

Van Buren County Board of Road Commissioners

June 3, 2020
Regular Meeting - Teleconference

BE IT REMEMBERED: That on the 3rd day of June, 2020 at 5:00 PM, E.D.T., the Board of County Road Commissioners for the County of Van Buren met in regular session via teleconference pursuant to the Governor's Executive Order in an effort to suppress the spread of COVID-19 and protect the public health and safety of this state and its residents.

PRESENT VIA TELECONFERENCE:

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

GUESTS PRESENT VIA TELECONFERENCE:

Linda Norton, Columbia Township Supervisor

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

Askew: PRESENT
Boze: PRESENT
Burleson: PRESENT
Moffat: PRESENT
Kinney: PRESENT

Chairman Kinney 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.

No additions/deletions to the Agenda.

Moffat discussed revisions to the draft *Summary Minutes*. Motion by Askew, seconded by Moffat to approve the Minutes of the May 6, 2020 meeting, as revised.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Chairman Kinney opened the meeting to First Public Comment. None was received.

Staff Reports

Managing Director:

- Continuing to review Covid-19 data as it becomes available to keep staff safe. Plan to come back for full shifts on June 8th.
- Dealing with several personnel issues.
- Have re-engaged Union Contract discussions. Hope to have buttoned up for the next Board meeting.
- Continuing to work with Linnea to make the Annual Report more user friendly.
- Working on contingency plan in anticipation of a reduction in funding due to Covid-19.
- Red Arrow Highway from 26th Street to 28th Street has been paved.
- Watched a demonstration of a Durapatcher this morning.

- Reviewed drain issue on Salisbury Drive where water is being pumped onto the street by residents. Current quote to fix is \$140,000. Looking for more feasible options.
- Started road tours with township supervisors. Also will be starting to attend township board meetings to introduce himself.

Questions were asked by Board members and Bishop provided answers and/or clarifications.

Finance Director:

- Road Commission's audit is underway and being performed remotely, so is more labor intensive. Pushing to have it done by the next meeting.
- Work on Annual Report continues. It includes many graphs, charts and township summaries for easier reading.
- The State of Michigan and the CRA of Michigan have passed along MTF projections of MTF reductions due to Covid-19. The Board had questions which were answered by Rader.
- Union meetings continue and good progress is being made to make good changes to the current contract.
- Per the Governor's Order office staff continues to work remotely as much as possible.
- Front desk person, Kelly Ely, has resigned and the position has been posted with 340 applications received to date. Summer Seasonal positions and Permit Officer have also been posted.
- Staff will all be back to "normal" shift on Monday, June 8th. Many employees have voiced appreciation for the manner in which the Road Commission handled the pandemic.

Highway Engineer:

- Paving was completed on Red Arrow Highway last Friday.
- 27th Street culvert in Almena Township was placed and the paving and shoulders have been completed. Spoke with the Township regarding guardrail.
- Preventative Maintenance (PM) projects continue on 10 bridges throughout the county continue.
- Did some emergency work on 34th Ave in Bangor Township this past Friday and Saturday. Uretek did some soil testing and injected material into both sides of the concrete box culvert to stabilize the soils. Road Commission staff patched the hole today.
- CR 653 project in Antwerp Township, top course paving is done, shoulders installed today.
- Local Bridge Program applications were submitted to MDOT on June 1st. These applications are for projects to take place in 2023, or later.
- Update regarding paving in Antwerp Township.

Operations Director:

- All maintenance employees are back working between 36 and 40 hrs a week with staggered start and stop times to comply with social distancing and the executive orders.
- Grading, shaping and compacting gravel roads county wide, as well as gravel shoulders on paved roads.
- Ditching and pipe replacements have resumed after our partial shutdown.
- Hot mix asphalt patching both for maintenance and seal coat preparation county-wide.
- Hoping to start sealcoat before the end of June.
- Yearly de-berming has also begun.
- Contracted roadside mowing started Tuesday in Keeler Township working north and west with two tractors. Will ramp up to as many as seven tractors in the next week or so.

Voucher Update by Managing Director as follows:

Voucher #2149	\$546,633.59
Voucher #2150	\$125,246.59
Voucher #2151	\$923,328.62
Voucher #2152	\$128,824.62

Bishop provided highlights for bigger expenses within Voucher #2149 and #2151.

Recommendation for Award of Bids publicly opened on May 20, 2020 at 11:00 AM

Drainage Pipe: After tabulation and review of the bids it is the recommendation of Operations Director Brucks to award to all bidders, with Cadillac Culvert being the primary supplier for corrugated metal pipe, and Northern Concrete Pipe being the primary supplier for concrete pipe. Motion by Moffat, seconded by Boze to award Drainage pipe, as recommended by Staff, in the best interest of the Van Buren County Road Commission.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Silver Lake Road West of 51.50th Street, Columbia Township; remove wooden box culvert and install concrete box culvert: Highway Engineer Anttila provided his recommendation to award to the low bidding contractor, Scott Pavlak Excavating. Motion by Boze, seconded by Askew to award the bid, as recommended, in the best interest of the Van Buren County Road Commission and Columbia Township.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

