

JANUARY 3, 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 3, 2007.

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 20, 2006 as presented. Motion carried.

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

Moved by Brundage, seconded by McCracken, to appoint Dale Linton as Chairman of the Board for 2007. Motion carried. Roll call: Yes – McCracken, Brundage. Abstain – Linton.

Moved by McCracken, seconded by Linton, to appoint Robert Brundage as Vice-Chairman of the Board for 2007. Motion carried. Roll call: Yes – McCracken, Linton. Abstain – Brundage.

Moved by McCracken, seconded by Brundage, to appoint Karen Swan as Finance Director and Clerk of the Board for 2007. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to appoint Randy Stearns as Managing Director for 2007. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to appoint Robert Buckowing, P.E. as County Highway Engineer for 2007. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to appoint Mark Christensen, Superintendent, as the liaison with the Michigan Department of Transportation. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to approve the request from Eureka Township to add Pine Valley Drive (0.42 mile) and the extension of Kay Drive (0.06 mile), which are both located within the Pine Valley site condo project, located in Section 8 of Eureka Township, to the Local Road System, contingent upon receipt of centerline descriptions and warranty deed from the developer. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

Moved by McCracken, seconded by Brundage, to approve the request from Montcalm Township to add Crimson Creek Road (0.40 mile), which is located within the River Ridge site condo project, located in Section 19 of Montcalm Township, to the Local Road System. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

#### Manager's Report

- Met with Malcolm Smith of Terry Asphalt Materials, Inc. for an on-site review of Youngman Road between M57 and Wise Road. Mr. Smith will be meeting with company officials next week and will discuss the possibility of the company using this road as a demonstration project for its FiberSeal project with the company picking up a share of the cost.
- Bob Buckowing, Rich Buskirk and I drove Fenwick Road, between Crystal Road and Mt. Hope Road, to look at what needs to be done in this year's project. I know the Board decided not to sell this year's Federal Aid funds, but due to the timeframe and a backlog of Federal Aid projects at MDOT, if we are to go through the normal Federal Aid process the Fenwick Road project will not even be let until July or August, which means the project will not start until September when contractors' prices will be higher and we could be getting into the rainy season. I would like to suggest that the Board sell the 2007 Federal Aid funds, so we can obtain the funds before the construction season starts and get Fenwick Road done this summer. I spoke with Susan Richardson at MDOT, and she stated it is not too late to sell the funds but she would highly suggest that the Road Commission enter only into a one-year agreement and not a multiple-year agreement due to changes being made by the Federal government. Discussed the pros and cons of selling the Federal Aid funds in 2007, and the conclusion was that the biggest problem is the timeframe and possible increased costs if we do not sell the funds to the state.
- Bid openings for all road materials, except paving, skip paving and emulsion, will be opened at 11:00 a.m. on January 15<sup>th</sup>. The paving, skip paving and emulsion bid specifications will be sent out for opening at a later date.

Moved by McCracken, seconded by Brundage, to sell the 2007 STP and Federal D funds as allocated to the Road Commission, minus \$80,000 for the Greenville Transit Authority, to the Michigan Department of Transportation. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

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Moved by Brundage, seconded by McCracken, to enter into a Memorandum of Understanding with the Michigan Department of Transportation for the sale of the 2007 Federal STP and Federal D Funds allocated to the Road Commission, minus \$80,000 for the Greenville Transit Authority. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

Moved by Brundage, seconded by McCracken, to accept the offer from Sanisweep, Inc. to extend its 2006 bid price through 2007. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

Engineer's Report

- The Blackmer Road bridge project is tentatively scheduled for bid letting by MDOT in July.

Clerk's Report

- The January MTF check is down 1.94 percent compared to last January.
- The annual Act 51 Financial Report of 2006 is just about completed. We will have to transfer \$956,796 from the Primary MTF to the Local MTF, which equals 30 percent of the Primary MTF and is the maximum that can be transferred, plus an inter-fund adjustment of \$290,351 from the Road Commission's Fund Balance to the Local Fund Balance to cover a deficit in the Local Fund Balance.
- I checked with the county's finance director, Chris Hyzer, and the road commissioners' pay increase for 2007 will be based on three percent. Dale Linton stated that he, Bob Brundage and Don McCracken have discussed this and decided not to take a pay increase in 2007.

Moved by Brundage, seconded by McCracken, to schedule the 2007 board meetings at 3:00 p.m. on the first and third Wednesday of each month, except for the first meeting in July, which will be held at 3:00 p.m. on Tuesday, July 3, 2007. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

Moved by Brundage, seconded by McCracken, to approve the 01/03/06 bills totaling \$71,126.95 and Payroll #1 totaling \$72,186.02. Motion carried. Roll call: Yes – McCracken, Brundage, Linton.

There being no further business, the meeting adjourned at 4:20 p.m.

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Chairman

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Clerk