

**\*\*APPROVED MINUTES\*\***

Mason, Michigan  
June 22, 2009

The Board of Ingham County Road Commissioners met for a regular meeting on Monday, June 22, 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, Chair, Thomas M. Mitchell, Member, and James G. Dravenstatt-Moceri, Member.

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

Absent & Excused: Shirley M. Rodgers, Vice Chair, and Norman L. Gear, Member.

Chair Joseph A. Guenther called the meeting to order and led with the Pledge of Allegiance.

AGENDA ITEM #4 – CONSENT AGENDA.

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

- A. Agenda Item #5, Minutes of the meetings of May 26 and June 8, 2009.
- B. Agenda Item #6A-E, Routine and Special Permits.
- C. Agenda Item #8A, Accounts Payable.
- D. Agenda Item #9A-B, Pavement Marking Agreement with City of Leslie and Village of Webberville.
- E. Agenda Item #9C, MDOT contracts for Stimulus projects.
- F. Agenda Item #10A, MTF Engineering Reimbursement request.

3 yes, 2 excused. Motion carried.

Agenda Item #5 – Minutes.

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri, that the Minutes of the meetings of May 26 and June 8, 2009, be approved as presented. 3 yes, 2 excused. Motion carried.

Agenda Item #6A-E – Routine and Special Permits.

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri, that the following routine and special permits be approved:

09-0228	09-0229	09-0235	09-0236	09-0237	09-0238
09-0239	09-0242	09-0248	09-0249	09-0629	09-0227
09-0230	09-0231	09-0232	09-0234	09-0240	

Permit #09-0243 applied for by Mike Weaver for the purpose of conducting a neighborhood block party to be held July 18, 2009, from 12:00 p.m. until 12:00 a.m. The event is sanctioned by Meridian Charter Township.

Permit #09-0244 applied for by Meridian Township Parks & Recreation for the purpose of conducting the Township's annual 4<sup>th</sup> of July celebration fireworks display to be held July 4, 2009, from 7:00 p.m. until 11:00 p.m. The event is sanctioned by Meridian Charter Township.

Permit #09-0245 applied for by Meridian Township Parks & Recreation for the purpose of conducting a parade to be held on July 25, 2009, from 9:00 a.m. until 11:30 a.m. to celebrate Towar/Edgewood Community Day. The event is sanctioned by Meridian Charter Township.

Permit #09-0246 applied for by LuAnn Maisner for the purpose of hanging a banner across Birch Row Drive to announce the annual Towar/Edgewood Community Day to be held July 25, 2009. The banner is to hang from July 6, 2009, through July 27, 2009. The event is sanctioned by Meridian Charter Township.

Permit #09-0247 applied for by Michelle Phillipich for the purpose of conducting a 5k run/walk to benefit the Greater Lansing Food Bank to be held on July 19, 2009, from 9:00 a.m. until 10:30 a.m. The event is sanctioned by Meridian Charter Township.

3 yes, 2 excused. Motion carried.

Agenda Item #8A – Accounts Payable.

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri, that the accounts payable for the two week period of May 25-June 7, 2009, be approved/confirmed as follows: check numbers #93226 through #93308, totaling \$497,736.80. 3 yes, 2 excused. Motion carried.

Agenda Item #9A – Pavement Marking Agreement with Village of Webberville.

RESOLUTION APPROVING 2009 PAVEMENT MARKING AGREEMENT WITH THE VILLAGE OF WEBBERVILLE.

RESOLUTION #051-09

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri. 3 yes, 2 excused. Resolution carried.

BE IT RESOLVED that upon recommendation of the Director of Engineering, the Board approves and signs a Pavement Marking Agreement with the Village of Webberville for the 2009 pavement marking program. All costs associated with this work will be reimbursed by the Village of Webberville.

Agenda Item #9B – Pavement Marking Agreement with City of Leslie.

RESOLUTION APPROVING 2009 PAVEMENT MARKING AGREEMENT WITH THE CITY OF LESLIE.

RESOLUTION #052-09

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri. 3 yes, 2 excused. Resolution carried.

BE IT RESOLVED that upon recommendation of the Director of Engineering, the Board approves and signs a Pavement Marking Agreement with the City of Leslie for the 2009 pavement marking program. All costs associated with this work will be reimbursed by the City of Mason.

Agenda Item #9C – MDOT Contracts for Stimulus Projects.

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS ON BARNES ROAD LOCATED IN VEVAY AND INGHAM TOWNSHIPS.

RESOLUTION #053-09

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri. 3 yes, 2 excused, 0 no. Resolution carried unanimously.

