

## Van Buren County Board of Road Commissioners

Wednesday, June 20, 2018  
Regular Meeting - Administrative Office, Lawrence, Michigan

BE IT REMEMBERED: That on the 20<sup>th</sup> day of June, 2018 at 7:00 PM, E.D.T., the Board of County Road Commissioners for the County of Van Buren met in regular session in the offices in Lawrence, Michigan.

PRESENT: Road Commissioners Askew, Boze, Burleson, Kinney, and Svilpe  
Engineer-Manager Lawrence B. Hummel, P.E.  
Board Secretary-Finance Director Linnea Rader  
Highway Engineer Barry Anttila  
Operations Director Greg Brucks  
Administrative Assistant Jill Brien

GUESTS: Lawrence A. Jarosz, County Road Resident (CR376)  
Steven Brown  
Derek Hall, Michigan Department of Treasury  
Brian Lee, 5/3 Bank  
Michael Pavlick, 5/3 Bank

Chairman Svilpe called the meeting to order at 7:00 PM.

Request to Engineer-Manager to add an item to the agenda. Motion by Boze, seconded by Kinney to approve the revised Agenda.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Derek Hall of the Michigan Department of Treasury, gave highlights of the Audit FY 2017 including assets and liabilities, revenues versus expenses, MTF funds, etc., and a “healthy bottom line” was reported. Several Commissioners asked questions of Mr. Hall regarding GASB, OPEB, and the Audit Report, in general.

The Chairman then opened the meeting to Public Comment. Lawrence Jarosz provided a lengthy history of work that has taken place on CR681 and CR376 in Arlington Township. He asked the Board if any work was planned to take place on CR376? Mr. Jarosz’s Public Comment period was interrupted in order that a public bid opening could take place.

At 7:30 PM the following bids were opened for Cross-Section Paving at various locations throughout Van Buren County:

J. Allen & Company	\$75,088.00
Rieth-Riley Construction Co.	\$127,500.00
Triple E Asphalt Paving	\$43,500.00
Michigan Paving & Materials	\$178,500.00

Motion by Boze, seconded by Askew to authorize the Engineer-Manager to award, upon tabulation and review, in the best interest of the Van Buren County Road Commission.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Engineer-Manager Hummel addressed Lawrence Jarosz’s public comment question regarding scheduled work on CR376 in Arlington Township by stating that Item #10 on tonight’s agenda is a recommendation to crush and shape that section of roadway. Mr. Jarosz asked whether the road would remain gravel if the Board approved the crush and shape. The Board and Engineer-Manager provided responses as there is currently no paving planned for those sections of crush and shape in the 2018 program, and that the new proposed road millage would play a role in future road work on all primary roads, including the paving of any roads turned back to gravel.

Brian Lee and Michael Pavlick of 5/3 Bank introduced themselves to the Board and those present. Mr. Lee provided a review of the Van Buren County Road Commission's Pension Fund. A market overview, and projections were provided. Investment performance was discussed, as well as diversification of investments. Members of the Board asked questions regarding expectations and performance which were responded to by Lee and Pavlick. The Board thanked them for their informative presentation. Motion by Askew, seconded by Boze to approve the Revised Investment Policy Statement of Fifth Third Bank for the Road Commission's Employee Pension Plan.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Copies of both the Revised Investment Policy Statement and the Annual Client Investment Policy Acknowledgment are on file at the offices of the Van Buren County Road Commission and are available for inspection upon notice.

Motion by Boze, seconded by Kinney to approve the minutes of the June 6, 2018 meeting as presented by Board Secretary Rader.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Budget Review and Finance Director Update:

- Board presented with Budgets 5 & 10.
- MTF showing a 12.57% increase over 2017.
- State FY 2019 budget includes:
  - \$150 million from 2015 Transportation Package. Approximately \$570,000 to Van Buren County Road Commission.
  - An additional \$300 million for roads (\$1,142,627.04 for Van Buren County).
  - Lawful Internet Gambling Act additional 5% for roads. Not yet sure what this means for funding.

