

MINUTES OF THE BOARD  
OF  
MECOSTA COUNTY ROAD COMMISSION

NO. 1310

The regular meeting of the Board of Road Commissioners was held in their offices in the City of Big Rapids, Michigan on Tuesday October 14<sup>th</sup>, 2008. The meeting was called to order at 9:00 A.M.

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

Members Absent: None

Member Present from Board of County Commissioners: Ruth Hess.

Administrative Staff Present: Joyce Kuipers, Managing Director, Mike Maneke, Superintendent, Connie Larson, Board Secretary.

Minutes from September 9<sup>th</sup>, 2008 were approved as written.

Big Rapids Township, Maxine McClelland, Wayne O'Neil and residents from 220<sup>th</sup> Avenue were back to discuss the paving of 220<sup>th</sup> Avenue between 13 and 15 Mile Road. Signage on 215<sup>th</sup> to route traffic to a paved road instead of 220<sup>th</sup> was requested and discussed no action taken.

Aetna Township, Delores Barringer, Shirley Morse, Barbie Cornell, Mecosta Township and Morley Stanwood Schools, John Boyd were present and voiced concerns regarding the possible closing of the Morley garage. Austin Township Supervisor, Ken Vredenburg suggested staggered shifts for some of the crew. No action required at this time.

Public Hearing was called to order at 10:05 A.M. to receive input on the deletion of Wilson Road from 160<sup>th</sup> Avenue east .5 miles off the seasonal county roads system. Joyce Kuipers, Directing Manager, informed the Board that she received two correspondences and one phone call. Bill Fuller, Grant Township, Oak Road, expressed his concerns that the Board was spending funds on this road at a level that the other seasonal roads were not receiving. He would like the culvert fixed on his seasonal road. Kevin Courtney, Colfax Township resident, Wilson Road, explained that he paid for all the upgrading that was done to that road except the pit run gravel that is normally supplied by the Road Commission. Ken Vredenburg, Austin Township asked what the condition of this road is and does it meet county specifications. Mike Maneke, Superintendent confirmed that this road does meet current specifications. Glenn Norton, Colfax Township Supervisor requested the decision on this matter be postponed until his Township had their regular meeting to respond since they didn't receive the notification until after their last month's meeting. With no further comment the public hearing was closed at 10:25 a.m. Decision by Board on this matter was postponed.

The Board reviewed the route changes with Joyce Kuipers, Managing Director that would take place if they close the Morley garage. The Supervisor's helped put the routes together. It was noted that five would go to Big Rapids garage and two would go to the Remus garage. No action required at this time.

Randy Maxwell moved and Paul Jefts seconded a motion to enter into a contract with Mecosta Township for Park Road. Roll call vote of three (3) yeas, motion carried.

The Board reviewed correspondence from Aetna Township. No action required.

Board reviewed the request for Marywood Drive project with the Township, homeowners and Road Commission sharing in the cost. Paul Jefts moved and Randy Maxwell seconded a motion to contribute 1/3 of the estimated cost for the Marywood Drive project. Roll Call vote of three (3) yeas, motion carried.

Joyce Kuipers, Managing Director informed the Board of the following items: 1) Wheatland Township 35<sup>th</sup> Avenue project was approved; 2) Green Township Newcosta Avenue no new information at this time; 3) Vandale Farms Lease was paid. Paul Jefts moved and Randy Maxwell seconded a motion to send a 60 day termination notice to Vandale Farms. Roll call vote of three (3) yeas, motion carried. 4) MDOT winter service will be modified this year. A cut back of 10 % in overtime and materials has been mandated; 5) The chloride tank is being set up at the Big Rapids garage for use this winter.

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Paul Jefts moved and Rand Maxwell seconded to approve resolution # 08-08 for the MDOT contract extension with chairman approved to sign. Roll call vote of three (3) yeas, motion carried.

Paul Jefts moved and Randy Maxwell seconded a motion to extend the lease for Derby Pit for 10 years with the same terms as current contract. Roll call vote of three (3) yeas, motion carried.

The Board reviewed the request from Mecosta County Medical Center to purchase fuel through the Road Commission. Joyce Kuipers, Managing Director will schedule a meeting with the fuel committee to discuss this. No action required.

The Board reviewed a request from the Mecosta County Parks Commission asking the Road Commission to donate the bridge bordering Hinton Township and Deerfield Township on 120<sup>th</sup> Avenue to them for use in the Paris park. Ed Burch, Engineer recommend to do it as it is a historical bridge that we are unable to receive critical bridge funds for and we would not be repairing due to its length of closure. Randy Maxwell moved and Paul Jefts seconded a motion to donate the bridge on 120<sup>th</sup> Avenue to the County Parks Commission at no expense to the Road Commission. Roll call vote of three (3) yeas, motion carried.

