

Van Buren County Board of Road Commissioners

September 1, 2021 - Regular Meeting

BE IT REMEMBERED: That on the 1st day of September, 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:

County Commissioners Doroh and Chappell
Ken Harrington, Covert Township Supervisor

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

Askew: PRESENT - Attending remotely from South Haven Township, Van Buren County, MI.
Boze: PRESENT - Attending in person.
Hackenberg: PRESENT - Attending in person.
Kinney: PRESENT - Attending remotely from the Village of Decatur, Van Buren County, MI.
Burleson: PRESENT - Attending 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.

Bishop additionally requested that all comments be directed to the Chairman so that if there is a question, he can repeat it for all listeners.

Rader requested that Item 9H, Distribution and Discussion of Annual Report, be added to the Agenda.

Motion by Boze seconded by Hackenberg to approve the Agenda, as amended.

Roll call vote:

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

Motion by Hackenberg, seconded by Boze to approve the minutes of the August 4, 2021 regular meeting, and the August 19, 2021 special session.

Roll call vote:

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

The Chairman opened the meeting to first public comment. Ken Harrington introduced himself to the Board and those present as the new Supervisor of Covert Township. He stated that he is looking forward to working together with the Road Commission. The Board welcomed him.

Managing Director, Dan Bishop, provided the following Staff Report:

- 1) Upon consultation with the Lawrence Township Supervisor regarding drainage on Howard Drive (Christie Lake) we will ask Wightman to look at the area and see if they have some ideas to address the drainage issue.
- 2) CR 388 work has begun from Bloomingdale Village Limits west to CR 384/46th Street.
- 3) Kingscott is having a hard time getting a response for their construction estimates.
- 4) Land Purchase was completed August 31. BEA and Due Care Plan filed with the State on August 25.
- 5) The Durapatchers have been here since 8/24. We have found a contractor who has agreed to pour the engineered slab for the oil tank.
- 6) Brush spray will begin Mid September.
- 7) The third round of dust control should be completed near Labor Day in Paw Paw, Pine Grove, Bloomingdale and Almena Townships.

Bishop also relayed that an issue has come up again where some residents on a street want dust control, and some don't. At the request of townships, our contractor has done the "leap frog" application with dust control, and it usually doesn't end well. Dust will move with the wind so a resident who wants dust control still inherits his neighbors dust. Plus, dust control also helps bind our roads which reduces our overall cost to maintain the streets. Questions were asked by the Board, and responses were provided by the Managing Director. Motion by Boze, seconded by Hackenberg to draft a Policy, with an effective date retroactive to today's date, that when a Township requests Dust Control that the entire roadway surface receive the application of dust control.

Roll call vote:

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

- 8) We should be applying the Prime Coat to CR 352 in Decatur Township this week, depending on weather.
- 9) Seal Coat has about 15 miles remaining. We are trying a different emulsion and a prime coat is required before the chip seal application.
- 10) I completed my MI CIMS training in the EOC.
- 11) We are researching a request to install an improved Canoe/Kayak Launch at the CR 687 and 54th Ave location. We have received several requests lately for additional canoe/kayak launches all around the county. I am referring people to the SWMPC as they have more data on the County Master Recreation Plan that

includes boat launches.

A Voucher update was provided by Bishop with highlights for the Board's information:

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|---------------|--------------|
| Voucher #2213 | \$350,599.05 |
| Voucher #2214 | \$133,621.61 |
| Voucher #2215 | \$580,119.08 |
| Voucher #2216 | \$130,342.13 |

Because the Board receives voucher details with the Board packet prior to meetings, it was suggested that Board members raise any questions of voucher payments during a meeting as opposed to the Managing Director providing details during meetings. This procedure was approved by general consensus.

Bishop reviewed the current Personal Relationship Policy adopted on December 3, 2020, and the previous Anti-Nepotism Policy that was in place. Bishop explained that the current Policy is limiting the applicant pool, and requiring that we give up qualified candidates. Motion by Boze, seconded by Hackenberg to adopt Anti-Nepotism Policy 2021-03, and to rescind Personal Relationship Policy 2020-08. The Board asked questions, and clarifications were provided by staff.

Roll call vote:

Askew: AYE
Boze: AYE
Hackenberg: AYE
Kinney: AYE
Burleson: NAY
POLICY ADOPTED.

