

WASHTENAW COUNTY ROAD COMMISSION
Bi-Monthly Meeting of the Board of County Road Commissioners

June 18, 2019 – 1:00 p.m.

Washtenaw County Road Commission Boardroom ♦ 555 N. Zeeb Road ♦ Ann Arbor, Michigan 48103

AGENDA

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA

III. ACCEPTANCE OF MINUTES Page 1-7
A. Board Meeting Minutes of June 4, 2019

IV. RETIREMENT PRESENTATION – Jeffrey Treacy

V. PUBLIC COMMENT

This is the time set aside on the agenda to receive comments from the public. This is not intended to be a period for dialogue or questions and answers. Each person will be allotted (3) minutes to address the Board.

A. Public Comment

B. Written Communications..... **Page 8-25**

VI. NEW BUSINESS

A. Consent Agenda Page 26-54

1. Retirement Resolution of Public Service – Jeffrey Treacy
2. Vreeland Road – Consent Judgement
3. Ann Arbor-Saline Road at Oak Valley Drive Traffic Study – Pittsfield Township Agreement
4. Grove Road Slope Stabilization – Engineering Services
5. Ridge Road at Hack Road Safety Improvement Project – MDOT Contract No. 19-5305
6. Kiwanis Club 4th of July Parade – Road Closure
7. Dexter-Chelsea Road – Road Closure – National Rail Corp/Amtrak Railroad Crossing
8. 2019 Purchase Authorization – Grader and Underbody Scraper Blades
9. 2019 York Township Third Agreement
10. 2019 Engineering Reimbursement
11. Employee Appeal Process Policy – Update
12. Fitness Reimbursement Policy – Update
13. Payroll & Bills June 12, 2019

B. Action Item

1. CRA Board of Directors Ballot (2019-2022)

VII. REPORTS Page 55-59

A. County Commissioner’s Report

B. Road Commissioners’ Report

C. Managing Director’s Report

1. Staff Report of 5-27 thru 6-9-19

VIII. ADJOURNMENT

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 21st 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

COMMISSIONERS
DOUGLAS E. FULLER
CHAIR
BARBARA RYAN FULLER
VICE-CHAIR
RODRICK K. GREEN
MEMBER

**WASHTENAW COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS**
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ANN ARBOR, MICHIGAN 48103
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SHERYL SODERHOLM SIDDALL, P.E.
MANAGING DIRECTOR
MATTHEW F. MACDONELL, P.E.
DIRECTOR OF ENGINEERING
COUNTY HIGHWAY ENGINEER
JAMES D. HARMON, P.E.
DIRECTOR OF OPERATIONS
DANIEL D. ACKERMAN
DIRECTOR OF FINANCE & IT

TO: Washtenaw County Board of County Road Commissioners
FROM: Sheryl Soderholm Siddall, Managing Director
DATE: June 18, 2019
SUBJECT: **Written Communications for June 18, 2019 Board Meeting**

WRITTEN COMMUNICATIONS

ISSUED: June 13, 2019
WHERE: Liberty Road, between Honey Run and Stags Leap Lane
TOWNSHIP: Scio
WHY: Flooding
WHEN: Thursday, June 13
CONTACT: Ken Harris, Superintendent of Maintenance

ISSUED: June 11, 2019
WHERE: 5 Mile Road between Chubb Road and Napier Road
TOWNSHIP: Salem
WHY: Road reconstruction
WHEN: Monday, June 17
CONTACT: Mark McCulloch, Senior Project Manager

ISSUED: June 11, 2019
WHERE: Grove Road between Margarita Street and Harris Road
TOWNSHIP: Ypsilanti
WHY: Slope evaluation, road repairs
WHEN: Wednesday, June 12
CONTACT: Aaron Berkholz, Senior Project Manager

ISSUED: June 10, 2019
WHERE: Webster, Dexter, Lyndon, Sylvan and Lima Townships
WHY: Roadside herbicide spraying
WHEN: August 2019
CONTACT: Adam Lape, Superintendent of Maintenance

ISSUED: June 7, 2019
WHERE: Roepke Road between Boyce Road and M-52
TOWNSHIP: Lyndon
WHY: Repair to the existing natural gas pipeline
WHEN: Tuesday, June 11
CONTACT: John Posegay, Permits Coordinator

RECEIVED: June 5, 2019
FROM: Chuck Tellas, York Charter Township Supervisor, Helen Neill,
York Charter Township Clerk
WHY: Compliments to Trevor Feazel, for doing an excellent job in his new position for
the Road Commission as District 5 Foreman.

ISSUED: June 5, 2019
WHERE: Grove Road between Margarita Street and Harris Street
TOWNSHIP: Ypsilanti
WHY: Eastbound lane on Grove Road closed – Roadway deterioration/evaluation
WHEN: Wednesday, June 5, 2019
CONTACT: Aaron Berkholz, Senior Project Manager

ISSUED: June 3, 2019
WHERE: E. Huron River Drive between Huron River Drive and Dixboro Road
TOWNSHIP: Ann Arbor
WHY: Completion of road resurfacing project
WHEN: Monday, June 3rd
CONTACT: Mike Bernbeck, Project Manager

ISSUED: May 31, 2019
WHERE: Parker Road between Weber Road and Pleasant Lake Road
TOWNSHIP: Freedom
WHY: Limestone resurfacing
WHEN: Monday, June 3rd
CONTACT: Adam Lape, Superintendent of Maintenance

ISSUED: May 31, 2019
WHERE: Emerick Street between S. Grove Street and the I-94 Service Drive
TOWNSHIP: Ypsilanti
WHY: Road resurfacing
WHEN: Friday, May 31, 2019
CONTACT: Mike Bernbeck, Project Manager

ISSUED: May 31, 2019
WHERE: Lindemann Road between Pleasant Lake Road and Alber Road
TOWNSHIP: Lodi
WHY: Forestry and drainage work
WHEN: Monday, June 3, 2019
CONTACT: Ken Harris, Superintendent of Maintenance

ISSUED: May 30, 2019
WHERE: Stony Creek Road over Buck Creek Tributary, between Carpenter Road and Sanford Road
TOWNSHIP: York
WHY: Stony Creek Road closed – Structural deterioration
WHEN: Thursday, May 30, 2019
CONTACT: Nate Murphy, Bridge Engineer

ISSUED: May 30, 2019
WHERE: Snow Road between Rawsonville Road and Grove Road
TOWNSHIP: Ypsilanti
WHY: Sanitary rehabilitation
WHEN: Thursday, May 30, 2019
CONTACT: John Posegay, Permits Coordinator



Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD CLOSURE ADVISORY

- WHEN:** Effective Thursday, June 13, 2019
- WHERE:** Liberty Road, between Honey Run and Stags Leap Lane in Scio Township
- WHY:** Flooding
- BACKGROUND:** As of Thursday, June 13, 2019, the Washtenaw County Road Commission (WCRC) has closed Liberty Road, between Honey Run Drive and Stags Leap in Scio Township due to water over the road. The road will remain closed to the traveling public until further notice.
- CONTACT:** If you have any questions concerning this work, please contact Ken Harris, superintendent of maintenance (734) 327-6696, or via email at harrisk@wcroads.org
- For more information about WCRC road closures visit wcroads.org/news-resources/road-work-advisories/.
- ISSUE DATE:** 06/13/19

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Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD CLOSURE ADVISORY

- WHEN:** Starting Monday, June 17, 2019
- WHERE:** 5 Mile Road between Chubb Road and Napier Road in Salem Township
- WHY:** Road reconstruction
- BACKGROUND:** Starting Monday, June 17, 2019, the Washtenaw County Road Commission (WCRC) will close 5 Mile Road between Chubb Road and Napier Road in Salem Township for a road reconstruction project.
- The road will be closed to all traffic. During construction, access to Advanced Disposal Services and Fortistar Methane Group will be provided via Napier Road. Access to Braeburn Golf Course will be provided at the intersection of Napier Road and 5 Mile Road.
- DETOUR:** [Click here for the detour map](#)
- CONTACT:** If you have any questions concerning this work, please contact Mark McCulloch, senior project manager, (734) 327-6679, or via email at mccullochm@wcroads.org
- For more information about the Chubb Road and 5 Mile Road paving project visit <https://www.wcroads.org/wcrc-project/chubb-road-and-5-mile-road/>
- ISSUE DATE:** 06/11/19

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Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

TRAFFIC SHIFT ADVISORY

WHEN: Starting Wednesday, June 12, 2019

WHERE: Grove Road between Margarita Street and Harris Road in Ypsilanti Township

WHY: Slope evaluation, road repairs

BACKGROUND: On Wednesday, June 12, 2019, the Washtenaw County Road Commission (WCRC) will shift west bound traffic to the on-street parking lane on Grove Road between Margarita Street and Harris Road in Ypsilanti Township. East bound traffic will also be shifted. Two-way traffic will be maintained.

This lane shift will allow for the continued evaluation and follow up repairs to this segment of Grove Road.

Residents who live within the work zone will be provided access to their driveways, but on-street parking **will not** be permitted on Grove Road between Margarita Street and Harris Road in Ypsilanti Township after today, Tuesday, June 11, 2019.

Every attempt will be made to contact vehicle owners for those vehicles remaining in the on-street parking area after today. However, if a vehicle owner cannot be contacted, the vehicle will be towed. The Washtenaw County Sheriff's Department will enforce this temporary traffic order.

