

The regular meeting of the Board of Calhoun County Road Commissioners was held on Wednesday, **January 2, 2008** at 9:00 a.m. in their office located at 13300 Fifteen Mile Road, Marshall, Michigan.

Present: Commissioner Chester E. Travis
Commissioner Charles E. Monaweck
Commissioner Scott A. Brown
Commissioner Hugh T. Coward
Commissioner Eric J. Tobin
Dennis Randolph, Managing Director
Kevin Henning, Finance Director
Pixie Coats, Board Clerk and Human Resource Director
Angela Kline, Assistant County Highway Engineer
Steve Ball, Operations Manager
Mary Jo Crumpton, Secretarial Clerk

Also Present: Hershel Stacy, Calhoun County Road Commission
Paul Adams, Calhoun County Road Commission
Robert Volkmer, Calhoun County Road Commission
General Public

Mrs. Pixie Coats, Board Clerk, called the regular meeting of the Board of Calhoun County Road Commissioners to order at 9:02 a.m.

Mrs. Pixie Coats, Board Clerk, requested nominations for the Board Chairman.

Moved by Commissioner Monaweck to nominate Chester Travis for Board Chairman. Motion failed due to lack of support.

Moved by Commissioner Tobin and supported by Commissioner Travis to nominate Scott Brown for Board Chairman. Voice vote: motion carried.

Moved by Commissioner Brown and supported by Commissioner Tobin to nominate Hugh Coward for Vice Chairman. Voice vote: motion carried.

At this time, Mrs. Coats turned the meeting over to the 2008 Board Chairman Scott Brown.

Moved by Commissioner Travis and supported by Commissioner Coward to approve the December 19, 2007 regular meeting minutes of the Board of Calhoun County Road Commissioners. Voice vote: motion carried.

COMMUNICATIONS AND RESOLUTIONS

Mrs. Coats read the communications as follows:

- a) Received a memo from Kevin Henning, Finance Director, regarding the 2007 Audit Engagement Letter with Rehmann Robson.
- b) Received Policy #44 – Employee Recognition; Policy #51 – Worker’s Compensation; Policy #54 – Harassment; Policy #64 – Family & Medical Leave; and Policy #95 – Violence in the Workplace Prevention, for review.
- c) Received a Career Development Reimbursement request from Kevin Henning, Finance Director.
- d) Received a Revised 2008 Road Commission Meeting Schedule that changes the time for the Road Commission meetings from 9:00 a.m. to 5:30 p.m.
- e) Received a request from Commissioner Brown to appoint Kevin Henning, Finance Director, as Interim Managing Director with a bi-weekly salary of \$2,692.31 commencing January 5, 2008.
- f) The Board received no other communications or resolutions.

UNFINISHED BUSINESS

Chairman Brown requested information on the winter maintenance subcontracting. Dennis Randolph, Managing Director, stated that after this past snow event, the subcontractor was called out around 7:30 a.m. and the roads were finished by about 4:00 p.m. There was some snow on the roads this morning from 3” of additional accumulation.

Mr. Randolph informed everyone that there are 95-100 miles of residential roads that are being subcontracted this year for winter maintenance. The cost is approximately \$7,700 each time the subcontractor does a “plow down” and there is no additional costs associated with holidays. CCRC employees are paid holiday pay at 1 ½ times their regular rate. In the past, CCRC has not plowed residential roads on holidays, but has done early call-in on the first regular business day after the snow event to clear residential roads.

To date, we have spent over \$730,000 on winter maintenance, not including this past snowstorm on New Year’s Eve. In 2007, we spent \$2.3 million on winter maintenance, which was 28.4% of our total annual road budget of \$8.1 million. Generally, we spend about 25% of our budget on winter maintenance.

Mr. Randolph explained that when fully staffed, a normal route for a CCRC driver is about 35 miles and usually takes 6-7 hours to complete. We are currently down about 5 drivers. Our equipment is in good shape and we have five spare units available. He noted that the smaller equipment used by the subcontractor is a benefit for subdivisions and cul-de-sacs for maneuverability. We have received complaints from residents over the years regarding scraping up lawns and landscaping with CCRC large equipment that is made for mainline roads. Chairman Brown stated that it is important to note that if plowed by CCRC, these residential roads would not have been plowed at all until today. Mr. Randolph added that residential roads are the lowest priority because they have low traffic volumes and low speeds.

