

BAY COUNTY ROAD COMMISSION

2023 BUILDING BETTER LOCAL ROADS POLICY

Executive Summary

The Bay County Road Commission Board and Chairman Schumacher are pleased to announce the continuation of the 2023 Building Better Local Roads Policy (BBLRP) for the upcoming construction season. This annual policy defines a program designed to financially assist townships to improve approximately 670 miles of Local Secondary Roads within Bay County. The programs within the policy will be administered through the Bay County Road Commission (BCRC) in cooperation with the 14 Bay County townships. The programs are capped at \$810,000 for 2023. The following is a summary of the programs contained within the 2023 BBLRP.

- **Local/Township Road Maintenance Budgets** – Township maintenance budgets are calculated and approved by the Board each fiscal year. The BCRC will provide the townships with dollars spent to date reports. Townships are expected to prioritize maintenance activities requiring a large percentage of their yearly budgeted allocation. The 2023 Budget includes a separate, \$205,000 line item for road work in any township.
- **Local Road Program** - \$20,000 will be made available to each of Bay County’s 14 townships, provided the township matches these dollars one for one.
 - **Three-Year Road Plan** - Each township is **REQUIRED** to submit a Three-Year Road Plan by May 3, 2023 to be eligible to receive funding through the Local Road Program defined above. **This plan must be updated yearly.**
 - **Adding Local Road Hard-Surface Mileage** – Each township board is strongly encouraged to establish a Township Road Review Committee or hire a consultant to make recommendations to the township board regarding which of the township’s local roads should receive preventative maintenance or be considered for hard surface.
- **Culvert Replacement Program** – The BCRC pays for replacement of culverts 36” (inclusive) and smaller at no cost to the townships. For culverts larger than 36”, the township is responsible for the cost of the culvert, headwalls and road hard surface. The BCRC covers the cost for the equipment, labor and materials for removal and replacement. This program does not apply to culverts replaced as part of a township road project. \$300,000 cap County-wide.
- **Hard Surface to Gravel Program** – The 2023 BCRC budget includes \$150,000 to turn failed hard-surface Local roads into maintainable gravel roads.
- **Chloride Treatment Program** – The BCRC will pay 50% of chloride treatment costs.
- **Signed Agreements** – Signed Agreements for all projects are required for the BCRC to complete work for the townships.
 - **Payment Terms** - The BCRC will invoice on a monthly basis. **BCRC applies overhead and administration to all projects, please budget for 20% of the construction cost.**
 - **Additional Considerations & Eligible Work Items** – The BCRC is lead on all projects stated in the BBLRP. Please see this section in the full BBLRP for eligible work items
- **2023 Deadlines**

Chip Seal Agreements Due	March 3, 2023
Agreements Due – 2023 Crush and Shape Projects	March 3, 2023
Three-Year Road Plan Due	May 5, 2023
HMA (Asphalt) Paving Requests Due (FOR 2024 CONSTRUCTION PROJECTS)	October 6, <u>2023</u> for 2024 Projects

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BBLRP Funding for 2023

Once the BCRC Share amount of \$1,015,000 listed in the table below is met, the 2023 BBLRP automatically sunsets and is deemed void for the remainder of 2023. No further projects will be completed unless an agreement is reached between the BCRC and requesting township.

Summary of Program Costs

	<u>BCRC Share</u>	<u>Twp. Share</u>	<u>Total</u>
Local Road Program	\$280,000	\$280,000	\$560,000
Culvert Program*	\$300,000	\$200,000	\$500,000
Chloride Program**	\$ 80,000	\$ 80,000	\$160,000
Hard Surface to Gravel	\$150,000	\$ 0	\$150,000
<u>County-wide – General</u>	<u>\$205,000</u>	<u>\$ 0</u>	<u>\$205,000</u>
Totals:	\$1,015,000	\$560,000	\$1,575,000

* Estimated Costs for the Culvert Program are based on previous year averages. Estimate is for culverts both smaller AND larger than 36 inches in diameter. The BCRC’s share of the funding is CAPPED at \$300,000.

