Washtenaw County Road Commission  
Bi-Monthly Meeting of the Board of County Road Commissioners  
March 3, 2020 – 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 (Action) .................................................................Page 1-11

A. Board Meeting Minutes of February 18, 2020
B. Working Session Minutes of February 18, 2020

IV. 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. Each person will be allotted (3) minutes to address the Board.

A. Public Comment
B. Written Communications ...........................................................................Page 12-16

V. COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

VI. NEW BUSINESS

A. Consent Agenda .........................................................................................Page 17-27
1. Whitmore Lake 4th of July Fireworks Display – Road Closure
2. Dexter-Ann Arbor Run – Road Closure
3. Installment Purchase for Four Heavy Trucks
4. Debt Service SAD Bond Issues
5. Payroll & Bills for February 19, 2020

VII. REPORTS ......................................................................................................Page 28-35

A. County Commissioners Reports
B. Road Commission Report
C. Managing Director Report
   1. Staff Report of 2-10 thru 2-23-20
   2. Michigan Transportation Fund Receipts

VIII. ADJOURNMENT
Washtenaw County Board of Road Commissioners  
555 North Zeeb Road, Ann Arbor, MI 48103  
Minutes of February 18, 2020

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green

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

Others Present: Sue Shink, County Commissioner, Lisa Moutinho, County Public Information Officer

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

APPROVAL OF AGENDA

RC20-042 B. Fuller moved, R. Green seconded to approve the agenda as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ACCEPTANCE OF THE MINUTES

RC20-043 B. Fuller moved, R. Green seconded to approve the Board Meeting Minutes of February 4, 2020 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

PUBLIC COMMENT

No public comment.

COMMISSIONER AND STAFF FOLLOW UP TO PUBLIC COMMENT

No Commissioner and Staff follow up.
WRITTEN COMMUNICATIONS

ISSUE DATE: February 4, 2020
WHEN: Tuesday, February 4, 2020
WHERE: Torrey Road between Tuttle Hill Road and Bunton Road
TOWNSHIP: Augusta
WHY: Torrey Road re-opened – completion of culvert replacement
CONTACT: Adam Lape, superintendent of maintenance, (734) 327-6697

ISSUE DATE: February 3, 2020
WHEN: Tuesday, February 4, 2020
WHERE: Torrey Road between Tuttle Hill Road and Bunton Road
TOWNSHIP: Augusta
WHY: Torrey Road closed - culvert replacement
CONTACT: Adam Lape, superintendent of maintenance, (734) 327-6697

ISSUE DATE: February 3, 2020
WHEN: February 3, 2020
WHERE: Moon Road over Unnamed Tributaries to the Saline River, between Saline-Milan Road and Willow Road
TOWNSHIP: York
WHY: Moon Road re-opened – completion of culvert replacements
CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696

ISSUE DATE: February 3, 2020
WHEN: February 3, 2020
WHERE: Warren Road between Dixboro Road and Vorhies Road
TOWNSHIP: Superior
WHY: Warren Road re-opened – completion of culvert replacement
CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696

ISSUE DATE: January 31, 2020
WHEN: February 3, 2020
WHERE: Warren Road between Dixboro Road and Vorhies Road
TOWNSHIP: Superior
WHY: Warren Road closed for culvert replacement
CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696
CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC20-044  R. Green moved, B. Fuller seconded the approval of the Consent Agenda for February 18, 2020 as presented. Voice Vote: YEAS: 3   NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.

Woodale Avenue and Coolidge, Ypsilanti Township – WCRC TCO #4735

RC20-045  R. Green moved, B. Fuller seconded

WHEREAS, under the provisions of Chapter VI of Act No. 300, Public Acts of Michigan of 1949, as amended (Michigan Vehicle Code), this Board is authorized to place and maintain traffic control devices and traffic control signals on any highway under its jurisdiction for the purpose of regulating, warning or guiding traffic; and

WHEREAS, Woodale Avenue and Coolidge Avenue located in Section 13 of Ypsilanti Township are county roads under the jurisdiction of this Board, and in the interest of public safety, it is deemed necessary to place and maintain certain traffic control devices and/or signals on said roads to regulate, warn and guide traffic.

WHEREAS, that all vehicles approaching designated through roads be required to stop before entering.

NOW, THEREFORE, BE IT RESOLVED that Coolidge Avenue is the through road at the intersection with Woodale Avenue.

THEREFORE, BE IT RESOLVED that stop signs shall be erected to give notice of the regulation hereinbefore established; and

BE IT FURTHER RESOLVED that a certified copy hereof be filed with the County Clerk of the County of Washtenaw, Michigan.

Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0  ABSTAIN: 0  Motion Carried.
Woodale Avenue and State Street, Ypsilanti Township – WCRC TCO #4736

RC20-046 R. Green moved, B. Fuller seconded

WHEREAS, under the provisions of Chapter VI of Act No. 300, Public Acts of Michigan of 1949, as amended (Michigan Vehicle Code), this Board is authorized to place and maintain traffic control devices and traffic control signals on any highway under its jurisdiction for the purpose of regulating, warning or guiding traffic; and

WHEREAS, Woodale Avenue is a county road under the jurisdiction of this Board, and State Street, a private road, located in Section 13 of Ypsilanti Township, and in the interest of public safety, it is deemed necessary to place and maintain certain traffic control devices and/or signals on said roads to regulate, warn and guide traffic.

