

The regular meeting of the Board of Calhoun County Road Commissioners was held on Wednesday, June 4, 2008 at 5:30 p.m. in their office located at 13300 Fifteen Mile Road, Marshall, Michigan.

Present: Commissioner Scott A. Brown, Chairman
Commissioner Hugh T. Coward, Vice Chairman
Commissioner Charles E. Monaweck, Member
Commissioner Eric J. Tobin, Member
Commissioner Chester E. Travis, Member
Kevin Henning, Interim Managing Director
Pixie Coats, Board Clerk
Angela Kline, Assistant County Highway Engineer
Mary Jo Crumpton, Secretarial Clerk

Also Present: General Public

Chairman Scott Brown called the regular meeting of the Board of Calhoun County Road Commissioners to order at 5:30 p.m. and led the Pledge of Allegiance.

Moved by Commissioner Tobin and supported by Commissioner Coward to approve the May 21, 2008 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 Resolution 2008-05-09 from Leroy Township, regarding a 4-way stop being placed at ½ Mile Road and H Drive South
- b) Received a memo from Kevin Henning, Interim Managing Director, regarding the 2008-2010 Tree and Stump Removal bid
- c) Received a letter from Pennfield Township to Mr. Kevin Henning, requesting a feasibility study of installing a Stop Sign at the intersection of Eastwood Drive and Viking Drive
- d) Received a letter from the County Road Association Self-Insurance Fund (CRASIF) requesting that we appoint a person/persons to discuss private Workers' Compensation issues including settlement
- e) Received a notice from Russ Clutter, on behalf of the Newton Township Board, requesting that the Calhoun County Road Commission redo 7 Mile Road between Boyd Road and H Drive South
- f) Received the 2008 Local Road Program List from Kevin Henning, Interim Managing Director

UNFINISHED BUSINESS

Select new Managing Director: Chairman Brown stated that three candidates went through the interview process with the Board for the Managing Director position. He provided Commissioners with a ballot for voting and explained that each Commissioner could assign a total of 10 points.

Mrs. Coats collected the votes and points were tallied with the following results: Kevin Henning received 45 points; Robert Buckowing received 3 points; and Howard Penrod received 2 points.

Moved by Commissioner Tobin and supported by Commissioner Travis to select Kevin Henning as the Managing Director of the Calhoun County Road Commission. Voice vote: motion carried.

NEW BUSINESS

Moved by Commissioner Coward and supported by Commissioner Monaweck to approve the May 23, 2008 accounts payable for \$157,919.98. Roll call vote: Monaweck-Yes; Tobin-Yes; Travis-Yes; Coward-Yes; Brown-Yes. Motion carried.

Moved by Commissioner Tobin and supported by Commissioner Travis to approve the May 21, 2008 payroll for \$107,553.23. Roll call vote: Travis-Yes; Coward-Yes; Monaweck-Yes; Tobin-Yes; Brown-Yes. Motion carried.

Moved by Commissioner Tobin and supported by Commissioner Travis to award the 2008-2010 Tree and Stump Removal bid to E-Z Tree Experts.

Commissioner Coward asked what due diligence is done when selecting contractors, and inquired if there was a process in place to ensure that we are contracting with responsible contractors. Mr. Henning replied that all contractors are required to file a copy of their insurance with our office. At this time, CCRC is not cutting trees but will remove them if they fall into the road. However, because this bid includes trees on State roads, MDOT required us to move forward with the bid process since they are continuing to remove trees on State trunklines. Mr. Henning added that MDOT regulations were included as part of the bid process and the bid tabulation was forwarded to Al Bessey at MDOT. It was Mr. Bessey's recommendation to award the bid to E-Z Tree Experts. CCRC Supervisors conduct the follow up when the tree service is on-site. Per MDOT regulations, the dollar value of the contract for tree service does not warrant MDOT prequalification. Commissioner Tobin noted his concern with quality when accepting the low bid. Mr. Henning responded that, per MDOT, the low bidder is recommended as long as there is nothing to disqualify them. Commissioner Coward suggested that the Board consider a "responsible contractor" policy stating due diligence measures for prequalifying contractors that could include background information, references, interview process, etc.

Roll call vote: Tobin-Yes; Travis-Yes; Coward-Yes; Monaweck-Yes; Brown-Yes.

Moved by Commissioner Travis and supported by Commissioner Coward to approve Policy #001, Equal Employment Opportunity (EEO). Roll call vote: Travis-Yes; Coward-Yes; Monaweck-Yes; Tobin-Yes; Brown-Yes. Motion carried.

Moved by Commissioner Tobin and supported by Commissioner Coward to approve the appointment of Pixie Coats, Kevin Henning, and Kelly Fuller to discuss private Workers' Compensation issues for CRASIF. Voice vote: motion carried.

Moved by Commissioner Monaweck and supported by Commissioner Travis to approve the 2008 Local Road Program list.

