

# APPROVED MINUTES

Mason, Michigan

August 16, 2010

The Board of Ingham County Road Commissioners met for a regular meeting on Monday, August 16, 2010, 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, Shirley M. Rodgers, Vice Chair, James G. Dravenstatt-Moceri, Member, and Thomas M. Mitchell, Member, Norman L. Gear, Member.

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

## AGENDA ITEM #34 – LIMITED PUBLIC COMMENT.

None.

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

Managing Director, William M. Conklin added 3 late items. Item 10D, 2010 Meridian Township Local Road Agreement, 10E, Proposal 1586 – 2010 Local Road Surfacing Program, Contracted Hot Mix Asphalt (HMA) Paving Work, and 10F, Proposal 1587 – 2010 Hot in Place Recycling (HIPR) Program.

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

- A. Agenda Item #5A, Minutes July 19, 2010.
- B. Agenda Item #5B, Minutes August 2, 2010.
- C. Agenda Item #6, Routine and Special Permits.
- D. Agenda Item #8A, Accounts Payable July 19 – August 1, 2010.
- E. Agenda Item #9A, Award of Proposal #1588, Traffic Counter RFP.
- F. Agenda Item #9B, Waverly Road – Grand River Bridge to Lansing Road (Old M-78) Construction Contract.

5 yes, 0 no. Motion carried unanimously.

## Agenda Item #5A –Minutes.

Moved by Commissioner Mitchell and Supported by Commissioner Gear, that the minutes of the meeting of July 19, 2010 be approved. 5 yes, 0 no. Motion carried unanimously.

## Agenda Item #5B –Minutes.

Moved by Commissioner Mitchell and Supported by Commissioner Gear, that the minutes of the meeting of August 2, 2010 be approved. 5 yes, 0 no. Motion carried unanimously.

Agenda Item #6 – Routine and Special Permits.

Moved by Commissioner Mitchell and Supported by Commissioner Gear, that routine permits be approved as follows:

10-0403	10-0406	10-0409	10-0410	10-0411	10-0412
10-0413	10-0419	10-0404	10-0405	10-0407	10-0408
10-0414	10-0416	10-0420			

5 yes, 0 no. Motion carried unanimously.

Agenda Item #8A – Accounts Payable.

Moved by Commissioner Mitchell and Supported by Commissioner Gear, that accounts payable for the two week period of July 19 – August 1, 2010, totaling \$269,279.66, be approved. 5 yes, 0 no. Motion carried unanimously.

Agenda Item #9A, – Award of Proposal #1588, Traffic Counter RFP.

RESOLUTION AUTHORIZING AWARD OF PROPOSAL #1588, TRAFFIC COUNTER RFP.

RESOLUTION #086-10

Moved by Commissioner Mitchell and Supported by Commissioner Gear. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of Robert H. Peterson, Director of Engineering, the Board authorizes the Award of Proposal #1588, Traffic Counter RFP.

Agenda Item #9B, – Waverly Road – Grand River Bridge to Lansing Road (Old M-78) Construction Contract.

RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS ON WAVERLY ROAD FROM THE GRAND RIVER BRIDGE TO LANSING ROAD .

RESOLUTION #087-10

Moved by Commissioner Mitchell and Supported by Commissioner Gear. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of Robert H. Peterson, Director of Engineering, the Board authorizes the Waverly Road – Grand River Bridge to Lansing Road (Old M-78) Construction Contract.

Agenda Item #7, – Hiring of Temporary Engineering Assistants.

William M. Conklin, Managing Director stated the Board approved hiring two temporary engineering assistants at its July 19, 2010, meeting. Mr. Conklin stated staff's understanding of the Board's authorization was for staff to proceed with posting the two positions, hiring the best qualified applicants, and reporting back to the Board the hiring process and who was hired. Mr. Conklin stated these positions were posted per the attached posting in the following locations from July 26 to August 6, 2010:

LCC Civil Tech Department  
MSU Alumni Website  
ASCE Website  
ICRC Website

Mr. Conklin stated three applications were received and no laid-off Ingham County Road Commission (ICRC) employees applied. Mr. Conklin stated Robert H. Peterson, Director of Engineering, attempted to reach all three but only received responses from two, both of whom Mr. Peterson and Dan Troia interviewed. Upon Bob Peterson's recommendation, Mr. Conklin authorized the hiring of Ryan Kussmaul and Brett Whitmore, both being recent Civil Engineering graduates of MSU. Mr. Conklin stated they will start work upon passing their pre-employment physicals, in the week of August 16.