WHEREAS, that all vehicles approaching designated through roads be required to stop before entering.

NOW, THEREFORE, BE IT RESOLVED that State Street is the through road at its intersection with Woodale Avenue.

THEREFORE, BE IT RESOLVED that stop signs shall be erected to give notice of the regulation hereinbefore established; and

BE IT FURTHER RESOLVED that a certified copy hereof be filed with the County Clerk of the County of Washtenaw, Michigan.

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

Swift Run Drain Revised Agreement

RC20-047 R. Green moved, B. 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 and authorizes the Managing Director to sign the revised Agreement with the Washtenaw County Water Resources Commissioner, the City of Ann Arbor, and Pittsfield Charter Township for the Swift Run Drain project located in Ann Arbor Township. Voice Vote: YEAS: 3   NAYS: 0    ABSENT: 0   ABSTAIN: 0  Motion Carried.
**Pontiac Trail at Seven Mile Road – Construction Engineering**

RC20-048  R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and the concurrence of the Managing Director, the Board hereby authorizes the Managing Director to sign a purchase order to Fishbeck, Inc. for construction engineering services associated with the Pontiac Trail at Seven Mile project, located in Salem Township at a cost not to exceed $107,176.45. Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0   ABSTAIN: 0  Motion Carried.

**Proposed Abandonment of Prospect Street east of Snow Road, Ypsilanti Township**

RC20-049  R. Green moved, B. Fuller seconded

WHEREAS, this Board has received a petition from seven (7) freeholders of the Township of Ypsilanti, Washtenaw County, Michigan praying for the absolute abandonment and discontinuance of a portion of the road known as Prospect Street, lying between Lots 45 through 49 and Lots 50 through 54, part of the “Plat of Michigan City” known as Rawsonville, according to the plat thereof as recorded in Liber J of Deeds, Page 1, Washtenaw County Records, being part of Section 24, Ypsilanti Township, being more particularly described as:

See Exhibit “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 Prospect Street, 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 Prospect Street, being under the jurisdiction of the Washtenaw County Road Commission shall be absolutely abandoned 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.

Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0   ABSTAIN: 0  Motion Carried.
**2020 Gas and Diesel Bid Extension**

RC20-050  R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for gasoline and diesel fuels as submitted by Lenawee Fuels Inc., 4070 Allen Road, Tecumseh, Michigan 49286 for the period of April 1, 2020 through March 31, 2021. It is understood that the Detroit Market Area Oil Price Information Service ("OPIS") daily rack contract average will be the basis of pricing. Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0   ABSTAIN: 0 Motion Carried.

**2020 Nuts and Bolts Bid Extension**

RC20-051  R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for nuts and bolts as submitted by Elkay Fastening Systems, 1804 Reed Avenue, Kalamazoo, Michigan 49001 for the period of April 1, 2020 through March 31, 2021. Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0   ABSTAIN: 0 Motion Carried.

**2020 Automotive and Heavy Duty Batteries Bid Extension**

RC20-052  R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for Automotive and Heavy Duty Batteries as submitted by Rowerdink, Inc., 252 Airport Industrial Drive, Ypsilanti, Michigan 48198 for the period of April 1, 2020 through March 31, 2021. Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0   ABSTAIN: 0 Motion Carried.

**Payroll & Bills for February 5, 2020**

RC20-053  R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10388 totaling $346,451.43 for payroll of February 5, 2020, and Voucher 10389 totaling $974,624.13 in payment of bills for February 5, 2020. Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0   ABSTAIN: 0 Motion Carried.
COUNTY COMMISSIONERS REPORTS

County Commissioner Sue Shink

County Commissioner Sue Shink will be participating in the Washtenaw County Trailblazers Fundraiser with benefits going towards the Karen’s Trail portion of the Border to Border Trail project.

ROAD COMMISSIONER REPORTS

Commissioner Barb Fuller attended the following meetings:

2/9 Visited the WCRC 100 Year Anniversary display
2/11 Parks & Recreation Meeting
   - Executive Session – Annual Review for Coy Vaughn, Washtenaw County Parks Director
   - Commissioners approved the acquisition of an abandoned rail corridor in Manchester Township for a non-motorized trail between Watkins Lake State Park and Manchester Village

February: There will be a Washtenaw County Broadband Survey going out to 31,000 properties in 15 townships identifying areas that are under or un-served for broadband access.

The 15 townships being served are: Ann Arbor, Augusta, Bridgewater, Dexter, Freedom, Lima, Lodi, Manchester, Northfield, Saline, Scio, Sharon, Sylvan, Webster, York.