No part of this will be a replacement for the millage on the ballot. \$120 million in BASIC need for roads. In no way will the legislature be able to fund a way to actually fix the roads. More likely to better fund maintenance.

- New Covert Generating Judgement Settlement for 2010 and 2011 will result in \$113,112.38 being withheld from future road millage revenues.
- Accepting applications for a Mechanic/Welder-Fabricator through June 28<sup>th</sup>.
- Staff met with Almena Township to review their Asset Management Plan.
- Part of Stream Crossing Inventory Pilot Program. Rating culverts around the County.

Discussion held by Hummel, Rader and Brucks regarding purchase of a Force Loader. Rader indicated she had received the Auditor, Derek Hall's, approval of a municipal to municipal purchase without bid. Hummel is hopeful that it can be acquired for under \$50,000.00. Motion by Askew, seconded by Boze the authorize the purchase of a Force Loader at a cost up to \$50,000.00.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Rader and Hummel reviewed a county map with the Board showing various sections of primary roads as additional candidates for 2018 crush and shape program. Approximately four miles of crush and shape was previously approved by the Board. Hummel and Rader recommend the addition of approximately nine additional miles to the program at an estimated cost of \$410,000.00. The Board reviewed and discussed options. Upon a motion by Boze, seconded by Kinney 9.05 miles of additional crush and shape were approved to include CR374, Lawrence Township, CR376, Arlington Township, and a continuation of CR380 in Columbia Township.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Rader reported that the voucher this evening contains the remaining 2018 budgeted contribution to the pension, right of way acquisition costs for the project on Red Arrow Highway at CR681, tablets for the stream crossing pilot (to be fully reimbursed by the Transportation Asset Management Council) among other payments. Motion by Kinney, seconded by Askew to approve the following Road Commission vouchers:

Voucher #2036	\$3,875.00
Voucher #2037	\$4,000.00
Voucher #2038	\$120,843.48
Voucher #2039	\$607,615.09

AYES: 5  
NAYS: 0  
MOTION CARRIED.

The DRAFT 2017 Annual Report was reviewed by Rader with the Board. She provided highlights of State required information. In addition, she provided a review of 2017 Gross Capital Outlay, Routine Maintenance, Special Maintenance, and Heavy Maintenance information contained in the Annual Report. Motion by Kinney, seconded by Boze to approve the Annual Report for FY2017 as presented.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Rader discussed with the Board the idea of holding a meeting or workshop for the Board and the Public to provide information regarding the 2017 Annual Report. After discussion, it was decided to check into the availability of the Conference Center approximately 1 hour prior to the July 11 or July 20 meeting, which would then be held at the Conference Center instead of the Road Commission.

Engineer-Manager Hummel provided an update on the award of bids, in the best interest of the Van Buren County Road Commission, as follows:

- CR380, Geneva Township to Krohn Excavating. Michigan Paving and Materials rescinded their bid due to a miscalculation. Because past practice has not forced the bidder to adhere to a bid that was miscalculated, the next lowest bidder, Krohn Excavating, was awarded the contract.
- 67<sup>th</sup> Street, Geneva Township to Krohn Excavating
- 77.50th Street, Covert Township to Krohn Excavating
- 48<sup>th</sup> Avenue, Covert Township to Scott Pavlak Excavating
- 78<sup>th</sup> Avenue, Decatur Township to Michigan Paving & Materials
- 40<sup>th</sup> Street, Paw Paw Township to Michigan Paving & Materials
- 75<sup>th</sup> Street, Covert Township to Krohn Excavating

The Board and staff discussed the upcoming presentation to the County Commission to request that the County Commission's Mission Statement for the Van Buren County Road Commission 2008 be revised. Discussion held regarding the possibility of sending a survey to seek information regarding current County Commission policy. Board discussed the various opportunities for open communication between the Road Commissioners and the townships to which they are assigned.