VAN BUREN COUNTY ROAD COMMISSION

Anti-Nepotism Policy

Policy No. 2021-03

Policy Statement

The Van Buren County Road Commission permits the employment of qualified individuals who are related to current employees as long as such employment in the same department does not create an indirect, or direct supervisor-subordinate relationship, and/or does not create a conflict of interest, or the appearance of a conflict of interest.

General

Employees related to one another, or in a close personal relationship, are not eligible for employment in the same department, or related departments, where potential problems of supervision may exist.

If two employees become related, or establish a close personal relationship where the potential problems noted above may exist, both may remain until the potential, or actual conflict of interest can be eliminated. Unless one employee wishes to voluntarily leave the department, the decision as to which employee will remain in the department will be made by the Managing Director within 90 days.

The Managing Director may authorize an exception to the provisions of this Policy if it is deemed to be in the best interest of the Van Buren County Road Commission.

Definitions

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|-----------------------------|---|
| Relative | Includes, but is not limited to parent, child, spouse, brother, sister, step relation, in-law relation, foster relation, grandparent, aunt, uncle, niece or nephew. |
| Close Personal Relationship | Includes, but is not limited to significant other. |

| | |
|------------------------|---|
| Supervisor-Subordinate | Manage, direct, lead, or evaluate an employee. |
| Direct Supervisor | One who assigns work, trains, evaluates the performance of, counsels, or has regular and routine control over another employee's performance and the success of his or her work effort. |
| Indirect Supervisor | An employee is in a position to routinely have the ability to influence a direct relationship between an employee and his or her supervisor or the perceived success of the employee's work effort. |
| Department | Engineering, Road Operations, Fleet Services, Administration, and Board. |
| Conflict of Interest | Vested interest in performance of individual, financial gain, or lack thereof, based on an employee's performance, or from any business or enterprise relationships. |

Application

This Policy applies to all full-time, permanent positions. It applies not only to initial hiring, but must be considered when assigning, transferring, or promoting an employee.

Exemptions

All employees in the above-described situation prior to the adoption of this Policy shall be allowed to continue in their current positions. This Policy does not apply to seasonal employees, temporary, or other non full-time positions.

Bishop led discussions regarding the County Road Association Self-Insurance Fund's (CRASIF) Board of Trustees election. Motion by Boze, seconded by Hackenberg to vote for the six incumbent candidates.

Roll call vote:

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

Bishop explained Antwerp Township's proposal that the Van Buren County Road Commission act as grant recipient for the Antwerp Township Regional Trail. The Township would be 100% responsible for all costs associated with the trail, including maintenance, as set forth in a Resolution received from Antwerp Township. Questions were asked by the Board, and discussions held regarding details of the proposed grant application, funding, maintenance, etc. Motion by Hackenberg, seconded by Boze to adopt the following Resolution:

RESOLUTION 2021-38

WHEREAS: On July 8, 2020 the Board of County Road Commissioners of Van Buren County passed Resolution 2020-30 expressing its support of Antwerp Township in its effort to construct the Antwerp Township Regional Trail (Regional Trail), a multi-user trail between the Village of Paw Paw and the Village of Mattawan; and,

WHEREAS: The Van Buren County Road Commission is a Public Act 51 agency and is, therefore, an eligible entity for a Transportation Alternatives Program (TAP) Grant, a competitive grant program offered through the Michigan Department of Transportation (MDOT); and,

WHEREAS: Wightman, an engineering firm for Antwerp Township, has prepared a TAP Grant for partial funding of the Regional Trail proposing to name the Van Buren County Road Commission (Road Commission) as the agency applying for the TAP Grant, and implementing the grant project; and,

WHEREAS: Should the TAP Grant be awarded by the MDOT, the Van Buren County Road Commission will be a contracted party with the MDOT for this Regional Trail project; and,

WHEREAS: The Regional Trail facility is to be located in public rights-of-way as set forth on the attached **Exhibit A**; and,

WHEREAS: The estimated construction budget includes Michigan Natural Resources Trust Funds (MNRTF), TAP Grant funds, and a local match which will be provided by Antwerp Township, Van Buren County, Michigan; and,

WHEREAS: The Board of County Road Commissioners of Van Buren County will not be providing any funding whatsoever for the Regional Trail project, such as easements, engineering, permitting, administration, match dollars for construction, potential cost over-runs or any non-participating items, nor will it provide any future maintenance plan/program costs associated with the non-motorized facility at any time now, or in the future; and,

WHEREAS: The Board of County Road Commissioners of Van Buren County shall be reimbursed by Antwerp Township for implementing/administering the TAP Grant.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of County Road Commissioners of Van Buren County authorizes Antwerp Township to proceed with an application for the TAP Grant funds for the purposes of funding a non-motorized facility in Antwerp Township, Van Buren County, Michigan naming the Road Commission as the applicant/implementing the Grant.