Commissioner Rod Green:

2/18 Attended the Presidents Day Luncheon at the Washtenaw Community College. The college President was recommending a ‘yes’ vote on the college millage
2/20 Roads Funding Sub-Committee Meeting
2/21 SEMCOG meeting

Commissioner Doug Fuller:

2/12-14 MCRCSIF meeting in Gaylord, Michigan. Commissioner Fuller reported that the pool is doing well financially.
MANAGING DIRECTOR’S REPORT

Sheryl Siddall, Managing Director

2/18  Sheryl Siddall, Matt MacDonell, Director of Engineering, and Emily Kizer, Communications Manager, met with Webster Township officials and County Commissioner Sue Shink to discuss road funding in Webster Township. There was discussion of some form of a millage for local road improvements in Webster Township.

Chat with the Road Commission

Sheryl Siddall reported that two residents came in to discuss their concerns with the impact to their business and property with the intersection improvements at Ann Arbor-Saline Road/Wagner Road.

FINANCE & IT REPORT

Dan Ackerman, Director of Finance & IT

Finance Report

• The annual audit went well. Finance should meet all deadlines for this audit.
• Electronic vendor payments – auditors were focused on internal controls on this program.

IT Report

• There will be training for staff on new conference room technology on Thursday, February 20th.
• IT is working on a way for employees to unlock their own account if they forget their login/password.

OPERATIONS REPORT

Jim Harmon, Director of Operations

• Board Room Live Streaming Technology – we have obtained a copy of the request for proposal from Macomb Township to use as an example to produce a request for proposal for the Washtenaw County Road Commission Board Room for live stream technology.
• Jim provided a review of salt usage for the season. We have an adequate salt supply for the remainder of this winter season.
• Sealcoat Program – we are taking delivery of slag for this season’s sealcoat program.
ENGINEERING REPORT

Matt MacDonell, Director of Engineering

- Engineering is preparing for 2020 construction projects. A tree contractor was hired for the Ann Arbor-Saline Road/Wagner Road intersection for tree removal for this project. The contractor will then move to the Pontiac Trail/Seven Mile Road and Miller Road/Wagner Road project areas for tree removal.

- Seasonal Weight Restrictions – by law seasonal weight restrictions will take effect on March 1st with no further action on our part. Jim provided an update of when other road commissions are applying seasonal weight restrictions.

- Cavanaugh Lake Road Update – the railroad changed the insurance requirements that were in the contract documents which caused further delay. They have since gone back to the original insurance requirements. This has delayed this project until July of this year.

- Old US-12 project schedule – has been pushed later into 2020 to avoid conflicts with the Cavanaugh Lake Road project.

ADJOURNMENT

RC20-054  R. Green moved, B. Fuller seconded to adjourn the February 18, 2020 meeting at 1:41 p.m. Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0   ABSTAIN: 0  Motion Carried.

__________________________________________
Douglas E. Fuller, Chair

__________________________________________
Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: __________________________
Washtenaw County Board of Road Commissioners  
Working Session Minutes of  
February 18, 2020

Present: Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green
Staff Present: S. Siddall, J. Harmon, D. Ackerman, M. MacDonell, C. Ryan, E. Kizer
Others Present: S. Shink, County Commissioner, John Scharf, Webster Township Trustee

The Board entered the Working Session at approximately 9:00 a.m.

**2021-2024 County Road & Non-Motorized Millage**
Sheryl Siddall, Managing Director, stated that we have received projects from the City of Ypsilanti and non-motorized projects from the City of Ann Arbor that further refined the millage plan. The millage map was sent to the Board of County Commissioners last week. Sheryl was informed by Lisa Moutinho, County Public Information Officer, that the Board of County Commissioners leadership did not put the millage renewal on the Ways and Means Agenda for tomorrow night. It may be on the March 4th agenda. Sue Shink, County Commissioner, stated that her understanding is that the cities had not submitted detailed enough proposals for some of the County Commissioners to be comfortable with moving forward. Matt MacDonell, Director of Engineering, provided a review of the list of City of Ann Arbor Millage Projects.

**Board Packet Refresh**
Sheryl Siddall provided a review of updating the Road Commission Board Packet. There was a conversation on how Written Communications is being used in the Board Packet. Sue Shink, County Commissioner, commented what was useful for her to see in the Road Commission Board Packet. The Road Commission Board will review the Board Packet in a few months.

**Governor’s Bond Program**
Sheryl Siddall stated that the State of Michigan is in the process of selling $3.5 million dollars in bonds to fund state road improvements. Matt MacDonell, Director of Engineering, provided a review of the MDOT region project list which does not include any bond projects for Washtenaw County.

**Buying/Selling Federal-Aid**
Matt MacDonell explained the Federal Aid buying/selling process and presented a map indicating Federal Aid projects within Washtenaw County. The Rural Federal Aid program dollars can be bought and sold between counties.

Sheryl Siddall provided an explanation of the proposed Senate Bills 518 and 519.
ADJOURNMENT

B. Fuller moved, R. Green seconded to adjourn the February 18, 2020 Working Session at 10:43 a.m. Voice Vote: YEAS: 3   NAYS: 0   ABSENT: 0   ABSTAIN: 0 Motion Carried.

