

Van Buren County Board of Road Commissioners
Summary of Proposed Minutes

October 19, 2017

Regular Meeting - Administrative Office, Lawrence, Michigan

BE IT REMEMBERED: That on the 19th day of October, 2017 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, Kinney, Ray, and Svilpe
Engineer-Manager Lawrence B. Hummel, P.E.
Board Secretary-Finance Director Linnea Rader
Highway Engineer Barry Anttila

GUESTS: County Commissioner Kurt Doroh
Sandra Karr, Bangor Township Treasurer

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

No additions/deletions to the Agenda.

Motion by Boze, seconded by Ray to approve the Agenda.

AYES: 5
NAYS: 0
MOTION CARRIED.

Moved by Kinney and seconded by Svilpe to approve the minutes of the October 5, 2017 meeting as presented by Board Secretary Rader.

AYES: 5
NAYS: 0
MOTION CARRIED.

The Chairman opened the meeting to public comment. Sandra Karr, Bangor Township resident, is requesting that guardrail be installed on the curve at Merriman Lake on CR687 if township agrees to pay the cost. Staff has already responded to the township that no guardrail installation will take place as it is not warranted. Chair Askew read that letter to the Board to bring them up to date as the letter stated, "... signage upgrades are coming yet this fall."

Finance Director's Update

Rader reviewed the Operating Budget. She stated that there will likely be a budget adjustment for maintenance at the next meeting. A lot of patching is underway, and several other maintenance issues are being addressed. Back up salt from last season requirement was approximately \$61,000. Working to schedule annual township meetings on November 6, 7 and 8. Requested that the Board remind townships of the need to schedule meetings as soon as possible and that they should contact Jill or Linnea to schedule. Group Leaders are now in place: Drainage, Surface, Traffic Services and Roadside. These new Leaders are learning the processes and making gains daily.

Moved by Svilpe, seconded by Ray to approve the following Road Commission Vouchers:

Voucher #1996	\$90,044.75
Voucher #1997	\$16,775.00
Voucher #1998	\$313,083.43

AYES: 5
NAYS: 0
MOTION CARRIED.

Road Commissioner compensation was discussed. Hummel and Rader provided options and ideas for the Board's consideration. Hummel will present the Board's request to the County Commission as follows: \$6,000 annually, adjusted annually to same rate as

administrative staff. \$55.00 per diem for outside meetings, adjusted annually at the same rate as pay.

Road Commissioner's Township Meeting Attendance Report

From October 5th to present:

Askew: Bangor Township, questions about guardrail and signage on CR687 at Merriman Lake. Delivered request from resident for sign upgrades. Covert Township, all good. Geneva Township, still concerned over dust control. Staff is completing a response. South Haven Township, all good. Asked about Evergreen Bluff status.

Boze: Hamilton Township, striping on CR352 sealcoat. Contractor started this week with last round. Keeler Township, striping on CR342? Questions on status of Oak Park certification. Lawrence Township, Treasurer Mary Tinker resigned. Hartford Township, discussion on signage for horse and buggy. A letter has been sent to all townships.

Kinney: Paw Paw Township, changing meeting dates to 2nd Monday of the month. Pleased with new signage on 35.50th Street. Decatur Township, nothing new. Things are going well. Arlington Township, Clerk requested status of CR673; staff responded today. Complaint of bushes at stop sign on 26th Avenue at 52nd Street; staff will review.

Ray: No meetings. Phone conference with Pine Grove Township Supervisor. Received several road condition reports.

Svilpe: Antwerp Township, updated them on restructuring. Meeting scheduled with Chip, he and Township Supervisor next week on the 23rd. Alma Township, updated on restructuring. Not pleased with the two trap rock sealcoated roads that were fog sealed. Changing meeting time to 7:30 PM. Porter Township, updated on restructuring. Not pleased with the "road ends" response. Staff will contact the township to verify resolution.

Construction Update

Highway Engineer Barry Anttila reported on the following:

- Blue Star Highway project underway. Milling inside lanes tomorrow and hope to pave early next week. Commissioner Askew asked staff to review the Meijer driveway.
- CR653 paving, contractor tentatively scheduled for next week.
- CR653 concrete box culvert, delivery around November 1st. Contractor hopes to prep next week.
- Uretek settlement foaming, Blue Star Highway, 44th Avenue over Paw Paw River, 16th Avenue over Black River.
- "Old" Cask-n-Keg proposed gas station, site plan approval by township contingent upon VBCRC approval. Significant issues continue with the submittals after an excessive number of meetings with staff and non-completion.
- Powell Development, received submittal late Friday. Reviewed briefly. Some issues still to be resolved.
- Rain event caused damage around the county. Long Grove subdivision retention basin failure due to overflow from Kalamazoo County. Staff reviewed on Monday and met in the field this afternoon with Kalamazoo County Drain Commission and the developer to come to a resolution.
- Attended EOC NIMS training last week.

Engineer-Manager Update(s):

- Southwestern Road Commission Council Meeting, November 13th at 10:00 AM at the Allegan County Road Commission.
- Antwerp Township special meeting, Monday, October 23rd.
- Deadline to submit resumes for five open positions is October 23rd.
- Staff training ongoing; EOC, REP, MCRCSIP Safety and grader operator training with Caterpillar.

Legal Issues:

Discussion with Attorney Gary Stewart earlier today. No issues underway.

Commissioner Svilpe and Ray discussed Federal Surplus acquisition issues/claims from the public. Commissioner Kinney made a motion that said questions/requests not be made unless the Board concurs. Discussion occurred amongst all the Commissioners on the issue. Kinney also noted that this issue is out of order, and that no action can be taken by the Board as this is not an agenda item.

A motion was made by Svilpe and seconded by Ray to adjourn the Call of the Chair at 8:41 PM.

AYES: 5
NAYS: 0
MOTION CARRIED.

Secretary

Chairman