

The meeting of the Board of Calhoun County Road Commissioners was held Wednesday, November 21, 2007 at 9:00 a.m. in their office located at 13300 Fifteen Mile Road, Marshall, Michigan.

Present: Commissioner Chester E. Travis, Chairman
Commissioner Charles E. Monaweck, Vice-Chairman
Commissioner Scott A. Brown, Member
Dennis Randolph, Managing Director
Joanna Johnson, Assistant Managing Director
Pixie Coats, Human Resource Director
Kevin Henning, Finance Director
Angela Kline, Assistant County Highway Engineer
Steve Ball, Operations Manager

Also Present: Hershel Stacy, Calhoun County Road Commission
General Public

Chairman Chester Travis called the regular meeting of the Board of Calhoun County Road Commissioners to order at 9:00 a.m.

Moved by Commissioner Brown and supported by Commissioner Monaweck to approve the November 7, 2007 regular meeting minutes of the Board of Calhoun County Road Commissioners. Voice vote: motion carried.

COMMUNICATIONS AND RESOLUTIONS

Joanna Johnson, Assistant Managing Director, read the communications as follows:

- a) Received a memorandum from Kevin Henning, Finance Director, regarding authorized checking account signatures resolution.
- b) Received a memorandum from Angela Kline, Assistant County Highway Engineer, regarding the 2008 HMA Paving Materials and/or Placement bid.
- c) Received a memorandum from Pixie Coats, Human Resource Director, updating Board policies.
- d) Received a letter dated November 6, 2007 from Teamster's Local Union #214.
- e) No other communications or resolutions were received.

UNFINISHED BUSINESS

Chairman Travis noted the following Unfinished Business:

a) Award the Motorola Radios and Antennas bid to Troup Electronics:

Commissioner Monaweck asked why this was tabled from the last meeting. Mr. Dennis Randolph replied that we wanted to provide more information on this item to the Board.

Mrs. Johnson explained that the Board awarded the Motorola Radios and Antennas bid to Troup Electronics at their August 15, 2007 meeting. However, as noted in the memorandum, the bid tabulation sheet did not include Foss Police Equipment's Service Call Rate, which was indeed included in the bid sheet submitted. Mrs. Johnson informed the Board that she did discuss this with Mr. Joe Foss and apologized for the error. At this time, staff is still recommending that we continue with Troup Electronics as the bid holder because we specifically asked for bids on Motorola Radios and Antennas. An updated tabulation sheet was attached. Mrs. Johnson noted that an alternative would be to cancel the contract with Troup Electronics and rebid and/or with non-Motorola products.

Commissioner Monaweck clarified that our current equipment is Motorola so there would be no reason to change or intermingle equipment. Motorola is a good, quality product that lasts a long time. Most utility service companies use Motorola equipment.

Commissioner Brown noted that the Service Call Rate submitted by Foss is less than Troup, but asked if their alternative product carries the same warranty as the Motorola product. Mrs. Johnson did not have this information as she did not have the bid package in front of her. Commissioner Brown stated that his main concern is if the warranties are the same, and this service rate is cheaper, are we locking ourselves out of potentially saving money if we continue with Troup Electronics.

Chairman Travis noted that his past experience has shown Motorola to last much longer than other products, but that may have changed.

Commissioner Brown questioned why Foss would submit a bid if the RFP requested Motorola only. Since Motorola products were specified, he believes that the Board's previous award was accurate.

Moved by Commissioner Brown and supported by Commissioner Monaweck to uphold the action taken at the August 15, 2007 meeting to award Troup Electronics the bid for Motorola Radios and Antennas. Voice vote: motion carried.

b) Award the Cutting Edges bid to St. Regis Culvert, Inc:

Mrs. Johnson explained that at the last meeting a question was raised regarding the "weight after holes are punched". Staff confirmed with St. Regis that the "weight after holes are punched" for both bids is 118 pounds per blade.

Commissioner Brown noted that for the majority of the blades that we use, the cost difference between the two bids is minimal. However, Truck & Trailer Specialties is based out of Lansing, Michigan and St. Regis Culvert is based in Canada. He is in favor of creating and securing jobs in Michigan and America and believes that it is within this Board's fiduciary responsibility to do this. Mr. Randolph noted that the Board's purchasing policy is not tied to the low bid, especially if there is a definitive reason, such as this, to not approve the low bid. Commissioner Monaweck agreed that it is good business to support Michigan and American jobs. Chairman Travis added that the largest difference in cost between the two bids is on the blades we use the least.

Moved by Commissioner Monaweck and supported by Commissioner Brown to award the Cutting Edges bid to Truck & Trailer Specialties out of Lansing, Michigan. Voice vote: motion carried.

c) Marshall facility property sale – investigation in progress:

Mr. Randolph noted that he is in the process of gathering information on organizing our materials.

NEW BUSINESS

Moved by Commissioner Monaweck and supported by Commissioner Brown to approve the November 9, 2007 accounts payable for \$542,120.12. Voice vote: Motion carried.

Moved by Commissioner Monaweck and supported by Commissioner Brown to approve the November 7, 2007 payroll for \$111,807.07. Voice vote: motion carried.

Moved by Commissioner Monaweck and supported by Commissioner Brown to approve Resolution 2007-15 regarding authorized checking account signatures. It was clarified that authorized signatures would include the Board Chairman, Managing Director, and Finance Director. Commissioner Brown asked if it is proper procedure for the Finance Director to sign checks. Mr. Kevin Henning responded that it is proper procedure as long as the drafts are prepared by another party, which they are, and two signatures are required. Voice vote: motion carried.