___________________________________________________
Douglas E. Fuller, Chair  
Washtenaw County Board of Road Commissioners

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Barb Fuller, Vice-Chair  
Washtenaw County Board of Road Commissioners
Washtenaw County Board of County Road Commissioners

Board Meeting of March 3, 2020

Written Communications

ISSUE DATE: 02/26/29
WHEN: Sunday, March 1, 2020 until further notice
WHERE: Countywide
WHY: Seasonal Weight Restrictions in effect on Sunday, March 1, 2020.
CONTACT: Mark McCulloch, Senior Project Manager – permits – 734-327-6679; mccullochm@wcroads.org

ISSUE DATE: 02/21/20
WHEN: Monday, February 24, 2020
WHERE: Petersburg Road over Unnamed Creek, between Day Road and Mooreville Road, York Township
Fosdick Road over Pittsfield #5 Drain, between Hunters Ridge Drive and Michigan Avenue, Pittsfield Township
Warren Road over Fleming Creek, between Thornwood Court and Dixboro Road, Ann Arbor Township
WHY: Structural Deterioration of culverts – reduced load rating
CONTACT: Nate Murphy, Bridge Engineer – 734-327-6647; murphyn@wcroads.org

ISSUE DATE: 02/19/20
WHEN: Monday, February 24, 2020
WHERE: Intersection of Miller Road and Wagner Road
TOWNSHIP: Scio
WHY: Tree removals – preparation for intersection improvement project
CONTACT: Nate Murphy, Project Manager – 734-327-6647; murphyn@wcroads.org

ISSUE DATE: 02/14/20
WHEN: Tuesday, February 18, 2020
WHERE: Intersection of Ann Arbor-Saline Road and Wagner Road
TOWNSHIP: Lodi
WHY: Tree removals – preparation for intersection improvement project
CONTACT: Michele Ford, Project Manager – 734-327-6652; fordm@wcroads.org
SEASONAL WEIGHT RESTRICTIONS

WHAT: Seasonal Weight Restrictions

WHEN: Effective on Sunday, March 1, 2020, until further notice

WHERE: Countywide

BACKGROUND: Seasonal Weight Restrictions will be in effect on Sunday, March 1, 2020. A subsequent advisory will be issued when the Seasonal Weight Restrictions are suspended.

Most of the roadways in Washtenaw County are seasonally restricted. For more information about which roads are impacted, please refer to the current WCRC Truck Operator’s Map available on the Road Commission’s website: http://www.wcroads.org/Maps.

More information about Seasonal Weight Restrictions is available on the Road Commission’s website: http://www.wcroads.org/road-work-construction/seasonal-weight-restrictions/.

For a statewide listing of the status of seasonal weight restrictions for other county road commissions, visit the County Road Association of Michigan website at www.micountyroads.org.

This action is taken in accordance with the Washtenaw County Board of Road Commissioners’ Resolution No. RC09-052 and is pursuant to Act 300 of the Public Acts of 1949, as amended [MCL §257.722].

CONTACT: If you have any questions regarding seasonal weight restrictions, please contact Mark McCulloch, senior project manager - permits, at (734) 327-6679 or mccullochm@wcroads.org.

ISSUE DATE: February 26, 2020
ROAD ADVISORY


WHERE:

- **Petersburg Road** over Unnamed Creek, between Day Road and Mooreville Road in York Township.
- **Fosdick Road** over Pittsfield #5 Drain, between Hunters Ridge Drive and Michigan Avenue in Pittsfield Township.
- **Warren Road** over Fleming Creek, between Thornwood Court and Dixboro Road in Ann Arbor Township.

WHY: Structural deterioration of culverts.

BACKGROUND: Effective Monday, February 24, 2020, Washtenaw County Road Commission (WCRC) will reduce the load rating on the following structures due to structural deterioration:

- **Petersburg Road** over Unnamed Creek, between Day Road and Mooreville Road in York Township reduced to **29/44/52**.
- **Fosdick Road** over Pittsfield #5 Drain, between Hunters Ridge Drive and Michigan Avenue in Pittsfield Township reduced to **18 Ton Gross**.
- **Warren Road** over Fleming Creek, between Thornwood Court and Dixboro Road in Ann Arbor Township reduced to **23/35/42**.

A schedule for maintenance at this location is undetermined at this time.

CONTACT: If you have any questions concerning this structure, please contact Nate Murphy, Bridge Engineer, at (734) 327-6647 or murphyn@wcroads.org.

ISSUE DATE: 02/21/20
ROAD WORK ADVISORY

WHEN: Starting Monday, February 24, 2020

WHERE: Intersection of Miller Road and Wagner Road in Scio Township

WHY: Tree removals

BACKGROUND: Starting Monday, February 24, 2020, the Washtenaw County Road Commission (WCRC) and its contractor will begin tree removals at the intersection of Miller Road and Wagner Road in Scio Township. These removals are in preparation for the intersection improvement project planned this spring/summer.

Forestry work at the intersection is expected to last 5 days, however all dates are tentative and subject to change due to weather conditions. The intersection will not be closed to traffic, but delays are likely due to lane restrictions.

