

Van Buren County Board of Road Commissioners

Wednesday, July 10, 2019

Regular Meeting - Administrative Office, Lawrence, Michigan

BE IT REMEMBERED: That on the 10th day of July, 2019 at 7:00 PM, E.D.T., the Board of County Road Commissioners for the County of Van Buren met in regular session in the offices in Lawrence, Michigan.

PRESENT: Road Commissioners Askew, Boze, Burleson, Kinney, and Moffat
Finance Director Linnea Rader
Highway Engineer Barry Anttila
Operations Director Greg Brucks
Administrative Assistant-Board Secretary Jill Brien

GUESTS: Mike Chappell, County Commissioner
Chad Learned
Ken & Sue Cicchini
Sue Kolenko
Kevin Simmons, Jensen Bridge
Linda Norton, Columbia Township
Steven Rogusta, Village of Breedsville

Chairman Boze called the meeting to order at 7:02 PM.

No additions/deletions to the Agenda.

Motion by Moffat, seconded by Askew to approve the Agenda.

AYES: 5
NAYS: 0
MOTION CARRIED.

Moved by Moffat and seconded by Burleson to approve the minutes of the June 19, 2019 meeting as presented by Board Secretary Brien.

AYES: 5
NAYS: 0
MOTION CARRIED.

The Chairman opened the meeting to public comment. Sue Cicchini, a resident of Parkwood Court on Three Mile Lake, Paw Paw Township, brought her concerns to the Board regarding the condition of Parkwood Court, which she described as becoming "impassable". Chad Learned, who also resides on Parkwood Court, requested temporary measures to gain safe access to homes located on Parkwood Court. Operations Director, Greg Brucks, provided information to the Board and those present regarding the difficulties presenting in this situation, the many avenues that have been investigated, and the high cost of any temporary measures, especially given that a drainage district has been created by the Drain Commission.

Finance Director's Update:

- Cash Summary.
- Operating Budget through end of June.
- Property & Casualty Insurance renewed with the Accident Fund effective July 1, 2019.
- Workers Comp case update.

Chairman Boze interrupted the Finance Director's update to open bids for *Drainage Pipe at 7:30 PM as follows:

Krenn Bridge	Timber options provided.	
Ferguson Waterworks	15" Galvanized	\$11.05 Ln. Ft.
St. Regis Culvert	15" Galvanized	\$7.80 Ln. Ft.
Northern Concrete Pipe	15" Galvanized	\$13.23 Ln. Ft.
Jensen Bridge	15" Galvanized	\$8.17 Ln. Ft.
Cadillac Culvert	15" Galvanized	\$7.09 Ln. Ft.

*Representative of only a portion of the bid tab.

Motion by Burleson, seconded by Moffat to authorize the award of the bid by the Interim Managing Directors upon review and tabulation by staff, in the best interest of the Van Buren County Road Commission.

AYES: 5
NAYS: 0
MOTION CARRIED.

Finance Director's Update continued:

- Workers Comp case update (continued).
- MCRCSIP Workshop and Annual Meeting on July 17 and 18.
- Hiring Update
- Commissioner Kinney's requests from 7/8 and 7/9/19.

Summary of today's Vouchers to be paid was reviewed with the Board by Finance Director. Motion by Askew to approve the following Vouchers:

Voucher #2103	\$146,700.51
Voucher #2104	\$843,723.71

AYES: 5
NAYS: 0
MOTION CARRIED.

Update on the award of bids by Highway Engineer Anttila as follows:

- 68th Street between 48th and CR376, Bangor Township, HMA overlay with 2' gravel shoulders, Michigan Paving & Materials, in the best interest of the Van Buren County Road Commission.
- 62nd Street between CR378 and 36th Avenue, Bangor Township, HMA overlay with 2' gravel shoulders, Rieth Riley Construction, in the best interest of the Van Buren County Road Commission.

Motion by Kinney to postpone a decision regarding the Resolution to decertify 78th Street in Covert Township from 38th Avenue North 1.00 mi. until a written legal opinion is received from retained counsel confirming that the adoption is acceptable.

Kinney: Aye
Askew: Nay
Moffat: Aye
Burleson: Aye
Boze: Nay
MOTION CARRIED.

