

JANUARY 17, 2007

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 January 17, 2007.

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

Moved by Brundage, seconded by McCracken, to approve the minutes of January 3, 2007 as presented. Motion carried.

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

Charlie Braman came before the Board to discuss a drainage issue on Colby Road between Strait Tow Boulevard and Senator Road in Crystal Township. Mr. Braman stated that water from the road needs to go to the ditch on the north side of Colby Road, and the ditch on the south side of the road does not flow to the east—water sits on the west end. Bob Buckowing will meet on-site with Mr. Braman and Don Cooper, Drain Commissioner, to look at the situation.

George Dressander of Rockford Construction, Inc. came before the Board to ask if the Board would reconsider its earlier decision to not allow an open cut across Mt. Hope Road, which would be done in connection with the Carson City Hospital expansion project, to allow the installation of a 36-inch culvert. Mr. Dressander stated that they have obtained two bids to bore under the road, and the prices are \$46,000 and \$68,000; this would be a real burden on the hospital project since the original plans called for an open cut and the contractor's bid was based on that. Dale Linton stated that he would not have a problem with an open cut if it is done in the spring, but not this time of year, and only if the hole is filled and paved over so that there isn't a bump. Don Cooper, Drain Commissioner, stated that this project would be like a typical county drain—they would have to meet all specifications. Tom Mayan stated that Rockford Construction would have to obtain a permit from the Road Commission to work in the right-of-way, and all of the requirements can be spelled out on the permit. The Board members stated that they have no objection to an open cut as long as it is done in late spring or summer and all requirements are met.

#### Engineer's Report

- Bob Buckowing stated that the grade inspection for the Blackmer Road Bridge project would be held at the Road Commission at 10:30 a.m. on Thursday, January 25<sup>th</sup>. There is a possibility that the bid letting may be moved up to early June.

Moved by McCracken, seconded by Brundage, to approve the Memorandum of Understanding (MOU) with the Michigan Department of Transportation for the Exchange of 2007 Federal Funds for State Funds and to authorize the Chairman to sign the MOU. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Moved by Brundage, seconded by McCracken, to schedule a public hearing at 3:00 p.m. on Wednesday, February 7, 2007, for the purpose of discussing proposed primary road projects that will be paid for using Federal Aid funds sold to the State of Michigan. Motion carried.

Moved by McCracken, seconded by Brundage, to accept and place on file all bids received for gravel resurfacing, pavement marking and culverts. Motion carried.

Moved by Brundage, seconded by McCracken, to approve an amendment to number seven on Policy No. 2005-01, Work Hours and Timekeeping; which will now read: 7) You are expected to punch in on time every day. If you clock in 8 to 15 minutes after your scheduled start time, your pay will be docked 15 minutes; if you clock in 23 to 30 minutes after your scheduled start time, your pay will be docked 30 minutes, etc. If you are late to work without an excuse acceptable to your supervisor, you will be disciplined in accordance with Appendix B, Section 3.a. of the Labor Agreement. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

#### Manager's Report

- At the current time we are charging \$125 to install a post and road name sign on private roads and \$150 to install a post, road name sign and stop sign on private roads. Our actual cost is much higher. Since these are for private roads and we do not receive any funds to maintain them, I think we need to look at updating our fees.
- We anti-iced before the last storm, and we did get some rain; however, I think it still helped.
- Discussed possibility of closing on Thursday, July 5<sup>th</sup> because we are closed on Wednesday, July 4<sup>th</sup> for the holiday and because we will be on 10-hour days by then and closed on Friday, July 6<sup>th</sup>. Employees would use either personal time or vacation for Thursday. The Board took this under advisement and will discuss it at the next meeting.
- Discussed the requirements for the National Incidence Management System (NIMS). At this time the Managing Director, Superintendent and County Highway Engineer are NIMS compliant.

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Moved by McCracken, seconded by Brundage, to hold a public hearing to review the fee schedule at 3:00 p.m. on February 7, 2007, immediately after the hearing on Federal-State Aid projects. Motion carried.

Superintendent's Report

- Anti-icing on paved roads went very well. We had all of the state roads done, 90 percent of the primary roads, and about 30 to 40 percent of the local roads. We put two applications on a couple of primary roads to see if it would make a difference, and it did make a noticeable difference.
- In my travels around the county I have been meeting with township officials and will continue to do so as time allows.
- Conducted new employee orientation for the two new truck drivers; and both of their supervisors and myself have spent quite a few hours with them in their trucks showing them what we expect them to do and getting them familiar with their areas.
- Sometime in the next two weeks I will be meeting with Michigan Chloride to discuss brining procedures this summer.

Charlie Braman asked about getting a truck out at night or on weekends for fire emergencies. Mark Christensen advised Mr. Braman that once we get a request for assistance we will get someone on the road, but that by the time a driver is called, makes it into the garage and gets his truck on the road it could be an hour before they are on site. What about trees across the road? The Road Commission will take care of them. What about utility lines across the road? That's up to the utility companies. If power lines are down, will the Road Commission close the road? We can put barricades up, but you know that people will drive around them—they won't drive around a fire truck blocking the road.

Moved by Brundage, seconded by McCracken, to increase the Shop Clerk's wage from \$12.68 per hour to \$13.18 per hour retroactive to her one-year anniversary on November 7, 2006. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

Engineer's Report

- As Bob stated earlier, the grade inspection for Blackmer Road Bridge is scheduled on January 25<sup>th</sup>. The total project length is approximately 660 feet long, which includes the approaches and replacing a large culvert located north of the bridge. The engineer's estimated cost is over \$500,000; hopefully the bids will come in lower.
- Informed the Board of the discussion that took place at yesterday's council meeting in regard to a proposal to possibly change the urban miles formula and the need for the urban and rural counties to work together for everybody's benefit.

Moved by Brundage, seconded by McCracken, to approve the 01/17/07 bills totaling \$159,398.83 and Payroll #2 totaling \$76,058.17. Motion carried. Roll call: Yes-McCracken, Brundage, Linton.

There being no further business, the meeting adjourned at 5:00 p.m.

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Chairman

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Clerk