

**Washtenaw County Road Commission**  
**Bi-Monthly Meeting of the Board of County Road Commissioners**  
**September 15, 2020 – 1 p.m.**

In an effort to practice social distancing and in accordance with Governor Whitmer’s latest executive order, the Washtenaw County Board of County Road Commissioners will hold a virtual Board Meeting on Tuesday, September 15th at 1 p.m.

Join the virtual board meeting by visiting [bit.ly/WCRCVirtualMeeting](https://bit.ly/WCRCVirtualMeeting) or dialing (312) 626-6799, meeting ID: 184 341 317. Public participants will be able to address the board virtually during the public comment period on the agenda.

Visit [wcroads.org/joining-a-virtual-board-meeting/](https://wcroads.org/joining-a-virtual-board-meeting/) for more information.

**AGENDA**

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. ACCEPTANCE OF MINUTES (Action) .....Page 1-12**
  - A. Board Meeting Minutes of September 1, 2020
- IV. 25 YEAR ANNIVERSARY RECOGNITION – DAVID CAVANAUGH**
- 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. Each person will be allotted (3) minutes to address the Board.

  - A. Public Comment
  - B. Written Communications .....**Page 13-32**
- VI. COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT**
- VII. NEW BUSINESS**
  - A. Consent Agenda .....Page 33-105**
    - 1. 2021 Capital Equipment Purchase - International HV613 Truck Chassis
    - 2. 2021 Capital Equipment Purchase - International HV613 Cab/Chassis Upfitting
    - 3. 2020 Capital Equipment Purchase Authorization - GMC 1500HD Pickup Trucks
    - 4. 2020 Capital Equipment Purchase Authorization - GMC 2500HD Pickup Trucks
    - 5. Huron Waterloo Loop Phase 1B – Construction Engineering Amendment
    - 6. Trinkle Road Improvement Project – Construction Contract
    - 7. Approval of Waiver and Plan for Defined Benefit Pension System
    - 8. Payroll & Bills for September 2, 2020

**B. Action Items**

1. MCRCSIP Bylaws Changes
2. WCRC Bylaws
3. Proposed Abandonment of Sharon Hollow Road  
Right-of-Way, north of Grass Lake Road, Sharon Township

**VIII. REPORTS .....Page 106-113**

- A. County Commissioners Reports
- B. Road Commissioners Reports
- C. Managing Director Report
  1. Staff Report (August 24 – September 6)
  2. Monthly Communications Report (August 13 – September 8)
  3. WCRC Fix It Report (August 1 – 31)

**IX. ADJOURNMENT**

**Washtenaw County Board of Road Commissioners**

555 North Zeeb Road, Ann Arbor, MI 48103

**Virtual Board Meeting Minutes of September 1, 2020**

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green, Gloria Llamas, Jo Ann McCollum

Staff Present: S. Siddall, M. MacDonell, J. Harmon, D. Ackerman, C. Ryan, E. Kizer, C. Quinter, J. Henderson, J. Nixon, P. Schneider, J. Young, T. Lobbestael, J. Mann, M. McCulloch, B. Schlack, B. Houle, E. Yadykina, A. Lape

Others Present: Sue Shink, County Commissioner – District 2; Ruth Ann Jamnick, County Commissioner – District 5; J. Sampieri, S. Ackerman, Christopher Kochmanski

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

Roll Call of Attendance

Doug Fuller, Chair

Barb Fuller, Vice Chair

Rod Green, Member

Gloria Llamas, Member

Jo Ann McCollum, Member

Sheryl Siddall, Managing Director

Matt MacDonell, Director of Engineering/County Highway Engineer

Jim Harmon, Director of Operations

Dan Ackerman, Director of Finance & IT

A moment of silence was recognized to honor all the first responders battling the Coronavirus and people who have lost their lives to this virus.

**APPROVAL OF AGENDA**

RC20-243 B. Fuller moved, R. Green seconded to approve the agenda as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**ACCEPTANCE OF THE MINUTES**

RC20-244 B. Fuller moved, R. Green seconded to approve the Board Meeting Minutes of August 18, 2020 as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC20-245 J. McCollum moved, G. Llamas seconded to approve the Working Session Minutes of August 18, 2020 as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**25 YEAR ANNIVERSARY RECOGNITION – JULIE NIXON**

The Board recognized Julie Nixon for her 25 years of service at the Road Commission.

At the Washtenaw County Road Commission, we realize that our employees are our greatest asset, and we are delighted to honor Julie Nixon's dedicated service and commitment to this organization. Julie started her Road Commission career as a Permit Clerk, swiftly moved to Engineering Technician in Traffic & Safety and grew through the years to currently serve as our Sign Foreman. Julie directs, trains and supervises staff involved in the installation, repair and upkeep of traffic signs to maintain a modern sign system and adhere to mandate. Julie is a valued member of our team and her continued contributions are vital for the Washtenaw County Road Commission to continue to be successful in meeting our stated Mission, Vision and Guiding Principles.

In appreciation for your 25 Years of Service as Sign Foreman, Engineering Technician in Traffic & Safety and Permit Clerk, we present to you, Julie Nixon, this gift to say thank you for your hard work and dedication.

**PUBLIC COMMENT**

**Old US-12 Culvert Project**

Joan Sampieri, President of the League of Women Voters of the Ann Arbor area, addressed the board on behalf of this organization regarding concerns of the Old US-12 culvert project being complete prior to the upcoming November election. Ms. Sampieri stated that if this project is not complete by then it could create problems with detours and voters being unable to get to voting locations and locations to drop off absentee ballots



## **RESPONSE TO PUBLIC COMMENT**

Commissioner Doug Fuller responded that the Board and Road Commission share the concerns stated by Ms. Sampieri and we are doing everything possible to make the necessary repairs on the culvert on Old US-12 in a timely manner and within the permitted timeframe.

Sheryl Siddall, Managing Director, stated that she appreciates the support of the township and the League of Women Voters of the Ann Arbor area. Sheryl stated that the Road Commission is working with contractors to get this project complete as quickly as possible and ensure that detour roads are kept in good shape.

Commissioners Gloria Llamas, Jo Ann McCollum and Rod Green responded that they appreciate the efforts of the League of Women Voters of the Ann Arbor area and stated that staff will do everything they can to get the Old US-12 culvert project complete by election day.

## **WRITTEN COMMUNICATIONS**

### **FOG SEAL PROJECTS**

- Waterloo Road between county line and M-2, Lyon Township  
Start date: 8/25/20
- Hankerd Road between N. Territorial Road and county line, Dexter Township  
Start date: 8/25/20
- McGregor Road between Dexter Pinckney Road and the county line, Dexter Township  
Start date: 8/25/20
- Dexter Townhall Road between Island Lake Road and Cedar Drive, Dexter Township  
Start date: 8/24/20
- Dexter-Chelsea Road between Homer Road and Island Lake Road, Lima and Scio Townships  
Start date: 8/24/20

### **CHIP SEAL PROJECTS**

- East Shore Drive between Main Street and the county line, Northfield Township  
Start date: 8/19/20
- Wagner Road between Jackson Road and Miller Road AND Aprill Drive, south of Jackson Road, Scio Township  
Start date: 8/19/20
- Pontiac Trail between US-23 and N. Territorial Road, Ann Arbor, Northfield and Salem Townships  
Start date: 8/17/20
- 6 Mile Road between Pontiac Trail and Chubb Road AND 7 Mile Road between Angle Road and Napier Road, Salem Township  
Start date: 8/13/20

### **ROAD RESURFACING PROJECTS**

- State Road between Old State Road and Textile Road AND between Morgan Road and Ellsworth Road, Pittsfield Township Start Date: 8/26/20
- Maple Road between Maplewood Drive and Textile Road, Pittsfield Township Start Date: 8/25/20
- Hewitt Road between Washtenaw Avenue and Huron River Drive, Ypsilanti Township Start date: 8/18/20

### **PAVEMENT REPAIRS**

- Intersection of Lohr Road and Ellsworth Road in Pittsfield Township Start Date: 8/19/20

### **CULVERT PROJECTS**

- Webster Church Road between Farrell Road and Gregory Road, Webster Township Start date: 8/19/20, closed – 7 a.m. to 4 p.m.
- Dennison Road over a tributary to the Saline River between Day Road and Mooreville Road, York Township Reopen date: 8/13/20

### **ROUNABOUT PROJECTS**

- Intersection of Textile Road and Woodland Drive, Pittsfield Township Roundabout complete, reopened: 8/17/20

### **OTHER COMMUNICATIONS**

**RECEIVED:** 8/24/20

**FROM:** Stephanie Cochran

**WHY:** Thank you for doing a great job on the resurfacing of Mooreville and Stony Creek roads

### **CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC20-246 R. Green moved, J. McCollum seconded the approval of the Consent Agenda for September 1, 2020 as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Fuller Road Bridge (STR 11056) over the Sugar Creek Rehabilitation:  
Augusta Township Agreement**

RC20-247 R. Green moved, J. McCollum seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and the concurrence of the Managing Director, the Board hereby approves the Maintenance Agreement with Augusta Township to perform rehabilitation of the Fuller Road bridge (STR11056) over the Sugar Creek in Section 33 of Augusta Township, for a total estimated construction cost of \$20,000.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Dixboro Road Shared Use Trail, Phase 2 – Final Plans**

RC20-248 R. Green moved, J. McCollum seconded that upon the recommendation of the County Highway Engineer / Director of Engineering and the concurrence of the Managing Director, the Board hereby approves and authorizes the County Highway Engineer / Director of Engineering to sign the title sheet for the final plans and specifications for the Dixboro Road Shared Use Trail, Phase 2 project located in Section 13 of Ann Arbor Township.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Dixboro Road Shared Use Trail, Phase 2 – Agency Resolution**

RC20-249 R. Green moved, J. McCollum seconded

WHEREAS, the Dixboro Road Shared Use Trail, Phase 2 project is a non-motorized HMA trail approximately 0.85 miles in length running roughly parallel to Dixboro Road from Matthaei Botanical Gardens on the south and terminating at Marshall Nature Area just north of Plymouth Road (the "Project"); and

WHEREAS, the Washtenaw County Road Commission ("WCRC") in cooperation with Ann Arbor Township ("Township") was awarded a Transportation Alternatives Program ("TAP") grant of approximately \$813,310 for the Project; and

WHEREAS, WCRC entered into the Dixboro Road Shared Use Trail Phase 2 Agreement with the Township (the "Agreement") at its August 4, 2020 meeting (RC20-216) that acknowledges the Township shall pay for all construction and construction engineering costs in excess of the TAP grant funds and that the local match funds are in place with the Township; and

WHEREAS, WCRC acknowledges that the Township has agreed to own, operate, maintain, and repair the Dixboro Road Shared Use Trail, Phase 2 in accordance with the Agreement for the Project; and

WHEREAS, WCRC recognizes that, as an Act 51 Agency, it is required by the Federal Highway Administration and MDOT to be the recipient of such TAP grant funds for the Project on behalf of the Township.

NOW, THEREFORE, BE IT RESOLVED that WCRC agrees and authorizes WCRC staff to administer the Dixboro Road Shared Use Trail, Phase 2 project located in Ann Arbor Township.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

### **Staebler Farm / Plymouth Road Improvement Agreement**

RC20-250 R. Green moved, J. McCollum seconded that upon the recommendation of the County Highway Engineer / Director of Engineering and concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director to sign the Road Improvement Agreement amendment between the Washtenaw County Road Commission and Washtenaw County Parks & Recreation in connection with their site development in Staebler Farms Park, located on Plymouth Road west of Curtis Road, Sections 4 & 9 of Superior Township.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Hitchingham Road Culvert – Augusta Township Agreement**

RC20-251 R. Green moved, J. McCollum seconded that upon the recommendation of the County Highway Engineer / Director of Engineering and the concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director and Chair to sign the cost sharing agreement between the Washtenaw County Road Commission and Augusta Township, for the costs associated with the replacement of the Hitchingham Road Culvert located in Section 16 of Augusta Township.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Prospect Road Pathway Agreement – Superior Township Agreement**

RC20-252 R. Green moved, J. McCollum seconded that upon the recommendation of the County Highway Engineer / Director of Engineering and the concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director and Chair to sign the agreement between the Washtenaw County Road Commission and Superior Charter Township, for the Prospect Road Pathway project located in Sections 33 and 34 of Superior Charter Township.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**2020 Manchester Township Second Agreement**

RC20-253 R. Green moved, J. McCollum 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 2020 Manchester Township Second Agreement with the Township's estimated share being \$5,050.00.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Natural Beauty Road Petition – Earhart Road**

RC20-254 R. Green moved, J. McCollum seconded that upon the recommendation of the County Highway Engineer / Director of Engineering with the concurrence of the Managing Director, the Board hereby accepts the validity of the petition to establish Earhart Road as a Natural Beauty Road between Warren Road and Joy Road in Ann Arbor Township, and authorizes staff to proceed with establishing a Natural Beauty Road. Public Hearing within six (6) months from the date of receipt of the petition for the proposed Natural Beauty Road.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Payroll & Bills for August 19, 2020**

RC20-255 R. Green moved, J. McCollum seconded the Board hereby approves Voucher 10416 totaling \$303,828.05 for payroll of August 19, 2020, and Voucher 10417 totaling \$1,308,958.57 in payment of bills for August 19, 2020.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## **ACTION ITEMS**

### **2020-2021 Winter Maintenance Guidelines**

Commissioner Barb Fuller expressed concerns of people parking cars on the roads in subdivisions which become obstacles to the Road Commission snowplows. Commissioner Fuller would like to see a provision where communities direct residents to remove their parked cars off the roads during a snow event. Commissioner Doug Fuller agreed with Commissioner Barb Fuller's comments.

Sheryl Siddall, Managing Director, stated that the Road Commission does not have the authority to pass ordinances for winter maintenance activities. We can work with townships on passing and enforcing any township ordinances on removing parked vehicles during winter snow events. Sheryl stated there is a problem with subdivisions that have smaller lots and multiple vehicles per household regarding where they can park their vehicles. We can also work with townships on educating residents about snow removal on subdivision roads.

Jim Harmon, Director of Operations, stated that it is required to have a local unit of government pass any parking ordinances. This issue has been brought to the attention of the townships in the past but there has not been any action from the townships to enforce no parking during a snow event. Jim stated that the Road Commission works closely with Washtenaw County Emergency Management.

Commissioner Rod Green asked if there was anything that can be done regarding senior citizens not physically able to clear the snow from their driveway entrance. Jim Harmon stated WCRC does not have the equipment or human resources to clear out driveways that have been blocked by snow from the snowplows.

RC20-256 B. Fuller moved, R. Green seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the 2020-2021 Winter Maintenance Guidelines.

Roll Call Vote.

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## **REPORTS**

### **COUNTY COMMISSIONER REPORTS**

County Commissioner Ruth Ann Jamnick offered the suggestion of the townships posting on their township website an alert to move parked vehicles off the streets when a winter storm event is approaching.

County Commissioner Sue Shink left comments with Emily Kizer that she and Commissioner Maciejewski appreciated the comments from Joan Sampieri, President of the League of Women Voters of the Ann Arbor area, agreeing that there are concerns of the Old US-12 culvert project being complete prior to the November elections.

### **ROAD COMMISSIONER REPORTS**

#### **Commissioner Doug Fuller**

8/26 Commissioner Fuller reported that the Southwest Washtenaw Council of Governments (SWWCOG) meeting was successful, and he appreciated State Senator Lana Theis in attendance at this meeting.

8/27 Commissioner Fuller attended the MCRCSIP Board meeting on Thursday, August 27th. Commissioner Fuller stated most of the functions of the MCRCSIP have been brought in house which provides better customer service and helps reduce expenses.

#### **Commissioner Barb Fuller**

8/26 Attended the virtual Old US-12 culvert replacement Project Meeting.

8/26 Attended the SWWCOG meeting held in the Freedom Township Hall parking lot.

#### **Commissioner Rod Green**

8/20 Attended the Road Funding Subcommittee meeting.

#### **Commissioner Jo Ann McCollum**

8/25 Attended the Washtenaw County Parks and Recreation Working Session.

8/26 Attended the Introduction to Communications meeting with staff.

8/26 Attended the virtual Old US-12 culvert replacement Project Meeting.

#### **Commissioner Gloria Llamas**

8/26 Attended the Introduction to Communications meeting with staff.

8/26 Attended the Virtual Old US-12 culvert replacement Project Meeting.



## **MANAGING DIRECTOR'S REPORT**

### **Sheryl Siddall, Managing Director**

- Sheryl attended the Roads Funding Subcommittee Meeting. There was not a quorum at this meeting. Sheryl thanked the members of the Subcommittee and County Commissioners present for putting the county wide roads and non-motorized millage on the ballot.
- Sheryl Siddall and Nicole Peterson, Human Resources Manager, met with every district yard and office staff and held an evening meeting for additional staff with any questions on the WCRC moving to Delta Dental as the new dental provider in 2021. There was also a virtual Zoom meeting for retirees providing information on the future switch to Delta Dental.

### **ENGINEERING REPORT – Matt MacDonell, Director of Engineering**

- Cavanaugh Lake Road Culvert Project – is nearing completion. Cavanaugh Lake Road should be open to motorists tomorrow.
- Old US-12 culvert project – work begins September 14<sup>th</sup>. Staff is anticipating this project to be complete by mid-October.
- Miller Road at Wagner Road Roundabout – the contractor is making good progress, they have begun pouring concrete curbs and gutters. After the roundabout is complete, the contractor will move to the west replacing the bridge at this location.

### **OPERATIONS REPORT – Jim Harmon, Director of Operations**

- A lot of winter preparations are taking place. There will be salt deliveries within the next few weeks.
- We are processing salt orders now for all yards of approximately 7,400 tons of salt. We will have a supply of slightly over 13,000 tons of salt to begin the season.
- The annual dry run preparations will begin soon. Due to Covid safety concerns, the dry run preparations will take place vehicle-by-vehicle instead of crew-by-crew during an expanded period of time.
- Human Resources is making very good recruiting progress on filling Operations vacancies.
- We will take delivery of four new trucks in a few weeks.
- State Road project – the road paving is complete and State Road is open.
- The chip seal program has been completed. Crews are currently working on fog sealing in the Manchester area, moving into York Township and then progressing to the north.

**FINANCE & IT REPORT – Dan Ackerman, Director of Finance & IT**

- Michigan Transportation Funds (MTF) – The July 2020 MTF was up 10% compared to 2019. MDOT stated some of this increase is due to people buying more vehicles.
- The annual CRASIF Workers Compensation audit took place this morning and went very well.
- Dan reported on the webinar he attended on strategies for funding pension and OPEB obligations and one of the main speakers was MERS.

**ADJOURNMENT**

RC20-257 B. Fuller moved, J. McCollum seconded to adjourn the September 1, 2020 meeting at 2:22 p.m.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

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Douglas E. Fuller, Chair

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

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

## Washtenaw County Board of County Road Commissioners

### Board Meeting of September 15, 2020

#### Written Communications

##### Culvert Replacements

- Old US-12 Road between just northeast of the Sylvan Township Hall driveway and the I-94 ramps in Sylvan Township  
Start date: September 14
- Tower Road between Brookville Road and 5 Mile Road in Salem Township  
Start date: Thursday, August 27

##### Bridge Replacement Projects

- Cavanaugh Lake Road between Deerfield Court and Campolina Street in Sylvan Township – Project Complete - Cavanaugh Lake Road re-opened September 2

##### Fog Seal Projects

- Rawsonville Road between Oakville Waltz Road and Judd Road in Augusta Township  
Start date: Thursday, September 3
- **Stony Creek Road** between Saline-Milan Road and Willis Road AND **Milan Oakville Road** between Milan City Limits and ½ mile west of Hitchingham Road in York and Augusta Townships  
Start date: Wednesday, September 2
- Clinton Road between the county line and Austin Road in Bridgewater Township  
Start date: Tuesday, September 1
- **Watkins Road** between Cash Road and Herman Road in Manchester Township; **Sharon Hollow Road** between Austin Road and Sharon Valley Road in Manchester and Sharon Townships AND **Pleasant Lake Road** between M-52 and Schneider Road in Sharon and Freedom Townships  
Start date: Monday, August 31
- Old US-12 Road between Freer Road and Jackson Road in Lima Township  
Start date: Thursday, August 27

##### Chip Seal Projects

- **Hitchingham Road** between Bemis Road and Textile Road, **Merritt Road** between Hitchingham Road and Whittaker Road AND **Bemis Road** between Hitchingham Road and Whittaker Road in Ypsilanti and Augusta Townships  
Start date: Tuesday, September 8

##### Road Resurfacing Projects

- Marion Road between Macon Road and Michigan Avenue (US-12) in Saline Township  
Start date: September 2

**OTHER CORRESPONDENCE**

**RECEIVED FROM:** William & Elizabeth Anderson  
**DATE RECEIVED:** September 9  
**WHY:** Drainage concerns – Byington Blvd., Ann Arbor

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**RECEIVED FROM:** Patricia & Hans VonHofe  
**DATE RECEIVED:** September 2  
**WHY:** Road in poor condition – York Woods Subdivision, Saline, MI  
**RESPONSE:** September 10 – Emily Kizer phoned Ms. VonHofe and explained the special assessment district process.

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**RECEIVED FROM:** Bob Caldwell  
**DATE RECEIVED:** August 24  
**WHY:** Craig Road – Road grade causing dirt & gravel accumulation on driveway  
**RESPONSE:** August 27 – Jim Harmon responded (attached)  
September 9 – Jim Harmon provided a second response (attached)



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

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## **ROAD CLOSURE ADVISORY**

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- WHEN:** Starting Monday, September 14, 2020
- WHERE:** Old US-12 Road between just northeast of the Sylvan Township Hall driveway and the I-94 ramps in Sylvan Township
- WHY:** Culvert replacement
- BACKGROUND:** On Monday, September 14, 2020, the Washtenaw County Road Commission (WCRC) will close Old US-12 Road between just northeast of the Sylvan Township Hall driveway and the I-94 ramps in Sylvan Township for a culvert replacement.
- The culvert replacement is expected to be completed by mid-October. However, all dates are tentative and subject to change due to weather conditions.
- Sylvan Township Hall and the Michigan State Police Sylvan Detachment will be accessible from the southwest throughout construction.
- DETOUR:** [Click here for the posted detour map.](#)
- CONTACT:** If you have any questions concerning this work, please contact James Hui, project manager, (734) 327-6660, [huij@wcroads.org](mailto:huij@wcroads.org)
- ISSUE DATE:** 09/08/20

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

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## **ROAD WORK ADVISORY**

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**WHEN:** Starting Thursday, September 3, 2020

**WHERE:** Rawsonville Road between Oakville Walz Road and Judd Road in Augusta Township

**WHY:** Preventative maintenance – fog seal

**BACKGROUND:** Starting in the afternoon of Thursday, September 3, 2020, the Washtenaw County Road Commission (WCRC) will apply a fog seal on Rawsonville Road between Oakville Walz Road and Judd Road in Augusta Township.

Fog seal is another thin layer of liquid asphalt placed on top of a recent chip seal that helps to seal in the chips and further protect the pavement.

This work will be conducted under lane restrictions and all vehicles must stay off the fog seal while it cures. Curing time depends on several factors including weather.

This work is expected to be completed on Tuesday, September 8. However, all dates are tentative and subject to change due to weather conditions.

Once the fog seal has been completed, WCRC's contractor will return to place permanent pavement markings in the coming weeks.

**CONTACT:** If you have any questions concerning this work, please contact Ken Harris, superintendent of maintenance, (734) 327-6696, [harrisk@wcroads.org](mailto:harrisk@wcroads.org).

**ISSUE DATE:** 09/03/20



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

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## **ROAD WORK ADVISORY**

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- WHEN:** Starting Tuesday, September 8, 2020
- WHERE:** **Hitchingham Road** between Bemis Road and Textile Road,  
**Merritt Road** between Hitchingham Road and Whittaker Road AND  
**Bemis Road** between Hitchingham Road and Whittaker Road in  
Ypsilanti and Augusta Townships
- WHY:** Preventative maintenance – chip seal
- BACKGROUND:** Starting Tuesday, September 8, 2020, the Washtenaw County Road Commission (WCRC) will apply a fog seal on the following roads in Ypsilanti and Augusta Townships:
- **Hitchingham Road** between Bemis Road and Textile Road
  - **Merritt Road** between Hitchingham Road and Whittaker Road
  - **Bemis Road** between Hitchingham Road and Whittaker Road
- Fog seal is another thin layer of liquid asphalt placed on top of a recent chip seal that helps to seal in the chips and further protect the pavement.
- This work will be conducted under lane restrictions and all vehicles must stay off the fog seal while it cures. Curing time depends on several factors including weather.
- This work is expected to be completed by Wednesday, September 9. However, all dates are tentative and subject to change due to weather conditions. Once the fog seal has been completed, WCRC’s contractor will return to place permanent pavement markings in the coming weeks.
- CONTACT:** If you have any questions concerning this work, please contact Ken Harris, superintendent of maintenance, (734) 327-6696, [harrisk@wcroads.org](mailto:harrisk@wcroads.org).
- ISSUE DATE:** 09/03/20

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

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## **ADVISORY – ROAD OPENING**

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- WHEN:** Wednesday, September 2, 2020
- WHERE:** Cavanaugh Lake Road between Deerfield Court and Campolina Street in Sylvan Township
- WHY:** Completion of bridge replacement project
- BACKGROUND:** On Wednesday, September 2, 2020, at approximately noon, the Washtenaw County Road Commission (WCRC) re-opened Cavanaugh Lake Road between Deerfield Court and Campolina Street in Sylvan Township.
- CONTACT:** If you have any questions concerning this project, please contact Nate Murphy, project manager and bridge engineer, (734) 327-6647, [murphyn@wcroads.org](mailto:murphyn@wcroads.org).
- ISSUE DATE:** 09/02/20

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

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## **DAYTIME ROAD CLOSURE ADVISORY**

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- WHEN:** Starting Wednesday, September 2, 2020
- WHERE:** Marion Road between Macon Road and Michigan Avenue (US-12) in Saline Township
- WHY:** Road resurfacing
- BACKGROUND:** On Wednesday, September 2, 2020, the Washtenaw County Road Commission (WCRC) will begin limestone resurfacing project on Marion Road between Macon Road and Michigan Avenue (US-12) in Saline Township.

The road will be closed between approximately 7 a.m. and 5 p.m. each day but will reopen during the evening. Property owners, who live or work within the work zone, will be provided access to their property throughout the project. WCRC encourages motorists, emergency services and others to use an alternate route.

The road improvements are expected to take approximately 2 days. However, all dates are tentative and subject to change due to weather conditions.

