

Mason, Michigan  
January 6, 2009

The Board of Ingham County Road Commissioners met for its Organizational meeting on Tuesday, January 6, 2009, at 6:00 P.M. in the Board Room of the Road Commission's Austin E. Cavanaugh Administration Building located at 301 N. Bush Street, Mason, Michigan.

Present: Joseph A. Guenther, Shirley M. Rodgers, Thomas M. Mitchell, James Dravenstatt-Moceri, and Norman L. Gear.

Also Present: William M. Conklin, Managing Director, Deborah L. Bellows, Secretary to the Board, Tina M. Henry, Director of Finance, James L. Charles, Interim Director of Operations, and Robert H. Peterson, Director of Engineering.

Others Present: William Comstock, Road Commission Western District employee, Doug Steffen, Road Commission Engineering Department employee and OPEIU Local 512 Chief Steward, and Dan Chapman, Road Commission Engineering Department employee and OPEIU Local 512 Alternate Chief Steward.

Secretary to the Board Deborah Bellows called the meeting to order and led with the Pledge of Allegiance. Ms. Bellows welcomed the new commissioners.

AGENDA ITEM #4 – ELECTION OF BOARD OFFICERS FOR 2009.

Moved by Commissioner Mitchell and Supported by Commissioner Rodgers, that Joseph A. Guenther serve as Board Chair for the calendar year 2009. 5 yes, 0 no. Motion carried unanimously.

The meeting was turned over to the Chair.

Moved by Commissioner Mitchell and Supported by Commissioner Gear, that Shirley M. Rodgers serve as Board Vice Chair for the calendar year 2009. 5 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #5 – CONSENT ITEMS.

Moved by Commissioner Rodgers and Supported by Commissioner Mitchell, that the following items be approved under consent:

1. Agenda Item #6A, confirm County Highway Engineer and Secretary to the Board for 2009.
2. Agenda Item #10A, accounts payable.

5 yes, 0 no. Motion carried unanimously.

Agenda Item #6A – Confirm County Highway Engineer and Secretary to the Board for 2009.

Moved by Commissioner Rodgers and Supported by Commissioner Mitchell, that Robert H. Peterson be appointed to serve as the Road Commission's County Highway Engineer for 2009; and Deborah L. Bellows, be appointed to serve as the Road Commission's Secretary to the Board for 2009. 5 yes, 0 no. Motion carried unanimously.

Agenda Item 10A – Accounts Payable.

Moved by Commissioner Rodgers and Supported by Commissioner Mitchell, that the accounts payable for the two week period of December 8-21, 2008, be confirmed as follows: check numbers #92212 through #92294, totaling \$841,016.33. 5 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #6B – SET THE MEETING SCHEDULE FOR 2009.

Commissioner Rodgers moved to set the 2009 meeting schedule for every other Tuesday beginning at 6:00 P.M. Commissioner Mitchell said he would have a conflict with Tuesdays because he is a member of the Williamston DDA and this committee meets on Tuesdays. He also said that the Road Commission's liaison committee, County Services, meets on Tuesdays, as does the full County Board; which could, at times, create a conflict. He suggested Wednesday. Commissioner Dravenstatt-Moceri suggested the first Tuesday and third Wednesday. Vice Chair Rodgers said that while she has no problem meeting twice a month, the practice has been to meet every other week, thus having about 26 meetings a year. She said that Wednesday night would not be good because the Tri-County Regional Planning Commission has its meeting the fourth Wednesday of the month and some of these may be a conflict for her and whichever Board member will be appointed to Tri-County. Commissioner Dravenstatt-Moceri said that Wednesday could be a conflict for him too because of Labor Council meetings. Commissioner Gear said he might have some conflicts with Monday nights, but is willing to see how it goes. Commissioner Dravenstatt-Moceri asked if there was a problem with Thursday night. Commissioner Rodgers indicated she was elected to the Lansing School Board a year ago and those meetings are on Thursday. Chair Guenther suggested that we try Monday nights for a while and see how it goes.