** Chloride Program cost is based on previous year average expenditures, inflation and additional hard-surface to gravel turn-backs.

2023 Schedule of Important Dates

Description	Deadline
Chip Seal Agreements Due	March 3
Agreement Deadline for 2021 Crush and Shape Projects	March 3
Three-Year Road Plan Due	May 3
Local Road Program Funding Deadline	*September 10
Ditching Deadline (Unless a Bottom-Dip Only)	September 30
HMA (Asphalt) Paving Requests Due (for 2024 HMA Paving Projects)	October 6, <u>2023</u> for 2024 Projects
BBLRP Funding Sunset	December 31 or when funds are depleted
Deadline for payment for materials delivered or placed and/or services rendered by the BCRC, as outlined herein	Within 30 days of the Invoice date

***Unless the township has informed the BCRC in writing “assigning” funding for a project that can be completed before December 31st, 2023.**

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Background

This policy is the result of an ongoing cooperative effort between the BCRC and the townships to keep communication lines open. The programs within the policy provide an avenue for the BCRC to keep the townships abreast of new technologies in the road building and maintenance industry and gives the townships the opportunity to communicate their road repair and maintenance needs.

Legislation enacted in 2015 providing incremental increases in Motor Transportation Fund (MTF) dollars to the BCRC has sunset. The legislation allocated additional MTF funds for routine maintenance items and new construction on primary and local secondary roads and bridges throughout the county. After January 1, 2022, the motor fuel tax rate increases based on that year's Consumers Price Index (CPI) or by a flat 5%, whichever is less. The new legislation did not set aside funding for township secondary road and bridge projects. The BBLRP continues to assist the townships in funding their projects.

The 2023 BBLRP defines the amount of MTF dollars the BCRC will commit to funding township secondary road and bridge projects. The programs, are aimed at continuing the BCRC's partnership with the townships to improve their local secondary road and bridge system. Many townships have taken upon themselves to improve their road and bridge system by passing transportation infrastructure millages. This measure has significantly enhanced the transportation system in those townships who either, voted to continue an existing road millage or approved a new one.

Further, it is the intent of the BCRC to assist the townships in making the best decisions to maximize their BBLRP funds in 2023. The programs defined in this policy become effective upon Board approval and end December 31, 2023. Please note, **no funding carryover will be allowed into the next BCRC fiscal year.**

The key features of the 2023 BBLRP are listed in the Executive Summary and defined further beginning below and in EXHIBIT A.

Local/Township Road Budgets

The BCRC will strive to keep the townships informed of current spending in each category of their local secondary road budgets. Again, these include Routine, Traffic, and Snow & Ice Removal as listed on Page C-5 of the approved 2023 BCRC budget. The Board reserves the right to review all township work requests, accepting or denying, and to amend the township's local secondary road maintenance budget prior to exceeding the budgeted amounts.

Prioritizing Maintenance Spending

The BCRC expects townships to prioritize and schedule work within the available funds outlined in the approved 2023 BCRC budget (Page C-5). Depending on the location and type of work, this could mean contributing additional township funds in this fiscal year, phasing the project over several years or completing the work in a future year. This may mean closing a road to through traffic until funding is available to complete the repair. It could also mean making the decision to spend yearly maintenance funds to repair a roadway that has "blown up" instead of hard-surfacing a local secondary roadway that year. Further, the township should consider completing a larger project serving many users verses using the same dollars to benefit only a few. Simply, it will be necessary for the township to make decisions where to spend their yearly maintenance dollars such that these township funds are maximized and not substantially exceeded.

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Local Road Program

An amount of \$20,000 will be made available to each of the townships provided the township matches these dollars one for one. This money may be used, in whole or part, to fund projects to be completed by BCRC forces or a BCRC approved third-party contractor. The exclusive use of BCRC forces is not a limiting factor when utilizing Local Road Program funding for 2023.