Chairman Brown referenced the communication received from the Newton Township Board regarding 7 Mile Road and noted that it is on the Local Road Program list. On behalf of the Newton Township Board, Mr. Russ Clutter was present to discuss this road. Newton Township does not believe that the road was done properly the first time and is asking CCRC to redo the road at 100% Road Commission cost.

Mr. Henning commented that he has met with Newton Township Treasurer, Shirley Clutter, and explained that the life expectancy of a chip and seal road is 5-7 years – 7 Mile Road was sealed 9 years ago. Prior to chip and seal, berm needs to be pulled and trees removed to assist with drainage

issues. It was at the request of Shirley Clutter to add 7 Mile Road to the Local Road Program list. The 50% match would be paid by the township, not through a special assessment to residents.

Roll call vote: Travis-Yes; Coward-Yes; Tobin-Yes; Monaweck-Yes; Brown-Yes. Motion carried.

MANAGING DIRECTOR REPORT

Mr. Henning provided the following report:

- Received a letter from Michigan Paving Materials requesting release of their bid. They are joint bid holders with Lakeland Asphalt on bituminous placed and bituminous picked up. The letter states that effective 6-16-08, costs will increase by \$2/ton, with another increase of \$5/ton effective 7-1-08 and another increase of \$2/ton effective 8-1-08. In addition, tack coat is increasing by 50¢/gallon. If Lakeland Asphalt does the same thing, we may be in a position of having no bid holders and would have to rebid all of our paving projects.
- Received a lease agreement for gas and oil exploration on the Garfield pit property in Convis Township, for consideration. Mr. Henning will send this to CCRC's attorney, prior to Board review on a future agenda. He noted that we currently have lease agreements for property in Marengo Township.

SUPERVISOR, PUBLIC OFFICIAL AND CITIZEN TIME

- Mr. Tom Sprau, Bedford Township Supervisor, asked about lowering the speed limit on Hamilton Road. Mrs. Kline explained that on rural roads, a study is necessary. There are two ways to lower the speed limit: 1) number of access points, or 2) 85% of traffic driving below the speed limit. Mrs. Kline explained that a speed study has already been conducted on Hamilton Road and vehicles are speeding; therefore, the Michigan State Police will not lower the speed limit. Mr. Sprau asked why Duane Street was not paved at the same time as Robinwood, Beulah, and Newburn about 3 or 4 years ago. Mrs. Kline responded that she would check into this. He asked for assistance this Fall to plan for next year's local road program. Mrs. Kline responded that CCRC staff would be happy to assist with road review and project estimates.
- Mr. Shaffer, Newton Township resident, asked why the right-of-way at the intersection of 11 Mile Road and D Drive South is being surveyed where there are utility poles present. Mr. Henning responded that we have had complaints about the utility poles being too close to the road at this location. We asked Consumers Energy to move the poles or support anchor that are within our right-of-way, but Consumers responded that our road is in the wrong spot. Therefore, CCRC has hired KEBs to survey this area.
- A Fredonia Township resident stated that there have been potholes on J Drive South since winter that have not been patched.
- Mr. Gardy Berezonsky, Marengo Township resident, asked what property in Marengo Township is under a gas and oil exploration lease. Mr. Henning responded that the property is the Community Compost Center. Mr. Berezonsky suggested that the Board approve their agenda at the meeting so that they can add agenda items at that time. Chairman Brown responded that the Board does not use that procedure. Mr. Berezonsky asked if a group would be put together to review the contract with Mr. Henning as the Managing Director. Chairman Brown responded that he would be sitting down with Mr. Henning to draft an agreement to present to the Board.
- Mr. Larry Holcomb, Convis Township resident, informed the Board that he purchased 66 acres of the Garfield Pit property from the Road Commission through public auction a few years ago. He is interested in purchasing the other 10 acres and noted that the same oil company has approached him for a lease agreement. Commissioner Travis explained that originally, 10 of the 76 acres was reserved for a potential park. Commissioner Brown added that we are in the process of taking a complete inventory of all our properties.

COMMISSIONER COMMENTS

- Commissioner Tobin asked if staff had checked the “temporary support” on the bridge on 6 ½ Mile Road/Main Street, west of Beadle Lake Road. Mrs. Kline responded that staff did check this out and found that it is a utility that has been chained to the bridge railing and has nothing to do with the structure. Commissioner Tobin inquired about the bid for the autopatcher. Mr. Henning replied that the bid has gone out and the bid opening is scheduled for 6-17-08. Commissioner Tobin stated that he was very impressed with his interview.
- Commissioner Brown congratulated Mr. Henning on the Managing Director position and commented that his instincts told him that Mr. Henning could do the job and the interview process just affirmed that he is able to do the job.

ANNOUNCEMENTS

The next regular meeting of the Board of Calhoun County Road Commissioners is scheduled for Wednesday, June 18, 2008 at 5:30 p.m.

There being no additional business before the Board, Chairman Brown adjourned the meeting at 6:12 p.m.

Submitted by:

Mary Jo Crumpton, Secretarial Clerk

Scott A. Brown, Chairman