

January 4, 2017

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 January 4, 2017.

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

The Pledge of Allegiance and a prayer were given.

Moved by Scott seconded by Brundage to approve the minutes of the December 14, 2016 meeting as presented. Motion carried.

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

Moved by Brundage, seconded by Scott, to appoint Dale Linton as Chairman for 2017. Roll call: Yes – Brundage, Scott. Abstain: Linton. Motion carried.

Moved by Scott, seconded by Linton, to appoint Robert Brundage as Vice Chairman for 2017. Roll call: Yes – Linton, Scott. Abstain: Brundage. Motion carried.

Moved by Scott, seconded by Brundage to appoint Kim Alexander as Finance Director-Clerk of the Board for 2017. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

Moved by Brundage, seconded by Scott, to appoint Mark Christensen as Managing Director-Superintendent for 2017. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

Moved by Brundage, seconded by Linton, to appoint Mark Christensen as the MDOT Highway Contract Designee for 2017. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

Moved by Scott, seconded by Brundage, to appoint Carol Smith, P.E., of LS Engineering, as County Highway Engineer for 2017. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

Moved by Brundage, supported by Scott, to approve the following Board meeting schedule for 2017. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

2017 SCHEDULE						
Day	Date	Time		Day	Date	Time
Wed	February 15, 2017	9:00 AM		Wed	September 6, 2017	9:00 AM
Wed	March 22, 2017	9:00 AM				
Wed	April 5, 2017	9:00 AM				
Wed	April 19, 2017	9:00 AM		Wed	September 27, 2017	9:00 AM
Wed	May 10, 2017	9:00 AM		Annual Budget Meeting		
Wed	May 24, 2017	9:00 AM				
Wed	June 7, 2017	9:00 AM		Wed	October 11, 2017	9:00 AM
Wed	June 21, 2017	9:00 AM		Wed	October 25, 2017	9:00 AM
Wed	July 12, 2017	9:00 AM		Wed	November 8, 2017	9:00 AM
Wed	August 2, 2017	9:00 AM		Wed	November 22, 2017	9:00 AM
Wed	August 16, 2017	9:00 AM		Wed	December 13, 2017	9:00 AM
The Board meets in the conference room at the Road Commission's office located at 619 W. Main in Stanton. Board meetings are open to the public.						
Phone: 989-831-5285 or toll-free 877-992-6272.						
Note: Meetings are subject to change with proper notice.						

Moved by Scott, seconded by Brundage to approve the five year Transportation Improvement Plan. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

Moved by Brundage seconded by Scott, to approve the bid renewal of Wolverine Sealcoating, LLC for crack sealing for the 2017 construction season. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

Moved by Scott, seconded by Brundage, to authorize the Chairman to sign the MDOT Road Certification Maps. Motion carried.

Manager's Report

- December was a busy month and roads are in good shape going into January
- Kurt Barber is back to work today
- One of the new trucks is being painted today at Truck & Trailer. It should be ready for delivery on Friday with the second truck close behind.
- The used 2015 Chevrolet 1500 4 X 4 is out for bid. It has been advertised in the Daily News, Craigslist and on our website. Bid opening is January 10, 2016 at 1:00 p.m.
- The MRWA has informed us of some funds that may be available for more culvert work. We are looking at Lake Montcalm west of Bailey. More information to come in the future
- We are in the process of putting together a Primary Road Plan. This will be a three year plan that we can share with our partners, help us to budget and know what primary roads we will be repairing and maintaining in the future. There are four real problem areas in the county (Rated 2) and these will be the first major projects to be done. We will also map out potential chip seals and begin a chip seal program and track the results into the future.

Engineer's Report

- New traffic counts are on the website
- We are prepping bids for materials the next couple weeks and should have them for the February meeting
- Doing research on a road abandonment – will have information at the next meeting

Susan D Sanford, CPA PLLC presented the financial audit to the County Board of Road Commissioners for the year ending 9/30/16. The Road Commission was given a "clean", unmodified opinion on the audit. The fund balance increased by \$921,363 with \$578,955 of that fund balance reserved for the remaining projects that were financed by the note signed in 2016.

Moved by Brundage, seconded by Scott, to approve the January 4, 2017 bills totaling \$197,407.08 and Payrolls #26 and #1 totaling \$116,449.52 and \$99,465.12. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

There being no further business the meeting adjourned at 10:50 a.m.

Chairman

Clerk