

**WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS**

555 North Zeeb Road, Ann Arbor, MI 48103

***Minutes of June 4, 2019***

Board Present: Road Commissioners Doug Fuller, Barbara Fuller

Board Absent: Road Commissioner Rod Green

Staff Present: S. Siddall, J. Harmon, M. MacDonell, D. Ackerman, C. Ryan, C. Brochue

Others Present: L. Moutinho

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

**APPROVAL OF AGENDA**

RC19-193 B. Fuller moved, D. Fuller seconded to approve the agenda as presented with item #10 removed from the Consent Agenda. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**ACCEPTANCE OF THE MINUTES**

RC19-194 B. Fuller moved, D. Fuller seconded, the Board hereby approves the Board Meeting Minutes of May 14, 2019 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

RC19-195 B. Fuller moved, D. Fuller seconded, the Board hereby approves the Board Working Session Minutes of May 21, 2019 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

RC19-196 B. Fuller moved, D. Fuller seconded, the Board hereby approves the Executive Session Minutes of April 16, 2019 as recorded. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

RC19-197 B. Fuller moved, D. Fuller seconded, the Board hereby approves the Executive Session Minutes of April 24, 2019 as recorded. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**PUBLIC COMMENT**

No public comment.

**WRITTEN COMMUNICATIONS**

**ISSUED:** May 22, 2019  
**WHERE:** Lehman Road over Mill Creek Tributary  
**TOWNSHIP:** Sharon  
**WHY:** Lehman Road closed - Structural Deterioration  
**WHEN:** Thursday, May 23, 2019  
**CONTACT:** Nate Murphy, Bridge Engineer

---

**ISSUED:** May 23, 2019  
**WHERE:** Emerick Street between S. Grove Street and the I-94 Service Drive  
**WHY:** Road resurfacing  
**WHEN:** Thursday, May 23rd  
**CONTACT:** Mike Bernbeck, Project Manager

---

**CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC19-198 B. Fuller moved, D. Fuller seconded approval of the Consent Agenda for June 4, 2019 as presented with the removal of item #10. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 OBSTAIN: 0 Motion Carried.

**Pavement Warranty Program**

RC19-199 B. Fuller moved, D. Fuller seconded

WHEREAS, the Michigan Legislature (MCL 247.662, 247.663) requires each county road agency to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Local Agency Pavement Warranty Program was developed by the Local Agency Pavement Warranty Task Force for use by all 83 county road agencies in the format approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Department of Transportation has reviewed and approved the Michigan Local Agency Pavement Warranty Program consisting of Special Provisions (Hot Mix Asphalt and Concrete Pavement Warranty, Warranty Work Requirements, & Pass-Through Warranty Bond); a Warranty Bond Form & Warranty Contract Form; and Guidelines for Local Agency Pavement Warranty Programs;

NOW THEREFORE BE IT RESOLVED, the Washtenaw County Road Commission hereby adopts the Michigan Local Agency Pavement Warranty Program and accompanying documents in accordance to the requirements of MCL 247.662 and 247.663.

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

**TAP Grant Application – I-94/Huron Street Interchange Non-Motorized Crossing**

RC19-200 B. Fuller moved, D. Fuller seconded that upon the recommendation of the Director of Engineering and concurrence of the Managing Director, the Board hereby authorizes the Managing Director to sign the Transportation Alternatives Program grant application for the I-94/Huron Street Interchange Non-Motorized Crossing in cooperation with Michigan Department of Transportation (MDOT), Ypsilanti Township and City of Ypsilanti. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Road Commission for Oakland County Agreement – Eight Mile Road at Currie Road Preliminary Engineering Project Costs**

RC19-201 B. Fuller moved, D. Fuller seconded that upon the recommendation of the County Highway Engineer, and the concurrence of the Managing Director, the Board hereby approves the Agreement between the Road Commission for Oakland County and the Washtenaw County Road Commission for the Preliminary Engineering of the Eight Mile Road at Currie Road Intersection Improvement Project and authorizes the Chair and Managing Director to sign said Agreement. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Road & Drainage Plan Approval – Majestic Lakes Estates and Village at Majestic Lakes**

RC19-202 B. Fuller moved, D. Fuller seconded that upon the recommendation of the Director of Engineering/County Highway Engineer, and the concurrence of the Managing Director, the Board hereby approves the Road and Drainage Plan for the Majestic Lakes Estates and Village at Majestic Lakes located in Section 26 of Ypsilanti Township and authorizes the Managing Director to sign the Agreement for Public Road Development between WCRC and Diverse Real Estate L.L.C. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2019 Ann Arbor Township Second Agreement**

RC19-203 B. Fuller moved, D. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2019 Ann Arbor Second Township Agreement with the Township's estimated share being \$193,053.60. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2019 Lyndon Township Second Agreement**

RC19-204 B. Fuller moved, D. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2019 Lyndon Township Second Agreement with the Township's estimated share being \$13,450.00. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2019 Ypsilanti Township Agreement**

RC19-205 B. Fuller moved, D. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2019 Ypsilanti Township Agreement with the Township's estimated share being \$5,847.93. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2019 CDBG Foley Avenue Improvement Project**

