

MINUTES OF THE BOARD
OF
MECOSTA COUNTY ROAD COMMISSION

NO 1383

The regular meeting of the Board of Road Commissioners was held in their offices in the City of Big Rapids, Michigan on Tuesday February 9, 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: Jerry Williams

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

Minutes from January 12, 2010 were approved as written.

Board reviewed the 2010 Proposed Project list. Joyce Kuipers, Managing Director reviewed the draft letter for the Townships with the Board and also informed them that Mike Maneke, Superintendent is doing preliminary estimates. The estimates will be sent to the appropriate Townships when finished. No action required.

Board reviewed the letter from Deerfield Township regarding Eisenhower between 150th and 140th Avenue, and the sealcoat on 3 Mile Road. 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, one dually truck, three used semi tractors, and two tandem trucks. Bids will 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.

Being there were no bids for the dually truck and only one bid for the pick-ups (not read), Board advised Joyce Kuipers, Managing Director to rebid both and have Toni Kailing, Fleet Maintenance Supervisor follow up with a phone call to confirm dealers received bid information. No action required.

Joyce Kuipers, Managing Director informed the Board that the Township Annual meeting has been confirmed and will be hosted by Fork Township on March 25th at 6:00/6:30 p.m. Board reviewed the quotes provided for the meal. Ms Kuipers informed Board a speaker has not been chosen yet. Suggestions were taken from the audience in that regard. Board advised to contact CRAM for a speaker. No action required.

At 10:00 a.m. Ed Burch, Engineer made a presentation to the Board, City of Big Rapids, Big Rapids Township, and Green Township regarding the 18 Mile Road project. Mr. Burch explained that STP Funds and State D Funds could not be used for this project but it does qualify for the Small Urban Funds. Mr. Burch informed all present that application for this project through Urban Funds would not be considered until 2012. Mr. Burch informed all that the soil borings showed little evidence of gravel and mostly sand. Mr. Burch recommended a rebuild for this road which this project would be in excess of \$300,000 with a 20% local match plus an additional 15% for Construction Engineer. Board and all present discussed all options including overlay or doing the project sooner using all local monies with all entities contributing. All agreed no overlay and that the road needs to be rebuilt to Class A standards. All present showed interest in moving forward and contributing to the project. Mr. Burch recommended that Townships and City do resolutions supporting project. No action required.

Steve Sobers, City Manager was present to discuss the Road Commission property located at 120 N DeKrafft adjacent to the City's DPW property. Mr. Sobers stated the City may be interested in obtaining some of that property to straighten the boundary lines there. The Board advised they would be willing to work with the City. No action required.

Supervisors meeting at 11:00 a.m. present: Jim Johnson, Frank Randall, Toni Kailing. Board received maintenance updates. Frank Randall, Supervisor discussed the termination of employee with the Board. Toni Kailing, Fleet Maintenance Supervisor presented quotes for replacing the windows in the office and board room, and discussed the estimate for grade all repairs. Ms.

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Kailing discussed tandem truck bids with the Board. Board advised to come back later today with figures from the bids. No action required.

Joyce Kuipers, Managing Director presented the 2009 Road Certification map to the Board. Ms Kuipers stated there were four changes to the map. Randy Maxwell moved and Paul Jefts seconded a motion to approve Resolution #10-01 for 2009 Certifications and have the Chairman sign the Certification Map. Roll call vote of three (3) yeas, motion carried.

Joyce Kuipers, Managing Director reviewed the High Risk Rural Roads program for 2012 with the Board. Ms. Kuipers explained the criteria for a road to qualify for the funding. Board advised Ed Burch, Engineer to research and see what roads we may have that will qualify. No action required.

Ed Burch, Engineer discussed the National Bridge Inventory information for closed bridges with the Board. No action required.

Meeting recessed for lunch at 12:05 p.m.

Meeting reconvened at 12:45 p.m.

Joyce Kuipers, Managing Director reviewed the finances with the Board. Ms. Kuipers informed the Board that the auditors will be here the week of March 15th. Ms. Kuipers requested a write-off for Accounts Payable totaling \$1,650.00 for the settlement with Aetna Township.

