

The regular meeting of the Board of Road Commissioners was held in their offices in the City of Big Rapids, Michigan on Tuesday March 9th, 2004. The meeting was called to order at 9:01 a.m.

Members Present: John Currie, Paul Jefts, and Randy Maxwell.

Members Absent: None

Member Present from Board of County Commissioners: Norm Turner.

Administrative Staff Present: Joyce Randall, Managing Director, Mike Maneke, Superintendent, and Brooke Steiner, Clerk.

Minutes from February 24th, 2004 were approved with the corrections made.

Tony Karns, Resurrection Life Church, was present to ask the Board what is happening to 215th in Big Rapids Township where the new Menard's is going in. Mr. Karns has about 300 people that use the road to attend church. Board advised that the road is going to be paved. Mr. Karns would like to have input as the process goes on. No Action Required.

Cheryl Aris, Grant Township Supervisor, was present to discuss 22 Mile Road from 150th to 160th needs to have some gravel; there are quite a few rough spots on the road. Board advised to have Mike Maneke, Superintendent, check into the road. No Action Required.

Sandee Farlow, Grant Township Clerk, was present to discuss the water problem in her front yard. Mrs. Farlow brought in pictures to show how much water is in her yard. Mrs. Farlow stated the road is higher causing her to pump the water out of her yard to keep from flooding. She also stated that the water and electric runs under the road in that area. Board advised to have Mrs. Farlow talk with Jim Grunst and get back with the Board. No Action Required.

Greg Adams, Hidden Harbor Owner, and Bill Kozak, Moore & Bruggink, Inc., were present to discuss the updates done to the Preliminary Plans for Hidden Harbor on 15 Mile road in Martiny Township. Mr. Kozak stated the plans needed to have a couple of more changes such as increasing the culvert length under the road and increasing the turnaround from 60 to 75 feet. Board advised as long as the turnaround catches all the drives at the end then the turnaround went far enough, which it does catch all the drives. Board advised to have an estimate prepared. Mr. Adams is planning to take this to the Township to see if they will participate in 1/3 of the cost. Mr. Adams stated that if the Township does not participate with them then would the Road Commission split the cost 50/50. Board advised they would have to wait and see what the Townships action is before they can make any decisions. No Action Required.

At 9:30 a.m. Paul Jefts moved and Randy Maxwell seconded motion to open and read bids received for Annual Materials. Bids will be read and placed on file for the review of the administrative staff and if and when awarded, will be in the best interest of Mecosta County. Roll call vote of three (3) yeas, motion carried.

Bids were read for the following materials:

- Underbody Scraper Blades
- Sign Materials
- Asphalt Emulsions
- Bituminous Materials
- Culvert/Pipe and Bridge Materials
- Limestone and Slag
- Pavement Markings
- State Gravel Hauling and Procurement
- Winter Maintenance Sand Haul
- Motor Fuel and Operating Fluids
- Liquid Calcium Chloride
- Pulverizing
- Chemical Spraying

Paul Jefts moved and Randy Maxwell seconded motion to open and read bids received for four Tandem Trucks at 10:01 a.m. Roll call vote of (3) three years, motion carried. The bids were read as follows:

	<u>Per Tandem</u>	<u>w/Accessories</u>	<u>Only Accessories</u>
Motor City Trucks	\$69,995.00	\$115,192.00	-
	-	\$111,019.00	-
Woodland International Trucks	\$67,500.0	\$112,697.00	-
	-	\$108,524.00	-
Dermody Truck Sales	\$77,381.00	\$ -	-
Duthler Truck Center	\$66,708.00 Sterling	\$111,905.00	-
	-	\$107,732.00	-
	\$75,827.00 Westn Star	\$121,024.00	-
	-	\$116,851.00	-
Truck & Trailer Specialties	-	-	\$45,197.00
	-	-	\$41,024.00

Bids will be placed on file for review by administrative staff.

Paul Jefts moved and Randy Maxwell seconded motion to have the Board sign the Letter of Understanding with Deerfield Township in regards to 3 Mile Road and Sheridan Township in regards to 17 Mile Road. Roll call vote of (3) three years, motion carried.

Cheryl Aris, Grant Township Supervisor, was present to discuss with the Board that the new pavement is breaking up on 160th Avenue in the northbound lane. No Action Required.

Paul Jefts moved and Randy Maxwell seconded motion to purchase the Vibratory Compactor with Whacker for \$1,445.00 from Colwell. Roll call vote of (3) three years, motion carried.

Paul Jefts moved and Randy Maxwell seconded motion to purchase the John Deere 6320 Tractor from Voelkers. Roll call vote of (3) three years, motion carried.