The BCRC completed **PA**vement **S**urface **E**valuation **R**ating (PASER) ratings and have collected Average Daily Traffic (ADT) data for all hard surface local secondary roads throughout the county. These are intended to aid the townships in planning future projects and are available upon request. This data was collected at no cost to the townships.

“The Right Fix, at the Right Time”

The State’s Asset Management Council directives include the use of this methodology to choose projects based on condition and apply preventative maintenance at specific times. Using the “worst first” method will result in accelerated deterioration of the townships transportation system and is considered an irresponsible use of the public dollar. Thus, applying crack-seal, chip seal, Hot Mix Asphalt (HMA) overlays or other preventative maintenance measures based on the roads condition, will “Keep the Good Roads Good”. As money becomes available or is budgeted by the township, they can look at addressing the “poor” or “worst” roads.

Township Three-Year Transportation Plan

Requirements

The BCRC **REQUIRES** each township to submit a Three-Year Transportation Plan by May 5, 2023. This deadline will allow our staff and township personnel to identify any road or bridge projects for the 2023 construction season. The plan shall be updated yearly. Items to be included in the Three-Year transpiration Plan are listed below.

1. For 2023, the plan should cover years 2023 – 2026.
2. The Plan is not intended to be a “report”, but simply a list of roads and bridges the township is planning to improve during this construction season.
3. Preventative maintenance activities for existing hard surface roadways should be included as part of the Plan. This includes chip sealing, cold-mill and fills, overlays, etc. **Please see “Why is this Plan Important?” on the next page.**
4. The BCRC expects the townships to update their Three-Year Road Plan annually. Removing completed projects, while adding new ones each year.
5. The BCRC will assist the townships in estimating costs for the projects at no charge. The BCRC staff will determine if the scope of the project requires the use of a third-party engineer, based on BCRC staff availability and complexity of the project.
6. Eligibility for this program will be based on the local secondary road and bridge projects contained in their Three-Year Transportation Plan on file and at the discretion of the BCRC.
7. The BCRC understands events occur that will have an effect on the Three-Year Transportation Plan submitted in May and will allow townships to adjust the plan due to changing conditions.

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Why is this the Plan Important?

The BCRC expects the Township's Three-Year Transportation Plan to include future yearly preventative maintenance plans for each of its hard surface roads. Without periodic surface preventative maintenance at the prescribed time, the hard surface roadway will deteriorate and fail prematurely. Meaning, the BCRC will expend a large amount of the township's allocated Routine Maintenance Budget attempting to maintain a failed hard surface roadway. Ultimately turning the hard surface roadway back to gravel. Essentially, "throwing away" the money spent to hard surface the road and the money spent attempting to save it. **History directs us not to continue down the path of our predecessors. We know this course of action does not work! Thus, the townships need to allocate part of their yearly road funding to complete chip-seal, HMA cold-mill and fill, HMA overlay or use other preventative maintenance measures to prolong the life of their hard surface roadways (as the BCRC does), before adding new hard surface roads to their system.**

Adding Local Road Hard-Surface Mileage

Hard surface is defined as any surface that is not aggregate/gravel. This includes chip seal, HMA, or concrete. Should the township desire to improve a local secondary road to hard surface status, the township should seriously consider and use the questions on the following page to determine whether or not a local road is a candidate for hard surfacing.

"Adding Hard Surface Roadway Questions"

1. How much traffic does the road handle on a daily basis (Average Daily Traffic, ADT)?
2. Is it a connector to other highly traveled township roads, primary roads, or MDOT trunklines?
3. Is it one of the township's main, highly traveled roads? Either between destinations within the township or to destinations outside the township?
4. Does it contain a destination frequented by either township residents or visitors? This would include parks, township halls, community centers, etc.
5. Does the road service an industrial hub? This could be a sand/gravel pit, an industrial park, agricultural center (elevator, fertilizer distributor, sugar beet piling or processing location), manufacturing facility, etc. These locations usually produce a significant amount of employee and truck traffic.
6. The road being considered for hard-surfacing should not be done to fulfill a political or personal favor/promise!