CONTACT: If you have any questions concerning this work, please contact Aaron Berkholz, senior project manager, (734) 327-6648, or via email at berkholza@wcroads.org

Visit wcroads.org/wcrc-project/grove-road/ for more information or to subscribe to project updates via email.

ISSUE DATE: 06/11/19



Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROADSIDE WORK ADVISORY

WHAT: Roadside herbicide spraying

WHEN: August 2019

WHERE: Webster, Dexter, Lyndon, Sylvan and Lima Townships

BACKGROUND: This August, the Washtenaw County Road Commission (WCRC) will begin its annual rural roadside herbicide spraying program. This year spraying will be conducted in Webster, Dexter, Lyndon, Sylvan and Lima Townships.

Specifically trained, licensed and experienced professionals will selectively apply the herbicides to specific vegetation that could create a driving hazard along the roadside. This is part of WCRC's four-pronged Roadside Vegetation Control Program. This program is designed to contain roadside vegetation that if left unchecked, could obstruct motorists' vision, obstruct the traveled portion of the roadway, create drainage problems and/or cause snow/ice problems.

The herbicide operation is not a continuous broadcast spray. Herbicide spraying **does not** take place in subdivisions, near bodies of water, along mowed lawns or along officially designated county "Natural Beauty Roads".

Property owners, who would rather not have vegetation sprayed along the road right-of-way abutting their property, have the option to opt out. To opt out, property owners must complete the following before July 15, 2019:

1. Return completed "No Treatment Zone" application form to WCRC
2. Clear the road right-of-way abutting your property of weed growth and brush
3. Once the area has been cleared, notify WCRC. Prior to the herbicide spraying, WCRC will mark the start and end of your property using stakes and direct its contractor to not spray the staked area

CONTACT: If you have any questions concerning this work, please contact Adam Lape, superintendent of maintenance, (734) 327-6697 or lapea@wccroads.org.

For more information about WCRC's roadside vegetation control program visit: wcroads.org/roadside-vegetation-control/.

ISSUE DATE: 06/10/19



Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD CLOSURE ADVISORY

- WHEN:** Starting Tuesday June 11, 2019 at 7:00 a.m.
- WHERE:** Roepke Road between Boyce Road and M-52 in Lyndon Township.
- WHY:** Repair to the existing natural gas pipeline.
- BACKGROUND:** On Tuesday June 11, 2019 at 7:00 a.m., Consumers Energy (CMS) will close Roepke Road between Boyce Road and M-52 in Lyndon Township, to repair the existing natural gas pipeline.
- The repair is expected to take approximately 5 days. However, all dates are tentative and subject to change due to weather conditions.
- DETOUR:** The posted detour for this closure is Boyce Road west to M-52 south. [Click here for a detour map.](#)
- CONTACT:** If you have any questions concerning this work, please contact John Posegay, Permits Coordinator, (734) 327-6690, or via email at posegayj@wcroads.org
- For more information about WCRC road closures visit wcroads.org/news-resources/road-work-advisories/.
- ISSUE DATE:** 06/07/19

###

From: Chuck Tellas <ctellas@twp-york.org>
Sent: Wednesday, June 5, 2019 3:11 PM
To: Harmon, Jim <harmonj@wcroads.org>; Siddall, Sheryl <siddalls@wcroads.org>; Lape, Adam <lapea@wcroads.org>
Cc: Helen A <hneill@twp-york.org>
Subject: New, York Twp Foreman

Jim,

Trevor Feazel is doing an excellent job in his new position.

- He is proactive with issues, quickly addressing problem areas I mentioned, then
- He knocked on nearby doors to discuss the issue with the nearby resident who is affected.
- Trevor stopped and introduced himself to Fred Schettenhelm, who needed culverts to access his field following ditch work on Willow Road.
- He also asked for the phone number of the farmer next to Fred who also needs a culvert replaced
- Treavor is straightforward about timing and expectations so I can give accurate estimates and caveats to residents who call me.

Trevor has great enthusiasm and a desire to serve. The consideration he gives our residents leaves a great impression of the road commission, and me!

Excellent choice!

Chuck Tellas – Supervisor
York Charter Township

From: Helen Neill <hneill@twp-york.org>
Sent: Thursday, June 6, 2019 10:26 AM
To: Harmon, Jim <harmonj@wcroads.org>
Cc: Chuck Tellas <ctellas@twp-york.org>
Subject: RE: New, York Twp Foreman

Hi Jim,

I echo Chuck's comments. I sat in on his welcome meeting last week with Chuck and found Trevor to be a good fit for the position of area foreman. He is definitely enthusiastically delving into handling issues as they're presented to him.

Kind regards,
Helen

From: Harmon, Jim [<mailto:harmoni@wcroads.org>]
Sent: Wednesday, June 05, 2019 3:47 PM
To: ctellas@twp-york.org
Cc: Helen A <hneill@twp-york.org>; Siddall, Sheryl <siddalls@wcroads.org>; Lape, Adam <lapea@wcroads.org>
Subject: RE: New, York Twp Foreman

Chuck,
Thank you very much for the kind words and support. We couldn't agree more! Good things are happening at the Road Commission and Trevor Feazel is certainly part of that improvement.

With best regards,
Jim



Celebrating
100 years
serving the people of
Washtenaw County

James D. Harmon, P.E.
Director of Operations

Washtenaw County Road Commission
555 N. Zeeb Road, Ann Arbor, Michigan

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Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD WORK ADVISORY

- WHEN:** Starting Wednesday, June 5, 2019
- WHERE:** Grove Road between Margarita Street and Harris St in Ypsilanti Township.
- WHY:** Roadway deterioration and evaluation
- BACKGROUND:** On Wednesday, June 5, 2019, the Washtenaw County Road Commission (WCRC) will close the east bound lane on Grove Road between Margarita Street and Harris Street in Ypsilanti Township. East bound traffic will be shifted to the center lane. Two-way traffic will be maintained.
- WCRC decided to close this lane after evaluating the condition of the roadway and adjacent sidewalk area.
- A schedule to reopen the closed lane at this location is currently undetermined. WCRC thanks you in advance for your patience as the agency determines the best course of action to address this lane closure.
- CONTACT:** If you have any questions concerning this work, please contact Aaron Berkholz, Senior Project Manager, (734) 327-6648, or via email at berkholza@wcroads.org
- For more information about WCRC road closures visit wcroads.org/news-resources/road-work-advisories/.
- ISSUE DATE:** 06/05/19

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Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ADVISORY – ROAD OPENING

- WHEN:** Effective Monday, June 3, 2019
- WHERE:** E. Huron River Drive between Huron River Drive and Dixboro Road in Ann Arbor Township
- WHY:** Completion of road resurfacing project
- BACKGROUND:** On Monday, June 3, 2019, the Washtenaw County Road Commission (WCRC) re-opened Huron River Drive between Huron River Drive and Dixboro Road in Ann Arbor Township.
- CONTACT:** If you have any questions concerning this project, please contact Mike Bernbeck, (734) 327-6654 or bernbeckb@wccroads.org
- For more information about WCRC road closures and re-openings visit wccroads.org/news-resources/road-work-advisories/.
- ISSUE DATE:** 06/03/19

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Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD CLOSURE ADVISORY

WHEN: Starting Monday, June 3, 2019

WHERE: Parker Road between Weber Road and Pleasant Lake Road in Freedom Township

WHY: Limestone resurfacing

BACKGROUND: Starting Monday, June 3, 2019, the Washtenaw County Road Commission (WCRC) will close Parker Road between Weber Road and Pleasant Lake Road in Freedom Township to complete a limestone resurfacing project.

The road work is expected to take approximately two weeks. However, all dates are tentative and subject to change due to weather conditions.

The road will be closed to through traffic between approximately 6 a.m. – 5 p.m. each weekday. Residents and property owners who live or work within the project area will be provided access during the closure, but delays are expected.

CONTACT: If you have any questions concerning this work, please contact Adam Lape, superintendent of maintenance, (734) 327-6697, or via email at lapea@wccroads.org

For more information about WCRC road closures visit wccroads.org/news-resources/road-work-advisories/.

ISSUE DATE: 05/31/19

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Washtenaw County Road Commission

555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD WORK ADVISORY

WHEN: Starting Friday, May 31, 2019

WHERE: Emerick Street between S. Grove Street and the I-94 Service Drive in Ypsilanti Township

WHY: Road resurfacing

BACKGROUND: On Friday, May 31, 2019, the Washtenaw County Road Commission (WCRC) will begin a road resurfacing project on Emerick Street between S. Grove Street and the I-94 Service Drive in Ypsilanti Township.

The road will not be closed to traffic, but delays are likely due to lane restrictions. WCRC encourages motorists, emergency services and others to use an alternate route.

The road improvements are expected to take approximately 3 days. However, all dates are tentative and subject to change due to weather conditions.

Sidewalks and crossing signals in the area will not be impacted by this work.

CONTACT: If you have any questions concerning this work, please contact Mike Bernbeck, project manager, (734) 327-6654, or via email at bernbeckm@wcroads.org

For more information about WCRC road closures visit wcroads.org/news-resources/road-work-advisories/.

ISSUE DATE: 05/31/19

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Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD CLOSURE ADVISORY

WHEN: Starting Monday, June 3, 2019

WHERE: Lindemann Road between Pleasant Lake Road and Alber Road
and in Lodi Township

WHY: Forestry and drainage work

BACKGROUND: Starting Monday, June 3, 2019, the Washtenaw County Road Commission (WCRC) will close Lindemann Road between Pleasant Lake Road and Alber Road in Lodi Township to conduct forestry and drainage work ahead of a limestone resurfacing project.

