

MAY 8, 2013

The Board of County Road Commissioners of Montcalm County held a regular meeting at its office located in Stanton, Michigan at 9:00 a.m. on May 8, 2013.

Present: Commissioners Dale Linton, Robert Brundage and Michael Scott; Mark Christensen, Managing Director/Superintendent; and Karen Swan, Finance Director-Clerk.

Moved by Scott, seconded by Brundage, to approve the minutes of April 18, 2013 and April 24, 2013 as presented. Motion carried.

Moved by Brundage, seconded by Scott, to approve the agenda as presented with the addition of I) Equipment for One-Ton Truck. Motion carried.

Moved by Scott, seconded by Brundage, to approve and sign the following township contracts as presented. Motion carried.

Crystal Township

- Three applications of chloride on local roads at 1,650 gpm - \$31,717.

Douglass Township

- Spray brush along roadsides to be determined - \$2,000.
- Over-band crack-seal locations to be determined - \$8,856.

Ferris Township

- Spray brush along roadsides to be determined - \$2,000.
- Machine wedge/seal Douglas Road from Stanton Road to Klees Road - \$24,948.
- Machine wedge/seal Kendaville Road from Douglas Road to Bollinger Road - \$27,086.
- Machine wedge/seal Kendaville Road from Bollinger Road to Crystal Road - \$23,523.
- Machine wedge/seal Pine Grove Road from Lake Montcalm Road south 0.75 mile - \$17,132.

Pierson Township

- Four applications of chloride on local roads at 1,650 gpm - \$34,093.

Richland Township

- Spray brush along roadsides to be determined - \$2,000.
- Over-band crack-seal locations to be determined - \$8,856.
- Seal-coat and fog-seal Pine Grove Road from Edgar Road to Yankee Road - \$29,188.
- Machine wedge/seal Douglas Road from Pine River Bridge to Edgar Road - \$10,996.
- Machine wedge/seal Douglas Road from Tamarack Road south to Pine River Bridge - \$3,971.
- Gravel resurface Pine Grove Road from Yankee Road to Schmeid Road - \$9,997.
- Gravel resurface Sanders Road from Crystal Road to Waldron Road - \$9,997.
- Gravel resurface Gates Road from Douglas Road east 0.5 mile - \$4,998.

Sidney Township

- Spray brush along roadsides to be determined - \$2,000.

Moved by Scott, seconded by Brundage, to approve and sign the following resolution:

BE IT RESOLVED THAT the Board of County Road Commissioners of Montcalm County hereby approves Contract No. 13-5185 between the Road Commission for Montcalm County and the Michigan Department of Transportation for:

Hot mix asphalt paving work along Stanton Road (County Road 522) from Highway M-66 (Sheridan Road) easterly to approximately 1,000 feet west of Cedar Lake Road; including cold milling, concrete curb and gutter, and aggregate shoulder work; and all together with necessary related work.

BE IT FURTHER RESOLVED THAT Dale Linton, Chairman, and Karen Swan, Finance Director-Clerk, are hereby authorized to sign said contract.

Motion carried. Roll call: Yes – Brundage, Scott and Linton.

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Moved by Brundage, seconded by Scott, to approve and sign the following resolution:

BE IT RESOLVED THAT the Board of County Road Commissioners of Montcalm County hereby approves Contract No. 13-5201 between the Road Commission for Montcalm County and the Michigan Department of Transportation for:

Vertical curve modification work at the intersection of Deja Road and Edgar Road; and all together with necessary related work.

BE IT FURTHER RESOLVED THAT Dale Linton, Chairman, and Karen Swan, Finance Director-Clerk, are hereby authorized to sign said contract.

Motion carried. Roll call: Yes – Brundage, Scott and Linton.

Moved by Scott, seconded by Brundage, to approve and sign the title sheet for Local Bridge Program Job Number 112268A – Sidney Road over West Branch of Fish Creek located in Sections 17 and 20 of Evergreen Township. Motion carried. Roll call: Yes-Brundage, Scott, Linton.

Moved by Brundage, seconded by Scott, to extend the current Finance Director/Clerk's employment past her planned retirement date of May 24, 2013 to June 28, 2013. Motion carried.

Superintendent/Manager's Report

- Almy Road east of M-91 and a portion of Church Road west of Bailey Road were crushed and put back to gravel yesterday. The estimated cost for Almy Road is \$12,800; the estimated cost for Church road is \$18,900.
- The first applications of chloride will start on Monday with two townships being done each day for the next two weeks. Weather permitting all townships should be completed prior to Memorial Day weekend.
- The new one-ton patch truck is on site; the box and equipment needs to be installed.
- Motor grader #95 is back from Grand Rapids; cost of repairs is about \$25,000. Motor grader #97 is in Grand Rapids; estimated cost of repairs will be about \$7,000.
- Three summer help employees started this week; another one is starting next week.
- Crews are patching potholes—trying to catch up and keep up with them.
- Bridge deck on Fenwick Road project will be poured on Monday or Tuesday. Piling is done on Carlsen Road bridge project; the crew is forming the bridge abutments and hopes to pour concrete on Friday.
- Still attending township meetings to discuss contracts; those meetings will slow down now that contracts are rolling in.
- The loan papers for the new float trucks are done; waiting for final documents from Mike Cavanaugh.
- Spoke with Representative Rick Outman and Senator Judy Emmons—invited both of them to take a tour of our county roads so they can see what we are dealing with and what we are up against.
- Home Township's road contracts will not be turned in by the May 31st deadline because they are waiting to see what their local match will be for the Federal Aid safety project at the intersection of Edgar Road and Deja Road before they sign any other contracts. We will not have the local match information until the bids are opened. The bid is scheduled to be let in Lansing in June.
- Pavement marking on the east side of the county is scheduled to start next week.

Moved by Scott, seconded by Brundage, to approve having Truck & Trailer Specialties of Dutton, Michigan provide and install equipment on the new one-ton patch truck at a cost of \$11,346. Motion carried. Roll call: Yes-Brundage, Scott, Linton.

Moved by Brundage, seconded by Scott, to approve the 5/8/13 bills totaling \$184,443.68 and Payroll #9 totaling \$76,800.29. Motion carried. Roll call: Yes-Brundage, Scott, Linton.

Moved by Brundage, seconded by Scott, to enter into a closed session at 9:45 a.m. to discuss extension of Superintendent/Manager Mark Christensen's employment agreement prior to his upcoming one-year anniversary. Motion carried.

The closed session ended at 10:15 a.m.

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Moved by Scott, seconded by Brundage, to approve a one-year extension to the employment agreement with Superintendent/Manager Mark Christensen through June 30, 2014. Motion carried. Roll call: Yes-Brundage, Scott, Linton.

Moved by Brundage, seconded by Linton, to offer the Finance Director/Clerk's position to Kimberly Alexander at a starting salary of \$50,000 with a raise to \$52,000 on October 1, 2013 and then to \$54,000 on January 1, 2014 and then to \$56,000 on June 1, 2014. In addition, 40 hours of personal time and 40 hours of vacation credited on date of hire with 40 hours of personal time and 80 hours of vacation credited on January 1, 2014. All wage and leave changes will be based on positive performance reviews. Motion carried. Roll call: Yes-Brundage, Linton, Scott.

There being no further business, the meeting adjourned at 10:24 a.m.

Chairman

Clerk