- CONTACT:** If you have any questions, please contact Adam Lape, superintendent of maintenance, (734) 327-6697, [lapea@wcroads.org](mailto:lapea@wcroads.org)

- ISSUE DATE:** 09/01/20

###



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

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## **ROAD WORK ADVISORY**

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**WHEN:** Starting Wednesday, September 2, 2020

**WHERE:** **Stony Creek Road** between Saline-Milan Road and Willis Road AND **Milan Oakville Road** between Milan City Limits and ½ mile west of Hitchingham Road in York and Augusta Townships.

**WHY:** Preventative maintenance – fog seal

**BACKGROUND:** Starting Wednesday, September 2, 2020, the Washtenaw County Road Commission (WCRC) will apply a fog seal on **Stony Creek Road** between Saline-Milan Road and Willis Road AND **Milan Oakville Road** between Milan City Limits and ½ mile west of Hitchingham Road in York and Augusta Townships.

Fog seal is another thin layer of liquid asphalt placed on top of a recent chip seal that helps to seal in the chips and further protect the pavement.

This work will be conducted under lane restrictions and all vehicles must stay off the fog seal while it cures. Curing time depends on several factors including weather.

This work is expected to be completed by Thursday, September 3. However, all dates are tentative and subject to change due to weather conditions.

Once the fog seal has been completed, WCRC's contractor will return to place permanent pavement markings in the coming weeks.

**CONTACT:** If you have any questions concerning this work, please contact Ken Harris, superintendent of maintenance, (734) 327-6696, [harrisk@wcroads.org](mailto:harrisk@wcroads.org).

**ISSUE DATE:** 09/01/20



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

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## **ROAD WORK ADVISORY**

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- WHEN:** Starting Tuesday, September 1, 2020
- WHERE:** Clinton Road between the county line and Austin Road in Bridgewater Township
- WHY:** Preventative maintenance – fog seal
- BACKGROUND:** Starting Tuesday, September 1, 2020, the Washtenaw County Road Commission (WCRC) will apply a fog seal on Clinton Road between the county line and Austin Road in Bridgewater Township.
- Fog seal is another thin layer of liquid asphalt placed on top of a recent chip seal that helps to seal in the chips and further protect the pavement.
- This work will be conducted under lane restrictions and all vehicles must stay off the fog seal while it cures. Curing time depends on several factors including weather.
- This work is expected to be completed by Wednesday, September 2. However, all dates are tentative and subject to change due to weather conditions.
- Once the fog seal has been completed, WCRC’s contractor will return to place permanent pavement markings in the coming weeks.
- CONTACT:** If you have any questions concerning this work, please contact Ken Harris, superintendent of maintenance, (734) 327-6696, [harrisk@wcroads.org](mailto:harrisk@wcroads.org).
- ISSUE DATE:** 08/31/20



## Washtenaw County Road Commission

555 N. Zeeb Road  
Ann Arbor, Michigan 48103

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# ROAD WORK ADVISORY

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- WHEN:** Starting Monday, August 31, 2020
- WHERE:** **Watkins Road** between Cash Road and Herman Road in Manchester Township; **Sharon Hollow Road** between Austin Road and Sharon Valley Road in Manchester and Sharon Townships AND **Pleasant Lake Road** between M-52 and Schneider Road in Sharon and Freedom Townships
- WHY:** Preventative maintenance – fog seal
- BACKGROUND:** Starting Monday, August 31, the Washtenaw County Road Commission (WCRC) will apply a fog seal on:
- Watkins Road between Cash Road and Herman Road in Manchester Township
  - Sharon Hollow Road between Austin Road and Sharon Valley Road in Manchester and Sharon Townships
  - Pleasant Lake Road between M-52 and Schneider Road in Sharon and Freedom Townships
- Fog seal is another thin layer of liquid asphalt placed on top of a recent chip seal that helps to seal in the chips and further protect the pavement. This work will be conducted under lane restrictions and all vehicles must stay off the fog seal while it cures. Curing time depends on several factors including weather.
- This work is expected to be completed by Tuesday, September 1. However, all dates are tentative and subject to change due to weather conditions. Once the fog seal has been completed, WCRC's contractor will return to place permanent pavement markings in the coming weeks.
- CONTACT:** If you have any questions concerning this work, please contact Ken Harris, superintendent of maintenance, (734) 327-6696, [harrisk@wcroads.org](mailto:harrisk@wcroads.org).
- ISSUE DATE:** 08/27/20



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

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## **ROAD WORK ADVISORY**

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**WHEN:** Starting Thursday, August 27, 2020

**WHERE:** Old US-12 Road between Freer Road and Jackson Road in Lima Township

**WHY:** Preventative maintenance – fog seal

**BACKGROUND:** Starting Thursday, August 27, 2020, the Washtenaw County Road Commission (WCRC) will apply a fog seal on Old US-12 Road between Freer Road and Jackson Road in Lima Township.

Fog seal is another thin layer of liquid asphalt placed on top of a recent chip seal that helps to seal in the chips and further protect the pavement. This work will be conducted under lane restrictions and all vehicles must stay off the fog seal while it cures. Curing time depends on several factors including weather.

This work is expected to be completed by Monday, August 31. However, all dates are tentative and subject to change due to weather conditions.

Once the fog seal has been completed, WCRC's contractor will return to place permanent pavement markings in the coming weeks.

**CONTACT:** If you have any questions concerning this work, please contact Ken Harris, superintendent of maintenance, (734) 327-6696, [harrisk@wcroads.org](mailto:harrisk@wcroads.org).

**ISSUE DATE:** 08/26/20

###



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

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## **DAYTIME ROAD CLOSURE ADVISORY**

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**WHEN:** Thursday, August 27, 2020

**WHERE:** Tower Road between Brookville Road and 5 Mile Road in Salem Township

**WHY:** Culvert replacement

**BACKGROUND:** On Thursday, August 27, 2020 at approximately 6 a.m., the Washtenaw County Road Commission (WCRC) will close Tower Road between Brookville Road and 5 Mile Road in Salem Township to replace a crossroad culvert.

The road should be reopened by 5 p.m. on Thursday, August 27. However, all schedules are tentative and subject to change due to weather conditions.

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

**ISSUE DATE:** 08/26/20

###

August 29, 2020

Washtenaw County Road Commission  
555 N Zeeb Road  
MI 48103

Dear Sirs:

My wife and I have lived at 2692 Byington Blvd., Ann Arbor MI 48105 for 53 years. In the last several months there has been some road rebuilding on Riverbend Dr, (near Lot 15, Riverbend Subdivision), north and uphill from our house. This has resulted in a major change in water flow through our area. We now have had a small creek run through our property 3 times, following moderate rains (1 to 3 inches). The new water course runs from the northeast corner toward the southwest of our lot (number 26 in Riverdale Subdivision). Fortunately, it dries out fairly quickly because we have sandy soil.

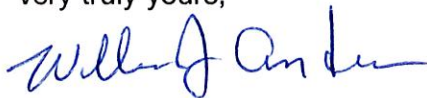
This new water course has caused us problems with drainage into my basement woodworking shop, which has a door on the lower level of the west side of our house. We have had to redo 3 of our down spouts from our eaves and make a small berm in order to turn the creek. In short, this new creek ran right into my shop.

In our 53 years living here, we have never seen water running in this small vale of ours, even back in the flood (about 1968) with a "100-year" rain (9 inches in one day).

We looked at the new water route after a heavy rain yesterday. Apparently the road construction near Miles' home (Lot 15, Riverbend) has diverted the water down the Miles' driveway (instead of staying near Riverbend Dr.). It may be that a culvert is needed to keep the water from turning down Miles' driveway, and to keep it on the roadbed, as it has been for at least 53 years.

We would desire the the Road Commission look at this change in the watershed, and propose a fix of the problem.

Very truly yours,



William J. Anderson  
Elizabeth M. Anderson  
2692 Byington Blvd.  
Ann Arbor, MI 48105  
[billa@umich.edu](mailto:billa@umich.edu)  
734-663-0255

cc: William and Sara Kaye  
3365 Riverbend  
Ann Arbor, MI 48105





08/31/2020

Washtenaw County Road Commission  
555 North Zeeb Road  
Ann Arbor, MI 48103

Re: Road in poor condition after 32 years on York Woods Subdivision, Saline, MI

This summer some of the holes were filled in but some of the roads in this subdivision are in poor condition and we would like to know if they could be redone or tar and gravel could be laid down on them. We live in the first phase on York Woods and have lived here since the subdivision was first started for 32 years. The entire subdivision needs work. This is a County road and we do not feel we should pay for something the County should be taking care. It was brought up at a meeting last year that if each household paid approximately \$10,000.00 the roads could be redone. We are not willing to pay for something the County should be taking care. That might be all right with some that haven't lived out here and are in their 40's or 50's but not for someone that has lived here for 32 years and in their early 80's. The property taxes here in York Township are some of the highest around, in fact double. The houses are selling out here every summer because of the high taxes. Would like some work done on the roads here before winter if that possible. It was brought up in our annual meeting how bad the roads are here. I feel that perhaps tar and small stone or whatever the County does to repair the roads would be sufficient to take care the problem. Thank you. Our telephone number is 734-429-3170 if you care to call and tell me what can be done.

Sincerely,



Patricia and Hans VonHofe





August 24, 2020

Washtenaw County Road Commission  
555 North Zeeb Road  
Ann Arbor, MI 48103  
734.761.1500

Re: 3424 Craig Road • Scio Township  
Road grade causing dirt and gravel accumulation on driveway after each heavy rain

In June, I sent a letter to the Road Commission explaining that for several years dirt, stones and leaves have been accumulating on our driveway after each rain because the gravel roadbed has become higher than our driveway entrance. A grader spread a load of stones on the road, but the problem remains.

The house across the road is about 40 feet higher than our driveway. The rain run-off from that steep driveway rushes across the road in a torrent and washes the road gravel down our driveway.

August 23, 2020: Measured driveway-to-roadbed distance at all six driveways on the north side of Craig Road.

3340 Craig Rd	3350 Craig Rd	3424 Craig Rd		3460 Craig Rd	3490 Craig Rd	Wagner Road
		East	West			
Road is 12" Lower than Driveway	Road is 7" Lower than Driveway	Road is 6" Higher than Driveway	Road is 1" Lower than Driveway	Road is 7" Lower than Driveway	Road is 8" Lower than Driveway	

When our concrete driveway was paved in 2008, the two entrances were higher than the roadbed. Over the years periodic roadbed grading elevated the road in front our home.

Our driveway is now the highest point on Craig Road. Ten feet east of our driveway is a 200-foot long dip in the road with empty wooded lots to the north and south of the road. Could the road be graded 7 or 8 inches lower than our driveway to drain into one of these empty lots instead of into our lawn and driveway?

Sincerely,



P.S. We voted for the county special assessment road millage. It's easy to see the road improvements that the millage has enabled. It's not a tax, it's an investment in a better quality of life. Thanks for jobs well done! For the last 17 years, Lansing has not supported county roads as well as they did in the past.





**Gravel, stones and leaves deposited on the driveway and in the lawn.**





June 8, 2020

Washtenaw County Road Commission  
555 N. Zeeb Road  
Ann Arbor, MI 48103  
(734) 761-1500

Re: 3424 Craig Road • Scio Township

Road grade has caused dirt and gravel accumulation on our driveway after each heavy rain.

The water runoff from the driveway across the street flows down-hill across the road, down our driveway and lawn, across our backyard where it pools near our garden, then it continues down hill into our neighbor's backyard yard on Robinwood.

Ten years ago the lip of our eastern driveway entrance was above the surface of the gravel road. Today, the roadbed is several inches higher than our driveway. This is causing water, dirt and gravel to wash down our driveway after every heavy rain. We must shovel dirt and debris that accumulates at the bottom of our driveway after each rain. The grading at the western driveway entrance is fine.

There is an unoccupied wooded lot next to our eastern property line. If the lowest point could be moved 50 feet east, the road would drain into the wooded lot.

We have lived at this address for 37 years. This problem began getting worse several years ago. Twelve years ago the other end of our circular driveway had this same problem but the Road Commission graded the road to drain to the south to solve the problem. Can the gravel roadbed be adjusted to drain away from our eastern entrance driveway to alleviate this problem?

Sincerely,

R. B. Caldwell



COMMISSIONERS  
DOUGLAS E. FULLER  
CHAIR

BARBARA RYAN FULLER  
VICE-CHAIR

RODRICK K. GREEN  
MEMBER

GLORIA LLAMAS  
MEMBER

JO ANN McCOLLUM  
MEMBER

**WASHTENAW COUNTY  
BOARD OF COUNTY ROAD COMMISSIONERS**

555 NORTH ZEEB ROAD  
ANN ARBOR, MICHIGAN 48103  
[WWW.WCROADS.ORG](http://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

August 27, 2020

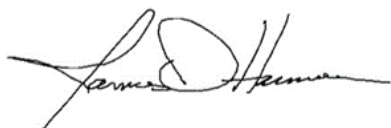
Robert B. Caldwell  
3424 Craig Road  
Ann Arbor, MI 48103

RE: 3424 Craig Road – Scio Township  
Road grade causing dirt and gravel accumulation on driveway after heavy rain

Dear Mr. Caldwell,

The Road Commission received your letter dated August 24, 2020 and our Managing Director forwarded it for my attention. Although I am unfamiliar with your initial correspondence dated June 8, 2020, please know that the Road Commission takes your concerns seriously. I will investigate your concerns with our District Foreman upon his return from vacation next week and follow up with a letter of our findings.

With best regards,



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

P.S. Your support has allowed our Road Commission to improve over 330 miles of county roads in the last 6 years. The millage renewal earlier this month will provide improvements for another 215 miles over the next 4 years. Thank you!

COMMISSIONERS  
DOUGLAS E. FULLER  
CHAIR

BARBARA RYAN FULLER  
VICE-CHAIR

RODRICK K. GREEN  
MEMBER

GLORIA LLAMAS  
MEMBER

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COUNTY HIGHWAY ENGINEER

JAMES D. HARMON, P.E.  
DIRECTOR OF OPERATIONS

DANIEL D. ACKERMAN  
DIRECTOR OF FINANCE & IT

September 9, 2020

Robert B. Caldwell  
3424 Craig Road  
Ann Arbor, MI 48103

RE: 3424 Craig Road – Scio Township  
Road grade causing dirt and gravel accumulation on driveway after heavy rain

Dear Mr. Caldwell,

On the morning of September 1, I inspected Craig Road and discussed my observations yesterday with our District Foreman upon his return to work. I also reviewed topographical maps to further understand drainage patterns. I agree with your assessment that Craig Road has changed over the years. Erosion, compaction and sedimentation have changed the elevation of this unpaved, local road. The road surface was once higher, which allowed runoff along the north half of the road to discharge intermittently uphill of your eastern driveway. Changes in road elevation east of your frontage are contributing a greater amount of concentrated runoff at your eastern driveway approach, which currently matches the elevation of the road. I agree that this is exacerbated during torrential rainfall and acknowledge that runoff from properties south of Craig Road and higher in elevation will flow directly across the road under those conditions. Heavy runoff causes further erosion carrying sediment to your property, which is significantly lower than the road. I also observed evidence of recent erosion on Craig Road following torrential events west of your property and sedimentation deposited onto Wagner Road.

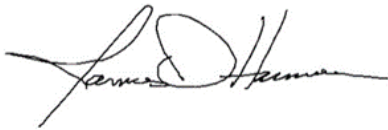
In order to address your concerns, this segment of Craig Road needs to be substantially improved, which will require local investment and come at considerable cost. We cannot solve these concerns by routine maintenance activities. While state and federal funds provide a majority of the Road Commission revenue, these funds frequently go towards the improvement of primary roads, not local roads. The amount of state funding allocated towards local roads is often only enough to fund winter maintenance, pothole patching and scraping of gravel roads. If the Road Commission wants to make a local road improvement beyond routine maintenance, the project's funding must be matched by a source other than the Road Commission, typically a township.

Local roads make up two-thirds of WCRC's road network (over 1,000 miles), including subdivision roads. Understanding that there is simply not enough funding to improve the County's local roads, the Road Commission has established a Local Road Matching Program. Annually, the Road Commission offers each township matching funds to promote partnership and encourage investment in local roads. Historically, townships have been the Road Commission's biggest partner in improving local roads.

Another tool to fund local road improvements are Special Assessment Districts (S.A.D.). An S.A.D. is a designated area where a majority of property owners agree to allow a government agency to levy a special property tax to improve a public road. If approved, the Road Commission or the local municipality (Scio Township in this case) would front the cost of the road improvement and property owners agree to pay the cost over a period of years.

We will discuss Craig Road with Scio Township to determine if there is interest and support for road and drainage improvements. Please contact me if you have further questions.

With best regards,

A handwritten signature in black ink, appearing to read "James D. Harmon". The signature is fluid and cursive, with a long horizontal stroke at the end.

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

**Washtenaw County Board of County Road Commissioners**

**Board Meeting of September 15, 2020**

**CONSENT/ACTION ITEMS**

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**A. CONSENT ITEMS**

**1. 2021 Capital Equipment Purchase - International HV613 Truck Chassis**

Staff is requesting the Board authorize the purchase of four (4) new 2021 model year International HV613 SBA 6x4 heavy truck cab/chassis from Tri-County International Trucks, Inc. of Jackson, Michigan using the State of Michigan MIDEAL purchasing program (MIDEAL Contract # 071B6600122 Spec #3958 0172D). In accordance with the attached quotation from Tri-County International dated September 01, 2020, for a total cost of \$485,146.36. Component upfitting will be presented for Board approval separately using the City of Rochester Hills MITN Purchasing Cooperative Member Service Agreement. This purchase will replace four trucks to be determined at a later date. The proposed equipment purchase will be funded in the 2021 fiscal year capital equipment budget. Purchase authorization at this time will ensure work-ready delivery prior to next winter. Installment financing remains an option, consistent with the method used for FY20 for heavy truck component upfitting purchasing and would be processed in spring 2021 if required.

**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 Tri-County International Trucks, Inc., 3001 E. High Street, Jackson, Michigan, 49203 through the State of Michigan MIDEAL purchasing program of four (4) new model year 2021 International HV613 SBA 6x4 heavy truck cab/chassis for the total cost of \$485,146.36.

**2. 2021 Capital Equipment Purchase – International HV613 Cab/Chassis Upfitting**

Staff is requesting the Board authorize the purchase of component upfitting for four (4) new 2021 model year International HV613 SBA 6x4 heavy truck cab/chassis from Truck & Trailer Specialties, Inc. of 1200 Victory Drive, Howell, Michigan, 48843 using the City of Rochester Hills MITN Purchasing Cooperative Member Service Agreement, RFP-RH-13-030. This service agreement provides that any MITN Purchasing Cooperative Member (WCRC is a member) may purchase equipment upfitting at prices and pricing structure stated in the City of Rochester Hills agreement. In accordance with the attached quotation from Truck & Trailer Specialties dated September 1, 2020, the total cost is \$654,172.00 for all four units. The City of Rochester Hills Agreement provides a 2% discount off (\$13,083.44) the total price taken at invoice if the payment is received within 30 days. This is an additional cost benefit over MIDEAL. This purchase authorization is planned for the FY2021 budget for road equipment capital outlay. Installment financing remains an option, consistent with the method used for FY20 for heavy truck component upfitting purchasing and would be processed in spring 2021 if required.

**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, Inc., 1200 Victory Drive, Howell, Michigan, 48843 through the City of Rochester Hills MITN Purchasing Cooperative Member Service Agreement of component upfitting for four (4) new model year 2021 International HV613 heavy truck cab/chassis for the total cost of \$654,172.00. It is understood that a 2% discount of the total price will be reimbursed to the Road Commission at time of invoice provided payment is received by Truck & Trailer within 30 days.

3. **2020 Capital Equipment Purchase Authorization – GMC 1500 Double Cab Pickup Trucks**

Staff is requesting the Board authorize the purchase of five (5) new 2021 GMC Sierra 1500 4WD Double Cab pickup trucks from Todd Wenzel Buick GMC of Westland using the State of Michigan MIDeal purchasing program (MIDeal Contract # 071B7700184 MiDeal Spec # 0073-4WDL). Please reference attached quotation from Todd Wenzel Buick GMC received August 25, 2020 for a total cost of \$141,924.85 (two trucks for \$28,169.30 each and three trucks with the hitch package for \$28,528.75 each). These trucks will be assigned to the Engineering Department, displacing Trucks #125, #130, #171, #173, and #182, ultimately displacing five aged pickups for auction. Delivery of the new pickup trucks is anticipated prior to year-end. This purchase authorization is included in the FY2020 budget for road equipment capital outlay.

**PROPOSED MOTION:** that upon the recommendation of the Director of Operations and the concurrence of the Managing Director and Director of Engineering, the Board hereby approves the purchase from Todd Wenzel Buick GMC of Westland of five (5) new 2021 GMC Sierra 1500 4WD Double Cab pickup trucks for the total cost of \$141,924.85 through the State of Michigan MIDeal purchasing program.

4. **2020 Capital Equipment Purchase Authorization - GMC 2500HD Pickup Trucks**

Staff is requesting the Board authorize the purchase of two (2) new 2021 GMC Sierra 2500HD 4WD Double Cab pickup trucks from Todd Wenzel Buick GMC of Westland using the State of Michigan MIDeal purchasing program (MIDeal Contract # 071B7700184 MiDeal Spec # 0077-4WDL). Please reference attached quotation from Todd Wenzel Buick GMC received August 25, 2020 for a total cost of \$63,982.30 (one truck for \$31,953.65, the second truck with the optional cloth seat trim for \$32,028.65). These trucks will be assigned to the District #4 and Heavy Equipment foremen, displacing Trucks #114 and #127 for reassignment, ultimately displacing two aged pickup trucks for auction. Delivery of the new pickup trucks is anticipated prior to year-end. The proposed equipment purchase is funded in the 2020 Capital Outlay: Road Equipment budget.



**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 Todd Wenzel Buick GMC of Westland of two (2) new 2021 GMC Sierra 2500HD 4WD Double Cab pickup trucks for the total cost of \$63,982.30 through the State of Michigan MIDEal purchasing program.

**5. Huron Waterloo Loop Phase 1B – Construction Engineering Amendment**

Staff is requesting the Board authorize the amendment of the Fishbeck purchase order for the construction engineering on the Huron Waterloo Loop Phase 1B project. On February 19, 2019 the Board approved (RC19-036), the original Fishbeck Purchase Order for construction engineering services. Construction on the non-motorized shared use path is nearly finished. The original construction engineering budget was based on a duration of services significantly less than the actual Contractor construction schedule. The costs for the construction engineering services are funded entirely by the Washtenaw County Parks and Recreation Commission. The proposed budget increase of \$90,000 has been discussed with Washtenaw County Parks and Recreation Commission staff.

**PROPOSED MOTION:** that upon the recommendation of the Director of Engineering/County Highway Engineer and the concurrence of the Managing Director, the Board hereby authorizes the amendment of the Fishbeck purchase order for construction engineering services on the Huron Waterloo Loop Phase 1B project located in Lyndon Township to a total amount not to exceed \$406,600.

**6. Trinkle Road Improvement Project – Construction Contract**

Staff is requesting the Board accept the low bid and authorize the Managing Director to enter into a contract with C & D Hughes, Inc. to construct the Trinkle Road Improvement Project located in Sections 7 and 8 of Lima Township. The work consists of modifying the road profile with a hill cut, tree removal, widening, ditching and related items. The Board previously approved the 2020 Lima Township Second Agreement on June 16, 2020 (RC20-173) for the project. The project is funded by Lima Township and WCRC local road and drainage matching funds. The Board also previously approved the plans and authorized staff to seek bids on August 18, 2020 (RC20-237). The bids were received on or before September 9, 2020 and C & D Hughes, Inc. was the low bid at \$156,024.80. The bid tabulation has been shared with the Township and is provided as an attachment.

**PROPOSED MOTION:** that upon the recommendation of the Director of Engineering / County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts the low bid and authorizes the Managing Director to sign the contract with C & D Hughes, Inc. to complete the Trinkle Road Improvement Project located in Sections 7 and 8 of Lima Township.

**7. Approval of Waiver and Plan for Defined Benefit Pension System**

Per Public Act 202 of 2017 the Road Commission is required to submit information on its defined benefit pension program with the Municipal Employees' Retirement System of Michigan (MERS). If the funded status of the plan is below 60% then the state's initial determination is that the plan is underfunded. The Road Commission's plan as of the last actuary report (12/31/19) is at 53% funded and the Act requires submittal of an application for waiver as well as an action plan to get to the 60% threshold. The Road Commission has made changes to its defined benefit pension plan as well as extra contributions and is confident that we will be at or above this target within 8 years or less. A requirement of the act is that the governing body approve the Waiver Application and Plan.

**PROPOSED MOTION:** that upon the recommendation of the Director of Finance and IT and the concurrence of the Managing Director, the Board hereby approves the Protecting Local Government Retirement and Benefits Act Application for Waiver and Plan: Defined Benefit Pension Retirement Systems.

**8. Payroll & Bills for September 2, 2020**

Staff is requesting the Board to approve the payment of payroll and bills for September 2, 2020.

**PROPOSED MOTION:** the Board hereby approves Voucher 10418 totaling \$292,447.85 for payroll of September 2, 2020, and Voucher 10419 totaling \$2,042,036.76 in payment of bills for September 2, 2020.

**B. ACTION ITEMS**

**1. Michigan County Road Commission Self-Insurance Pool By-Laws Amendment**

The Michigan County Road Commission Self-Insurance Pool (MCRCSIP) is requesting an amendment to its bylaws to allow a county that has assumed the powers, duties and functions of its road commission to apply to become an associate member of MCRCSIP.

**PROPOSED MOTION:** the Board hereby votes (YES / NO) to amend Article IV, Section 2 of the Michigan County Road Commission Self-Insurance Pool By-Laws to allow a county that has assumed the powers, duties and functions of its road commission under MCL 46.11(s) or MCL 224.6(5) to apply to become an Associate Member of the Pool. Associate Members shall not have voting rights, nor shall they be eligible to serve as Directors on the Pool Board. Associate Members shall be able to be terminated by a 2/3 vote of the Pool Board.

**2. WCRC Bylaws**

The Board of County Road Commissioners of Washtenaw County (WCRC Board) would like to adopt a set of bylaws to govern the conduct of the WCRC Board and how it conducts its meetings.