Roll call vote:

Askew: (Technical Difficulties)

Boze: AYE

Hackenberg: AYE

Kinney: AYE

Burleson: AYE

RESOLUTION ADOPTED.

Anttila discussed the public opening of sealed bids, and his recommendations for award to the low bidding contractors as follows:

- CR681 from CR352 to M51, Hamilton Township; clearing, Brad Thomas Excavating (\$172,347.00).
- CR380 from Bloomingdale/Columbia Townshp line to CR665, Bloomingdale Township; clearing, Brad Thomas Excavating (\$145,467.00).
- CR668 from CR669 to Decatur Village limits, Decatur Township; mill and pave, including shoulder gravel and pavement markings, Michigan Paving and Materials Company (\$345,000.00).

Motion by Boze, seconded by Hackenberg to award bids for work on CR681, CR380, and CR668 to the low bidding contractors, in the best interest of the Van Buren County Road Commission.

Roll call vote:

Askew: (Technical Difficulties)
Boze: AYE
Hackenberg: AYE
Kinney: AYE
Burlison: AYE
MOTION CARRIED.

Antilla provided discussion regarding the public opening of sealed bids for work in Woodhenge Estates and Hickory Point Subdivisions in Antwerp Township to include ditch clean out and drainage improvements, together with culvert and driveway replacements. He recommended award of the bid to the low bidding (and only) contractor, Compton, Inc. at \$73,693.00 (32.24% over the engineer's estimate). Motion by Hackenberg, seconded by Boze to award to Compton, Inc., in the best interest of the Van Buren County Road Commission, contingent upon approval by Antwerp Township.

Roll call vote:

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

Bishop discussed the test pilot project on CR352 from CR669 West to 42nd Street, Decatur Township, prime and double seal with fog seal over a gravel road. It is the Road Commission's intention that this test pilot project be studied for five years to review the possibility of future implementation. The Board and staff discussed the test pilot project as a potential solution for qualifying roadway segments. Brucks also discussed the Village of Mattawan's plans to do the same procedure on a gravel road under its jurisdiction and our ability to have another test subject roadway without any investment. Bishop stressed that this test pilot project is not considered a substitute for paving.

Bishop relayed that Porter Township had recently submitted program sheets for ultra-thin overlays in various subdivisions which must be let for bid. Due to the late-season bid letting and the regular meeting schedule, Bishop requested that the Board authorize the Managing Director to award the bid for these projects. Motion by Hackenberg, seconded by Boze to authorize the Managing Director, Dan Bishop, to award the bids for ultra-thin overlays in various Porter Township Subdivisions in the best interest of the Van Buren County Road Commission and Porter Township pending approval by Porter Township.

Roll call vote:

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

Antilla discussed the process to apply for Federal/State Aid, which now includes Resolutions of support from the Board which commits to pay the local match funds and to provide adequate maintenance for any selected project. Motion by Boze, seconded by Hackenberg to adopt the following Resolutions:

RESOLUTION 2021-39

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **CR352 from CR215 to CR358; crush and shape**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$1,540,000.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the "local match") of the actual cost, estimated to be \$308,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-40

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **CR388 from Bloomingdale to CR380, mill and fill**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$373,000.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the “local match”) of the actual cost, estimated to be \$74,600.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-41

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **CR652 from CR354 to 72nd Avenue; mill and fill**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$425,000.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the “local match”) of the actual cost, estimated to be \$85,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;

3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-42

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **CR652 from 72nd Avenue to Robinson Road; mill and fill**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$658,750.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the "local match") of the actual cost, estimated to be \$131,600.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-43

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **CR681 from M51 to CR352, crush and shape**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$1,315,000.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the "local match") of the actual cost, estimated to be \$263,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-44

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **CR687 from CR372 to CR376, crush and shape**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$1,956,521.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the "local match") of the actual cost, estimated to be \$391,304.20. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated

project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-45

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **Red Arrow Highway from 26th Street to CR652 S, mill and fill**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$400,000.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the "local match") of the actual cost, estimated to be \$80,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-46

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **Red Arrow Highway from 59.50th Street to CR681, mill and fill**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$300,000.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the "local match") of the actual cost, estimated to be \$60,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-47

