

DECEMBER 20, 2006

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 December 20, 2006.

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

Moved by Brundage, seconded by McCracken, to approve the minutes of December 6, 2006 as presented. Motion carried.

Moved by Brundage, seconded by McCracken, to approve the agenda as presented with the addition of H) KBH Plat. Motion carried.

Moved by McCracken, seconded by Brundage, to approve and sign the final plat for KBH Plat located along Johnson Road in Section 6 of Eureka Township. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to postpone action on Eureka Township's resolution to certify Pine Valley Court and the extension of Kay Drive, both located within the Pine Valley site condo project, until the developer has addressed several drainage issues as outlined in a letter to the developer by Bob Buckowing, County Highway Engineer. Motion carried.

Moved by Brundage, seconded by McCracken, to amend Policy No. 2005-01, Work Hours & Timekeeping, as follows:

7. You are expected to punch in on time every day. If you clock in 8 to 15 minutes after your normal start time, your pay will be docked 15 minutes; if you clock in 16 to 30 minutes late your pay will be docked 30 minutes, etc. If you are habitually late clocking in, you will be disciplined. In accordance with Appendix B, Section 3.a., an employee who punches in late to work without an excuse acceptable to his/her supervisor shall receive a written warning. Further disciplinary action for repeated infractions is outlined in Section 3.a. of Appendix B.

Moved by Brundage, seconded by McCracken, to extend the current contract with Thomas Mayan, P.E. for engineering and consulting services through December 31, 2007. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

#### Manager's Report

- The MTA meeting last night was well attended and went very well. The township members seem to understand the financial predicament that road commissions are in and realize that there is only so much we can do under the circumstances.
- I spoke with the Bloomer Township supervisor this morning; the township board would like to present a plan to the Board to possibly loan funds to the Road Commission to re-pave a portion of Fenwick Road (CR500) in the township.
- Greg Herd, formerly the driver in Sidney Township, has been promoted to the Greenville Foreman's position. Sidney Township was posted and signed by Kurt Barber and Pine Township is now posted.
- Locked in 80,500 gallons of diesel fuel with Petersen Oil, which should get us through May. The price for January is locked in at \$2.02 per gallon.
- Bids for materials, except asphalt and emulsion, will be going out next week.
- The new driver started in Pierson Township today.
- In response to Don McCracken's questions at the last board meeting regarding greasing and oil changes, the next morning I checked with Kelly Randall on the preventive maintenance program. She informed me that the system alerts her when vehicles or equipment are due for lubrication. She checks it every morning and gives the information to Bill Clanche and Kelly Carter. I also spoke with Bill, and he stated that as time warrants he schedules the equipment.

#### Superintendent's Report

- Not much to report yet. I've spent some time in the Howard City area and the Stanton area getting to know those areas better and checking the roads. So far, everything is going well.

#### Engineer's Report

- Discussed request from C&L Trucking to open cut Mt. Hope Road in conjunction with drainage work for the Carson City Hospital project. The Road Commission and the Drain Commission had not been on the list of departments to be notified during the design stage and were unaware of the plans. If we had been notified, this could have been addressed long before this and the general contractor would have know up front that an open cut would not be allowed. The Board stated that it is not in favor of allowing an open cut, and the contractor will have to bore under the road.

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- The developer of River Ridge Pines, which is located south of Sidney Road and east off West County Line Road in Section 19 of Montcalm Township, has requested that the roads be certified and placed on the local road system. The roads are public and built to Road Commission standards. Don Cooper and I made an on-site inspection earlier today; everything looks okay. Before the Board will certify the roads, the township board will have to provide a resolution requesting that the roads be certified.
- Spoke with Jennifer from Scott Civil Engineering regarding the Blackmer Road Bridge project. She stated she would get with Bob Scott about the information that needs to go to Lansing.

Movd by McCracken, seconded by Brundage, to approve the 12/20/06 bills totaling \$207,638.76 and Payroll #26 totaling \$101,503.41. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

There being no further business, the meeting adjourned at 4:23 p.m.

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Chairman

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Clerk