

**TUSCOLA COUNTY
ROAD COMMISSION**

**LOCAL ROAD IMPROVEMENT
AND MAINTENANCE
&
TOWNSHIP ALLOWANCE POLICY**

Effective Date: January 1, 2008
Last Revised Adopted Date: December 13, 2018

Annual Requirements and Expectations:

In order for a Township to qualify for any matching allowance by the Road Commission, the following terms and conditions shall apply:

Annual Deadlines for Township Road Agreements, along with the required payment of one-half of the estimated cost of the project:

- April 15th = Current Year Local Paving Projects.
- June 1st = All Other Local Road Projects.
- After June 1st = Approved at the discretion of TCRC.
- Note: Any project that requires a culvert replacement that needs a DEQ Permit will be approved at the discretion of TCRC in order to proceed with the project in a given year.

Township Supervisors are encouraged to meet with their TCRC Division Foreman annually to review their local roads in order to plan for future road projects.

Types of Local Road Improvements and Maintenance are categorized in the following four (4) sections:

1. Construction/Capacity Improvements.
2. Preservation/Structural Improvements.
3. Preventive Maintenance.
4. Routine Maintenance.

The types of improvements/maintenance are itemized and further defined on the following pages. Also, the funding for each type of improvement/maintenance is defined within each section.

SECTION – I CONSTRUCTION/CAPACITY IMPROVEMENTS

Funding: 100% funded by the Township.

Expenses within this section are generally from the addition of a new road or lane(s). Construction/Capacity Improvements include the following:

Road Improvements:

- The building of a totally new road where no road previously existed.
- The addition of lanes to an existing roadway (only the additional lane area is considered construction).
- Widening of a lane width or more.
- Adding turn lanes.
- Installation of new guardrail (except around structures).

Structure Improvements:

- Any new culvert installation (minimum 15”) for drainage purposes.

Other:

- All costs for Road Abandonment Procedures.
- Local share of Federal Aid Projects.
- Road Safety Signs.

SECTION – II

PRESERVATION/STRUCTURAL IMPROVEMENTS

Funding: The Tuscola County Road Commission offers a \$25,000 matching allowance to each Township. TCRC will match 50% of the costs within this section up to a maximum match of \$25,000 per Township. In order to qualify for any matching allowance within this section, the following stipulations will apply:

- If a Township has existing mile(s) of blacktop that are 15 years old or older, the Township must resurface one of these roadways based upon Traffic Count and PASER Rating. Road resurfacing shall be conducted in accordance with the improvements listed in Section II.
- All work shall be performed by the Tuscola County Road Commission or assigned to an independent contractor at the sole discretion of the Road Commission.
- The Road Commission matching allowance is intended to be used during the current construction season. Any variance from this policy, shall require the prior approval of the Tuscola County Board of Road Commissioners.

Expenses within this section are generally the improvement of an existing road by correcting the grades, drainage structures, width, alignment, surface, and the hard surfacing of gravel roads. Preservation/Structural Improvements include the following:

Road Improvements:

- Placing a hard surface on a gravel road (including 3" bituminous material; or prime & double sealcoat with either a final seal or 1 ½" bit. mat. the following season).
- Resurfacing a bituminous surface with bituminous materials 1½" and over, or a Double Chipseal with TCRC approval.
- Surfacing of shoulders with approved materials.
- Mix & Stabilization.
- The costs for a Survey, Design, and Public Hearing for proposed road improvements.
- Clearing the Road Right-of-Way.
- Grade, Base, and Drainage construction projects including, but not limited to, ditching, culverts, soil erosion measures, and DEQ permits (in accordance with the TCRC Road Policies).
- Placing 3" or more of new processed aggregate on prepared gravel or stone surfaces to substantially increase the thickness of the surfacing material beyond that originally built.
- Single Chip Seal with Fog Seal.
- Micro-surfacing.

Structure Improvements:

- Assuming the Tuscola County Road Commission has in place a voter approved county-wide millage for local structure improvements.
- Township will pay 25% to a maximum of \$2,000 of the costs for repairing or replacing existing structures over 48" (including any needed DEQ Permits).

Notes:

- All improvements will be conducted from intersection to intersection, including maintaining traffic in accordance with TCRC Policies.
- All projects will comply with the TCRC Soil Erosion and Sedimentation Control Procedures.
- PASER = Pavement Surface Evaluation Rating.

SECTION – III

PREVENTIVE MAINTENANCE

Funding: The Tuscola County Road Commission offers a \$2,500 matching allowance to each Township. TCRC will match 25% of the costs within this section up to a maximum match of \$2,500 per Township.

Expenses within this section are generally cost-effective treatments to an existing roadway by maintaining the functional condition without significantly increasing structural capacity. These treatments also require prior approval of the TCRC Engineer. Preventive Maintenance includes the following:

- Overband Crack Filling. (1)
- Restoration of drainage – Ditch Petition. (2)
- Roadside Mowing. (2)
- Roadside Brush Spraying (in accordance with the County Wide Local Brush Spray Policy). (1)
- Dust Control. (1) or (2)
- Pavement Marking (including RxR crossings). (1)
- Shared maintenance costs for RxR signals. (1)
- Additional R.O.W. Tree Clearing at the Township request. (2)
- Gravel or Limestone Patching with processed materials. (3)
- Asphalt Patching beyond normal pothole patching listed under Routine Maintenance Section IV. (1)
- Single Chip Seal with Fog Seal.
- Micro-surfacing.

In order to qualify for any matching allowance within this section, the following stipulations will apply:

- (1) = Contractor approved by TCRC Board in accordance with Bid Policy.
- (2) = Permit needed for work in the road right-of-way.
- (3) = Work shall be performed by the Tuscola County Road Commission or assigned to an independent contractor at the sole discretion of the Road Commission.

SECTION – IV

ROUTINE MAINTENANCE

Funding: 100% by the Tuscola County Road Commission.

Routine Maintenance means actions performed on a regular or controllable basis; or in response to uncontrollable events upon a road. Routine Maintenance includes the following:

- Snow and ice removal.
- Patching and repairing roadway surface, including pothole patching (in accordance with the TCRC Policy for Returning a Local Hard Surface Road Back to Gravel).
- Unplugging drain facilities.
- Replacing or repairing damaged regulatory signs (specialty signs are funded by the Township).
- Replacing or repairing damaged guardrails.
- Repairing storm damage.
- Emergency environmental cleanup.
- Emergency repairs.
- Emergency management of road closures that result from uncontrollable events.
- Clearing or sweeping the road surface.
- Remove traffic hazards from the travel portion of the road.
- Control of roadside brush and vegetation at intersections, guardrails, and railroad crossings.
- Tree/Brush trimming and removal.
- Gravel road grading.
- Berm removal.
- Shoulder maintenance.
- Keep the road, roadbed, surface, and drainage in good repair.
- Repair or replace existing cross-road culverts 48" or less (including any needed DEQ Permits).
- Weighmaster Enforcement and Traffic Counts.
- TCRC Supervision and Benefits.