

September 11, 2013

The Board of County Road Commissioners of Montcalm County held a regular meeting at its office located in Stanton, Michigan at 10:00 a.m. on September 11, 2013.

Present: Commissioners Dale Linton, Robert Brundage and Michael Scott; also present: Mark Christensen, Kim Alexander, Finance Director-Clerk and Pat Denton, Engineering Technician.

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

Moved by Scott, seconded by Brundage, to approve the minutes of the August 21, 2013 meeting, as presented. Motion carried.

Notices will be sent to all Township Officials notifying them of the annual meetings to discuss next year's projects. The dates the meetings will be held are November 6th and 7th. Most meetings will be held during the day with night meetings available if needed.

The Annual Budget Hearing will be held on September 25, 2013 at 9:00 a.m. The regularly scheduled Board Meeting will follow the public hearing.

Motion by Scott seconded by Brundage to approve and sign the Small Urban Project Cover Sheet for the Peck Road/County Farm/Vining Road overlay project. Roll call: Yes– Brundage, Scott and Linton.

Moved by Brundage seconded by Scott to approve the following township contract:
Motion carried.

Richland Township

Gravel resurface Edgar Road from Crystal Road to Bollinger Road. (1 Mile)

Commissioner Scott offered the following resolution and moved for its adoption:

WHEREAS, Richland Township submitted an Enhancement Grant Application to the Michigan Department of Transportation for funding assistance for the shoulder widening on Crystal Road from 5th Street north to M-46 in Vestaburg, Michigan;

WHEREAS, all required match funds have been provided to the Montcalm County Road Commission from various private entities and are available;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Montcalm, supports the aforementioned enhancement project; and

FURTHERMORE, BE IT RESOLVED that Board of County Road Commissioners of the County of Montcalm, hereby agrees to act as the agent of record and names Carol A. Smith, P.E. as the contract agent for the aforementioned enhancement project.

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

Manager's Report

- Most township projects have been completed.
- Outside building repairs are ongoing and hope to be wrapped up this week. The inside repairs will start once the outside work is completed.
- Brush spraying is complete. It went well and depending on budget limits we would like to do the same program next year.
- Mark, Pat and Carol are working on Safety Applications for 2015. They are due in October.
- Mark and Pat are working on right-of-way issues throughout the county. Most are uncertified roads/rights-of-way that residents want to be maintained.
- The trucks are nearing completion at Truck and Trailer. All trucks should be finished in the next couple of weeks.
- The interview committee will be meeting with the three summer help employees for the open position.
- Greg Christensen resigned effective September 4, 2013 creating an open truck driver position. The Bloomer Township opening is posted.

- Greg and Ken will be attending supervisor training for half a day in October and Tony will be attending the Superintendent's Conference.
- The early fill salt order will be submitted this week. The price per ton will be \$52.00 for 2500 ton.
- Mark would like a decision on cell phone reimbursement for the administrative staff at the September 25th meeting.
- The Howard City mower tractor has a blown motor. We will work on a solution over the winter.

Engineer's Report

- The Stanton Road and Deja Road/Edgar Road Federal Aid projects are complete. The final reporting is not done.
- Sidney Road bridge project is moving along nicely. One abutment has been finished and they will be moving on to the other side.
- Pat is working on a start to finish photo shoot with the Sidney Road Bridge. It will document the process and explain the length of a bridge project. He will create a PowerPoint presentation to be used at a future speaking engagement.
- There have been two Casair permits issued for work in the right of way. Both permits have been paid for and one more will most likely be issued this week.
- Pat will email the Federal Aid projected job list when it is finalized.

Clerk's Report

- The budget is coming along with the help of Ron Wohlford and Karen Swan. Kim hopes to have a copy emailed to the Board by Wednesday of next week.
- Karen is coming in next week to help with the budget and federal aid billing.

Moved by Brundage seconded by Scott to approve the September 11th, 2013 bills totaling \$700,670.98, and payroll #18, totaling \$82,718.98. Motion carried. Roll call: Yes– Brundage, Scott and Linton.

There being no further business the meeting adjourned at 10:06 a.m.

Chairman

Clerk