

**COUNTY OF JACKSON
POLICY MANUAL**

**Policy No.
8590**

Transportation

LOCAL ROAD IMPROVEMENT FUNDING PROGRAM

I. POLICY STATEMENT:

The Jackson County Board of Commissioners realizes the significance and importance of the relationship with the township boards and the Department of Transportation. Funding and economics are a continued concern of the Department of Transportation when setting fair and reasonable policies.

II. PURPOSE:

To provide a uniform method to allocate matching funds used to construct, reconstruct or improve roadways located on the local road system within Jackson County.

III. LEGAL REFERENCE: MCL 247.662 Section 12(15)

Affective with the adoption of this policy, the Jackson County Board of Commissioners will provide local road matching funds pursuant to the above legal reference and in accordance with the following:

The Department of Transportation will provide matching funds for local road construction, reconstruction, or improvement activities. Those activities shall include, but are not limited to the following:

- A. **Road Construction (paving gravel roads)** – Projects may include clearing, drainage corrections, grading, placement of sub-base, bituminous mix surface, gravel shoulders, and construction engineering (includes administration, inspection and testing on all road projects.)
 - 1. Participation in this program requires that a Township share 70% of the project costs.
- B. **Resurfacing (re-paving bituminous roads)** – Project may include clearing, drainage improvements, culvert replacements, bituminous wedging, placement of bituminous mix surface and gravel shoulders.

1. Participation in this program requires that a Township share 70% of the project costs.

C. **Heavy Maintenance (wedging and chipping bituminous roads)** – Project may include bituminous wedging, chip seal over the wedging and gravel shoulders.

1. Participation in this program requires that a Township share 70% of project costs.

D. **Re-gravelling** - includes adding gravel to a full length section of existing gravel road.

1. Participation in this program requires that a Township share 50% of project cost.

E. **Seal Coating** – Project may include all costs associated with chip sealing of an existing road.

1. Participation in this program requires that a Township, share 70% of the project costs.

F. **Bridge Replacement** – Projects including repair or replacement of any structurally deficient bridge.

Bridge replacements are funded partially through the federal/state bridge program with the remainder being paid for by the Department of Transportation. Local bridges may require the Township to participate at a cost share of 50% if other revenue sources are not available.

G. **Culvert Replacement** – Culvert projects under the road equal to forty-eight inches (48”) or more in diameter.

1. Participation in this program requires that the Township share 50% of the project costs.
2. Culverts with a diameter of less than forty-eight inches (48”) are replaceable under normal routine maintenance procedures.
3. Driveway culverts are not the responsibility of the Jackson County Department of Transportation.

- H. **Preliminary and Design Engineering** – These include preliminary surveying, design engineering, plans, permits, and bid documents on all local road improvement projects.
 - 1. All construction estimates provided to the township must be requested in writing from the township board and will be provided at no cost.
- I. **Right of Way** – Right of way acquisition work includes negotiation and purchase of all property and easements for all local road projects.
 - 1. Townships shall pay 100% of the right of way acquisition costs.
- J. **Administrative Overhead** – Overhead costs include advertising, bidding, contract awarding, accounting, and billing for the project.
 - 1. Administrative overhead expenses will be 8.5% of the project costs.

IV. **GUIDELINES:**

Roadways eligible for matching fund allocations shall include local and urban roadways as defined by the MDOT approved county certification map.

The Jackson County Department of Transportation reserves the right to deny the allocation of matching funds to any proposed local roadway or street construction project.

Adopted: 2/18/2014