Our budget of \$8.1 million is for 1300 miles of road – 850 are local and 450 are primary. Mr. Randolph explained that because we receive the same amount of funding for local as

we do for primary roads, local roads really only receive half the amount of funding to maintain as compared to the primary road system.

Chairman Brown stated that while he thinks the winter maintenance subcontract failed during the first snow event, he believes that it did work this time. Mr. Randolph stated that CCRC does not have, and has never had, a bare pavement policy for subdivision roads. Steve Ball, Operations Manager, added that since the subcontractor is not paid overtime, they would be sent out to plow residential roads as soon as the snow is done.

Commissioner Monaweck stated that he received a call this morning from Pennfield Township Supervisor, Rob Behnke who had received five complaints this morning on residential roads in Pennfield Township.

Mr. Randolph informed everyone that our service request system has tracked complaints over the past 10-12 years. We normally receive 100-120 calls with this type of snow event, but this time we received about 100 more than usual.

NEW BUSINESS

Moved by Commissioner Tobin and supported by Commissioner Travis to approve the December 20, 2007 accounts payable for \$365,192.64. Voice vote: motion carried.

Moved by Commissioner Travis and supported by Commissioner Coward to approve the December 19, 2007 payroll for \$124,070.27. Voice vote: motion carried.

Moved by Commissioner Coward and supported by Commissioner Travis to approve the December 18, 2007 payroll for \$27,561.82. Voice vote: motion carried.

Moved by Commissioner Coward and supported by Commissioner Tobin to approve the 2007 Audit Engagement Letter with Rehmann Robson. Voice vote: motion carried.

Moved by Commissioner Tobin and supported by Commissioner Travis to approve the Career Development Reimbursement request for Kevin Henning, Finance Director. Voice vote: motion carried.

Moved by Commissioner Coward and supported by Commissioner Tobin to approve the Revised 2008 Road Commission Meeting Schedule. Commissioner Travis stated that the Board has tried evening meetings before and less people attend. He believes that 9 a.m. has worked well and would like to hear from the public who are in attendance. Commissioner Monaweck inquired where the idea came from to change the meeting time. Chairman Brown responded that changing the meeting time to evening was his idea so that the public has the opportunity to attend meetings. He noted that since many people

work during the day, evening meetings would afford them the opportunity to attend. He further stated that it is not necessarily about how many attend, but that the opportunity to attend is made available through evening meetings. Many other public agencies hold evening meetings. Commissioner Travis commented that there are not many who hold meetings at 5:30 p.m., which is at the dinner hour. Chairman Brown stated that the logic behind 5:30 p.m. is that the public could attend the meeting at the end of their workday and before they went home. Public comments received included "if it isn't broke, don't fix it" and the public that is currently dedicated to attending the meetings will be inconvenienced. Commissioner Monaweck stated that in three years he has not had any complaints about the meeting time. Commissioner Tobin stated that while he supports the meeting time change from mornings to evenings to afford the public the opportunity to attend, he suggested that the Board discuss a combination of one morning and one evening meeting per month. It was commented that changing the meeting time would confuse the public. **Roll Call Vote: Coward-YES; Brown-YES; Travis-NO; Tobin-YES; Monaweck-NO. Motion carried 3-2.**

Moved by Commissioner Tobin and supported by Commissioner Coward to approve the request from Commissioner Brown to appoint Kevin Henning, Finance Director, as Interim Managing Director with a bi-weekly salary of \$2,692.31 commencing January 5, 2008. Commissioner Monaweck asked who negotiated this package. Commissioner Brown responded that this is based on a conversation he had with Kevin Henning and he wanted it on the agenda as a motion. Commissioner Monaweck asked if there was a problem with the wage that was on the agenda at the last meeting. Commissioner Brown responded that as Interim Managing Director, Mr. Henning would be taking on responsibilities in addition to his current position as Finance Director, and Commissioner Brown would like to see him at the helm for day-to-day operations while the Board is conducting the job search. **Voice vote: motion carried.**

MANAGING DIRECTOR REPORT

Mr. Randolph provided a PowerPoint presentation that included the following:

- We have been concentrating on winter maintenance and potholes.
- After negotiation with Sackrider Farms, we have obtained the right-of-way for the federal aid funded I-94 service road between Michigan Avenue and 11 Mile Road.
- There are six federal aid projects planned for the 2008 construction season.
- Information was provided on overtime, the service request system and thank you service requests.
- Mr. Randolph stated that CCRC utilizes the Sheriff's Work Crew to repair/replace mailboxes damaged by winter maintenance operations – no other community does this.
- Provided historical information on Act 51 funding and miles of roadwork.

