

RESOLUTION NO. 5-31-18

KNOW ALL MEN BY THESE PRESENTS:

Now on this 31st day of May, 2018, the County Commission for Camden County, Missouri, met in regular session to discuss the review and adoption of a new Policy for upgrading county gravel roads to paved roads. It was determined that the existing Policy was adopted on January 26, 2016 and that the County Engineer believed that that Policy should be reviewed and updated and presented an updated Policy for upgrading county gravel roads to paved roads for consideration by the Camden County Commission.

Whereupon, on motion duly made and seconded and passed, the following Resolution was adopted:

RESOLVED: That the Policy for Upgrading County Gravel Roads to Paved Roads attached hereto as Exhibit A and incorporated herein, is hereby adopted and established to be the Camden County Policy for Upgrading County Gravel Roads to Paved Roads effective this date; and

FURTHER RESOLVED: That the County Commission for Camden County, Missouri, is hereby authorized to execute such other documents and perform such other acts as may be necessary to implement the Policy for Upgrading County Gravel Roads to Paved Roads attached hereto as Exhibit A.

This Resolution shall be effective immediately from and after the date first above written.



Greg Hasty, Presiding Commissioner



Beverly Thomas, 1st District Commissioner



Don Williams, 2nd District Commissioner

ATTEST:



Rowland Todd, County Clerk

Approved as to Form:

Charles E. McElyea, County Attorney

Policy for Upgrading County Gravel Roads to Paved Roads

PART 1 PURPOSE

- 1.1 Camden County desires to provide paved roadways to increase the quality of life for those travelling on existing county gravel roadways. In order to ensure safe, uniform, and proper roadways, this procedure is established.

PART 2 ORDER OF OPERATIONS

2.1 APPLICATION

- A. An application to upgrade a County gravel road to a paved road by at least two (2) property owners owning property adjacent to the County road being requested to be upgraded.

2.2 DESIGN FEE

- A. To ensure that time is not wasted designing roadway reconstructions to county standards and funding is not provided, a non-refundable design fee will be required to be paid at the time an application is submitted for upgrading a County gravel road to a paved road.
- B. The design fee will be estimated by the County Engineer based on \$60 per hour and \$2 per foot of roadway for survey costs.

2.3 RIGHT-OF-WAY & PERMANENT EASEMENTS

- A. Right-of-way and permanent easements must be granted in accordance with Part 3, Section 3.1 that are necessary for the County Engineer's design.

2.4 CONTRIBUTION OF FUNDS

- A. The County Engineer will prepare an updated estimate for the asphalt pavement material.
- B. Contributions will be accepted to fund the purchase of asphalt pavement material.

2.5 RECONSTRUCTION & PAVEMENT INSTALLATION

- A. Reconstruction will not begin until after 100% of the funding for the asphalt material has been submitted.

PART 3 MINIMUM REQUIREMENTS

3.1 RIGHT-OF-WAY & PERMANENT EASEMENTS

- A. Minimum of forty (40) feet of right-of-way must be dedicated to Camden County prior to reconstruction being performed for the roadway. Wider right-of-way widths may be required for larger drainage infrastructure or wider shoulders when necessary.
- B. The roadway and drainage ditches must set at least five (5) feet inside the right-of way on both sides.

- C. Permanent drainage easements must be a minimum of ten (10) feet wide and will be wider depending upon the drainage infrastructure installed.
- D. The required right-of-ways and easements are voluntarily donated by the property owners. Failure of donation of all necessary right-of-way and easements may result in paving operations being postponed or terminated. Roadways where property owners are willing to donate the required right-of-way will have preference in the Paving Program.
- E. Any surveys required of the right-of-way and permanent easement(s) will be obtained at the expense of the County.

3.2 CONNECTION TO EXISTING PAVEMENT

- A. The proposed pavement must connect to at least one existing, paved, publicly maintained roadway.

3.3 DRAINAGE

- A. If necessary, the County may upgrade the drainage infrastructure including but not limited to cross pipes, box culverts, existing driveway culverts, and ditches of the existing gravel roadway to adequately transport storm-water. Cross drainage will be designed for a fifty (50) year, two (2) hour storm event when the watershed area is less than 625 acres. Storm water collection, driveway culverts and ditches will be designed for a twenty-five (25) year, two (2) hour storm event.
- B. Camden County may replace low-water crossings with box culverts or bridges before roadways are paved. If a water crossing is not constructed prior to pavement installation, the roadway design shall take future box culverts and bridges into consideration, but the actual installation of box culverts and bridges is subject to budget.
 - 1. Cross drainage is defined as storm water that travels under/across the county roadway alignment, rather than parallel to it.
 - 2. Cross drainage will be designed for a minimum twenty-five (25) year, two (2) hour storm event when the watershed area is between 625 and 1500 acres.
 - 3. Cross drainage will be designed for a minimum ten (10) year, two (2) hour storm event when the watershed area is between 1500 and 4000 acres.
 - 4. Cross drainage will be designed for a minimum five (5) year, two (2) hour storm event when the watershed area is greater than 4000 acres.
- C. Permanent Drainage Easements are required where new infrastructure is installed to direct storm-water.
- D. The Road & Bridge Department will not construct or maintain any storm-water infrastructure outside of the right-of-way.