**PROPOSED MOTION:**

**WHEREAS, the Board of County Road Commissioners of Washtenaw County (the “Board”) desires to establish Bylaws to govern the conduct of the Board, and**

**WHEREAS, the Board has prepared the attached Bylaws.**

**NOW THEREFORE, IT IS RESOLVED that the Board hereby adopts the attached Bylaws of the Board.**

**IT IS FURTHER RESOLVED that beginning three (3) years from December 2020, the Board shall review its Bylaws every third year at its organizational meeting.**

**3. Proposed Abandonment of Sharon Hollow Road Right-of-Way, north of Grass Lake Road, Sharon Township**

Staff received a valid petition to abandon an unimproved portion of Sharon Hollow Road, north of Grass Lake Road, lying in Sections 4 & 5 of Sharon Township, being more particularly described in Attachment A. The subject area of Sharon Hollow Road was established under the 1931 McNitt Act which set forth a process whereby township roads would be taken over by county road commissions. After the takeover, file records dating to 1936 indicate the road was closed by gates and used for farm access only. Certification maps indicate the road is not certified or maintained by the WCRC.

The petitioner cites the following arguments in support of the claim for abandonment. 1) The road has not been open or used by the public in over 84 years. 2) The road should be abandoned as it is overgrown, washed out and of no use to the public, and 3) There is no benefit nor is it economically feasible to bring the road to current county standards. All abutting landowners were contacted by the petitioner and support the proposed abandonment eliminating the need for a public hearing.

**PROPOSED MOTION:**

**WHEREAS, this Board has received a petition from seven (7) freeholders of the Township of Sharon, Washtenaw County, Michigan, petitioning for the absolute abandonment and discontinuance of an unimproved portion of Sharon Hollow Road, north of Grass Lake Road, lying in Sections 4 & 5 of Sharon Township, Washtenaw County, Michigan, being more particularly described in Attachment “A’**

**WHEREAS, after viewing the premises and hearing the reasons of the petitioner, that in the interest of the public, said Public Road Right of Way of the aforementioned Sharon Hollow Road, as described, shall be absolutely abandoned,**

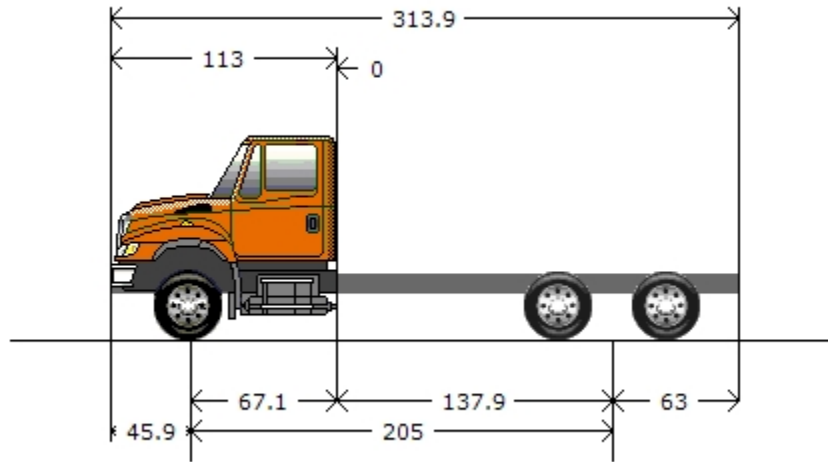
**NOW, THEREFORE, BE IT RESOLVED by the Board of County Road Commissioners of the County of Washtenaw, that the described Public Road Right of Way of Sharon Hollow Road, north of Grass Lake Road, lying in Sections 4 & 5 of Sharon Township, being under the jurisdiction of the Washtenaw County Road Commission is hereby absolutely abandoned as Public Right of Way, being subject to and reserving therein an easement for existing utilities of record and/or use, as now occupying said right of way.**

Prepared For:  
 Washtenaw County Road Commission  
 Mike Livsey  
 555 N Zeeb Rd.  
 Ann Arbor, MI 48103-1556  
 (734) 761 - 1500  
 Reference ID: N/A

**MI -DEAL QUOTE  
 4-Trucks**

Presented By:  
 TRI COUNTY INTL TRUCKS  
 Jeremy Kast  
 3001 E HIGH ST  
 JACKSON MI 49203  
 (517) 783-2721

Tri County International Trucks, Inc./State of Michigan DTMB Contract 071B6600122, Specification #3958 0172D for a new 2021 MY International Truck Chassis per this proposal. Pricing includes all user specified option equipment costs and available discounts in effect as of date listed. Please note that the afforded pricing includes a 1% fee paid to the state of Michigan as required under this contract. Additional surcharge requirements as issued by the manufacturer may be applicable in the future.



Model Profile  
 2021 HV613 SBA (HV613)

**AXLE CONFIG:** 6X4  
**MISSION:** Requested GVWR: 66000. Calc. GVWR: 66000  
 Calc. Start / Grade Ability: 29.28% / 2.89% @ 55 MPH  
 Calc. Geared Speed: 84.0 MPH  
**DIMENSION:** Wheelbase: 205.00, CA: 137.90, Axle to Frame: 63.00  
**ENGINE, DIESEL:** {International A26} EPA 2017, 450HP @ 1700 RPM, 1700 lb-ft Torque @ 1000 RPM, 2100 RPM Governed Speed, 450 Peak HP (Max)  
**TRANSMISSION, AUTOMATIC:** {Allison 4500 RDS} 5th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, On/Off Highway  
**CLUTCH:** Omit Item (Clutch & Control)  
**AXLE, FRONT NON-DRIVING:** {Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity  
**AXLE, REAR, TANDEM:** {Meritor RT-46-164EH} Single Reduction, Standard Width, 46,000-lb Capacity, Driver Controlled Locking Differential in Forward-Rear and Rear-Rear Axle, 200 Wheel Ends Gear Ratio: 4.56  
**CAB:** Conventional, Day Cab  
**TIRE, FRONT:** (2) 315/80R22.5 Load Range L HAU 3 WT (CONTINENTAL), 480 rev/mile, 68 MPH, All-Position  
**TIRE, REAR:** (8) 11R22.5 Load Range H HDR2 (CONTINENTAL), 491 rev/mile, 75 MPH, Drive  
**SUSPENSION, REAR, TANDEM:** {Hendrickson HMX-460-54} Walking Beam, 46,000-lb Capacity, 54" Axle Spacing, Rubber Springs, with Transverse Torque Rods, Rubber End Bushings  
**PAINT:** Cab schematic 100WN  
 Location 1: 0311, Omaha Orange (Std)  
 Chassis schematic N/A

<u>Code</u>	<u>Description</u>	<u>F/R</u>	<u>Wt</u>	<u>Tot</u>	<u>Wt</u>
		(lbs)	(lbs)	(lbs)	(lbs)
HV61300	Base Chassis, Model HV613 SBA with 205.00 Wheelbase, 137.90 CA, and 63.00 Axle to Frame.	8530/3948		12478	

**AXLE CONFIGURATION**

1AND	AXLE CONFIGURATION { Navistar} 6x4	0/0		0	
	<u>Notes</u> : Pricing may change if axle configuration is changed.				

**ENGINE**

12BEC	ENGINE, DIESEL { International A26} EPA 2017, 450HP @ 1700 RPM, 1700 lb-ft Torque @ 1000 RPM, 2100 RPM Governed Speed, 450 Peak HP (Max)	0/0		0	
12XBD	RADIATOR Aluminum, Welded, Cross Flow, Front to Back System, 1292 SqIn, with 1008 SqIn Charge Air Cooler	0/0		0	
	<u>Includes</u> : DEAERATION SYSTEM with Surge Tank : HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps : RADIATOR HOSES Premium, Rubber				
12THT	FAN DRIVE { Horton Drivemaster} Direct Drive Type, Two Speed with Residual Torque Device for Disengaged Fan Speed	0/0		0	
	<u>Includes</u> : FAN Nylon				
12VAG	AIR CLEANER Single Element, with Integral Snow Valve and In-Cab Control	2/0		2	
12703	ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection	0/0		0	
12WZE	EMISSION COMPLIANCE Federal, Does Not Comply with California Clean Air Idle Regulations	0/0		0	
12WTA	FAN DRIVE SPECIAL EFFECTS Fan Cooling Ring with Fan Shroud Effects, Engine Mounted	0/0		0	
12WBR	FAN OVERRIDE Manual; with Electric Switch on Instrument Panel, (Fan On with Switch On)	0/0		0	
12VHK	FEDERAL EMISSIONS { International A26} EPA, OBD and GHG Certified for Calendar Year 2020	0/0		0	
12WPZ	OIL PAN Stainless Steel, for N13/A26 Engines	53/3		56	
12850	PTO EFFECTS, ENGINE FRONT for N13/A26 Engines, Less PTO, Unit, Includes Adapter Plate on Engine Front Mounted	0/0		0	

**TRANSMISSION**

13AUW	TRANSMISSION, AUTOMATIC { Allison 4500 RDS} 5th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, On/Off Highway	295/104		399	
13WYH	TRANSMISSION TCM LOCATION Located Inside Cab	0/0		0	

<u>Code</u>	<u>Description</u>	<u>F/R Wt</u> (lbs)	<u>Tot Wt</u> (lbs)
13WUC	ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223	0/0	0
13WVV	NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released	0/0	0
13WAW	OIL COOLER, AUTO TRANSMISSION {Modine} Water to Oil Type	25/0	25
13XAN	PTO LOCATION Customer Does Not Intend to Install PTO	0/0	0
13WYU	SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, Performance Programming	0/0	0
13WLM	TRANSMISSION OIL Synthetic; 63 thru 76 Pints	0/0	0
13WET	TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission	0/0	0

**CLUTCH**

11001	CLUTCH Omit Item (Clutch & Control)	0/0	0
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**REAR AXLES, SUSPENSIONS**

14HRC	AXLE, REAR, TANDEM {Meritor RT-46-164EH} Single Reduction, Standard Width, 46,000-lb Capacity, Driver Controlled Locking Differential in Forward-Rear and Rear-Rear Axle, 200 Wheel Ends . Gear Ratio: 4.56	0/2383	2383
14LULY	SUSPENSION, REAR, TANDEM {Hendrickson HMX-460-54} Walking Beam, 46,000-lb Capacity, 54" Axle Spacing, Rubber Springs, with Transverse Torque Rods, Rubber End Bushings	0/534	534
14WМК	AXLE, REAR, LUBE {EmGard FE-75W-90} Synthetic Oil; 65 thru 89.99 Pints	0/0	0
14WBN	DIFF. SWITCH CONTROLS Two Independent Switches for Control Traction Differentials on Tandem Rear Axles, Mounted on Dash	1/0	1
14862	PDL WARNING BUZZER Power Divider Lock	0/0	0
14WBV	SHOCK ABSORBERS, REAR (4) for Hendrickson HMX Suspension Only, Mounted from Frame to Beam	0/31	31
14WCR	TRANSVERSE TORQUE RODS Hendrickson TRAAX Rod, Transverse Rod Only	0/-8	-8

**FRONT AXLES**

2ARY	AXLE, FRONT NON-DRIVING {Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity	186/0	186
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**FRONT SUSPENSIONS**

3AGA	SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 20,000-lb Capacity, with Shock Absorbers	57/0	57
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**CABS, COWLS, BODIES**

<u>Code</u>	<u>Description</u>	<u>F/R Wt</u>	<u>Tot Wt</u>
		(lbs)	(lbs)
16030	CAB Conventional, Day Cab	0/0	0
16ZBT	ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab	0/0	0
16BAM	AIR CONDITIONER with Integral Heater and Defroster	0/0	0
16VKB	CAB INTERIOR TRIM Classic, for Day Cab	0/0	0
	<u>Includes</u> : CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger : DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Overhead Console, Center Mounted : SUN VISOR (2) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Toll Ticket Strap		
16WSK	CAB REAR SUSPENSION Air Bag Type	0/0	0
16VBT	CAB SOUND INSULATION Includes Dash Insulator and Engine Cover Insulator, Premium Floormat, and Sound Dampening Patches	27/0	27
16GDC	GAUGE CLUSTER Base Level; English with English Speedometer and Tachometer, for Air Brake Chassis, Includes Engine Coolant Temperature, Primary and Secondary Air Pressure, Fuel and DEF Gauges, Oil Pressure Gauge, Includes 3 Inch Monochromatic Text Display	0/0	0
16HHE	GAUGE, AIR CLEANER RESTRICTION {Filter-Minder} with Black Bezel, Mounted in Instrument Panel	2/0	2
16HGH	GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission	1/0	1
16HCS	GAUGE, TEMPERATURE, AMBIENT Sensor Wiring with Display Unit Mounted in Cluster	0/0	0
16SEE	GRAB HANDLE, EXTERIOR Chrome, Towel Bar Type, with Anti-Slip Rubber Inserts, for Cab Entry Mounted Left Side at B-Pillar	3/0	3
16XJP	INSTRUMENT PANEL Wing Panel	0/0	0
16HKT	IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster	0/0	0
16SNX	MIRROR, CONVEX, LOOK DOWN Right Side, Bright, 6" x 10.5"	0/0	0
16SNR	MIRRORS (2) C-Loop, Power Adjust, Heated, LED Clearance Lights, Bright Heads and Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width	0/0	0
	<u>Notes</u> : Mirror Dimensions are Rounded to the Nearest 0.5"		
16SDZ	MIRROR, CONVEX, HOOD MOUNTED {Lang Mekra} (2) Right and Left Side, Bright, 7.5" Sq.	11/0	11
16VCC	SEAT BELT All Orange; 1 to 3	0/0	0
16JYL	SEAT, DRIVER {National Model HP} Air Suspension, High Back, Vinyl Boxing with Cloth Facing, 2 Arm Rests, Isolator, 7.5" Adjuster, 3 Chamber Lumbar, 6 Way Front Cushion Adjust, 3 Way Rear Cushion Adjust, 3-14 Degree Back Angle Adjust, Bellows	2/0	2



<u>Code</u>	<u>Description</u>	<u>F/R Wt</u>	<u>Tot Wt</u>
		(lbs)	(lbs)
16RAN	SEAT, PASSENGER {National 2000 Model 192} Non Suspension, High Back, Vinyl Boxing with Cloth Facing, 11 Degree Back Angle Adjust	24/9	33
16XWD	SUNSHADE, EXTERIOR Aerodynamic, Painted Roof Color, with Integral Clearance/Marker Lights	14/3	17
16WJU	WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature	5/0	5
16VSL	WINDSHIELD Heated, Single Piece	1/0	1
<b>FRAMES</b>			
1CGE	FRAME RAILS Heat Treated Alloy Steel (125,000 PSI Yield); 11.25" x 4.00" x 0.500" (285.75mm x 101.6mm x 12.7mm); 480.8" (12212mm) Maximum OAL	369/575	944
1LLK	BUMPER, FRONT Omit Item	-91/15	-76
1WDS	FRAME EXTENSION, FRONT Integral; 20" In Front of Grille	138/-33	105
1570	TOW HOOK, FRONT (2) Frame Mounted	8/0	8
1WHP	WHEELBASE RANGE 183" (465cm) Through and Including 248" (630cm)	0/0	0
<b>BRAKES</b>			
4091	BRAKE SYSTEM, AIR Dual System for Straight Truck Applications  <u>Includes</u> : BRAKE LINES Color and Size Coded Nylon : DRAIN VALVE Twist-Type : GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster : PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel : PARKING BRAKE VALVE For Truck : QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4 : SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6	0/0	0
4AZA	AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System	0/0	0
4XDT	BRAKES, FRONT {Meritor 16.5X6 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 6", 20,000-lb Capacity	33/0	33
4EXV	BRAKE CHAMBERS, FRONT AXLE {Bendix} 24 SqIn	4/0	4
4LAG	SLACK ADJUSTERS, FRONT {Gunitex} Automatic	14/0	14
4WBX	DUST SHIELDS, FRONT BRAKE for Air Cam Brakes	10/0	10
4XDR	BRAKES, REAR {Meritor 16.5X7 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle	0/104	104
4EXU	BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 SqIn Spring Brake	0/14	14
4LGG	SLACK ADJUSTERS, REAR {Gunitex} Automatic	0/28	28

<u>Code</u>	<u>Description</u>	<u>F/R Wt</u>	<u>Tot Wt</u>
		(lbs)	(lbs)
4WDW	BRAKE CHAMBERS, POSITION on Rear/Rear Axle Located Inside Rear Tire Envelope (Meets Asphalt Spreader/Paver Clearance Requirements)	0/0	0
4XEE	PARK BRAKE CHAMBERS, ADDITIONAL (2) Spring Brake Type	0/60	60
4WDM	DUST SHIELDS, REAR BRAKE for Air Cam Brakes	0/20	20
4SPL	AIR COMPRESSOR {YOOSUNG} 21.0 CFM	42/-1	41
4EBD	AIR DRYER {Wabco System Saver 1200} with Heater	12/6	18
4VHT	AIR DRYER LOCATION Mounted Outside Left Rail, on Fuel Water Separator Bracket	0/0	0
4VHZ	AIR TANK LOCATION (2) Mounted Under Cab, Outside Left Rail, on Step Bracket, with Ground Clearance	0/0	0
4732	DRAIN VALVE {Berg} with Pull Chain, for Air Tank	0/0	0

**STEERING**

5PTB	STEERING GEAR (2) {Sheppard M100/M80} Dual Power	91/-6	85
5710	STEERING COLUMN Tilting and Telescoping	14/5	19
5CAW	STEERING WHEEL 4-Spoke; 18" Dia., Black	0/0	0

**DRIVELINES**

6DHB	DRIVELINE SYSTEM {Dana Spicer} 1810HD Main Driveline with 1710 Interaxle Shaft, for 6x4	0/0	0
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**EXHAUST SYSTEMS**

7BLG	EXHAUST SYSTEM Single, Horizontal Aftertreatment Device, Frame Mounted Right Side Under Cab, Includes Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab, for Improved Ground Clearance	79/36	115
7BEV	AFTERTREATMENT COVER Steel, Black	8/2	10
7SDX	ENGINE COMPRESSION BRAKE Omit	-48/-1	-49
7WCR	EXHAUST HEIGHT 10' 11"	2/0	2
7WDN	MUFFLER/TAIL PIPE GUARD (1) Aluminum	0/0	0
7WAZ	TAIL PIPE (1) Turnback Type	0/0	0

**ELECTRICAL SYSTEMS**

8000	ELECTRICAL SYSTEM 12-Volt, Standard Equipment	0/0	0
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Includes

: DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab  
 : HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel  
 : HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever  
 : PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light  
 : STARTER SWITCH Electric, Key Operated  
 : STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector

<u>Code</u>	<u>Description</u>	<u>F/R</u>	<u>Wt</u>	<u>Tot</u>	<u>Wt</u>
		(lbs)	(lbs)	(lbs)	(lbs)
	: TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature : WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever : WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted : WIRING, CHASSIS Color Coded and Continuously Numbered				
12VYL	ACCESSORY WIRING, SPECIAL for Road Speed Wire Coiled Under Instrument Panel for Customer Use	0/0			0
8GXJ	ALTERNATOR {Leece-Neville AVI160P2013} Brush Type, 12 Volt, 160 Amp Capacity, Pad Mount	0/0			0
8THJ	AUXILIARY HARNESS 3.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications	2/0			2
8VUJ	BATTERY BOX Steel, with Plastic Cover, 18" Wide, 2-4 Battery Capacity, Mounted Right Side Back of Cab	0/0			0
8MJV	BATTERY SYSTEM {Fleetrite} Maintenance-Free, (4) 12-Volt 3800CCA Total, Top Threaded Stud	46/35			81
8HAB	BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/Accessory Power/Ground and Sealed Connector for Stop/Turn	2/0			2
8RNB	CB RADIO Accommodation Package; Header Mounted; Feeds From Accessory Side of Ignition Switch; Includes Power Source and One (1) Antenna, Antenna Base with Wiring on Left Side Mirror	0/0			0
8XAH	CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses	0/0			0
8518	CIGAR LIGHTER Includes Ash Cup	1/0			1
8WPH	CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade	0/0			0
8HAH	ELECTRIC TRAILER BRAKE/LIGHTS Accommodation Package to Rear of Frame; for Combined Trailer Stop, Tail, Turn, Marker Light Circuits; Includes Electric Trailer Brake Accommodation Package with Cab Connections for Mounting Customer Installed Electric Brake Unit, Less Trailer Socket	0/2			2
8XHN	HORN, AIR Single Trumpet, Black, with Lanyard Pull Cord	0/0			0
8VAY	HORN, ELECTRIC Disc Style	0/0			0
8XHR	POWER SOURCE, ADDITIONAL Auxiliary Power Outlet (APO) & USB Port, Located in the Instrument Panel	0/0			0
8RPS	RADIO AM/FM/WB/Clock/Bluetooth/USB Input/Auxiliary Input	3/0			3
8RMV	SPEAKERS (2) 6.5" Dual Cone Mounted in Doors	0/0			0
8WXG	STARTING MOTOR {Mitsubishi Electric Automotive America 105P} 12-Volt, with Soft-Start	0/0			0
8XGT	TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender	0/0			0

**FRONT END**

<u>Code</u>	<u>Description</u>	<u>F/R</u>	<u>Wt (lbs)</u>	<u>Tot Wt (lbs)</u>
9WBK	FRONT END Tilting, Fiberglass, with Three Piece Construction, Includes Long Hood	0/0		0
9WAC	BUG SCREEN Mounted Behind Grille	5/0		5
9585	FENDER EXTENSIONS Rubber	0/0		0
9HBM	GRILLE Stationary, Chrome	0/0		0
9HBN	INSULATION, SPLASH PANELS for Sound Abatement	3/0		3
9AAB	LOGOS EXTERIOR Model Badges	0/0		0
9AAE	LOGOS EXTERIOR, ENGINE Badges	0/0		0

**SPEEDOMETER, TOOLS, MISC**

10WBS	KEYS - ALL ALIKE, ADDITIONAL 2 Keys	0/0		0
10WKT	KEYS - ALL ALIKE, ID I-1540 Compatible with Z-122	0/0		0
10060	PAINT SCHEMATIC, PT-1 Single Color, Design 100 <u>Includes</u> : PAINT SCHEMATIC ID LETTERS "WN"	0/0		0
10761	PAINT TYPE Base Coat/Clear Coat, 1-2 Tone	0/0		0
10SLV	PROMOTIONAL PACKAGE Government Silver Package	0/0		0
10WCY	SAFETY TRIANGLES	8/4		12

**FUEL TANKS**

15SSC	FUEL TANK Temporary, Top Draw, Non-Polished Aluminum, D-Style, 16" Tank Depth, 50 US Gal (189L), Mounted Left Side, Back of Cab	-44/17		-27
15DYP	DEF TANK 9.5 US Gal (36L) Capacity, Frame Mounted Outside Left Rail, Under Cab	0/0		0
15LKX	FUEL/WATER SEPARATOR { Davco Fuel Pro 382} 12 VDC Electric Heater, Includes Pre-Heater, Includes Water-in-Fuel Sensor	4/-3		1
15LMG	LOCATION FUEL/WATER SEPARATOR Mounted Outside Left Rail, 11" Back of Cab	0/0		0

**WHEELS, TIRES - FRONT**

27DPN	WHEELS, FRONT { Accuride 29039} DISC; 22.5x9.00 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs, Non-Standard Offset, with .5" Thick Disc	72/0		72
7792545437	(2) TIRE, FRONT 315/80R22.5 Load Range L HAU 3 WT (CONTINENTAL), 480 rev/mile, 68 MPH, All-Position	82/0		82

**WHEELS, TIRES - REAR**

28DTT	WHEELS, REAR { Accuride 28828} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and with Steel Hubs	0/96		96
7382135423	(8) TIRE, REAR 11R22.5 Load Range H HDR2 (CONTINENTAL), 491 rev/mile, 75 MPH, Drive	0/120		120

<u>Code</u>	<u>Description</u>	<u>F/R Wt</u>	<u>Tot Wt</u>
		(lbs)	(lbs)
<b>WHEELS MISC OPTIONS</b>			
29WLK	WHEEL BEARING, FRONT, LUBE {EmGard FE-75W-90} Synthetic Oil	0/0	0
<b>BODY INTEGRATION</b>			
60AAG	BDY INTG, REMOTE POWER MODULE Mounted Inside Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total; Includes 1 Switch Pack with Latched Switches  Cab schematic 100WN  Location 1: 0311, Omaha Orange (Std)  Chassis schematic N/A  Services Section:	0/0	0
<b>WARRANTY</b>			
40127	WARRANTY Standard for HV513, HV613 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2030A	0/0	0
40RBJ	SERVICES, TOWING {Navistar} Service Call to 48-Month/Unlimited Mileage to the Nearest Navistar Dealer for Navistar Warrantable Failure as Contract Defined; Includes Engine Failure if Supplier Declines Tow Coverage & ESC Supplied thru Navistar; \$550 (USA) Maximum Benefit per Incident	0/0	0
40TWM	SRV CONTRACT, EXT ALLISON XMSN {Allison} To 60-Month/Unlimited Miles/km, for Allison 4500 RDS with Dump Truck or Mixer Vocations (ST01, ST06, ST07)	0/0	0
40TRB	SRV CONTRACT, EXT ENGINE/AFTR {Navistar} To 60-Month/100,000 Miles (160,000 km), Includes Engine, Engine Electronics, Turbocharger, Water Pump and Fuel Injectors, Aftertreatment Coverage for International A26 Engines	0/0	0
	Total Component Weight:	10108/8102	18210
	MI Deal Fee Spec 3958-0172D	0/0	0
	Total Goods Purchased:	0/0	0

The weight calculations included in this proposal are an estimate of future vehicle weight. The actual weight as manufactured may be different from the estimated weight. Navistar, Inc. shall not be liable for any consequences resulting from any differences between the estimated weight of a vehicle and the actual weight.

