

April 12, 2012

THAT the meeting was called to order by Commissioner Crane at 9:30 A.M. in the Board Room of the Livingston County Road Commission, 3535 Grand Oaks Drive, Howell, Michigan. Notice of the meeting was posted in accordance with Act #267 of 1976.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Commissioners Present: Stephen F. Crane
David R. Peckens

Commissioners Absent: John T. Dunleavy

Staff Present: Michael Craine, Managing Director
Terry Palmer, Accounting Supervisor
Steve Wasylk, Deputy Managing Director of Operations

Others Present: Mike Cunningham, Tyrone Township Supervisor
Mike Rife, Conway Township Supervisor

D. APPROVAL OF AGENDA

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve the agenda as presented.

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

E. CALL TO THE PUBLIC (1)

Mike Cunningham, Supervisor of Tyrone Township, addressed the Board on two matters. He complimented Wayne Moulton on his performance as District Supervisor in Maintenance District 2. He said that Wayne was responsive to the township's needs and has been doing an excellent job in improving maintenance of roads in Tyrone Township. He also asked the Board to consider a project on Bennett Lake Road when contemplating its pavement maintenance program for this year.

Mike Rife, Supervisor of Conway Township, also addressed the Board on several subjects. He asked to confirm that Scott Buell was becoming the District 1 supervisor. Mr. Craine indicated that that would occur over the course of this summer as Scott transitions from District 3 to District 1. He also asked if the Road Commission had a policy of trading drainage improvements on county paved roads for township investment in the maintenance of the asphalt surface. Mr. Craine indicated that that had happened from time to time, but it needs to be carefully planned out so that the resources are available when needed. Mr. Rife also remarked on a recent incident where shoulder berm was removed and the subsequent rain lead to a greasy surface condition. Mr. Craine indicated that staff was aware of the incident and that these are sometimes the risks one takes with the weather.

F. ACTION ITEMS

1. Approval of Plans and Specifications
 - Clyde Road, Mack Road to Argentine Road
(Resolution 1204-017)

Per Oceola Township's request, staff prepared plans and specifications to publically bid the grading and paving of Clyde Road from Mack Road to Argentine Road in sections 3 & 10 of Oceola Township. Staff reviewed the prepared plans and specifications and recommended them for Board approval.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1204-017. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

2. Cost Sharing Agreement
 - Rushton Road, Nine Mile to Doane Road
(Resolution 1204-018)

Green Oak Township approved improvements to Rushton Road between Nine Mile and Doane Road and requested staff, with Board approval, to prepare the necessary documents so the work can proceed. Staff is working on the required documents and recommends the project for Board approval.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1204-018. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

3. Annual Financial Report
 - Act 51 Report for 2011
(Resolution 1204-019)

Staff prepared the annual Act 51 Report for the fiscal year ending on December 31, 2011, in accordance with instructions received from the Michigan Department of Transportation. Staff requested Board approval of the report and authorization of signatures.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1204-019. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

4. County Road Association of Michigan
 - Amendments, Constitution and Bylaws

The County Road Association of Michigan (CRAM) distributed ballots to members requesting their vote on amendments to CRAM's constitution by-laws. CRAM proposed three amendments. The first would allow the Kent County Road Commission to move from its current affiliations to the Urban Association of Road Commissions and the Urban Council. The second would acknowledge the 37th Senatorial District Council's name change to Straits Area Council.

And the third amendment authorizes a language change to accommodate adoption of CRAM's budget in March of each year rather than April.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve of all three amendments.

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

5. Approval of MDOT Contract 12-5118

- Maltby Road Roundabout Construction
Sections 6 and 7, Green Oak Township
(Resolution 1204-020)

The plans and specifications for construction of a roundabout at the intersection of Maltby Road with Scranton Middle School were approved by the Board at its meeting on February 9 and submitted to MDOT. Staff reviewed the contract tendered by MDOT and recommended Board approval.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1204-020. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

6. 2012 Carbide Tool Bit Bids

- Authorization to Award
(Resolution 1204-021)

Steve Wasyk reviewed his memorandum to the Board regarding the 2012 bids for carbide tool bits. He noted that last year's bid price was considerably lower. Last year's successful bidder had discontinued the tool bit part LCRC had been using and offered a low price to deplete their inventory. Fortunately, the LCRC was able to purchase a surplus of these bits last year and should need to purchase fewer of the new, higher cost bits this year. Winter Equipment Company was the low bidder for 2012 and staff recommended accepting their bid.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1204-021. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

G. INFORMATION ITEMS

The following items were presented to the board as information only:

1. Clip Sheets (March 22-28, 2012)
2. Clip Sheets (March 2-April 4, 2012)
3. Clip Sheets (April 5-11, 2012)
4. Foremen Changes

H. CALL TO THE PUBLIC (2)

Mike Cunningham again addressed the Board. He stated that he thinks the Clyde Road project will be of great benefit to people in the northeast portion of the county. He said that he was appreciative of Oceola Township's and the Road Commission's efforts in this regard.

I. LEGAL

No Report

J. ADMINISTRATIVE BUSINESS

1. Minutes

**a. Regular Board Meeting
March 22, 2012**

The proposed minutes of the meeting of March 22, 2012, were presented to the Board for its review and approval.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve the meeting minutes of March 22, 2012.

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

2. Bills

Accounting staff reported that supplier distribution issues required replacing check number 072163 in the amount of \$8,119.86 with two checks, numbers 072213 for \$3,319.92 and 072214 for \$4,799.94. This addressed the delivery of tool boxes in two separate shipments a week apart. Later, check number 72214 was voided and the amount of the check, \$4,799.94, was added back to the cash balance.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve vouchers 072215 through 072333 in the net amount of \$385,546.44.

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

3. Meetings Announced

**a. Next Regular Board Meeting
April 26, 2012 - 9:30 a.m.**

4. Financial Reports Reviewed

- a. Cash Position Statement**
- b. MTF Comparison Report**

5. Miscellaneous Road Items

No report.

K. ADJOURNMENT

There being no further business to come before the Board, Chairman Crane declared the meeting adjourned at 10:09 a.m. Motion carried.

Signed _____
Stephen F. Crane, Chairman

Signed _____
Michael Craine, Managing Director