Mr. Conklin stated the MCRCSIP refund check has been received. Mr. Conklin stated the refund was for over \$234,000 and will be incorporated into a future budget adjustment.

Agenda Item #9C, – Preliminary Plat Georgetown Estates No. 3 and 4.

Director of Engineering, Robert H. Peterson, stated the preliminary master plan of Georgetown Estates Lots 1 through 158 was approved by the Board of Ingham County Road Commissioners (ICRC) December 1, 2005. Mr. Peterson stated on January 22, 2008, the ICRC re-approved the development. Mr. Peterson stated Phase 1 and 2, Lots 1 through 81 have been completed. Mr. Peterson stated the two year approval of the plat expired January 22, 2010. Commissioner Rodgers asked if this re-approval would start on January 22, 2010 or from when the Board re-approves it. Mr. Peterson stated he would research the law for that information.

RESOLUTION AUTHORIZING RE-APPROVAL OF GEORGETOWN ESTATES NUMBER 3 AND 4, LOTS 82-158.

RESOLUTION #088-10

Moved by Commissioner Dravenstatt-Moceri and Supported by Commissioner Mitchell. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of Robert H. Peterson, Director of Engineering, the Board authorizes the re-approval of Georgetown Estates Number 3 and 4, Lots 82-158.

Agenda Item #10A, – Request for Release of MDOT Clear Vision Triangle on NW corner of Churchill and Olds Roads.

Managing Director, William M. Conklin, stated MDOT has received a request to release a clear vision triangle on the northwest corner of Churchill and Olds Roads in Leslie Township to the adjacent property owners Dallas and Katherine Henney. Mr. Conklin stated MDOT, in turn, is asking the Road Commission if all or any part of this triangle should be held for county road purposes.

Mr. Conklin stated current AASHTO Guidelines on intersection corner sight distance for stop-sign controlled surface road intersections does not require such large triangles as vehicles are stopped at the main road when they make their decision to proceed. Mr. Conklin stated this is this case where Olds Road stops at Churchill Road.

Mr. Conklin stated the current AASHTO guideline recommends an 18-foot (14.5 ft minimum) by 610-foot triangle, with the 18 ft being into Olds Road from the near edge-line of Churchill, and the 610 ft being along Churchill to the north of Olds. Mr. Conklin stated he could see well beyond the 610 feet. Mr. Conklin stated this triangle falls within the existing Right of Way of Churchill Road and with routine roadside mowing, the existing conditions on the northwest corner do not inhibit sight distance from Olds Road to the north on Churchill Road.

Chair Guenther asked if there was enough right-of-way that the triangle is no longer needed. Mr. Conklin said "yes".

Mr. Conklin stated that staff recommends the Board allow MDOT to release the existing MDOT sight triangle as requested by property owners Dallas and Katherine Henney.

RESOLUTION AUTHORIZING RELEASE OF MDOT CLEAR VISION TRIANGLE ON NORTHWEST CORNER OF CHURCHILL AND OLDS ROADS.

RESOLUTION #089-10

Moved by Commissioner Mitchell and Supported by Commissioner Gear. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, the Board authorizes the release of MDOT Clear Vision Triangle on Northwest corner of Churchill and Olds Roads.

Agenda Item #10B, – Lansing Township Local Road Agreement.

RESOLUTION AUTHORIZING LANSING TOWNSHIP LOCAL ROAD AGREEMENT.

RESOLUTION #090-10

Moved by Commissioner Dravenstatt-Moceri and Supported by Commissioner Gear. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, the Board authorizes the Lansing Township Local Road Agreement.

Agenda Item #10C, – Draft 2011 Health Care RFP's.

Managing Director William M. Conklin, presented the Board with draft copies of our Requests for Proposals (RFP's) for 2011 Health Care Coverage for both our active employees / under age 65 retirees and our over age 65 retirees on Medicare.

Mr. Conklin stated copies of the draft RFP for active employees / under age 65 retirees have been sent to all three Unions for their input. Mr. Conklin stated a copy of the MEBS plan will be included as an exhibit in the draft at the request of the unions. Mr. Conklin stated the plan is to post these RFP's for bidding upon Board approval, with bids due September 24, 2010.