(0012BEC)

ATTACHMENTS: 0009WBK 0012THT

<u>Parameter</u>	<u>Value</u>	<u>UOM</u>
Max Accelerator Vehicle Speed: 7902	68-Tri County will set when trucks are delivered to 72	MPH
Vehicle Speed Limiter Override: 7911	0, DISABLE FEATURE OR FUNCTION	N/A
VSLO Speed Increment: 7912	10	MPH
VSLO Maximum Activation Time: 7914	30	MIN
VSLO Time Interval to Reset: 7915	8.0	HOURS
Progressive Shift Enable: 7744	0, DISABLE FEATURE OR FUNCTION	N/A
Low Gear Ratio Break Point: 7742	0.760000000	N/A
High Gear Ratio Break Point: 7743	0.000000000	N/A
Low Gear Engine Speed Limit: 7738	1550.0	RPM
High Gear Engine Speed Limit: 7739	1600.0	RPM
Low Gear Engine Speed Range: 7740	100.0	RPM
High Gear Engine Speed Range: 7741	100.0	RPM
Gear Down Protection Enable: 7714	0, DISABLE FEATURE OR FUNCTION	N/A
Top Gr Minus 2 Light Ld VS Lim: 7715	45	MPH
Top Gr Minus 1 Light Ld VS Lim: 7716	49	MPH
Top Gr Minus 2 Heavy Ld VS Lim: 7735	47	MPH
Top Gr Minus 1 Heavy Ld VS Lim: 7736	51	MPH
Driver Reward Enable: 7918	0, DISABLE FEATURE OR FUNCTION	N/A
Driver Reward Mode: 7930	2, BOTH ACCELERATOR AND CRUISE VEHICLE SPEED LIMIT INCREASE	N/A
Driver Reward Performance Crit: 7925	2, BOTH FUEL ECONOMY AND IDLE TIME BASED REWARD SYSTEM	N/A
Fuel Economy - Expected Level: 7921	7.00	MPG
Fuel Economy - Good Level: 7920	7.25	MPG
Fuel Economy - Excellent Level: 7919	7.50	MPG
% Idle Time - Expected Level: 7924	20	%
% Idle Time - Good Level: 7923	15	%
% Idle Time - Excellent Level: 7922	10	%
Driver Reward Ambient Temp H: 7938	150.0	C
Driver Reward Ambient Temp L: 7939	-40.0	C
VS Lim Increase - Expected Lvl: 7926	0	MPH
VS Lim Increase - Good Lvl: 7927	0	MPH
VS Lim Increase - Excel Lvl: 7928	0	MPH
VS Lim Decrease - Penalty Lvl: 7929	0	MPH
Maximum Standstill Eng Speed: 7753	2100.0	RPM
ISD Idle Shutdown Mode: 7400	1, IDLE SHUTDOWN - AESC OPTION	N/A
ISD Time w/Park Brk Released: 7401	10.0	MIN
ISD Time w/Park Brake Set: 7404	10.0	MIN
ISD Latched Driver Override En: 7407	0, DISABLE FEATURE OR FUNCTION	N/A
ISD Ambient Temp Override En: 7408	0, DISABLE FEATURE OR FUNCTION	N/A
ISD Int Amb Temp Enable: 7405	0, DISABLE FEATURE OR FUNCTION	N/A
ISD Max Ambient Temp Override: 7402	27.0	C
ISD Int Amb Temp Override: 7406	4.4	C
ISD Min Ambient Temp Override: 7403	-1.1	C
ISD Max Engine Coolant Temp: 7412	150.0	C
ISD Min Engine Coolant Temp: 7413	16.0	C
ISD Idle Shutdown Max Eng Trq: 7409	80	%
Upshift Indicator: 8217	1, SHIFT SPEED BASED ON GEAR DOWN PROT & PROGRESSIVE SHIFT	N/A
Cruise Control Enable: 7600	1, ENABLE FEATURE OR FUNCTION	N/A
CC Max Vehicle Speed: 7604	68-Tri County will set when are delivered to 72	MPH
CC Min Vehicle Speed: 7603	25	MPH
Cruise Control Droop: 7605	1	MPH
AESC Control: 7500	0, DISABLE FEATURE OR FUNCTION	N/A
AESC In-cab Mode: 7502	2, VARIABLE ENGINE SPEED CONTROL SELECTED	N/A



AESC Min Engine Speed: 7522	650.0	RPM
AESC Max Engine Speed: 7508	1500.0	RPM
AESC Preset Engine Speed 1: 7505	800.0	RPM
AESC Preset Engine Speed 2: 7506	900.0	RPM
AESC Preset Engine Speed 3: 7514	1000.0	RPM
AESC Preset Engine Speed 4: 7515	1100.0	RPM
AESC Preset Engine Speed 5: 7516	1200.0	RPM
AESC Preset Engine Speed 6: 7517	1300.0	RPM
AESC Activate at Preset Speed: 7528	0, NO PRESET PRESELECTION	N/A
AESC Ramp Up Rate: 7507	100.00	RPM/SEC
AESC Ramp Down Rate: 7524	100.00	RPM/SEC
AESC Bump Up/Down Step: 7525	25.0	RPM
AESC In-cab Operator Interface: 7503	0, NO (OFF) OR DISABLE	N/A
AESC Disable w/ Clutch Pedal: 7510	1, ENABLE FEATURE OR FUNCTION	N/A
AESC Disable w/ Brake Pedal: 7511	1, ENABLE FEATURE OR FUNCTION	N/A
AESC Accel Pedal Mode: 7513	0, AESC IGNORES THE ACCELERATOR PEDAL	N/A
AESC Max Engine Load: 7519	100.0000	%
AESC Control to Engine Load: 7530	0, KICK OUT OF AESC ABOVE PROGRAMMED LIMIT	N/A
AESC Max Engine Load Time: 7527	8	SEC
AESC Vehicle Speed Limit: 7521	5.0000	MPH
AESC Max Mobile Veh Spd: 7501	5	MPH
AESC Eng Spd Limit w/VSS Fault: 7518	1200	RPM
AESC Force Fan On: 9007	0, DISABLE FEATURE OR FUNCTION	N/A
AESC Park Brake Override: 7534	1, ENABLE FEATURE OR FUNCTION	N/A
AESC Transfer Case Signal Mode: 8910	0, DRIVELINE	N/A
AESC Splitshaft Veh SPD Dsply: 9307	0, SPEED SENSOR LOCATED IN WHEEL RIM	N/A
AESC Remote Accel Pedal Enable: 7504	0, DISABLE FEATURE OR FUNCTION	N/A
AESC Remote Accel Pedal Switch: 8914	0, DISABLE FEATURE OR FUNCTION	N/A
AESC Accel Max Eng Spd Ovr: 7520	1900.0	RPM
Preset Remote AESC Input Type: 9932	0, DISCRETE (HARDWIRED) INPUT	N/A
Variable Remote AESC Input: 9933	0, DISCRETE (HARDWIRED) INPUT	N/A
Rem Accelerator Position Input: 9935	1, SAE J1939 MULTIPLEXED	N/A
ECT Warning & Protection Mode: 7778	4, LOW IDLE	N/A
Coolant Level - Protection: 7768	2, ENGINE PROTECTION (DERATE)	N/A
Oil Pressure Low - Protection: 7770	3, ENGINE PROTECTION (SHUTDOWN)	N/A
Oil Temp - Protection Reaction: 7771	1, ENGINE PROTECTION (WARNING)	N/A
Powertrain Protection Enable: 7722	0, DISABLE FEATURE OR FUNCTION	N/A
Max Torque w/o Vehicle Speed: 7712	1700.0000	LB-FT
PTP Gear Group Torque Limit En: 7717	0, DISABLE FEATURE OR FUNCTION	N/A
Highest Gear of Low Range: 7718	1	N/A
Highest Gear Rat of Low Range: 7745	6.00	N/A
Highest Gear of Int. Range: 7748	2	N/A
Highest Gear Rat of Int. Range: 7746	4.00	N/A
Highest Gear of High Range: 7749	3	N/A
Highest Gear Rat of High Range: 7747	2.00	N/A
Max Torque in Low Gear Range: 7713	1700.0000	LB-FT
Max Torque in Int. Gear Range: 7750	1700.0000	LB-FT
Max Torque in High Gear Range: 7751	1700.0000	LB-FT
Auxillary Shutdown Input Type: 9931	0, DISCRETE (HARDWIRED) INPUT	N/A
VSS Anti-Tamper Max Eng Speed: 7901	1325.5	RPM
Veh Speed Sensor Antitampering: 7905	1, ENABLE FEATURE OR FUNCTION	N/A
Vehicle Over-speed Indicator: 7754	0, FEATURE OR FUNCTION IS DISABLED	N/A
Veh Overspd Threshold Level 1: 7723	75.000000	MPH
Veh Overspd Threshold Level 2: 7724	77.000000	MPH
Fuel Used Service Interval: 9501	0	GALLONS
Engine Hour Service Interval: 9502	0	HOURS
Veh Distance Service Interval: 9503	0	MILES
Service Soon Percent to Notify: 9507	90	%
Customer Unit Number: 6605	0	N/A

Hard Braking Incident Counter: 8904	1, ENABLE FEATURE OR FUNCTION	N/A
Firm Braking Decel Threshold: 8916	4.000	MPH/SEC
Hard Braking Decel Threshold: 8905	7.40	MPH/SEC
Customer Password: 8700	00000000	N/A

These Electronic Parameters have been successfully finalized



(US DOLLAR)

<u>Description</u>	<u>Price</u>
Total Factory List Price Including Options:	\$252,422.00
Total Goods Purchased:	\$1,097.60
Total Preparation And Delivery:	\$1,690.00
Total Freight:	\$2,350.00
Total Factory List Price Including Freight:	\$257,559.60
Less Customer Allowance:	(\$136,288.01 )
Total Vehicle Price:	\$121,271.59
Total Sale Price:	\$121,271.59
Total Per Vehicle Sales Price:	\$121,271.59
Total For 4 Vehicle Sales:	\$485,086.36
Total Net Sales Excluding Taxes:	\$485,086.36
Total License, Title:	\$60.00
Net Sales Price:	\$485,146.36

Payment for the chassis is due upon delivery of the cab/chassis to the end user or body company; which ever occurs first. If payment is not received in a timely manner additional floorplan(interest) costs may be charged to the end-user customer.

-Please make all purchase orders and checks payable to:  
Tri-County International Trucks, Inc.  
5701 Wyoming Ave.  
Dearborn, MI 48126

Please review this proposal very carefully. Your signature below indicates that you accept the specifications and payment terms, contained herein as written and that you are able to approve said specifications for order and payment terms. Please include this proposal number on all correspondence and purchase orders. This proposal contains in its entirety our offer to you for this purchase at the given dollar amount. No other offers, spec additions, warranties, or other additional items are made or implied. Other additional items may be available; contact your local dealer representative for further details.

Approved by Seller:

Accepted by Purchaser:

Salesman 9-1-2020  
Official Title and Date

\_\_\_\_\_  
Firm or Business Name

Jeremy Kast  
Authorized Signature

\_\_\_\_\_  
Authorized Signature and Date

TRI COUNTY INTL TRUCKS  
3001 E HIGH ST  
JACKSON MI 49203  
(517)783-2721

This proposal is not binding upon the seller without Seller's Authorized Signature

\_\_\_\_\_  
Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.

# TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | [www.ttspec.com](http://www.ttspec.com) | ph: (517) 552-3855 | fx: (517) 552-3666

September 1, 2020

Washtenaw County Road Commission  
555 North Zeeb Road, Ann Arbor, MI 48103  
Attn: Mike Livsey, Equipment Maintenance Supervisor

## Equipment Quotation

The following pricing is based on City of Rochester Hills RFP-RH-13-030 Awarded November 2013

### Four (4) 66,000 lb. GVW Tandem Axle trucks with Radius Dump Bodies & Equipment

**Chassis:** International HV613, Tandem Axle

**Install Monroe 14 ft. RDS (Radius Dump Spreader) Body including the following:**

Body shell is constructed of 3/16" 201 stainless steel  
96" wide and 56" height  
Body longitudinals are 1/4" 201 stainless steel  
Air-operated tailgate  
Conveyor trough is 34" wide  
Conveyor chain is 667XH type with 28,000 lbs rating  
Conveyor has 1/2" x 1-1/2" crossbars on 4.50" centers  
Rear tailgate includes a removable rear metering gate and a blank insert  
Tandem fender kit installed integrally to the body constructed of 7 ga 201 stainless steel  
Top-half of fold-down ladder constructed of type 304 stainless steel mounted at rear driver-side  
Mailhot-type double acting lift cylinder with trunnion mounts on body  
Twin Rawson-type 6:1 gear boxes  
Drive motors are each 17.9 CID  
One drive motor will include a built-in application-rate sensor  
8-tooth hardened sprockets with 2" drive and idler shafts for the conveyor  
Grease extension kit for rear bearings, tailgate pivot arms, front bearings and hoist trunnions

**Install Front Cross Conveyor with two-ply high-temp belt including the following:**

Drive motor can operate in both directions. Left-side and right-side shall have stainless steel scraper compatible spinner assemblies with poly disc. Stainless steel berm chute on right-side.

**Install Rear receiver tube Spinner Assembly, 24" polyurethane disc, seal saver motor & grease zerk**

**Install 1/2 Cabshield constructed of 3/16" 201 stainless steel**

Mudflaps installed in front of and behind drive tires  
Backup alarm included  
12" hardwood sideboards unpainted  
Remote conveyor switches on both sides at rear to activate/de-activate conveyor

**Install Floor Cover Kit, 3/4" 201 stainless steel removable with stainless steel bolts (trim to fit with tailgate insert)**

**Install 10 ga. Spill Pans over top of frame constructed of type 201 stainless steel with handles and retention pins**

**Install Step inside of RDS body at the ladder**

**Install Roll-Rite Electric Tarp System including the following:**

TarpMaster motor/gear box  
Asphalt tarp cover  
Aluminum tarp and tension bows

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- Aluminum wind deflector
- Install Central Hydraulic System including the following:**
- Danfoss 147cc load-sensing piston pump
  - Front pump mounting bracket
  - Pump flange
  - 12-volt low-oil shutdown block with override controls
  - Low-oil sender in tank
  - Spicer drive line
- Rexroth 11m4-12 valve with the following sections:**
- 4-way air-controlled section for hoist with LS relief for down pressure
  - 4-way air-controlled section for scraper with LS relief for down pressure
  - 4-way air-controlled section for scraper swing
  - 4-way air-controlled section for front plow
  - 4-way air-controlled section for front plow swing
  - 4-way air-controlled section for right wing (includes sequencing valve)
  - 4-way air-controlled section for left wing (includes sequencing valve)
  - 4-way EPC section for main conveyor 19 GPM
  - 4-way EPC section for cross conveyor 15 GPM
  - 4-way EPC section for spinner(s) front and rear 8 GPM
  - 3-way EPC section for pre-wet for front and rear 8 GPM
- Above valve assembly mounted in Monroe combination enclosure back of cab
- TTS Pneu-Logic multi-function single air joystick** controller for dump, plow, scraper and wing
- Heads-up Display for joystick functions
- All necessary hoses and fittings will be Parker-type
- Stainless steel piping extended to the spreader, spinner, pre-wet & return oil circuits to the rear of the chassis
- Install Monroe Combination Fuel/Hydraulic Oil/Valve Enclosure including the following:**
- Combination enclosure to be mounted behind the cab, atop the frame
  - 120 gal fuel capacity, 38 gal oil capacity
  - 7 gauge type 201 stainless steel construction
  - Valve enclosure with a lockable "T" handle latch, contained within driver's side of combo tank
  - 5 psi pressurized tank cap on hydraulic tank
  - 3" supply port on hydraulic tank with 3" x 2" suction strainer
  - 2" ball valve shutoff for supply line to the hydraulic pump
  - 3/4" case drain shutoff
  - Tank-mounted return line oil filter
  - 35 gal AW32 hydraulic oil
  - Ball valve shutoffs on both fuel supply and return lines
  - Fuel gauge sending unit
  - Low-oil sensor mounted in the top of the tank with an adjustable height
  - Sight gauge/Temperature gauge
  - Tank labels
  - All necessary hoses and fittings
  - Install fuel hook mounted on tank for safety
- Install Dickey-john Control Point granular, pre-wet controller**, training is included
- Install Monroe 29" Husting type front hitch with "roller kit" adapter including the following:**
- 12" structural C-channel front bumper with tapered back ends
  - Double-acting 3"x 10" lift cylinder on hitch
  - Steel chain box** location inside driver's side of bumper, **include rubber mudflap liner in bottom**
  - All trucks setup with hydraulic plow connections, couplers installed through bumper

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**Install Custom Lighting & Electrical including the following:**

Plow lights Nordic halogen with aluminum mounting brackets mounted on hood  
Two (2) ECCO ED3706AG green/amber split flashers mounted in grille (separate switch)  
Two (2) ECCO ED3706AG green/amber split flashers, one on each side of dump body facing out with shield  
One (1) Whelen Century 12VDC mini LED light bar model MC16PA including amber dome and amber LED's permanently mounted on cabshield with stainless steel guard  
Two (2) 4" ECCO E92006 LED Scraper work lights mounted w/WP connectors one on each side to illuminate curbside and street side of scraper  
Two (2) 4" ECCO E92006 LED Spreader work lights one mounted on each side of body w/WP connectors to illuminate spread of material at rear  
Two (2) 4" ECCO E92006 LED Wing work lights one mounted on each side of body w/WP connectors to illuminate wing operation

**One (1) Ecco spreader light on the driver side spinner**

Two (2) 4-hole stainless steel rear light boxes mounted on rear corner posts of dump spreader including:  
One (1) 6" oval LED ECCO 3965AG amber/green flasher in each top hole  
One (1) 6" oval LED Truck-Lite 60050R stop/tail/turn light mounted in each 2nd hole  
One (1) 6" oval LED Truck-Lite 66205C back-up light in 3rd hole  
One (1) 6" oval LED ECCO 3965AG amber/green flasher in each bottom hole

**Program random flash pattern for rear flashers, do not sync together**

Betts junction box with sealed wiring mounted at back of Body driver's side

**Install Utilizing a 12-switch fully CANBUS programmable switch control box to control the following:**

Side and rear amber/green flashers  
Grille flashers  
Rear spreader lights  
Scraper lights  
Wing lights

**Install InPower switches to control the following:**

Tarp Open  
Tarp Close  
Low Oil Override  
Air Puffer

Front cross conveyor directional switch located on control console  
Air tailgate (with cover) located on control console  
Front driving lights on a chassis switch  
LED indicator lights provided by a heads-up display including: low oil, body up and joystick functions  
All wiring to be soldered, heat shrunk and in protective loom  
Backup up alarm  
Body-up light with proximity switch activation

**Install Rear Pintle Hitch assembly including the following:**

¾" steel plate drilled for multiple hitch heights  
Heavy-duty D-rings (no hitch)  
7-way round plug

**Install Electric Brake Controller**

**Install Removable chipseal hitch for seal-coat operation**

**Install Removable chipseal extension pan, stainless hinged (Monroe mo. 00091726IC), mount as high as possible and notch-out pull-pin spaces on both sides**

**Install Mudflap brackets attached to lower chip pan tubes, including mudflaps (shipped loose)**

**Install Rear two (2) receiver tube Patch Pan (Monroe mo. 00016220-B) 201 stainless steel interchangeable with receiver tube rear spinner assembly, custom-modified to raise pan 9"**

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- Install Tarp Arm Deflector, ¼ pipe construction, mounted driver-side cabshield, painted Orange**
- Install Grip-strut step from driver-side fender to reservoir cradle**  
3-step driver's side egress, install 3<sup>rd</sup> step to passenger side, painted Black
- Install Heavy-duty front and rear tow hooks mounted to frame**
- Install Groeneveld Automatic Lube System including the following:**  
Air-driven pump. Grease points for kingpins, slack adjusters, s cams, clevis pins, tie rods, drag link, wing, scraper, hoist and manifolds for front and rear suspension points. Indicator lights for system operation. Truck equipment included in system: RDS Manifolds, underbody scraper manifolds & Wings  
Pump reservoir to be full of grease at time of delivery
- Install RoadWatch Temperature Sensor** with all necessary wiring including a mirror mounting bracket  
Integrated with Dickey-John controller
- Install Rear Air "Puffer" system** with timer for clearing snow from rear STT and warning lights
- Install Flaming River Electrical Shutdown including the following:**  
6-minute timed delay switch mounted on box, amber LED indicator light  
Label on disconnect box
- Install Rearview Camera with Wash System including the following:**  
Rearview camera system by M.S. Foster & Associates Inc., mounted in rear frame  
System tying into chassis wiper fluid reservoir  
Air puffer & washer fluid tubing  
VCMS20B color camera  
CEC34L1 main cable for monitor  
VOSHD6MNT LCD monitor mount  
MSF5000 stainless steel camera box  
VOM74WP 7" LCD color monitor  
Drill and tap for clear cover for chipseal operation in the summer  
Chassis wiper controls for activating wash system, momentary in-cab switch for air puffer
- Install Miscellaneous items including the following:**  
Two (2) stainless steel shovel holder's driver-side on front body bulkhead  
One (1) spud bar holder on driver-side of body  
Conspicuity tape on tailgate at rear and available sides of dump
- Paint** All stainless material shall be non-painted and all other carbon steel materials primed and painted Black
- Parts and owner's manuals**, one year parts and labor warranty on all components with two years on hoist. Five years on dump body. Training on operations of all equipment.

**Above installed per unit price: \$116,368.00 ea.**

- Install Monroe Hydraulic-driven Pre-wet System including the following:**  
Gear-type 7 gpm liquid pump with bronze gear  
Flow meter included  
Two 100 gal. rotationally molded poly liquid tanks  
Type 201 stainless steel mounting brackets for the tanks  
Spray nozzles at spinner disk  
Fiberglass enclosure to house the pump and flow meter  
Bulk fill kit 2" and flusher kit  
Crossover hose kit  
Remote vent kit  
Pre-wet automatically switches to front or rear spinner
- Install Pre-wet System price: \$5,280.00 ea.**

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**Install Monroe 9 ft. mid-mount righthand Paraglide Patrol Wing Plow including the following:**

Parallelogram wing post  
Install custom rear arm mount to fit behind drives  
Twin rear mounted, cushioned push arms with rear lift cylinder to operate the heel  
Moldboard is break formed 3/16 steel with 3/4" x 4" x 4" bottom angle  
Moldboard is powder coated orange  
Moldboard shoes on toe and heel  
D-type rubber bumper stops  
Safety chain/ pin at rear  
Rear push-arms have bolt-in design with grease zerks for ease of maintenance  
Front arm banjo plate has captive design  
5" x 7" rear cross tube for rear wing support  
Sequencing valve with hoses and couplers  
Reverse-curved steel cutting edge  
Three (3) wing shoes (mo. TTWS-NiHard), mounted on toe and heel per Wing  
LED marker light facing forward and one (1) warning light ECCO 3965AG facing rearward installed at the end of the wing in stainless steel light box per Wing  
One (1) 36" Tribal Whip (mo. 36WG) green LED liquid light stick per Wing  
Stainless steel hydraulic couplers

**Install Righthand Wing price: \$13,750.00 ea.**

**Install County-supplied Monroe 9 ft. mid-mount left-hand Paraglide Patrol Wing Plows including the following:**

New reverse-curved steel cutting edge  
Three (3) wing shoes (mo. TTWS-NiHard), mounted on toe and heel per Wing  
LED marker light facing forward and one (1) warning light ECCO 3965AG facing rearward installed at the end of the wing in stainless steel light box per Wing  
One (1) 36" Tribal Whip (mo. 36WG) green LED liquid light stick per Wing  
Stainless steel hydraulic couplers  
Left-hand wing to bolt into cross tube for transfer down the road  
Sandblast and paint wing blade

**Install County-supplied Lefthand Wing price: \$6,800.00 ea.**

**Install Monroe 12 ft. model MS4512 Underbody Scraper including the following:**

Two 4" power-reverse cylinder with 2" Socatri rods  
Two 3.5" actuating cylinders with 2" Socatri rods  
All cylinders have poly-pack seals  
1" circle with 5" greaseable center bolt, piloted  
Circle includes a welded in hardened bushing  
1" x 20" x 12' moldboard 6" cutting edges  
2" clevis bosses on power-reverse cylinders  
Contoured circle clamps with poly-type wear pads  
Three reinforced moldboard hinges with gussets  
3/8" pipe and hoses for faster scraper actuation  
Hinge shaft is 2.5" cold-rolled round stock  
Moldboard hinges are constructed of 3/8" wall DOM tubing  
Adjustable j-50 relief valve is included  
Bolt-on trunnion pins for canister removal  
Cushion valve for power-reverse circuit is included

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Remove remote lube manifolds and grease lines for Groeneveld system

Serrated grating 12" x 12" on both moldboard ends

Paint Orange bands on both moldboard ends to match cab

**Install Underbody Scraper price: \$12,300.00 ea.**

**Install Monroe 12 ft. model MP41R12-ISCT-ME2 Reversible Front Plow including the following:**

The moldboard height of the plow is 41"

The moldboard cutting edge width of the plow is 12'

One-piece A569 10-gauge steel roll-formed moldboard with a tensile strength of 55,000# - 70,000#

Integral shield style moldboard

Six ½" x 4" one-piece solid flame-cut ribs that taper to 2" at the top of the moldboard

2" x 3" x 3/8" top moldboard angle and 4" x 4" x 3/4" bottom moldboard angle

3" x 3" x 1/4" non-spring horizontal angle bracing and 3" x 3" x 1/2" horizontal spring support angle bracing

Dual-compression, heavy-duty trip springs assemblies

Main push tube is 4" x 4" x 3/8" A36 steel seamless wall tubing

6-attach point pushframe

Fabricated from A36 steel 3-1/2" x 3-1/2" 1/2" semi-circle

Moldboard and frame to be 100% continuously welded

Moldboard shot-blasted and painted powder-coat Orange, with pushframe painted powder-coat Black

Two 3" x 10" power-reverse cylinders with cushion valve protection

5/8" x 8" AASHTO C1080 top-punched cutting edge

29" Husting hitch and **Roller Assembly** for a Husting hitch

Dual "mouse ears" on the plow

Rubber snow deflector

**Height-adjustable cast-iron skid shoes**

**Install Front Reversible Plow price: \$10,120.00 ea.**

**Install Monroe 12 ft. model MPFA34-71-12-NT Fixed Angle One-Way Front Plow including the following:**

The moldboard intake height of the plow is 34" with a righthand discharge height of 71"

The moldboard cutting edge width of the plow is 12' and the overall moldboard length is 173"

Rigid, no-trip moldboard

One-piece A569 3/16" steel roll-formed moldboard with a tensile strength of 55,000# - 70,000#

Moldboard and frame to be 100% continuously welded

Moldboard shot-blasted and painted powder-coat Orange, with pushframe painted powder-coat Black

Fixed angle pushframe with 3" offset

5/8" x 8" AASHTO C1080 top-punched cutting edge

29" Husting hitch and **Roller Assembly** for a Husting hitch

Nose guard

Steel snow deflector

Height-adjustable cast-iron skid shoes

**Install Front One-Way Plow price: \$7,970.00 ea.**

**Chassis requirements to be confirmed prior to order entry:**

CT: 138"

Front of engine PTO provision

Delete OEM temp front bumper

Front integral frame extension

Front tow hooks



# TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | [www.ttspec.com](http://www.ttspec.com) | ph: (517) 552-3855 | fx: (517) 552-3666

Air tanks mounted under cab outside left frame rail  
Horizontal DPF/SCR mounted under the curbside door with a vertical tailpipe  
Highest ground clearance  
Plow light/Headlight switch and related OEM wiring  
Batteries on streetside back of cab  
Stationary grille  
Temporary fuel behind DEF tank on streetside  
9.5 gal. DEF tank mounted under cab, outside driverside rail  
Body lighting interface  
54" rear axle spacing  
Tractor package including air lines to the rear and wiring for electric brake controller

**Payment Terms:** Net 30 days. Pricing effective for 45 days.  
Pricing does not include any of the Rochester Hills RFQ discounts that may be applicable.  
2% discount off total taken at invoice if payment received within 30 days.