The road work is expected to take approximately one week. However, all dates are tentative and subject to change due to weather conditions.

The road will be closed to through traffic between approximately 6 a.m. – 5 p.m. each weekday. Residents and property owners who live or work within the project area will be provided access during the closure, but delays are expected.

CONTACT: If you have any questions concerning this work, please contact Ken Harris, superintendent of maintenance, (734) 327-6696, or via email at harrisk@wccroads.org

For more information about WCRC road closures visit wccroads.org/news-resources/road-work-advisories/.

ISSUE DATE: 05/31/19

###



Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD CLOSURE ADVISORY

- WHEN:** Effective Thursday, May 30, 2019.
- WHERE:** Stony Creek Road over Buck Creek Tributary, between Carpenter Road and Sanford Road in York Township
- WHY:** Structural deterioration
- BACKGROUND:** On Thursday, May 30, 2019, the Washtenaw County Road Commission (WCRC) will close Stony Creek Road over the Buck Creek Tributary, just east of Carpenter Road in York Township, due to the extensive structural deterioration of a cross road culvert.
- WCRC decided to close this structure after determining structural deterioration during a recent culvert inspection.
- The DETOUR for this road closure will utilize Carpenter Road to Willis Road to McCrone Road. [Click here for a detour map.](#)
- A schedule to replace the culvert and reopen Stony Creek Road at this location is currently undetermined. WCRC thanks you in advance for your patience as the agency determines the best course of action to address this road closure.
- CONTACT:** If you have any questions concerning this project, please contact Nate Murphy, Bridge Engineer, at (734) 327-6647 or murphyn@wccroads.org.
- For more information about WCRC road closures visit wccroads.org/news-resources/road-work-advisories/.
- ISSUE DATE:** 05/30/19



Washtenaw County Road Commission
555 N. Zeeb Road
Ann Arbor, Michigan 48103

ROAD CLOSURE ADVISORY

- WHEN:** Effective Thursday, May 30, 2019
- WHERE:** Snow Road between Rawsonville Road and Grove Road in Ypsilanti Township
- WHY:** Sanitary Rehabilitation
- BACKGROUND:** On Thursday, May 30, 2019, Ypsilanti Community utility Authority (YUCA) has closed Snow Road between Rawsonville Road and Grove Road in Ypsilanti Township for sanitary rehabilitation
- The road improvements are expected to take approximately three days. However, all dates are tentative and subject to change due to weather conditions.
- CONTACT:** If you have any questions concerning this work, please contact John Posegay, permits coordinator, (734) 327-6690, or via email at posegayj@wcroads.org
- For more information about WCRC road closures visit wcroads.org/news-resources/road-work-advisories/.
- ISSUE DATE:** 05/30/19

COMMISSIONERS
DOUGLAS E. FULLER
CHAIR
BARBARA RYAN FULLER
VICE-CHAIR
RODRICK K. GREEN
MEMBER

**WASHTENAW COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS**
555 NORTH ZEEB ROAD
ANN ARBOR, MICHIGAN 48103
WWW.WCROADS.ORG
TELEPHONE (734) 761-1500
FAX (734) 761-3737

SHERYL SODERHOLM SIDDALL, P.E.
MANAGING DIRECTOR
MATTHEW F. MACDONELL, P.E.
DIRECTOR OF ENGINEERING
COUNTY HIGHWAY ENGINEER
JAMES D. HARMON, P.E.
DIRECTOR OF OPERATIONS
DANIEL D. ACKERMAN
DIRECTOR OF FINANCE & IT

MEMO TO: Washtenaw County Board of County Road Commissioners
THROUGH: Sheryl Soderholm Siddall, P.E.
Managing Director
DATE: June 18, 2019
SUBJECT: **NEW BUSINESS ITEMS FOR JUNE 18, 2019 BOARD MEETING**

A. CONSENT ITEMS

1. Retirement Resolution of Public Service – Jeffrey Treacy

Staff is requesting the Board to present Jeffrey Treacy, Heavy Truck Driver, a Retirement Resolution of Public Service. Mr. Treacy began his full-time employment with the Washtenaw County Road Commission on August 5, 2002, as a Heavy Truck Driver. Mr. Treacy worked for the District 1, District 4, District 2, District 6 and State Trunkline crews. He also served in the Sign Shop as an Assistant Sign Erector and a Sign Erector. Mr. Treacy has been an invaluable source of knowledge and experience as a Heavy Truck Driver. Mr. Treacy has chosen to retire on June 19, 2019. Staff is requesting that the Board present Mr. Treacy with a resolution to recognize, commend and thank him for his 17 years of outstanding, dedicated public service to the Road Commission and citizens of Washtenaw County.

PROPOSED MOTION:

WHEREAS, Jeffrey Treacy has served as a valuable, full-time employee of the Washtenaw County Road Commission from August 5, 2002 through June 19, 2019; and has elected to retire on June 19, 2019 to enjoy time with his family and friends; and

WHEREAS Jeffrey Treacy has provided almost 17 years of knowledge and experience as a Heavy Truck Driver and Sign Erector, which has greatly benefited the Road Commission, the citizens of Washtenaw County and the traveling public; and

WHEREAS, in having provided 17 years of faithful and valuable service to the Washtenaw County Road Commission, his presence will be greatly missed.

NOW THEREFORE BE IT RESOLVED that we, the Washtenaw County Board of Road Commissioners, thank, acknowledge and commend Jeffrey Treacy for his dedicated service, and wish him continued good health, happiness, and success in all his future endeavors

2. Vreeland Road – Consent Judgement

The International Transmission Company (ITC) has named WCRC in a complaint for condemnation, Civil Action No. 19-471-CC. The taking in this case is for a Vegetation Management Easement “to cut, trim, remove, destroy or otherwise control any or all trees, bushes, or brush now or hereafter standing or growing within the Easement Area” with regard to ITC transmission lines. Our attorney is recommending approval of the enclosed Consent Judgment that acknowledges our rights “are hereby preserved and are not changed, altered, or diminished by ITC’s taking of the Easement.” This maintains the status quo with regard to our right-of-way. WCRC is not seeking just compensation or challenging the validity of the taking. The Consent Judgment will take WCRC out of the court case. Staff and our attorney recommend the Board approve the Consent Judgment.

PROPOSED MOTION: that upon the recommendation of legal counsel, and the concurrence of the Director of Engineering and Managing Director, the Board hereby approves and authorizes William Daniel Troyka of Conlin McKenney & Philbrick, PC to sign and file the Consent Judgement with International Transmission Company (ITC) for Civil Action No. 19-471-CC.

3. Ann Arbor-Saline Road at Oak Valley Drive Traffic Study – Pittsfield Township Agreement

Staff is requesting the Board enter into an Agreement with Pittsfield Charter Township for a Traffic Engineering Study for the intersection of Ann Arbor-Saline Road and Oak Valley Drive. The study will assist WCRC in evaluating conceptual designs to address capacity, safety, accessibility considerations, right-of-way impacts, and provide a conceptual engineer’s opinion of probable cost. OHM Advisors provided a proposal for the Study. Staff is also requesting the Board approve and authorize the Chair and the Managing Director to sign the Agreement.

PROPOSED MOTION: 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 Ann Arbor-Saline Road at Oak Valley Drive Intersection Traffic Engineering Study Agreement with Pittsfield Charter Township.

4. Grove Road Slope Stabilization – Engineering Services

Staff is requesting the Board to approve the purchase order for engineering services with OHM Advisors (OHM) for the Grove Road Slope Stabilization. A Qualifications Based Selection (QBS) method was used to select several design consultants for as-needed engineering design services for 2019-2021. The fee proposal provided by OHM quoted a not to exceed price of \$83,500. This fee for the following scope of services includes preliminary site investigation, topographic survey of the site, a geotechnical investigation including soil borings, preliminary stabilization plan and opinion of probable cost, optional as-needed services and site monitoring.

PROPOSED MOTION: that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the purchase order for Engineering Services with OHM Advisors for the Grove Road Slope Stabilization in Section 15 of Ypsilanti Township for a not to exceed cost of \$83,500.

5. Ridge Road at Hack Road Safety Improvement Project – MDOT Contract No. 19-5305

Staff is requesting the Board to approve the MDOT Contract for the Ridge Road at Hack Road Safety Improvement project. MDOT has advertised and placed the project for bid in its June 28, 2019 bid letting. The project is located in section 31 of York Township, and consists of intersection realignment, superelevation correction, high friction surface treatment, centerline and shoulder rumble strip installation, and permanent signing installation work. The project is funded through a combination of Federal High Rural Risk Roadway Program Funds and Federal Highway Safety Improvement Program Funds, making up 90% of the total construction cost. The remaining 10% is the responsibility of the Washtenaw County Road Commission. The project construction estimate is approximately \$274,200.00.

PROPOSED MOTION: that upon the recommendation of the Director of Engineering/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. 19-5305 for the Ridge Road at Hack Road Safety Improvement Project.

6. Kiwanis Club 4th of July Parade – Road Closure

Staff is requesting the Board to approve the proposed road closure for the annual 4th of July parade hosted by the Kiwanis Club on Thursday, July 4, 2019. The Kiwanis Club annually hosts the 4th of July Parade with the consent and authorization from Northfield Township. Additionally, and pursuant to Michigan law (MCL §247.323), the Board of Road Commissioners must authorize the closure of roads under its jurisdiction for special events such as the 4th of July Parade. Area residents and motorists will be temporarily impacted during the road closure. The Northfield Public Safety Department shall be engaged to provide additional traffic control services.