Commissioner Mitchell suggested that Commissioner Rodgers' motion not be voted on right now and that the Secretary prepare a schedule showing Monday meetings and let the Board look over the proposed Monday dates for 2009, and take official action on the proposed dates at the next meeting.

Chair Guenther stated that the next Monday meeting falls on an official holiday for Road Commission employees, so the meeting would be scheduled for Tuesday, January 20<sup>th</sup>. The Board members agreed to this date.

AGENDA ITEM #7 – RENEW THE ACTING MANAGING DIRECTOR POSITION FOR 2009.

Vice Chair Rodgers moved that the Acting Managing Director progression be the Director of Engineering and the Finance Director. Commissioner Mitchell asked if there was a reason she did not include the Director of Operations in that recommendation. Vice Chair Rodgers stated it was for no other reason than the fact that Mr. Charles will be retiring soon and there will be a new person in that position. Commissioner Mitchell stated he felt we need to keep the order of succession with the three director positions and not make a determination based on the specific person in those positions. He said he would make that an amendment to Vice Chair Rodgers' motion. Vice Chair Rodgers accepted the amendment. The resolution shall be as follows:

WHEREAS, the Board of Ingham County Road Commissioners believes that it is in the best interest of the Road Commission to establish the position of Acting Managing Director and duties therefore in the event the Managing Director is unavailable for any reason; and

WHEREAS, the Managing Director has recommended that the Director of Engineering, the Director of Operations, or the Finance Director serve as Acting Managing Director in the event the Managing Director is unavailable.

THEREFORE, BE IT RESOLVED that the Director of Engineering or, if not available, the Director of Operations, or, if not available, the Finance Director shall serve as Acting Managing Director in the event the Managing Director is absent.

BE IT FURTHER RESOLVED that all four individuals shall not, without prior approval of the Chair, simultaneously schedule the same vacation time off.

BE IT FURTHER RESOLVED that the Acting Managing Director(s) shall be paid an additional \$4.00 per hour starting with the first day when acting in this capacity when the Managing Director is gone for three days or more.

BE IT FURTHER RESOLVED that this resolution shall expire on the date of the Organizational meeting of January 2010.

5 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #8 – APPOINTMENT OF MEMBER TO SERVE ON THE INGHAM COUNTY PARKS BOARD AND THE TRI-COUNTY REGIONAL PLANNING COMMISSION.

Vice Chair Rodgers commented that by statute, the Road Commission Chair will sit on the Parks Board, so she does not believe the Board needs to make an official appointment because as soon as the Chair is elected, that is who will sit on the Parks Board.

It was moved by Commissioner Mitchell to appoint Shirley Rodgers as the Road Commission's representative on the Tri-County Regional Planning Commission. Vice Chair Rodgers declined the appointment because she is already a member of Tri-County representing the City of Lansing.

Moved by Chair Guenther and Supported by Commissioner Mitchell, that James Dravenstatt-Moceri be appointed to represent the Road Commission on the Tri-County Regional Planning Commission for the calendar year 2009. 5 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #9A – MANAGING DIRECTOR REPORTS.

A. Mr. Conklin reported that he has contacted the newly elected county commissioners with an invitation to meet and be informed of the Road Commission and its operations. One has responded to date. Mr. Conklin said he will also be meeting with newly elected township supervisors.

B. The Board's labor counsel, Peter Cohl, is scheduled to meet with the Board at its meeting of February 2<sup>nd</sup> to provide an update on pending contract negotiations and any other labor issues currently pending.

AGENDA ITEM #10B – AUTHORIZATION TO FILL THE VACANT FINANCE CLERK POSITION.

Finance Director Tina Henry stated that public advertisements for this position were done late last year. The advertisement for the vacancy was placed in a large number of outlets, including Ingham County's Job Opportunities listing and Michigan Works, along with many additional mailings and advertisements in all the local newspapers.

