

November 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  
Terry Palmer, Accounting Supervisor  
Jodie Tedesco, County Highway Engineer  
Steve Wasylk, Director of Operations

Others Present: Mark Horning, Hartland Woods Drive, Hartland

**B. 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.**

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

No Response

**D. ACTION ITEMS**

1. Budget Discussion
  - MTF Revenues
  - Capital Outlay

Mr. Craine stated to the Board that the next two Board meetings will be used for discussion of significant budget issues. He stated that Steve Wasylk, Deputy Director of Operations, was working on the budget this year. He said that Steve's presentation this morning would focus on the Michigan Transportation Fund (MTF) revenue for 2012 as well as anticipated capital expenses.

Steve Wasylk made a short presentation. The MTF picture is expected to stabilize in 2012. It is not expected to be below 2011 levels. Mr. Wasylk said that his proposal would include zero growth in MTF revenues in order to be appropriately conservative. This concept can be reviewed with the Board in March or April of 2012.

The principal capital outlay items for 2012 will be replacement of two motor graders. The two Volvo graders will reach their lease maturity in 2012. It is not proposed to retain these units. Accordingly, a strategy for replacement is being developed. The budget item figure that is included in the presentation is the likely maximum amount that direct purchase would require. Lease options and vendor options will be explored thoroughly.

2. Revised Board Meeting Schedule

- December, 2011  
(Resolution 1111-045)

Mr. Craine said that it was desirable to add an additional meeting in December for budget adoption. It also would be helpful if the meeting currently scheduled for December 27 could be moved to December 28. Board members agreed that this could be done and established December 20 as the date for the Budget Public Hearing.

**ACTION:** It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to approve Resolution 1111-045. (Certified Copy on file in the Board Meeting Resolutions.)

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

3. 2012 Board Meeting Calendar

- Proposed Regular Meeting Calendar  
(Resolution 1111-046)

Staff prepared a Board calendar for discussion. It would continue the pattern of meeting the second and fourth Thursdays of the month except for the holiday conflicts in November and December.

**ACTION:** It was moved by Commissioner Crane, seconded by Commissioner Dunleavy, to approve Resolution 1111-046. (Certified Copy on file in the Board Meeting Resolutions.)

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

4. Election of Board Officers

- Year 2012  
(Resolution 1111-047)

There was discussion among the members regarding officers for the year 2012. It was determined that Steve Crane would be Chair for 2012 and John Dunleavy would be Vice-Chair.

**ACTION:** It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to approve Resolution 1111-047. (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 (November 10-21, 2011)

F. CALL TO THE PUBLIC (2)

Mark Horning, 1665 Hartland Woods Drive, addressed the Board regarding the condition of roads in his subdivision. He said that the Road Commission needed to find a program that could sustain the condition of roads in good shape. He is concerned that projects like the Latson Road interchange detract from that. The Board thanked Mr. Horning for his comments.

**G. LEGAL**

No Report

**H. ADMINISTRATIVE BUSINESS**

**1. Minutes**

**a. Regular Board Meeting  
November 10, 2011**

The proposed minutes of the meeting of November 10, 2011, 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 10, 2011.

**Ayes:** Commissioners Dunleavy, Peckens.

**Abstained:** Commissioner Crane.

**Nays:** None.

**Motion Carried.**

**2. Bills**

**ACTION:** It was moved by Commissioner Dunleavy, seconded by Commissioner Crane, to approve vouchers 071462 through 071530 in the net amount of \$492,408.91.

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

**Nays:** None.

**Motion Carried.**

**3. Meetings Announced**

**a. Next Regular Board Meeting  
December 8, 2011 - 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 crack sealing work should be completed this week and that the contractor for the Fonda-Island-Briggs water main had completed his punch list items.

**I. ADJOURNMENT**

There being no further business to come before the Board, Chairman Peckens declared the meeting adjourned at 10:19 a.m. Motion carried.

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

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