

Mason, Michigan
December 20, 2010

The Board of Ingham County Road Commissioners met for a regular meeting on Monday, December 20, 2010, at 2:00 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: Shirley M. Rodgers, Vice Chair, James G. Dravenstatt-Mocerri, Member, Thomas M. Mitchell, Member, and Norman L. Gear, Member.

Also Present: William M. Conklin, Managing Director, Robert H. Peterson, Director of Engineering, Tina M. Henry, Director of Finance, James M. Benjamin, Director of Operations, Brenda K. Moyer, Deputy Secretary to the Board.

Absent-Excused: Joseph A. Guenther, Chair.

Others Present: Mr. Gilbert White of White Family Properties, LLC; Mr. Gerald J. Richards, Township Manager, Charter Township of Meridian; Mr. Chad Gamble, Director of Public Works, City of Lansing.

AGENDA ITEM # 3 – LIMITED PUBLIC COMMENT.

None.

AGENDA ITEM #4 – LATE ITEMS/DELETIONS/CONSENT ITEMS.

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

- A. Agenda Item #5, Routine and Special Permits.
- B. Agenda Item #6A & #6B, November 22 and December 6.
- C. Agenda Item #8A, Accounts Payable.

4 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #5 – ROUTINE AND SPECIAL PERMITS.

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Mocerri, that routine permits be approved. 4 yes, 0 no. Motion carried unanimously.

10-0580	10-0582	10-0583	10-0584
10-0585	10-0586	10-0587	10-0588

AGENDA ITEM #6A AND #6B - MINUTES.

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri, the minutes of the meetings of November 22 and December 6, 2010 be approved. 4 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #8A – ACCOUNTS PAYABLE.

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri, that accounts payable for the two week period of November 22 – December 5, 2010, totaling \$263,454.49, be approved. 4 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #7 – MANAGING DIRECTOR REPORTS.

William M. Conklin, Managing Director, stated he will be out of the office the week of December 27 – 31, 2010. Director of Engineering Robert Peterson will be acting Managing Director and Operations Director James Benjamin will also be available during this time period.

AGENDA ITEM #8B – HEALTH INSURANCE AGENT SERVICE PROPOSALS.

William M. Conklin, Managing Director, stated three firms were interviewed as possible Health Insurance Agents for the Road Commission: BVR Benefits, Papazian Smalley & Harp and AON Hewitt. The first two firms were directly recommended by Physicians Health Plan and the third is the Agent used by Ingham County. All three derive their income from the health care insurance commissions, paid by the health care provider, out of the rates that the Road Commission pays.

Mr. Conklin and Tina Henry, Director of Finance, interviewed all three and decided that AON Hewitt was the best provider for health insurance services. AON Hewitt is used by Ingham County and they have several other large clients in the Ingham County area.

Mr. Conklin stated that AON Hewitt would be transparent with the amount of commissions they were going to earn, how it would be used and charged per the hourly rates of their staff. Also they would work with us to fully utilize and take advantage of the fees they earn. AON Hewitt has a very in-depth staff to answer questions and a detailed plan. Mr. Conklin and Ms. Henry recommend ANO Hewitt for Health Insurance Agent.

Commissioner Mitchell questioned where AON Hewitt is located. Mr. Conklin stated they are located in Southfield, MI and also nationwide. Commissioner Dravenstatt-Moceri questioned what is the cost and does it figure into the price we are paying. Mr. Conklin stated the cost is 5% and is included in the monthly premium rates paid to PHP for our health insurance. Vice Chair

Rodgers questioned how will we know what they are providing for the 5% and how are they paid the 5%. Mr. Conklin stated the 5% will be paid by PHP and AON will provide monthly reports of their services, the hourly costs for their staff to provide the services and what remaining budget of the 5% of our premium payment if any left. Vice Chair Rodgers questioned the “Out of Pocket Expenses” and have we spoken with other clients in relation to these costs. Mr. Conklin stated we did not, but will ask this question and provide a response at the next meeting.

