

MINUTES OF THE BOARD  
OF  
MECOSTA COUNTY ROAD COMMISSION

NO 1387

The regular meeting of the Board of Road Commissioners was held in their offices in the City of Big Rapids, Michigan on Thursday, March 4, 2010. The meeting was called to order at 9:00 a.m.

Members Present: John Currie, Randy Maxwell, Paul Jefts

Members Absent: None

Member Present from Board of County Commissioners: None

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

Karen Brewster MOTA Director was present to request approval on a revised program change for the funds from Contract #2007-0257/Z7 from facility improvement to a passenger bus. Paul Jefts moved and Randy Maxwell seconded a motion to sign the project change for funds to go towards a passenger bus instead of a facility improvement. Roll call vote of three (3) yeas, motion carried.

Julie Austin, Chippewa Township Treasurer was present to discuss road projects for 2010. Ms. Austin requested the Boards input as to what projects they were considering and what the cost share might be. Board advised Ms. Austin to come back at the April meeting as they would possibly have more of an idea at that time. Ms. Austin did express the Township had more interest in 80<sup>th</sup> Avenue than 20 Mile Road. No action required.

Tom Siderius, Freightliner of Grand Rapids was present to discuss the Freightliner Trucks and their features along with providing a truck for the Board and staff to look at. No action required.

At 9:15 a.m. Randy Maxwell moved and Paul Jefts seconded a motion to open and read bids received for the purchase of three pick-ups and one dually truck. The bids are to be read and placed on file for the review of 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.

Minutes from February 9, 2010 were approved with corrections.

At 9:30 a.m. Randy Maxwell moved and Paul Jefts seconded a motion to open and read bids received for Annual Materials. The 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/Snow Plow Blades
- Sign Materials
- Asphalt Emulsions
- Bituminous Materials
- County Wide Bituminous
- Culvert/Pipe and Bridge Materials
- Limestone and Slag
- Pavement Markings
- Gravel Processing
- State Gravel Processing
- Winter Maintenance Sand Haul
- Winter Maintenance Sand Screen
- Motor Fuel and Operating Fluids
- Pulverizing
- Seal Coating

Maxine McClelland Big Rapids Township Supervisor and Wayne O'Neil, Big Rapids Township Trustee were present to discuss the 18 Mile Road project. Board discussed options available in regards to submitting project for possible federal funding that would push project back, or cost sharing with the Townships and City allowing the project to be done sooner at a

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higher cost for all entities involved. Ms. McClelland and Mr. O'Neil were advised to come back at the next regular scheduled meeting to discuss further. No action required.

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At 11:00 a.m. Dick Doyle, AIS was present to discuss the cost of repairing the grade-all versus purchasing another used one with the Board . Board advised Mr. Doyle they would discuss it further after the auction on March 24, 2010. No action required.

Joyce Kuipers, Managing Director reviewed the realtor service quotes with the Board. Being only one quote from Greenridge Realty, Board reviewed properties to list. No action required.

Meeting recessed for lunch at 12:00 p.m.

Meeting reconvened at 12:50 p.m.

Joyce Kuipers, Managing Director reviewed the finances with the Board. Ms. Kuipers informed the Board that the auditors will be here beginning March 15, 2010. No action required.

At 1:00 p.m. Steve Bush, Tom Swartzloff, Jason Correia, and Tony Arila, Western Michigan International were present to discuss the service issues that have been occurring regarding the trucks purchased in 2009. Mr. Bush also provided a truck for the Board and staff to look at and informed them of the differences between the Paystar and the Workstar trucks. No action required.

Joyce Kuipers, Managing Director informed the Board that the property assessment/appraisal appraiser could not attend the meeting today. Ms. Kuipers will schedule him for another meeting. No action required.

Board discussed the City's proposal to swap property and reviewed the diagram provided. Board advised Joyce Kuipers, Managing Director to contact the City and have them provide a written agreement for the Board to sign. No action required.

Joyce Kuipers, Managing Director informed the Board that the three tri-axles did not sell on line. The reserve wasn't met. Ms. Kuipers has been contacted by a party that is interested in purchasing them for a cost less than the on line reserve. Board advised to sell for \$25,000 each. If the party mentioned above doesn't want them at that price the trucks are to put in the auction here on March 24<sup>th</sup> with a reserve of \$25,000. Board also advised that if they don't sell here on the 24<sup>th</sup> to put back on line. No action required.

Toni Kailing, Fleet Maintenance Supervisor was present to discuss some used brine trucks that are for sale and the cost to purchase them with the Board. Paul Jefts moved and John Currie seconded a motion to purchase one used brine truck from Weeks Trucking in the amount of \$12,000, and two brine trucks from Rider Truck Rental in the amount of \$17,110 each. Roll call vote of two (2) yeas (Jefts, Currie), and one (1) nay (Maxwell), motion carried.