PROPOSED MOTION: that upon the recommendation of the Director of Engineering and the concurrence of the Managing Director, the Board approves the closure of the following road on Thursday, July 4, 2019 for the annual Kiwanis Club 4th of July Parade from 9:45 a.m. – 12:30 p.m.:

- **Barker Road from Timbercrest Lane to Main Street.**
- **Main Street from Barker Road to 7 Mile Road.**

7. Dexter-Chelsea Road – Road Closure – National Rail Corp/Amtrak Railroad Crossing

Staff is requesting the Board to approve the road closure of Dexter-Chelsea Road just west of Lima Center Road in Lima Township at the National Rail Corp./Amtrak Railroad crossing to rebuild the at-grade crossing. Area residents and motorists will be temporarily impacted during the improvements and a detour route will be posted. No through traffic will be allowed, however access for residents within the closure will be maintained. The duration of the road closure is scheduled to be approximately 5 days. However, please be advised that due to weather conditions, the duration is tentative and subject to change. A Media Advisory will be issued prior to the road closure. Pursuant to the adopted "Procedures & Regulations for Permit Activities" the Board of County Road Commissioners must authorize the closure of roads under its jurisdiction.

PROPOSED MOTION: that upon the recommendation of the Director of Engineering/County Highway Engineer, and the concurrence of the Managing Director, the Board hereby approves the closure of Dexter-Chelsea Road at the National Rail Corp./Amtrak Railroad crossing just west of Lima Center Road in Lima Township.

8. 2019 Purchase Authorization – Grader and Underbody Scraper Blades

Staff is requesting the Board authorize the purchase of the 2019 season requirements for grader, wing and underbody scraper blades from Truck & Trailer Specialties Inc., Howell, Michigan using the State of Michigan MIDEAL purchasing program (MIDEAL Contract #071B5500010 and #591B7700379). In accordance with the attached quotation from Truck & Trailer Specialties, Inc. dated June 6, 2019. The total cost for the order is \$57,121.01. This purchase authorization is planned for the FY2019 budget for blades.

PROPOSED MOTION: that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Truck & Trailer Specialties, 900 Grand Oaks Drive, Howell, Michigan, 48843 through the State of Michigan MIDEAL purchasing program for the 2019 winter season requirements for grader and underbody scraper blades for the total cost of \$57,121.01.

9. 2019 York Township Third Agreement

This agreement for York Township includes ditching and the installation of a storm sewer system on Saline-Milan Road. The total estimated cost of the agreement is \$35,700.00 with the Township's estimated share not to exceed \$23,800.00 (see attached agreement).

PROPOSED MOTION: 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 York Township Third Agreement with the Township's estimated share not to exceed \$23,800.00.

10. 2019 Engineering Reimbursement

Act 51 contains provisions whereby County Road Commissions are reimbursed \$10,000.00 per year if they have a licensed professional engineer employed or retained by the Road Commission. MDOT has provided a copy of the standard reimbursement form to be approved and signed by the Board.

PROPOSED MOTION: The Board of County Road Commissioners of Washtenaw County, do hereby request reimbursement in the amount of \$10,000.00 for payments made during the period July 1, 2018 through June 30, 2019 to licensed professional engineers employed or retained by this Commission, in accordance with the following: (Sec. 12(2) of Act 51, as amended) “Each county road commission shall be reimbursed in an amount up to \$10,000.00 per year for the sum paid to a licensed professional engineer employed or retained by the county road commission the previous year. The sum shall be returned to each county road commission certified by the state transportation department as complying with this subsection regarding the employment of an engineer”. We further state that if we do not have a licensed professional engineer in our employ, copies of billings are enclosed with the complete form to justify the payment.

11. Employee Appeal Process Policy

It is the intent of the Washtenaw County Board of County Road Commissioners to provide employees a policy of prompt, orderly resolution to work related disputes and issues. The Human Resources Manager is proposing the updated Employee Appeal Process Policy for All Employees. This policy has been updated to reflect the new Progressive Discipline Policy adopted by the Board on May 7, 2019.

PROPOSED MOTION: that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the Employee Appeal Process Policy.

12. Fitness Reimbursement Policy

It is the intent of the Washtenaw County Board of County Road Commissioners to encourage employees to achieve and maintain a healthy lifestyle through physical activity and weight management goals. The Human Resources Manager is proposing the updated Fitness (formerly Gym) Reimbursement Policy for All Employees.

PROPOSED MOTION: that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the Fitness Reimbursement Policy.

13. Payroll & Bills for June 12, 2019

Staff is requesting the Board to approve the payment of payroll and bills for June 12, 2019.

PROPOSED MOTION: the Board hereby approves Voucher 10354 totaling \$310,251.21 for payroll of June 12, 2019, and Voucher 10355 totaling \$2,959,926.97 in payment of bills for June 12, 2019.

B. ACTION ITEMS

1. MCRCSIP Board of Directors Ballot (2019-2022)

The County Road Commission Self-Insurance Pool is asking for a vote for one nominee to serve on the MCRCSIP Board of Directors for a three-year term.

PROPOSED MOTION: The Board hereby votes for _____ to serve on the MCRCSIP Board of Directors for a three year term.

**ANN ARBOR-SALINE ROAD AT OAK VALLEY DRIVE
TRAFFIC ENGINEERING STUDY AGREEMENT
BETWEEN PITTSFIELD CHARTER TOWNSHIP
AND WASHTENAW COUNTY ROAD COMMISSION**

THIS AGREEMENT made and entered into this _____ day of _____ 2019, by and between the Township Board of Pittsfield Charter Township ("the Township") and the Board of Washtenaw County Road Commissioners ("WCRC").

WHEREAS, the Township desires to improve the Ann Arbor-Saline Road at Oak Valley Drive intersection, and

WHEREAS, at the request of the Township, WCRC obtained a proposal from OHM Advisors to complete a preliminary analysis of potential intersection improvements to the Ann Arbor-Saline Road at Oak Valley Drive intersection that will address capacity, safety, accessibility considerations, right-of-way impacts, and provide a conceptual engineer's opinion of probable cost ("the Study"), and

WHEREAS, the Study scope of services and deliverables are defined in the proposal developed by OHM Advisors and reviewed by both WCRC and the Township, and

WHEREAS, OHM Advisors total hourly not to exceed fee is \$9,210.

IT IS NOW THEREFORE AGREED, WCRC will issue a Purchase Order to OHM Advisors for the Study, manage the delivery of the Study, issue payments to OHM Advisors, and issue invoices to the Township, and

IT IS ALSO AGREED that the Township shall pay WCRC for said invoices representing 100% of all actual costs incurred by WCRC for the Study.

AGREEMENT SUMMARY

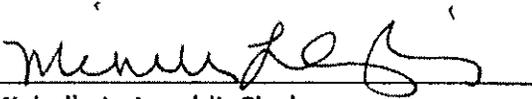
ESTIMATED AMOUNT TO BE PAID BY THE PITTSFIELD CHARTER TOWNSHIP
UNDER THIS AGREEMENT

\$15,000

FOR PITTSFIELD CHARTER TOWNSHIP



Mandy Grewal, Supervisor



Michelle L. Anzaldi, Clerk

FOR WASHTENAW COUNTY ROAD COMMISSION

Douglas E. Fuller, Chair

Sheryl Soderholm Siddall, Managing Director

TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | www.ttspec.com | ph: (517) 290-9876 | fx: (517) 552-3666

June 6, 2019

Washtenaw County Road Commission
Attn: Jeff Mann
555 North Zeeb Road, Ann Arbor, MI 48103



State Contract No. 071B5500010

Equipment Quotation utilizing the state contract awarded to Truck & Trailer Specialties, Inc.

Steel Underbody Scraper Blades

Brand: ESCO Bucyrus

Blade description: Surface/Flame-Hardened, Curved Double Bevel, 5/8-7/8" x 8" x 72"

Part number: GB82013

Delivered price each: \$ 134.85 each

Delivered price for 100 units: \$ 13,485.00

Tungsten Carbide-Plus Grader Blades (pricing utilizing MDOT State Contract No. 591B7700379)

Brand: ESCO Bucyrus

Blade description: Tungsten Carbide-Plus Grader Edge, Curved Single Bevel, 3/4" x 6" x 48"

Part number: PAC5819

Delivered price each: \$ 263.73 each

Delivered price for 159 units: \$ 41,933.07

Steel Wing Plow Reverse-Curve Blades

Brand: ESCO Bucyrus

Blade description: Hi-Carbon Steel, Curved Double Bevel, 5/8" x 8" x 108"

Part number: X300582

Delivered price each: \$ 134.37 each

Delivered price for 10 units: \$ 1,343.70

Steel Cover Blades

Brand: ESCO Bucyrus

Blade description: Cover Blade, Flat Blade, 1/2" x 5.13" x 72"

Part number: X330730

Delivered price each: \$ 89.81 each

Delivered price for 4 units: \$ 359.24

Payment Terms: Net 30. Pricing effective for 45 days.

FOB: Washtenaw County Road Commission

Delivery: 3-10 weeks ARO depending on item

Thank you for the opportunity to quote.

TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | www.ttspec.com | ph: (517) 290-9876 | fx: (517) 552-3666

Respectfully submitted by,
Jon Luea/Brian Bouwman

2019 YORK TOWNSHIP THIRD AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2019, by and between the Township Board of York Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of York, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

1. **Saline Milan Road, North West of the Maple Road Intersection:**

Work to include the installation of catch basins and storm sewer, ditching and associated project restoration (reference attached Saline-Milan Road at Maple Road proposed drainage sketch dated 06/11/2019). The Township's estimated share is not to exceed \$23,800.00.

Estimated project cost: \$ 35,700.00

AGREEMENT SUMMARY

2019 LOCAL ROAD PROGRAM

Saline-Milan Road	\$ 35,700.00
Less WCRC Matching Funds	\$ 11,900.00

ESTIMATED AMOUNT TO BE PAID BY YORK TOWNSHIP
UNDER THIS AGREEMENT DURING 2019: \$ 23,800.00

FOR YORK TOWNSHIP:

Charles Tellas, Supervisor

Witness

Helen Neill, Clerk

Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

Douglas E. Fuller, Chair

Witness

Sheryl Soderholm Siddall, Managing Director

Witness

ENGINEERING REIMBURSEMENT

*This information is required by Act 51, P.A. 1951 as amended.
Failure to submit this information will result in no reimbursement being made for Engineering.
This report is subject to review by the Michigan Department of Transportation and correction
by the submitting agency before final acceptance by the Michigan Department of Transportation.*

We, the Board of County Road Commissioners of Washtenaw County,
do hereby request reimbursement in the amount of \$10,000.00 (not to exceed \$10,000.00)

for payments made during the period of July 1, 2018 through June 30, 2019 to licensed professional engineers employed or retained by this Commission, in accordance with the following:

Sec. 12(2) of Act 51, as amended.

"Each county road commission shall be reimbursed in an amount up to \$10,000.00 per year for the sum paid to a licensed professional engineer employed or retained by the county road commission in the previous year. The sum shall be returned to each county road commission certified by the state transportation department as complying with this subsection regarding the employment of an engineer."

We further state that if we do not have a licensed professional engineer in our employ, copies of billings are enclosed with the completed form to justify the payment.

NAME OF ENGINEER(S)		REGISTRATION NUMBER	
Matthew F. MacDonell		6201049817	
Aaron L. Berkholz		6201048024	
CHAIRMAN		DATE	
MEMBER	DATE	MEMBER	DATE
ATTEST			
CLERK		DATE	

**MAIL TO: MICHIGAN DEPARTMENT OF TRANSPORTATION
FINANCIAL OPERATIONS DIVISION
P.O. BOX 30050
LANSING, MICHIGAN 48909**

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING

M957035

PROFESSIONAL ENGINEER
LICENSE

MATTHEW F. MACDONELL

LICENSE NO.
6201049817

EXPIRATION DATE
10/31/2019

AUDIT NO
3239686

THIS DOCUMENT IS DULY ISSUED
UNDER THE LAWS OF THE STATE
OF MICHIGAN

STATE OF MICHIGAN
DEPARTMENT OF LICENSING
AND REGULATORY AFFAIRS
P.O. BOX 30670
LANSING, MI 48909

M620918 001 R -0052

Please tell us about your licensing experience by completing our anonymous customer survey at:
www.michigan.gov/larasurvey

STATE OF MICHIGAN-DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
PROFESSIONAL ENGINEER
LICENSE

AARON L BERKHOLZ

LICENSE NO. 6201048024 EXPIRATION DATE 10/31/2020 AUDIT NO 3373356

AARON L BERKHOLZ
11964 APPLETREE LANE
WHITMORE LAKE MI 48189

Inquiries Regarding this License
Please provide your license number on all correspondence,
and when contacting the Department.

www.michigan.gov/bpl

Bureau of Professional Licensing
Department of Licensing and Regulatory Affairs
P.O. Box 30670
Lansing, MI 48909

(517) 373-8068

Complaint Information

The issuance of this license or permit should not be construed as a waiver or dismissal of any complaints or violations pending against the licensee, its agents, employees or qualifying officer.

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
PROFESSIONAL ENGINEER
LICENSE

N506694

AARON L BERKHOLZ

LICENSE NO. 6201048024 EXPIRATION DATE 10/31/2020 AUDIT NO 3373356

THIS DOCUMENT IS DULY ISSUED UNDER THE LAWS OF THE STATE OF MICHIGAN

39

	ORGANIZATIONAL POLICY	GENERAL ADMINISTRATION APPLICATION: Non-Union Employees			
TITLE: Employee Appeal Process	RESOLUTION NUMBER RCXX-XXX	SUPERCEDE RC97-430	EFFECTIVE DATE 06/18/2019	SUPERCEDE 09/20/1997	POLICY NUMBER HR-20

INTENT

It is the intent of the Washtenaw County Board of County Road Commissioners to provide employees a policy of prompt, orderly resolution to work related disputes and issues.

GENERAL PROVISIONS

- A. Employees who feel aggrieved about any issue related to the workplace are encouraged to lodge a complaint in accordance with this policy without fear of unlawful discrimination or reprisal.
- B. Any employee who knowingly supplies false or misleading information in a grievance, or attempts to harass, intimidate, or retaliate against any employee as a result of filling a grievance, or providing testimony or evidence regarding a grievance, will be subject to disciplinary action up to and including termination of employment.

GRIEVANCE PROCESS

- A. An employee who has a complaint should first discuss the issue with his/her immediate supervisor within five (5) working days of the date of the work-related dispute or issue. If the subject is of a personal nature and the employee does not feel comfortable discussing it with their supervisor, they may go directly to the human resources manager.
- B. If the employee is unable to solve the problem through a discussion with his/her supervisor, the employee should reduce the problem to writing within five (5) working days of the verbal discussion. It should include the facts and reasons why the verbal answer was not satisfactory and be presented to the employee's department director. The department director will meet with the employee within five (5) working days of receipt of the written concern and provide a written answer to the employee within ten (10) working days following the meeting. The employee may choose a co-worker to accompany him/her and to help represent his/her case during the meeting with the department director.
- C. If the problem remains unresolved, the employee may request in writing a meeting with the managing director. The managing director will schedule a meeting within ten (10) working days after the receipt of a request for such a meeting. The managing director will render an answer to the employee within ten (10) working days after the meeting. The employee may choose a co-

worker to accompany them and to help represent their case during the appeal. The decision of the managing director will be final and binding.

 ORGANIZATIONAL POLICY	GENERAL ADMINISTRATION APPLICATION: All Employees				
	TITLE: Fitness Reimbursement	RESOLUTION NUMBER RC16-093	SUPERCEDE RC16-093	EFFECTIVE DATE 06/18/2019	SUPERCEDE 03/01/2016

INTENT

It is the intent of the Washtenaw County Board of County Road Commissioners to encourage employees of Washtenaw County Road Commission (WCRC) to achieve and maintain a healthy lifestyle through physical activity and weight management goals by providing a fitness reimbursement program.

GENERAL PROVISIONS

Human Resources will coordinate the fitness reimbursement program and will evaluate and approve reimbursement applications.

EMPLOYEE ELIGIBILITY

All regular full-time employees will be eligible to participate in the program.

REIMBURSEMENT PROVISIONS

- A. Employees will be reimbursed 50% up to a maximum of \$300 per calendar year for eligible expenses as described in this policy.
- B. Any employee who receives reimbursement within ninety (90) days of retirement or resignation of employment shall return the reimbursement received on a pro rata basis. Repayment will be automatically deducted from the employee's final pay.
- C. Falsification of information will result in immediate termination of participation in the program without reimbursement for any expenses that have already incurred. In addition, the employee could be subject to appropriate disciplinary action.

ELIGIBLE EXPENSES

- A. **Memberships** – Gym membership, initiation fees, registration fees, health center fees, personal trainer, etc.
 - a. An employee must utilize their membership a minimum of eight (8) times or complete a minimum of eight (8) classes per month to receive reimbursement.
 - b. Reimbursement will be for individual membership costs only.

- B. **Fitness Trackers** – Accelerometers (e.g. FitBit), wireless activity trackers, GPS enabled physical activity tracking devices (e.g. Garmin), pedometers, etc. (excludes accessories).
- C. **Equipment** – Free weights, treadmills, home gyms, stationary bike, etc.
- D. **Classes** – Aerobics, jazzercise, kickboxing, Pilates, spin, yoga, Zumba, etc.
- E. **Weight-management Programs** – Weight Watchers, nutritional counseling, etc.

VOUCHER #

10354

WASHTENAW COUNTY
BOARD OF ROAD COMMISSIONERS
ANN ARBOR, MICHIGAN

DATE June 11, 2019

WARRANT # _____

AMOUNT \$ 310,251.21

ACCT. CODE _____ 20

TO: WASHTENAW COUNTY ROAD COMMISSION

ITEMS	DISCOUNT	CLASSIFICATION	GROSS AMT.
20104600.800000			
PAYROLL FOR June 12, 2019			\$ 310,251.21
GROSS PAYROLL \$ 314,907.07			
<u>A.C.H.</u>			
Payroll Direct Deposit \$ 202,748.53			
Deferred Comp \$ 10,260.00			

It is hereby certified that the above account is true and correct and that no part of it has been paid.

To the County Clerk:
The within account has been carefully checked and audited. You are hereby directed to draw your warrant upon the County Treasurer for the above amount payable from the County Road Fund.