FYI: Starting the week of March 2, Miller Road between E. Delhi Road and N. Wagner Road will be closed to through traffic while WCRC’s contractor conducts tree removals for the bridge replacement project this summer. Another work advisory will be posted prior to this closure.

CONTACT: If you have any questions concerning this work, please contact Nate Murphy, project manager, (734) 327-6647, murphyn@wcroads.org

ISSUE DATE: 02/19/20

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ROAD WORK ADVISORY

WHEN:    Starting Tuesday, February 18, 2020

WHERE:   The intersection of Ann Arbor-Saline Road and Wagner Road in Lodi Township.

WHY:     Tree removals

BACKGROUND: Starting Tuesday, February 18, 2020, the Washtenaw County Road Commission (WCRC) and its contractor will begin tree removals at the intersection Ann Arbor-Saline Road and Wagner Road in Lodi Township. These removals are in preparation for the intersection improvement project that will take place this spring/summer.

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

CONTACT: If you have any questions concerning this work, please contact Michele Ford, project manager, (734) 327-6652, or via email at fordm@wcroads.org

ISSUE DATE: 02/14/20

###
A. CONSENT ITEMS

1. **Whitmore Lake 4th of July Fireworks Display – Road Closure**

   Staff is requesting the Board to approve the proposed road closure for the Whitmore Lake 4th of July fireworks display on July 3, 2020. The Whitmore Lake 4th of July Committee has requested a road closure for fireworks viewing. 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 fireworks viewing. 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 Managing Director and the concurrence of the Director of Engineering/County Highway Engineer, the Board hereby approves the closure of Main Street between Barker Road and 8 Mile Road on Friday, July 3, 2020 and include a rain date of July 4, 2020 from 9:00 p.m. – 12:00 a.m. for a fireworks display.

2. **Dexter-Ann Arbor Run – Road Closure**

   Staff is requesting the Board approve the proposed road closure for the annual Dexter-Ann Arbor Run hosted by the Ann Arbor Track Club on Sunday, May 31, 2020. The Ann Arbor Track Club annually hosts the Dexter-Ann Arbor Run with the consent and authorization from Scio Township and Ann Arbor 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 Dexter-Ann Arbor Run. Area residents and motorists will be temporarily impacted during the road closure. The Washtenaw County Sheriff’s Department shall be engaged to provide additional traffic control services.

   **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 the following roads on Sunday, May 31, 2020 for the annual Dexter-Ann Arbor Run:

   - **Baker Road from Dan Hoey Road to Shield Road** – 8:15 a.m. to 8:35 a.m.
   - **Shield Road from Baker Road to Parker Road** – 8:25 a.m. to 8:40 a.m.
   - **Parker Road from Shield Road to Dexter-Chelsea Road** – 8:30 a.m. to 8:45 a.m.
• Dexter-Chelsea Road from Parker Road to Dexter-Pinckney Road – 8:35 a.m. to 8:50 a.m.
• Dexter-Pinckney Road from Dexter-Chelsea Road to the Dexter Village Limit – 8:35 a.m. to 8:55 a.m.
• Huron River Drive from Mast Road to Zeeb Road – 8:30 a.m. to 9:15 a.m.
• Huron River Drive from Zeeb Road to Wagner Road – 8:55 a.m. to 10:35 a.m.
• Huron River Drive from Wagner Road to Maple Road – 8:00 a.m. to 11:05 a.m.
• Huron River Drive from Maple Road to Ann Arbor City Limits – 7:50 a.m. to 11:05 a.m.

3. Installment Purchase for Four Heavy Trucks

PROPOSED MOTION:
WHEREAS, the Board of County Road Commissioners of the County of Washtenaw, Michigan (the “Road Commission”) determines it to be necessary for the public health, safety and welfare of its residents to purchase and equip four (4) heavy duty trucks as described in Exhibit A attached hereto and made a part hereof (the “Equipment”); and

WHEREAS, under the provisions of Act 283, Public Acts of Michigan, 1909, as amended (“Act 283”), the Road Commission is authorized to enter into any contracts or agreements for the purchase of property or equipment for public purposes, to be paid for in installments over a period of not to exceed the useful life of the property acquired as determined by resolution of the Road Commission; and

WHEREAS, the Road Commission has solicited quotes for the financing of the Equipment; and

WHEREAS, quotes have been received, and it has been determined that the proposal of Chelsea State Bank (the “Bank”) is the most advantageous to the Road Commission; and

WHEREAS, an Installment Purchase Agreement (the “Agreement”) between the D & K Truck Company and Truck & Trailer Specialties, Inc. (each, a “Vendor” and together the "Vendors"), and the Bank, for the purchase of the Equipment has been prepared; and

WHEREAS, the Agreement is to be assigned to the Bank.
NOW, THEREFORE, BE IT RESOLVED THAT:

1. Approval of Agreement. The Agreement is hereby approved substantially in the form attached hereto at Exhibit B. The Road Commission shall incur the debt described in the Agreement through execution of the Agreement by the officers authorized below which debt shall consist of the principal financed amount of not to exceed Eight Hundred Ninety-One Thousand Two Dollars and 35/100 Cents ($891,002.35) which shall be payable in not to exceed sixty (60) monthly payments of principal and interest, commencing February 1, 2021 or such other dates and/or payment frequency as the officers shall determine, at the rate of 2.39% per annum. Payments due under the Agreement shall be subject to prepayment prior to maturity, in whole or in part, at the option of the Road Commission, on any date, without premium, with thirty (30) days written notice to the Bank.