64th Street, Geneva Township; remove existing culvert and install pipe arch: Highway Engineer Anttila provided his recommendation to award to the low bidding contractor, Scott Pavlak Excavating. Motion by Boze, seconded by Moffat to award the bid, as recommended, in the best interest of the Van Buren County Road Commission and Geneva Township.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

CR388 from railroad tracks in Grand Junction to CR390, Bloomingdale and Columbia Townships; mill and repave: Anttila recommended that the bid be awarded to the low bidding contractor, Michigan Paving and Materials, *contingent upon receiving a signed Program Sheet from Bloomingdale Township and from Columbia Township*. Motion by Moffat, seconded by Burlison to award the bid, as per staff recommendation, in the best interest of the Van Buren County Road Commission.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Lubricants and Coolant: Bishop provided recommendation of Christian Moffatt, Assistant Fleet & Facilities Superintendent, to the Board to award to all bidding vendors, with PriMar Petroleum as primary supplier for oil, hydraulic fluid, transmission fluid and grease, and to West Michigan International as primary supplier for coolant. Motion by Moffat, seconded by Askew, to award, as recommended by staff, in the best interest of the Van Buren County Road Commission.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Split System Air Conditioning Units: Bishop discussed the recommendation of Fleet and Facilities Superintendent, Gary Rohacs, to award to R.W. LaPine, Inc. At the total cost of \$25,394.00 as they bid on spec for all units. The apparent low bidder, Ace Plumbing & Heating, bid "voluntary alternate ICP equipment" as opposed to Trane system requested in bidding specifications. Motion by Boze, seconded by Moffat to award, as recommended, in the best interest of the Van Buren County Road Commission.

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Motion by Moffat, seconded by Burlison to adopt the following Driveway Culvert Price Schedule for 2020-2021:

2020-21 DRIVEWAY CULVERT PRICE SCHEDULE

Loaded at Yard:

Size	CMP Per Foot
12"	\$8.50 (24')
15"x20'	\$ 10.00
18"x20'	\$ 11.75

Delivered to Site:

Size	CMP Per Foot
12"	\$18.00 (24')
15"x20'	\$ 19.50
18"x20'	\$ 21.00

Furnished and Installed:

Size	CMP Per Foot
12"	\$56.00 (24')
15"x20'	\$ 58.00
18"x20'	\$ 60.00

Roll call vote:

Askew: AYE
Boze: AYE
Burlison: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Motion by Boze, seconded by Askew to approve the Van Buren County Road Commission's Request for Engineering Reimbursement from the MDOT for the period July 1, 2019 through June 30, 2020 in the amount of \$10,000.00.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Motion by Askew, seconded by Moffat to adopt the following Resolution:

RESOLUTION 2020-19

WHEREAS, the following roadways in Lacota, Geneva Township, appear on the Certification Maps of the Van Buren County Road Commission:

- First Street from Church Street North 460'
- Second Street beginning 360' North of Church Street and continuing North for 200'

WHEREAS, the above-described roadways in Lacota, Geneva Township:

1. Are not constructed to Road Commission standards;
2. Are not used, worked on or maintained by public authorities;
3. Do not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that First Street and Second Street, as described above, in Lacota, Geneva Township, Van Buren County, Michigan, are deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon, the public right of way on the aforementioned First Street and/or Second Street, Lacota, Geneva Township.

Roll call vote:

Askew: Aye
Boze: Aye
Burleson: Aye
Moffat: Aye
Kinney: Aye
RESOLUTION ADOPTED.

Motion by Askew, seconded by Burleson to adopt the following Resolution:

RESOLUTION 2020-20

WHEREAS, the following roadways in the Village of Irvington, Geneva Township, appear on the Certification Maps of the Van Buren County Road Commission:

- Van Buren Street from Broadway Street East 510'
- Geneva Street from Van Buren Street South 165'

WHEREAS, the above-described roadways in the Village of Irvington, Geneva Township:

1. Are not constructed to Road Commission standards;
2. Are not used, worked on or maintained by public authorities;
3. Do not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that Van Buren Street and Geneva Street, as described above, in the Village of Irvington, Geneva Township, Van Buren County, Michigan, are deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon, the public right of way on the aforementioned Van Buren Street and/or Geneva Street, Village of Irvington, Geneva Township.

Roll call vote:

Askew: Aye
Boze: Aye
Burlison: Aye
Moffat: Aye
Kinney: Aye

RESOLUTION ADOPTED.

Motion by Moffat, seconded by Burlison to adopt the following Resolution:

RESOLUTION 2020-21

WHEREAS, Thompson Street from Rowlings Street East 264' in the Woodland Preserve Subdivision, Almena Township, appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is not constructed to Road Commission standards;
2. Is not used, worked on or maintained by public authorities;
3. Does not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that Thompson Street from Rowlings Street East 264' in the Woodland Preserve Subdivision, Almena Township, Van Buren County, Michigan, is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon, the public right of way on Thompson Street in the Woodland Preserve Subdivision, Almena Township, as described above.

Roll call vote:

Askew: Aye
Boze: Aye
Burlison: Aye
Moffat: Aye
Kinney: Aye

RESOLUTION ADOPTED.

