

APRIL 21, 2004

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 April 21, 2004.

Present: Commissioners Dale Linton, Robert Brundage and Donald McCracken; Randy Stearns, Managing Director; Jack Johnson, Superintendent; Robert Buckowing, County Highway Engineer and Karen Swan, Finance Director-Clerk.

Moved by Brundage, seconded by McCracken, to approve the minutes of April 7, 2004 as presented. Carried.

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

Moved by McCracken, seconded by Brundage, to approve the following township contracts. Carried.

Belvidere Township

- Four applications of chloride at 1,250 gpm on local roads - \$22,540.
- Machine wedge and seal Hillman Road from M46 to Tamarack Road - \$19,053.
- Machine wedge and seal Yankee Road from Nevins Road east - \$17,223.
- Gravel resurface Lake Road from Lake Montcalm Road to Almy Road - \$8,523.

Cato Township

- One application of chloride at 2,000 gpm on local roads - \$15,310.
- Salt stabilize Fitzner Road from Tamarack Road to Edgar Road - \$2,560.
- Salt stabilize Townline Lake Road from Bale Road to Backus Road - \$3,840.
- Gravel resurface Lake Road from Lake Montcalm Road to Almy Road - \$8,523.
- Seal Cutler Road from Berridge Road to Lake Road - \$2,603.
- Machine wedge and seal Collard Drive loop east side of Tamarack Lake - \$5,671.
- Machine wedge and seal Orchard Lane off of Collard Drive - \$6,182.
- Machine wedge and seal Schmeid Rd from south Backus Road to Ford Lincoln Park - \$6,527.
- 220# bituminous mat on Maple Drive from Pine Street to Oak Street - \$6,372.
- 220# bituminous mat on Oak Street from Maple Drive to Elm Drive - \$2,961.

Crystal Township

- Four applications of chloride at 1,000 gpm on local roads - \$24,842.
- Gravel resurface Pakes Road from Pine Grove Road to Waldron Road - \$10,360.
- Gravel resurface Muskrat Road from Sloan Road to Crystal Road - \$10,360.

Douglass Township

- Two applications of chloride at 1,650 gpm on local roads - \$18,970.
- Gravel resurface Hillis Road from Musson Road to M66 - \$22,400.
- Gravel resurface McBride Road from Lake Road east ½ mile - \$5,600.
- Gravel resurface Lake Road from Kendaville Road to Lake Montcalm Road - \$5,600.
- Crush, shape and re-pave with a 220# bituminous mat Musson Road from Coral Road to Kendaville Road - \$25,240.

Fairplain Township

- Three applications of chloride at 1,650 gpm on local roads - \$25,149.
- Salt stabilize Russell Road from M57 to County Farm Road - \$3,840.
- Salt stabilize Grow Road from County Farm Road south to Station Road and then east on Station Road to Grow Road south - \$1,920.
- Gravel resurface Collins Road from M57 south to pavement - \$11,550.
- Gravel resurface Collins Road from M57 north to Sessions Road - \$11,550.
- Gravel resurface Nelson Road from M57 to Carlson Road - \$2,888.
- Gravel resurface Nelson Road from Carlsen Road to Brown Road - \$11,550.
- Machine wedge and seal Grow Road from M57 to Station Road - \$13,655.
- Machine wedge and seal Miller road from M57 to County Farm Road - \$22,596.

Ferris Township

- One application of chloride at 1,650 gpm on local roads - \$9,242.
- Gravel resurface Birch Drive from Willard Road west to the end - \$10,294.
- Gravel resurface Maple Drive from Birch Drive to the end - \$25,235.

Home Township

- Two applications of chloride at 1,650 gpm on selected local roads - \$6,468.
- Two applications of chloride at 1,000 gpm on selected local roads - \$4,606.
- One application of chloride at 1,000 gpm on local roads - \$4,263.