RESOLUTION AUTHORIZING OF HEALTH INSURANCE AGENT.

RESOLUTION #010-126

Moved by Commissioner Mitchell and Supported by Commissioner Gear. 4 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Managing Director and the Director of Finance, the Board authorizes the award of Health Insurance Agent to AON Hewitt.

AGENDA ITEM #9A – VARIANCE REQUEST FOR FENWICK COURT, WHITEHILLS LAKES SUBDIVISION, MERIDIAN TOWNSHIP.

The Board discussed a request and proposed resolution for the Board’s consideration from Meridian Township for a variance from the Road Commission’s Procedures and Guidelines for Developing Public Roads. The variance request is to not build cul-de-sacs or connect the two existing stub ends of Fenwick in White Hills Subdivisions No. 6 and No. 7, as otherwise would be required. This is due to Meridian Township having made an offer to purchase the land that had been master planned to become White Hills Subdivision No. 8 for use as a public land preservation area, and the required cul-de-dacs or street connection would fall on this land, which the Township indicates is undesired as it would impact environmental features that are desired to be saved on the land. The Township also indicates that T-turn-arounds on the ends of Fenwick are also undesired for similar reasons.

Commissioner Mitchell indicated he wanted the Road Commission to abandon the shorter stub of Fenwick in White Hills Subdivisions No. 6 because the resulting stub would be very inefficient to plow without any type of turnaround at the end. Staff responded that abandonment requires a petition be submitted to the Road Commission from seven freeholders (landowners) in the Township and that the first step of abandonment is that the road would be abandoned to the Township.

Meridian Township Manager Gerald Richards and Gilbert White, owner of the property the Township desires to purchase, attended the meeting. Commissioner Mitchell asked Mr. Richards if the Township would take jurisdiction of the short stub of Fenwick in White Hills Subdivisions No. 6. Mr. Richards responded that the Township Board of Trustees would have to act on this request and therefore that he could not make such a commitment for the Township Board. Commissioner Mitchell requested Mr. Richards to at least commit to trying to have this

abandonment occur. Mr. Conklin replied that staff would work with the Township to start the abandonment process on the short stub of Fenwick in White Hills Subdivisions No. 6.

Commissioner Gear questioned if using the driveway approach to the parking lot adjacent to and near the end of the longer stub of Fenwick in White Hills Subdivisions No. 7 as a turn-around under a road easement would cause pavement damage, and if so, would the Road Commission be responsible for maintaining this pavement. Mr. Conklin replied that the Road Commission could be responsible for maintaining any pavement on which it has an easement for public use, but that the likelihood of premature pavement distress on this approach would be fairly low as Road Commission trucks would only use it seasonally, in the winter, when the pavement base is typically frozen and thus not susceptible to distress.

Commissioner Rodgers stated that to approve the variance request, she would want language added that indicates the Township requested the variance and that this also be stated in the reasoning if the variance is approved.

RESOLUTION GRANTING VARIANCE FOR OMISSION OF CUL-DE-SACS OR T-TURNAROUNDS ON THE TWO ENDS OF FENWICK IN WHITEHILLS LAKES SUBDIVISION NOS. 6 & 7.

RESOLUTION #10-127

Moved by Commissioner Mitchell and Supported by Commissioner Gear. 3 yes, 1 abstain, 0 no. Resolution carried.

