

The regular meeting of the Midland County Road Commission was called to order by Chairman Sagle on Thursday, December 29, 2016 at 9:00 a.m. at the Road Commission office.

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

Public Present: Al Kloha, Midland County Board of Commissioners; Eugene Smith, Midland County Planning Commission Chairman; Carmen Bajena, Jasper Township Supervisor; Dan Sagle, Jasper Township Deputy Supervisor; Bird Vincent.

**Additions to Agenda:**

None

**Approval of Minutes:**

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to approve the minutes of the December 15, 2016 meeting.

Roll Call.

Yeas: Commissioners Atton, Terwillegar, Sagle

Nays: None

Motion Carried

**Public Comment:**

Bird Vincent thanked the commission for cutting the brush on Smith Crossing and nice job in Tisland Subdivision working around plastic tile from private residents. He stated there is a low spot on Lois in Tisland Subdivision that needs some gravel and the stop sign at Poseyville and Brooks is obstructed by trees.

Gene Smith thanked Commissioner Sagle for her 18 years of service on the Road Commission Board.

Al Kloha commented on the nice job with snow removal this winter.

Dan Sagle introduced Carmen Bajena the newly elected Jasper Township Supervisor.

**Approval of Open Accounts:**

The pre-pay for December 29, 2016 was discussed.

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to approve payment for the payroll and open accounts for December 29, 2016 in the amount of \$206,999.75.

Roll Call.

Yeas: Commissioners Terwillegar, Sagle, Atton

Nays: None

Motion Carried

**Correspondence and Items of Information:**

Correspondence was received from the County Road Association announcing the selection of Terry Palmer to the Local Agency Wetland Banking Mitigation Program (LAWBMP) board.

The Rural Task Force meeting will be held on Wednesday, January 4, 2017 at 10:00 a.m. at the Road Commission office to establish the 2017-2020 Urban Transportation Construction Program. The Regional Task Force 7C meeting will be held January 10, 2017 at 10:00 a.m. at the Isabella County Transit Building in Mt. Pleasant.

### **Permit listing was reviewed**

#### **Unfinished Business:**

Terry presented an employment letter for Bill von Matt offering him a position as a part-time weighmaster for Midland County. Hours will be less than 30 per week at an hourly rate of \$20.00.

Moved by Commissioner Terwillegar and seconded by Commissioner Atton to hire Bill von Matt as a part time weighmaster.

Roll Call.

Yeas: Commissioners Sagle, Atton, Terwillegar

Nays: None

Motion Carried

Terry presented information regarding an employee safety allowance for steel toe boots along with safety time incentives.

**Safety Boots** – It is a requirement of the Midland County Road Commission (MCRC) that all field and shop employees wear safety toe boots. Boots must be in compliance with ANSI standards and be 6” in height.

Midland County Road Commission will reimburse employees, with proof of purchase, up to \$150.00 annually for cost of the required safety toe boots.

**Safety Time** – The Midland County Road Commission is granting up to 4 hours of safety time per employee for a six month period with flawless safety performance. Evaluations will be run through the MCRC Safety Committee with input from supervision, committee members, employees and safety trainers.

The safety committee will develop criteria for evaluations and implement in January 2017.

Moved by Commissioner Atton and seconded by Commissioner Terwillegar to adopt the safety boot and safety time programs.

Roll Call.

Yeas: Commissioners Sagle, Terwillegar, Atton

Nays: None

Motion Carried

#### **New Business:**

A construction contract was received from the Michigan Department of Transportation regarding “HIGH RISK RURAL ROADS”.

Moved by Commissioner Terwillegar and seconded by Commissioner Atton to offer the following resolution:

WHEREAS, Contract No.16-5545, for center lane construction work along Eastman Avenue from south of Schneider Court northerly to north of Bombay Road; including enclosed drainage, concrete curb and gutter, superelevation correction, and hot mix asphalt paving work; and all together with necessary related work.

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the work and desires to set forth this understanding in the form of a written contract.

THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners, County of Midland, authorizes Terence Palmer, Managing Director and Janice Leatherman Sagle, Chairman, to sign Contract 16-5545.

Roll Call.

Yeas: Commissioners Terwillegar, Atton, Sagle

Nays: None

Resolution Adopted.

Discussion was held on cost of living increase for the administrative employees.

Managing Director will receive an additional week of vacation.

Payroll Clerk will receive an increase of \$2.00 per hour.

The following employees receive a 2% cost of living increase:

Superintendent, Finance Director, Design Engineer, Facilities Manager, Engineering Technician, and both Road Foreman

Moved by Commissioner Terwillegar and seconded by Commissioner Atton to approve the administrative employees cost of living increase and vacation increase.

Roll Call.

Yeas: Commissioners Atton, Terwillegar, Sagle

Nays: None

Motion Carried

A private road maintenance agreement renewal was received from Ingersoll Township for Leisure and Tranquil Lane for grading.

Moved by Commissioner Terwillegar and seconded by Commissioner Atton to approve private road maintenance agreement renewal.

Roll Call.

Yeas: Commissioners Terwillegar, Sagle, Atton

Nays: None

Motion Carried

#### **Miscellaneous:**

A draft of the 2017 Road Commission meeting schedule was presented.

The new Road Commission sign was presented.

#### **Staff Reports:**

Brenda thanked Commissioner Sagle for her years of service to the Road Commission.

Russ congratulated Commissioner Sagle for her years of service to the Road Commission.

Art stated the crews are finishing up the drainage projects for this year and he is working on survey for next year.

Art thanked Commissioner Sagle for her service to the Road Commission.

Ben stated he is working on getting the brine tanks working.

He was contacted by an engineer at Nexteer to partner with them on a community day and the focus will be teaching drivers how to regain control of your vehicle after you lose control.

Ben thanked Commissioner Sagle for her years of service.

Terry discussed the three press releases he sent out on the Public Private Partnership, the Green Lights, and the AVL Systems.

He sent a salary increase request for the Road Commission Board Members to the Midland County Board of Commissioners.

Terry presented a cost summary of recent storm events showing breakdown.  
Terry thanked Commissioner Sagle for her years of service to the Road Commission.

Commissioner Atton thanked Commissioner Sagle for her years of service to the Road Commission.

Commissioner Terwillegar thanked Commissioner Sagle for her years of service to the Road Commission.

Commissioner Sagle thanked the entire staff for the cooperation and hard work to move the Road Commission forward in an ethically, efficiently, and effective manner.

Moved by Commissioner Sagle to adjourn meeting at 10:20 a.m. until Thursday January 12, 2017.

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Brenda Gordert, Clerk

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Janice Leatherman Sagle, Chairman