

The regular meeting of the Board of Road Commissioners was held in their offices in the City of Big Rapids, Michigan on Tuesday October 12<sup>th</sup>, 2004. The meeting was called to order at 9:00 a.m.

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

Members Absent: None

Member Present from Board of County Commissioners: None.

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

Minutes from September 28<sup>th</sup>, 2004 were approved with corrections made.

John Boyd, Morley Stanwood Schools, was present to discuss with the Board on placing a school crossing on Northland Drive in the Village of Stanwood and to have a school crossing on Jefferson Road in the Village. Board advised Mr. Boyd due to the fact that both of these school crossings fall within the Village Limits that he would have to request these items to the Village of Stanwood. Mr. Boyd also asked about getting the speed limit reduced on West Jefferson. Board advised they could do a traffic study but usually the average speed is more than what people would like it to be. Board advised Mr. Boyd to leave the speed where it is. No Action Required.

Albert Bigelow, Aetna Township Supervisor, Joyce Mumah, Aetna Township Clerk, Steve Barnes, Bill McCaughlin, Tom Larkin, and Denny Noffsinger, Aetna Township residents, were present to discuss with the Board United Entertainment. Mr. Bigelow would like some suggestions on what they could tell the planning Board and to get possible support from the Road Commission. Mr. Bigelow stated he has concerns with the amount of traffic this could possibly create. The Board advised Aetna Township to have the Planning Board request a traffic study before approving the plans. The Board advised that Joyce Randall, Managing Director, could write a letter recommending the Planning Board to have a traffic study done. Mr. Barnes stated that extra traffic on this road could lead to safety issues on getting emergency vehicles through. No Action Required.

Kevin Courtney, Colfax Township resident, was present to discuss with the Board Wilson Road East of 160<sup>th</sup> Avenue. Mr. Courtney stated that according to the estimate he did \$3,400.00 worth of work, in which it was more than 1/3 of the share so he would like to have a \$500.00 credit towards placing some gravel on the road. Mr. Courtney also stated that since the Township did not pay their share of \$2,925.00 he would pay it with taking his \$500.00 credit. Mr. Courtney also stated that since there was no road grading done on the first 50 yards it would be a snow trap during the winter months so was just wondering if the Road Commission could come in and grade it. Mr. Courtney would also like to take a look into removing the road from Seasonal Road status due to the fact that his plans out there have changed and he will have more traffic on the road. Board advised they would have to take a look at the road before making any decisions. No Action Required.

Mike Maneke, Superintendent, updated the Board on 2004 projects as follows: 1) wedging is all done; 2) all paving and grade projects are done; and 3) estimate for overlaying were Fred Myers did damage to 215<sup>th</sup> before paving. Board advised they would wait to hear from the prosecutors before making any decisions in regards to 215<sup>th</sup> Avenue. No Action Required.

Brad Patterson, Aetna Township resident, was present to get an update from the Board in regards to boring a hole under Jefferson Road to place a culvert. Paul Jefts moved and Randy Maxwell seconded motion to have the Board sign the drainage easement with Mr. Patterson. Roll call vote of three (3) yeas, motion carried.

Board reviewed the letter from University Club on University Estate paving commitment for 2005 in regards to paying \$10,000.00 towards the paving of University Club. No Action Required.

Joyce Randall, Managing Director, informed the Board that Bill Kozak, attorney, will draw up an easement for 15 Mile Road East of 92<sup>nd</sup> Avenue in Martiny Township. No Action Required.

Board reviewed the 2005 Township list in regards to projects. Board advised to have Joyce Randall, Managing Director, send a letter out to all Townships stating what the Road Commission's plans are for next year. The Road Commission is planning to have the Townships participate in 100% of the cost on any new projects. No Action Required.

Board reviewed the ANR Gravel Lease. Board advised they would like to have a chance to look it over real close before signing. No Action Required.