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Home Township

- Salt stabilize Cedar Lake Road from Deaner Road to Quarterline Street - \$1,280.
- Salt stabilize Neff Road from Schmeid Road to North County Line Road - \$1,280
- Salt stabilize Cedar Lake Road from Edgar Road to Tamarack Road - \$2,560.
- Salt stabilize Cutler Road from Sheridan Road to Wyman Road - \$5,120.
- Paint centerline on Peoples Road from M46 to Deaner Road - \$300.
- Gravel resurface Neff Road from Schmeid Road to Cutler Road - \$5,264.
- Gravel resurface Tamarack Road from Deja Road to Cedar Lake Road - \$10,528.
- Gravel resurface Tamarack Road from Cedar Lake Road to Vickeryville Road - \$10,528.

Maple Valley Township

- Three applications of chloride at 1,650 gpm on local roads - \$27,471.
- Split cost of 2,000 cyd 23A maintenance gravel with the road commission - \$5,000.
- Gravel resurface Paepke Road from Kimball Road to Stanton Road - \$5,866.
- Gravel resurface Kimball Road west of Black Road - \$5,866.
- Seal Arbogast Road from Coral Road to Kendaville Road - \$2,610.

Pine Township

- Two applications of chloride at 1,650 gpm on local roads - \$11,060.
- Split cost of 2,000 cyd 23A maintenance gravel with the road commission - \$5,750.
- Salt stabilize Cannonsville Road from M91 west to end - \$2,560.
- Gravel resurface Lake Road from Kendaville Road to Lake Montcalm Road - \$5,600.
- Trim brush/trees, cut berms and gravel resurface Fitzner Road from Lake Montcalm Road south to cross-culvert - \$2,360.
- Trim brush/trees, cut berms and gravel resurface Waterwheel Road from Youngman Road to M91 - \$11,802.
- Machine wedge and seal Vining Road from McBride Road to Kendaville Road - \$14,655.
- Machine wedge and seal Briggs Road from Johnson Road to Satterlee Road - \$7,849.
- Machine wedge and seal Johnson Road from Stanton Road to Briggs Road - \$14,655.
- 250# bituminous mat with valley gutters on Monroe Road from Kendaville Road south to top of hill - \$8,640.
- Gravel resurface and place 250# bituminous mat with 450 lft of valley gutter on Willard Road from M91 west 3/10 mile - \$27,408.

Winfield Township

- Two applications of chloride at 2,000 gpm on local roads - \$24,500.
- Gravel resurface Tamarack Road from Kohler Road to Gravel Ridge Road - \$16,107.
- Gravel resurface Almy Road from Bailey Road to Amble Road - \$16,107.
- Gravel resurface Marble Road from Yankee Road to North County Line Road - \$16,107.
- Gravel resurface Black Road from Yankee Road to Cutler Road - \$5,369.
- Seal Almy Road from Arbogast Road east around curve to Bailey Road and north on Bailey Road to Edgar Road - \$11,748.
- Machine wedge and seal Kohler Road from M46 to Yankee Road - \$9,715.

Moved by McCracken, seconded by Brundage, to approve a request from Scott Civil Engineering Company for an increase of \$5,907.51, over and above the original contract amount, for additional work due to the sewer outlet and change of scope for design engineering on the Federal Aid and Enhancement Project on Crystal Road between Sidney Road and Colby Road. Carried. Ayes: McCracken, Brundage, Linton.

Had a lengthy discussion regarding the vehicle usage policy presented by the Finance Director and based on the policy provided in the Michigan Department of Treasury's Uniform Accounting Procedures Manual. The Finance Director explained that this is being done in response to the direction from the Michigan Department of Treasury auditor that employees who are assigned vehicles and drive them to and from home are required to pay income tax on the current commuting value of \$1.50 per one way (\$3.00 per day). The Superintendent asked if it made a difference if an employee was checking roads to and from home; and the Engineer stated that sometimes he meets with developers on his way to work or home or checks on projects and feels this wouldn't be fair. The Engineer stated that he checked with some other road commissions and was told they are not aware of this or doing this with their employees at this time. The Finance Director explained that's because no one was aware of this ruling until recently advised by Treasury auditors. The Finance Director stated that even if an employee is checking roads or meeting with someone in connection with their job, they are receiving a salary for this—the Road Commission provides them with the vehicle, and according to the IRS it is considered a non-cash fringe benefit and is taxable. The Board asked that the Manager or Finance Director contact the Road Commission's attorney to look over the policy and clarify some questions before adopting the policy.

