

**WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS**  
555 North Zeeb Road, Ann Arbor, MI 48103  
*Minutes of February 1, 2016*

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

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

Others Present: B. Stein

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**

RC16-052 B. Fuller moved, D. Fuller seconded to approve the agenda as presented.  
Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**ACCEPTANCE OF THE MINUTES**

RC16-053 B. Fuller moved, D. Fuller seconded, the Board hereby accepts the Board Meeting Minutes of January 19, 2016 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

RC16-054 B. Fuller moved, D. Fuller seconded, the Board hereby approves the Working Session Minutes of January 19, 2016 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**WRITTEN COMMUNICATIONS**

- A. Issued on January 27, 2016. A Media Advisory was issued by Lauren Purdy, Permits Clerk, regarding the 2016 Adopt-A-County-Road Program. A copy of this advisory was provided to the Board for review.
- B. Received on January 21, 2016. A correspondence was received from the Washtenaw Area Transportation Study (WATS) regarding an invitation to attend a series of open house meetings to discuss what transportation projects should receive federal funds over the next four years. A copy of this correspondence was provided to the Board for review.

**CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC16-055 B. Fuller moved, D. Fuller seconded the approval of the Consent Agenda for February 1, 2016 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Three Year Renewal of AutoCAD Licensing for the Engineering Department**

RC16-056 B. Fuller moved, McFarlane seconded that upon the recommendation of the I.T. Manager, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director to sign the contract with Autodesk, Inc. through DTL (13861 Sunrise Valley Dr. Herndon, VA 20171) as their acting retail supplier for the three year renewal of the Engineering Autodesk perpetual licensing at the cost of \$22,681.14 not to expire before March 13 of 2019. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Gasoline and Diesel Fuel – Bid Extension**

RC16-057 B. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for gasoline and diesel fuels as submitted by Lenawee Fuels Inc., 4070 Allen Road, Tecumseh, Michigan 49286 for the period of April 1, 2016 through March 31, 2017. It is understood that the Detroit Market Area Oil Price Information Service (“OPIS”) daily rack contract average will be the basis of pricing. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Nuts and Bolts – Bid Extension**

RC16-058 B. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for nuts and bolts as submitted by Elkay Fastening Systems, 1804 Reed Avenue, Kalamazoo, Michigan 49001 for the period of April 1, 2016 through March 31, 2017. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Lubricating Oils – Bid Extension**

RC16-059 B. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for lubricating oils as submitted by Foster Blue Water Oil, LLC., 1694 Marquette Avenue, Bay City, Michigan 48707 for the period of April 1, 2016 through March 31, 2017. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Automotive Batteries – Bid Extension**

RC16-060 B. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for automotive batteries as submitted by Complete Battery Source, 1070 East Michigan Avenue, Ypsilanti, Michigan 48198 for the period of April 1, 2016 through March 31, 2017. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2016 Operations Department Capital Equipment Purchase – Etnyre K Chip Spreader**

RC16-061 B. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase of a 1998 Etnyre K Chip Spreader from the Van Buren County Road Commission in the amount of \$30,000. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Public Act 283 Project Warrant Approval – City of Chelsea**

RC16-062 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 #15-112 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 #15-112 to the County Treasurer and County Finance Department for the amount of \$117,890.38. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Payroll & Bills for January 27, 2016**

RC16-063 B. Fuller moved, McFarlane seconded the Board hereby approves Voucher 10176 totaling \$278,629.30 for payroll of January 13, 2016, and Voucher 10177 totaling \$2,998,821.71 in payment of bills for January 13, 2016. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**ACTION ITEMS****CRA Board of Director's Nomination**

RC16-064 D. Fuller moved, B. Fuller seconded the Board hereby votes for William L. Watkins, Hillsdale County for the CRA Board of Director's for a three year term beginning April 1, 2016. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Bunton Road Culvert – Swan Creek-Pliney Harris Drain Petition**

RC16-065 D. Fuller moved, B. Fuller 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 petition the Washtenaw County Water Resources Commissioner to initiate a drain improvement project, to replace the failed Bunton Road Culvert over the Swan Creek- Pliney Harris Drain, in Augusta Township. The funding for the project would split 33% for each of the three agencies; Augusta Township, Road Commission and Washtenaw County at-large, with N&S Railroad Corp funding the remaining 1%. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

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

Commissioner Barbara Fuller attended the Scio Township Board Meeting on January 26th. Commissioner Fuller stated that Michelle Aniol, Dexter Community Development Manager, expressed concern that this legislature will eliminate or narrow TIFA's, DDA's, LDFA's and adversely affect the ability of local communities to attract businesses and stifle job creation.