**FOB:** Washtenaw County Road Commission

**Delivery:** 360-400 days ARO

**Thank you for the opportunity to quote.**

Respectfully submitted by,  
Jon Luea/Brian Bouwman

# **TODD WENZEL BUICK GMC of WESTLAND**

35100 FORD RD  
WESTLAND, MI 48185

ALBERT LI

Fleet / Municipal Sales

Ph (734) 713-1065 Fax (734) 467-7181

[aclix@hotmai.com](mailto:aclix@hotmai.com)

State of Michigan MiDeal Contract # 071B7700184

MiDeal Spec # 0073-4WDL

## **Washtenaw County Road Commission Pricing (MiDeal Pricing)**

### **2021 GMC Sierra 1500 Double Cab 4x4 Pickup**

<b>7000# GVWR</b>	<b>Gas / Auto Trans</b>	<b>Dbl Cab w/ 6.5' Box</b>	
<b>SPEC 73 - 2021 GMC Sierra 1500 Double Cab 4wd</b>			<b>\$ 25,537.00</b>
RC5 – LT265/70R17 All-Terrain Tires			\$ 359.45
GAN – Quicksilver Metallic Paint			\$ 450.45
H1T – Cloth Seat Trim			\$ 75.00
ZLQ – Pwr Htd Mirrors/Remote Keyless Entry/EZ TG			\$ 632.45
G80 – HD Locking Rear Differential			\$ 359.45
9L7 – Upfitter's Switches (Upfitter Installed)			\$ 136.50
		Sub-Total	\$ 27,550.30
SBL – Spray-On Bedliner (UTR, Rhino)			\$ 569.00
DEL – Delivery to Ann Arbor, MI			\$ 50.00
		<b>Total</b>	<b>\$ 28,169.30</b>

#### **Options:**

L82 – 5.3L Gas V8 w/ 6-Spd Auto Trans	+ \$ 1,269.45
Z82 – Trailering Equipment Pkg	+ \$ 359.45
6SB – 6" Rectangular Step Bars	+ \$ 787.50

Prices Quoted are for a MiDeal Factory Order.  
FOB Ann Arbor, MI

# **TODD WENZEL BUICK GMC of WESTLAND**

35100 FORD RD  
WESTLAND, MI 48185

ALBERT LI

Fleet / Municipal Sales

Ph (734) 713-1065 Fax (734) 467-7181

[aclix@hotmai.com](mailto:aclix@hotmai.com)

State of Michigan MiDeal Contract # 071B7700184

MiDeal Spec # 0077-4WDL

## **Washtenaw County Road Commission Pricing (MiDeal Pricing)**

### **2021 GMC Sierra 2500HD Double Cab 4x4 Pickup**

**10350# GVWR Gas / Auto Trans Dbl Cab w/ 6.5' Box**

<b>SPEC 77 – 2021 GMC Sierra 2500HD Double Cab 4wd</b>	<b>\$ 29,228.00</b>
QXT – LT265/70R17E All-Terrain Tires	\$ 182.00
GAN – Quicksilver Metallic Paint	\$ 450.45
ZLQ – Power Htd Trlr Mirrors/Remote Keyless Entry	\$ 691.60
VYU – Snow Plow Prep Package	\$ 273.00
K4B – Auxiliary 730 CCA Battery	\$ 122.85
JL1 – Integrated Electric Brake Controller	\$ 250.25
9L7 – Upfitter’s Switches (Upfitter Installed)	\$ 136.50
	<b>Sub-Total \$ 31,334.65</b>
SBL – Spray On Bedliner (UTR, Rhino)	\$ 569.00
DEL – Delivery to Ann Arbor, MI	\$ 50.00
	<b>Total \$ 31,953.65</b>

### **Options:**

H1T – Cloth Seat Trim	+ \$ 75.00
6SB – 6” Rectangular Step Bars (Black, GMA)	+ \$ 787.50

Prices Quoted are for a MiDeal Factory Order.  
FOB Ann Arbor, MI

**TRINKLE ROAD IMPROVEMENT - BID TAB**

PayItemCode	Description	Quantity	Units	ENGINEERS EST		C & D Hughes, Inc		Fonson Company, Inc		E.T. Mackenzie Company		TLS Construction	
				Price	Total	Price	Total	Price	Total	Price	Total	Price	Total
1500001	Mobilization, Max	1	LSUM	\$ 21,071.60	\$ 21,071.60	\$ 7,500.00	\$ 7,500.00	\$ 19,000.00	\$ 19,000.00	\$ 8,622.00	\$ 8,622.00	\$ 12,000.00	\$ 12,000.00
2020002	Tree, Rem, 19 inch to 36 inch	33	Ea	\$ 1,500.00	\$ 49,500.00	\$ 990.00	\$ 32,670.00	\$ 920.00	\$ 30,360.00	\$ 1,097.00	\$ 36,201.00	\$ 1,400.00	\$ 46,200.00
2020006	Stump, Rem, 19 inch to 36 inch	1	Ea	\$ 500.00	\$ 500.00	\$ 200.00	\$ 200.00	\$ 125.00	\$ 125.00	\$ 445.00	\$ 445.00	\$ 275.00	\$ 275.00
2027002	_Clearing	8	Sta	\$ 2,000.00	\$ 16,000.00	\$ 300.00	\$ 2,400.00	\$ 1,075.00	\$ 8,600.00	\$ 471.00	\$ 3,768.00	\$ 400.00	\$ 3,200.00
2050016	Excavation, Earth	3752	Cyd	\$ 20.00	\$ 75,040.00	\$ 15.00	\$ 56,280.00	\$ 18.50	\$ 69,412.00	\$ 21.50	\$ 80,668.00	\$ 17.50	\$ 65,660.00
2057021	_Subgrade Undercutting, Type II, Modified	150	Cyd	\$ 50.00	\$ 7,500.00	\$ 50.00	\$ 7,500.00	\$ 74.00	\$ 11,100.00	\$ 76.50	\$ 11,475.00	\$ 66.50	\$ 9,975.00
2080012	Erosion Control, Check Dam, Stone	48	Ft	\$ 20.00	\$ 960.00	\$ 15.00	\$ 720.00	\$ 47.00	\$ 2,256.00	\$ 69.25	\$ 3,324.00	\$ 45.00	\$ 2,160.00
2080036	Erosion Control, Silt Fence	1600	Ft	\$ 3.00	\$ 4,800.00	\$ 1.50	\$ 2,400.00	\$ 2.00	\$ 3,200.00	\$ 4.25	\$ 6,800.00	\$ 1.95	\$ 3,120.00
3027031	_Aggregate Base, Modified	260	Ton	\$ 30.00	\$ 7,800.00	\$ 34.00	\$ 8,840.00	\$ 27.00	\$ 7,020.00	\$ 37.00	\$ 9,620.00	\$ 58.25	\$ 15,145.00
4010012	Culv End Sect, 12 inch	12	Ea	\$ 350.00	\$ 4,200.00	\$ 300.00	\$ 3,600.00	\$ 150.00	\$ 1,800.00	\$ 191.00	\$ 2,292.00	\$ 190.00	\$ 2,280.00
4010675	Culv, CI F, CSP, 12 inch	290	Ft	\$ 40.00	\$ 11,600.00	\$ 50.00	\$ 14,500.00	\$ 28.00	\$ 8,120.00	\$ 33.00	\$ 9,570.00	\$ 35.25	\$ 10,222.50
5010005	HMA Surface, Rem	197	Syd	\$ 8.00	\$ 1,576.00	\$ 15.00	\$ 2,955.00	\$ 6.00	\$ 1,182.00	\$ 5.00	\$ 985.00	\$ 8.50	\$ 1,674.50
5010061	HMA Approach	22	Ton	\$ 300.00	\$ 6,600.00	\$ 200.00	\$ 4,400.00	\$ 460.00	\$ 10,120.00	\$ 385.00	\$ 8,470.00	\$ 435.00	\$ 9,570.00
8067011	_Turf Establishment, Performance	2854	Syd	\$ 10.00	\$ 28,540.00	\$ 3.70	\$ 10,559.80	\$ 6.00	\$ 17,124.00	\$ 20.00	\$ 57,080.00	\$ 4.75	\$ 13,556.50
8070095	Post, Mailbox	3	Ea	\$ 150.00	\$ 450.00	\$ 100.00	\$ 300.00	\$ 100.00	\$ 300.00	\$ 230.00	\$ 690.00	\$ 225.00	\$ 675.00
8130010	Riprap, Plain	15	Syd	\$ 100.00	\$ 1,500.00	\$ 80.00	\$ 1,200.00	\$ 120.00	\$ 1,800.00	\$ 208.00	\$ 3,120.00	\$ 67.00	\$ 1,005.00
<b>Total</b>					<b>\$ 237,637.60</b>		<b>\$ 156,024.80</b>		<b>\$ 191,519.00</b>		<b>\$ 243,130.00</b>		<b>\$ 196,718.50</b>
<b>Percentage Over/Under Eng Estimate</b>							<b>-34%</b>		<b>-19%</b>		<b>2%</b>		<b>-17%</b>

# Protecting Local Government Retirement and Benefits Act

## Application for Waiver:

### Defined Benefit Pension Retirement Systems

Issued under authority of Public Act 202 of 2017.

#### 1. LOCAL GOVERNMENT INFORMATION

Local Government Name: \_\_\_\_\_ Six-Digit Muni Code: \_\_\_\_\_

Defined Benefit Pension System Name: \_\_\_\_\_

Contact Name (Administrative Officer): \_\_\_\_\_

Title if not Administrative Officer: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Fiscal Year: \_\_\_\_\_

#### 2. GENERAL INFORMATION

**Application for Waiver:** This Application for Waiver may be filed by any local government with at least one defined benefit pension retirement system that has triggered a preliminary review of underfunded status. In accordance with Public Act 202 of 2017 (the Act), if the State Treasurer determines that the underfunded status is adequately being addressed by the local government, the State Treasurer shall issue a waiver of the determination of underfunded status. If requesting a waiver, you must submit a separate and unique application for each underfunded retirement system as determined by your most recent *Retirement System Annual Report (Form 5572)*.

**Due Date:** The local government has **45 days from the date of notification** to complete and file the Application for Waiver. Failure to file within 45 days will result in a determination of underfunded status for your local government as defined by the Act, and your local government will be required to submit a corrective action plan to the Municipal Stability Board for approval.

**Filing:** This Application for Waiver must be approved by the local government's administrative officer and its governing body. **You must provide proof of your governing body approving this Application for Waiver and attach the documentation as a separate PDF document.** Failure to provide documentation that demonstrates approval from your governing body will automatically result in a disapproval of the waiver application.

The completed application must be submitted via email to [LocalRetirementReporting@michigan.gov](mailto:LocalRetirementReporting@michigan.gov). **If you have multiple underfunded retirement systems, you are required to complete separate applications and send a separate email for each underfunded system.** Please attach each application as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Waiver-20XX, Local Government Name, Retirement System Name** (e.g. Waiver-2018, City of Lansing, Employees' Retirement System Pension Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

**Considerations for Waiver:** A successful Application for Waiver will demonstrate what your local government **has already done** to adequately address its underfunded status. Prospective solutions will not be granted merit in determining the outcome of the waiver application (e.g. future amendments to collective bargaining agreements, upcoming millage proposals, potential budget changes, etc.). However, Treasury may consider additional ongoing funding dedicated to your retirement system if those commitments have been formally enacted by the governing body and can be documented. Section three of this waiver application allows the local government to enter a brief description of prior

actions that have already been implemented to adequately address its underfunded status. For purposes of Sec. 6.(1) of the Act, this application will also be considered the plan.

Underfunded status for a defined benefit pension system is defined as being less than 60% funded according to the most recent audited financial statements, and, if the local government is a city, village, township, or county, the actuarially determined contribution (ADC) for all of the defined benefit pension retirement systems of the local government is greater than 10% of the local government's annual governmental fund revenues, based on the most recent fiscal year.

**General guidelines are listed below to help your local government decide whether to apply for a waiver. Ultimately, waiver approval or disapproval is at the discretion of the State Treasurer; however, waiver applications should generally demonstrate at least one of the following seven criteria. Please check all that apply:**

- In general, local governments that were previously granted a waiver should demonstrate improvement in their underfunded status in the subsequent year. Improvement can be measured by an increase in the funded ratio and/or a decrease in the ADC as a percentage of governmental revenue;
- There was a mistake in the filing process and the local government is not actually underfunded;
- Using updated data, such as a more recent actuarial valuation, the local government is not underfunded;
- If a local government fails to calculate an ADC within their audited financial statement and triggers underfunded status, the local government may file a waiver application to Treasury that includes the calculated ADC;
- The local government demonstrates their underfunded status will be addressed within four years;
- The local government is a non-primary government (e.g. road commission, authority, etc.) and demonstrates their ADC for pension is less than 10% of governmental revenues;
- When adding enterprise fund revenues used specifically to pay retirement costs with governmental fund revenues, your ADC as a percentage of combined revenues is below 10%.

### **3. DESCRIPTION OF PRIOR ACTIONS**

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local government done to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

**Note:** Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

#### **Category of Prior Actions:**

- System Design Changes** - System design changes may include the following: Lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

**Sample Statement:** *The system's multiplier for current employees was lowered from 2.5X to 2X for the **General Employees' Retirement System** on **January 1, 2018**. On page 8 of the attached actuarial supplemental valuation, it shows our funded ratio will be **60%** by fiscal year **2021**.*

- Additional Funding** – Additional funding may include the following: voluntary contributions above the ADC, bonding, millage increases, restricted funds, etc.

**Sample Statement:** *The local government provided a lump sum payment of **\$1 million** to the **General Employees' Retirement System** on **January 1, 2018**. This lump sum payment was in addition to the ADC of the system. The additional contribution will increase the retirement system's funded ratio to **61% by 2022**. Please see page 10 of the attached enacted budget, which highlights this contribution of **\$1 million**.*

- Other Considerations** – Other considerations may include the following: outdated Form 5572 information, enterprise fund revenue considerations, actuarial assumption changes, amortization policy changes, etc.

**Sample Statement:** *The information provided on the Form 5572 from the audit used actuarial data from **2016**. Attached is an updated actuarial valuation for **2018** that shows our funded ratio has improved to **62%** as indicated on page 13.*

**Sample Statement:** ***\$400,000** of expenditures are directly tied to expenses for retirement obligations from our water and sewer fund. The attached analysis shows that our revenue ratio (ADC / Combined Funds) would only be **9%** when including applicable enterprise fund revenue within the calculation. Additionally, attached are two invoices from MERS showing distributions to our pension fund from the enterprise fund totaling **\$400,000**. As a result, **\$400,000** of our enterprise fund revenues should be combined with our governmental fund revenues to properly demonstrate total available funding.*

#### **4. DOCUMENTATION ATTACHED TO THIS WAIVER APPLICATION**

Documentation must be attached as a PDF to this waiver application. The documentation must demonstrate the prior actions that have already been implemented to adequately address the local government's underfunded status. Please ensure this documentation directly supports and highlights the systems funded ratio as entered in section three of the waiver application above. Please check all documents that are included as part of this application and attach in successive order as provided below:

Naming convention: When attaching documents please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

**Naming Convention**

**Type of Document**

- Attachment – 1
- Attachment – 2
- Attachment – 3
- Attachment – 4
- Attachment – 5
- Attachment – 6
- Attachment – 7
- Attachment – 8
- Attachment – 9

**This waiver application (required);**  
**Documentation from the governing body approving the waiver application (required);**

Actuarial analysis (annual valuation, supplemental valuation, projection);

An internally developed study, in accordance with GASB and/or actuarial standards of practice, that projects assets and liabilities into the future;

Documentation of additional payments in past years that is not reflected in your audited financial statements (e.g. enacted budget, system provided information);

Documentation of commitment to additional payments in future years (e.g. resolution, ordinance);

A plan that the local government has already approved to address its underfunded status, which includes documentation of prior actions and the positive impact on the system’s funded ratio;

Enterprise fund revenues: Analysis of retirement costs paid using enterprise fund revenues, as well as applicable financial documents (e.g. proof of payment, invoices from retirement plan, bank transactions, general ledger reimbursement transactions);

Other documentation, not categorized above.

**6. LOCAL GOVERNMENT’S ADMINISTRATIVE OFFICER APPROVAL OF WAIVER APPLICATION**

I, <insert name> , as the government’s administrative officer (Ex. City/Township Manager, Executive Director, Chief Executive Officer, etc.) (insert title) approve this Application for Waiver. We are requesting a waiver of underfunded status because we have already implemented substantial changes to our retirement system as described above.

I confirm to the best of my knowledge that because of the changes listed above the following statement will occur:

Using the waiver criteria checked in Section 2 of this application, the <insert Retirement Pension System Name> (Retirement Pension System Name) will have addressed its underfunded status by fiscal year ----- .

Signature: <insert signature>

Date: <insert date>



VOUCHER #

10418

WASHTENAW COUNTY  
BOARD OF ROAD COMMISSIONERS  
ANN ARBOR, MICHIGAN

DATE September 1, 2020

WARRANT # \_\_\_\_\_

AMOUNT \$ 292,447.85

ACCT. CODE 20

TO: WASHTENAW COUNTY ROAD COMMISSION

ITEMS	DISCOUNT	CLASSIFICATION	GROSS AMT.
20104600.800000			
PAYROLL FOR September 2, 2020			\$ 292,447.85
GROSS PAYROLL \$ 324,337.40			
<u>A.C.H.</u>			
Payroll Direct Deposit \$ 207,958.03			
Deferred Comp \$ 10,867.00			

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 # 10419

WASHTENAW COUNTY  
BOARD OF ROAD COMMISSIONERS

ANN ARBOR, MICHIGAN

DATE August 31, 2020

WARRANT # \_\_\_\_\_

AMOUNT \$2,042,036.76

ACCT. CODE 20

TO: WASHTENAW COUNTY ROAD COMMISSION

ITEMS	DISCOUNT	CLASSIFICATION	GROSS AMT.
20104600.800000			\$ 1,547,766.87
ACH Vendor Payments			\$ 470,346.99
FICA/MEDICARE			\$ 23,922.90
ACCOUNTS PAYABLE FOR September 2, 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

\_\_\_\_\_  
CHAIRMAN

The above account approved by:

\_\_\_\_\_  
MEMBER

\_\_\_\_\_  
MANAGING - DIRECTOR & DEPUTY CLERK OF BOARD

\_\_\_\_\_  
BOARD OF COUNTY ROAD COMMISSIONERS

Washtenaw County Road Commission  
 AP - Check Register

----- Check -----		----- Vendor -----		Check
Number	Date	Number	Name	Amount
82715	09/02/2020	3MCOMP	3M COMPANY	2,405.03
82716	09/02/2020	ACTMAI	ACTION TRAFFIC MAINTENANCE	22,411.62
82717	09/02/2020	ADVAUT	ADVANCE AUTO PARTS	8.92
82718	09/02/2020	AISCON	AIS CONSTRUCTION EQUIPMENT	92.04
82719	09/02/2020	ALLIED	ALLIED INC	316.27
82720	09/02/2020	AACLEA	ANN ARBOR CLEANING SUPPLY CO	541.05
82721	09/02/2020	AAWELD	ANN ARBOR WELDING SUPPLY	438.22
82722	09/02/2020	ASPMAT	ASPHALT MATERIALS INC	162,657.93
82723	09/02/2020	AT&TMO	AT&T MOBILITY	86.46
82724	09/02/2020	BWDIST	B & W DISTRIBUTING	530.00
82725	09/02/2020	BELTIR	BELLE TIRE DISTRIBUTORS	79.99
82726	09/02/2020	BESBLO	BEST BLOCK OF ANN ARBOR	190.20
82727	09/02/2020	BLOORO	BLOOM ROOFING SYSTEMS, INC.	1,729.68
82728	09/02/2020	BLUECR	BLUE CROSS BLUE SHIELD OF MI	234,877.00
82729	09/02/2020	BURIND	BURNS INDUSTRIAL SUPPLY	75.30
82730	09/02/2020	CADASP	CADILLAC ASPHALT LLC	2,594.47
82731	09/02/2020	CDWG00	CDW-G	2,046.80
82732	09/02/2020	CHOSOL	CHLORIDE SOLUTIONS, LLC	Void
82733	09/02/2020	CHOSOL	CHLORIDE SOLUTIONS, LLC	Void
82734	09/02/2020	CHOSOL	CHLORIDE SOLUTIONS, LLC	66,873.81
82735	09/02/2020	COMCAS	COMCAST	760.11
82736	09/02/2020	CONENG	CONSUMERS ENERGY	328.53
82737	09/02/2020	CONTRA	CONTRACTORS CONNECTION INC	1,289.40
82738	09/02/2020	CORBY0	CORBY	109,135.00
82739	09/02/2020	CUMMIC	CUMMINS BRIDGEWAY LLC	1,550.57
82740	09/02/2020	DKTRUC	D & K TRUCK COMPANY	1,446.94
82741	09/02/2020	DAVHAY	DAVID HAYES	65.00
82742	09/02/2020	DEVTEC	DEVEN'S TECH SUPPLY	622.73
82743	09/02/2020	DIGGIT	DIGGIT CONTRACTING INC	3,355.59
82744	09/02/2020	GLDGRO	DIVERSIFIED WIRE & CABLE	1,603.24
82745	09/02/2020	DOACON	DOAN CONSTRUCTION COMPANY	27,714.83
82746	09/02/2020	DOVCOM	DOVER COMPANY	9,342.48
82747	09/02/2020	DTEENE	DTE ENERGY	5,635.35
82748	09/02/2020	ENRGRO	ENRICO GROUP	388.70
82749	09/02/2020	FARUND	FARMER & UNDERWOOD TRUCKING	178,984.12
82750	09/02/2020	FIRNAT	FIRST NATIONAL BANK OMAHA	3,667.11
82751	09/02/2020	FLEPRI	FLEET PRIDE	Void
82752	09/02/2020	FLEPRI	FLEET PRIDE	2,031.32
82753	09/02/2020	GRAING	GRAINGER INC	779.75
82754	09/02/2020	GREALA	GREAT LAKES ENGINEERING GROUP	15,219.00
82755	09/02/2020	HUGCAR	HUGO CARDENAS	1,795.00
82756	09/02/2020	INTTRA	INTERNATIONAL TRANSMISSION	2,425.00
82757	09/02/2020	JRANEL	J RANK ELECTRIC INC	68,620.50
82758	09/02/2020	JACTRU	JACKSON TRUCK SERVICE INC	467.52
82759	09/02/2020	JONVES	JONATHON VESPER	300.00
82760	09/02/2020	LAWPRO	LAWSON PRODUCTS INC	560.99
82761	09/02/2020	LENFUE	LENAWEE FUELS INC	2,758.26
82762	09/02/2020	LOWES0	LOWES	506.11
82763	09/02/2020	MATTES	MATERIALS TESTING	10,848.63

Date 08/31/2020  
Time 15:16:17

Washtenaw County Road Commission  
AP - Check Register

Page 2 of 2  
balkwellt

----- Check -----		----- Vendor -----		Check
Number	Date	Number	Name	Amount
82764	09/02/2020	MCNMCK	MCNAUGHTON-MCKAY ELECTRIC	757.07
82765	09/02/2020	MENINC	MENARD INC	268.73
82766	09/02/2020	MICKLU	MICHAEL R KLUCK & ASSOCIATES	2,893.85
82767	09/02/2020	MICCAT	MICHIGAN CAT	23,656.84
82768	09/02/2020	MILBUS	MILLENIUM BUSINESS SYSTEMS	0.40
82769	09/02/2020	NAPAUT	NAPA AUTOPARTS	196.40
82770	09/02/2020	OCCHEA	OCCUPATIONAL HEALTH CENTERS OF	280.50
82771	09/02/2020	ORCHIL	ORCHARD HILTZ & MCCLIMENT INC	13,503.30
82772	09/02/2020	OSBIND	OSBURN INDUSTRIES	25,530.12
82773	09/02/2020	PKCONT	P K CONTRACTING	45,341.00
82774	09/02/2020	PARAUT	PARTS PEDDLER AUTO SUPPLY	1,024.39
82775	09/02/2020	PITCHA	PITTSFIELD CHARTER TOWNSHIP	827.49
82776	09/02/2020	REBHEL	REBECCA HOULE	4,389.00
82777	09/02/2020	RICOH0	RICOH USA, INC	212.72
82778	09/02/2020	ROBECK	ROBERT ECKLOND	150.00
82779	09/02/2020	ROWDIN	ROWERDINK INC.	86.00
82780	09/02/2020	SAFAUT	SAFELITE AUTO GLASS	150.00
82781	09/02/2020	SCIUTI	SCIO TOWNSHIP UTILITY DEPT	1,397.59
82782	09/02/2020	SHEWIL	SHERWIN WILLIAMS	1,977.98
82783	09/02/2020	SHRTIR	SHRADER TIRE	2,729.18
82784	09/02/2020	STAINS	STANDARD INSURANCE COMPANY	10,038.91
82785	09/02/2020	MIDEPT	STATE OF MICHIGAN	452,747.90
82786	09/02/2020	SUBCHE	SUBURBAN CHEVROLET	235.39
82787	09/02/2020	SUNBEL	SUNBELT RENTALS, INC	236.35
82788	09/02/2020	SUPTUR	SUPERIOR TURBO & INJECTION	593.46
82789	09/02/2020	INSINC	SURVEY INSTRUMENT SALES	321.00
82790	09/02/2020	TRETIR	TREDROC TIRE	6,605.65
82791	09/02/2020	TRITRU	TRI-COUNTY INTERNATIONAL	566.33
82792	09/02/2020	USICEC	US ICE CORP	500.00
82793	09/02/2020	WEINGA	WEINGARTZ	57.98
82794	09/02/2020	WELAUT	WELLER AUTO PARTS INC	230.00
82795	09/02/2020	WELTRU	WELLER TRUCK PARTS LLC	104.77

Report Total

1,547,766.87

Date 08/31/2020  
Time 15:23:01

Washtenaw County Road Commission  
AP - ACH Remittance Register

Page 1 of 1  
balkwell

-----Remittance -----		----- Vendor -----		Remittance
Number	Date	Number	Name	Amount
483	09/02/2020	AGGIND	AGGREGATE INDUSTRIES, MGMT INC	6,077.87
484	09/02/2020	BENSTI	BENJAMIN STIDHAM	15.00
485	09/02/2020	CARRYA	CARRIE E RYAN	15.00
486	09/02/2020	CARGAB	CARRIER & GABLE INC	65,699.30
487	09/02/2020	CONMCK	CONLIN, MCKENNEY & PHILBRICK	6,221.00
488	09/02/2020	DOMSYS	DOMINANT SYSTEMS	4,080.00
489	09/02/2020	FISTHO	FISHBECK	70,691.18
490	09/02/2020	GROUP0	GROUP 31 SUPPLY	893.64
491	09/02/2020	HEAEQU	HEALTH EQUITY	3,368.96
492	09/02/2020	HUBSUP	HUBBARD SUPPLY CO	238.50
493	09/02/2020	HUBROT	HUBBELL, ROTH & CLARK, INC	51,008.83
494	09/02/2020	JACHIL	JACOB HILL	15.00
495	09/02/2020	LIGCAR	LIGHTHOUSE CAR WASH	75.00
496	09/02/2020	LISJON	LISA JONES	30.00
497	09/02/2020	LORHAC	LORI HACKBARTH	15.00
498	09/02/2020	MARTHE	MARSHALL THELAN	15.00
499	09/02/2020	MERS00	MUNICIPAL EMPLOYEES RETIREMENT	241,468.23
500	09/02/2020	NAPLAW	NAPOLEON LAWN & LEISURE INC.	342.30
501	09/02/2020	NICVAN	NICOLE PETERSON	20.00
502	09/02/2020	TPOAMO	TECHNICAL PROFESSIONAL &	1,891.00
503	09/02/2020	TRABAL	TRACY BALKWELL	15.00
504	09/02/2020	TRUSPE	TRUCK & TRAILER SPECIALTIES	987.50
505	09/02/2020	ARRUNI	UNIFIRST	664.98
506	09/02/2020	WADTRI	WADE-TRIM	16,498.70
Report Total				470,346.99

# MICHIGAN COUNTY ROAD COMMISSION SELF-INSURANCE POOL

September 1, 2020



## Board of Directors

### Chairman

Lester R Livermore  
*Mackinac CRC*

### Vice Chairman

Brian Gutowski  
*Emmet CRC*

### Alan D Cooper

*Wexford CRC*

### Douglas E Fuller

*Washtenaw CRC*

### Timothy J Haagsma

*Kent CRC*

### Brett Laughlin

*Ottawa CRC*

### John S Rogers

*Kalkaska CRC*

### Dennis J Stanek

*Delta CRC*

### Joseph F Valente

*Marquette CRC*

## Administrator

Gayle A Cummings, CPA

## Assistant Administrator-CFO

### Board Treasurer

Lori N Friedlis, CPA

## Executive Assistant

### Board Secretary

Robin Tidwell

## Director of Loss Control

Charlie Pike, JD

417 N Seymour Ave  
Suite 2  
Lansing MI 48933

www.mcrcsip.org  
(517) 482-9166  
(800) 842-4971  
Fax: (517) 485-4809

Dear Members,

As you know, the Michigan County Road Commission Self-Insurance Pool (MCRCSIP) consistently seeks ways to reduce risk and add value to its members. **As we watch our membership change via the county takeover actions, we are becoming more concerned about your legal and financial circumstances. We believe it is necessary to make several important changes to MCRCSIP's own menu of services.** These changes will require amendments to the MCRCSIP bylaws, which we are asking you to consider today.