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Moved by Brundage, seconded by McCracken, to table the vehicle usage policy until we receive an opinion from our attorney. Carried.

Reviewed the union proposal received at the last board meeting requesting that the Board create a permanent Lead Mechanic's position with a 75-cent per hour increase rather than current temporary lead position at 50 cents per hour and to also increase the Sign Crew Leader's current wage by 75 cents per hour for additional duties created over the last few months. The Manager stated that at this time we are not sure if the Lead Mechanic temporary position will continue indefinitely, and the Board stated that the temporary lead mechanic is currently getting 50 cents per hour and contract negotiations would be coming up in the next few months—they would prefer to discuss the lead mechanic position and its wage at that time. The Board stated it would approve a 35-cent per hour increase for the Sign Crew Leader.

Moved by Brundage, seconded by McCracken, to increase the Sign Crew Leader's hourly rate by 35 cents per hour effective immediately. Carried. Ayes: McCracken, Brundage, Linton.

Clerk's Report

- At last week's Seven County Council meeting, John Niemala of the County Road Association advised the counties that the outlook for the 2005 Michigan Transportation Funds, effective October 1, 2004, is for the funds to be down at least 2.8% from this year's funds. This year's increased MTF is due to the new laws regarding license plate fees for trailers, which are a one-time purchase for the duration that it is owned. Even though license plates will continue to be purchased, the bulk of them will be purchased this first year.

Manager's Report

- Discussed approval by the Boundary Commission for the possible formation of the Village of Crystal and how it will affect roads within the area and the funding that goes along with the roads. The Board directed the Manager to send a letter with the Road Commission's concerns to the Boundary Commission before its public hearing in this regard. Also discussed and approved putting the final course of blacktop on North Shore Drive.
- A letter has been sent to the Solid Waste Committee to see if they would be willing to participate on another road project for roads impacted by trash trucks hauling to the Pierson Landfill.
- Fisher Transportation has started gravel resurfacing projects in the townships they were awarded.
- We received an occupancy permit for the Howard City garage; getting estimates from several vendors for paving the driveways and parking areas at both outside garages.

Superintendent's Report

- We have received chloride contracts from all but four of the townships; the ones received have been scheduled to start in mid-May.
- Salt stabilization projects will be starting on Monday—we have over 20 miles, local and primary, to do in the Stanton area.

Engineer's Report

- Everything is on schedule with the Crystal Road enhancement project.
- Rich Buskirk has taken care of the last several things requested by MDOT for the federal aid projects on Sidney Road from M91 to Hillman Road and Crystal Road north of M46.
- We are still waiting to hear if Blackmer Road bridge north of Condensery Road has been approved for critical bridge funding.
- Waiting for final approval from the DEQ for the culvert on Berridge Road south of M57 and the bridge on Cutler Road over Handy Creek in Winfield Township.
- The contractor doing the sewer project at Duck Lake is using a short portion of Pakes Road and running a very large dump truck on the road. Concerned about damage to the road and safety concerns. The contractor stated that if we will let him continue to use the large truck, he would agree to re-pave the portion of Pakes Road that he is using. If he has to use a smaller truck, the project will take longer and may do even more damage to the road. The Board agreed—the contractor should provide an irrevocable letter of credit and also must provide adequate advance warning signs indicating that it is a construction area.

Moved by McCracken, seconded by Brundage, to approve the 4/21/04 bills totaling \$500,887.03 and Payroll #8 totaling \$67,946.62. Carried. Ayes: McCracken, Brundage, Linton.

There being no further business, the meeting adjourned at 5:15 p.m.

Chairman

Clerk