

December 13, 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
Mike Goryl, Traffic and Safety Engineer
Terry Palmer, Accounting Supervisor
Jodie Tedesco, County Highway Engineer
Steve Wasylk, Deputy Managing Director of Operations

Others Present: Tom Darling, WHMI
Mike Rife, Conway Township Supervisor

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. Public Hearing, 2013 Budget

Chairman Crane declared the Public Hearing open at 9:35.

Steve Wasylk gave a presentation on the proposed 2013 budget. He noted that total projected revenues for 2013 are greater than the prior year due to the inclusion of funding for the Latson Road interchange project in 2013.

The Michigan Transportation Fund (MTF) is the major source of revenue for the Road Commission. Mr. Wasylk said that staff is comfortable with assuming flat growth in the MTF from 2012 to 2013 and would therefore maintain the 2012 revenue projections for the 2013 budget. Staff will monitor receipts and make adjustments if necessary.

Expenditures are reported by road system (primary or local) and type of expense, where appropriate. Primary road projects in 2013 include improvements on Pinckney Road, signal upgrade projects, a drainage improvement project on Grand River, and the Road Commission's portion of the Latson/Nixon interchange project.

On the local road project list for 2013 is the Lakeland Trail in Putnam Township and a repaving project on Bonnie Circle in Marion Township. Contracts with individual townships for local road improvements usually start to develop in April or May and staff anticipates that the number of local road projects in 2013 will increase slightly from the previous year.

Routine road and bridge maintenance typically consumes almost half of the actual budget and staff anticipates that trend to continue in 2013. Much of the routine maintenance program is in response to weather conditions.

Mr. Wasyk said staff anticipates the equipment and administrative budgets to be comparable to the 2012 budget. Capital outlay includes replacement of the two Cat graders with the highest engine hours, a foremen pickup truck, and small shop and office equipment items. Also included in the capital outlay budget this year is the cost of demolishing the Brighton Garage.

The Public Hearing was declared closed at 9:55 a.m.

2. Call for Public Comment (1)

No response.

F. ACTION ITEMS

1. 2012-2013 Budget

- Adoption
(Resolution 1212-061)

The proposed 2013 budget was reviewed during the Public Hearing and staff recommended its approval.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Peckens, to approve Resolution 1212-061. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

2. 2013 Board Meeting Calendar

- Proposed Regular Meeting Calendar
(Resolution 1212-062)

Staff distributed a proposed meeting calendar for the year 2013. The proposed calendar continues the established meeting dates of the second and fourth Thursdays of each month at 9:30 a.m. An exception is made for the second meeting in November which is held on the fourth Tuesday in deference to Thanksgiving.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Peckens, to approve Resolution 1212-062. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

3. Mileage Reimbursement Rate, 2013

- IRS Notice IR-2012-72
(Resolution 1212-063)

The Internal Revenue Service recently issued notice IR-2012-72 announcing a mileage rate of 56.5 cents for 2013, a one cent increase from 2012. Staff provided the Board with a proposed resolution to adjust the Road Commission's rate to 56.5 cents.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve Resolution 1212-063. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

4. Traffic Control Order 12-005
● Stop Signs – Wyndam Lane, Genoa Township
(Resolution 1212-064)

Mike Goryl reviewed his memo to the Board which outlined a proposal to install stop signs on Wyndam Lane in the Pine Creek Subdivision in Genoa Township. Staff worked with a local property owner to trim some matured landscaping near the intersection of Wyndam Lane and Forest Way. While this has improved visibility at the intersection, northbound Wyndam Lane still meets stop warrants. To maintain consistency, staff recommended installing stop signs for both northbound and southbound Wyndam Lane traffic.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve Resolution 1212-064. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

5. Traffic Control Signal Cost Agreement
● M-59 at Hartland Road, Hartland Township
(Resolution 1212-065)

Mr. Goryl reviewed with the Board a signal plan and cost agreement with MDOT for signal control at the M-59/Hartland Road intersection. The new signal plan adds wireless vehicle detection to the intersection which was updated in 2009 as part of the Ramco commercial development. The cost agreement and signal plan formalizes M-59 and Hartland Road as a three-way intersection with LCRC responsible for one-third of the maintenance costs.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Peckens, to approve Resolution 1212-065. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

6. County Road Association of Michigan Ballot
● Amendment to Constitution and Bylaws

The County Road Association of Michigan (CRAM) recently sent a ballot accompanied by a memo to all county road commissions. The memo outlined CRAM's request to amend its Constitution and Bylaws to allow for a one-time special assessment of \$1,000.00 to each member. The funds raised would assist CRAM in its advocacy work on behalf of county road commissions. CRAM represents all 83 county road agencies before the Michigan legislature on critical transportation issues and seeks to educate the many incoming freshmen as well as returning members who may be changing committee assignments.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve the proposed amendment to the County Road Association of Michigan Constitution and Bylaws to allow for a one-time special assessment as proposed for the fiscal year ending March 31, 2013.

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 (November 20-28, 2012)
2. Clip Sheets (November 29-December 5, 2012)
3. Clip Sheets (December 6-12, 2012)
4. Local Bridge Program Award: Hamburg Road Over South Ore Creek

H. CALL TO THE PUBLIC (2)

Mike Rife requested a copy of the 2013 budget and it was furnished to him.

I. LEGAL

No Report

J. ADMINISTRATIVE BUSINESS

1. Minutes

- a. Regular Board Meeting
November 20, 2012

The proposed minutes of the meeting of November 20, 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 November 20, 2012.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

2. Bills

The accounting staff notified the Board that check number 72927 in the amount of \$953.35 was not received by the vendor and was replaced by check number 73605. A stop payment was issued for check 72927.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Dunleavy, to approve vouchers 73680 through 73781 in the net amount of \$340,184.04.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

3. Meetings Announced

- a. Next Regular Board Meeting
December 27, 2012 - 9:30 a.m.

4. Financial Reports Reviewed

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

5. Miscellaneous Road Items

Jodie Tedesco informed the Board that the Layton Road bridge was progressing. The existing bridge deck has been removed and the coffer dam on the west abutment is nearing completion. Work on the east abutment has begun. It is expected that foundation piles will be driven during the week of December 17. She also reported that the traffic signal upgrades at Lee and Rickett and Old 23 and Hyne are nearing completion. She said that the Latson/Nixon project is ongoing. Tree removal is expected to be complete before the contractor schedules a holiday shutdown. The winter work this year will consist of continuing the bridge over I-96 and removing soft and yielding organic soils from roadway portions of Nixon Road.

Commissioner Dunleavy commented that it was good to see the amount of tree trimming that has taken place on Fenton Road, Hogback Road, and Owosso Road. There was general discussion about the problem of dead trees along the roadway.

K. ADJOURNMENT

There being no further business to come before the Board, Chairman Crane declared the meeting adjourned at 10:32 a.m. Motion carried.

Signed _____
Stephen F. Crane, Chairman

Signed _____
Michael Craine, Managing Director