WHEREAS, a Contract has been presented to the Board of Ingham County Road Commissioners for approval by and between the Michigan Department of Transportation (herein referred to as the Department) and the Board of Ingham County Road Commissioners (herein referred to as Requesting Party); and

WHEREAS, in said Contract the Department and the Requesting Party agree to the following improvements:

Chip seal work along Barnes Road from College Road to Meridian Road, and all together with necessary related work.

WHEREAS, the Requesting Party is fully cognizant of the terms and conditions of the Contract as prepared and presented by the Department.

NOW THEREFORE BE IT RESOLVED that the Requesting Party authorizes its Chair and its Secretary to execute this Contract on behalf of the Requesting Party; and

BE IT FURTHER RESOLVED that the total estimated cost for this project is as follows:

Job Number 106386

MDOT Contract No. 09-5288

Federal Item No. JJ 3301

Control Section ARL 33400

Project No. ARRA 0933 (026)

CFDA No. 20.205

ESTIMATED COST

FORCE ACCOUNT WORK (REQUESTING PARTY)	\$94,000.00
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COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$94,000.00
Less Federal Funds	<u>\$94,000.00</u>
BALANCE REQUESTING PARTY'S SHARE	\$ -0-

NO DEPOSIT REQUIRED

BE IT FURTHER RESOLVED that the Requesting Party has designated Mr. Richard Phillips as project engineer:

Business Address:	301 Bush Street, Mason, Michigan 48854
Telephone Number:	517/676-9722

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS ON BELLEVUE ROAD LOCATED IN ONONDAGA AND LESLIE TOWNSHIPS.

RESOLUTION #054-09

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Mocerri. 3 yes, 2 excused, 0 no. Resolution carried unanimously.

WHEREAS, a Contract has been presented to the Board of Ingham County Road Commissioners for approval by and between the Michigan Department of Transportation (herein referred to as the Department) and the Board of Ingham County Road Commissioners (herein referred to as Requesting Party); and

WHEREAS, in said Contract the Department and the Requesting Party agree to the following improvements:

Chip seal work along Bellevue Road from Onondaga Road to Hull Road, and all together with necessary related work.

WHEREAS, the Requesting Party is fully cognizant of the terms and conditions of the Contract as prepared and presented by the Department.

NOW THEREFORE BE IT RESOLVED that the Requesting Party authorizes its Chair and its Secretary to execute this Contract on behalf of the Requesting Party; and

BE IT FURTHER RESOLVED that the total estimated cost for this project is as follows:

Job Number 106388	Control Section ARL 33400
MDOT Contract No. 09-5289	Project No. ARRA 0933 (025)
Federal Item No. JJ 3300	CFDA No. 20.205

ESTIMATED COST

FORCE ACCOUNT WORK (REQUESTING PARTY)	\$94,000.00
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COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$94,000.00
Less Federal Funds	<u>\$94,000.00</u>
BALANCE REQUESTING PARTY'S SHARE	\$ -0-

NO DEPOSIT REQUIRED

BE IT FURTHER RESOLVED that the Requesting Party has designated Mr. Richard Phillips as project engineer:

Business Address:	301 Bush Street, Mason, Michigan 48854
Telephone Number:	517/676-9722

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS ON MORTON-HEENEY ROADS LOCATED IN STOCKBRIDGE TOWNSHIP.

RESOLUTION #055-09

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri. 3 yes, 2 excused, 0 no. Resolution carried unanimously.

WHEREAS, a Contract has been presented to the Board of Ingham County Road Commissioners for approval by and between the Michigan Department of Transportation (herein referred to as the Department) and the Board of Ingham County Road Commissioners (herein referred to as Requesting Party); and

WHEREAS, in said Contract the Department and the Requesting Party agree to the following improvements:

Chip seal work along Morton Road from Heeney Road to M-52 and along Heeney Road from Parman Road to Morton Road, and all together with necessary related work.

WHEREAS, the Requesting Party is fully cognizant of the terms and conditions of the Contract as prepared and presented by the Department.