2. Execution and Delivery of Agreement. The Chair and Clerk are hereby authorized and directed to execute the Agreement and deliver it to the Vendors, substantially in the form attached hereto with such additions, changes and modifications as shall be reasonably necessary, provided such changes shall not be materially detrimental to the Road Commission.

3. Useful Life of Equipment. The useful life of the Equipment is hereby determined to be not less than five (5) years.

4. Authorization of Officers. The Chair, Clerk, Managing Director, and Director of Finance and I.T. are each hereby authorized and directed to execute such additional documentation and open such accounts as shall be necessary to effectuate the closing of the Agreement and the assignment thereof.

5. Assignment of Agreement. The assignment of the Agreement by each Vendor to the Bank as the assignee of each Vendor is hereby approved.

6. Security. The Road Commission hereby agrees to include in its budget for each year, commencing with the current fiscal year, a sum which will be sufficient to pay the principal of and interest on the Agreement coming due before the next fiscal year. In addition, the Equipment shall serve as collateral and security for the payments to be received pursuant to the Agreement and a statutory lien is hereby created in favor of the bank or financial institution as assignee under the Agreement.

7. Tax Covenant. The Road Commission hereby covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exemption of the interest on the obligations under the Agreement from general federal income taxation (as opposed to alternative minimum or other indirect taxation) under the Internal Revenue Code of 1986, as amended, including but not limited to, actions relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of proceeds of the Agreement and moneys deemed to be proceeds.

8. Qualified Tax Exempt Obligations. The Road Commission hereby designates the Agreement as a “qualified tax-exempt obligation” for purposes
of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended.

9. **Authorization to Adjust Terms; Solicitation of Proposals; Award of Financing.** The Chair, Clerk, Managing Director and Director of Finance and I.T. are each hereby authorized to adjust the final details set forth herein to the extent necessary or convenient to complete the transactions authorized herein, and in pursuance of the foregoing are authorized to make determinations regarding the principal and interest payment dates, frequency, maturity, and redemption provisions. The final terms of the Agreement shall be evidenced through execution of the Agreement by the Chair and Clerk.

10. **Repealer.** All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

4. **Debt Service SAD Bond Issues**

   Staff is requesting the Board to approve the Debt Service SAD Bond Issues.

   **PROPOSED MOTION:** the Board hereby approves Voucher 362-202001 totaling $334,532.70 for Debt Service SAD Bond Issues.

5. **Payroll & Bills for February 19, 2020**

   Staff is requesting the Board to approve the payment of payroll and bills for February 19, 2020.

   **PROPOSED MOTION:** the Board hereby approves Voucher 10390 totaling $334,697.38 for payroll of February 19, 2020, and Voucher 10391 totaling $1,219,752.46 in payment of bills for February 19, 2020.
WASHTENAW COUNTY
VOUCHER 362-202001 BOARD OF ROAD COMMISSIONERS
ANN ARBOR, MICHIGAN

DATE March 3, 2020
WARRANT # _______________________
AMOUNT $ 334,532.70
ACCT. CODE 20

TO: WASHTENAW COUNTY ROAD COMMISSION
The Huntington National Bank

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Debt Service SAD Bond Issues

Principal $ 279,000.00
Interest $ 12,157.70
Agent Fees $ 1,375.00
Early Redemption $ 42,000.00

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

The above account approved by:

_________________________________________
CHAIRMAN

_________________________________________
MEMBER

______________________________
MANAGING - DIRECTOR & DEPUTY CLERK OF BOARD

BOARD OF COUNTY ROAD COMMISSIONERS
WASHTENAW COUNTY
BOARD OF ROAD COMMISSIONERS
ANN ARBOR, MICHIGAN

TO: WASHTENAW COUNTY ROAD COMMISSION

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GROSS PAYROLL $ 388,236.53

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 THE BOARD
BOARD OF COUNTY ROAD COMMISSIONERS
WASHTENAW COUNTY
BOARD OF ROAD COMMISSIONERS
ANN ARBOR, MICHIGAN

TO: WASHTENAW COUNTY ROAD COMMISSION

DATE February 17, 2020
WARRANT #
AMOUNT $1,219,752.46
ACCT. CODE 20

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ACCOUNTS PAYABLE FOR February 19, 2020

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

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<td>YATHUI YAT KEUNG HUI</td>
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</table>

Report Total 182,928.86
TOWNSHIP 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
- Limestone Patch – Judd Road, Macey Road, Maple Road, Pitman Road: 27 tons
- Repaired Washout – Plymouth Road

AUGUSTA TOWNSHIP
- Limestone Patch – Liss Road, Talladay Road, Tuttle Hill Road: 90 tons
- Roadside Debris – Judd Road