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, MDOT has set aside funding through the Transportation Economic Development Funds Category D (State D) for the creation and maintenance of an all season road network; and,

WHEREAS, the **Red Arrow Highway from CR681 to Lawrence Village limits, crush and shape**, is a transportation activity eligible to receive federal STBG and/or State D funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for

at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$1,830,000.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the "local match") of the actual cost, estimated to be \$366,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG or State D funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-48

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, the United States Congress has set aside monies for the Highway Infrastructure Program (HIP) in the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, to be distributed through the MDOT and administered by the SWMPC; and,

WHEREAS, the **Red Arrow Highway from Hartford City limits East to 59.50th Street; mill and fill**, is a transportation activity eligible to receive federal STBG and/or HIP funding; and,

WHEREAS, if STBG funds requested are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 18.15% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$979,625.00, of which the LPA, if awarded the funds, commits to pay at least 18.15% (hereinafter known as the "local match") of the actual cost, estimated to be \$604,625.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG funding, and for all non-participating costs and associated project development

activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-49

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, the United States Congress has set aside monies for the Highway Infrastructure Program (HIP) in the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, to be distributed through the MDOT and administered by the SWMPC; and,

WHEREAS, the **CR374 from 39th Street East to Paw Paw Village limits; crush and shape**, is a transportation activity eligible to receive federal STBG and/or HIP funding; and,

WHEREAS, if STBG funds requested are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 18.15% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$632,500.00, of which the LPA, if awarded the funds, commits to pay at least 18.15% (hereinafter known as the "local match") of the actual cost, estimated to be \$257,500.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-50

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, the United States Congress has set aside monies for the Highway Infrastructure Program (HIP) in the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, to be distributed through the MDOT and administered by the SWMPC; and,

WHEREAS, the **CR653 from M40 North to I-94; crush and shape**, is a transportation activity eligible to receive federal STBG and/or HIP funding; and,

WHEREAS, if STBG funds requested are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 18.15% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$839,500.00, of which the LPA, if awarded the funds, commits to pay at least 18.15% (hereinafter known as the "local match") of the actual cost, estimated to be \$464,500.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-51

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, the United States Congress has set aside monies for the Highway Infrastructure Program (HIP) in the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, to be distributed through the MDOT and administered by the SWMPC; and,

WHEREAS, the **CR665 from Paw Paw Village limits North to the bridge that carries CR665 over the Paw Paw River; crush and shape**, is a transportation activity eligible to receive federal STBG and/or HIP funding; and,

WHEREAS, if STBG funds requested are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 18.15% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$1,293,750.00, of which the LPA, if awarded the funds, commits to pay at least 18.15% (hereinafter known as the "local match") of the actual cost, estimated to be \$464,500.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-52

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, the United States Congress has set aside monies for the Highway Infrastructure Program (HIP) in the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, to be distributed through the MDOT and administered by the SWMPC; and,

WHEREAS, the **CR380 from Blue Star Highway East to I-196; crush and shape**, is a transportation activity eligible to receive federal STBG and/or HIP funding; and,

WHEREAS, if STBG funds requested are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 18.15% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$165,000.00, of which the LPA, if awarded the funds, commits to pay at least 18.15% (hereinafter known as the "local match") of the actual cost, estimated to be \$33,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of

STBG funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-53

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, the United States Congress has set aside monies for the Highway Infrastructure Program (HIP) in the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, to be distributed through the MDOT and administered by the SWMPC; and,

WHEREAS, the **Kalamazoo Street, from Blue Star Highway North to the City of South Haven limits; mill and fill**, is a transportation activity eligible to receive federal STBG and/or HIP funding; and,

WHEREAS, if STBG funds requested are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 18.15% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$115,000.00 which the LPA, if awarded the funds, commits to pay at least 18.15% (hereinafter known as the "local match") of the actual cost, estimated to be \$23,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-54

WHEREAS, the United States Congress has set aside monies for Surface Transportation Block Grant (STBG) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, the United States Congress has set aside monies for the Highway Infrastructure Program (HIP) in the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, to be distributed through the MDOT and administered by the SWMPC; and,

WHEREAS, the **Ruggles Road from 20th Avenue North to Blue Star Highway; crush and shape**, is a transportation activity eligible to receive federal STBG and/or HIP funding; and,

WHEREAS, if STBG funds requested are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 18.15% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for STBG funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$195,000.00 which the LPA, if awarded the funds, commits to pay at least 18.15% (hereinafter known as the "local match") of the actual cost, estimated to be \$39,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of STBG funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