Board reviewed the Maple Street building lease. Joyce Randall, Managing Director, informed the Board that Carmen Bean, Federal Screw, was suppose to be getting back to her today. No Action Required.

Board reviewed the correspondence from Greenscape in regards to bid extension request. Board advised to have it rebid. No Action Required.

Board reviewed the DEQ transportation and Environment conference. Paul Jefts moved and Randy Maxwell seconded motion to have Nick Petersen, Estimator/Field Inspector, attend the conference. Roll call vote of two (2) yeas (Jefts, Maxwell), one (1) nay (Currie), motion carried.

Board reviewed the Asset Management workshop. Board advised to have Paul Jefts, Randy Maxwell and Joyce Randall, Managing Director, to attend. No Action Required.

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

Connie Larson, Clerk, presented the cell phone proposals to the Board from Centennial Wireless and Alltel. No Action Required.

Jodi Doxtater, Big Rapids Township resident, was present to discuss with the Board the gravel lease. Mrs. Doxtater stated that she would only like the lease for five years. Board advised they would need to think about it. No Action Required.

Board reviewed the correspondence from Green Township in regards to sewer transfer agreement. No Action Required.

Paul Jefts moved and Randy Maxwell seconded motion to purchase the cell phone plan with Alltel for 2 years. No Action Required.

Brooke Steiner, Clerk/Finance Director, presented the financial reports to the Board. No Action Required.

Mike Maneke, Superintendent, informed the Board that Ed Burch, Engineer, said that the drive off the new apartment complex on 14 Mile Road was incorrect and needs to be lowered 7/10 of a foot on the east and west side. No Action Required.

Paul Jefts moved and Randy Maxwell seconded motion to approve Budget Revision #2 for 2004. Roll call vote of three (3) yeas, motion carried.

Board recessed for lunch at 11:45 a.m.

Board reconvened at 12:55 p.m.

Greg Erickson, Erickson Custom Building, was present to discuss with the Board the issue of filling in the ditch on O tah'na gon Road off of 7 Mile Road in Mecosta Township. Mr. Erickson recommending placing a catch basin were the culverts meet. Board advised they would have to go out and take a look at the ditch. No Action Required.

Foremen's meeting at 1:07 p.m. present: Frank Randall, Charlie Cornell, Mike Simon, and Randy Wilson.

Foremen updated the Board on blading roads, shoulder gravel, ditching, cutting brush and trees, skip paving on the state, shoulder maintenance, cleaning beaver dams, replacing culverts, repairing guardrails, seasonal roads, and patching. Board also reviewed and made minor changes to maintenance routes. No Action Required.

Randy Maxwell moved and Paul Jefts seconded motion to write a Formal request to the County Commissioners in regards to possible transfer of 80 acres of land. Roll call vote of three (3) yeas, motion carried.

Paul Jefts moved and Randy Maxwell seconded motion to have L & D Carey & Sons cleanup Parks Pit for \$3,575.00. Roll call vote of three (3) yeas, motion carried.

Paul Jefts moved and Randy Maxwell seconded motion to pay voucher 10/12/04 in the amount of \$977,030.78. Roll call vote of three (3) yeas, motion carried.

Board reviewed the lease sent over from Carmen Bean, Federal Screw, in regards to the Maple Street building. Mr. Bean would only like to lease ½ of the building for the first year for \$4500.00 and build the loading dock with working some of the cost out on the lease amount. Paul Jefts moved and Randy Maxwell seconded motion to sign the lease with Federal Screw for ½ of the building for the first year and then the whole building for the remainder of the lease for \$9,000.00 per month and to take \$5,000.000 off the first year in lease payments and if he decides to lease the whole building the second year the Road Commission will take the remaining \$5,000.00 off the lease payments in the second year. Roll call vote of three (3) yeas, motion carried.

Board also advised to have Joyce Randall, Managing Director, keep checking on the plow routes and get back with the Board at the next day meeting. No Action Required.

Meeting adjourned at 4:05 p.m.

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Chairman

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Secretary

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Date

