

# Van Buren County Board of Road Commissioners

August 9, 2017

Regular Meeting - Administrative Office, Lawrence, Michigan

BE IT REMEMBERED: That on the 9th day of August, 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: John Vargo  
Wendy McKenzie  
County Commissioner Freestone

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 July 26, 2017 meeting as presented by Board Secretary Rader.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

The Chairman opened the meeting to public comment. Wendy McKenzie addressed the Board and those present regarding her mother's issue at 35340 - 60<sup>th</sup> Avenue. She spoke of concerns about drainage that was "left" after work was completed last summer. Driveway restricts the parking for their commercial business according to Ms. McKenzie. The Board indicated that several members will review her concerns.

Board Secretary-Finance Director Rader provided a review of the operating budgets and operating fund. She provided an update on the bills before the Board tonight. Pavement marking invoice is nearly \$175,000.00 for first round of painting. 1,042 tons of hot mix was put down in the last two weeks at a cost of approximately \$45,000.00 for the materials only.

A discussion was held with a review provided by Hummel, Rader and Anttila, regarding proposed additional Primary Road work as follows:

- CR653, Pine Grove Township, culvert replacement (\$113,000.00)
- CR653, Almena Township, top course paving (\$118,000.00)
- CR380, Columbia Township, crush and shape (\$75,000.00)
- CR352, Decatur Township, crush and shape (\$155,000.00)
- Primary Seal, +/- 10 mi. (\$285,000.00)

Motion to approve by Kinney, seconded by Boze.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

A budget adjustment was presented by Finance Director Rader as follows:

REVENUE

	May, 2017	Adjustment	Revised
A.O.F. - January 1st	\$6,668,654		\$6,668,654
Michigan Transportation Fund			
Engineering	10,000		10,000
Primary	4,272,000	82,800	4,354,800
Local	2,846,000	55,200	2,901,200
Primary Urban	300,000		300,000
Local Urban	120,000		120,000
Total Transportation Funds	\$7,548,000	\$138,000	\$7,686,000
Other State Revenue			
Snow Funds	52,000		52,000
State Aid - Roads	0		0
State Critical Bridge Funds	0		0
State T/L Maint. Revenue	0		0
Other State-Safety, BSF, Grants	0	750,000	750,000
Other State Aid-Special Winter Maintenance	0		0
PRIP Priority Roads	0		0
Total Other State	\$52,000	\$750,000	\$802,000
Federal Funds			
Federal Aid Roads	2,081,480	-1,227,500	853,980
F.A. Bridges	0		0
Federal Aid - Other	0		0
Total Federal Aid	\$2,081,480	-\$1,227,500	\$853,980
Property Taxes	\$2,400,000		\$2,400,000
County Appropriation	\$0	\$0	0
Township Contributions	\$3,000,000	\$200,000	\$3,200,000
Other Revenues: Int. Earned, Gain on Equip.	\$70,000		\$70,000
TOTAL REVENUES & BALANCES	\$21,820,134	-\$139,500	\$21,680,634

EXPENDITURES

	May, 2017	Adjustment	Revised
Heavy Maintenance			
Primary Roads	4,698,055	-1,288,100	3,409,955
Primary Structures	15,000		15,000
Local Roads	751,399	198,601	950,000
Local Structures	15,000		15,000
Total Heavy Maintenance	\$5,479,454	-\$1,089,499	\$4,389,955
Maintenance			
Primary Roads			
General Maintenance	600,000		600,000
Traffic Services	230,000		230,000
Snow & Ice Control	700,000		700,000
Special Maintenance Projects	728,000	225,000	953,000
Routine Structure Maintenance	5,000		5,000
State Trunkline Maintenance	0		0
State Trunkline Non-Routine	0		0
Local Roads			
General Maintenance	850,000		850,000
Traffic Services	450,000		450,000
Snow & Ice Control	1,100,000		1,100,000
Special Township Maintenance	2,874,000	0	2,874,000
Routine Structure Maintenance	10,000		10,000
Disaster Contingency	5,000		5,000
Total Maintenance	\$7,552,000	\$225,000	\$7,777,000
			0
Administration	650,000		650,000
Interest Expense	35,000		35,000
Long Term Debt Payments	370,000		370,000

Net Capital Outlay	602,500	0	602,500
Net Equipment Expense	100,000		100,000
Non-Road Improvement ( Evergreen Bluff )	0	750,000	750,000
Distributive Expense	2,170,000	0	2,170,000
Adjustments to Fund Balance	0		0
Total	\$3,927,500	\$750,000	\$4,677,500
			0
Total Expenditures	\$16,958,954	-\$114,499	\$16,844,455
			0
Operating Fund Balance	\$4,861,180	-\$25,001	\$4,836,179
			0
Total Expenditures & Fund Balances	\$21,820,134	-\$139,500	\$21,680,634

Motion by Ray, seconded by Boze to approve the revised Budget.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

Motion by Boze, seconded by Ray to approve the following Road Commission Vouchers:

Voucher #1983	\$101,330.04
Voucher #1984	\$595,784.03

AYES: 5  
NAYS: 0  
MOTION CARRIED.