If few or none of these criteria are met, the BCRC does not recommend a Township spend their limited dollars to hard-surface a roadway.

The BCRC is available to help the township decide whether or not a local secondary road is a good candidate for hard surfacing. If so, the BCRC will work with the township to determine the minimum requirements that must be met prior to hard surface paving.

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Culvert Replacement Program

For existing, failed road cross-culverts 36” in diameter (inclusive) and smaller on local secondary roads, the BCRC shall be responsible for removing and replacing them at no cost to the township. For culverts larger than 36”, the Township will be required to pay for the structure, headwall and/or riprap sloped end sections and hard surface road repair needed for removal and replacement of the crossing. The BCRC will be responsible for costs associated with earthwork, backfill materials, any AMZ/DuraPatch road surface work needed, equipment, and labor. This policy will **NOT** apply for cross-culverts needing replacement in conjunction with a township road or bridge improvement project. Specifically, if the township is completing a road or bridge improvement project (i.e. crush & shape, chip seal, HMA, gravel lift, etc.) and elects to replace an existing or install a new culvert(s) within the project limits, the township will be responsible for all costs associated with the culvert(s) removal and installation.

Limitations

This is a capped funding program. For the 2023 fiscal year the BCRC has set a funding cap of \$300,000. This funding cap is for qualifying work completed *County-wide*. Individual or separate budgets *will not* be set up for each township. All work, completed in any township, that falls under the BBLRP will be subtracted from the \$300,000 cap. Once the cap is reached, the Culvert Replacement Program portion of the 2023 BBLRP will end. The townships will be notified when the cap is reached. Any work after the \$300,000 limit is reached will be reviewed on a case-by-case basis to determine need. If the work is deemed necessary by unanimous agreement between the BCRC Board and the subject township, responsibility for payment for the work will be negotiated. It should not be inferred that the BCRC will monetarily participate in any of the work after the cap is exceeded.

Hard Surface to Gravel Program

See the “*Local Road Maintenance Policy*” included as EXHIBIT B. An amount of \$150,000 is allocated in the 2023 BCRC Local Road Budget for this work item.

Chloride Treatment Program

The cost share for chloride treatment and application shall be paid accordingly; 50% BCRC and 50% township. This program is implementation of the BCRC’s “*Chloride Treatment Policy*”, last revised August 15, 2018. The use of oil well brine is not allowed on any road or will be paid for through this program. Billing for Chloride Treatment will also occur on a monthly basis, with payments due within 30 days of the invoice date.

County-wide – General

The 2023 BCRC Budget includes line item on Page C-5 titled, “Countywide – Any Township”, with an assigned amount of \$205,000. This item was included to assist any township(s) experiencing an unanticipated event that prematurely depletes their Local Routine Maintenance Budget for 2023.

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Signed Agreements

Projects requiring a signed agreement between the township and BCRC must be submitted in writing by March 3, 2023. This deadline allows the BCRC time to design, acquire sufficient materials and schedule projects. Missing the deadline could result in a project not being completed. All work must meet BCRC construction standards. Any Local Road Program funding remaining as of December 31, 2023 will be returned to the BCRC’s primary road and bridge budgets.

1. **Payment Terms** – The BCRC will invoice on a monthly basis. As materials are purchased and work is completed, we will invoice the township at the end of each month. The balance is due within 30 days of receipt of the invoice before interest may be applied. For more information related to payment terms, please see the “*Payment for HMA Paving and Chip Seal*” section in EXHIBIT A.

