

September 22, 2011

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. ROLL CALL**

Commissioners Present: Stephen F. Crane  
John T. Dunleavy  
David R. Peckens

Staff Present: Michael Craine, Managing Director  
Steve Wasylk, Director of Operations

Others Present: Chris Behnan, Daily Press & Argus  
Tom Darling, WHMI  
Kenneth Donal, Ingham County  
Mike Rife, Conway Township Supervisor  
Steve Williams, Livingston County Commissioner

**B. APPROVAL OF AGENDA**

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

Ayes: Commissioners Crane, Dunleavy, Peckens.  
Nays: None.  
Motion Carried.

**C. CALL TO THE PUBLIC (1)**

No response

**D. ACTION ITEMS**

1. Personnel Action
  - Deputy Managing Director  
(Resolution 1109-038)

Mr. Craine discussed with the Board the proposed Deputy Managing Director personnel description. He indicated that Steve Wasylk agreed to step up to the task of managing budget and accounting issues when Don Kuchnicki resigned. Mr. Kuchnicki's position has not been filled. Additionally, it has been necessary for Mr. Wasylk to represent the Road Commission at meetings in Mr. Craine's absence.

Mr. Craine recommended to the Board that it consider establishing a Deputy Managing Director position at salary grade M-10. This would recognize the level of effort that Steve has been putting into these added tasks since January of 2011. There was a discussion of the position description and the preparation of financial measurement tools. Board members commented that they thought it was a valid recognition of the job that Steve has been doing.

**ACTION:** It was moved by Commissioner Crane, seconded by Commissioner Dunleavy, to approve Resolution 1109-038. (Certified Copy on file in the Board Meeting Resolutions.)

Ayes: Commissioners Crane, Dunleavy, Peckens.  
Nays: None.  
Motion Carried.

**E. INFORMATION ITEMS**

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

1. Clip Sheets (September 8-14, 2011)
2. Clip Sheets (September 15-21, 2011)
3. Hot Water Heater Replacement Bid

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

County Commissioner Steve Williams addressed the Board regarding the good work that has been done on County Farm Road between Coon Lake and Sexton Roads. He said that the staff and the contractors have been doing an excellent, particularly in light of the physical limitations of the road base. Commission Williams also inquired about the status of the Jewell Road bridge. Mr. Craine explained that the Board had applied for critical bridge funding and should know whether it is funded in October. In the event that no funding is forthcoming, the Road Commission will work with the Livingston County Drain Commissioner to develop an alternative project.

Kenneth Donal made a presentation to the Board regarding drainage problems on his property located at Allen and Stow Roads. Mr. Donal reported that the Road Commission had obtained an easement for this property in 1977 but it did not secure an outlet. He was requesting the Road Commission's assistance in undertaking some ditching on Allen Road. After considerable discussion, it was suggested that Mr. Donal meet with Steve Wasyk on site to explore the nature of the work to be performed.

**G. LEGAL**

1. Collective Bargaining Meeting with Counsel
  - Closed Session Requested

**ACTION:** It was moved by Commissioner Crane, seconded by Commissioner Dunleavy, to enter into closed session at 10:02 a.m. for the sole purpose of discussing the Collective Bargaining Agreement.

**Ayes:** Commissioners Crane, Dunleavy, Peckens.  
**Nays:** None.  
**Motion Carried.**

**ACTION:** It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to return to open session at 11:00 a.m.

**Ayes:** Commissioners Crane, Dunleavy, Peckens.  
**Nays:** None.  
**Motion Carried**

**H. ADMINISTRATIVE BUSINESS**

1. Minutes
  - a. Regular Board Meeting  
September 8, 2011

The proposed minutes of the meeting of September 8, 2011, 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 September 8, 2011.

**Ayes:** Commissioners Crane, Dunleavy, Peckens.

**Nays:** None.

**Motion Carried.**

b. Closed Session Meeting  
September 8, 2011

The proposed minutes of the closed session meeting of September 8, 2011, were presented to the Board for its review and approval.

**ACTION:** It was moved by Commissioner Crane, seconded by Commissioner Dunleavy, to approve the closed session meeting minutes of September 8, 2011.

**Ayes:** Commissioners Crane, Dunleavy, Peckens.

**Nays:** None.

**Motion Carried.**

2. Bills

**ACTION:** It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to approve vouchers 071085 through 071169 in the net amount of \$286,511.87.

**Ayes:** Commissioners Crane, Dunleavy, Peckens.

**Nays:** None.

**Motion Carried.**

3. Meetings Announced

a. Next Regular Board Meeting  
October 13, 2011 - 9:30 a.m.

b. Seven County Council Quarterly Meeting  
Tuesday, October 18 – 9:00 A.M.  
Chemung Hills Golf Club  
Host: Livingston County Road Commission

4. Financial Reports Reviewed

a. Cash Position Statement

b. MTF Comparison Report

5. Miscellaneous Road Items

Steve Wasylyk discussed recent work on Foley Road in Tyrone that was being done out of the maintenance budget. The work was intended to resolve a long-standing problem with erosion on this hilly section of Foley Road west of Mabley Hill Road. The township was quite willing to consider placing limestone on the roadway in order to finish the work.

Mr. Craine provided a report on the status of work that was underway. He indicated that the Fonda Island Briggs Lake relief water main project was scheduled to start within the next week. County Farm Road was being paved today as was Grand River west of Burkhart. The contractor is finishing Cornell Road. Crack filling is underway. Mr. Craine also announced that the liquid asphalt vendor for the 2010 seal coat program had agreed to repair 90,000 square yards of chip seal placed in 2010. This includes utilizing a Type II Micro-Surface to repair damaged

areas. He also announced that the public meeting regarding Scranton Middle School would be held on October 12 at the Road Commission offices.

**I. ADJOURNMENT**

There being no further business to come before the Board, Chairman Peckens declared the meeting adjourned at 11:25 a.m. Motion carried.

Signed \_\_\_\_\_  
David R. Peckens, Chairman

Signed \_\_\_\_\_  
Michael Craine, Managing Director