Motion by Moffat, seconded by Kinney to adopt the following Resolution:

RESOLUTION 2019-16

BE IT RESOLVED: That the Highway Engineer, Barry J. Anttila, and the Finance and Human Resources Director of the Van Buren County Road Commission, Linnea Rader, are hereby authorized to execute M.D.O.T. Contract No. 19-5349, Control Section STUL 80000, Job Number 133207CON:

Hot mix asphalt surfacing work along 8th Avenue from Blue Star Highway easterly to Highway I-196; including concrete curb and gutter, drainage improvement, permanent pavement marking, and restoration work; and all together with necessary related work.

AYES: 5
NAYS: 0
RESOLUTION ADOPTED.

Motion by Kinney, seconded by Askew to adopt *Resolution 2019-17(a) authorizing Linnea Rader and Jill Brien to enter into and execute the applicable agreement(s) with Fifth Third Bank to provide trust, agency investment management, custodial services, qualified retirement plan and/or non-qualified plan services for the Van Buren County Road Commission's Pension Plan, and *Resolution 2019-17(b) authorizing Linnea Rader and Jill Brien to take all actions necessary to perform day-to-day duties by providing Fifth Third Bank, with direction, for the daily administration and operation of the Van Buren County Road Commission's Pension Plan.

AYES: 5
NAYS: 0
MOTION CARRIED.

*Copies of the Resolutions are on file at the offices of the Road Commission and are available for inspection.

Finance Director Rader provided a presentation detailing the contents of the Van Buren County Road Commission's Annual Report FY2018. Questions were asked/answered, and discussions were held with positive feedback from the Board.

Operations Director's Update:

Maintenance Report:

- Discussion regarding Three Mile Lake flooding.
- Service Request Monthly Activity Report, June 2019.
- Sealcoat update.
- De-berming next week; finishing Hartford, then to Bangor.
- Sealcoat shutting down next week.
- Discussion regarding slag, trap rock, and fog seal.
- Ditching.
- Storm clean-up.
- Roadside mowing is complete; first round county-wide.

Fleet & Facilities Superintendent's Update provided by Operations Director Brucks:

- Update on award of Lubricants bid to all bidding contractors, with PriMar Petroleum, as primary supplier, in the best interest of the Van Buren County Road Commission.
- Update on tandem trucks.
- Update on boom mower.
- Routine maintenance is ongoing.
- A few issues with chip seal equipment.
- Working on a list of items for the auction.
- Semi-Truck being stored at Fair Grounds; intend to offer to the Youth Fair for purchase.

Highway Engineer's Update:

- Permit Department Update, June 2019.
- Columbia Township, CR388 catch basin installed. Waiting for asphalt patch.
- South Haven Township, milled out pavement on Evergreen Bluff. Base paving possibly on Monday.
- Waverly Township, 36th Avenue pipe has been installed. Working on back filling. Another pipe to the East needs to be replaced at a 50/50 cost share. Township is considering a request to the Van Buren County Road Commission to advance 2020 millage funds in the approximate amount of \$9,400.00.

Motion by Kinney, seconded by Burleson to approve an advance of 2020 millage funds to Waverly Township for the pipe replacement on 36th Avenue pending a formal request by the Township.

AYES: 5
NAYS: 0
MOTION CARRIED.

- Almena Township, 27th Street stream crossing, received a permit from the DEQ. Still waiting for a signed program sheet from the Township.

- Traffic counts throughout the county.
- Culvert inventory county-wide.
- Hamilton Township speed study, passed along a blank Resolution for the Township's use.

Interim Director's Update:

- Discussion regarding hiring process:

Motion by Burleson, seconded by Kinney to go with a Managing Director.

Burleson: Aye
 Kinney: Aye
 Moffat: Aye
 Askew: No
 Boze: No
 MOTION CARRIED.

Discussion regarding Managing Director job advertisement, submission of resumes/applications, application review process, and candidate selection process. Rader will draft a job advertisement using Iosco County Road Commission's advertisement format for review by the Board at the next regular meeting.

- Update regarding See-Click-Fix platform.

Commissioner Updates and Reports:

Askew: Attended Covert Township, Geneva Township and Bangor Township.

Boze: Attended Hamilton Township.

Burleson: Attended Pine Grove Township.

Kinney: Attended KATS Policy Committee Meeting and today's Special Session of the Board.

Moffat: No recent meetings.

Motion by Burleson, seconded by Askew to adjourn the Call of the Chair at 9:58 PM.

AYES: 5
 NAYS: 0
 MOTION CARRIED.

 Secretary

 Chairman