

December 12, 2013

THAT the meeting was called to order by Commissioner Dunleavy 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: Mike Goryl, Traffic and Safety Engineer
Terry Palmer, Accounting Supervisor
Jodie Tedesco, County Highway Engineer
Steve Wasyk, Deputy Managing Director of Operations

Others Present: Cam Gonzales, Trustee, Tyrone Township
Jim Gonzales, Golf Club Road, Howell

D. APPROVAL OF AGENDA

ACTION: It was moved by Commissioner Crane, 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)

1. Public Hearing – 2014 Budget

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

Steve Wasyk gave a presentation on the proposed 2014 budget. He noted that total projected revenues for 2014 are less than the prior year due to the completion of the Latson Road interchange project and due to the fact that there are not many commitments from the townships for road improvement projects at the time of the budget hearing.

The Michigan Transportation Fund (MTF) is the major source of revenue for the Road Commission. Mr. Wasyk said that staff is comfortable with assuming flat growth in the MTF from 2013 to 2014 and would therefore maintain the revised 2013 revenue projections for the 2014 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 2014 include a pavement improvement project on Grand River Avenue, two signal upgrade projects, a new signal installation at the Grand Oaks Drive/Latson Road intersection, and a bridge replacement on Grand River Avenue. In addition, two primary road projects are planned that will be funded through the Green Oak Township millage. These two projects are a pavement improvement project on Nine Mile Road and the paving of the gravel portion of Rushton Road.

The local road project list for 2014 includes a pavement improvement project on Fieldcrest Road, which will be funded through the Green Oak Township millage, and bridge projects on Center Road, Hartland Road, Jewell Road, and Dean Road. Additional local road projects are anticipated once contracts with individual townships start to develop in April and May.

Routine road and bridge maintenance typically consumes almost half of the actual budget, and staff anticipates that trend to continue in 2014. 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 2013 budget. Capital outlay includes replacement of the two Cat graders with the highest engine hours, a loader backhoe, a foremen pickup truck, an engineering pickup truck, a patch trailer, small office equipment items, a backup generator, and plans for the future replacement of the fuel tank farm.

The Public Hearing was declared closed at 9:50 a.m.

2. Call for Public Comment (1)

No Response

F. ACTION ITEMS

1. Adoption of Budget
● Fiscal Year 2014
(Resolution 1312-069)

The proposed 2014 budget and revisions to the 2013 budget were reviewed during the Public Hearing and staff recommended its approval.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1312-069. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

2. Election of Officers
● Year 2014
(Resolution 1312-070)

The Board elected to keep the existing officers in their respective positions.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1312-070. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

3. 2014 Board Calendar
● Regular Meeting Schedule
(Resolution 1312-071)

Staff distributed a proposed meeting calendar for the year 2014. 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. A second exception is made for the last meeting in December in order to maximize year-end financial obligations.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve Resolution 1312-071. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

4. **Audit Engagement**
● **Fiscal Year 2013**
(Resolution 1312-072)

Staff presented the Board with the engagement letter from Bredernitz, Wagner & Company for the 2013 financial Audit. Staff recommended continuing with Bredernitz, Wagner & Company for such services.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve Resolution 1312-072. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

5. **Employee 30-Year Recognition**
● **Jack Marshall**
(Resolution 1312-073)

Jack Marshall will be celebrating thirty years of service with the Road Commission on January 9, 2014. Staff presented the Board with a Resolution recognizing Jack's service and thanking him for it.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve Resolution 1312-073. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

6. **Traffic Control Order 13-009, Stop Signs**
● **Argentine Road at Clyde Road, Oceola Township**
(Resolution 1312-074)

Mike Goryl reviewed his memo to the Board which outlined his recommendation to install stop signs on Argentine Road at Clyde Road in Oceola Township. Mr. Goryl explained that changes in the traffic patterns at this intersection due to the recent paving of Clyde Road have warranted the stop sign installations. Commissioner Dunleavy expressed his concerns about the motoring public being caught off guard by the new stop signs. Mr. Goryl explained the process of installing the new stop signs and the warning techniques used prior to and after the installation of the signs.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve Resolution 1312-074. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

7. **Proposal for Bridge Engineering and Related Services, 2014-2017**
● **OHM Advisors**
(Resolution 1312-075)

Staff presented the Board with a renewal proposal from OHM Advisors for bridge inspections, structural assistance, and maintenance of the Road Commission bridge asset database. If approved, this agreement would be the third with OHM for these services. Staff indicated their satisfaction with the past performance of OHM and recommended approval of the proposal.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1312-075. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

8. 2014 Mineral Well Brine Prices
• Service Contract Authorization
(Resolution 1312-076)

Steve Wasylk presented the Board with a proposal from Michigan Chloride Sales to extend their 2013 mineral well brine prices for the 2014 dust control season. Mr. Wasylk commented on the long working relationship with Michigan Chloride Sales and recommended the extension of the contract.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve Resolution 1312-076. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

9. 2014 Standard Mileage Rates
• IRS Notice IR-2013-95
(Resolution 1312-077)

The Internal Revenue Service recently issued notice IR-2013-95 announcing a mileage rate of 56 cents for 2014, a half-cent decrease from 2013. Staff provided the Board with a proposed resolution to adjust the Road Commission's rate to 56 cents.

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve Resolution 1312-077. (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 (November 26-December 4, 2013)
2. Clip Sheets (December 5-11, 2013)

H. CALL TO THE PUBLIC (2)

Jim Gonzalez, a resident on Golf Club Road, expressed his concerns regarding the speed limit on Golf Club Road near Eager Road. Mr. Gonzalez asked if it would be possible to remove the 55 MPH speed limit sign and leave it un-posted. Mike Goryl commented that leaving the speed limit sign would allow easier enforcement of the speed limit by the police, but he was not opposed to removing it. The Board was supportive of removing the speed limit sign on a trial basis.

I. LEGAL

No Report

J. ADMINISTRATIVE BUSINESS

1. Minutes

**a. Regular Board Meeting
November 26, 2013**

The proposed minutes of the meeting of November 26, 2013, were presented to the Board for its review and approval.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve the meeting minutes of November 26, 2013.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

2. Bills

ACTION: It was moved by Commissioner Peckens, seconded by Commissioner Crane, to approve vouchers 075719 through 075807 in the net amount of \$277,803.58.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

3. Meetings Announced

**a. Next Regular Board Meeting
December 30, 2013 - 9:30 a.m.**

4. Financial Reports Reviewed

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

5. Miscellaneous Road Items

Jodie Tedesco commented that the engineering department was working on projects for 2014 with the townships.

Commissioner Crane commented that he spoke with the contractor for the Latson Road Interchange project about the paperless reporting system. Commissioner Crane stated that the contractor thought it worked well and inquired if we thought it worked well also. Jodie Tedesco stated that there were some minor issues with working with the paperless system, but that the system was beneficial overall.

Commissioner Dunleavy thanked Mike Goryl for his cooperation with Mr. Gonzalez regarding the Golf Club Road issue. Commissioner Dunleavy also thanked Mr. Goryl for his extensive work on the Argentine Road/Clyde Road intersection.

K. ADJOURNMENT

There being no further business to come before the Board, Chairman Dunleavy declared the meeting adjourned at 10:35 a.m. Motion carried.

Signed _____
John T. Dunleavy, Chairman

Signed _____
Steve Wasylik, Deputy Managing Director