#### **Road Commissioner's Township Meeting Attendance Report**

From June 6<sup>th</sup> to present:

Askew: All townships were fine, with the exception of Bangor Township. Staff discussed they were meeting with Supervisor Sullins in the morning to discuss Bangor Township's gravel program.

Boze: Attended Hamilton Township on 26<sup>th</sup>, all was good. Attended Lawrence Township on the 14<sup>th</sup>. Issue regarding dust control having gone down while it was raining, which caused concerns. Also a mowing question. Hartford Township, all is going well. The Board was already informed about the project on CR687.

Burleson: No report.

Kinney: Attended Paw Paw Township on June 11. Linda Jordan had questions regarding sealcoat, which Jill was able to answer.

Svilpe: Attended Antwerp Township with Larry, who provided a millage presentation to the Board.

Motion by Boze, seconded by Svilpe to approve Kinney's request for a special per diem to attend the Gravel Road presentation at the Conference Center.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Operations Director Greg Brucks reported as follows:

- All road culverts that failed and are not being let for bid have been completed by Road Commission staff.
- Began ditching work today.
- First application of dust control is down in most townships.
- Contract gravel is almost complete.
- Sealcoat started on Monday.
- First round of mowing on local roads is complete. First round of mowing on primary roads should be complete at the end of next week.

### **Construction Update**

Highway Engineer Barry Anttila reported on the following:

- Hopes to be opening bids at next meeting for two projects on 34<sup>th</sup> Avenue in Covert Township, on Baseline Road in South Haven Township, on 24<sup>th</sup> Street in Alma Township (pending receipt of signed project sheet), and on 26<sup>th</sup> Avenue in Bangor Township (pending receipt of signed project sheet).
- Working over the next several weeks to coordinate contractor's schedules for newly awarded projects.
- CR380 from Breedsville to CR681, survey work is being accomplished in order to let for bid.
- Evergreen Bluff, there is a contractor bill in tonight's voucher. Contractor is hauling sand tonight.
- Tomorrow is Van Buren County Road Commission's turn to go through the audit with the Department of Environmental Quality.
- Checked the retention pond in Kalamazoo County near the Long Grove subdivision and it was functioning, as designed.
- Progress is being made on Federal Aid applications for work on CR687 at Burnett Foods, CR665 from M40 to 60<sup>th</sup> Avenue, and the force account chip seal project on CR653.

Engineer-Manager's Update:

- Silver Oaks Condominiums connection, Antwerp Township.
- Cancellation of Contract Snow Plowing, Group B, Advantage Outdoor Service.
- Millage presentation update provided by Hummel and Rader.
- Public Information Meeting Tuesday, June 26<sup>th</sup> from 10 AM to 12 Noon, Van Buren Conference Center

Engineer-Manager Hummel provided an update for the Board regarding the right of way acquisitions on Red Arrow Highway at CR681. Two property owners have so far refused to grant easements to the Road Commission. Both properties are "corner cuts" and are needed to complete the necessary work at the intersection, and to provide additional drainage. Hummel stated that this refusal leaves two options for the Road Commission: 1) walk away and forego all of the money and efforts spent to date by the Road

Commission to acquire the other right of way easements we have acquired along the project thus far; or 2) obtain appraisals for the property and file an action with the court to compel a sale to the Road Commission. The Board asked questions regarding the proposed project, as well as what effect the project would have on these properties which were answered by staff. Board members agreed that this project is a priority for many residents in Van Buren County and, as such, it should be a priority to the Road Commission. Motion by Boze, seconded by Kinney to move forward with legal action to acquire the right of way necessary to move forward with the proposed project.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

A motion was made by Askew and seconded by Boze to adjourn the Call of the Chair at 9:43 PM.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

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Secretary

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Chairman