Ms. Henry said this resulted in us receiving 125 applications. She said that 21 individuals were contacted for interviews, three of them declined and one never returned our phone calls. The 18 remaining individuals interviewed and of those, seven were invited back for a second interview. In addition to all of these interviews, all of the applications were once again reviewed to make sure that all qualified candidates were given an opportunity to interview for the position. Four additional applicants were selected from this process. Three of these individuals declined an interview.

Chair Guenther explained, for the benefit of the three new members, the Road Commission's current hiring practices. He asked Commissioner Mitchell, since he was a Commissioner years ago, if current practices are much different from then. Commissioner Mitchell stated when he was on the Board, staff, as well as Board Members, conducted extensive recruitment and outreach seeking qualified minority applicants for Road Commission positions. He said he believes that especially for the truck driver positions, the commercial driver licensing requirements and current laws regarding this licensure, disqualify the majority of applicants. This Road Commission has tried for many years, through its

recruitment efforts, outreach, and through the County, to attract qualified candidates for its positions. He said we need to make sure that candidates are qualified and meet the job requirements.

Vice Chair Rodgers stated she reviewed the racial statistics of the applicants, but did not see one for the applicants who were interviewed. Ms. Henry responded of those applicants interviewed, two were African American males, one was African American female, one was mixed race, and the balance were white females. Vice Chair Rodgers asked the racial statistics for the second interviews. Ms. Henry replied that the numbers were the same.

#### RESOLUTION AUTHORIZING FILLING THE VACANT FINANCE CLERK POSITION.

#### RESOLUTION #001-09


Moved by Commissioner Dravenstatt-Moceri and Supported by Commissioner Gear. Commissioner Guenther, yes, Commissioner Rodgers, abstain, Commissioner Mitchell, yes, Commissioner Dravenstatt-Moceri, yes, Commissioner Gear, yes. 4 yes, 1 abstain, 0 no. Resolution carried.


BE IT RESOLVED that upon recommendation of the Finance Clerk, the Board approves making an employment offer to Patricia R. Maldonado of Mason to fill the vacant Finance Clerk position.

#### AGENDA ITEM #11 – BOARD UPDATES/COMMENTS.

1. Vice Chair Rodgers stated she has now used the new roundabout in Delhi Township on Cedar Street four times. She said she thinks it works wonderfully.
2. Vice Chair Rodgers said she has received many phone calls regarding the wonderful job the crews are doing this year with winter maintenance. She said as a person travels around other counties, Ingham's road system is much better maintained.
3. Vice Chair Rodgers welcomed the three new board members, said she looks forward to working with them and hopes to have a good year.
4. Chair Guenther said he believes the makeup of the board will now make a good board and hopes the Board will be public friendly. He said he expects that all individuals will be allowed ample time to be heard.
5. Interim Director of Operations Jim Charles said the crews have done an excellent job with maintenance and have worked many long hours. The storms just keep coming one right after another and no one has had time to rest in between. Mr. Charles informed the Board that we worked double time on the Sunday before Christmas in an attempt to get the roads clear for holiday travel. He said he hopes this helped the merchants. Mr. Charles asked if the Chair or other Board members would be interested in doing a public service announcement regarding our reduction in maintenance due to decreasing revenues. He said the public does not seem to understand that we won't be clearing subdivisions on overtime, especially double time on Sundays, unless roads become impassable. Chair Guenther said he would be happy to do this. Managing Director Bill Conklin stated that it was an excellent idea to put the night patrol crew back on this year as they have helped tremendously.
6. Chair Guenther inquired about the speed limit in the Cedar Street roundabout as you drive around and then head south. He said you come out of a 15 mile an hour speed, then jump right up to 55. He asked if there would be a way to gradually increase the speed up to 55 and have it be further to the south. Interim Director of Operations Jim Charles said the Michigan State Police would have to look at it because the Road Commission cannot change speed limits. The Michigan State Police is the only entity that can change speed limits and he could contact them to come out and run a study.

No public comment was offered. The meeting adjourned at 6:40 P.M.

  
Joseph A. Guenther, Chair

  
Deborah L. Bellows, Secretary to the Board