WHEREAS, Meridian Charter Township has requested a variance from the Road Commission's Procedures and Guidelines for Developing Public Roads for not constructing required permanent road endings on the two existing stub ends of Fenwick Court in White Hills Subdivisions No. 6 and No. 7; and

WHEREAS, the Land Preservation Program of Meridian Township has proposed to purchase a parcel of land for its unique environmental features and ecological value, identified as parcel number 33-02-02-04-100-019, and

WHEREAS, said parcel was previously proposed for residential development and the proposed change in future use to open space by Meridian Township will create two dead-ends on Fenwick Court, and

WHEREAS, this purchase by the Township is a unique opportunity to maintain land of high ecological and environmental value for use and enjoyment of the public that otherwise would eventually be developed; and

WHEREAS, the Township wishes to preserve the land in its current state at both junctures with Fenwick Court thereby preserving the nearby drain, topography, vegetation and other natural features from the negative impacts of construction of road ends adhering to Road Commission policy, and

WHEREAS, the construction of cul-de-sacs or T turn-arounds are not feasible without the use of land identified for purchase and impact to the ecological features thereon.

NOW, THEREFORE, BE IT RESOLVED, that given this request was made by the Charter Township of Meridian, that a total waiver of the Road End Policy be granted for the northern most section of Fenwick Court and that a partial waiver of the Road End Policy be granted for the southern end contingent on an easement being granted for use of the parking lot approach on the east side by the property owner.

BE IT FURTHER RESOLVED, that the above waivers are contingent on Meridian Township acquiring the identified parcel by March 31, 2011.

AGENDA ITEM # 9B – EMERGENCY TRAFFIC SIGNAL MAINTENANCE AGREEMENT WITH LANSING BOARD OF WATER & LIGHT.

William M. Conklin, Managing Director, submitted an agreement between Ingham County Road Commission (ICRC) and Lansing Board of Water & Light (LBWL) for signal maintenance.

Commissioner Mitchell questioned if there is a way to pass on the cost for the LBWL vehicle to the cities whose signals the ICRC also services. Mr. Conklin stated there is no mechanism in the LBWL contract to do this. It could be placed in a sub-contract with the cities affected.

RESOLUTION APPROVING EMERGENCY TRAFFIC SIGNAL MAINTENANCE BETWEEN LANSING BOARD OF WATER & LIGHT AND INGHAM COUNTY ROAD COMMISSION.

RESOLUTION #10-128

Moved by Commissioner Dravenstatt-Moceri and supported by Commissioner Mitchell. 4 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Managing Director, the Board authorizes the Emergency Traffic Signal Maintenance Agreement between the Lansing Board of Water & Light and the Ingham County Road Commission.

AGENDA ITEM # 10A – RETIREMENT RESOLUTIONS.

The following retirement resolutions were moved by Commissioner Gear and supported by Commissioner Mitchell. 4 yes, 0 no. All resolutions carried unanimously:

RESOLUTION RECOGNIZING THE RETIREMENT OF ABEL GARZA.

RESOLUTION #10-129

WHEREAS, it is with great pleasure that we congratulate Abel Garza upon the occasion of his retirement after a long career with the Ingham County Road Commission which began on July 8, 1974, and which will come to a close on March 20, 2009 after giving over 35 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, Abel began his career with the Road Commission in 1974 as a truck driver in Lansing Metro Garage and remained in the Metro District for his entire career; and

WHEREAS, the direct result of Abel's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to Abel on the occasion of his retirement from the Ingham County Road Commission and our best wishes to you, Abel, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to Abel as an expression of the Board's appreciation for his loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

RESOLUTION RECOGNIZING THE RETIREMENT OF CHARLES DAVIS.

RESOLUTION # 10-130

WHEREAS, it is with great pleasure that we congratulate Charles Davis upon the occasion of his retirement after a long career with the Ingham County Road Commission which began on September 14, 1987, and which will come to a close on August 13, 2010, after giving over 23 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, Charles began his career with the Road Commission in 1987 as a truck driver in the Western District, he later became an Assistant to the Western District Supervisor and finishing his career as Western District Supervisor.; and

WHEREAS, the direct result of Charles's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to Charles on the occasion of his retirement from the Ingham County Road Commission and our best wishes to you, Charles, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to Charles as an expression of the Board's appreciation for his loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

RESOLUTION RECOGNIZING THE RETIREMENT OF RICHARD PHILLIPS.