CONTROLLER

CHAIRMAN

The above account approved by:

MEMBER

MANAGING - DIRECTOR & DEPUTY CLERK OF THE BOARD

BOARD OF COUNTY ROAD COMMISSIONERS

VOUCHER # 10355

WASHTENAW COUNTY
BOARD OF ROAD COMMISSIONERS

ANN ARBOR, MICHIGAN

DATE June 10, 2019

WARRANT # _____

AMOUNT \$2,959,926.97

ACCT. CODE 20

TO: WASHTENAW COUNTY ROAD COMMISSION

ITEMS	DISCOUNT	CLASSIFICATION	GROSS AMT.
20104600.800000			\$ 2,936,662.88
FICA/MEDICARE			\$ 23,264.09
ACCOUNTS PAYABLE FOR June 12, 2019			

It is hereby certified that the above account is true and correct and that no part of it has been paid.

To the County Clerk:
The within account has been carefully checked and audited. You are hereby directed to draw your warrant upon the County Treasurer for the above amount payable from the County Road Fund.

CONTROLLER

The above account approved by:

CHAIRMAN

MEMBER

MANAGING - DIRECTOR & DEPUTY CLERK OF BOARD

BOARD OF COUNTY ROAD COMMISSIONERS

Date 06/10/2019
Time 12:33:01

Washtenaw County Road Commission
AP - Check Register

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balkwellt

----- Check -----		----- Vendor -----		Check
Number	Date	Number	Name	Amount
79824	06/12/2019	3MCOMP	3M COMPANY	755.50
79825	06/12/2019	ADVANC	AERO COMMUNICATIONS INC	383.63
79826	06/12/2019	AFLACO	AFLAC	27.78
79827	06/12/2019	AGGIND	AGGREGATE INDUSTRIES, MGMT INC	122,240.72
79828	06/12/2019	AIRADV	AIR ADVANTAGE LLC	75.00
79829	06/12/2019	AISCON	AIS CONSTRUCTION EQUIPMENT	849.74
79830	06/12/2019	ANNBAN	ANN ARBOR STATE BANK	14,951.83
79831	06/12/2019	AAWELD	ANN ARBOR WELDING SUPPLY	575.65
79832	06/12/2019	APWAMP	APWA, MICHIGAN CHAPTER - MPSI	2,085.00
79833	06/12/2019	ASPMAT	ASPHALT MATERIALS INC	19,975.08
79834	06/12/2019	BERASS	BERGMANN ASSOCIATES	8,686.18
79835	06/12/2019	BLUECR	BLUE CROSS BLUE SHIELD OF MI	282,047.00
79836	06/12/2019	BRIKIN	BRIAN KINNICK	425.00
79837	06/12/2019	BURFOR	BURT FOREST PRODUCTS COMPANY	3,284.00
79838	06/12/2019	CADASP	CADILLAC ASPHALT LLC	1,034,876.46
79839	06/12/2019	CARGAB	CARRIER & GABLE INC	10,999.50
79840	06/12/2019	CDWG00	CDW-G	386.10
79841	06/12/2019	CHACOM	CHARTER COMMUNICATIONS	204.98
79842	06/12/2019	CHESTA	CHELSEA STATE BANK	73,330.99
79843	06/12/2019	CHOSOL	CHLORIDE SOLUTIONS, LLC	14,327.44
79844	06/12/2019	CHRHAR	CHRIS HARTLEY	425.00
79845	06/12/2019	CITCHE	CITY OF CHELSEA	184.41
79846	06/12/2019	COMCAS	COMCAST	565.29
79847	06/12/2019	CONMCK	CONLIN, MCKENNEY & PHILBRICK	12,917.00
79848	06/12/2019	CONENG	CONSUMERS ENERGY	1,227.67
79849	06/12/2019	CONTRA	CONTRACTORS CONNECTION INC	892.50
79850	06/12/2019	CTTMTU	CTT/MTU	1,800.00
79851	06/12/2019	DKTRUC	D & K TRUCK COMPANY	1,296.11
79852	06/12/2019	DETTAR	DETROIT TARP INC.	215.00
79853	06/12/2019	DOMSYS	DOMINANT SYSTEMS	877.02
79854	06/12/2019	DRTRAI	DR TRAILER	6,573.00
79855	06/12/2019	DTE000	DTE ENERGY	6,427.33
79856	06/12/2019	DTEENE	DTE ENERGY	5,972.46
79857	06/12/2019	DTENER	DTE ENERGY	425.00
79858	06/12/2019	ELETER	ELECTRICAL TERMINAL SERVICE	327.71
79859	06/12/2019	ELKFAS	ELKAY FASTENING SYSTEMS	3,945.37
79860	06/12/2019	EMEHEA	EMERGENT HEALTH PARTNERS	892.50
79861	06/12/2019	FALASP	FALCON ASPHALT	2,450.00
79862	06/12/2019	FARUND	FARMER & UNDERWOOD TRUCKING	7,891.35
79863	06/12/2019	FERENT	FERGUSON ENTERPRISES INC	239.98
79864	06/12/2019	FISTHO	FISHBECK THOMPSON CARR & HUBER	44,624.48
79865	06/12/2019	MOTAUT	FISHER AUTO PARTS	58.45
79866	06/12/2019	FLEPRI	FLEET PRIDE	Void
79867	06/12/2019	FLEPRI	FLEET PRIDE	1,578.63
79868	06/12/2019	FOUBUI	FOUNDATION BUILDING MATERIALS	346.13
79869	06/12/2019	GMENTE	G & M ENTERPRISES LTD	47,924.92
79870	06/12/2019	GALLOU	GALLOUP	1,656.13
79871	06/12/2019	GRAING	GRAINGER INC	1,271.70
79872	06/12/2019	GLGROE	GREAT LAKES GROENEVELD, LLC	89.60

Date 06/10/2019
Time 12:33:01

Washtenaw County Road Commission
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----- Check -----		----- Vendor -----		Check
Number	Date	Number	Name	Amount
79873	06/12/2019	GROUP0	GROUP 31 SUPPLY	787.74
79874	06/12/2019	HARIND	HARRINGTON INDUSTRIAL	697.60
79875	06/12/2019	HEAEQU	HEALTH EQUITY	4,176.00
79876	06/12/2019	HUBROT	HUBBELL, ROTH & CLARK, INC	12,886.98
79877	06/12/2019	ISCG00	ISCG	761.76
79878	06/12/2019	JSTREE	J'S TREE TRIMMING & REMOVAL IN	3,250.00
79879	06/12/2019	JACTRU	JACKSON TRUCK SERVICE INC	263.62
79880	06/12/2019	KBKLAN	KBK LANDSCAPING	3,550.00
79881	06/12/2019	LACAL0	LACAL EQUIPMENT INC	917.28
79882	06/12/2019	LAWPRO	LAWSON PRODUCTS INC	47.24
79883	06/12/2019	LENFUE	LENAWEE FUELS INC	8,063.60
79884	06/12/2019	LKQCOR	LKQ CORPORTATION	512.31
79885	06/12/2019	LOWES0	LOWES	284.44
79886	06/12/2019	MKTRUC	M & K TRUCK CENTERS	79.18
79887	06/12/2019	MATTES	MATERIALS TESTING	2,168.42
79888	06/12/2019	MENINC	MENARD INC	65.96
79889	06/12/2019	MES000	MES	33.44
79890	06/12/2019	MICKLU	MICHAEL R KLUCK & ASSOCIATES	1,133.14
79891	06/12/2019	MICCAT	MICHIGAN CAT	263,138.48
79892	06/12/2019	MIDMAI	MIDWEST MAINTENANCE SERVICES	3,057.81
79893	06/12/2019	MILBRO	MILLER BROS CONSTRUCTION	146,069.99
79894	06/12/2019	MSCIND	MSC INDUSTRIAL SUPPLY CO INC	28.95
79895	06/12/2019	MSDSO	MSDSO ONLINE INC.	2,210.00
79896	06/12/2019	MERS00	MUNICIPAL EMPLOYEES RETIREMENT	179,547.26
79897	06/12/2019	NAPAUT	NAPA AUTOPARTS	77.59
79898	06/12/2019	NAPLAW	NAPOLEON LAWN & LEISURE INC.	901.05
79899	06/12/2019	NICVAN	NICOLE PETERSON	20.00
79900	06/12/2019	NORBUS	NORWOOD BUSH III	1,450.00
79901	06/12/2019	OCCHEA	OCCUPATIONAL HEALTH CENTERS OF	191.50
79902	06/12/2019	OFFDEP	OFFICE DEPOT INC	390.62
79903	06/12/2019	ORCHIL	ORCHARD HILTZ & MCCLIMENT INC	13,515.25
79904	06/12/2019	OSBASS	OSBURN ASSOCIATES INC	2,405.25
79905	06/12/2019	OSBIND	OSBURN INDUSTRIES	55,148.18
79906	06/12/2019	PALMFG	PALMER MFG & TANK INC	54,435.00
79907	06/12/2019	POWCLE	POWER CLEANING SYSTEMS	611.90
79908	06/12/2019	QUAFIR	QUALITY FIRST AID	74.71
79909	06/12/2019	RSCONT	R S CONTRACTING INC	9,799.10
79910	06/12/2019	RECYCL	RECYCLE ANN ARBOR	395.00
79911	06/12/2019	REPSE	REPUBLIC SERVICES #241	137.50
79912	06/12/2019	RMDHOL	RMD HOLDINGS LTD	8,309.11
79913	06/12/2019	ROWDIN	ROWERDINK INC.	189.50
79914	06/12/2019	RSENGI	RS ENGINEERING, LLC	25,572.42
79915	06/12/2019	SAFKLE	SAFETY KLEEN CORPORATION	311.30
79916	06/12/2019	SALTRU	SALENBIEN TRUCKING	146,960.00
79917	06/12/2019	SANCHE	SANCHEM INC	108.96
79918	06/12/2019	SHRTIR	SHRADER TIRE	10,040.99
79919	06/12/2019	SIGTEC	SIGMA TECHNOLOGIES	6,449.62
79920	06/12/2019	SITONE	SITONE LANDSCAPE SUPPLY LLC	575.48
79921	06/12/2019	SME000	SME	9,801.75