NOW THEREFORE BE IT RESOLVED that the Requesting Party authorizes its Chair and its Secretary to execute this Contract on behalf of the Requesting Party; and

BE IT FURTHER RESOLVED that the total estimated cost for this project is as follows:

Job Number 106393	Control Section ARL 33400
MDOT Contract No. 09-5290	Project No. ARRA 0933 (030)
Federal Item No. JJ 3363	CFDA No. 20.205

ESTIMATED COST

FORCE ACCOUNT WORK (REQUESTING PARTY)	\$60,365.00
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COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$60,365.00
Less Federal Funds	<u>\$60,365.00</u>
BALANCE REQUESTING PARTY'S SHARE	\$ -0-

NO DEPOSIT REQUIRED

BE IT FURTHER RESOLVED that the Requesting Party has designated Mr. Richard Phillips as project engineer:

Business Address:	301 Bush Street, Mason, Michigan 48854
Telephone Number:	517/676-9722

Agenda Item #10A – MTF Engineering Reimbursement Request.

RESOLUTION AUTHORIZING THE SUBMITTAL OF THE ANNUAL ENGINEERING REIMBURSEMENT REQUEST TO MDOT.

RESOLUTION #056-09

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri. 3 yes, 2 excused. Resolution carried.

BE IT RESOLVED that upon recommendation of the Managing Director, the Board authorizes the submittal of the annual engineering reimbursement request to MDOT certifying that the Road Commission has employed a licensed professional engineer for the period July 1, 2008, through June 30, 2009.

AGENDA ITEM #7 – MANAGING DIRECTOR REPORTS.

A. Kincaid v Ingham County Road Commission. Mr. Kincaid has offered a payment schedule. Chair Guenther stated this would be discussed at the next meeting with the Board's Attorney.

B. To be reviewed at the next meeting, a proposed road funding Resolution to be adopted by this Board and sent to Legislators. In the meantime, Board members will work on proposed Whereas clauses.

C. The Board cancelled the next regular meeting scheduled for July 6, 2009. If it becomes necessary, the Board can schedule a special meeting between now and July 20.

D. Status of the Population error made in the MTF calculations and the \$192,000 owed us by Eaton County Road Commission. MDOT will make the correction in an upcoming MTF payment to the Ingham County Road Commission in one lump sum payment. The like amount will be deducted from that month's MTF payment to the Eaton County Road Commission. Finance Director Tina Henry stated this would be accomplished in the next month or two.

E. With the bad storms of this past weekend, several county roads were closed due to water. Okemos Road is still closed today.

AGENDA ITEM #9D – CORRECTION TO ABANDONMENT OF OLD CHAMBERLIN ROAD.

Lansing Township DDA Executive Director Steve Hayward was present for this discussion. Mr. Hayward stated that in 2007 the DDA petitioned the Road Commission to abandon Chamberlin Drive to allow for the installation of a roundabout on Lake Lansing Road and to relocate Chamberlin Drive to the west approximately 300 feet. At the time of the preparation for the abandonment, the final construction plans were not yet complete. This resulted in the final geometrics of the roundabout and the necessary right of way/property lines not being ideal. Mr. Hayward said this correction to the description is needed to clear up the property line description for the current property owners. Director of Engineering Bob Peterson recommended approval of the request to correct the property description for the abandonment.

RESOLUTION APPROVING QUIT CLAIM DEED TO LANSING CHARTER TOWNSHIP FOR THE CORRECT PROPERTY DESCRIPTION FOR THE OLD CHAMBERLIN DRIVE ABANDONMENT.

RESOLUTION #057-09

Moved by Commissioner Dravenstatt-Mocerri and Supported by Commissioner Mitchell. 3 yes, 2 excused. Resolution carried.

BE IT RESOLVED that upon request of the Charter Township of Lansing and recommendation of the Director of Engineering, the Board approves the following correction to the description of the Old Chamberlin Drive abandonment, which was approved by this Board on November 1, 2007, under Resolution #165-07, and recorded at the Ingham County Register of Deeds on December 12, 2007, in B3289, P929:

Beginning on the East-West ¼ line at a point N89°32'49"W, 1563.49 feet from the East ¼ post of Section 3, T4N, R2W, Lansing Township, Ingham County, Michigan; thence S00°20'10"W, 652.25 feet to a point on the north right of way line of "Chamberlin R.A.B." (width varies); thence the following two courses on said north right of way line; One(1): N84°48'15"W, 37.28 feet; Two(2): N74°33'27"W, 29.89 feet; thence N00°20'10"E, 641.43 feet, more or less, to the south right of way line of the proposed public road named Sam's Way; thence S89°32'49"E, 66.00 feet to the POINT OF BEGINNING.

AGENDA ITEM #10B – RELEASE OF RIGHT OF WAY FOR BASE LINE ROAD PROJECT.

Managing Director Bill Conklin explained the necessity of a release of partial right of way to Mr. Russell McGauley, who resides on Base Line Road. This is necessitated by the reconstruction project currently under way on Base Line Road and will accommodate getting the road alignment back within the proper right of way.

