

The regular meeting of the Midland County Road Commission was called to order by Vice Chairman Terwillegar on Thursday, February 12, 2015 at 9:00 a.m. at the Road Commission office.

Present: Don Terwillegar, Vice Chairman
Mike Atton, Member
Terry Palmer, Managing Director
Russ Inman, Design Engineer
Sam SanMiguel, Superintendent
Brenda Gordert, Clerk
Ben Mead, Fleet and Facilities Manager
Art Buck, Design Technician
Absent: Janice Sagle, Chairman

Public Present: Gene Smith; Al Kloha, County Board of Commissioners

The Pledge of Allegiance was said.

Additions to Agenda:

None

Approval of Minutes:

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to approve the minutes of the January 15, 2015 meeting.

Roll Call.

Yeas: Commissioners Atton, Terwillegar

Nays: None

Motion Carried

Public Comment:

Al Kloha requested copies of the 2015 Budget and copies of the minutes of board meetings. He commented the road crews are doing a great job and commented on a poor visibility issue when following a plow truck on the expressway. He also inquired about plans for W. Shaffer Road and Sam explained how the townships choose local projects and how the local allocations are split.

Approval of Open Accounts:

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to approve payment for the payroll and open accounts for January 29, 2015 in the amount of \$266,740.53.

Roll Call.

Yeas: Commissioner Terwillegar, Atton

Nays: None

Motion Carried

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to approve payment for the payroll and open accounts for February 12, 2015 in the amount of \$321,624.84.

Roll Call.

Yeas: Commissioners Atton, Terwillegar

Nays: None

Motion Carried

Correspondence & Items of Information:

None

Permit listing was reviewed.

Unfinished Business:

Discussion on Pioneer Trail lawsuit. Attorney Bill Smith is handing the case for the Road Commission and the County Parks. He will be contacting the attorney for Kriss Arbury and try to come up with a

settlement instead of proceeding with a lengthy lawsuit. It may be a compromise to accept the road back into the county system.

Discussion on updating our website. We have talked with a couple companies and we are gathering more information and prices.

New Business:

East Central Council meeting will be held February 26, 2015 in Grayling.

Discussion on Board Meeting for February 25. Due to a scheduling conflict discussion was held to reschedule meeting.

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to change meeting date to Tuesday, February 24, 2015 at 9:00 am.

Roll Call.

Yeas: Commissioners Terwillegar, Atton

Nays: None

Motion Carried

A request was received from Greystone Homes for a private road name permit for Alderberry Court. It will be a private road in Alder Woods Site Condominiums off Sturgeon Road in Larkin Township, section 18.

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to approve private road name of Alderberry Court.

Roll Call.

Yeas: Commissioners Atton, Terwillegar

Nays: None

Motion Carried

An engagement letter was received from Smith & Klaczkiwicz, PC for auditing services for the year ending December 31, 2014, with no increase in pricing.

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to accept letter from Smith and Klaczkiwicz.

Roll Call.

Yeas: Commissioners Terwillegar, Atton

Nays: None

Motion Carried

The annual CRA Conference is February 17-19, 2015. Don Terwillegar and Terry Palmer will be attending conference. Russ Inman and Ben Mead will be attending the vendor show. Sam will be attending meeting for Superintendents. Mike Atton will be attending the new commissioner seminar on February 17.

Discussion regarding voting delegate for Midland Area Transportation Study (MATS) for the technical committee and the policy committee.

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to appoint Terry Palmer as voting delegate for both committees and Russ Inman, Sam SanMiguel and Brenda Gordert as alternates.

Roll Call.

Yeas: Commissioners Atton, Terwillegar

Nays: None

Motion Carried

Discussion regarding budget. Terry presented charts showing history of costs on various accounts from 2009. We would like to have cash reserve of approximately two months' worth of expenses, approximately \$800,000. Try to keep enough of cash flow to work with townships on allocations if needed. Utility costs are high and we are looking into more insulation at all garages to cut costs. Commissioner Terwillegar asked if Consumers would come and conduct audit and staff will look into it. Commissioner Terwillegar also inquired about "SARA Title III Program" where plans are in a tube

outside of building in case of emergency. Staff will look into it. Discussion on fringe benefits. More discussion will be held at a future meeting.

Discussion regarding equipment purchases approved with 2015 budget. We will be purchasing a scanner for engineering, a retro-reflectometer for the sign department and a plotter/roller/cutter to make signs.

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to purchase all three pieces of equipment as approved in 2015 budget.

Roll Call.

Yeas: Commissioners Atton, Terwillegar

Nays: None

Motion Carried

We had an ergonomics specialist come from Space to evaluate employees' chairs. She has made recommendations and will be bringing test chairs to try out.

Towards Zero Death (TZD) safety program was discussed. Terry has signed up Midland County Road Commission. There have been approximately 80 deaths statewide so far and zero in Midland County.

Staff Reports:

Terry introduced Design Technician, Art Buck. He has been out surveying and has been training with Brenda Swanson.

Terry stated the pre-construction meeting for Coleman Road bridge will be on February 27.

Sam stated they will be attending the quad meeting tonight at Lee Township. Three temporary truck drivers have been hired. Safety jackets and helmets have been received.

Ben reported the mechanics have been very busy and are doing a great job. He is trying to get a preventative maintenance program established when the mechanics have time. There have been a couple serious breakdowns that have bent sent out to be repaired.

Russ stated he and Terry attended the Engineering Conference last week and it was very informative.

Terry is looking at a new procedure for overlays on Saginaw Road and bridge repairs on Kent Road over Jo Drain and a couple other bridges over Fleming Drain.

Miscellaneous:

Terry gave updates on Pine River and West River Rd slope restoration projects. Pine River Rd appears to be a little behind schedule for a March 1 completion date. They will not be able to move large crane out if weight restrictions are on. Rural projects are scheduled for a May bid letting.

Moved by Commissioner Terwillegar and seconded by Commissioner Atton to adjourn meeting at 11:10 a.m. until Tuesday, February 24, 2015.

Clerk

Vice Chairman