

JANUARY 2, 2008

The Board of County Road Commissioners for Montcalm County held a meeting at its office located in Stanton, Michigan at 3:00 p.m. on January 2, 2008.

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 19, 2007 as presented. Motion carried.

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

Moved by Brundage, seconded by McCracken, to appoint Dale Linton as Chairman of the Board for 2008. Motion carried. Roll call: Yes-McCracken, Brundage. Abstain: Linton.

Moved by McCracken, seconded by Linton, to appoint Robert Brundage as Vice-Chairman for 2008. Motion carried. Roll call: Yes-McCracken, Linton. Abstain: Brundage.

Moved by McCracken, seconded by Brundage, to appoint Karen Swan as Clerk of the Board for 2008. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Linton, to appoint Randy Stearns as Managing Director for 2008. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to appoint Mark Christensen as Superintendent of Roads for 2008. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by Brundage, seconded by McCracken, to appoint Carol Smith, P.E., of LS Engineereing as County Highway Engineer for 2008. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by Brundage, seconded by Linton, to adopt Policy No. 2008-01 – Smoking Restrictions, effective January 2, 2008, as follows:

Smoking IS NOT permitted as follows:

1. Smoking is prohibited in *all* Road Commission for Montcalm County buildings. (Public Acts of 1986, Act No. 198, as amended).
2. Smoking is not permitted in equipment or vehicles that are not specifically assigned to an individual.
3. Smoking is not permitted in equipment or vehicles on loan or supplied for demonstration purposes by other road commissions, outside suppliers or vendors.
4. Smoking is not permitted in equipment or vehicles that are leased or rented by the Road Commission.
5. Smoking is not permitted in equipment or vehicles while occupied by non-smokers.

Smoking IS permitted as follows:

1. Smoking is permitted in areas outside of Road Commission buildings but must be done at least 25 feet from any entrance.
2. Smoking is permitted in Road Commission equipment or vehicles only if the equipment or vehicle is assigned to an individual in their bid job with the following exception:
 - Equipment or vehicles that are assigned jointly to more than one individual unless both employees are smokers.

Purpose of Policy:

According to the National Institute for Occupational Safety and Health (NIOSH):

1. Secondhand smoke within a worksite (enclosed area) poses an increased risk of lung cancer and possibly heart disease.
2. It is recommended that non-smokers should not be exposed to secondhand smoke.
3. The simple separation of smokers and non-smokers within the same enclosed airspace may reduce, but does not eliminate, the exposure of non-smokers to secondhand smoke.

Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to approve the Act 51 Annual Financial Report for the year ending September 30, 2007, as presented, and to approve an inter-fund adjustment of \$324,309.46 from the County Road Commission Fund Balance to the Local Road Fund Balance to cover a deficit in the Local Road Fund Balance. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

JANUARY 2, 2008

Manager's Report

- Checked with Eaton Corporation about the cost to change the AutoShift10 transmissions to manual transmissions; the approximate cost per truck is \$11,621. The head troubleshooter from Eaton is coming here next Wednesday to see if he can figure out why we are having so much trouble.

Superintendent's Report

- Snow removal has been going well. The crews have worked hard and some of them even changed their vacation plans to be available.
- Have been doing fieldwork on township paving estimates. As soon as we take bids on asphalt and know what the prices will be, we will get the contracts out to the townships.
- Ed Kaleefy will be here next week to do garage inspections; Mike Phillips will be here the following week.
- The Solid Waste Committee is meeting this month; we will be putting a letter together requesting participation on Bailey Road south of Coral.

Moved by Brundage, seconded by McCracken, to approve the 1/2/08 bills totaling \$315,316.37 and Payroll #1 totaling \$85,857.14. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

There being no further business, the meeting adjourned at 3:55 p.m.

Chairman

Clerk