3.4 ROADWAY DESIGN

- A. The minimum pavement width shall be twenty-two (22) feet.
- B. There shall be a minimum two (2) feet of gravel shoulder along the edge of the pavement on each side of the roadway.

- C. There shall be at least eight (8) inches of compacted aggregate base course installed in two layers under the proposed pavement.
- D. The proposed pavement thickness shall be designed by the County Engineer based on existing soil conditions, a twenty (20) year lifespan, average vehicular volume, and AASHTO pavement design equations.
 - 1. The minimum thickness of asphalt pavement shall be three (3) inches.
 - 2. Asphalt shall be installed in two layers.
- E. If the roadway does not connect to an existing paved public roadway in two locations, it must have a cul-de-sac installed at the end. Cul-de-sacs shall be fifty (50) feet in diameter, or arranged in a hammerhead orientation.

PART 4 CONSTRUCTION

4.1 RECONSTRUCTION TIMEFRAME

- A. Reconstruction of existing roadways shall be scheduled by the County Engineer and the District Supervisor annually and approved by the Camden County Commission.
- B. For budget purposes, 100% of contributions for asphalt pavement material should be submitted prior to Labor Day to ensure reconstruction is budgeted and scheduled for the following year.
- C. Roadways must undergo a settlement period of at least one (1) year after subgrade preparation is completed before pavement can be installed.

4.2 TREE REMOVAL/TRIMMING

- A. Once the appropriate right-of-way is established, the Road & Bridge Department will remove all trees within the right-of-way and trim any branches that hang over the right-of-way.

4.3 RELOCATION OF OBSTRUCTIONS

- A. Property owners shall be responsible for relocating all obstructions inside the right-of-way, including but not limited to plants, trees, and fencing before donation of right-of-way is accepted.
- B. The Road & Bridge Department shall be responsible for relocating mailboxes.
 - 1. Mailboxes that require relocation shall be installed in accordance with Camden County Road & Bridge Department Standards.
 - 2. Supports that are deemed unyielding and potentially dangerous by the County Engineer will be replaced with supports that will bend or fall away if struck by a car.

PART 5 FUNDING

5.1 REFUNDS PRIOR TO CONSTRUCTION

- A. All requests to refund contributions prior to (complete/delete) installation of the asphalt pavement must be submitted in writing. The refund must be approved by the Camden County Commission at a public hearing of which all other contributors will be notified.

- B. In the event the necessary right-of-way and permanent easements necessary for the upgrade as determined by the County Engineer are not obtained those funds deposited by property owners for the asphalt pavement material will be refunded to the property owners making the payment.
- C. Once right-of-way and easements have been obtained and construction commenced no refunds will be given.

5.2 COUNTY

- A. Camden County shall provide funding for all mobilization, labor, equipment, hauling, design, and land survey necessary to complete the construction of the roadway and pavement installation.
- B. Camden County shall provide funding for all of the following materials: miscellaneous fill material, rock, prime coat, tack coat, and storm drain infrastructure within the proposed right-of-way. Camden County will provide this work based on the most cost-effective design. Excessive underground storm drain systems and concrete curb and gutter may require private funding.

5.3 PRIVATE FUNDING OF IMPROVEMENTS

- A. Private parties may provide funding for the asphalt material installed on the roadway. The cost of the asphalt material shall be estimated by the County Engineer. The estimate will be based on the price of asphalt when it was purchased. When the job is completed, the Road & Bridge Department will prepare a report reflecting the actual cost of asphalt and refund any unused money. The County will cover overruns on asphalt material.
- B. Private roads/driveways that intersect with the county roadway ditch where no corrugated metal pipe exists must have a corrugated metal pipe and base rock purchased by the private road/driveway owner(s). The Road & Bridge Department will assist by supplying a motor grader to cut the county ditch line. Any pavement on the private road/driveway must be funded and installed by the private road/driveway owner(s).

PART 6 APPROVAL

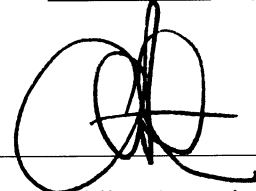
6.1 ROAD & BRIDGE DEPARTMENT

- A. The County Engineer shall design the roadway, estimate material quantities, draft the Letter of Commitment agreement, and place the item on the Camden County Commission agenda for discussion and either approval or disapproval to upgrade an existing county gravel roadway to asphalt pavement after all funding, right-of-way and easements have been provided.

6.2 CAMDEN COUNTY COMMISSION

- A. All gravel roadways upgraded to paved roadways must be approved by the Camden County Commission after consideration of the recommendation of the County Engineer. The Camden County Commission must approve any upgrade project under this policy before work begins.

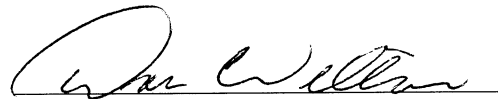
Submitted and Approved by the Camden County Commission this 31st day of MAY 2018.



Greg Hasty, Presiding Commission



Beverly Thomas, First District



Don Williams, Second District