Randy Maxwell moved and Paul Jefts seconded a motion to approve the write-off presented in the amount of \$1,650.00. Roll call vote of three (3) yeas, motion carried.

Paul Jefts moved and Randy Maxwell seconded a motion to approve to move \$100,000 to the Unreserved Fund. Roll call vote of three (3) yeas, motion carried.

Board reviewed the Letter of Credit from Sackett Potatoes regarding 70th Avenue between 7 and 9 Mile Road during frost restrictions for 2010. Board advised staff to make sure road was inspected prior to expiration date on letter. No action required.

Joyce Kuipers, Managing Director informed the Board of the Paul Bunyan meeting scheduled for February 18th. No action required.

Joyce Kuipers, Managing Director informed the Board that Gary Cook, Greenridge Realty met with her and would like to list any properties the Road Commission would be selling. Board advised Ms. Kuipers to bring back the list of all properties available for possible sale, and also advertise for realtor/broker for listing. No action taken.

Toni Kailing, Fleet Maintenance Supervisor presented and discussed with the Board the results from the bids read earlier for the tandem trucks. Board advised they would like the representatives from Western Michigan International and Duthler present with trucks if possible at the next regular meeting. No action taken.

Paul Jefts moved and Randy Maxwell seconded a motion to approve voucher 1/27/10 for payment in the amount of \$27,717.35 and voucher 2/10/10 for payment in the amount of \$166,321.90 as presented to the Board. Roll call vote of three (3) yeas, motion carried.

Joyce Kuipers, Managing Director discussed the CRASIF Workshop on April 6th with the Board. Ms. Kuipers stated she will probably send some of the safety committee to the workshop. No action required.

Board reviewed the incident/accident report. Board advised staff to look at steel toed protection and cost. No action required.

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Board discussed the DEQ issue. Joyce Kuipers, Managing Director informed the Board that the hearing is to be continued and scheduled to reconvene on April 5, 6, & 7th. No action required.

Joyce Kuipers, Managing Director informed the Board that the temporary mechanic left for a full time position elsewhere. Board discussed the position and advised Ms. Kuipers to look for another temporary mechanic. No action required.

Board reviewed correspondence. No action required.

Joyce Kuipers, Managing Director discussed the following with the Board; 1) Reservations for hotel for the CRAM Conference are set for March 9th & 10th; 2) County liaison will remain Jerry Williams and Art Aldeman; 3) MCRCSIP was scheduled to attend the meeting on the March 2nd, since a date change has been made for March 4th, she will check to see if can still attend on that date; 4) Informed the Board that she has received the signed agreement with Osceola County Road Commission for winter maintenance on Northland Drive; 5) OSHA Compliance Seminar will be held in Grand Rapids in May and would like to send Toni Kailing, Fleet Maintenance Supervisor. Board advised to send Ms. Kailing. No action required.

Joyce Kuipers, Managing Director informed the Board there are issues with the condition the crew is leaving the men's bathrooms; particularly the one downstairs and the one in the sign shop area. Toni Kailing, Fleet Maintenance Supervisor and Jim Johnson, Foreman discussed the issues with the crew and informed them cleaning duty will be scheduled if conditions don't change. Board concurred with cleaning duty if needed. No action required.

Joyce Kuipers, Managing Director informed the Board that Doug Sarns, Aetna Township would like to purchase the Road Commission property located on 230th Avenue North of 3 Mile Road in the amount of \$2,200 an acre. Board advised to look into this and report back at the next regular meeting. No action required.

Mike Maneke, Superintendent presented pictures of 10th Avenue north of 20 Mile Road to the Board. Mr. Maneke expressed concern regarding the damage the farm equipment was doing to the sealcoat on that particular section. Board advised to get name of company using the equipment and inspect the road this spring. No action required.

Mike Maneke, Superintendent presented to the Board a list for the Ride A Round. Mr. Maneke also informed the Board that 5 Mile Road between 100th Avenue and 155th Avenue is in need of repairs now. Mr. Maneke requested a temporary 35 mph speed sign and rough road sign be installed. Board advised to post the rough road sign. No action required.

Meeting adjourned at 3:00 p.m.

CHAIRMAN

BOARD SECRETARY

DATE