RC19-206 B. Fuller moved, D. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign a contract for the 2019 Foley Avenue Improvement Project as submitted by Cadillac Asphalt at a cost of \$170,450.00. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Proposed Abandonment of a portion of Ridge Road, lying south of Lots 46 & 47, Amended Plat of Cavanaugh West Shore Subdivision, being part of Section 8, Sylvan Township**

RC19-207 B. Fuller moved, D. Fuller seconded

WHEREAS, this Board has received a petition from seven (7) freeholders of the Township of Sylvan, Washtenaw County, Michigan praying for the absolute abandonment and discontinuance of a portion of the road known as Ridge Road, lying south of Lots 46 & 47 of the Amended Plat of Cavanaugh West Shore Subdivision, being part of Section 8, Sylvan Township, Washtenaw County, Michigan, more particularly described as: See Attachment "A"

WHEREAS, after viewing the premises, hearing the reasons of the petitioner, statements made by the public and reading of written correspondence, that in the interest of the public that the said public road right of way of the afore-mentioned Ridge Road, be absolutely abandoned.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Road Commissioners of the County of Washtenaw, that the above described Public Right of Way of Ridge Road, being under the jurisdiction of the Washtenaw County Road Commission shall be absolutely abandoned or preserved as Public Right of Way, being subject to existing easements of record and reserving therein an easement for existing utilities of record and/or use, as now occupying said right of way including ingress and egress.

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

### **Payroll & Bills for May 29, 2019**

RC19-208 B. Fuller moved, D. Fuller seconded the Board hereby approves Voucher 10352 totaling \$299,796.51 for payroll of May 21, 2019, and Voucher 10353 totaling \$874,011.56 in payment of bills for May 29, 2019. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

### **REPORTS**

#### **COUNTY COMMISSIONER REPORT**

Not present.

#### **ROAD COMMISSIONER REPORTS**

##### **Commissioner Barb Fuller**

Commissioner Barb Fuller attended the following meetings:

- 5/23 Meeting with the Mayor of Saline, Michigan
- 6/4 21<sup>st</sup> Century Infrastructure Commission Summit at Webers Inn

##### **Commissioner Doug Fuller**

Commissioner Doug Fuller spent time observing various culverts throughout the county.

#### **MANAGING DIRECTOR'S REPORT**

#### **OPERATIONS REPORT**

##### **Jim Harmon, Director of Operations**

- There will be more preventative maintenance projects added to the road construction list.
- The crack seal program has begun primarily in Ypsilanti Township.
- A section of Huron River Drive has been reopened between Dixboro Road and Hogback Road.
- Crews are continuing with summer work; gravel, limestone, dust control.
- Emerick Street from Grove Road up to the service drive has been substantially complete.
- Chip sealing will begin the week of July 8 or week of July 15th.

## **FINANCE & IT REPORT**

### **Dan Ackerman, Director of Finance & IT**

#### **Finance Report**

- Michigan Transportation Funds were up 5% in 2019 compared to 2018, year to date the MTF is up 8% for a positive trend.
- Staff is working on Public Act 202 reporting our pension and OPEB to the State of Michigan. This will be submitted by the end of this week.
- The Act 51 Report has been approved by the state. The Act 51 Report was also submitted to all township officials.
- Staff is working on the Second Quarter Budget which will include estimates for 2020 and 2021.
- Paperless check stubs – Dan reached out to Ottawa Road Commission who is already using paperless check stubs.

#### **IT Report**

- Staff is continuing with various server migrations.
- Chris Quinter, Systems Administrator, has written a script that enables him to remotely shut down and restart all Kiosk machines as needed.

## **ENGINEERING REPORT**

### **Matt MacDonell, Director of Engineering**

- Matt provided a review of the updated 2019 Road & Bridge Improvement projects.
- Cavanaugh Lake Road culvert replacement – Matt talked to MDOT who has indicated there are some issues with the contractor's insurance. This has not been awarded to the contractor yet.
- A preconstruction meeting was held for the Chubb Road/Five Mile Road project with Dan's Excavating. This project should begin the middle of June.
- A section of Grove Road next to Ford Lake between Margarita Street and Loon Feather Point Park is cracking with the sidewalk failing. Matt stated that the side slope of the road is shifting down towards the lake. This will be carefully monitored by staff and Grove Road will be closed if this becomes a safety issue.

**Sheryl Siddall, Managing Director**

Sheryl expressed a big thank you to her Director staff for overseeing the Road Commission while she was on her vacation/ honeymoon.

Model Early Childhood Centers at Lincoln Schools – Emily Kizer, communications manager, visited with a classroom for their first Big Truck Event with one of the Road Commission trucks. Sheryl showed the Commissioners a handmade thank you sign the class made to the Road Commission.

**ADJOURNMENT**

RC19-209 B. Fuller moved, D. Fuller seconded to adjourn the June 4, 2019 meeting at 1:50 p.m. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

\_\_\_\_\_  
Douglas E. Fuller, Chair

\_\_\_\_\_  
Sheryl Soderholm Siddall, Deputy Clerk

Minutes approved: \_\_\_\_\_

DRAFT