Mr. Conklin stated the RFP's are similar to last year's with some minor editing. Mr. Conklin stated a reminder to bidders has been added to have their quotes and plans reflect the requirements of the Patient Protection and Affordable Care Act (PPACA--the recently passed federal health care legislation) that are, or will be, in effect during 2011.

Chair Guenther stated that staff needs to verify the MEBS information and request a letter from MEBS giving their permission to include this information in the RFP's. Commissioner Dravenstatt-Mocerri asked who would be reviewing the bids after they have been received back by the Ingham County Road Commission. Mr. Conklin stated the RFP's have been sent over to the Ingham County Human Resources, Mr. Tony Lindsey. Mr. Conklin stated he has asked him to review them and provide any input he feels necessary. Mr. Conklin stated he will check with Mr. Lindsey and ask for his help reviewing the proposals.

Commissioner Dravenstatt-Mocerri stated he would like to avoid the cost of attorney fees and utilize the expertise of the Ingham County Human Resource Office. Commissioner Rodgers stated if an attorney is needed, George Brookover should be utilized due to his expertise in the insurance area.

Commissioner Dravenstatt-Mocerri asked if the language in the contract still referred to MERS as being the comparable coverage. Mr. Conklin stated the 2010 AFSCME contract has PHP listed for insurance. Mr. Conklin stated the PHP High Plan is comparable to the MERS Plan. Mr. Conklin stated the other two unions are currently on contract extensions from 2009 containing language that refers to the MERS plan.

Chair Guenther stated the Board needs to review the final draft of the RFP's prior to being sent out.

RESOLUTION ACCEPTING PHP RE-OPEN ENROLLMENT FOR RETIREES.

RESOLUTION #091-10

Moved by Commissioner Rodgers and Supported by Commissioner Gear. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, the Board authorizes the administration to let an RFP for healthcare pending Board review to occur by Friday.

Agenda Item #10D, - Meridian Charter Township 2010 Local Road Agreement.

RESOLUTION #092-10

Moved by Commissioner Gear and Supported by Commissioner Rodgers. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, the Board authorizes the 2010 Meridian Charter Township 2010 Local Road Agreement.

Agenda Item #10D, - Tabulation of Bids Received and Recommendation for Proposal #1586, 2010 Local Road Surfacing Program.

Managing Director, William M. Conklin stated bids were received at 9:00 am, August 13, 2010, for Proposal 1586, 2010 Local Road Surfacing Program. Mr. Conklin stated two options were bid for both the Meridian and Delhi items. Mr. Conklin presented the bid tabulation with the low bids (and the low bid of the recommended options for Delhi and Meridian) shown in bold print. Mr. Conklin stated the option for Delhi Township was to bid either the originally proposed 3 ½ inch asphalt on pulverized base (existing road pulverized) or a structurally equivalent, contractor selected thickness of asphalt on a contractor designed pulverized and oil-stabilized base similar to what we did on Williamston Road last year. Mr. Conklin stated this option was added by a bidder's request in a bid addendum. Mr. Conklin stated the low bid and staff's recommendation is to select the originally proposed 3 ½ inch asphalt on pulverized base.

Mr. Conklin stated the option for Meridian Township was to bid the paving with either PG 64-22 or PG 64-28P asphalt binder oil. Mr. Conklin stated PG 64-28P is the recommended option as this gives better cold weather resistance to shrinkage cracking, and was not significantly greater in cost. Mr. Conklin stated the Lansing Township and Meridian Township streets will first undergo Hot-In-Place-Recycling (HIPR) under a separate contract bid as proposal 1587.

Mr. Conklin stated Township agreements will be executed on each of the above projects. Mr. Conklin requests Board approval of the low bids shown in bold on the presented bid tabulation.

**BID TABULATION  
FOR PROPOSAL 1586  
2010 LOCAL ROAD  
PROGRAM**

Bids received August 13,  
2010

	<b>ITEM I</b> Lansing Twp. Detroit St.	<b>ITEM II</b> Locke / Leroy Twps. Allen Road	<b>ITEM III</b> Delhi Twp. Pine Tree Rd.	<b>ITEM IV</b> Meridian Twp. Various Roads		
<b>BIDDER</b>			Per Original Proposal	Per Addendum 1	w/ PG 64-22	w/PG 64-28P
Spartan Asphalt Lansing, MI	<b>\$37,834.50</b>	<b>\$81,813.50</b>	\$197,997.30	\$196,945.50	\$367,865.00	\$393,594.10
Rieth-Riley Lansing, MI	\$45,834.00	\$87,086.40	<b>\$196,824.42</b>	\$252,946.80	\$372,380.00	<b>\$381,520.00</b>

RESOLUTION #093-10

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Moceri. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, the Board authorizes awarding Proposal #1586 as recommended by the Engineering Department.