These changes are needed, in part, to help ensure all Michigan county road operations—regardless of whether they are organized as separate road commissions or as county departments—have access to the **very best general liability consulting and legal counsel.**

Why does this matter? When a road commission's structure is changed and they separate from MCRCSIP, they lose access to our extraordinary legal expertise. We, in turn, lose the ability to support their litigation as it moves through the court system. **These outcomes put our members at risk for non-optimal judicial outcomes, which may later serve as undesirable precedents for their own future cases and lead to higher costs down the road.**

To address these challenges, we now propose activating the Associate Membership category of membership for MCRCSIP. **By permitting county departments to become associate members of MCRCSIP, we can allow them to continue participating in our organization's work on a limited—but very important—basis.**

This change requires a revision to our shared bylaws:

- Allow County Road Departments to become Associate Members of MCRCSIP.
- There is provision to charge a fee for services.
- Associate Members do not have a vote and may not serve on the Board.
- Termination is simplified.

After discussing these changes with our legal counsel and many of you individually, we believe the time is right to make these changes. Enclosed for your review and consideration, therefore, is a new DRAFT set of bylaws for you to review prior to completing your Ballot.

If you have questions or concerns about any of the ideas or information included in this draft, please let us know. Our Administrator, Gayle Cummings, can be reached at (800) 842-4971 at your convenience.

On Behalf of Your Board of Directors,

Lester Livermore, Chairman, MCRCSIP Board  
Commissioner, Mackinac County Road Commission

## **Why Change the By-Laws?**

### **Because our specialized work deserves a comprehensive solution.**

The effectiveness of the work we do depends on how other road agencies manage similar issues. The outcomes and experiences of one county may strongly influence the remaining 82—but today, our by-laws are preventing us from being involved as we should be.

### **We need to stay in sync.**

Whether a county road operation is organized as a separate commission or as a county department, the work they do is the same. And all road agencies are safer if they all have the best general liability consulting and legal counsel available. Consistency helps to protect all of us.

But right now, some road commission organizational structures are being altered. This means the people working on those roads lose the benefits of being a MCRCSIP member. And what's more, MCRCSIP members lose the opportunity to help them prevail in court.

### **Failure to act puts us at risk.**

When we lose the ability to support litigation across all 83 counties, we risk non-optimal judicial outcomes. These aren't "so what?" moments for MCRCSIP members—Poor court decisions can set undesirable precedents for our own future cases and lead to higher costs down the road.

### **The economics make sense.**

The Board of Directors of MCRCSIP have listened to our insurance professionals, actuaries and consultants tell us that losing members can impact the stability of our Pool. Takeovers disrupt every component of the Pool's operations, from contribution allocations to lawsuit defense, and take staff time to manage. It makes much more sense to keep our members, charge them a fee based on cost of services provided and help them to adapt to their new situation with good, defensible processes that protect the Pool.

### **We need a new membership category.**

By permitting county departments to become associate members of MCRCSIP, we can allow them to continue participating in our organization's work on a limited—but very important—basis.

### **The time for this change is right now.**

Every day we wait puts all our members at risk. Let's act now to make MCRCSIP's by-laws strong enough to accommodate our members' changing needs.

## **Important Information for Completing and Returning Your Ballot**

Enclosed in this packet you will find a letter from the MCRCSIP Board Chairman, a draft of the proposed by-laws, a list of some of the reasons to consider approving the by-law amendment, a label for returning the completed ballot to MCRCSIP, and the official ballot.

1. Provide the enclosed information to your Board of County Road Commissioners for discussion and voting at your next Board meeting.
2. Mark the Board's decision on the official ballot.
3. The completed ballot should be signed by either the Clerk of the Board or the Manager. Please note that we must be able to recognize the signer's name and county in order for your ballot to be counted.
4. Use the enclosed mailing label to return your completed and signed ballot to the MCRCSIP office. If you choose not to use the provided mailing label, please write "Ballot Enclosed" on the return envelope to identify it as a ballot so it can be delivered unopened to the Canvassing Committee. All ballots will remain sealed until they are opened and counted by the Canvassing Committee.
5. The ballots must be received by mail no later than **October 20, 2020**, to be counted. If you are unable to return the ballot by that date, please call Gayle at (800) 842-4971.

Thank you for your consideration!





**MICHIGAN COUNTY  
ROAD COMMISSION  
SELF-INSURANCE POOL**

**OFFICIAL BALLOT**

**September 2020 Amendment to the Michigan County Road Commission Self-Insurance Pool By-Laws:**

Proposed:

To amend Article IV, Section 2 of the Michigan County Road Commission Self-Insurance Pool By-Laws to allow a county that has assumed the powers, duties and functions of its road commission under MCL 46.11(s) or MCL 224.6(5) to apply to become an Associate Member of the Pool. Associate Members shall not have voting rights, nor shall they be eligible to serve as Directors on the Pool Board. Associate Members shall be able to be terminated by a 2/3 vote of the Pool Board.

**DO YOU VOTE TO APPROVE THE SEPTEMBER 2020 AMENDMENT TO THE MICHIGAN COUNTY ROAD COMMISSION SELF-INSURANCE POOL BY-LAWS?**

YES (    )

NO (    )

---

Signature / Title

---

Print Name

---

Road Commission

---

Date



ADOPTED: 10/17/83  
REVISED: 08/22/84

**MICHIGAN COUNTY ROAD COMMISSION**  
**SELF-INSURANCE POOL**  
**BY-LAWS**

**ARTICLE I**

**NAME**

The name of this organization shall be the Michigan County Road Commission Self-Insurance Pool (hereinafter referred to as the “Pool”).

**ARTICLE II**

**PURPOSE AND OBJECTIVES**

The Michigan Legislature, during its regular session in 1982, adopted Act 138 which became immediately effective April 27, 1982. Act 138 of 1982 amends the Intergovernmental Contracts Act of 1951, Act 35, PA 1951, as amended, thereby authorizing “contracts between municipal corporations to form group self-insurance pools, and to prescribe conditions to the performance of those contracts.” Act 138 went on to define municipal corporations as including county road commissions.

In accordance with the provisions of Act 138, these By-laws govern a road commission self-insurance pool whose general objectives are to formulate, develop, and administer a self-insurance program for members of the pool, to establish the Michigan County Road Commission Self-Insurance Pool, to finance such a program, and to develop suitable financial and management plans. The Pool has been established by a Trust Agreement executed by the initial participating county road commissions and by the initial Board of Directors (“Pool Board”), as Trustees of the Trust, designated by the initial participating county road commissions.

### **ARTICLE III**

#### **NATURE OF THE ORGANIZATION**

The Pool shall be comprised of county road commissions of the State of Michigan which are authorized and approved under Section 1 of Act 138, PA 1982, as amended (MCL 124.1; MSA 5.4081), to enter into an agreement to pool their loss exposures and which have executed the Pool Trust Agreement. Each participating county road commission shall adopt and execute such written agreements as may be required by law or by the Pool Board. The Pool is not to operate as an insurance company or an insurer under the laws of the State of Michigan, but rather is to be the contracting mechanism by which each Member receives, from the Pool, risk and financial management services and protections.

The Pool shall be established and operated by the Members through the Pool Board. The Pool shall not be a function, service, or agent of the County Road Association of Michigan.



ADOPTED: 10/17/83  
REVISED: 08/22/84  
AMENDED: 06/18/86  
AMENDED: 07/16/87  
AMENDED: 07/25/13

## **ARTICLE IV**

### **MEMBERSHIP**

1. **Members.** A Member county road commission (herein referred to as “Member”), shall be a county road commission located in the State of Michigan, which has paid its annual contribution, as determined by the Pool Board, and has met other requirements as may be set by the Pool Board, including execution of the Intergovernmental Agreement and the Trust Agreement. The term “road commission” includes a municipal corporation, a division of a municipal corporation, a governmental agency, or an organization created by the execution of one or more Intergovernmental Agreements where the commissioners of a county road commission also act as the commissioners or other governing board or body of the municipal corporation, division of a municipal corporation, governmental agency, or an organization created by the execution of one or more Intergovernmental Agreements (such as a Park Board or Water & Sewer Authority). All new Members shall be approved by a two-thirds vote of the Pool Board.

For the purpose of voting at meetings, a representative from the Member shall be designated by its respective Board of County Road Commissioners to cast votes on behalf of the Member. An alternate delegate may also be designated by said Board of County Road Commissioners of the Member for the purpose of voting in the absence of the designated voting representative. Both the designated voting representative and the designated alternate delegate shall be either a road commissioner of said Member or a full-time employee of said Member.

2. **Associate Members.** A county that has assumed the powers, duties and functions of its road commission under MCL 46.11(s) or MCL 224.6(5) and any county road commissions located in Michigan ~~who have~~ that has not paid a contribution, as designated by the Pool Board, ~~but~~ and who express an interest in being associated with the Pool may **apply to** be ~~an~~ ~~designated~~ as Associate Members. Associate Members shall be approved by two-thirds vote of the Pool Board. The Pool Board may determine if fees will be charged to said Associate Members for services provided to the Associate Members by the Pool. Such fees may be reduced or waived in consideration of the provision of claims data and other information or services useful to the Pool. Associate Members shall not have voting rights, nor shall they be eligible to serve as voting Members of the Pool Board. **Associate Members may withdraw from the Pool by giving at least sixty days written notice to the Pool Board. Associate Members may be terminated from membership by a two-thirds vote of the Pool Board.**

3. **Meetings.** There shall be an annual meeting of the Members as soon as practicable after the close of the fiscal year. Additional meetings of the Members may be called by a vote of the majority of the Pool Board. The Pool Board shall establish the time and place for the annual meeting and any special meetings. All meetings of the Pool shall be held in Michigan.

4. **Conduct of Meetings.** The Chairperson of the Pool Board, or in his or her absence, the Vice Chairperson, shall conduct the annual meeting of the Members and any special meetings of the Members. In the absence of both the Chairperson and the Vice Chairperson, a temporary Chairperson for that meeting shall be elected by a majority vote of the Members present. All proceedings shall be conducted in accordance with Robert's Rules of Order.

5. **Notice of Meetings.** Members shall be notified not less than thirty days prior to the date of the annual or any special meeting. The notice shall include the date, time, place, and proposed topics for action or discussion.

6. **Quorum.** A majority of the Membership shall constitute a quorum for any meeting of the Members.

7. **Minutes.** The Secretary of the Pool Board shall keep minutes of the annual and special meetings of the Members.



ADOPTED: 10/17/83  
REVISED: 08/22/84  
AMENDED: 07/16/87  
AMENDED: 07/25/13

## **ARTICLE V**

### **BOARD OF DIRECTORS**

1. **Election.** The Board of Directors of the Pool (herein referred to as the “Pool Board”) shall consist of nine members (herein referred to as “Directors”) elected by the members at an annual meeting. The term of each director shall be three years, commencing upon the adjournment of the annual meeting at which they are elected. The individual Directors shall be either a road commissioner of a Member or a full-time employee of a Member. The Pool Board shall include at least two representatives from each of the three regions of the State of Michigan. Each Member may cast votes for Directors from the Region within which the Member is located and At-Large Directors. For purposes of representation on the Pool Board, the three regions of the State shall be known as the Southern Region, Northern Region and Upper Peninsula Region. The three regions are identified as follows and shall include the following counties:

**Southern Region:** Allegan, Barry, Bay, Berrien, Branch, Calhoun, Cass, Clinton, Eaton, Genesee, Gratiot, Hillsdale, Huron, Ingham, Ionia, Jackson, Kalamazoo, Kent, Lapeer, Lenawee, Livingston, Macomb, Monroe, Muskegon, Oakland, Ottawa, Saginaw, Sanilac, Shiawassee, St. Clair, St. Joseph, Tuscola, Van Buren, Washtenaw and Wayne.

**Northern Region:** Alcona, Alpena, Antrim, Arenac, Benzie, Charlevoix, Cheboygan, Clare, Crawford, Emmet, Gladwin, Grand Traverse, Iosco, Isabella, Kalkaska, Lake, Leelanau, Manistee, Mason, Mecosta, Midland, Missaukee, Montcalm, Montmorency, Newaygo, Oceana, Ogemaw, Osceola, Oscoda, Otsego, Presque Isle, Roscommon and Wexford.

**Upper Peninsula Region:** Alger, Baraga, Chippewa, Delta, Dickinson, Gogebic, Houghton, Iron, Keweenaw, Luce, Mackinac, Marquette, Menominee, Ontonagon and Schoolcraft.

For purposes of election of any Director by the Members, there shall be at least twice as many nominations as there are open positions. When it becomes necessary to elect a Director from one or more regions, those Director's positions shall be voted on separately and nominations shall be made up of persons representing Members from the appropriate region. The regional representation requirement may be waived if all members from a region annually agree to waive it.

2. **Term.** The term of each Director shall be three years. The terms shall be staggered so that three Directors are elected at each annual meeting of the Members. To this end, at the first meeting of the Members, three Directors shall be elected to a one year term of office, three Directors shall be elected to a two year term of office, and three Directors shall be elected to a three year term of office.

3. **Officers.** Annually, at the first meeting following the annual meeting of the Members, the Pool Board shall elect a Chairperson and Vice Chairperson. The Pool Board shall also appoint a Secretary and Treasurer to the Pool Board, who need not be a Director.

4. **Meetings.** The Pool Board shall meet not less often than semiannually. The first meeting shall not be more than one week following the annual meeting of the Members, and shall be held in Michigan. Other meetings may be called by either the Chairperson or a majority of the Pool Board, and shall also be held in Michigan. All proceedings shall be conducted in accordance with Robert's Rules of Order.

5. **Minutes.** Minutes of meetings of the Pool Board shall be kept by the Secretary or in the Secretary's absence any other person appointed by the Chairperson.

6. **Quorum.** Five Directors shall constitute a quorum for any meeting of the Pool Board. No action shall be taken except on a concurring vote of a majority of those in attendance or on such vote as may otherwise be required by the Intergovernmental Agreement, Trust or these By-Laws.



7. **Compensation.** The Directors shall serve without compensation. However, upon the request of a Director, the Pool Board shall reimburse a Director for actual, necessary, and reasonable expenses incurred either for the purpose of attending Pool Board meetings or in the conduct of other Pool business.

8. **Resignation and Removal.** Any Director who fails to meet the eligibility requirements during that person's term of office shall be considered to have automatically resigned. A Director may be removed from office by a vote of two-thirds of the Members present at an annual meeting of the Members. In the event of such resignation or removal which occurs at any annual meeting of the Members, the Members shall, acting in accordance with all requirements of these Bylaws for the election of a Director, immediately elect a replacement Director. Any newly elected Director filling an unexpired term shall serve only the remainder of the term for the vacated position. Should the vacancy involve an officer of the Pool Board, the Pool Board shall elect a new officer.

9. **Vacancies.** Should a vacancy occur on the Pool Board, other than at an annual meeting of the Members, the Chairperson with approval of the Pool Board shall appoint a temporary replacement who shall serve until the next annual meeting of the Members. The replacement must meet the requirements of eligibility, including the required regional representation.



## **ARTICLE VI**

### **POWERS AND DUTIES OF THE BOARD**

The Pool Board in addition to other powers and duties herein conferred and imposed or authorized by law, shall have the following powers and duties:

1. The Pool Board shall be authorized to contract with any qualified individual or organization to perform any of the functions necessary for the carrying out of a self-insured Pool arrangement, including the provision of excess loss insurance, “stop loss,” insurance, umbrella insurance, reinsurance, the investigation of claims, the handling of claims, the settlement of claims, safety engineering services, administrative services, and any and all other services that the Pool Board shall deem appropriate.

2. The Pool Board shall prepare an Intergovernmental Agreement and shall require that each member execute said Intergovernmental Agreement as a condition of membership.

3. The Pool Board shall make provision for proper accounting and reporting procedures for each of the Members so that they shall be apprised at all times of the nature of the claims arising within their jurisdiction, the manner in which these claims are being handled, and the impact of the same upon the Pool.

4. The Pool Board shall maintain such accounts, funds, and records as may be required by good accounting practice. The Pool Board shall provide for an annual certified audit of the books of the Pool by an independent Certified Public Accountant. A copy of the audit report shall be supplied to each of the Members and the Michigan Department of Insurance and Financial Services as required by law.



**5.** As required by law, the Pool Board shall provide an annual actuarial certification by an independent actuary that the reserves set aside pursuant to Act 138 of the Michigan Public Acts of 1982, as amended are adequate for the payment of claims. A copy of the actuarial certification shall be provided to the Department of Insurance and Financial Services as required by law.

**6.** The Pool Board shall arrange for the investing of monies of the Pool to keep the same invested as required by law. The Pool Board shall provide for the banking of the monies of the Pool and the proper security of any and all investments.

**7.** The Pool Board shall adopt a balanced annual budget and shall require that the budget be adhered to. The Pool Board may amend the budget at any time.

**8.** The Pool Board shall adopt a risk management and loss control plan.

**9.** The Pool Board shall adopt and equally enforce rules and procedures for the handling, investigation, defense, administration, and settlement of claims. Said rules and procedures shall specify each Member's responsibilities and involvement in claims matters. These rules and procedures, including settlement authority, shall be incorporated in the Intergovernmental Agreement and executed by each Member.

**10.** The Pool Board shall perform annual reviews consisting of the following, and shall present the results of these reviews to the Membership at the annual meeting:

- A.** Audit and summary financial review;
- B.** Risk Management and loss prevention review; and
- C.** Claims review.
- D.** Annual budget.

**11.** The Chairperson of the Pool Board may appoint an Executive Committee or Designee of the Pool Board to handle the affairs of the Pool Board in-between the regular meetings or any of the special Pool Board meetings, with such functions as may be designated to the Executive Committee or designee by the Pool Board in a resolution properly adopted. Other special committees or designees may also be appointed by the Chairperson, as needed, with powers spelled out in a resolution properly adopted by the Pool Board.

**12.** The Pool Board shall require the securing of a fidelity bond on each and all of the employees of the Pool Board or upon other persons charged with the duty of handling any of the monies or investments of the Pool. The Pool shall pay the premium for such a bond.

**13.** The Pool Board may provide for a suitable seal with the following letters upon its face: **“Michigan County Road Commission Self-Insurance Pool.”** The seal shall be used for the authentication of legal documents, contracts, and other instruments indicating the official action of the Pool Board.

**14.** The Pool Board shall have the general power to make and enter into all contracts, leases, and agreements necessary or convenient to carry out any of the powers granted under the Trust Agreement, these By-laws or any other laws. All such contracts, leases, and agreements, or other legal documents herein authorized shall be approved by resolution of the Pool Board and shall be executed by those individuals designated in such resolution. In the absence of such a designation, all approved contracts shall be executed by the Chairperson or Vice Chairperson.

**15.** The Pool Board shall carry out all the duties necessary for the proper operation and administration of the Pool on behalf of the Members and to that end shall have all of the power necessary and desirable for the effective administration of the affairs of the Pool.



ADOPTED: 10/17/83  
REVISED: 08/22/84  
AMENDED: 07/25/13

## **ARTICLE VII**

### **ADMINISTRATION**

There shall be an Administrator of the Pool (herein referred to as the “Administrator”) to administer the financial and administrative affairs of the Pool. The Administrator shall be an employee of the Pool and shall be appointed by, and serve at the pleasure of the Pool Board. The Administrator shall have the power and authority to implement policy matters set forth by the Pool Board as they relate to the ongoing operation and supervision of the Pool and the provisions of the Trust Agreement establishing the Pool, the By-laws, the Intergovernmental Agreement, applicable Federal and/or State statutes, and other applicable governmental rules and regulations.

The Pool Board shall establish, maintain, and provide adequate funding for an office of the Pool, also administered by the Administrator. The address of such office shall be made known to the Members and other road commissions interested in participating in the Pool, and to the appropriate governmental agencies and departments of the State of Michigan. The Administrator may hire staff, purchase equipment and supplies, and incur expenses within the limits set in the annual budget.

**ARTICLE VIII**

**DETERMINATION OF COVERAGE TO BE PROVIDED**

The Pool Board shall determine the terms, conditions, and length of the Intergovernmental Agreement, which it shall develop and prepare to be signed by each of the Members as they join the Pool. The Pool Board shall determine the amount of insurance, which shall be purchased by the Pool. The Pool Board shall also make any other arrangements or contracts deemed necessary to meet requirements of law, or which it determines to be necessary for the operation of the Pool. The amount and type of insurance coverages to be provided to members shall be identified in the Intergovernmental Agreement to be signed by each Member.



ADOPTED: 10/17/83  
REVISED: 08/22/84

## **ARTICLE IX**

### **INDEMNIFICATION OF OFFICERS, TRUSTEES, AND EMPLOYEES**

The Pool shall indemnify each person now or hereafter a Director, trustee, officer, employee or agent of the Pool, and the heirs, executors, administrators, or other legal representatives of such Director, trustee, officer, employee, or agent, from and against reasonable expenses and losses incurred or suffered by them in connection with any claim, action, suit, or proceeding, civil or criminal, actual or threatened, in which he or she may be involved by reasons of his or her being or having been such Director, trustee, officer, employee, or agent, or by reason of his or her alleged acts or omissions as such a Director, trustee, officer, employee, or agent, regardless of whether he or she is such a Director, trustee, officer, employee, or agent at the time of incurring such expenses and losses, except with respect to any matter as to which he or she shall have been adjudicated in any proceeding to have been guilty of gross negligence or shall have been adjudicated in any proceeding not to have acted in good faith in the reasonable belief that his or her action was in the best interest of the Pool; provided, however, that the Pool, by vote of the Pool Board, may compromise and settle any such claim, action, suit, or proceeding and pay such expenses and losses, if such settlement and payment appear to be in the best interest of the Pool. Such indemnification may include payment by the Pool of expenses incurred in defending a civil or criminal action or proceeding in advance of the final disposition of such action or proceeding, upon receipt of an agreement executed by the person to be indemnified agreeing to repay such payment if he or she shall be adjudicated to be not entitled to indemnification.

**ARTICLE X**

**DETERMINATION OF CONTRIBUTIONS BY MEMBERS  
OR REFUNDS TO MEMBERS**

The Pool Board shall determine the amount of contribution to be paid annually by each Member. Such contribution shall be calculated based on past experience, projected future losses, excess and stop loss insurance costs, reinsurance costs, umbrella insurance costs, administrative costs, loss prevention costs, and any other projected expenses to be incurred in the operation and administration of the Pool. Should deficiencies or surpluses occur within the funding of the Pool, the Pool Board shall determine the method of addressing these deficiencies or surpluses through the annual contribution mechanism. The Pool Board may employ actuarial services or other professional assistance in determining the appropriate contribution. The contributions by the individual members shall be clearly spelled out in an annual contribution notice.

**ARTICLE XI**

**FISCAL YEAR**

The fiscal year of the Pool shall be from April 1 through March 31.