RESOLUTION #10-131

WHEREAS, it is with great pleasure that we congratulate Richard Phillips upon the occasion of his retirement after a long career with the Ingham County Road Commission which began on August 20, 1990, and which will come to a close on May 14, 2010, after giving over 20 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, Richard began his career with the Road Commission in 1990 as the Road Commission's construction engineer. Richard held this position for his entire career; and

WHEREAS, the direct result of Richard's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to Richard on the occasion of his retirement from the Ingham County Road Commission and our best wishes to you, Richard, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to Richard as an expression of the Board's appreciation for his loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

RESOLUTION RECOGNIZING THE RETIREMENT OF CAROL FULLER.

RESOLUTION #10-132

WHEREAS, it is with great pleasure that we congratulate Carol Fuller upon the occasion of her retirement after a long career with the Ingham County Road Commission which began on August 25, 1987, and which will come to a close on January 15, 2010, after giving over 23 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, Carol began her career with the Road Commission in 1987 as a truck driver in Lansing Metro Garage and remained in the Metro District for her entire career; and

WHEREAS, the direct result of Carol's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to Carol on the occasion of her retirement from the Ingham County Road Commission and our best wishes to you, Carol, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to Carol as an expression of the Board's appreciation for her loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

RESOLUTION RECOGNIZING THE RETIREMENT OF CLARE PIEPKOW.

RESOLUTION #10-133

WHEREAS, it is with great pleasure that we congratulate Clare Piepkow upon the occasion of his retirement after a long career with the Ingham County Road Commission which began on October 26, 1982, and which will come to a close on May 31, 2010, after giving over 28 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, Clare began his career with the Road Commission in 1982 as a welder in the Mechanic Shop where he then remained for the remainder of his career; and

WHEREAS, the direct result of Clare's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to Clare on the occasion of his retirement from the Ingham County Road Commission and our best wishes to you, Clare, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to Clare as an expression of the Board's appreciation for his loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

RESOLUTION RECOGNIZING THE RETIREMENT OF DEBORAH CHARLES.

RESOLUTION #10-134

WHEREAS, it is with great pleasure that we congratulate Deborah Charles upon the occasion of her retirement after a long career with the Ingham County Road Commission which began on

June 29, 1981, and which will come to a close on April 16, 2010, after giving over 29 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, Deborah began her career with the Road Commission in 1981 as an Administration Secretary in Austin E. Cavanaugh Administrative Building in Mason. Deborah later held the position of Deputy Secretary to the Board, before being promoted on January 27, 2000 to Secretary to the Board in which she remained there for the remainder of her career; and

WHEREAS, the direct result of Debbie's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to Debbie on the occasion of her retirement from the Ingham County Road Commission and our best wishes to you, Debbie, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to Debbie as an expression of the Board's appreciation for her loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

RESOLUTION RECOGNIZING THE RETIREMENT OF JAMES CHARLES.

RESOLUTION #10-135

WHEREAS, it is with great pleasure that we congratulate James Charles upon the occasion of his retirement after a long career with the Ingham County Road Commission which began on July 11, 1977, and which will come to a close on April 30, 2009, after giving over 31 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, James began his career with the Road Commission in 1981 as a mechanic's helper in the Western District, transferred to the sign shop, transferred to a position of Purchasing Agent in June of 1987, and was promoted to Equipment Superintendent in February of 1988. Since 1988, Jim held a supervisory position for a period of 20 years. In April of 2008, Jim was promoted to the position of Interim Director of Operations where he remained for the remainder of his career; and

WHEREAS, the direct result of James's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to James on the occasion of his retirement from the Ingham County Road Commission and our best wishes to you, James, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to James as an expression of the Board's appreciation for his loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

RESOLUTION RECOGNIZING THE RETIREMENT OF DONALD HACKERT.

