

JANUARY 20, 2010

The Board of County Road Commissioners for Montcalm County held a regular meeting at its office located in Stanton, Michigan at 3:00 p.m. on January 20, 2010.

Present: Commissioners Dale Linton, Robert Brundage and Donald McCracken; Randy Stearns, Managing Director; Mark Christensen, Superintendent; and Karen Swan, Finance Director-Clerk.

Moved by Brundage, seconded by McCracken, to approve the minutes of December 16, 2009. Motion carried.

Moved by Brundage, seconded by McCracken, to approve the agenda as presented. Motion carried.

Moved by McCracken, seconded by Brundage, to appoint Dale Linton as Chairman of the Board for 2010. Motion carried. Roll call: Yes-McCracken, Brundage. Abstain: Linton.

Moved by McCracken, seconded by Linton, to appoint Robert Brundage as Vice-Chairman for 2010. Motion carried. Roll call: Yes-McCracken, Linton. Abstain: Brundage.

Moved by McCracken, seconded by Brundage, to appoint Karen Swan as Finance Director-Clerk of the Board for 2010. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Linton, to appoint Randy Stearns as Managing Director for 2010. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to appoint Mark Christensen as Superintendent of Roads for 2010. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to appoint Carol Smith, P.E., of LS Engineereing as County Highway Engineer for 2010. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to schedule regular board meetings at 3:00 p.m. on the third Wednesday in February and March and then the first and third Wednesday of each month for April through December. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Kelly Carter, Fleet Superintendent, updated the Board on trucks and shop operations. Currently we have two trucks that need to be serviced. Since we don't have a mechanic's helper on nights right now, we have fallen behind but are trying to keep up—we need a mechanic's helper. Reviewed a list of trucks that need to be overhauled and probable costs to do so. We just did truck #22 with a basic overhaul that included new camshaft, air compressor, turbo and injectors for \$17,300. Truck #32 was done for about \$18,700. Truck #24 needs to have its box refurbished; we will do it ourselves. The boxes on truck #22 and #23 have been done and hopefully they will last at least three to five years. As long as funding continues to drop and until we can afford to purchase new trucks, I would suggest that we budget for three truck overhauls and three transmission replacements each year.

Reviewed bid tabulations, which were opened on January 11th, for various materials and services.

Moved by Brundage, seconded by McCracken, to accept and place on file all liquid chloride bids as presented. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to accept and place on file all gravel resurfacing bids as presented. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by Brundage, seconded by McCracken, to accept and place on file all pavement marking bids as presented. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by Brundage, seconded by McCracken, to accept and place on file all concrete construction bids as presented. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to accept and place on file all curb and street sweeping bids as presented. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by Brundage, seconded by McCracken, to accept and place on file all catch basin cleaning bids as presented. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to accept and place on file all corrugated plastic culvert bids as presented. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

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Moved by Brundage, seconded by McCracken, to accept and place on file all corrugated metal culvert bids as presented. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Reviewed the Act 51 Annual Financial Report for year ending September 30, 2009. Administrative costs totaled \$391,327, which is only 3.7% of total expenditures. We received \$78,359 for ARRA stimulus projects with the remainder received after October 1st in the current fiscal year. Even with township contributions totaling \$1,817,865 for the Local Road System, we still had to transfer \$888,175 from Primary MTF to Local MTF plus an additional \$497,839 from the Road Commission Fund Balance to the Local Road Fund Balance to cover a deficit of \$1,386,014 in the Local Road Fund Balance. The Michigan Department of Treasury has completed the audit for fiscal year 2009 and the 2009 Act 51 Annual Financial Report, and there were no audit adjustments or corrections to be made.

Moved by McCracken, seconded by Brundage, to approve and sign the Act 51 Annual Financial Report for year ending September 30, 2009. Motion carried. Roll call: Yes: McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to approve Encroachment Removal Order to Thomas Martin for signposts and split-rail fence installed in the unimproved public road right-of-way for Bluebird Drive south of Schmied Drive and located in Section 6 of Belvidere Township. Motion carried. Roll call: Yes: McCracken, Brundage, Linton.

Briefly discussed off-road vehicle (ORV) legislation, which now allows Montcalm County to decide whether or not to allow ORVs use of public road right-of-way. The Road Commission has to wait and see if the County Board of Commissioners decides to allow it; and if so, at that time the Road Commission can designate which public roads would be eligible for use by ORVs.

Manager's Report

- Received offer from Terry Asphalt Materials to extend its 2009 emulsion bid price to the 2010 construction season.
- The work crew from Carson City Correctional Facility is back to work. The Chipper Operator signed the Equipment Operator posting in Greenville, and nobody signed the Chipper Operator posting. Because we have not had much snow, the former Chipper Operator is running the work crew for the time being. Can we fill this position? Board—Let's get through winter and see what the budget looks like; we'll look at it in the spring.
- Does the Board want to contract Kent County Road Commission's weigh-masters again for spring weight restrictions and on an as-needed basis throughout the year? Yes—doing so saves us about \$50,000 per year compared to when we had our own full-time weigh-master/permit person.
- Pat Denton recently completed aggregate testing classes at Ferris State University; he is now certified for aggregate testing.
- Discussed a letter from Lake County Road Commission, which is on the same radio frequency as us, regarding radio interference on their analog radio system caused by our digital radio system. We have had Chrouch Communications working with them and their radio provider to try to alleviate the problem; however, we may have to change to a different frequency. Once Lake County upgrades their system to digital, which was required by 2011 but has been extended to 2012, there would no longer be a problem; however, they probably won't be upgrading until 2012.
- Our contract for pre-purchased fuel through Petersen Oil has expired. We have been approached by two other companies interested in setting up an on-site, above ground tank system. Does the Board want to look at an on-site system? Yes.
- We will be posting the mechanic helper's position; if no one signs the posting, can we fill the position? If he is available, we have a person who interviewed for the position a year ago. He was a very good candidate for the position if the person we hired hadn't accepted the position. Board—Yes, the position definitely needs to be filled.
- I know money is tight, but if we can possibly find a way we really need to buy some new pickup trucks. The superintendent's truck and the foremen's trucks have very high mileage and the trucks are having numerous problems and breakdowns. Board—Get some prices through the State's extended purchasing program so we can get an idea what we're talking about. If winter isn't too bad and we don't use much overtime or salt, maybe we can do something.

Moved by McCracken, seconded by Brundage, to accept Terry Asphalt Materials offer to extend its 2009 emulsion price to 2010. Motion carried. Roll call: Yes: McCracken, Brundage, Linton.

Moved by Brundage, seconded by McCracken, to contract Kent County Road Commission's weigh-masters for the 2010 spring weight restrictions and on an as-needed basis throughout the year. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to approve and sign the title sheet for the 2010 American Recovery and Reinvestment Act projects. Motion carried. Roll call: Yes: McCracken, Brundage, Linton.

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Superintendent's Report

- So far so good this winter. The crew is doing a good job, and even though we are shorthanded, we are still hitting a 12-hour timeframe for full cleanup after a snow event. Salt use is pretty good—about 50-50 state highways versus primary and local roads.
- Working on township contracts as much as possible next week—hope to get all of the chloride and salt stabilization contracts completed and mailed out in the next week or two

Moved by McCracken, seconded by Brundage, to approve the 01/20/10 bills totaling \$316,070.62 and Payroll #1 totaling \$81,084.97. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

There being no further business, the meeting adjourned at 4:46 p.m.

Chairman

Clerk