

Van Buren County Board of Road Commissioners

August 4, 2021 - Regular Meeting

BE IT REMEMBERED: That on the 4th day of August 2021 at 5:00 PM, E.D.T., the Board of County Road Commissioners for the County of Van Buren met in regular session in person and via teleconference pursuant to the local state of emergency declared by the Van Buren County Board of Commissioners on January 26, 2021 in an effort to suppress the spread of COVID-19 and protect the public health and safety of this state and its residents, as well as the Road Commissioners and Road Commission staff.

PRESENT:

Road Commissioners Askew, Boze, Burleson, Hackenberg and Kinney
Managing Director Dan Bishop
Highway Engineer Barry Anttila
Finance and Human Resources Director Linnea Rader
Operations Director Greg Brucks
Administrative Assistant-Board Secretary Jill Brien

GUESTS PRESENT:

Kurt Doroh, County Commissioner
Mike Chappell, County Commissioner
Chris Serdel
Kristina Longcore, VBCRC Safety Coordinator
Geoff Moffat, Almena Township Treasurer
Derek Hall, MI Department of Treasury (arrived at 5:19 PM)

Chairman Burleson called the meeting to order at 5:00 PM. Roll call:

Askew: PRESENT - In Person
Boze: PRESENT - In Person
Hackenberg: ABSENT (Arrived in person at 5:01 PM)
Kinney: PRESENT - In Person
Burleson: PRESENT - In Person

Chairman Burleson read the Special Rules for Remote Meeting: All participating Road Commissioners can vote by phone; all votes must be roll call with Chairman always voting last. All people should identify themselves before they speak. Any participant or listener may record the meeting.

The Chairman called for any additions or deletions to the Agenda. Rader requested that Item 5, Audit and Compliance Review by Derek Hall, Michigan Department of Treasury, be placed "on hold" until the auditor arrives as he has been delayed.

Motion by Boze seconded by Askew to approve the Agenda, as revised.

AYES: 5
NAYS: 0
MOTION CARRIED.

Motion by Hackenberg, seconded by Boze to approve the Minutes of the July 14, 2021 regular meeting, as presented by the Board Secretary.

AYES: 5
NAYS: 0
MOTION CARRIED.

The Chairman opened the meeting to first public comment. Geoff Moffat, representing Almena Township, thanked Commissioner Hackenberg and the Board for the upcoming work to take place on CR652. Mr. Moffat went on to state that during the third week of June heavy rain washed out a culvert on 31st Street, and another on 30th Street and the roads have been closed with barrels since then. He requested a temporary fix at these locations due to heavy traffic counts, and thanked the Board for its time.

Managing Director Bishop presented the following Staff reports:

- 1) CR374 RAH to 45th Street, Lawrence/Paw Paw Townships. Drainage corrections and widening continues.
- 2) CR388 in Bloomingdale from 46th Street to Bloomingdale Village limits completion date is Oct 15, 2021.
- 3) The real estate purchase continues. Environmental study underway.
- 4) We will be performing the PASER road rating on all federal aid roads the first week of August, depending on weather.
- 5) The MDOT safety audit for the M 40 and I 94 bridge replacement should be completed by August 6. The bridge replacement is still scheduled by MDOT for 2025.
- 6) Southwest Council meeting is August 9 at 10:00 am hosted by Barry County CRC.
- 7) RAH mill and fill, west of Hartford, Hartford Township, started Monday, July 26 and should be completed Saturday, July 24. Striping to follow.

Anttila reported that Engineering is preparing projects for a 8/30 bid letting as follows:

- CR380 from CR665 West to township line; tree clearing
- CR681 from CR352 to M-51; tree clearing
- CR668 from CR669 to Decatur Village limits, Decatur Township; mill and fill
- Woodhenge Estates and Hickory Point Subdivisions; drainage projects

Rough dates for contracted work:

- 44th Avenue, Almena Township, cold milling to start around 9/9
- CR388 West of Bloomingdale, contractor to begin crush and shape after Labor Day
- CR374, base pave after Labor Day

Questions were asked by the Board regarding the anticipated scope of the project on CR380 (from CR665 West to township line) that is being let for bid, in comparison to the mill and fill on CR388 in 2020. Anttila and Brucks provided responses for the Board and those present, including the pavement condition, life cycle cost analysis, etc.

Discussion held regarding Drain Commissioner projects and in-kind project sharing, as accomplished here in Van Buren County, versus assessments by the Drain Commissioner, which would be much more costly although allowed by statute.