2. **Additional Considerations** – The BCRC will serve as the lead agency on all projects. The intent is to accomplish as much of the work as possible with BCRC forces. However, in the event the BCRC’s work load and time schedule prevents it from completing a project, the BCRC will solicit and review bids submitted by third-party contractors to have the work completed. All funds shall be assigned to a project by September 8, 2023. In this instance, “assigned” is defined as eligible project able to be completed before the December 31, 2023 deadline.

3. **Eligible Work Items** - Work items included in the Local Road Program include:

Hydro-seeding	Mowing	HMA Paving*
Tree Removal	Brushing	Bridge Maintenance*
Tree Trimming	Chip Seal*	Ditching**

*The use of Local Road Program funds for chip seal and HMA projects must be approved by the Board prior to construction. Includes traditional or rubber modified chip seal.

**We recommend ditching not start after October 1st, unless it is a “bottom-dip” only.

This list is not meant to be all inclusive. However, any work not listed above must be approved by the BCRC prior to its inclusion in any of the programs

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Exhibit A

General

- All chip and seal projects, whether after crush and shaping or placement on an appropriately prepared gravel base, shall have a minimum and maximum lane cross-slope of 3% and 4% respectfully, unless otherwise determined by the BCRC.
- If funding is received through the Local Bridge Program for a bridge on a Local Secondary Road, the Township shall be responsible for the Local Match (currently 5% of construction), design and construction engineering and any right-of-way costs. However, these will be reviewed on a case-by-case basis.
- The BCRC will charge the actual equipment rental rate on all projects.
- **The BCRC will apply appropriate overhead and administrative charges to all projects.**

Payment for HMA Paving and Chip Seal

- All HMA paving invoices shall be paid for in full as the work is completed.
- All work will be invoiced on a monthly basis, with balances to be paid within 30 days of receipt of the invoice. Further, all outstanding balances shall be paid for in the same year the work is performed.
- Projects shall be paid for on the following basis:
 - **Crush & Shape** – Requires a signed and approved Agreement (with estimate) between the Township and BCRC in the year, or prior year, the work is to occur for crush and shaping, and adding aggregate.
 - **Single Seal** - Requires a separate signed and approved Agreement (with estimate) between the township and BCRC in the year, or prior year, the work is to occur for placement of a single chip seal.
 - **Double Chip Seal** – Requires a signed and approved Agreement (with estimate) between the Township and BCRC in the year, or prior year, the work is to occur for placement of a double chip seal.
 - **HMA Paving** - Requires a signed and approved Agreement (with estimate) between the Township and BCRC in the year, or prior year, the work is to occur. Invoices for completed work shall be due within 30 days of township receipt.

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Exhibit B

LOCAL ROAD MAINTENANCE POLICY
(POOR/FAILED ROAD CONDITION STATE)

Revised: April 27, 2016

Problem Statement

For some time, the Bay County Road Commission (BCRC) has needed to transfer part of its Motor Transportation Fund (MTF), allocated for Primary Road maintenance to the less-traveled Local Secondary Road system, severely compromising the sustainability of the roads exclusively under the BCRC's jurisdiction. Additionally, a disproportionate amount of money is being spent out of the Routine Maintenance fund in an attempt to maintain hard surface Local Secondary roads in a safe, traversable manner. Practices need to be implemented to better improve sustainability of our Primary Road System and direct MTF monies as originally intended.