Moved by Commissioner Brown and supported by Commissioner Monaweck to award the bid for the 2008 HMA Paving Materials and/or Placement bid to Lakeland Asphalt Corporation and Michigan Paving & Materials Company. Commissioner Monaweck asked if this has changed since last year. Mrs. Angie Kline responded that the bid process has been changed for improved operations and cost effectiveness, since we have added the milling, in-pavement structures,

aggregate shoulders, temp tape and slope restoration for a more complete project. In the past, the bid was just for pavement. Also, the price for asphalt includes density testing by the contractor who is certified and must meet MDOT specifications. Mr. Randolph noted that this is in line with the CCRC Fee Schedule. Voice vote: motion carried.

Discussion took place on the Board policies, items e. though i., under New Business on the agenda. Due to some corrections that need to be made, Commissioner Brown moved to table these Board policies until the next meeting.

MANAGING DIRECTOR'S REPORT

Mr. Randolph provided the following report:

- Maintenance: The past two weeks have been short workweeks with the start of hunting season and the Thanksgiving holiday. We have been concentrating on potholes, dead deer pick up and drainage/ditching.
- We have touched up a few gravel roads, but are not receiving many complaint calls on our gravels.
- Doing minor repair work on our equipment – we are in good shape for snow.
- Custer Drive Bridge: Will start setting beams on the middle span next week. They are still fabricating beams at StressCon in Kalamazoo. Inspectors are currently on site. All the beams are expected to be on the bridge and preloaded before the end of the season. They have gotten a good jump on next season, when the concrete deck will be built next Spring.
- We are wrapping up the North Avenue project. Aggregate Industries completed the paving last week and Mr. Randolph noted that the traffic regulating was very well done. Most of the clean up work is done and they will be pavement marking next week.
- The advanced warning signal flashers for the 11 Mile/Verona Road and 15 Mile/Verona Road intersections will run daily next week from 7-8 am and 3-6 pm.
- Fleet – Mr. Randolph provided photographs of our equipment and noted that the blades have been painted.
- We are upgrading our pump island. Test results have confirmed that there is no contamination. Most of the concrete work is done.
- The County has requested the Board to hold a special meeting on Wednesday, November 28, 2007 at 6 p.m. for a reception and information session for Road

Commissioner candidates. This meeting is open to the public and will be posted. Mr. Randolph stated that the County Administrator asked that the meeting date and time be announced today.

COMMISSIONER'S COMMENTS

Commissioner Brown stated that he appreciates the support of his fellow commissioners to keep jobs in Michigan and America by the action taken today on the Cutting Edges bid.

SUPERVISOR'S & PUBLIC OFFICIAL'S TIME

Mr. Tom Frank, Albion Township Supervisor, stated that 30 Mile Road looks good after two men and a bucket worked on it on Monday. He asked when the costs for 2008 projects would be finalized. Mr. Henning replied that we are currently working on the 2008 Fee Schedule that should be ready for Board action in late December. Packets would be mailed out to townships for the local road program upon approval of the Fee Schedule. CCRC staff would work with the townships on projects with a call back from townships due in March.

When asked if townships would receive one free mile of regravelling in 2008, Mr. Randolph replied that we have not yet made that determination since our revenue is going down. Mr. Henning added that because many factors affect our budget, he is hesitant to commit to one free mile of regravelling and two gravel road bringings per township in 2008. Mr. Randolph added that we have not been getting many gravel road complaints.

Mr. Art Farmer, Lee Township Supervisor, stated his concern with the address and road name changes that were made on Baseline Road. Mrs. Johnson explained that we have received an appeal that she believes will be going before the Calhoun County Metropolitan Planning Commission, in accordance with the County Address Ordinance, on November 26, 2007. She will double-check that date with Erin Cummings, Permit Agent/Address Administrator. Mr. Farmer noted that Lee Township is having issues with tax notices being returned by the post office because of the road name change. Mrs. Johnson stated that Mrs. Cummings has notified the appropriate agencies of the changes and has documentation on the official road name of Baseline Road. Discussion continued on address change notifications.

CITIZEN'S TIME

Citizens commented on the following:

- Calhoun County's expected increase in revenue and the rise in the cost of living.
- The boom mower did a nice job on 7 Mile Road.
- CCRC should not sell off their land, as it doesn't cost anything to keep it.

- Inquired if the contract with the City of Marshall for the Compost Center has expired.
- Inquired about the Rice Creek project in the City of Marshall.
- Discussion took place on MDOT's winter maintenance level of service and out sourcing CCRC's local road and subdivision winter maintenance.

The next meeting of the Board of Calhoun County Road Commissioners and Public Hearing for the 2008 Budget will be Thursday, December 6, 2007 at 9:00 a.m.

The Michigan Township Association dinner meeting is being held on Wednesday, December 5, 2007 at 7:00 pm at the Convis Township Hall.

RECESS FOR CLOSED SESSION

Moved by Commissioner Brown and supported by Commissioner Monaweck to recess for a closed session to discuss the Teamster Labor Agreement. Roll call vote: Commissioner Monaweck – Yes; Commissioner Travis – Yes; Commissioner Brown – Yes. Motion carried.

The meeting of the Board of Calhoun County Road Commissioners was reconvened at 11:41 a.m.

There being no additional business before the Board, Chairman Travis adjourned the meeting at 11:42 a.m.

Chester E. Travis, Chairman

Pixie Ann Coats, Deputy Clerk