

December 29, 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
John T. Dunleavy
David R. Peckens

Staff Present: Michael Craine, Managing Director
Terry Palmer, Accounting Supervisor
Jodie Tedesco, County Highway Engineer
Steve Wasylk, Deputy Managing Director of Operations

Others Present:

D. APPROVAL OF AGENDA

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

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

E. CALL TO THE PUBLIC (1)

1. Public Hearing – 2016 Budget

Chairman Peckens indicated that he would recess the regular meeting of the Board in order to conduct a public hearing on the 2016 budget. There being no objection, Chairman Peckens asked staff to present the budget.

Steve Wasylk gave a slide presentation that contained a detailed view of anticipated revenues and expenditures for calendar year 2016. Most of the items dealing with revenues, capital outlay, and road and bridge improvement projects had been reviewed during regular meetings as work session items over the last several weeks.

Mr. Wasylk said that the increase in revenues for 2016 largely was due to projects in Green Oak, Hartland, and Oceola Townships where local funds were available to support the investment in reconstruction of Rushton Road in Green Oak Township and Hacker Road in Hartland and Oceola Townships. The underlying MTF revenues and federal aid revenues are anticipated to be fairly level with 2015.

The same is true for expenditures. The budget investments were consistent with 2015 with the exception of the road projects and some one-time increases in capital outlay for underground storage tank replacements.

Comparisons were made on various charts to prior years. The Board had discussions regarding individual projects and planned replacement schedules for motor graders. There were no public comments. The Board Chairman indicated that he would close the public hearing and resume the regular meeting.

2. Call for Public Comment

There was a call to the public with no response.

F. ACTION ITEMS

1. Adoption of Budget

- Fiscal Year 2016
(Resolution 1512-078)

The matter of the 2016 budget as well as the amendments to the 2015 budget was before the Board. Staff recommended approval of the budget as presented.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to approve Resolution 1512-078. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

2. Election of Officers

- Year 2016
(Resolution 1512-079)

Board members voted to continue serving in their current offices, with Commissioner Peckens as Chairman, Commissioner Crane as Vice-Chairman, and Commissioner Dunleavy as Member.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to approve Resolution 1512-079. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

3. Non-Union Compensation

- Proposed 2016 Schedule
(Resolution 1512-080)

The Board reviewed the salary schedule for non-union staff and approved a 2% salary increase for the year 2016.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to approve Resolution 1512-080. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

4. Property Purchase Agreement

- 738 Rickett Road, Brighton, MI
(Resolution 1512-081)

The Board reviewed the proposed property purchase agreement for 738 Rickett Road. This site is the location of the former garage building for the Brighton area. The building was removed in 2013. There was discussion of the terms and conditions of the proposed purchase agreement.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to place the item on the table for discussion. Motion carried.

There was detailed discussion of the brokerage fee. The Commissioners were not comfortable paying the entire commission. They wished to reduce the amount of commission paid by the Road Commission to 3% in order to better align the fee with the effort required.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to revise paragraph 7 of the property purchase agreement to indicate that a 3% commission would be paid by seller to selling broker at time of closing. Motion carried.

ACTION: Chairman Peckens then called for a vote on Resolution 1512-081. (Certified copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

5. Plans and Specifications
- Chilson at Coon Lake Road Roundabout
- Genoa Township
(Resolution 1512-082)

Mike Goryl provided the Board with plans and specifications for construction of a single-lane roundabout at the intersection of Chilson Road with Coon Lake Road and Pinehurst Drive. Plans will be submitted to the Michigan Department of Transportation for bid letting scheduled for April 1, 2016. Construction is anticipated to begin in early May with completion in July of 2016.

Total construction costs for the project are estimated to be \$762,000 with \$480,000 of the total paid by federal safety funds.

ACTION: It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to approve Resolution 1512-082. (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 (December 10-16, 2015)
2. Clip Sheets (December 17-28, 2015)

H. CALL TO THE PUBLIC (2)

No response

I. LEGAL

No report

J. ADMINISTRATIVE BUSINESS

1. Minutes
 - a. Regular Board Meeting
December 10, 2015

The proposed minutes of the meeting of December 10, 2015, were presented to the Board for its review and approval.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Dunleavy, to approve the meeting minutes of December 10, 2015.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

2. Bills

At its meeting on December 10, 2015, the Board authorized an interim blank voucher to allow for payment of invoices coming due prior to its meeting on December 29. Staff provided the Board with a full reporting of disbursements issued under the blank voucher as well as reporting on its regular disbursements.

ACTION: It was moved by Commissioner Crane, seconded by Commissioner Dunleavy, to approve vouchers 80004-80006 in the amount of \$10,244.81 and vouchers 80007 through 80056 in the net amount of \$436,171.43.

Ayes: Commissioners Crane, Dunleavy, Peckens.

Nays: None.

Motion Carried.

3. Meetings Announced

- a. Next Regular Board Meeting
January 14, 2016 - 9:30 a.m.

4. Financial Reports Reviewed

- a. Cash Position Statement

5. Miscellaneous Road Items

Staff members expressed their appreciation to the Board for the salary increase adopted. Chairman Peckens wished everyone a safe and happy new year.

K. ADJOURNMENT

There being no further business to come before the Board, Chairman Peckens declared the meeting adjourned at 10:16 a.m. Motion carried.

Signed _____
David R. Peckens, Chairman

Signed _____
Michael Craine, Managing Director