As stated above, a disproportionate amount of Bay County's MTF is spent attempting to maintain severely distressed paved Local Secondary Roads. More specifically, in 2013 the total MTF allocated to the BCRC was \$7,576,736; of which the MTF formula allotted \$2,038,653 for Routine Maintenance. Routine Maintenance activities include pavement patching, gravel grading, snow removal, bridge and sign maintenance to name a few. Of the \$2,038,653 budgeted, \$2,801,400 was spent on Local Secondary Road Routine Maintenance, resulting in a **budget shortfall of \$764,700 for Local Secondary roads**. The overage required a transfer of funds from the Primary Roads MTF directly into Local Secondary Roads to cover the shortfall. This expenditure/transfer is an ongoing occurrence and is NOT a result of a one-time unexpected expense or caused by an unprecedented natural "Mother Nature" event. One of the key components of this funding shortfall is directly related to the maintenance of Local Secondary hard surface roads that are in a failed condition state. Specifically, in 2013, the BCRC spent approximately **\$897,000 patching Local Secondary paved roads, 44% of the total Local Secondary Road budget**. The majority of which was spent trying to "band-aid" Local Secondary Roads that were beyond repair (complete surface and base failure). Further, these roads are the ones rated as "very poor" or "failed", identified in our Pavement Surface Evaluation and Rating (PASER) rating system as a 2 or 1 respectively (see the Appendix for definitions). They have exceeded their life expectancy and require reconstruction. While the townships and BCRC continue to partner in maintaining the Local Secondary Road system, funding shortfalls at the State and Federal levels have made this endeavor unsustainable under current funding conditions. Specific to this claim, roughly 87 miles of the total 668 miles of the Local Secondary road system or 13%, are beyond repair and require reconstruction. Again, these road segments are identified as PASER rating 2 or 1 roads. However, we still need to provide safe public access and thus the premise for this policy. We continue to look for different, cost effective alternatives to preserve Local Secondary hard surface paved roads.

Gravel Turn-Back Rationale

In 2013 the BCRC implemented its first project identifying some of its most severely degraded Local Secondary hard surface paved roads and pursued a pilot project in an attempt to reduce their yearly maintenance costs. The maintenance reports for those roads were compiled, tabulated and compared to gravel maintenance costs in the same area. It was found the BCRC was spending, on average, just under \$5,500/mile/year attempting to maintain these specific roads in a hard surface condition. Comparatively, we were spending just over \$1,900/mile/year maintaining gravel roads in the same area (including the cost of dust palliative); equating to nearly three (3) times the expenditure to maintain a failed hard surface road versus a gravel road.

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The BCRC recognizes this comparison/cost differential will not be the same for all road segments. There will be variability due to differences in cross-section, drainage, as well as, whether it is urban or rural, its proximity to other gravel roads, traffic volume and other factors. Based on the numbers we have compared, there is merit in continuing this practice on a road-by-road basis, focusing primarily on low volume, outlying county hard surface roads. By converting these failed hard surface roads back to gravel we will see a reduction in maintenance costs. This will obviously not be favorable to all residents that may live or travel extensively on these roads. We understand this plan will result in residents experiencing dust and mud, dependent on the season, more gravel in yards, and increased car maintenance in the way of outer and underbody washing/cleaning. While we understand the local concerns, it is our position this policy needs to be implemented, being driven solely by the need for the BCRC to be able to operate within our fiscal constraints. These constraints are set by our MTF funds, which are determined through the legislative process and ultimately the voters of the State of Michigan. These are the funds by which we operate and by which we are responsible to keep all of our roads and bridges in reasonable repair, so that they are “reasonably safe and convenient” for public travel. This policy will allow us to better provide sustainable roadways and remain fiscally solvent.

Legal Aspects of Policy

Section 21 of Public Act 283 of 1909, as amended, provides as follows:

... It is hereby made the duty of the counties to keep in reasonable repair, so that they shall be reasonably safe and convenient for public travel, all county roads, bridges and culverts that are within their jurisdiction and under their care and control and which are open to public travel...

POLICY

The Bay County Road Commission (BCRC) may pulverize a “hard surface” County Local Secondary Road, effectively turning it to “gravel”, if it is determined to be the most cost effective alternative to maintain it in a “reasonably safe and convenient” condition. The road will then be reclassified as a “gravel” County Local Secondary Road and will be maintained with an aggregate driving surface indefinitely or until such time as the Township (or BCRC) deem it appropriate to place a hard surface upon it. Grading and maintenance of the aggregate driving surface will be the same as any other gravel Local Secondary Road within the County and will be subject to any cost sharing agreements established between BCRC and the Township with regards to dust control.