RESOLUTION #10-136

WHEREAS, it is with great pleasure that we congratulate Donald Hackert upon the occasion of his retirement after a long career with the Ingham County Road Commission which began on June 11, 1984, and which will come to a close on September 20, 2010, after giving over 26 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, Donald began his career with the Road Commission in 1984 as a highway worker in Lansing Metro Garage, transferred to the Eastern District Garage where he then remained for the remainder of his career; and

WHEREAS, the direct result of Donald's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to Donald on the occasion of his retirement from the Ingham County Road Commission and our best wishes to you, Donald, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to Donald as an expression of the Board's appreciation for his loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

RESOLUTION RECOGNIZING THE RETIREMENT OF THOMAS BROWN.

RESOLUTION #10-137

WHEREAS, it is with great pleasure that we congratulate Thomas Brown upon the occasion of his retirement after a long career with the Ingham County Road Commission which began on February 7, 1984, and which will come to a close on April 30, 2010, after giving over 26 years of faithful service and loyalty to the Ingham County Road Commission; and

WHEREAS, Thomas began his career with the Road Commission in 1981 as a truck driver in the Western District, he later became an Equipment Operator prior to finishing his career in the Building and Grounds Department.; and

WHEREAS, the direct result of Thomas's hard work enabled the Board to provide better service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that it is our privilege to offer warmest thoughts and congratulations to Thomas on the occasion of his retirement from the Ingham County Road Commission and our best wishes to you, Thomas, as you begin a new journey in life; and

BE IT FURTHER RESOLVED, that this resolution be presented to Thomas as an expression of the Board's appreciation for his loyalty, dedication and many years of service to the Ingham County Road Commission and the citizens of Ingham County.

AGENDA ITEM # 10B – LOCAL ROAD AGREEMENT – ALMOND ROAD, WHEATFIELD TOWNSHIP.

William M. Conklin, Managing Director requests the Board to authorize the Local Road Agreement for Almond Road, Wheatfield Township. Mr. Conklin also requests the Board to approve Wheatfield Township to use their oldest accrued local road matching funds and to reserve their remaining funds for future improvements to Almond Road.

RESOLUTION APPROVING LOCAL ROAD AGREEMENT – ALMOND ROAD, WHEATFIELD TOWNSHIP.

RESOLUTION #10-138

Moved by Commissioner Mitchell and supported by Commissioner Gear. 4 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Managing Director the Board authorizes the Local Road Agreement for Almond Road, Wheatfield Township.

AGENDA ITEM # 10C – DRAIN AGREEMENTS.

William M. Conklin, Managing Director requests the Board to authorize the Drain Agreements for: Dean Branch of the Cluckey Drain, Valhalla Branch of the Green Drain, Holt Branch of the Cluckey Drain, and Stimson Drain Extension.

RESOLUTION APPROVING DRAIN AGREEMENTS.

RESOLUTION #10-139

Moved by Commissioner Mitchell and supported by Commission Gear. 4 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED that upon recommendation of the Managing Director the Board authorizes the Drain Agreements.

AGENDA ITEM #10D – BALLOTT FOR PROPOSED AMENDMENT TO CRAM CONSTITUTION AND BYLAWS.

Board voted yes. Ballot signed and returned.

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri. 4 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #10E – AUTHORIZATION FOR MANAGING DIRECTOR TO MAKE MINOR BALANCING AJUSTMENTS TO 2010 BUDGET.

William M. Conklin, Managing Director requested to make minor balancing changes to the 2010 Budget as found necessary at the end of the fiscal year.

Vice Chair Rodgers requested that a report be made on the changes. Mr. Conklin stated he would provide the report at a future meeting.

Moved by Commissioner Mitchell and supported by Commissioner Gear. 4 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #10F – SIDEWALK ON WAVERLY ROAD BETWEEN MOORES RIVER DRIVE AND OLD LANSING ROAD AND ON OLD LANSING ROAD BETWEEN WAVERLY ROAD AND THE WEST BOUNDARY OF GRAND RIVER PARK, LANSING TOWNSHIP.

