

OCEANA COUNTY ROAD COMMISSION

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SANDRA K. GRIFFIN, Clerk-Manager

RUSSELL EILERS, Chairman
JEREMY HORTON, Vice Chairman
WILLIAM MYERS, Member
CATHY FORBES, Member
JOHN HENDRIXON, Member

Board of Road Commissioners Meeting
Board Room
September 14, 2011

The Regular Meeting of the Oceana County Board of Road Commissioners was called to order by Chairman Eilers in the Board Room at 10:00 AM on Wednesday, September 14, 2011.

The Pledge of Allegiance was recited by all.

Members present: Eilers, Horton, Forbes, Myers, and Hendrixon. Absent: None.

Staff present: Griffin, Powell, and Dutcher.

Visitors: Joanne Reed, Colfax Township Supervisor; John Herremans, Leavitt Township Supervisor; Mike Booher and Gale Eitniear, Newfield Township Supervisor and Road Commission liaison; Walt Wheeler, Elbridge Township Supervisor; Bill Wagner, Grant Township Clerk; Ed Pankow, Claybanks Township Trustee; Denny Powers, Oceana County Commissioner; Roy Wilson, Little Point Sable resident; Dan Krager, Ferry Township resident; Connie Houk, Wilcox Professional Services; Vikki Heidelberg and Jim Dillingham, Nordlund & Associates.
TOTAL: 13 visitors.

CITIZEN'S PARTICIPATION

Roy Wilson, Little Point Sable resident, presented the Board with a letter suggesting a solution for the water ponding on South Glenn Road after each rain. The plan outlined in the letter consists of putting a slight ditch on the East side of Glenn Road (near where it meets Stone Church Road) and installing a cross culvert to move the water to the West. The property on both sides of this location is owned by Terry Sparks, who has asked to be notified when a decision is made on this project. Benona Township will be contacted to see if they have any funding to help with this project.

John Herremans, Leavitt Township Supervisor, commented on blading that was done in his Township; he feels this type of work is done better when a motor grader is used.

Motion by Forbes and supported by Hendrixon to approve the following Agenda items for discussion.

1. Benona Township – Shelby Road, Phase III – review proposals for design engineering;
2. Equipment;
3. Oceana County Planning Commission appointment;
4. Staff Employment Agreements.

Roll call vote: Forbes – yes; Hendrixon – yes; Myers – yes; Horton – yes; Eilers – yes.
Motion carried.

Motion by Myers and supported by Forbes to approve the Minutes of the August 24, 2011 Regular Board Meeting as presented.

Roll call vote: Myers – yes; Forbes – yes; Hendrixon – yes; Horton – yes; Eilers – yes.
Motion carried.

The Financial Report given to the Commissioners was approved. The status of funds is as follows.

West Shore Bank Balance	\$329,664.28	
Oceana Drive Turn Back Money	\$222,738.55	(For Primary Road Work only)
CD Rolled Over Into Cash Account	<u>\$100,815.85</u>	
	\$653,218.68	

Motion by Horton and supported by Forbes to approve the following Vouchers as presented.

Voucher No. 71676 (Accounts Payable)	\$242,054.50
Voucher No. 71677 (Payroll)	\$ 64,271.18
Voucher No. 71678 (Accounts Payable)	\$ 57,920.39
Voucher No. 71679 (Payroll)	<u>\$ 57,579.55</u>
	\$421,825.62

Roll call vote: Horton – yes; Forbes – yes; Myers – yes; Hendrixon – yes; Eilers – yes.
Motion carried.

The Board discussed the MTF check recently received from MDOT that included \$225,200.72 in Primary Mileage Transfer money (Oceana Drive Turnback). It was decided last year that this money will be set aside in a “special fund” to be used for work done on Oceana Drive or another Primary Road.

RESOLUTION NO. 1 – OCEANA DRIVE TURNBACK FUNDS

Motion by Horton and supported by Myers to have the Oceana County Treasurer deposit the Primary Mileage Transfer money (Oceana Drive Turnback money for 2011) totaling \$225,200.72 into a sweep account (State of Michigan Check No. 244828192) and **that this money will be 100% designated for repairs to Oceana Drive or other Primary Roads and that each expenditure will require Board approval.**

Roll call vote: Horton – yes; Myers – yes; Forbes – yes; Hendrixon – yes; Eilers – yes.
Motion carried.