Condition Assessment

Generally, a road that has been rated as “POOR” is no longer considered to be a road that is cost effective to maintain without extensive rehabilitation/reconstruction. In the “POOR” state, road base failure is evident and surface treatments are ineffective. One or more of the following criteria will be used to determine if a hard surface roadway should be returned back to gravel:

1. The road has a *PASER Rating less than 3.
2. The road has a *PASER Rating 3 AND is not a through access (“dead end”) and also requires extensive patching annually to maintain it.
3. The cost to maintain the road is three times or greater to maintain than if it were gravel.
4. The BCRC determines it can no longer maintain the hard-surfaced roadway in a reasonably safe manner.

Generally, the above criteria will only be applicable for urban or rural non-platted, low volume roads, (i.e. not in subdivisions). Further, the total daily traffic the road receives will also be considered in the determination.

BCRC staff conducts a condition rating on the Local Secondary Road system every three years. The rating is done by a two-person team using a condition assessment tool called “The Pavement Surface

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Evaluation and Rating” *(PASER). This is the same system used to rate the condition of ALL State and County roads thus providing consistency in the rating system throughout the State.

***PASER definitions are included in the Appendix for the Local Road Maintenance Policy and is included at the end of this BBLRP Policy.**

General

Following a road review cycle, the BCRC will identify all of the County Local Secondary Roads that have fallen below the condition threshold listed above. A review will be conducted to determine if a road(s) that has met one or more of the condition criteria warrants, requires a change from hard surface status to gravel. If it is determined a hard surface road should be turned back to gravel the following process will be followed;

- A. BCRC will review the Township’s Three-Year Road Plan for Local Secondary Road improvements.
- B. BCRC will notify the township supervisor and township trustees regarding hard surface roads that have been identified for gravel turnback for that year.
- C. If the township decides to improve it to a hard surface, the road shall be added to the Township’s subsequent Three-Year Road Plan for future consideration. The road will be scheduled for crushing and shaping at a time as determined by the BCRC.
- D. BCRC, at their discretion, may utilize funds annually allocated to the Township under the current Building Better Local Roads Policy (BBLRP) for that year to procure the crushing, necessary gravel, initial dust palliative and other work necessary to return the road to gravel. These funds may include all BCRC allocated cost share program monies designated for that year.

At the time a road is crushed, a minimum amount of gravel will be added to the road. Additionally, a single application of dust palliative (calcium chloride solution) will be added to the road surface following the final grade. Future gravel will likely be required it will be the responsibility of the township to procure gravel and annual dust palliative that may be necessary. Upon returning a road to gravel, the road will be reclassified as a County Local Gravel Road and will be maintained in the same manner as other gravel roads within the County.

Hard Surfacing Local Roads

Should the township desire to improve a County Local Secondary Road by the addition of a hard surface, the BCRC will work with the township to discuss the minimum requirements that must be met prior to hard surface paving. Further, the BCRC expects the Township to include future yearly maintenance plans and costs for each of its hard surface roads in its Three-Year Road Plan. ***This is extremely important.*** Without periodic surface maintenance at the prescribed time, the hard surface roadway will deteriorate and fail just as County Local Secondary hard surface roads have in the past, leaving the Township and BCRC in the same situation we are presently. That being, expending large amounts of money on a yearly basis, in an attempt to maintain a failed

hard surface roadway, ultimately turning the hard surface roadway back to gravel. It is our belief, the BCRC and Townships need to learn from historic events and not continue down the path of our predecessors. Thus, it will be the responsibility of the township to identify and fund the cost associated with hard surfacing a Local Secondary Road. Additionally, the township will assume the costs of future chip seal, crack sealing, HMA overlays or other Preventative Maintenance work items to prolong the life of the new hard surface.