RESOLUTION 2021-55

WHEREAS, the United States Congress has set aside monies for Congestion Mitigation and Air Quality Improvement (CMAQ) projects through the State of Michigan, Department of Transportation (MDOT) and administered by the Southwest Michigan Planning Commission (SWMPC); and,

WHEREAS, the **Red Arrow Highway at CR652 S; signal upgrade**, is a transportation activity eligible to receive federal CMAQ funding; and,

WHEREAS, if requested funds are granted, the Van Buren County Road Commission (hereinafter sometimes referred to as Local Public Agency (LPA), shall be responsible for at least 20% of the eligible costs.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Road Commissioners of Van Buren County that:

SECTION ONE: (Consultant/Engineer of Record) of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for CMAQ funds for the stated described project and to submit to the SWMPC for consideration of funding.

SECTION TWO: The total cost of the project is estimated to be \$45,000.00, of which the LPA, if awarded the funds, commits to pay at least 20% (hereinafter known as the "local match") of the actual cost, estimated to be \$9,000.00. The local match shall be funded by the LPA using Michigan Transportation Funds and/or County-wide Road Millage funds. The LPA further agrees to pay 100% of the cost over and above the awarded amount of CMAQ funding, and for all non-participating costs and associated project development activities.

SECTION THREE: Upon completion of the described project, and unless otherwise agreed, the LPA shall:

1. Provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to 23 USC 116;
2. Provide ample financial provisions, as necessary, for the maintenance of the described Project;
3. If necessary, maintain the right-of-way keeping it free of obstructions; and,
4. If necessary, hold said right-of-way inviolate for public highway purposes.

Roll call vote:

Askew: AYE
Boze: AYE
Hackenberg: AYE
Kinney: AYE
Burlson: AYE

RESOLUTIONS ADOPTED.

Rader presented the FY2020 Annual Report to the Board, and relayed that she and staff have been working diligently over the past many years to make improvements to the format of the Annual Report. There is still more work to be done, as reported previously to the Board, but Rader believes that the report is easy to read and she is very satisfied with the re-designed format. No comments or questions were heard.

Rader provided discussion regarding follow-up to the Board's Good Governance training relating to how to address complaints and requests for service, but avoid unacceptable situations. Staff has drafted a revised service request form to assist Commissioners when a complaint is lodged. In addition, two versions of a business card were drafted for review. Rader requested that the Board review the revised service request form and the business cards and provide any feedback to her by September 7 so that business cards can be ordered.

The Regular Meeting was recessed at 6:03 PM to open a regular meeting of the Board of Public Works. Motion by Boze, seconded by Hackenberg.

Roll call vote:

Askew: AYE
Boze: AYE
Hackenberg: AYE
Kinney: AYE
Burlson: AYE

MOTION CARRIED.

The Regular Meeting was reconvened at 6:07 PM with all Members present. Motion by Hackenberg, seconded by Boze.

Roll call vote:

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

Commissioner Updates and Reports:

Askew: Bangor Fire Department is very happy with the Road Commission. Attended Bangor Township, several questions were discussed. Attended Covert Township and invited the new Supervisor to the Road Commission's meetings. Attended South Haven Township, discussed questions regarding 73rd Street brought by Paul Kiry. Also attended the Township Supervisors' meeting on the 26th.

Boze: Attended Hamilton Township on the 10th. Attended the SW Council Meeting on the 9th. Attended Lawrence Township on the 12th. Attended Hartford Township on the 12th, the Township gave kudos to AJ Brucks for doing a "fantastic job".

Hackenberg: Talked to the Porter Township Supervisor and relayed a question from the township.

Kinney: Remote attended KATS Policy Committee Meeting on 8/25.

Burlison: Attended Bloomingdale Township with Dan Bishop. The township lost their road millage, so will go on the ballot as a new millage. Attended Pine Grove Township. Went to Columbia Township's meeting, but it was not open to public attendance. Attended the Township Supervisors' Meeting on the 26th.

Burlison discussed CR388 West of Bloomingdale with staff.

The Chairman opened the meeting to second public comment. Covert Township Supervisor Ken Harrington relayed that he enjoyed the meeting and looks forward to a successful relationship.

Motion by Hackenberg, seconded by Boze to adjourn the Call of the Chair at 6:21 PM.

Roll call vote:

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

Board Secretary

Board Chairman