BRIDGEWATER TOWNSHIP
- Boom Mow – Fisk Road, Willow Road
- Cut Trees – Clinton Road, Sheridan Road, Willow Road
- Fallen Trees – Austin Road
- Limestone Patch – Eisman Road, Lima Center Road, Sharon Valley Road, Sheridan Road, Wilbur Road: 25 tons

DEXTER TOWNSHIP
- Gravel Patch – Colby Road: 6 tons
- Limestone Patch – Dancer Road, Colby Road, North Lake Road: 29 tons

FREEDOM TOWNSHIP
- Fallen Trees – Bethel Church Road, Esch Road

LIMA TOWNSHIP
- Limestone Patch – Trinkle Road: 45 tons

LODI TOWNSHIP
- Limestone Patch – Bethel Church Road, Dell Road, Ellsworth Road, Noble Road, Saline Waterworks Road, Textile Road, Waters Road, Zeeb Road: 111 tons
LYNDON TOWNSHIP
- Brush Removal – Boyce Road
- Gravel Patch – First Street, Goodband Road, Wild Goose Lake Road: 20 tons
- Limestone Patch – First Street, Goodband Road, Roepke Road, Wild Goose Lake Road: 48 tons

MANCHESTER TOWNSHIP
- Limestone Patch – Ely Road, Kirk Road, Mahrle Road, Parr Road, Schleweis Road: 64 tons

NORTHFIELD TOWNSHIP
- Limestone Patch – Earhart Road, Eight Mile Road, Hellner Road, Joy Road, Kearney Road, Maple Road, Seven Mile Road, Spencer Road, Whitmore Lake Road: 136 tons

PITTSFIELD TOWNSHIP
- Limestone Patch – Merritt Road, Morgan Road: 23 tons

SALEM TOWNSHIP
- Boom Mow – Eight Mile Road
- Brush Removal – Eight Mile Road
- Limestone Patch – Dixboro Road, Five Mile Road, Joy Road, Tower Road: 60 tons

SCIO TOWNSHIP
- Boom Mow – Pratt Road, Liberty Road
- Limestone Patch – Craig Road, E Delhi Road, W Delhi Road, Hickory Road, Honey Brook Court, Liberty Road, Marshall Road, Robinwood Drive: 67 tons
- Opened Plugged Culvert – Breezewood Court, Studebaker Avenue, W Delhi Road, Zephyr Street

SHARON TOWNSHIP
- Drainage and Backslopes – Lehman Road
- Fallen Trees – Hashley Road
- Grind Stumps – Hashley Road
- Limestone Patch – Lehman Road, Parr Road: 20 tons

SUPERIOR TOWNSHIP
- Boom Mow – Leforge Road, Stommel Road
- Limestone Patch – Berry Road, Cherry Hill Road, Frains Lake Road, Gotfredson Road, Stommel Road: 110 tons
- Roadside Debris – Ford Road, Huron River Drive, Prospect Road

WEBSTER TOWNSHIP
- Drainage and Backslopes – Gregory Road
- Limestone Patch – Cobble Lane, Farrell Road, Gregory Road, Huron River Drive, Strawberry Lake Road, Walsh Road, Zeeb Road: 40 tons
YPSILANTI TOWNSHIP
- Drainage and Backslopes – Congress Street, Studebaker Avenue, Whittaker Road, Zephyr Street
- Fallen Trees – Heatherridge Street
- Grind Stumps – Applewood Drive, Georgina Drive, Lakeview Avenue, Natalie Drive, Oregon Street
- Limestone Patch – Bemis Road, Munger Road: 30 tons
- Repaired Mailbox – New Meadow Drive
- Roadside Debris – Hewitt Road

STATE TRUNKLINE REPORT
- Guardrail Repair – US-23

WINTER MAINTENANCE
- Crews Responded – 9 times
- Total Salt Used – 2,111 tons
- Total Abrasives Used – 678 tons
- Total Brine Used – 5,395 gallons

SHOP REPORT
Shop Repairs
- Work Orders Completed – 61
- New Tire Installation – 10 tires
- Tires Repaired – 10 tires
- Vehicles Serviced – 7

Equipment Repair
- Made electrical repairs: 97, 378, 390, 345, 780, 1595, 330, 344, 395
- Removed air foils and added steps to slide-in units
- Replaced hydraulic hoses: 574, 774, 586, 572, 1588, 326, and 762.
- Truck 131 – Replaced front brakes and 02 sensor
- Truck 316 – Replaced U-bolts
- Truck 330 – Replaced front brakes and rear slack adjusters
- Truck 344 – Replaced the starter and a DEF wiring harness
- Truck 386 – Replaced rear brakes and shocks

BUILDING & GROUNDS REPORT
Yard One
- Cleaned basement storage room
- Janitorial and recycling
- Assisted Boone & Darr with sewer sump system
- Cold patched rear parking lot
- Greased roller on back gate
- Conducted monthly checks
- Winter maintenance
- Ran CAT-6 cabling in shop
Yard Two
- Re-secured electrical plug for welder
- Repaired and installed hose reels
- Installed new 240v electrical plug
- Conducted monthly checks
- Tuckpointed walls
- Repaired gate