The Board considered a request by the City of Lansing to place on the Regional Transportation Improvement Plan (TIP) illustrative list a project to construct sidewalks on Waverly Road between Moores River Drive and Old Lansing Road and on Old Lansing Road between Waverly Road and the west boundary of Grand River Park.

Chad Gamble, Director of Public Works, City of Lansing, gave a brief presentation on the scope of this project. Mr. Gamble requests the Board to request Tri-County Regional Planning Commission (TCRPC) to place this project on the Regional TIP illustrative list for future funding.

Commissioner Mitchell believes that separation of different modes of transportation is important and this project would be wonderful to do.

Commissioner Dravenstatt-Moceri stated that Waverly Road and Old Lansing Road has always been a safety concern and supports moving forward on this project.

Vice Chair Rodgers questioned Mr. Gamble if the City Of Lansing would maintain the sidewalk on the bridge of Waverly Road over the Grand River this year and all of the proposed sidewalks on Waverly Road and Old Lansing Road when constructed. Mr. Gamble stated the City cannot maintain the sidewalk on the bridge this winter, therefore the Road Commission should close the sidewalk on the Waverly Road bridge. Mr. Gamble stated the City will maintain all sidewalks in the future when the proposed sidewalks are constructed.

Vice Chair Rodgers questioned the legality of the Road Commission funding the sidewalk construction and commented that this must be done in a way that does not violate State Law. Vice Chair Rodgers also stated that this would be a wonderful project.

Moved by Commissioner Mitchell and supported by Commissioner Dravenstatt-Moceri. 4 yes, 0 no. Motion carried unanimously.

AGENDA ITEM # 10G – REQUEST TO EXTEND ONE (1) TEMPORARY ENGINEERING ASSISTANT.

William M. Conklin, Managing Director requested to extend the employment of one of the engineering assistants.

Moved by Commissioner Dravenstatt-Moceri and supported by Commissioner Gear. 4 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #11 – BOARD UPDATE/COMMENTS.

None.

AGENDA ITEM # 12 – LIMITED PUBLIC COMMENT.

None

Vice Chair Rodgers called for a recess at 3:14 P.M.

Vice Chair Rodgers re-started the meeting at 4:00 P.M.

AGENDA ITEM # 13 – MERS PRESENTATION ON RETIREMENT FUNDING.

Mike Strader, Regional Manager with Municipal Employees Retirement System (MERS), provided information about the Road Commission's retirement plans with MERS. The Executive Summary and various other portions of the 2009 Annual Actuarial Valuation Report on the Road Commission's MERS retirement accounts was distributed to the Board.

Mr. Strader and the Board discussed the employer contribution rates and current funding versus accrued liability in the four employee group divisions of the plan. The following table summarizes this information:

Division	Current Funded Percentage	Current Employer Contribution Requirement	Target Funded Percentage	Additional Employer* Contribution Needed to Reach Target Funded Percentage in	
				5 Years	15 Years
01 - Gnrl Hrly	81%	17.31% of Pay	100%	18.56% of Pay	3.33% of Pay
10 - Admn Slrd	62%	42.19% of Pay	80%	51.76% of Pay	11.23% of Pay
12 - Admn Union	71%	24.20% of Pay	80%	10.75% of Pay	0.78% of Pay
13 - Dept Heads	62%	32.01% of Pay	80%	23.46% of Pay	4.31% of Pay

Discussion included review of the tables in the report which show actuarial accrued liability versus current valuation of plan assets and the calculation of funded percentages in each employee group division. Funded percentage has dropped in recent years due to lower returns in the financial markets the plan funds are invested in and a gradually increasing number of retirees now drawing retirement benefits from the plan versus active employees on whom the Road Commission contributes to the plan. This in turn is due to the Road Commission's gradual downsizing in recent years to fit declining budget conditions. This results in the need for higher contributions to the plan in each of the employee group divisions to maintain required minimum plan funding. The table also indicates additional contributions that can be made to return the plans to target funding percentages. There was further discussion involving graphs in the 2009 report of how various funding contribution changes would affect future funding levels of the plan. Also tables in the 2009 report were reviewed for each employee division which show the following trends since 2001: increasing accrued liability, decreasing funded percentage and increasing unfunded accrued liability as a percentage of payroll. Again these trends are being driven by the recent economic decline and increasing number of retirees versus active employee payroll on which contribution percentages are based.

