

May 24, 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
John T. Dunleavy
David R. Peckens

Staff Present: Michael Craine, Managing Director
Michael Goryl, Traffic and Safety Engineer
Terry Palmer, Accounting Supervisor
Jodie Tedesco, County Highway Engineer
Steve Wasyk, Deputy Managing Director of Operations

Others Present: Chris Behnan, Daily Press & Argus
Jennifer Nash, Livingston County Treasurer

D. APPROVAL OF AGENDA

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

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

E. CALL TO THE PUBLIC

1. Meeting with Jennifer Nash

This item was moved to the second call to the public, item H.

2. Call for Public Comment (1)

No response.

F. ACTION ITEMS

1. Clyde Road, Mack Road to Argentine Road
● Authorization to Award Bid
(Resolution 1205-031)

Bids for the improvements to Clyde Road were received, opened, and read aloud on May 22 as provided for in the bid notice. Dean Holmes Excavating, Inc. submitted the low qualified proposal and the Board authorized staff to award the bid to Dean Holmes Excavating, Inc.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve Resolution 1205-031. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

2. **Health Insurance Portability and Accountability Act**

- **Notice of Privacy Practices**

(Resolution 1205-032)

The Health Insurance Portability and Accountability Act (HIPAA) of 1996 requires the protection of certain health information. As part of a recent review of the Road Commission's health insurance benefit administration, staff requested counsel for the Road Commission to prepare a revised 'Notice of Privacy Practices' to ensure compliance with the law as it is currently understood. Staff recommended approval of the revisions.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve Resolution 1205-032. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

3. **Traffic Control Order – Stop Sign**

- **Edgewood Shores Drive at Crooked Lake Road**

(Resolution 1205-033)

Staff reviewed with the Board a proposed Traffic Control Order for a stop sign on Edgewood Shores Drive at Crooked Lake Road in Genoa Township. Edgewood Shores Drive was recently accepted into the county road system. A stop sign for traffic from Edgewood Shores Drive entering onto Crooked Lake Road is warranted as Crooked Lake Road is classified as a collector through highway. Staff recommended approval of the Traffic Control Order.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Peckens, to approve Resolution 1205-033. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

4. **Project Agreement, Tyrone Township**

- **Linden Road, Turner Road to Golf Course Entrance**

(Resolution 1205-034)

Tyrone Township approved a project agreement for improvements to Linden Road between Turner Road and a golf course north of Turner Road. Per the agreement, the Road Commission would provide and deliver 23A limestone material for application by the township. Staff recommended approval.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve Resolution 1205-034. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

G. INFORMATION ITEMS

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

1. Clip Sheets (May 10-16, 2012)
2. Clip Sheets (May 17-23, 2012)
3. Congressional Budget Office: "How Would Proposed fuel Economy Standards Affect the Highway Trust Fund?"

H. CALL TO THE PUBLIC (2)

Mr. Craine indicated that he had asked County Treasurer Jennifer Nash to attend the meeting to discuss investments. He stated that the Livingston County Treasurer's office had provided great service to the Road Commission and other local agencies during the banking crisis of the last several years. He expressed the appreciation of the staff and Board of the Road Commission to Ms. Nash regarding the services of the staff at the Treasurer's office. He asked Ms. Nash to provide some insight into the issues of capital management and security on a going-forward basis.

Ms. Nash described the investment philosophy of the Treasurer's office. She stated that security of investment remains the number one objective. Personnel at the Treasurer's office carefully observe the investment grade of instruments in which they invest. She said that she believes it is still good to be careful because of the amount of uncertainty regarding international affairs. She also indicated that the Treasurer's office is focused on maximizing returns after securing the safety of the principal. This is done through a benchmarking system where comparable investment tools are evaluated against the portfolio of the County Treasurer. She stated that the County Treasurer has over \$80 million on investment. She pledged to continue working with the Road Commission to secure the safety and stability of its funds going forward.

Board members thanked Ms. Nash for taking the time to meet with them and again expressed their appreciation for the fine job that has been done on behalf of the Road Commission.

I. LEGAL

No Report

J. ADMINISTRATIVE BUSINESS

1. Minutes

- a. Regular Board Meeting
May 10, 2012

The proposed minutes of the meeting of May 10, 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 May 10, 2012.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

- b. Special Board Meeting
May 18, 2012

The proposed minutes of the special meeting of May 18, 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 special meeting minutes of May 18, 2012.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

c. **Closed Session Meeting**
May 18, 2012

The proposed minutes of the closed session meeting of May 18, 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 closed session minutes of May 18, 2012.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

2. **Bills**

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Peckens, to approve vouchers 072509 through 072588 in the net amount of \$373,498.47.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

3. **Meetings Announced**

a. **Next Regular Board Meeting**
June 14, 2012 - 9:30 a.m.

4. **Financial Reports Reviewed**

a. **Cash Position Statement**

5. **Miscellaneous Road Items**

Jodie Tedesco indicated that there was a pre-construction meeting on May 23 for the Maltby Road project. She said that the contractor will be starting on June 11. She also stated that the contractor who was awarded the bid for Clyde is eager to start early and she anticipates that a pre-construction meeting will be scheduled shortly.

K. ADJOURNMENT

There being no further business to come before the Board, Chairman Crane declared the meeting adjourned at 9:54 a.m. Motion carried.

Signed _____
Stephen F. Crane, Chairman

Signed _____
Michael Craine, Managing Director