Yard Three
- Installed hose reels and repaired electrical in cold storage barn
- Repaired salt barn buttress
- Conducted monthly checks
- Repaired furnace issue

Yard Four
- Repaired walls with concrete patch work
- Cleaned up plumbing material
- Conducted monthly checks
- Installed hose reels

Yard Six
- Re-worked plumbing for new vac fill
- Conducted monthly checks

HUMAN RESOURCES REPORT

Staff/Hiring Update
- Austin Furrow started as Heavy Truck Driver for District 2 on February 3rd.
- G. Westfall last day was January 29th and T. Forner's last day was February 28th.
- Staff is recruiting for heavy truck drivers, seasonal heavy truck drivers, summer engineering interns and student laborers.

Misc. HR
- Red Cross first aid/cpr/aed training will be scheduled for all employees during the month of March.
- There is 1 TPOAM employee off on short-term disability, 1 non-union employee on FMLA, and 1 non-union employee off on worker’s compensation.
FINANCE REPORT

FEDERAL AID
• Federal aid information and final accountings were processed.

SAD
• Numerous questions were answered regarding SAD payoffs.
• Various SAD payoffs were received.
• The principal and interest payments were made for all outstanding SAD bonds.

BUDGET
• Set up the 2020 first quarter budget documents

MISCELLANEOUS MONTH END ACCOUNTING
• The January outstanding check listing, cash and bank reconciliation was prepared.
• The 2019 Equipment master was finalized, purged and archived. It is ready for all 2020 acquisitions.

STATE TRUNKLINE
• Working on the 455C report per the state maintenance contract. This report determines the fringe rate for all trunkline work in 2020.

MISCELLANEOUS INVOICING
• An invoice was prepared to; Dexter Township for preliminary engineering on the Waterloo Road culvert, Ann Arbor Township for Dixboro Path Phase 2, Washtenaw County Parks and Rec for costs on the Border to Border Trail,

GENERAL MISCELLANEOUS
• Staff continues to increase the number of payments to vendors electronically.
• Some of the requested improvements to the accounts payable ACH programs were completed.
• All W2s and 1099s were mailed to the IRS and the State of Michigan
• Considerable staff time was spent on the 2019 financial audit.
• The 2019 preliminary Act 51 Report was prepared.
• Staff initiated a request for proposal to local banks for an installment purchase for 4 new heavy trucks.
• Various information was provided to Washtenaw County with regards to the 2019 financial audit.
• Information was provided to the Operations Department related to the 2020 Annual Township Meetings.
• Provided various cost information for developing 2020 project estimates.
• Work continues on the 2019 Affordable Care Act forms.

**IT REPORT**

**HELP DESK**
• Staff received 68 new tickets and closed 69.

**COMPUTER REPLACEMENTS**
• The goal is to have a consistent number of updates on an annual basis. The budget will be able to support this. Within a few years, computers will be replaced shortly after the 3 year warranty is expired.
• The 2020 PC replacement program was created. A few computers were ordered.

**PHONE SYSTEM WORK**
• Looking at a virtual Avaya server that will improve performance and reliability.
• Yearly backup configurations were provided to the vendor.

**TRAFFIC & SAFETY NETWORK UPGRADE**
• SQL license was purchased and the installer provided to Kimley Horn.
• Work is progressing with Integral Blue.
• Working on outstanding items with the vendor in order to begin using the new technology.
• Waiting on training in order for staff to use the technology in room 200 and 234.

**DISASTER RECOVERY**
• The current backup server has failed. Using external hard drives while awaiting the new server. A new server was ordered.
• The new redundant firewall was installed at the main yard.
• In the event there is an issue at the main yard, a replica server needs to be in place at the SESC. This is something that IT and the management team will be discussing.

**MISCELLANEOUS**
• The Systems Administrator continues to develop a master document of all software and hardware. This includes how to troubleshoot as well as install and remove programs
• Looking at adding new badge readers at the main yard.
• Looking into the best way to display emergency messaging.
• Looking at training options for staff.
• Working on upgraded and dedicated fiber connection to the main building. This will increase internet speeds and the dedicated connection will offer additional stability.
• Working on a fiber connection to the shop. This should improve performance.
• The RAM and storage was updated for the camera system.
• Received training on the Deployment server. This will allow for a streamlined process when setting up laptops for staff.
• Reorganized the stock room to make better use of the space and the cabinets that we have.
• Looking at moving FuelMaster to the cloud. Staff is researching all options.
• An updated version of Roadsoft was received and installed.
• The latest version of Lansweeper (IT Helpdesk) was installed.
### MICHIGAN TRANSPORTATION FUND RECEIPTS

#### 25-Feb-20

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<th>MONTH</th>
<th>2019 MONTHLY</th>
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<th>2020 YTD</th>
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Note: The table includes monthly and year-to-date (YTD) receipts for the Michigan Transportation Fund for the years 2019 and 2020. The table also shows the month-over-month and year-over-year differences in amounts and percentages.