

October 22, 2015

THAT the meeting was called to order by Commissioner Peckens 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
Michael Goryl, Traffic and Safety Engineer
Steve Wasylk, Deputy Managing Director of Operations

Others Present: Bob Ellis, Howell City Council
Mike Rife, Supervisor, Conway Township
Mike Tipton, Trustee, Howell Township

D. APPROVAL OF AGENDA

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

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

E. CALL TO THE PUBLIC (1)

Mike Tipton addressed the Board regarding concerns about operations on Grand River (Business Loop 96), particularly at the VG's retail center. Mr. Tipton explained that it's a concern of both the city and the township to see some type of improved operations up to and including those resulting from a lower speed limit. Mr. Craine said that there had been prior concerns expressed about this location. It is under the jurisdiction of the Michigan Department of Transportation and contact information for the appropriate personnel was provided. Mike Goryl stated that there had been several speed studies to determine if the limit could be reduced based upon the 85th percentile rule but speeds remained at or near 55 miles an hour in the traffic survey.

Mike Rife addressed the Board again regarding drainage issues at Nicholson and Sober Roads. He stated that the township board was willing to enter into a partnership with the Road Commission to improve drainage at this location. He was to meet with Steve Wasylk after the meeting to pursue details.

F. ACTION ITEMS

1. 2015 Audit
 - Letter of Engagement, Bredernitz, Wagner & Co., P.C.
(Resolution 1510-065)

Staff reviewed with the Board a proposal from Bredernitz, Wagner & Co. for conducting an audit of the financial records of the Road Commission for the fiscal year ending on December 31, 2015. The Board authorized the Managing Director to sign the engagement letter as proposed by Bredernitz, Wagner & Co.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve Resolution 1510-065. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

2. **Final Payment and Release**

- **Enbridge Energy, Limited Partnership**
(Resolution 1510-066)

Mr. Craine presented a proposed Payment and Release Agreement between the Road Commission and Enbridge Energy, Limited Partnership. The purpose of the agreement was to close out Enbridge permits and to provide for their voluntary contribution to improve some roads in the vicinity of their Howell pump station on Parshallville Road. Mr. Craine explained the background and legal review of this document which has been approved by counsel for the Road Commission. The intended use of the funds is to mill and resurface a portion of Latson Road at its Curdy Road intersection in Ocoala Township, wedge and overlay Linden Road in Hartland and Tyrone Townships, and do base reinforcement and hot mix work on Parshallville Road which lies along the common line between Hartland and Tyrone Townships.

Commissioners were assured that all other known areas of damage have been addressed and that the Road Commission is satisfied with all the work performed by Enbridge.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve Resolution 1510-066. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

3. **Authorization to Accept Bid Proposal**

- **Traffic Signalization, Latson Road at Grand Oaks Drive**
(Resolution 1510-067)

Mike Goryl reviewed with the Board his memorandum detailing the proposal to signalize the intersection of Latson Road and Grand Oaks Drive in Genoa Township. As a condition of right-of-way negotiations for the Latson Road interchange project, the Road Commission is required to signalize the intersection when traffic signals warrants are satisfied. Staff expects warrants to be met shortly after new commercial developments along Grand Oaks Drive open for business. Plans and specifications for the signal project were completed in September and bid ads were placed soon after. Bids were opened on October 20. The low bidder was Dan's Excavating. Based on their bid and LCRC's past experience with Dan's Excavating, staff recommended accepting their bid and entering into a contract for their services.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve Resolution 1510-067. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

4. **County Road Association Self Insurance fund Proposal**

- **Conversion to Mutual Insurance Company**

Mr. Craine explained to the Board the basic concepts as he understood them that were being advocated by the Board of Trustees of the County Road Association Self-Insurance Fund. Their proposal would convert the current pool which is organized as a self-insured fund pool to a mutual fund. This would allow the self-insurance fund to have net cost savings and more regulatory flexibility compared to the current legal structure. A formal resolution on this matter will be presented to the Board at its meeting on November 24th.

5. **Budget Presentation**

• **Capital Outlay**

Steve Wasylyk presented to the Board the first of several briefings on 2016 budget items. The most significant portion of the budget framework is the establishment of projections for income from the Michigan Transportation Fund. Mr. Wasylyk explained how this funding has stabilized after many years of volatility. He compared a current experience and statewide forecasts for performance of the fund. He recommended that the Board consider a forecast of approximately \$13,521,000.

He also gave the Board an overview of the proposed capital outlay in 2016. This includes both heavy road equipment as well as some light vehicles, shop equipment, and routine office outlay. The most significant single element on the capital outlay budget is replacement of the existing fuel farm. Mr. Wasylyk reminded the Board that these matters would be discussed again as the budget proceeds toward adoption in December.

Mr. Craine took advantage of the relatively short agenda to discuss the recent evaluation of the Eager Road culvert crossing the Bogue Creek in Oceola Township. He provided a visual on the condition of the existing structure and the variety of options available for repair or replacement. He indicated that there is no single satisfactory option other than complete replacement and realignment. It is understood that there are no funds for that level of investment. Mr. Craine said that he would be working with local stakeholders to develop a preferred option to pursue.

G. **INFORMATION ITEMS**

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

1. Clip Sheets (October 8-14, 2015)
2. Clip Sheets (October 15-21, 2015)
3. 2015/2016 LCRC Program

H. **CALL TO THE PUBLIC (2)**

Mike Tipton commented on the Eager Road bridge failure and the options confronting the community.

I. **LEGAL**

No report

J. **ADMINISTRATIVE BUSINESS**

1. **Minutes**
 - a. **Regular Board Meeting**
October 8, 2015

The proposed minutes of the meeting of October 8, 2015, 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 October 8, 2015.

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

2. **Bills**

Accounting staff reported 3 checks lost by various vendors. Check numbers 78916 issued in June, 79530 issued in September, and 79131 issued in July were replaced with check numbers

79632, 79633, and 79635 respectively. Stop payments were issued for the lost checks. Staff also noted that check number 79634 was out of sequence and was voided.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Peckens, to approve vouchers 79636 through 79717 in the net amount of \$1,642,933.01.

Ayes: Commissioners Crane, Peckens.

Nays: None.

Motion Carried.

3. **Meetings Announced**
 - a. **Next Regular Board Meeting**
November 12, 2015 - 9:30 a.m.
4. **Financial Reports Reviewed**
 - a. **Cash Position Statement**
5. **Miscellaneous Road Items**

Mr. Craine said that the Whitmore Lake Road project was receiving its final cleanup. It should be open soon and the final stage will be built in 2016. He also said that the Lakeland Trail in Hamburg was completed. Staff was working on the 2016 program including improvements to Brighton Road between Chilson and Bauer and on the construction of a roundabout between Coon Lake and Chilson Road.

K. ADJOURNMENT

There being no further business to come before the Board, Chairman Peckens declared the meeting adjourned at 10:53 a.m. Motion carried.

Signed _____
David R. Peckens, Chairman

Signed _____
Michael Craine, Managing Director