The Board will also review the 2010 Annual Actuarial Valuation Report when it comes out circa May, 2011, and then further discuss what if any changes to make based on latest information.

Chair Joseph A. Guenther is now present.

AGENDA ITEM #14 – PUBLIC HEARING FOR 2011 OPERATING BUDGET.

Chair called the Public Hearing to order at approximately 6:00 pm.

Road Commission Board members and staff were introduced.

Managing Director William Conklin attested to the publication of the public notice for this meeting.

Public notice was published on December 12, in the Lansing State Journal and Towne Courier, (note on this date the notice had an error giving correct date but wrong day), December 15, in the Lansing State Journal (with correction to previous error), and December 19, in the Lansing State Journal and Towne Courier.

Mr. Conklin stated that no correspondence was received regarding the budget public hearing.

Mr. Conklin then gave the following summary of the major revenue and expenditure items of the proposed 2011 Budget in approximate rounded figures:

2011 Michigan Transportation Fund (MTF) revenue is expected to be approximately \$11.7 million.

1. Health insurance including dental and vision coverage for active employees, retiree health insurance less prescription cost paid by the retirees, and payments to employees who decline health insurance is estimated to be \$1.63 million.
2. Retirement contributions and other employer paid benefits are estimated to total \$1.215 million.
3. Wages are estimated to total \$3.846 million including estimated overtime.
4. Winter maintenance materials and payables are expected to total \$750,000.
5. Traffic safety maintenance payables (signs, signals, pavement marking and guardrails) is expected to total \$825,000.
6. Local match on federal aid projects is expected to total \$429,700.
7. Surface maintenance payables and materials are expected to total \$856,000.
8. Total County Drain assessments are expected to be \$400,000.
9. Vehicle maintenance payables (parts and supplies) and operation (fuel and oil) are expected to total \$844,000.
10. Capital equipment purchases (road and office) were proposed at a total of \$257,500.
11. Total miscellaneous and administrative costs are estimated at \$618,000 which include insurance coverages, utilities for buildings and signals, travel and training, professional services including attorneys, auditors, consulting engineers, software subscriptions, telephone services, facilities maintenance, supplies, etc.

Mr. Conklin also stated the Road Commission's match in the 2011 Local Road Program is proposed at \$300,000, which half of previous levels to allow greater expenditure for primary road surface maintenance.

The Public Hearing was then opened for public comment:

Limited public comment was made by Mr. Jeff Angstman. Mr. Angstman requested that on future chip seal projects, that we not put as much stone down, because when he rides his motorcycle, it becomes a safety issue. The Board asked for an example of a road with this issue and Mr. Angstman stated Potter Road in 2006. Mr. Angstman also stated that using less stone would save the county money. Mr. Angstman requested that the Road Commission not use as many stop signs in the out county areas to save money on fuel for the public and the Road Commission.

AGENDA ITEM #15 – ADOPTION OF THE 2011 OPERATING BUDGET.

William Conklin, Managing Director requested the Board to adopt the 2011 Budget.

Moved by Commissioner Mitchell and supported by Commissioner Gear, that the Board adopt the 2011 Operating Budget. Roll call vote: Chair Guenther, yes, Vice Chair Rodgers, yes, Commissioner Mitchell, yes, Commissioner Dravenstatt-Mocerri, yes, Commissioner Gear, yes. 5 yes, 0 no. Motion carried unanimously.

The meeting adjourned at 6:37 p.m.

Joseph A. Guenther, Chair

Brenda Moyer, Deputy Board Secretary