Agenda Item #10E, - Tabulation of Bids Received and Recommendation for Proposal #1587, 2010 Hot-In-Place Recycling (HIPR) Program.

Managing Director, William M. Conklin stated Bids were received August 13, 2010, for Proposal 1587, 2010 Hot-In-Place Recycling (HIPR) Program. Mr. Conklin stated the Lansing Township and Meridian Township local road program streets will first undergo Hot-In-Place-Recycling (HIPR) under proposal 1587. Mr. Conklin stated these streets will then be paved under proposal 1586.

Mr. Conklin stated two bids were received, one was from Gallagher Asphalt of Thorton, IL, for the HIPR as originally specified in proposal 1587. Mr. Conklin stated Gallagher Asphalt performed HIPR on our local road program last year, which was found to be successful. Mr. Conklin stated the other was an unsolicited alternative bid for three options of conventional milling and paving submitted by Spartan Asphalt of Lansing. Mr. Conklin stated the Spartan bid also includes conventional asphalt paving that would replace the ultra thin (1 inch) asphalt bid in proposal 1586 to follow HIPR.

Mr. Conklin stated staff recommends the Gallagher HIPR bid as this will result in 2 inches of in-place recycled asphalt followed by 1 inch of the ultra-thin paving specified in proposal 1586, for a total of 3 inches of new or rejuvenated pavement. Mr. Conklin stated the Spartan alternative bid would result in only 2 or 2 ½ inches of new pavement depending on the option chosen. Mr. Conklin stated there is also a concern that the 2 or 2 ½ inch depth of milling proposed in the Spartan alternative bid would remove too much pavement from the streets such that the remaining pavement, if any, could break up under traffic between milling and paving. Mr. Conklin stated Meridian Township, where 96 % of this contract is to take place, also prefers the Gallagher bid. Mr. Conklin stated Township agreements will be executed on each of the above projects.

Mr. Conklin requested Board approval of the low bid of \$ 306,294.56 for proposal 1587 from Gallagher Asphalt is recommended.

RESOLUTION #094-10

Moved by Commissioner Rodgers and Supported by Commissioner Gear. 5 yes, 0 no. Resolution carried unanimously.

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, the Board authorizes awarding Proposal #1587 to Gallagher Asphalt in the amount of \$306,294.56.

Agenda Item #11, – Board updates/comments.

Commissioner Rodgers asked if the Waverly Road Bridge was open. Director of Engineering, Robert H. Peterson stated it was open. Commissioner Rodgers asked what the status on the Mt. Hope Road project was. Mr. Peterson stated the release of the award was being held up at MDOT due to the contractor not meeting certain requirements. Mr. Peterson stated that he had just heard back from MDOT earlier today and they have now met the requirements. Mr. Peterson stated the contract should be awarded soon.

Commissioner Dravenstatt-Moceri asked staff if we had heard back from Lansing Board of Water and Light (LBWL) on the emergency signal services contract. Director of Engineering Robert H. Peterson responded that he has still not had a response to the email he sent. Commissioner Dravenstatt-Moceri stated he had a conversation with the Assistant General Manager at LBWL. Commissioner Dravenstatt-Moceri stated he told the Assistant Manager that the resolution that was passed included the on-call signal LBWL employee to take a vehicle home. Commissioner Dravenstatt-Moceri stated he was told a response will be made.

Commission Gear stated the round-about on Hamilton Road located in Meridian Township has been very congested. Commissioner Gear stated he would like staff to investigate and initiate actions to relieve the congestion. Mr. Peterson stated that the roundabout is handling Dobie Road traffic, due to the bridge replacement project, but he will investigate and see if any changes can be made.

No public comment was offered. The meeting adjourned at 7:55 p.m.

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Joseph A. Guenther, Chair

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David E. Francis, Deputy Board Secretary