COMMISSIONER COMMENTS

Commissioner Monaweck stated that he drove the back roads in from Athens and was very pleased with the good condition they were in this morning. He also commented on the need for public education on road commission operations and suggested that the Board and staff conduct public education forums, possibly at the schools, to get information out to the public.

Commissioner Tobin asked that at the next meeting the Board consider and get public comment on holding one morning and one evening meeting per month to afford the public the best opportunity to attend meetings.

Commissioner Travis commented that we just heard public comments this morning on the meeting time change and the Board voted against the public.

Commissioner Coward commented that we would be facing some challenges with Mr. Randolph's resignation. He would also like to have more discussion on the meeting schedule at the next meeting.

SUPERVISOR & PUBLIC OFFICIAL TIME

It was suggested that Chairman Brown introduce the new Road Commissioners. Commissioner Hugh Coward and Commissioner Eric Tobin introduced themselves.

Mr. Frank Manke, Clarendon Township Supervisor, expressed his appreciation to Mr. Randolph, on behalf of the Township Board, for his service to Clarendon Township. He also suggested that the meetings be opened with the Pledge of Allegiance.

Mr. Tom Frank, Albion Township Supervisor, stated that Albion Township is collecting its tenth year of two five-year millages for roads and they are hoping to get it renewed if things settle down at CCRC. He is opposed to changing the meeting time to 5:30 p.m. Mr. Frank thanked Mr. Randolph for his years at the Road Commission.

Mr. Harvey, Bedford Township Trustee, stated that Leonard Drive has not seen a snowplow at all. Many complaints on snowplowing have come in from Valhalla off of Collier. Bedford Township often gets lake effect snow when other areas of Calhoun County do not. Mr. Harvey stated that the Fire Chief is concerned that he has not heard back regarding a letter he sent to CCRC on emergency dispatch. Mr. Ball responded that the letter had many misquoted facts and he reiterated that our service has not changed. We dispatch as soon as possible. He added that Paul Adams, CCRC Supervisor, is addressing the letter. Mr. Harvey stated that the Fire Chief would like a response in writing. Mr. Harvey also expressed his appreciation for Mr. Randolph's service at the Road Commission.

Mr. Joe Bramble, representing Convis Township, wished Mr. Randolph well and thanked him for a good working relationship.

CITIZENS TIME

Citizens commented on the following:

- Tau Road, a local road, was plowed shoulder to shoulder again before 15 ½ Mile Road between A Drive North and Tau was done. Mr. Hershel Stacy, CCRC Supervisor, explained that Tau and 15 ½ Mile Road are two different snow routes. Routes are run as efficiently as possible, which means that sometimes a local road on one route may be done before a major local road on another route.
- A Lee Township resident stated that he is not happy with the recent snow removal as there was 2" of ice on the roads and they were not salted.
- Nancy Mullett, County Legal Counsel, commented that she has worked with Mr. Randolph on many projects and wishes him well.
- There should be limited access on the planned I-94 service road between 11 Mile Road and Michigan Avenue.
- A committee should be formed for the Managing Director job search.
- Commissioners should not be voting on the minutes from a meeting they did not attend.

ANNOUNCEMENTS

Chairman Brown requested that the Road Commissioners contact Mrs. Coats with their availability to meet the week of January 7, 2008 to begin the process for the Managing Director job search.

PRESENTATION

Commissioner Travis presented Mr. Randolph with a plaque in honor of his years of service and dedication to the Calhoun County Road Commission.

The next regular meeting of the Board of Calhoun County Road Commissioners is scheduled for Wednesday, January 16, 2008 at 5:30 p.m.

There being no additional business before the Board, Chairman Brown adjourned the meeting at 10:20 a.m.

Scott A. Brown, Chairman

Mary Jo Crumpton, Secretarial Clerk