Toni Kailing, Fleet Maintenance Supervisor reviewed the quotes for window replacements in the office area with the Board. Paul Jefts moved and Randy Maxwell seconded a motion to hire Eckert Construction for the amount of \$3,200 to provide and install new windows in the office area. Roll call vote of three (3) yeas, motion carried.

Board discussed the Tandem Truck bids with Toni Kailing, Fleet Maintenance Supervisor. Paul Jefts moved and John Currie seconded a motion to approve the purchase of two tandem trucks from Western Michigan International with an Allison transmission, and Truck & Trailer providing underbody and box. Roll call vote of two (2) yeas (Jefts, Currie), and one (1) nay (Maxwell), motion carried.

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Board also advised Ms Kailing to review the pick-up and dually truck bids and report back to the next regular scheduled meeting. No action required.

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Joyce Kuipers, Managing Director discussed the brine tank with the Board. Board advised her to bid it out. No action required.

Joyce Kuipers, Managing Director reviewed the Salt Requisition for 2010/2011 with the Board. Ms. Kuipers requested the Board approve the order for 100% usage from 2009/2010 winter season. Board advised her to do so. No action required.

Joyce Kuipers, Managing Director discussed the following with the Board; 1) WMRPC Request for Projects, Board advised to have Ed Burch, Engineer look at this; 2) CRAM Finance/Human Resource Seminar; 3) CRAM Proposed Legislative Priorities; 4) MCRCSIP Board Candidates; 5) Truck & Trailer Specialties Monroe Snow & Ice Seminar, Board advised to send Toni Kailing, Fleet Maintenance Supervisor. No action required.

Board reviewed incident/accident report. No action required.

Joyce Kuipers, Managing Director discussed the hearing dates of April 5,6, & 7<sup>th</sup> for the DEQ issue with the Board. No action required.

Joyce Kuipers, Managing Director informed the Board that the flex time employees would be going back to their regular schedule beginning Monday, March 8<sup>th</sup>.

Board discussed the 4/10 work schedule. Board advised Joyce Kuipers, Managing Director to post the 4/10 work schedule to begin April 5<sup>th</sup> from 6:30 – 5:00 p.m. until further notice. No action required.

Toni Kailing, Fleet Maintenance Supervisor discussed the need for a full time mechanic with the Board. Board advised that the crew could do their own greasing of the vehicles for the time being. Ms. Kailing expressed that she would like the vehicles brought in for the 100 hour service to be done by her service department. No action required.

Toni Kailing, Fleet Maintenance Supervisor informed the Board of the tire issues for the loaders in particular the Big Rapids loader. Ms. Kailing expressed she needs to purchase two new loader tires. Board advised she do that. No action required.

Board reviewed correspondence. No action required.

Randy Maxwell moved and Paul Jefts seconded a motion to approve voucher 2/24/10 for payment in the amount of \$55,538.33 and voucher 3/5/10 for payment in the amount of \$124,385.01 as presented to the Board. Roll call vote of three (3) yeas, motion carried.

Joyce Kuipers, Managing Director informed the Board that Martiny Township is interested in doing a cost share project on 13 Mile Road from 60<sup>th</sup> to 70<sup>th</sup> Avenue (Hughes Swamp), and the Township has some concerns regarding the seal coating on 14 Mile Road from 110<sup>th</sup> to 120<sup>th</sup> Avenue. No action required.

Mike Maneke, Superintendent informed the Board of the following; 1) he was advised not to put any signs on 5 Mile Road. Board discussed the condition of that road from 120<sup>th</sup> to 170<sup>th</sup> Avenue; 2) he met with Bruce Carey, Aetna Township Supervisor on 190<sup>th</sup> Avenue regarding the tree trimming and cutting there; 3) Ken Vredenburg, Austin Township Supervisor would like to do a project on Polk Road the first mile off Northland Drive east. No action required.

Board reviewed the Notice of Intent to Establish Condominium at Tullymore with an entrance coming off 6 Mile Road off 110<sup>th</sup> Avenue. Board advised Joyce Kuipers, Managing Director to contact Law Offices of King and King for more information. No action required.

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Board discussed the cutting of a tree on 150<sup>th</sup> Avenue that occurred. Board advised they wanted more trees cut and would like the tree cutting crews out. No action required.

Randy Maxwell, Member informed the Board that Gordon Galloway, Deerfield Township Supervisor provides a suggestion box and sheet for residents to fill out regarding issues in the township. No action required.

Meeting adjourned at 4:30 p.m.

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CHAIRMAN

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BOARD SECRETARY

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DATE