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If hard surfacing is sought within three years of the road being returned to gravel, the township shall reimburse the BCRC in accordance with the following schedule:

1. If the Township elects to sealcoat or hard surface the roadway the year immediately following the year the road was returned to gravel, the Township shall pay 100% of the BCRC's cost to return the Local Secondary road to gravel.
2. If the Township elects to sealcoat or hard surface the roadway two (2) years after the year the road was returned to gravel, the Township shall pay 50% of the BCRC's cost to return the Local Secondary road to gravel.
3. If the Township elects to sealcoat or hard surface the roadway three (3) years after the year the road was returned to gravel, the Township shall pay 25% of the BCRC's cost to return the Local Secondary road to gravel.
4. If the Township elects to sealcoat or hard surface the roadway the fourth (4) year or any year thereafter, the Township shall not be responsible to reimburse the BCRC for any of the costs to return the Local Secondary road to gravel.

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Appendix
Excerpt from the PASER Guide

Michigan PASER Sealcoat Rating Guide Table

PASER Rating	Description	Condition / Defects	Remedy / Action	Typical Age in years *
10	Excellent	New construction	None	< 1 year
9	Excellent	Like new	None	1 to 3
8	Very Good	First signs of distress Limited edge distress	Routine maintenance. Minor edge seal	3 to 5
7	Good	Minor distress Edge distress with limited lane distress <5% Raveling < 5%	Minor asphalt or spray-injection patching Possible single application sealcoat	4 to 6
6	Good	Moderate distress Edge distress up to 10% Lane distress up to 10% Raveling up to 10%	Moderate asphalt or spray-injection patching Single application sealcoat	5 to 7
5	Fair	Distressed Edge distress up to 20% Lane distress up to 20% Raveling up to 20%	Moderate asphalt or spray-injection patching Single application sealcoat With up to 50% double application sealcoat	6 to 8
4	Fair	Edge distress up to 30% Lane distress up to 30% Rutting of ½" to 1"	Asphalt or spray-injection patching and Double application sealcoat	7 to 9
3	Poor	Edge distress up to 50% Lane distress up to 50% Rutting of 1" to 2"	Wedge and /or asphalt or spray-injection patching and Double or Triple application sealcoat. May be necessary to crush and reshape prior to new sealcoat surface	8 to 10
2	Very poor	Edge distress > 50% Lane distress > 50% Rutting greater than 2"	Reconstruct by crush and shape prior to new sealcoat surface, possible return to gravel	> 9
1	Failed	Extensive distress > 50% of surface area	Reconstruct by crush and shape prior to new sealcoat surface, or return to gravel	>10
0	Not Rated			

BAY COUNTY ROAD COMMISSION

2023 BUILDING BETTER LOCAL ROADS POLICY

✓ 1 - FAILED

Surface more than 5 years old.

Extensive poor drainage.

Needs base improvement.

Needs new double sealcoat.

EXAMPLES

- A Alligator cracking; failed patching; poor drainage. Needs reconstruction and new seal.
- B Seal has failed. Poor surface requires new gravel, shaping and double surface seal.
- C Poor drainage; failed surface; lack of gravel base. Reconstruction and new seal required.
- D Ruts indicate need for additional gravel and reconstruction.
- E Poor drainage and failed surface. Reconstruct and seal.



BAY COUNTY ROAD COMMISSION

2023 BUILDING BETTER LOCAL ROADS POLICY

14 Rating surface conditions of sealcoated roads — POOR

✓ 2 – POOR

Surface more than 5 years old.

Fair drainage or poor drainage.

Ditching or culvert improvements needed.

Patching or surface wedging needed.

New surface sealcoat required.



EXAMPLES

- A Extensive ditch improvement required; patching needed.
- B No ditch present. Needs drainage improvement and edge wedging.
- C Poor drainage. Surface patching needed.
- D Surface wedging completed. Ready for new surface seal. Ditch improvement needed.
- E Fair drainage; patching and new surface seal required.