Date 06/10/2019
Time 12:33:01

Washtenaw County Road Commission
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Number	Date	Number	Name	Amount
79922	06/12/2019	GREHOD	SOULARD TECHNOLOGY	1,450.00
79923	06/12/2019	SPEFIR	SPEARS FIRE SAFETY SERVICE	801.00
79924	06/12/2019	SPRSYS	SPRAYING SYSTEMS CO	555.23
79925	06/12/2019	STAHAR	STADIUM HARDWARE	110.82
79926	06/12/2019	STAINS	STANDARD INSURANCE COMPANY	8,835.37
79927	06/12/2019	STACRA	STAR CRANE & HOIST	440.00
79928	06/12/2019	MIDEPT	STATE OF MICHIGAN	1,258.54
79929	06/12/2019	STOMIC	STONECO OF MICHIGAN	140,072.95
79930	06/12/2019	SUBCHE	SUBURBAN CHEVROLET	1,082.47
79931	06/12/2019	TRADEV	TRAFFIX DEVICES INC	23,150.41
79932	06/12/2019	TRETIR	TREDROC TIRE	2,463.10
79933	06/12/2019	TRUSPE	TRUCK & TRAILER SPECIALTIES	1,592.27
79934	06/12/2019	ARRUNI	UNIFIRST	417.30
79935	06/12/2019	UPS000	UPS	3.60
79936	06/12/2019	VARPRO	VARIPRO	19,649.00
79937	06/12/2019	VERWIR	VERIZON WIRELESS	1,769.88
79938	06/12/2019	VILMAN	VILLAGE OF MANCHESTER	43.53
79939	06/12/2019	WADTRI	WADE-TRIM	7,644.94
79940	06/12/2019	WASMAN	WASTE MANAGEMENT	137.17

Report Total

2,936,662.88



MICHIGAN COUNTY
ROAD COMMISSION
SELF-INSURANCE POOL

Board of Directors

Chairman

Alan D Cooper
Washtenaw CRC

Vice Chairman

Dennis J Stanek
Delta CRC

Douglas E Fuller

Washtenaw CRC

Brian Gutowski

Emmet CRC

Timothy J Haagsma

Kent CRC

Lester R Livermore

Mackinac CRC

Dorothy G Pohl

Louisa CRC

John S Rogers

Kalkaska CRC

Joseph F Valente

Marquette CRC

Administrator

Gayle A Cummings

Assistant Administrator-CFO

Board Treasurer

Kristi Peña

Executive Assistant

Board Secretary

Robin Tidwell

Assistant Administrator-

Director of Loss Control

Michael E Shultz

417 N Seymour Ave

Suite 2

Lansing MI 48933

www.mcrsip.org

(517) 482-9166

(800) 842-4971

Fax: (517) 485-4809

Date: May 28, 2019

To: MCRCSIP Member Contacts
Northern and Southern Members

From: Robin Tidwell, Board Secretary

Subject: 2019 Board of Directors Election

This year, we have one At-Large position up for election for a three-year term (2019-2022).

Enclosed is your official At-Large ballot (blue), the three letters of candidacy, and a blue ballot envelope. Please vote for no more than one person for the one At-Large position. The person receiving the most votes will be elected to a three-year term of office ending 2022.

Once you have voted, please sign the ballot and mail in the matching envelope to the Pool Office via the United States Postal Service to arrive by Wednesday, July 3. The sealed ballots will be turned over to the Canvassing Committee on July 17, 2019, for opening and tabulation.

Please mail this ballot separately from any other ballots you may be sending out.

The results of the election will be announced during our Annual Membership Meeting on July 18.

You can register for the Annual Membership Meeting on our website, www.mcrsip.org.

On behalf of your Board of Directors, thank you for your continued support, and we look forward to seeing you in July.

Enclosures: Board of Directors' At-Large Ballot Package



MICHIGAN COUNTY ROAD COMMISSION SELF-INSURANCE POOL
2019 OFFICIAL VOTING BALLOT

BOARD OF DIRECTORS
AT-LARGE REPRESENTATIVE

Please vote for one At-Large position for a three-year term (ending 2022).

NOMINEE

VOTE FOR ONE

Dorothy Pohl (I)
Ionia CRC

Brett Laughlin
Ottawa CRC

Geoff Moffat
Van Buren CRC

(I) Denotes Incumbent

Please place ballot in the enclosed **BLUE** ballot envelope and mail so that the ballot arrives by Wednesday, July 3, 2019.

Michigan County Road Commission
Self-Insurance Pool
417 Seymour Avenue, Suite 2
Lansing, Michigan 48933

_____ County Road Commission

Completed By

Signature

Title

ROAD COMMISSION FOR IONIA COUNTY

170 E. Riverside Drive • P O Box 76 • Ionia, Michigan 48846 • Phone (616) 527-1700 • Fax (616) 527-8848

CHARLES G. MINKLEY
Commissioner

KENNETH L. GASPER
Commissioner

KAREN D. BOTA
Commissioner

ROBERT G. DUNTON
Commissioner

NICHOLAS S. BOWERMAN
Commissioner

DOROTHY G. POHL, CPA
Managing Director

PAUL A. SPITZLEY, P.E.
County Highway Engineer

April 3, 2019

MCRCSIP

APR 08 2019

RECEIVED

Ms. Gayle Cummings, CPA
Pool Administrator
Michigan County Road Commission
Self-Insurance Pool
417 Seymour, Suite 2
Lansing, Michigan 48933

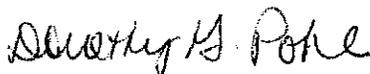
Dear Ms. Cummings:

I would like to be considered for the at-large board seat on the Michigan County Road Commission Self-Insurance Pool. I have really enjoyed serving on the Board since 1995 and would like to continue serving our members. My recent board experience makes me a good candidate for this position.

I have served as the Managing Director of the Ionia County Road Commission for the last 26 years since leaving the Michigan Department of Transportation. I received my Bachelor of Business Administration degree from Western Michigan University with majors in Accounting and Finance and am a licensed Certified Public Accountant. Both my employment and educational background have proven very helpful as a board member.

Over the years, I have learned much about our pool organization and have been able to advocate for our members to improve overall services and coverages. I believe that loss control and member education continue to be our front line of defense to minimize liability. My board is supportive of my candidacy for this position.

Sincerely,



Dorothy G. Pohl



Ottawa County Road Commission
14110 Lakeshore Drive
Grand Haven, Michigan 49417
(616) 842-5400
info@ottawacorc.com

April 25, 2019

Gayle Cummings
Administrator
Michigan County Road Commission Self-Insurance Pool
417 Seymour Avenue, Suite 2
Lansing, Michigan 48933

Dear Gayle,

Hello, I would like to be considered for the At-Large position on the MCRCSIP Board of Directors. For the past 21 years, I have enjoyed a great working experience at the Ottawa County Road Commission. Starting as a Project Engineer, I have been promoted through the organization and have served as the Managing Director for the last 9 years. In 2014, I was privileged to be appointed to fill a one year term on the MCRCSIP Board.

These experiences have given me some insight in providing the safest environment possible for our employees and the general public who work on and utilize the county road right-of-way. As a Managing Director, I feel responsible for performing an important role in ensuring that everyone driving on our roads arrive safe and sound to their destination. I rely on teamwork, training, and education to promote the Ottawa County Road Commission's Safety and Health Program, and would be honored for an opportunity to work as a MCRCSIP Board member in making the work environment and county road system for all Road Commissions as safe as possible.

If you have any questions or require additional information, please do not hesitate to contact me. Thank you for your consideration.

Sincerely,

Brett A. Laughlin, P.E.
Managing Director

Geoff Moffat, JD, PCP
26401 27 ½ Street
Gobles, MI 49055
269-217-5371

March 11, 2019

Gayle A. Cummings
Pool Administrator
MCRC Self-Insurance Pool
417 Seymour Avenue
Suite 2
Lansing, MI 48933

MCRCSIP

MAR 13 2019

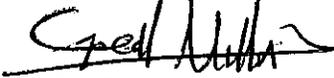
RECEIVED

Dear Gayle:

Please accept this letter and resume enclosed as my letter of candidacy for service on the Board of Directors, Michigan County Road Commission Self-Insurance Pool for the At-Large position with a term of three-years [2019-2022].

I currently serve as a member of the Van Buren County Road Commission, whose term ends in 2024. Should you have any questions, please feel free to contact me at the phone number noted above.