Proposals were received until 3:30 PM on Tuesday, August 30, 2011 for design engineering on Shelby Road, Phase III (32nd Avenue to Scenic Drive) and are an attachment to these Minutes. The RFP for this project was written for design services only.

RESOLUTION NO. 2 – BENONA TOWNSHIP – SHELBY ROAD – PHASE III DESIGN ENGINEERING

Motion by Myers and supported by Hendrixon to accept all the proposals for design engineering on Shelby Road, Phase III (from 32nd Avenue to Scenic Drive in Benona Township) and to award the bid to Wilcox Professional Services in the amount of \$4,920.00.

Roll call vote: Myers – yes; Hendrixon – yes; Forbes – yes; Horton – yes; Eilers – yes.
Motion carried.

Commissioner Myers commented on our fleet and the need to upgrade some of our aged heavy equipment (motor graders and loaders). It was agreed that both scrapers (C-48 and C-54) should be sold outright or traded in for something we will use. The hydro-seeder and the mulching materials stored in the new pole building in Hart will also be put up for sale. The 2002 Blazer that Lance used will be looked over to determine what repairs are needed to see if we will be putting that up for sale. One motor grader (C-53) was just returned to us after transmission repair; C-49 (motor grader) is on the way to Grand Rapids for transmission repair. The two (2) small loaders (L-28 and L-30) are in rough shape. The need for an excavator that we can use to remove culverts, stumps, repair/replace downspouts is still being discussed by the staff; quotes on renting an excavator by the day/week/month have been received from Beckman Brothers and Hallack Contracting. Leasing heavy equipment has been discussed with different options available from each company. A list of equipment that we agree to get rid of will be mailed to all the local contractors.

RESOLUTION NO. 3 – OCEANA COUNTY PLANNING COMMISSION APPOINTMENT

Motion by Myers and supported by Forbes to have Commissioner John Hendrixon represent the Road Commission on the Oceana County Planning Commission.

Roll call vote: Myers – yes; Forbes – yes; Horton – yes; Eilers – yes; Hendrixon – yes.
Motion carried.

The newly passed Senate Bill 7 regarding cost of health insurance benefits for non-union employees was addressed by the Board. If the Board chooses to enter into agreements with the seven (7) non-union employees to avoid the effects of this bill, they must do so on or before September 14, 2011 (today). Employment Agreements beginning September 13, 2011 and expiring at midnight on May 31, 2014 (the date the current Union Contract expires) were signed by all the staff members.

RESOLUTION NO. 4 – STAFF EMPLOYMENT AGREEMENTS

Motion by Myers and supported by Hendrixon to have Chairman Eilers sign the non-union Employment Agreements for Sandra Griffin, Anita Powell, Jeff Balkema, Lloyd Gowell, Robert Seibert, Denis Koch, and James Dafoe.

Roll call vote: Myers – yes; Hendrixon – yes; Forbes – yes; Horton – yes; Eilers – yes.
Motion carried.

STAFF REPORTS

The Board was informed that the chip seal contractor will be coming back next week to repair Gale Road and 204th Avenue in Newfield Township.

Lisa Dutcher, Project Coordinator, had a handout for the Board showing the difference in bid prices from Hallack Contracting for the work they did on the 148th Avenue and Johnson Road stream crossings in Ferry Township. Hallack Contracting will be contacted to discuss their invoices. Work on the Arthur Road/Knutson Creek crossing in Otto Township will begin yet this week. The Baseline Road crossing over Cobmoosa Creek on the Ferry/Elbridge Township line will begin this week with road closure scheduled for September 21, 2011.

Chairman Eilers asked if there was any further business to come before the Board. There being none, the Meeting was adjourned at 10:50 AM.

Respectfully submitted,

SANDRA K. GRIFFIN
Clerk-Manager

RUSSELL EILERS
Chairman

(DATE)