Board reviewed the Farm Bureau Resolution. It was not adopted due to the time factor. No action taken.

Joyce Kuipers, Managing Director reviewed the MERS benefit E resolution with the Board. Paul Jefts moved and Randy Maxwell seconded a motion not to adopt benefit E this year. Roll call vote of three (3) yeas, motion carried.

The Board reviewed an employee retirement request for consideration of paying the opt out benefit. Paul Jefts moved and Randy Maxwell seconded a motion to approve the retiree's request for the opt out benefit. Roll call vote of three (3) yeas, motion carried.

Joyce Kuipers, Managing Director requested a lay off recall for employees laid off. Paul Jefts moved and Randy Maxwell seconded a motion to recall the three employees laid off beginning November 3, 2008. Roll call vote of three (3) yeas, motion carried.

Joyce Kuipers, Managing Director informed the Board that the night patrol position was posted and assigned. Johnnie Lewis will be assigned to night patrol with Randy Wilson as substitute to begin approximately November 1<sup>st</sup> weather pending. Joyce Kuipers, Managing Director and Mike Maneke, Superintendent will be meeting with them to review our current winter practices.

Joyce Kuiper,s Managing Director requested to have Cliff Youngs, Osceola County to come in and review DEQ issues with staff. Paul Jefts moved and Randy Maxwell seconded a motion for Cliff Youngs to come in and work with staff on DEQ issues. Roll call vote of three (3) yeas, motion carried.

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

Meeting reconvened at 12:40 p.m.

Financial reports reviewed. No action required.

Incident/Accident report reviewed. No action required.

Miscellaneous (other correspondence) reviewed and placed on file. No action required.

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Moved by Paul Jefts and seconded by Randy Maxwell a motion to approve Voucher 09/24/2008 for payment in the amount of \$27,343.13, Voucher 10/15, 2008 for payment in the amount of \$395,680.26 and Voucher 10/16/2008 for payment in the amount of \$17,416.37. Roll call vote of three (3) yeas, motion carried.

Mike Maneke, Superintendent informed the Board of the following items: 1) they are still working on the 60<sup>th</sup> Avenue grade project; 2) The stumps on 180<sup>th</sup> have been removed and silt fence in place. He will request that Canadian Lakes Excavating put in writing that they will honor their bid from this year as the project will extend into next year. He is still working with DEQ on the culverts; 3) Greg Rowell 220<sup>th</sup> Avenue ditching and culvert has been completed.

Supervisor's meeting at 1:00 p.m present: Charlie Cornell, Frank Randall, Jim Johnson, and Mike Simon. The Board was updated on maintenance issues, etc. Supervisors reviewed the winter maintenance roads and new routes if the Morley garage closes. The supervisor's contract was signed by both parties.

Moved by Paul Jefts and seconded by Randy Maxwell to close the Morley garage temporarily. Roll call vote of three (3) yeas: Motion carried.

A retirement presentation was held for Mike Wernette and Charlie Cornell.

Interviews were held for the Fleet Maintenance Supervisor's position. Michael Cornell, Craig Jurkowsi, Toni Kailing, Kurt Campbell, Brad Wirth, and Russell Bennett were interviewed. Second interviews will be held at the next regular meeting Wednesday, November 12<sup>th</sup>.

Joyce Kuipers, Managing Director advised the Board to review resumes for the surveyor's position. Board advised her to meet with Jim Knapp, Surveyor and report back to them.

Joyce Kuipers, Managing Director made a recommendation to the Board to restructure the administrative staff's duties and not fill the Finance Clerk's position. Moved by Paul Jefts and seconded by John Currie to incorporate the clerk's position with the Managing Director's along with the Managing Director assigning additional duties to the Accounting Clerk and Administrative Assistant that would include wage increases that were presented with the understanding that the wage increases would be withdrawn in the event the restructure doesn't work and a new Finance Clerk needs to be hired. Roll call vote: two (2) Yeas: Paul Jefts, and John Currie. Nays: one (1) Randy Maxwell. Motion carried. Managing Director discussed the purchasing of two new computers through the City for engineering and office staff. The City agreed to bill in 2009 for those purchases. Moved by Paul Jefts, and seconded by Randy Maxwell to purchase two new computers from the City. Roll call vote of three (3) yeas, motion carried.

Moved by Paul Jefts and seconded by Randy Maxwell to assign the Administrative Assistant as the Board Secretary with Accounting Clerk as the substitute. Roll call vote of three (3) yeas, motion carried.

Board advised Managing Director to check on CAT buy back of grader.

Meeting adjourned at 5:30 p.m.

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SECRETARY:

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CHAIRMAN

\_\_\_\_\_  
DATE:

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