On January 31st, Commissioner Barbara Fuller attended the Chelsea Community Cares Meeting. A briefing was provided by Dave Killips, Interim Superintendent, regarding the May millage and the recently enacted gag rule prohibiting communication by publicly funded entities, PA 269.

Commissioner Bill McFarlane asked when MDOT will be repairing the bridge over M14 westbound over Huron River Drive. Commissioner McFarlane attended the Township Supervisor's Meeting held at the Road Commission office on Zeeb Road on January 28th. Commissioner McFarlane asked if consideration can be given for an agricultural exemption for farm equipment over no thru truck routes. Staff will provide an evaluation of the no truck routes.

**Ellsworth\State Update – roundabout**

Roy Townsend, Managing Director, provided an update of safety improvements at the Ellsworth/State Road Roundabout intersection. Mr. Townsend stated that improved signs have been installed as well as improved pavement markings. The City of Ann Arbor suggested putting up overhead signs on mast arms. The Road Commission is recommending installing overhead signs on span wires. Mr. Townsend stated that the crash numbers have been decreasing over time at this intersection. Staff will update the Board on improvements at this intersection at the March 14th Working Session.

**Restricted Culvert Update**

Austin Road – Staff is continuing to collect information on the Austin Road Culvert and other restricted culverts. Staff is looking at options for Henzie Road.

**Bemis Road Culvert, west of Schneider Road**

The Bridgewater Township Supervisor has stated he will talk to residents residing on Bemis Road to determine what the interest is in reopening this section of road. Freedom Township also has the north half of this section of Bemis Road.

**Operations Report**

Jim Harmon, Director of Operations, stated that crews are continuing to remove trees at several of the closed/restricted culverts.

**MANAGING DIRECTOR'S REPORT****STAFF REPORT OF 1-25-16 to 2-7-16**

A list of county wide projects utilizing a County millage will be distributed to the Townships.

**Operations**

- Crews are continuing to remove trees at several of the closed/restricted culvert locations.
- PA 283 asphalt resurfacing – soliciting bids this Monday
- Crews are doing a lot of non-winter maintenance work

**Heavy Truck - Discussion**

Mr. Townsend stated that the Road Commissioner currently has 50-55 heavy trucks and should be purchasing five to six trucks per year. The Road Commission recently started buying four trucks per year and has obtained financing for additional new trucks. Mr. Townsend stated that the Federal Highway Administration is changing CMAQ rules for federal funds. It is uncertain when these rule changes will be in place. It is staff's recommendation to move forward in ordering four new trucks now, since the Federal Highway CMAQ changes have no end date. Staff will bring to the Board in March the bids on four new trucks.



**Federal Aid Discussion**

Sheryl Siddall, Director of Engineering, provided a review of the Federal Aid Committee. Ms. Siddall stated that every three to four years the Road Commission looks at a multi-year TIP. The current Federal Aid Plan is being reviewed by staff and they will report back to the Board at the February 16th Board Meeting. Ms. Siddall stated that we will be meeting with WATS staff to discuss the multi-year TIP distribution.

**Michigan Transportation Fund Receipt**

The December MTF is up .3% and up nearly 5% for the year. Mr. Townsend stated that increased car sales and the lower gas prices are contributing to the increase in MTF.

Mr. Townsend reported that we have surpassed 2004 MTF revenue.

**ADJOURNMENT**

RC16-066 McFarlane moved, B. Fuller seconded to adjourn the February 1, 2016 meeting at 2:20 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

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Douglas E. Fuller, Chair

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Roy D. Townsend, Deputy Clerk

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