Motion by Moffat, seconded by Askew to adopt the following Resolution:

RESOLUTION 2020-22

WHEREAS, 36th Avenue from 32nd Street East 0.38 mi. in Almena Township appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is not constructed to Road Commission standards;
2. Is not used, worked on or maintained by public authorities;
3. Does not exist, and is not currently open to traffic.

NOW, THEREFORE, BE IT RESOLVED that 36th Avenue, in Almena Township, Van Buren County, Michigan, as described above, is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon, the public right of way on 36th Avenue in Almena Township, as described above.

Roll call vote:

Askew: Aye
Boze: Aye
Burlison: Aye
Moffat: Aye
Kinney: Aye

RESOLUTION ADOPTED.

Motion by Askew, seconded by Boze to adopt the following Resolution:

RESOLUTION 2020-23

WHEREAS, the Plat of Wilderness Dunes, more particularly described as Wilderness Dunes Lane from Blue Star Highway West and South 0.93 mi., located in Covert Township, appears on the Certification Maps of the Van Buren County Road Commission; however, the roadway:

1. Is located behind the gate of a gated community;
2. Is not used, worked on or maintained by public authorities;
3. Is not currently open to public traffic.

NOW, THEREFORE, BE IT RESOLVED that the Plat of Wilderness Dunes in Covert Township, Van Buren County, Michigan, as described above, is deleted for Act 51 Transportation funds, as recommended by Staff.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon, the public right of way in the Plat of Wilderness Dunes, more particularly Wilderness Dunes Lane from Blue Star Highway West and South 0.93 mi. in Covert Township.

Roll call vote:

Askew: Aye
Boze: Aye
Burlison: Aye
Moffat: Aye
Kinney: Aye

RESOLUTION ADOPTED.

Motion by Burlison, seconded by Boze to adopt the following Resolution:

RESOLUTION 2020-24

WHEREAS, on November 7, 2019, the Board of County Road Commissioners of Van Buren County DE-CERTIFIED a segment of 54th Street beginning 0.72 mi. south of Red Arrow Highway and continuing 0.37 miles South in Lawrence Township; and,

WHEREAS, an error was made in the calculation of the length of the segment of 54th Street to de-certify; and,

WHEREAS, the Board desires to correct the calculation error, and to de-certify the proper length of 54th Street in Lawrence Township.

NOW, THEREFORE, IT IS RESOLVED that 54th Street beginning 0.72 mi. South of Red Arrow Highway and continuing 0.37 miles South in Lawrence Township, Van Buren County, Michigan is hereby stated as the proper and correct length to remove from Act 51 Certification in Van Buren County.

IT IS FURTHER RESOLVED that the Board of County Road Commissioners does not herein relinquish, or in any way abandon or vacate, the public right of way so as to cause any of the adjacent property owner's on the decertified section of 54th Street, as described herein, to become landlocked.

Roll call vote:

Askew: Aye
Boze: Aye
Burleson: Aye
Moffat: Aye
Kinney: Aye

RESOLUTION ADOPTED.

Motion by Moffat, seconded by Boze to recess the Regular meeting to open a Regular Meeting of the Board of Public Works at 6:13 PM.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE

MOTION CARRIED.

Motion by Burleson, seconded by Boze to reconvene the Regular Meeting at 6:16 PM with all members present.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE

MOTION CARRIED.

Road Commissioner Updates and Reports

Askew

- On May 12, 2020 attended Zoom meeting with Covert Township. No concerns.
- Geneva Township meeting. Only concern was 64th Street culvert. Explained that it is up for bid on 5/20/20.
- Bangor Township meeting. No major concerns other than when work would be done on Covert-Bangor Road as “nothing has been done in years”.

Boze

- Attended Keeler Township’s board meeting via Zoom last night.

Burleson

- Spoke with Columbia Township and Bloomingdale Township.

Discussion regarding culvert patch on 46th Street North of CR390. Discussion regarding surface of bridges over I94.

Kinney

- Remote attended KATS Policy Committee Meeting on May 27th.

Moffat

- Almena Township board meeting on May 12th.
- Antwerp and Porter Townships will both meet in the first person in July.

The Chairman opened the meeting to Second Public Comment. Linda Norton from Columbia Township advised she had emailed Program Sheet for work on Silver Lake Road, and would sign the program sheet for work on CR388 once she receives same. Also

voiced her appreciation to Dan for discussing all de-certifications with the Supervisor prior to bringing to the Board. Also asked whether Road Commission had received contact from the Drain Commissioner regarding Middle Street ditching? Brucks had a very preliminary discussion with Peter, but nothing has yet been finalized.

Discussion held regarding paperwork from Bloomingdale Township on CR388 project, which has not yet been received.

Discussion regarding July 8th Board meeting, tentatively to be held in person.

Motion by Moffat, seconded by Askew to adjourn the Call of the Chair at 6:30 PM.

Roll call vote:

Askew: AYE
Boze: AYE
Burleson: AYE
Moffat: AYE
Kinney: AYE
MOTION CARRIED.

Board Secretary

Board Chairman