ADOPTED: 10/17/83  
REVISED: 08/22/84

## **ARTICLE XII**

### **WITHDRAWAL OR TERMINATION OF MEMBERSHIP**

Any Member may withdraw from the Pool by giving at least sixty days written notice to the Pool Board of its desire to so withdraw. The Pool Board shall develop procedures for addressing accumulated equity, if any, or accumulated funding deficiency. The Pool Board shall determine the short rate cancellation penalty for terminating prior to the annual renewal date. A Member may be terminated from membership by a two-thirds vote of the Members present at an annual or special meeting of the Members. Reasons for termination of Members may include, but are not limited to, the following:

1. Failure to follow the rules designated by the Pool Board in claims handling or other matters as set forth by the Pool Board.
2. A loss of eligibility.
3. Willful and continuous refusal to follow the recommendations of the Pool Board or Administrator regarding loss prevention and other Risk Management programs.
4. Acting in a manner which is counter to the interests of the Pool and its Members.




ADOPTED: 10/17/83  
REVISED: 08/22/84  
AMENDED: 07/16/87  
AMENDED: 07/25/13

### **ARTICLE XIII**

#### **AMENDMENTS**


The By-laws may be amended by a two-thirds vote of the Pool Board with the additional approval of a two-thirds vote of the Members casting ballots thereon, provided that said amendment shall comply to applicable statutes regarding the establishment and operation of a self-insurance pool. Upon receipt of a two-thirds (2/3) vote of the Pool Board, a copy of the proposed amendment shall be sent to all Members. The concurrence of the Members, if not provided at a duly called special or annual meeting of the Pool, may be delivered to the Pool office via the United States Postal Service or overnight mail not later than forty (40) days from the date that the proposed amendment is furnished to the Members by the Pool Board.

Alternatively, any Member may propose an amendment to the By-laws by submitting a copy of the proposed amendment in writing to the Pool Board. The Pool Board shall consider the proposed amendment at the first regular or special meeting of the Pool Board following the receipt of the proposed amendment. If the proposed amendment receives a two-thirds (2/3) affirmative vote of the Pool Board, a copy of the proposed amendment to the By-laws shall be provided to all Members for consideration and the vote of the Members as set forth above. A copy of any such approved amendment shall be sent to all Members.

 <p style="text-align: center;"><b>BYLAWS</b></p>	<b>BOARD OF COUNTY ROAD COMMISSIONERS</b>				
<b>TITLE: BYLAWS</b>	RESOLUTION NUMBER RCXX-XXX	SUPERCEDE RCXX-XXX	EFFECTIVE DATE MM/DD/2020	SUPERCEDE MM/DD/YYYY	POLICY NUMBER ADMN-

**ARTICLE I  
BOARD OF COUNTY ROAD COMMISSIONERS**

1. **Governing Body.** Pursuant to the County Road Law, Act 283 of 1909, as amended (MCL 220.1 et seq.), the governing body of the Washtenaw County Road Commission (the “**Road Commission**”) is the Board of County Road Commissioners of Washtenaw County (the “**Board**”).
2. **Powers and Authority.** The Board shall manage the business and affairs of the Road Commission and shall have all the powers and authority conferred by law.
3. **Transaction of Business.** All business of the Board shall be transacted at a meeting of the Board, noticed and convened in accordance with the Michigan Open Meetings Act and these Bylaws, at which a quorum is present. Individual Road Commissioners shall have no power to act for the Board in any manner except as specifically authorized by official action of the Board, as recorded in its minutes.
4. **Quorum and Action.** A majority of the Members of the Board shall constitute a quorum for the transaction of business. The act of a majority of the Members of the Board shall be the act of the Board. A roll call vote or resolution shall be taken in all of the following circumstances: (a) appropriating money; (b) a matter involving a financial liability on the part of the Road Commission; or (c) a matter being voted on by a Board Member participating remotely pursuant to Article III, Section 9. If a quorum is not present (in person or per Article III, Section 9) for any meeting, a majority of those present may adjourn the meeting to a future time.
5. **Compensation.** Members of the Board shall be compensated for services rendered to the Washtenaw County Road Commission as determined by the Board of County Commissioners of Washtenaw County. At the discretion of the Board, Members may be reimbursed for reasonable and necessary expenses incurred in the discharge of their official duties.
6. **Conflict of Interest.** No Member of the Board shall have an interest, directly or indirectly, in any contract with the Road Commission which may cause a substantial conflict of interest or the appearance of impropriety. The conduct of a Member of the Board shall conform to the Standards of Conduct For Public Officers and Employees, Act 196 of 1973, as amended (MCL 15.341 et seq.). To ensure the faithful performance of their official duties and avoid conflict of interest, Members of the Board shall conform to the Incompatible Public Offices Act, Act 566 of 1978, as amended (MCL 15.181 et seq.).


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**ARTICLE II  
OFFICERS OF THE BOARD OF COUNTY ROAD COMMISSIONERS**


1. **Officers.** The officers of the Board include a Chair and a Vice Chair. The Chair and Vice Chairs shall be Members of the Board. Officers shall serve a term of two (2) consecutive years
2. **Chair.** The Chair shall be the head of the Board and shall have the usual powers of that office. The Chair shall preside at all meetings of the Board at which he/she is physically present at the site of the meeting. If both the Chair and the Vice Chair are not physically present at the site of the meeting, the Chair shall appoint a Member to preside at the meeting. The Chair shall appoint all committees, unless the committee members are designated or their appointment otherwise provided for in the motion or resolution establishing the committee, be an ex-officio member of all committees, and perform such other duties as these Bylaws provide or the Board may prescribe.
3. **Vice Chair.** The Vice Chair shall preside at meetings of the Board in the absence of the physical on-site presence of the Chair and shall perform such other duties as the Board of Road Commissioners may prescribe.
4. **Members.** The Members shall perform such other duties as the Board may prescribe. Any new Member of the Board appointed shall take the oath of office as their first order of business.

**ARTICLE III  
MEETINGS OF THE BOARD OF COUNTY ROAD COMMISSIONERS**

1. **Organizational Meeting.** At a regular meeting of the Board held in December of each year, the Chair shall call the meeting to order then shall call the roll of all appointed Road Commissioners. If the Chair is then completing his or her two (2) year term, and a quorum is found to be present, the Board shall proceed to elect one of the Road Commissioners, appointed and serving, as Chair to serve for the following two (2) years, with the term beginning January 1<sup>st</sup> of the coming year and ending the December 31<sup>st</sup> two (2) years thereafter (the "Following Term"). The Commissioner receiving majority vote of the Members, appointed and serving, shall be the Chair of the Board for the Following Term. The Vice Chair shall be nominated and elected by the Board at the same meeting, in the same manner as and following, the Chair of the Board. Except as required by law, the Officers of the Board shall have only the authority, duties and responsibilities delegated by the Board, in accordance with the Bylaws of the Board.


 <p style="text-align: center;"><b>BYLAWS</b></p>	<b>BOARD OF COUNTY ROAD COMMISSIONERS</b>				
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2. **Regular Meetings.** The Board shall meet on a regular basis at times determined by the Board. Regular meetings may be cancelled in advance by consent of the Board. Regular meetings will ordinarily be held on the first and third Tuesdays at 1:00 p.m. of each calendar month in the Board meeting room at the Road Commission, 555 N. Zeeb Road, Ann Arbor, Michigan, 48103, but may be held at such other times and places as the Board may determine. Notices of the regular meetings shall comply with the requirements of the Michigan Open Meetings Act, as amended, and these Bylaws.
  
3. **Notice of Regular Meetings.** Notice of the dates, times and places of all scheduled regular meetings of the Board during the upcoming calendar year shall be posted within ten (10) days after the first meeting of the Board in each calendar year. This notice shall indicate that the meetings are to be of the Board of County Road Commissioners of the County of Washtenaw, and shall state the address, telephone number and website of the Road Commission. The notice shall be posted in a conspicuous location in the lobby of the Road Commission administrative office located at 555 N. Zeeb Road, Ann Arbor, Michigan 48103, and on the Road Commission website.
  
4. **Change in Regular Meetings.** If there is a change in the schedule of regular meetings of the Board, there will be posted, within three (3) days after the meeting at which the change is made, a public notice stating the new dates, times and places of its regular meetings. For a rescheduled regular meeting, a public notice stating the date, time and place of the meeting shall be posted at least 18 hours before the meeting in a prominent and conspicuous place at both the lobby of the Road Commission administrative office located at 555 N. Zeeb Road, Ann Arbor, Michigan 48103, and on the Road Commission website, on either the homepage or on a separate webpage dedicated to public notices for non-regularly scheduled public meetings and accessible via a prominent and conspicuous link on the website's homepage that clearly describes its purpose for public notification of those non-regularly scheduled public meetings (the "**18-Hour Rule**"). A meeting of the Board that is recessed for more than 36 hours shall be reconvened only after public notice that is equivalent to that required under subsection 3 has been posted.
  
5. **Special Meetings.** If the Board determines that consideration of a matter should not wait until the next regular meeting of the Board, then the Board may schedule and convene a special meeting of the Board, provided the public notice of the subject of the item(s) to be considered, date, time and place of the special meeting shall be made pursuant to the 18-Hour Rule.
  
6. **Emergency Session.** Nothing in this Article shall bar the Board from meeting in emergency session in the event of a severe and imminent threat to the health, safety or welfare of the public, when the two-thirds of the Board decides that delay would be detrimental to efforts to lessen or respond to the threat. Notice of the emergency session shall be given pursuant to the 18-Hour Rule, or paper copies of the public notice for the emergency session shall be made available to the public at the emergency session. The notice shall include an explanation of the reasons that the Board cannot comply with the 18-hour Rule. The explanation shall be specific to the circumstances that necessitated the

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emergency session, and the use of generalized explanations such as “an imminent threat to the health of the public” or “a danger to public welfare and safety” does not meet the explanation requirements of this subsection. Within 48 hours after an emergency session conducted without notice pursuant to the 18-Hour Rule, the Board shall send official correspondence to the Board of County Commissioners of the County of Washtenaw, informing the commission that an emergency session with less than 18 hours' public notice has taken place.

7. **Working Sessions.** The purpose of a Working Session shall be to permit in-depth, informal discussion of Commissioner concerns, Board goals, significant programmatic and financial matters, and conceptual and informational presentations by the Managing Director.
8. **Meeting Agendas.** The agenda for regular Board meetings shall be prepared under the direction of the Managing Director, with the concurrence of the Chair, and emailed, mailed or personally delivered to the Road Commissioners at least 72 hours before the meeting. At a regular meeting, the Board may consider and act on any matter which may come before it, whether or not the matter is included on the prepared agenda.
9. **Participation By Members in Meeting by Videoconference or Similar Equipment.** A Member of the Board may participate in any meeting of the Board by videoconference or similar communications equipment through which all persons participating in the meeting can hear and see each other, provided that a quorum of Members is physically present at the site of the meeting, and either the Chair, Vice Chair or a Member appointed by the Chair to preside at the meeting, is physically present at the site of the meeting to conduct the meeting. Participation in a meeting pursuant to this section constitutes being “present” in person at the meeting for all purposes.
10. **Open Meetings.** All meetings of the Board shall be conducted in accordance with the Michigan Open Meetings Act (MCL 15.261 et seq.), as amended. All sessions or meetings of the Board shall be open to the public and shall be held in a place available to the general public. All decisions and deliberations of the Board constituting a quorum of its Members shall take place at a meeting open to the public, except as those permitted to be closed under Michigan law. All persons shall be permitted to attend any open meeting of the Board.
11. **Closed Meetings.** The Board may meet in closed session in accordance with Michigan law for the following purposes: personnel evaluation, collective bargaining, real property transaction, litigation, legal advice and counsel, and to consider material exempt from discussion or disclosure by state or federal statute.

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**12. Order of Business of Regular Meetings.** The business of all regular meetings of the Board shall be transacted as far as practicable, in the following order.

- a. Call to Order/Pledge of Allegiance
- b. Approval of Agenda
- c. Acceptance of Minutes
- d. Public Comment
- e. Commissioner and Staff Follow-Up to Public Comment
- f. New Business
- g. Unfinished Business
- h. Reports
- i. Adjournment

**13. Addressing the Meeting.** In order to provide a free flow of information between the public and the Board, and at the same time assure the integrity of agenda and orderly scheduled meetings, the provisions of these Bylaws will govern citizen participation during the public meetings. Any person in attendance at a meeting of the Board (either physically or by telecommunications) shall be permitted to address the meeting subject to the following rules.


**14. Addressing the Meeting: Members of the Community.** Members of the community who wish to address the Board may do so: (1) in written communication; and/or (2) by appearing (either physically or by telecommunications) at a regular meeting, and, at a time designated in the agenda, speaking directly to the Board.

- a. **Written Communication.** Letters and other forms of written communication should be addressed to the Board Secretary in care of the Washtenaw County Road Commission. Letters and other forms of written communication will be presented to the Board by the Board Secretary when the Board next meets.
- b. **Appearance in Person or By Telecommunications.** Members of the community who wish to speak directly to the Board at a regular meeting will be afforded the opportunity to do so at a designated point in the regular agenda. A member of the community addressing the Board will be requested to identify him/herself by name and to indicate the capacity in which he/she is speaking, i.e., whether as a private interested citizen or as the representative of an interest group or other organization. The Chair of the Board retains the right to establish time limits to govern the length of an individual presentation, and to proscribe disorderly conduct

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pursuant to Article III, Section 20 of these Bylaws. Further, in those instances where similar presentations of fact or opinion are made by many citizens, the Chair retains the right to move the meeting forward to the next item of business when the Chair is satisfied that individual presentations are repetitious or cumulative. When members of the community wish to address the Board via telecommunications, the Chair shall have the right to limit all such telecommunications to sound only, without video appearance.


15. **Addressing the Meeting: Members of the Road Commission Staff.** Presentations by members of the Road Commission staff will be governed by the same procedure established above for members of the community, except that staff making reports requested by the Managing Director or the Board may be given the opportunity to speak as part of the Managing Director’s report.
16. **Written Material.** Any person may submit written material, regardless of length, to the Board for consideration, whether or not in connection with an address by the person to the Board. All such written material shall be delivered to the Board Secretary personally, email or by mail, at the Washtenaw County Road Commission, 555 N. Zeeb Road, Ann Arbor, Michigan 48103.
17. **Exclusion from Meetings.** No person shall be excluded from a meeting of the Board except for a breach of the peace actually committed at the meeting.
18. **Rules of Procedure.** The business of each regular meeting shall be conducted under Robert’s Rules of Order as modified by the Bylaws of the Board.
19. **Voting.** Every Member who shall be present, including the Chair, when a motion is last stated by the Chair, and no other, shall vote for or against the motion unless the Member has a conflict of interest in which case the Member shall not vote.
  - a. **Roll Call Vote.** Roll call vote shall be taken when called for by any Member of the Board, and on board actions to adopt ordinances, resolutions, the appointment or election of officers, and any action: (a) appropriating money; or (b) involving a financial liability on the part of the Road Commission; or (c) a matter being voted on by a Board Member participating remotely pursuant to Article III, Section 9.
  - b. **Votes Required.** Procedural and other questions arising at a meeting of the Road Commissioners, except for those decisions required by statute or by these Bylaws to have a higher majority, shall be decided by a majority of the Members present.
20. **Disorderly Conduct.** The Chair may call to order any person who is being disorderly by speaking longer than the allotted time or otherwise disrupting the meeting. Such person shall therefore be seated until the Chair shall have determined whether the person is in order. If a person shall be called out of order, he or she shall not be permitted to speak further at the same meeting except upon special leave by the board. No person shall be

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removed from a public meeting except for an actual breach of the peace committed at the meeting.

21. **Suspension.** No rule of the Board shall be suspended, amended or rescinded, without the concurrence of a majority of the Members appointed and serving.
22. **Chair’s Right to Participate in Debate.** The Chair may participate in debate in the same manner as any other Member without relinquishing the Chair, on any matter before the Board, unless a majority of the Members present request that he/she relinquish the Chair to participate in debate on a particular matter.
23. **Minutes.** The Board shall cause to be prepared and kept a full and complete written record of every meeting of the Board, including the date, time, place, Members present and the manner in which present (in person or teleconference), Members absent, any decisions made at an open meeting, and the purpose or purposes for which a closed session is held. The minutes shall include all roll call votes taken at the meeting. All motions and resolutions shall be fully recorded, whether they are approved or not, and the names of those who make the motions, those who seconded the motions and the votes of the Road Commissioners on each such motion shall be recorded. If the Board votes unanimously, it is sufficient to record the fact; provided that every vote or resolution appropriating money or involving a pecuniary liability on the part of the Road Commission shall be taken by calling the ayes and nays, and the names of those voting respectively for and against shall be recorded by the Board Secretary.
24. **Preparation and Mailing of Minutes.** Minutes of the meetings shall be prepared by the Board Secretary under the direction of the Managing Director and emailed, mailed or personally delivered to the Members of the Board at least 72 hours before the next regular meeting.
25. **Availability of Minutes to the Public.** Minutes of meetings (except closed sessions) shall be public records open to public inspection and shall be available at the Road Commission administrative office and posted to the Road Commission website. Proposed minutes shall be available for inspection not later than eight (8) business days after the meeting to which the minutes refer, and approved minutes shall be available for public inspection not later than five (5) business days after the minutes are approved by the Board.
26. **Responsibility of the Secretary to the Board.** The secretary to the Board shall be responsible for posting all notices required for all meetings, preparing agenda, and keeping minutes as provided in these bylaws.




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**ARTICLE IV  
FISCAL AFFAIRS**

1. **Fiscal Year.** The fiscal year of the Road Commission shall be from January 1 to December 31, inclusive.
2. **Final Budget.** The Board shall adopt a final budget for the ensuing fiscal year on or before its first regular meeting in December of each year.
3. **Budgetary Control.** The administration shall operate within approved budget allotments. No budget allotment shall be deemed a mandate to spend. The Managing Director shall approve all expenditures beyond line item allotments within budgetary limitations. Expenditures in excess of approved budgetary limitations must be approved by the Board.
4. **Accounting Procedures and Reports.** The administration shall be charged with the responsibility of following accepted and statutory accounting procedures per Act 51 of 1951, as amended. The administration shall provide the Board with such interim fiscal reports as the Board, from time to time, may require.
5. **Certified Public Accountants.** At its organizational meeting or otherwise by resolution, the Board shall appoint a firm of certified public accountants to serve at the pleasure of the Board. All accounts of the Road Commission shall be audited once each year and at such times as the Board may determine. A copy of the audit shall be filed as required by statute, and another copy shall be made available at the Road Commission administrative office for public examination.

**ARTICLE V  
ADMINISTRATION**

1. **Managing Director.** The chief executive officer of the Road Commission shall be designated Managing Director. The Managing Director of the Road Commission shall administer the affairs of the Road Commission. His or her administration shall conform to the adopted policies of the Board.
2. **Legal Counsel.** At its organizational meeting or otherwise by resolution, the Board shall appoint outside legal counsel to serve at the pleasure of the Board.
3. **Policies.** The Board shall adopt written policies governing the operation of the Road Commission and the employment of all personnel. Such policies shall be recommended by the Managing Director and shall include appropriate classification of personnel, terms of employment and compensation schedules. The Managing Director shall keep the Board fully advised as the need or desirability of any changes in these policies.

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4. **Delegation of Authority.** The Board may by resolution delegate to the Managing Director such of its authority as is permitted by law, including the authority to select and employ personnel; pay claims and demands against the Road Commission; purchase, lease, or otherwise acquire personal property; invest funds; and accept contributions, capital grants, gifts, donations, service or other financial assistance on behalf of the Road Commission.

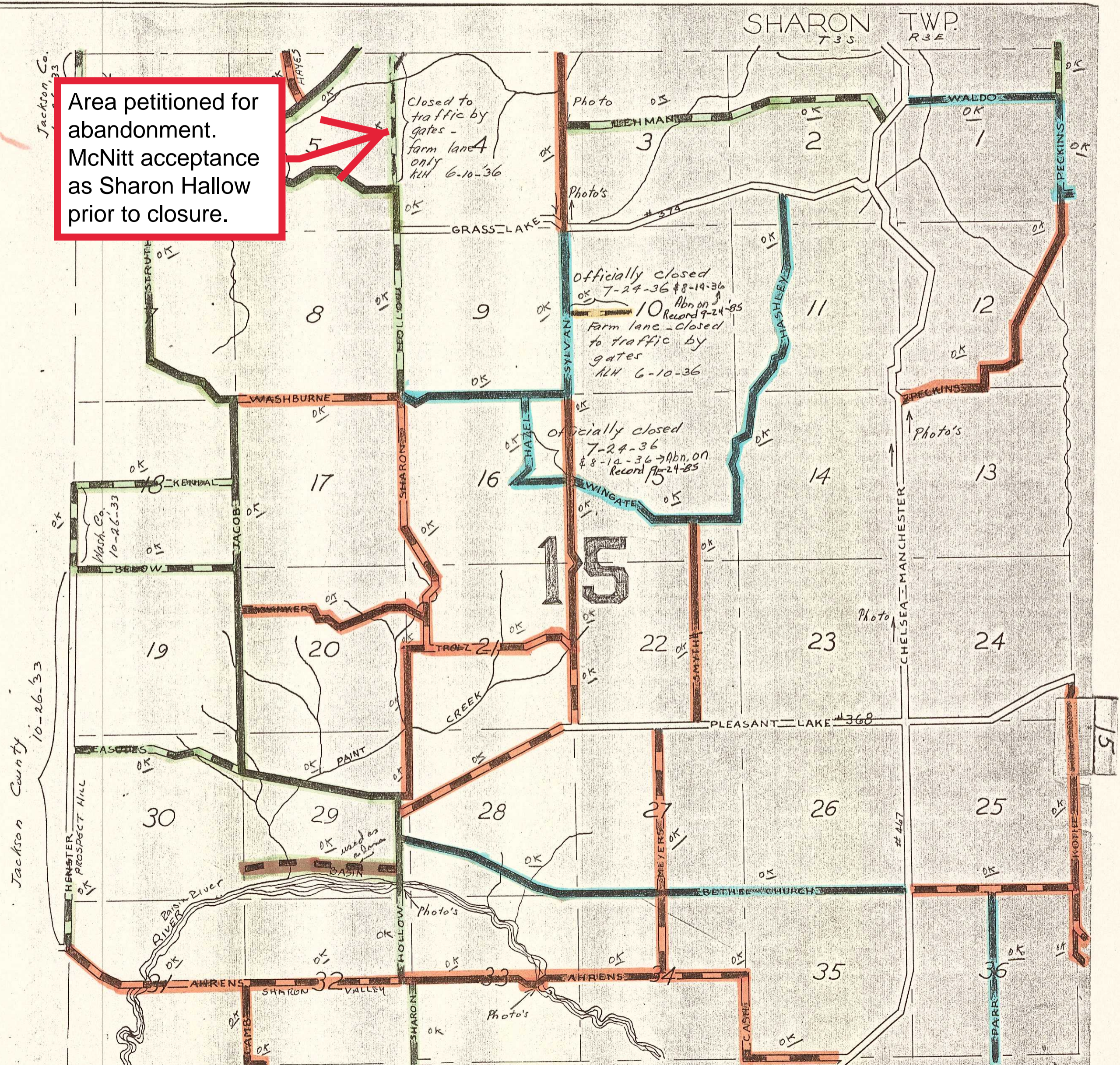
**ARTICLE VI  
REPEAL OR AMENDMENT OF BY-LAWS**

These Bylaws may be altered, amended or repealed and new Bylaws adopted by the Board; provided that any such change shall be presented for action at any meeting only after the proposed change has been presented as an agenda item at a prior meeting of the Board or the proposed change has been distributed to all Members of the Board at least seven (7) days prior to the date that action is to be taken. At any meeting of the Board where all Members are present, the Board may, by unanimous consent, vote to suspend these notice requirements.

Adopted: \_\_\_\_\_, 2020



Area petitioned for abandonment.  
McNitt acceptance as Sharon Hallow prior to closure.



Closed to traffic by gates - farm lane 4 only  
K.H. 6-10-36

Officially closed 7-24-36 & 8-14-36  
Abn. on Record 9-24-85  
Farm lane - closed to traffic by gates  
K.H. 6-10-36

Officially closed 7-24-36 & 8-14-36  
Abn. on Record 9-24-85

Jackson County 10-26-33

Jackson Co. 10-26-33

Wash. Co. 10-26-33



# ATTACHMENT "A"

N88°59'42"E 2672.99'

## SKETCH OF SURVEY

SYLVAN TOWNSHIP  
S. LINE SECTION 32

N. LINE SECTION 5 1128.26'

SHARON TOWNSHIP

NE COR.  
SECTION 5  
T3S, R3E

241.03'

SE COR.  
SECTION 32  
T2S, R3E

S 1/4 COR  
SECTION 32  
T2S, R5E

### NOTE:

BEARINGS BASED ON MICHIGAN  
STATE PLANE COORDINATES,  
SOUTH ZONE, NAD '83

1549.82'

78°16'27"

W. LINE, E. 80 AC., N.E.  
FR'L 1/4, SECTION 5

12.80'

N. LINE, S. 1/2, E. 80 AC.,  
N.E. FR'L 1/4, SECTION 5  
AS PREVIOUSLY SURVEYED



*[Handwritten Signature]*

PID: 0 -15-05-100-006  
IRWIN EST 1836 LLC  
(1.166 AC.)

PID: 0 -15-04-200-006  
RYDER LESTER & SUSAN F  
(1.017 AC.)

CENTER OF  
SECTION 5  
T3S, R5E  
AS MONUMENTED

FIP  
4.3' N  
9.7' E

S87°53'03"W  
2692.60'  
E-W 1/4 LINE, SECTION 5

WOLVERINE  
PIPELINE AS  
FLAGGED AND FIELD  
LOCATED, 11/7/19

N87°53'03"E  
33.00'

GRANT OF PIPELINE  
EASEMENT L. 1540, P. 595

PROPOSED 75'  
WIDE PIPELINE  
EASEMENT

PID: 0 -15-05-400-007  
IRWIN EST 1836 LLC  
(1.024 AC.)

S88°22'10"W  
33.00'

E 1/4 COR.  
SECTION 5  
T3S, R3E

W 1/4 COR.  
SECTION 4  
T3S, R3E

ACCESS EASEMENT  
L. 4645, P. 793

N01°17'02"W 1539.20'

S01°17'02"E 1342.25'

N01°17'45"W 1352.09'

S01°17'45"E 1351.17'

1538.88'

E. LINE SECTION 5 &  
W. LINE SECTION 4

N88°26'23"E  
33.00'

196.66'

S01°17'02"E

N88°19'09"E  
33.00'

N. LINE, S. 1/2, N.W.  
FR'L 1/4, SECTION 4 AS  
PREVIOUSLY SURVEYED

SHEET 1

SHEET 2

CLIENT: IRWIN EST 1836 LLC

### PROPOSED R.O.W. ABANDONMENT

IN THE W 1/2 OF  
SECTION 4 & THE E 1/2  
OF SECTION 5, T3S, R3E  
SHARON TOWNSHIP,  
WASHTENAW COUNTY,  
STATE OF MICHIGAN.