Board reviewed the 2004 Capital Outlay. Joyce Randall, Managing Director, stated that two new front plows are needed which cost \$3,752.00 each. No Action Required.

Brooke Steiner, Clerk, presented the Financial Reports to the Board and stated that year-end is progressing slowly due to the software. No Action Required.

Randy Maxwell moved and Paul Jefts seconded motion to sign the new Signature Cards for Chemical Bank due to the name change. Roll call vote of (3) three years, motion carried.

Board reviewed the Irrevocable Letter of Credit from Sackett Potatoes. No Action Required.

Board reviewed the County Road Association of Michigan to Designate Voter – Policies. Board advised to have Joyce Randall, Managing Director, and Randy Maxwell to attend. No Action Required.

Board reviewed the Commissioners Seminar Registration, April 18 – 20, 2004. Randy Maxwell, Paul Jefts, and John Currie plan to attend. No Action Required.

Board reviewed the Finance & Human Resource Meeting on May 11-13, 2004. Brooke Steiner, Clerk, and Joyce Randall, Managing Director, plan to attend. No Action Required.

Board reviewed the Incident/Accident Report. No Action Required.

Paul Jefts moved and Randy Maxwell seconded motion to approve voucher 3/09/04 for payment in the amount of \$157,101.57. Roll call vote of (3) three yeas, motion carried.

Board recessed for lunch at 11:50 a.m.

Board reconvened at 12:35 p.m.

Joyce Randall, Managing Director, informed the Board of the following items: 1) showed the Board the Auction Flyer for March 23rd, 2004; 2) the possibility of four 10 hour days this summer; Board advised to check with the guys on some ideas and bring back to the Board; 3) whether to put miscellaneous items from downstairs in the auction, Board advised to go ahead. No Action Required.

John Currie moved and Randy Maxwell seconded motion to approve Resolution #04-03 in regards to the Commendation and Appreciation for Jerry Wright going beyond the call of duty and saving a child's life. Roll call vote of (3) three yeas, motion carried.

Foremen's meeting at 1:20 p.m. present: Frank Randall, Charlie Cornell, Mike Simon, and Randy Wilson.

John Currie, Chairman, presented a plaque and Resolution #04-03 to Jerry Wright for Commendation and Appreciation for saving the life of a child. Joyce Randall, Managing Director, read the Correspondence from Central Michigan Emergency Physician to Mr. Wright.

Foremen updated the Board on patching, Cutting trees and brush, blading roads, winter maintenance, repairing washouts, replacing tubes, repairing salt barn, cleaning bridges, and cleaning state drains. No Action Required.

At 1:26 p.m. Paul Jefts moved and Randy Maxwell seconded motion to move into executive session per Frank Randall's request to discuss the employee anonymous letter issue.

At 2:00 p.m. Paul Jefts moved and Randy Maxwell seconded motion to move back into Regular Session. Roll call vote of (3) three yeas, motion carried.

Board advised to have Mike Simon, Shop Foreman, take one of the Tri axle trucks to Duthler Truck Center and have the tag axle changed to a pusher. No Action Required.

Board reviewed the MCRISP Board of Directors Positions. No Action Required.

Board reviewed the MCRISP Notice of Hospitality Room at the CRAM Conference. No Action Required.

Board reviewed the MCRISP Consumers Energy and other vendor contracts. No Action Required.

Board reviewed the Correspondence from Tim Mudrak in regards to 183rd Avenue in Big Rapids Township. Board advised to have Jim Knapp reply back to Mr. Mudrak. No Action Required.

Joyce Randall, Managing Director, informed the Board on what other Road Commissions do for new employees on training. Ms. Randall stated that the majority of Road Commissions ride around the first day, then they drive and ride for the second day; some don't even hire in the wintertime. Paul Jefts suggested doing a survey to all employees asking for them to vote on who would be the best person for each individual operation, then that person would train the new employees. Board advised to go ahead and do the survey. No Action Required.

Mike Maneke, Superintendent, informed the Board of the following items: 1) the list of roads for the spring ride around; the Board scheduled the spring ride around tentatively for March 25th and April 2nd at 1:00 p.m. 2) Jackson Road, where the property owner dug a pond and at this same location the road shifted, he also took out the trees and brush along the road; 3) Property Owner in Remus that would like us to clean up the stump from the tree that fell over into the Road, Board feels that the Road Commission is responsible for road repairs and the Property Owner is responsible for the cleanup of his own tree. No Action Required.

Meeting Adjourned at 3:24 p.m.

Chairman

Secretary

Date