTS**Road Commissioner's Report**

Commissioner Barb Fuller attended the Dexter Forum on December 19, 2015 and January 2, 2016. There was discussion on the Dan Hoey/Baker Road project.

Commissioner Bill McFarlane asked if the Road Commission can purchase detour signs versus renting them. Roy Townsend responded that we have purchased these signs in the past but there were incidences of the signs being vandalized and stolen. Mr. Townsend also stated that the cost of these signs is about \$300 dollars, so it makes more economical sense to just rent the signs for a short period of time. The rental company replaces any damaged or stolen signs.

Commissioner Bill McFarlane asked if the crews could perform boom mowing now in the winter months being much less disruptive than in the summer months. Jim Harmon, Director of Operations, responded that last year the Road Commission did a large amount of winter mowing and spent a considerable amount of money on contract mowing services last summer.

Mr. Harmon stated he has already received a call from our mowing contractor interested in providing mowing services for the Road Commission for the upcoming 2016 summer season. Mr. Harmon stated that crews will be out performing winter boom mowing.

Commissioner Doug Fuller attended a MCRCSIP meeting last Tuesday. Two candidates were interviewed for the position of Director of Claims Department for MCRCSIP.

MANAGING DIRECTOR'S REPORT**STAFF REPORT OF 12-7-15 to 12-27-15**

Roy Townsend stated that staff is preparing for a very busy 2016 construction season. There will be a meeting held on January 28, 2016 with all township supervisors to provide information on the closed culverts and bridges along with potential funding options within Washtenaw County. Commissioner Barb Fuller suggested issuing an initial Press Release outlining the culvert closure study and advising of the upcoming meeting with all townships on January 28th.

Operations Update

Jim Harmon, Director of Operations, provided an update on salt usage to date.

Michigan Transportation Fund Receipts

Roy Townsend, Managing Director, reported that the November MTF is up 10% from last year and we are up 4.9% for the year. This year we will break the revenue we received in 2004.

Culvert Update

Roy Townsend provided a review of the closed culverts within Washtenaw County. There will be more details on this at the Working Session on January 19th.

Safety Committee

Roy Townsend provided an update on how the Safety Committee is made up with WCRC staff members from various employee groups. Commissioner Doug Fuller asked the Board to consider one Commissioner on a rotational basis participating in the Safety Committee meetings.

EXECUTIVE SESSION

RC16-022 B. Fuller moved, McFarlane seconded to enter Executive Session at approximately 2:21 p.m. to discuss Parcel 6, Ann Arbor-Saline Rd. at Textile Rd. Roundabout.

ROLL CALL VOTE:

YEAS: D. Fuller, B. Fuller, W. McFarlane
NAYS: None.
ABSENT: None.
ABSTAIN: None.

Motion Carried.

RC16-023 B. Fuller moved, McFarlane seconded to exit Executive Session at approximately 2:26 p.m.

ROLL CALL VOTE:

YEAS: D. Fuller, B. Fuller, W. McFarlane
NAYS: None.
ABSENT: None.
ABSTAIN: None.

Motion Carried.

Parcel 6, Ann Arbor-Saline Rd. at Textile Rd. Roundabout

RC16-024 B. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Engineering/County Highway Engineer and concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to accept and sign the offer of just compensation to acquire a public road easement and grading permit upon a parcel of land, commonly referred to as 6015 Saline-Ann Arbor Road, Saline, MI referenced as Tax ID# M-13-25-100-035, located in Section 25 of Lodi Township, from the owners Richard J. Walker & Hannah R. Walker, husband & wife in the amount of Seven Hundred Twenty Five & NO/100 (\$725.00) Dollars. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ADJOURNMENT

RC16-025 McFarlane moved, B. Fuller seconded to adjourn the January 5, 2016 meeting at 2:28 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Douglas E. Fuller, Chair

Roy D. Townsend, Deputy Clerk
Minutes Approved: _____