RESOLUTION APPROVING RELEASE OF PARTIAL RIGHT OF WAY TO RUSSELL McGAULEY OF STOCKBRIDGE.

RESOLUTION #058-09

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri. 3 yes, 2 excused. Resolution carried.

BE IT RESOLVED that upon recommendation of the Managing Director, the Board approves a Release of Partial Right of Way and Quit Claims to Russell McGauley of 3498 Baseline Road, Stockbridge, the following right of way located along Baseline Road:

A part of the Southeast ¼ of Section 32, T1N, R2E, Stockbridge Township, Ingham County, Michigan. Described as commencing at the East ¼ corner of Section 32; thence N00°00'00" East 27.00 feet to the Point of beginning. Thence North 90°00'00" West 1110.83 feet; thence 166.78 feet along a curve to the left having a radius of 221.00 feet, a chord length of 162.85 feet bearing South 68°22'50" West, thence North 56°20'00" West 59.53 feet; thence North 90°00'00" West 33.00 feet; thence North 00°52'03" West 33.00 feet; thence North 90°00'00" East 1356.85 feet; thence South 00°00'00" West 6.00 feet to the Point of Beginning. Said parcel contains 0.322 acres. Parcel Identification Number: 33-16-32-400-012.

AGENDA ITEM #10C – LOCAL ROAD AGREEMENT WITH WILLIAMSTOWN TOWNSHIP.

Managing Director Bill Conklin recommended approval of the local road agreement with Williamstown Township for micro-surfacing of the streets in Oakleaf Hills Subdivision. Commissioner Dravenstatt-Moceri asked the difference between micro-surfacing and chip seal, and asked if chip seal takes longer to set up. Mr. Conklin stated chip seal takes about two weeks to set up. Director of Operations Jim Benjamin stated that in his personal opinion, micro-surfacing is too brittle a product for Michigan roads. It works well for filling in a wheel track on a road surface, but does not work that well for crack filling. Commissioner Dravenstatt-Moceri asked that he be notified when this project in Williamston is scheduled as he would like to watch the process.

AGENDA ITEM #10D – MERS ANNUAL MEETING.

Moved by Commissioner Dravenstatt-Moceri and Supported by Commissioner Mitchell, that the Board hereby appoints Tina M. Henry as the Employer voting delegate and Stephanie A. Barnhart as the Employer voting alternate, to attend the 63<sup>rd</sup> Annual Meeting of the Municipal Employees' Retirement System of Michigan, September 15-17, 2009, at the Amway Grand Plaza Hotel.

AGENDA ITEM #11 – BOARD UPDATES/COMMENTS.

A. Commissioner Dravenstatt-Mocerri asked the status of the Waverly Road project and when it will start. Director of Engineering Bob Peterson stated the contractor was supposed to mobilize last week, but now it won't happen until next week. He said they are still considering whether or not the project can be completed this year. A revised schedule needs to be submitted. Commissioner Dravenstatt-Mocerri asked if the section between Saginaw and Willow would be done first. Mr. Peterson said yes. Commissioner Dravenstatt-Mocerri asked, then what? Mr. Peterson stated the section between Michigan and Saginaw. He said the section between St. Joe and Michigan is presently scheduled for completion by Spring 2010. He is pushing for all of the work to be completed this year. Commissioner Dravenstatt-Mocerri asked what the hours of work will be for the contractor. Mr. Peterson said Monday through Saturday, a minimum of ten hour days, maybe 12, depending on weather conditions. Commissioner Dravenstatt-Mocerri said he heard that the contractor would be working Monday through Friday, ten hour days. Mr. Peters stated he had not been advised of this. Commissioner Dravenstatt-Mocerri asked that he be notified by email and telephone when the schedule of the contractor is determined.

B. Commissioner Mitchell stated he thought there was a contradiction in Section 7 of the Board's current vehicle policy. Chair Guenther stated that revisions to this policy would be on the July 20 agenda for discussion and/or approval. He asked that Board members get their proposed revisions to the Board Secretary prior to that meeting so a copy showing proposed revisions could be included in the agenda packets.

C. Chair Guenther announced that there is a new bird exhibit at the Potter Park Zoo. People can go in and feed the birds. Also, the black rhino quarters will be done this year. There are many updates planned for the Zoo to enhance another millage. He also announced that due to budget reductions, Rayner Park may be closed. More information will be available at a later date.

No public comment was offered. The meeting adjourned at 7:00 P.M.

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Joseph A. Guenther, Chair

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Deborah L. Bellows, Board Secretary