Very truly yours,



Geoff Moffat
Road Commissioner District 5
Van Buren County Road Commission

PROFESSIONAL RESUME

March 2019

Geoff Moffat, JD, PCP

Professional and Educational History

- Bachelor of Science in Urban Planning and Design, Michigan State University, 1969
- Juris Doctor, Thomas Cooley Law School, 1979
- Professional Community Planner #483 since 1972
- Member: American Planning Association
- Member: Phi Alpha Delta Law Fraternity International
- Adjunct Instructor, Michigan State University-Zoning Practice [various dates 1980-1992]
- Instructor, Institute for Continuing Legal Education, University of Michigan Law School [various dates 1989-1994]
- Seminar Specialist-Municipal League
- Seminar Specialist-Michigan Townships Association 1984-1990
- Seminar Specialist-Michigan State University's Land Resources Program 1983-1988

Areas of Expertise

- Zoning Law, Zoning Ordinances and Local Zoning Practice
- Specialty Ordinances for signage, TDR, unique land forms, etc.
- Master Planning and Plan Updates
- Site Plan Design and Site Plan Review
- Specialty plans for Highway Corridors, Community Recreation and Downtown Development
- Plan Implementation and State/Federal Grants

Professional Experience

- City of Lansing 1967-68- Planning Technician Model Cities
- Muskegon County Metropolitan Planning Commission 1969-1970- Associate Planner
- Calhoun County Metropolitan Planning Commission- 1970-1973 Planning Director
- Delta Charter Township 1973-1980- Planning Director
- Moffat & Associates 1980-1991- Owner & Principal Planner
- WBDC [Architects, Engineers, Planners] 1992-1997- Senior Planner
- Beta Design Group 1997-2000- Manager Site Department [Planning, Civil Engineering, Landscape Architecture],
- Thornapple Township & Village of Middleville 2000-2011- Planning & Community Development Director

Community Service

- President & Member- Oshtemo Rotary Club
- Former Trustee- Almena Township, Van Buren County
- Member Van Buren County Road Commission



WASHTENAW COUNTY ROAD COMMISSION

TOWNSHIP/STAFF REPORT – June 18, 2019

For the period of May 27 thru June 9, 2019

TOWNSHIP REPORT

OPERATIONS REPORT

MAINTENANCE

Scraping of gravel roads and patching of paved roads were performed throughout the county. In addition, the following maintenance activities were performed in individual townships:

ANN ARBOR TOWNSHIP

- Culvert Replacement – Huron River Drive
- Fallen Trees – Riverside Drive
- HMA Resurfacing – Huron River Drive

AUGUSTA TOWNSHIP

- Boom Mow – Whittaker Road, Willow Road
- Fallen Trees – Arkona Road
- Limestone Patch – Augusta Street, Bunton Road, Butler Road, Church Street, Country Lane, Gotts Court, Judd Road, Long Meadow Lane, Meridian Street, McKean Road, Pinehurst Lane, Potter Road, Rustic Lane: 105 tons
- Repaired Washout – Bunton Road, Willis Road

BRIDGEWATER TOWNSHIP

- Fallen Trees – Wallace Road
- Gravel Patch – Logan Road: 5 tons

DEXTER TOWNSHIP

- Boom Mow – N Territorial Road
- Fallen Trees – N Territorial Road
- Gravel Patch – Colby Road: 2 tons
- Limestone Patch – Colby Road, Noah Road, Portage Lake Avenue, Rainbow Drive, Stinchfield Woods Road, Toma Road, Wylie Road: 12 tons
- Local Road Dust Control
- Primary Road Dust Control
- Roadside Debris – N Territorial Road

FREEDOM TOWNSHIP

- Limestone patch – Loeffler Road, Rentz Road, S Lima Center Road, Waters Road: 10 tons
- Parker Road Limestone Resurfacing Project – 1,735 tons

LIMA TOWNSHIP

- Fallen Trees – Fletcher Road
- Gravel Patch – Liberty Road, Steinbach Road, Waltrous Road: 11 tons
- Limestone Patch – Liberty Road, Steinbach Road: 2 tons
- Local Road Dust Control
- Gross Road Limestone Resurfacing Project – 1,778 tons

LODI TOWNSHIP

- Boom Mow – Lindemann Road
- Cut Limbs – Lindemann Road
- Drainage and Backslopes – Lindemann Road
- Limestone Patch – Alber Road, Bethel Church Road, Diuble Road, Ellsworth Road, Gensley Road, Noble Road, Saline Waterworks Road, Weber Road: 145 tons
- Local Road Dust Control

LYNDON TOWNSHIP

- Boom Mow – Bartell Road, Beeman Road, Bush Road, Goodband Road, Joslin Lake Road, Lingane Road, Roepke Road
- Local Road Dust Control
- Primary Road Dust Control

MANCHESTER TOWNSHIP

- Fallen Trees – Schleweis Road
- Gravel Patch – Allen Road, Burtless Road, Buss Road, Hudson Road, Kirk Road, Lemm Road, Logan Road, Schleweis Road, Van Tuyle Road, Wellwood Road: 125 tons
- Limestone Patch – Herman Road, Mahrle Road, Sharon Hollow Road: 10 tons
- Local Road Dust Control

NORTHFIELD TOWNSHIP

- Boom Mow – Service Road
- Fallen Trees – Six Mile Road
- Limestone Patch – Eight Mile Road, Five Mile Road, Kearney Road, Nollar Road, Seven Mile Road, Spencer Road: 178 tons
- Limestone Patch Shoulders – Barker Road, E Shore Drive, Six Mile Road: 48 tons
- Local Road Dust Control

PITTSFIELD TOWNSHIP

- Cleaned Culvert – Textile Road
- Drainage and Backslopes – Clark Road, Hogback Road, Maple Road, Textile Road
- Brush Removal – Parkwood Avenue

SALEM TOWNSHIP

- Fallen Trees – Currie Road, Eight Mile Road
- Limestone Patch Shoulders – Dickerson Street, Dixboro Road, Vorhies Road: 31 tons
- Local Road Dust Control

SALINE TOWNSHIP

- Cleaned Pipe – Austin Road
- Cut Asphalt – Roehm Road
- Cut Trees – Austin Road, Braun Road
- Limestone Patch – Braun Road, Dell Road, Macon Road, Mooreville Road, Schill Road: 90 tons
- Local Road Dust Control
- Primary Road Dust Control
- Repaired Sinkhole – Mooreville Road

SCIO TOWNSHIP

- Cut Brush – Wagner Road
- Cut Tree – Myrtle Avenue
- Limestone Patch – E Delhi Road, Marshall Road, Strieter Road: 36 tons

SHARON TOWNSHIP

- Closed Road – Lehman Road
- Drainage and Backslopes – Below Road, Hayes Road, Heim Road, Meyers Road, Sharon Hollow Road, Sylvan Road
- Gravel Patch – Bethel Church Road, Meyers Road: 105 tons
- Limestone Patch – Prospect Hill Road: 13 tons
- Local Road Dust Control
- Primary Road Dust Control
- Easudes Road Gravel Resurfacing Project – 6,232 tons

SUPERIOR TOWNSHIP

- Berming – Geddes Road
- Boom Mow – Joy Road
- Drainage and Backslopes – Warren Road
- Limestone Patch – Berry Road, Gotfredson Road, Hickman Road, Warren Road: 80 tons
- Opened Pipe – Warren Road

SYLVAN TOWNSHIP

- Boom Mow – Bush Road, Lingane Road
- Gravel Patch – Fahrner Road, Garvey Road, Hoppe Road, Loveland Road, McLure Road: 7 tons
- Limestone Patch – Garvey Road: 10 tons

WEBSTER TOWNSHIP

- Boom Mow – N Territorial Road, Scully Road, Zeeb Road
- Gravel Patch – Northfield Church Road, Zeeb Road: 44 tons
- Limestone Patch – Conway Road, Jennings Road, Northfield Church Road, Joy Road, Stein Road, Zeeb Road: 65 tons
- Local Road Dust Control
- Trimmed Trees – Barker Road

YORK TOWNSHIP

- Fallen Trees – Mooreville Road
- Limestone Patch – Arkona road, Begole Road, Crane Road, Day Road, Hack Road, Jewell Road, Moon Road, Petersburg Road, Samer Road, Warner Road, Willis Road: 90 tons
- Repaired Washout – Dennison Road

YPSILANTI TOWNSHIP

- Cleaned Culvert – Martz Road
- Cut Trees – Devonshire Street
- Drainage and Backslopes – Bemis Road, Buick Avenue
- Fallen Trees – Devonshire Street
- HMA Resurfacing – Emerick Street
- Limestone Patch Shoulders – Clark Road, Ford Boulevard, McGregor Road, Tyler Road, Wiard Road, William Avenue: 45 tons
- Opened Pipe – Martz Road
- Replaced Manhole Lid – George Avenue

SHOP REPORT

Shop Repairs

- New Tire Installation – 18 tires
- Tires Repaired – 10 tires
- Vehicles Serviced – 7
- Vehicles Serviced by Suburban Chevrolet – 7
- Work Orders Completed – 49

Equipment Repair

Note: Performed several hydraulic and electrical repairs

- Truck 252 – Rebuilt boom rest
- Truck 269 – Moved air horns from roof to under cab
- Truck 354 – Replaced clutch linkage, rebuilt tailgate linkage
- Truck 373 – Replaced carrier bearing on road
- Truck 379 – Replaced DEF wiring harness
- Loader 843 – Replaced a bucket tilt hose
- Broom 1008 – Replaced broom swivel bearings
- Tanker 1198 – Replaced 2 airbags and spray valve, finished assembly after frame repair and paint by B&B Restoration

BUILDING & GROUNDS REPORT

Yard One

- Roof penetrations for A/C units
- Bathroom remodel
- Lawn care

Yard Two

- Installed new brine tank
- Fuel system repair

Yard Three

- Lawn care

Yard Four

- Lawn care

Yard Six

- Lawn care
- Pump oil separator

Kaiser Brine Well

- Repaired well head
- Installed new belts
- Lawn care