#### LEGEND:

- SECTION CORNER
- FOUND IRON PIPE
- FOUND IRON ROD
- FOUND MAG NAIL
- FOUND MONUMENT
- SET IRON PIPE
- SET WOOD LATH
- RECORDED
- CALCULATED

**Arbor Land  
Consultants, Inc.**  
Professional Land  
Surveyors

6653 Schneider Rd  
Manchester, MI 48158  
(734) 669-2960

www.arborlandinc.com



JOB NO.: 16719

DATE: 3-18-2020

FLD. BOOK: -

REVISED: -

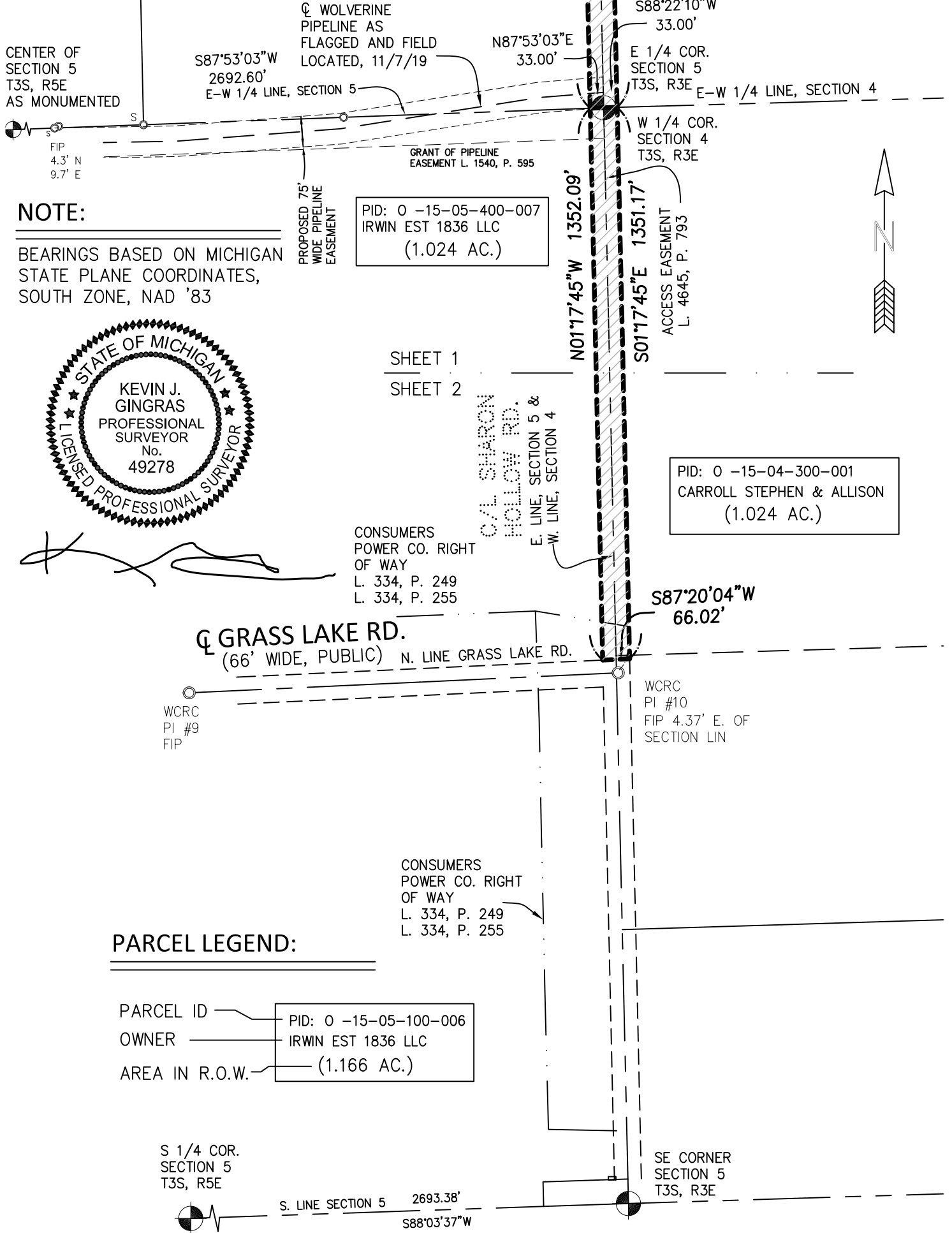
SHEET 1 OF 3

BY: KJG

SCALE: 1" = 300'



# SKETCH OF SURVEY



**NOTE:**

BEARINGS BASED ON MICHIGAN STATE PLANE COORDINATES, SOUTH ZONE, NAD '83



*[Handwritten Signature]*

SHEET 1

SHEET 2

**PARCEL LEGEND:**

PARCEL ID — PID: 0 -15-05-100-006  
 OWNER — IRWIN EST 1836 LLC  
 AREA IN R.O.W. — (1.166 AC.)

CLIENT: IRWIN EST 1836 LLC

**PROPOSED R.O.W. ABANDONMENT**  
 IN THE W 1/2 OF SECTION 4 & THE E 1/2 OF SECTION 5, T3S, R3E SHARON TOWNSHIP, WASHTENAW COUNTY, STATE OF MICHIGAN.

**LEGEND:**

- SECTION CORNER
- FOUND IRON PIPE
- FOUND IRON ROD
- FOUND MAG NAIL
- FOUND MONUMENT
- SET IRON PIPE
- SET WOOD LATH
- (R) RECORDED
- (C) CALCULATED

**Arbor Land Consultants, Inc.**  
 Professional Land Surveyors



6653 Schneider Rd  
 Manchester, MI 48158  
 (734) 669-2960

www.arborlandinc.com

JOB NO.: 16719 DATE: 3-18-2020

FLD. BOOK: - REVISED: -

SHEET 2 OF 3 BY: KJG

SCALE: 1" = 300'



## LEGAL DESCRIPTION

A part of the West 1/2 of Section 4 and the East 1/2 of Section 5, Town 3 South, Range 3 East, Sharon Township, Washtenaw County, Michigan described as: Commencing at the West 1/4 Corner of said Section 4 and the East 1/4 Corner of said Section 5; thence along the East-West 1/4 line of said Section 4 North 88°22'10" East 33.00 feet to the POINT OF BEGINNING; thence along a line 33 feet East of and parallel with the West line of said Section 4 South 01°17'45" East 1351.17 feet to the North right of way line of Grass Lake Road; thence along said North line South 87°20'04" West 66.02 feet; thence along a line 33 feet west of and parallel with the East line of said Section 5 North 01°17'45" West 1352.09 feet to a point on the East-West 1/4 line of said Section 5; thence continuing along a line 33 feet west of and parallel with the East line of said Section 5 North 01°17'02" West 1539.20 feet to the North line of the South 1/2 of the East 80 acres of the Northeast fractional 1/4 of said Section 5; thence along said North line North 88°26'23" East 33.00 feet to the East line of said Section 5 and the West line of said Section 4; thence along said West line and said East line South 01°17'02" East 196.66 feet to the North line of the South 1/2 of the Northwest Fractional 1/4 of said Section 4; thence along said North line North 88°19'09" East 33.00 feet; thence along a line 33 feet East of and parallel with the West line of said Section 4 South 01°17'02" East 1342.25 feet to the POINT OF BEGINNING, containing 4.224 acres or land, more or less.

CLIENT: IRWIN EST 1836 LLC

**Arbor Land  
Consultants, Inc.**  
Professional Land  
Surveyors








6653 Schneider Rd  
Manchester, MI 48158  
(734) 669-2960

[www.arborlandinc.com](http://www.arborlandinc.com)



**PROPOSED R.O.W.  
ABANDONMENT**  
  
IN THE W 1/2 OF  
SECTION 4 & THE E 1/2  
OF SECTION 5, T3S, R3E  
SHARON TOWNSHIP,  
WASHTENAW COUNTY,  
STATE OF MICHIGAN.

LEGEND:

-  SECTION CORNER
-  FOUND IRON PIPE
-  FOUND IRON ROD
-  FOUND MAG NAIL
-  FOUND MONUMENT
-  SET IRON PIPE
-  SET WOOD LATH
- (R) RECORDED
- (C) CALCULATED

JOB NO.: 16719	DATE: 3-18-2020
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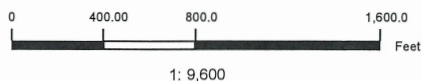
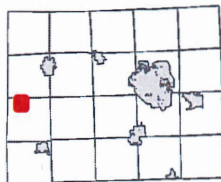
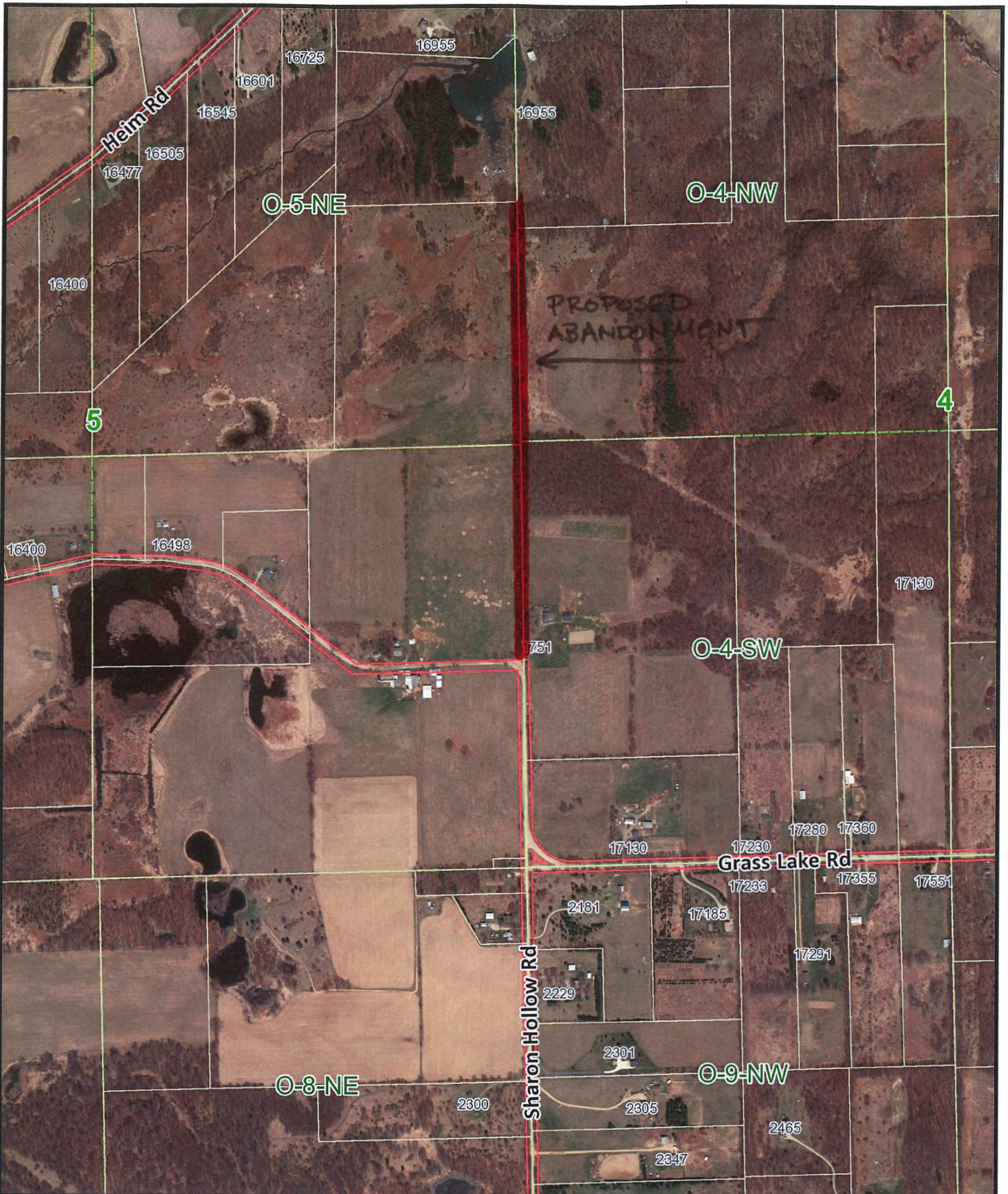
FLD. BOOK: -	REVISED: -
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SHEET 3 OF 3	BY: KJG
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SCALE: 1" = 300'







9/9/2020



NOTE: Parcels may not be to scale.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.



**Washtenaw County Road Commission  
TOWNSHIP/STAFF REPORT**

**For the period of August 24, 2020 thru September 6, 2020**

**Board Meeting Date: September 15, 2020**

**TOWNSHIP REPORT**

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**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:

**AUGUSTA TOWNSHIP**

- Boom Mow – Rawsonville Road, Willis Road, Willow Road
- Fogseal – Milan-Oakville Road, Rawsonville Road, Stony Creek Road
- Limestone Patch – Bolla Road, Judd Road, Longmeadow Lane, Talladay Road, Teaticket Lane, Tuttle Hill Road: 118 tons
- Limestone Patch Shoulders – Rawsonville Road, Stony Creek Road, Willis Road: 20 tons
- Local Road Dust Control – Arkona Road, Bunton Road, Butler Road, Fuller Road, Gooding Road, Hitchingham Road, Judd Road, Liss Road, McCrone Road, Oak Road, Rosbolt Road, Sikorski Road, Talladay Road, Torrey Road, Tuttle Hill Road, Wright Road: 58,450 gallons
- Repaired Washouts – Bolla Road, Judd Road, Longmeadow Lane, Warner Road

**BRIDGEWATER TOWNSHIP**

- Fallen Trees – Allen Road, Willow Road
- Fogseal – Clinton Road
- Local Road Dust Control – Allen Road, Arkona Road, Braun Road, Burmeister Road, Eisman Road, Fisk Road, Hack Road, Hoelzer Road, Hogan Road, Kies Road, Klager Road, Lima Center Road, Logan Road, Neal Road, Neblo Road, Schellenberger Road, Sheridan Road, Wallace Road, Wilbur Road, Willow Road: 70,900 gallons
- Primary Road Dust Control – Parker Road: 500 gallons

**DEXTER TOWNSHIP**

- Boom Mow – North Territorial Road
- Brush Removal – North Territorial Road
- Fallen Trees – Brand Road
- Fog Seal – Dexter-Chelsea Road, Dexter Townhall Road, Hankerd Road, McGregor Road
- Gravel Patch – Webbs Shore Drive: 8 tons
- Gravel Patch Shoulders – Dexter-Pinckney Road, Glenbrook Road, Hankerd Road, Island Lake Road, McGregor Road, North Territorial Road: 16 tons



- Limestone Patch – Hankerd Road, Madden Road, Trinkle Road, Webbs Shore Drive: 36 tons
- Limestone Patch Shoulders – Dexter-Pinckney Road, Glenbrook Road, Hankerd Road, Island Lake Road, McGregor Road, North Territorial Road: 38 tons
- Local Road Dust Control – Dancer Road: 800 gallons
- Primary Road Dust Control – Lima Center Road: 4,000 gallons

#### FREEDOM TOWNSHIP

- Fogseal – Pleasant Lake Road
- Gravel Patch – Ellsworth Road: 11 tons
- Gravel Resurfacing Project – Lima Center Road, Schneider Road: 3,001 tons
- Local Road Dust Control – Altenbrent Road, Bemis Road, Bethel Church Road, Boettner Road, Eisman Road, Esch Road, Hieber Road, Koebbe Road, Kothe Road, Lima Center Road, Parker Road, Pfaus Road, Saline Waterworks Road, Steinbach Road, Textile Road, Weber Road: 63,700 gallons

#### LIMA TOWNSHIP

- Boom Mow – Dancer Road, Fletcher Road, Freer Road, Luick Drive
- Fog Seal – Dexter-Chelsea Road, Old US-12
- Local Road Dust Control – Easton Road, Dancer Road, Fletcher Road, Freer Road, Liberty Road, Lima Center Road, Sager Road, Steinbach Road, Trinkle Road, Waltrous Road: 30,300 gallons
- Primary Road Dust Control – Dancer Road, Fletcher Road, Lima Center Road: 18,500 gallons

#### LODI TOWNSHIP

- Boom Mow – Ellsworth Road, Tessmer Road
- Drainage and Backslopes – Dell Road, Grass Road
- Limestone Patch – Bethel Church Road, Saline Waterworks Road, Waters Road: 18 tons
- Limestone Patch Shoulders – S Zeeb Road: 1 tons
- Limestone Resurfacing Project – Dell Road, Grass Road: 3,615 tons
- Primary Road Dust Control – Zeeb Road: 2,700 gallons

#### LYNDON TOWNSHIP

- Fallen Trees – Roe Road
- Fog Seal – Waterloo Road
- Gravel Patch – Beeman Road, Boyce Road, Bush Road, Guinan Drive, Hadley Road, Leeke Road: 36 tons
- Gravel Patch Shoulders – Island Lake Road, North Territorial Road, Waterloo Road, Werkner Road: 24 tons
- Limestone Patch – Beeman Road, Boyce Road, Guinan Drive, Leeke Road: 15 tons
- Limestone Patch Shoulders – Hadley Road, Island Lake Road, North Territorial Road, Waterloo Road, Werkner Road: 19 tons

- Local Road Dust Control – Bartell Road, First Street, Goodband Road, Island Lake Road, Lindley Road, Mester Road, Rex Road, Second Street, Waterloo Road, Watt Road, Wild Goose Lake Road: 17,720 gallons
- Primary Road Dust Control – Waterloo Road: 2,500 gallons

#### MANCHESTER TOWNSHIP

- Fallen Trees – Noggles Road, Sandborn Road, Van Tuyle Road
- Fogseal – Sharon Hollow Road, Watkins Road

#### NORTHFIELD TOWNSHIP

- Berming – Hellner Road
- Boom Mow – Five Mile Road, North Territorial Road, Six Mile Road, Sutton Road
- Cleaned Pipes – Currie Road, Earhart Road, Five Mile Road
- Fallen Trees – Seven Mile Road, Spencer Road
- Gravel Patch – Joy Road: 19 tons
- Limestone Patch – Joy Road: 45 tons

#### PITTSFIELD TOWNSHIP

- Boom Mow – Textile Road
- Cleared Drain – Golfside Road
- Fallen Trees – Cottonwood Drive, Crane Road, Platt Road, Textile Road, Warner Road
- HMA Mill and Resurface – State Road, Palisades Boulevard
- Removed Stump – Maple Drive
- Repaired Drains – Glencoe Hills Drive
- Repaired Washout – Merritt Road
- Roadside Debris Removal – Ellsworth Road, Textile Road
- Saw Cut Pavement – Deake Street
- Street Sweeping – Maple Street

#### SALEM TOWNSHIP

- Boom Mow – North Territorial Road, Pontiac Trail
- Cleaned Pipes – Currie Road, Wellington Drive
- Culvert Replacement – Tower Road
- Fallen Trees – Six Mile Road
- Local Road Dust Control – Dixboro Road, Joy Road, Tower Road, Vorhies Road: 20,100 gallons

#### SALINE TOWNSHIP

- Fallen Trees – Arkona Road
- Limestone Patch – Arkona Road, Feldkamp Road, Macon Road: 39 tons
- Limestone Patch Shoulders – Austin Road: 10 tons
- Limestone Resurfacing Project – Marion Road: 3,169 tons
- Repaired Washouts – Hack Road, Macon Road, Schill Road

#### SCIO TOWNSHIP

- Cleaned Pipes – Riverbend Drive
- Fogseal – Dexter-Chelsea Road
- Limestone Patch Shoulders – Huron River Drive, Wagner Road: 7 ton

#### SHARON TOWNSHIP

- Fogseal – Pleasant Lake Road, Sharon Hollow Road

#### SUPERIOR TOWNSHIP

- Boom Mow – Clark Road, Geddes Road
- Fallen Trees – Geddes Road, Leforge Road
- Limestone Patch – Frains Lake Road, Gale Road, Hickman Road, Leforge Road, Vreeland Road: 26 tons
- Local Road Dust Control – Berry Road, Cherry Hill Road, Frains Lake Road, Gale Road, Gotfredson Road, Harris Road, Hickman Road, Leforge Road, Vreeland Road, Warren Road: 53,300 gallons
- Repaired Culvert – Overbrook Drive
- Repaired Sinkhole – Overbrook Drive

#### SYLVAN TOWNSHIP

- Boom Mow – Cavanaugh Lake Road, Sylvan Road
- Fallen Trees – Hayes Road, Musbach Road
- Fog Seal – Kalmbach Road, Old US-12
- Gravel Patch – Garvey Road, Hayes Road, Lowery Road, Winters Road: 13 tons
- Gravel Resurfacing Project – Notten Road: 1,434 tons
- Limestone Patch – Bush Road, Conway Road, Heim Road, Kilmer Road, Lowery Road, McLure Road, Notten Road, Sibley Road: 36 tons
- Limestone Patch Shoulders – Cavanaugh Lake Road: 9 tons
- Roadside Debris Removal – Old US-12

#### WEBSTER TOWNSHIP

- Cleaned Ditch – Northfield Church Road
- Limestone Patch – Base Lake Drive, Gregory Road, Huron River Drive, Joy Road, Strawberry Lake Road, Walsh Road, Zeeb Road: 126 tons
- Local Road Dust Control – Base Lake Drive, Bell Road, Chamberlin Road, Cobble Lane, Daly Road, Farrell Road, Gregory Road, Huron River Drive, Scully Road, Strawberry Lake Road, Vaughn Road, Walsh Road, Zeeb Road: 40,700 gallons
- Repair Washout – Walsh Road: 5 tons

#### YORK TOWNSHIP

- Berming – Bishop Road
- Fallen Trees – Carpenter Road
- Fogseal – Begole Road, Judd Road, Milan-Oakville Road, Mooreville Road, Saline-Milan Road, Stony Creek Road
- Limestone Patch – Arkona Road, Crane Road: 19 tons
- Limestone Patch Shoulders – Stony Creek Road, Willis Road: 5 tons

## YPSILANTI TOWNSHIP

- Boom Mow – Boston Avenue, Whittier Road
- Cleaned Drain – Lathers Street
- Fallen Trees – Bemis Road, Clubview Drive, Evelyn Avenue, Hitchingham Road, Forest Avenue, Merritt Road, Stony Creek Road, Wellington Lane, Whittaker Road
- Grind Stumps – Clubview Drive, Draper Avenue, Hewitt Road, Midvale Street
- Limestone Patch Shoulders – Clark Road, Ford Boulevard, Midway Road, Ridge Road, Textile Road: 64 tons
- Remove Debris – Tyler Road
- Replaced Damaged Storm Grate – Greenlawn Street, Lathers Street
- Restoration from Structure Repairs – Colony Way, Glengrove Avenue, Oakbrook Drive, Oakhurst Drive, Tamarack Lane
- Saw Cut Drains – Mission Hills Drive, New Meadow Drive, Pineview Drive, Princeton Place, Russell Street, Sunset Trail
- Water Over Road Signs – George Avenue, Shelly Street, Smith Street

## **STATE TRUNKLINE REPORT**

- Cablerail Repair – US-23
- Guardrail Repair – M-14, US-23
- Surface Maintenance – I-94

## **AFTER HOURS CALL-INS**

- Debris in Roadway – 30
- Fallen Trees – 41
- Road Defect – 5
- Water Over Roadway – 2

## **SHOP REPORT**

### Shop Repairs

- Work Orders Completed – 46
- New Tire Installation – 12 tires
- Tires Repaired – 10 tires
- Vehicles Serviced – 8
- Vehicles Serviced by Suburban Chevrolet – 0

### Equipment Repair

- Note:
- Truck 372 – Replaced a suspension air bag
- Trailer 85 – Repaired ramp door hinge and traction plates
- Truck 366 – Rebuilt brine pump
- Truck 389 – Repaired tarp arms
- Truck 205 – Replaced engine ECM
- Grader 471 – Welded moldboard end
- Truck 393 – Replaced coolant tank
- Chipper 921 – Repaired jammed chipper wheel
- Truck 367 and 368 – Adjusted flight chains and hydraulic pressures

## **BUILDING & GROUNDS REPORT**

### **Yard One**

- Removed old iron grates from parking garage
- Prepped fuel island for inspection
- Ran CAT6 cable for IT Dept.
- Janitorial cleanup
- Trench drain in parking garage completed

### **Yard Two**

- Prepped fuel island for inspection
- Prepped walls for paint project
- Landscaped around pond
- Concrete pad poured for salt barn

### **Yard Four**

- Prepped fuel island for inspection

### **Yard Six**

- Bird netting for salt barn installed

### **Kaiser Well**

- Checked levels
- Greased line
- Adjusted head

# WCRC Communications Report

August 13 – September 8, 2020

## Emails

- In the last month, we delivered:
  - 26,315 emails
    - 35% avg. open rate

## Social Media

### WCRC Facebook (@Washtenaw Roads)

- Total followers: 6,411 people
- Total reach: 22,094 people

### WCRC Twitter (@Washtenaw Roads)

- Total followers: 1,607 people
- Total reach: 12,400 people

### WCRC LinkedIn

- Total followers: 267

## Virtual Public Meetings

- Old US-12 Culvert Construction Meeting (8/26)
  - Approximately 25 participants

## Media Stories

- Projects
  - Saline Post – [Limestone Resurfacing Project on Marion Rd](#) (9/2)
  - Saline Post – [State Road Resurfacing Project Begins Wednesday](#) (8/24)
  - Saline Post – [Lane Restrictions on Maple Road Begin Aug. 25](#) (8/20)
  - WHMI (93.5 FM) – [Chip Seal Work Scheduled on East Shore Drive](#) (8/19)
  - Saline Post – [WCRC Opens Roundabout Intersection at Textile, Woodland](#) (8/17)
  - WHMI (93.5 FM) – [Road Project Starts Monday on Pontiac Tr](#) (8/15)
  - WHMI (93.5 FM) – [Chip Seal Projects 6 Mile Rd and 7 Mile Rd](#) (8/13)



Washtenaw County Road Commission  
5d · 🌐

Our fog seal program continues in SE Washtenaw County today...We're hoping to make it to Rawsonville Road this afternoon.

We're heading to the NE part of the county next week, see the full schedule: [https://www.wcroads.org/weekly-road-work-update/Ypsilanti\\_Township, MI - Government](https://www.wcroads.org/weekly-road-work-update/Ypsilanti_Township, MI - Government)