The following bids were received at 7:30 PM for heavy maintenance in Decatur Township on 78<sup>th</sup> Avenue:

Krohn Excavating	\$149,735.00
Brad Thomas Excavating	\$145,385.05

Motion by Ray, seconded by Boze to authorize the Engineer-Manager to award the bid, in the best interest of the Van Buren County Road Commission and Decatur Township, upon tabulation, review and recommendation by the Engineering Department.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

An update was provided by Engineer-Manager Hummel on the award of the bid for heavy maintenance work on 68<sup>th</sup> Street over the Camp & Root Drain, Hartford Township, to Brad Thomas Excavating, in the best interest of the Van Buren County Road Commission and Hartford Township.

A conceptual review of the proposed Village of Lawrence "Safe Routes to School" trail project was presented by Hummel. The Board discussed and unanimously agreed not to authorize the requested easement. Their position was such that the Village should maintain the proposed route to the East of the Van Buren County Road Commission's property; mostly on ISD property. Motion by Ray, seconded by Boze.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

A discussion was presented by Hummel regarding the proposed transfer of jurisdiction of a portion of Phoenix Road to the City of South Haven. Rader and Anttila provided details on investments made since 2006 by the Road Commission. On a consensus, the Board authorized staff to move forward with negotiation on the jurisdictional transfer.

Discussion held regarding Primary Road Program and millage as presented by Rader, Anttila and Hummel.

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

From July 26<sup>th</sup> to present:

Askew: Covert Township, questions on pavement markings. Geneva Township, concern over dust control application. Bangor Township, concerns over Amish community signage. Also a question on schedule for improvements on CR378 (none at this time).

Boze: Keeler Township, discussion on Oak street possible certification. CR687 at Phelps (60<sup>th</sup> Street), shoulders are very soft. Delivery trucks possibly damaging. Hamilton Township, discussion on 84<sup>th</sup> Avenue. Discussion on West Michigan Mutual Aid Agreement. Do they need to join? Already “have” one with the County.

Kinney: No meetings.

Ray: Columbia Township.

Svilpe: No township meetings. Almena Township Road Committee meeting last evening with Hummel. Discussed “road development” issues. Discussed maintenance needs and protocol.

Svilpe requested special per diem for his attendance at Almena Township Road Committee meeting. Motion by Boze to authorize, seconded by Ray.

AYES: 4  
NAYS: 0  
ABSTAIN: 1 (Svilpe)  
MOTION CARRIED.

**Construction Update** Highway Engineer Barry Anttila reported on the following:

- CR687 North of Hartford, still on schedule for Labor Day re-opening.
- Red Arrow Highway at 70<sup>th</sup> Street, should be open Thursday night.
- CR376, Bangor Township, gravel in place. Crushing next week.
- Blue Star Highway, let last Friday. 31% under. Scheduled to begin after Labor Day.
- Trap Rock seal was placed today in Geneva Township.
- CR653, Almena Township, top course, bids to be open at next regular meeting of the Board.
- CR380, Geneva Township, crush and shape, bids to be open at next regular meeting of the Board.
- CR653 pipe replacement, Pine Grove Township, bids to be open at next regular meeting of the Board.

Engineer-Manager Update(s):

- Van Buren County Supervisors’ Meeting, August 24<sup>th</sup> at 7 PM, Van Buren Conference Center.
- Sealcoat update.
- CMAQ, cab and chassis.
- CR681 at Red Arrow Highway, easement update.
- Southwestern Road Commission Council meeting, Monday, August 14<sup>th</sup> at 10:00 AM at the Van Buren Conference Center.
- Rodeo at the Van Buren County Road Commission on August 17<sup>th</sup> at 7:30 AM.

**Legal Issues:**

Hummel and Rader met with Attorney Page today to review:

- CR388 jurisdictional transfer request by City of South Haven.
- Kincaid hearing; meeting scheduled for August 17<sup>th</sup>, on site.

A motion was made by Svilpe and seconded by Ray to adjourn the Call of the Chair at 9:21 PM.

AYES: 5  
NAYS: 0  
MOTION CARRIED.

---

Secretary

---

Chairman