Derek Hall, Michigan Department of Treasury, presented his audit and compliance review to the Board. Despite COVID-19, the Van Buren County Road Commission had a “really good year”, as defined by Hall. He discussed projects, equipment replacements, pension, and OPEB. Questions were asked by the Board and responded to by Hall. Mr. Hall exited the meeting at approximately 5:45 PM.

A Voucher update was presented by Managing Director Bishop as follows:

Voucher #2210	\$135,063.15
Voucher #2211	\$788,106.32
Voucher #2212	\$129,389.19

Bishop provided details for relating to specific voucher items for the Board and those present.

Rader discussed MDOT Form 2067, Annual Certification of Employee Conditions. The Van Buren County Road Commission is in compliance with MCL 247.668J(1)(b) and the proposed Form 2067 certifies that “medical benefits are offered to employees or elected public officials in compliance with the publically funded health insurance contribution act, 2011 PA 152”. Motion by Boze, seconded by Askew to authorize the Chairman and the Managing Director/CFO to execute MDOT Form 2067, Annual Certification of Employee-related Conditions.

AYES: 5
NAYS: 0
MOTION CARRIED.

The Board questioned the status of the 2020 Annual Report. Rader discussed her frustrations regarding information she hoped to provide in the Annual Report this year, but that she would not be able to given discrepancies in road miles in Roadsoft and the VBCRC's Certification Maps. Rader relayed that the financial information, however, is all complete within the Annual Report.

Culverts and bridges were discussed, and the differences between them in the various reports the VBCRC is required to file.

More questions were asked by the Board relating to the Asset Management Report and the current status of the report, which is due to be complete by October 1, 2021. Rader explained the contents and structure of the Report that is being drafted, which is formatted in an easy-to-read report.

Brucks discussed Lakeland Asphalt's offer to extend its prices for Cold Patch Mix. Motion by Askew, seconded by Hackenberg to approve Lakeland Asphalt's offer to extend its bid for cold patch mix through April 1, 2022, in the best interest of the Van Buren County Road Commission.

AYES: 5
NAYS: 0
MOTION CARRIED.

Commissioner Updates and Reports:

- Askew: Attended MCRCSIP Annual Meeting and Conference. Askew discussed topics of the conference, which included accidents involving Road Commission staff/equipment, and procedures regarding website and email passwords.
- Boze: Attended Keeler Township last night.
- Burleson: Attended a meeting with the Bloomingdale Township Supervisor together with Dan Bishop. In addition, he received complaints regarding sinkholes on 31st Street and 30th Street in Almena Township, which have been closed since the end of June as discussed during Public Comment. Burleson requested that the holes be filled as a temporary fix. Brucks relayed his concerns regarding fillers breaching the road-end and the consequences relating to EGLE fines and penalties. Bishop discussed possible changes in procedures to be more proactive in the future relating to road issues that involve public safety.

The Board and Staff discussed the upcoming Township Supervisors' meeting on August 26th at 7 PM and possible topics to be brought, such as Road Commission frustrations relating to delayed receipt of sealcoat program sheets from some townships, and ideas to assist townships in their road planning process.

The Board questioned approval of overtime last Friday for spraying weeds and mowing grass. Bishop provided information regarding licensing and timing of these operations. Questions were also raised and regarding the recent temporary appointment of a Surface Group Leader which were responded to by Bishop.

- Hackenberg: Attended Porter Township's meeting. They brought questions regarding the schedule of paving CR352. They also brought a service request regarding visual clearance on CR352 at 23rd Street. Attended Almena Township's meeting. Questions were raised regarding replacement of culverts as discussed previously.
- Kinney: No report.

The Board brought questions regarding the project on CR687; specifically regarding a bike lane. Anttila responded that Road Commission staff will remove the trees along the stretch this fall/winter. The road improvement project, which would include a bike lane, is on the illustrative list for federal aid funds to be accomplished if/when funding is approved.

The Chairman opened the meeting to Second Public Comment. County Commissioner Doroh discussed the ARPA funds to be made available to the County and the Committee of six that has been assigned to review requests, including the Road Commission's, and respond to the full County Commission.

Discussion was held regarding the Road Commissioner signboard, and a request was made that it be re-installed in the Boardroom.

Motion by Boze, seconded by Hackenberg to adjourn the Call of the Chair at 6:38 PM.

AYES: 5
NAYS: 0
MOTION CARRIED.

Board Secretary

Board Chairman