

## APPROVED

Mason, Michigan

August 30, 2010

The Board of Ingham County Road Commissioners met for a regular meeting on Monday, August 30 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, Tina M. Henry, Finance Director, James M. Benjamin, Director of Operations, David E. Francis, Deputy Secretary to the Board.

Absent: Robert H. Peterson, Director of Engineering.

### AGENDA ITEM #3 – LIMITED PUBLIC COMMENT.

Donald Hackert, Ingham County Road Commission Eastern District Employee announced he will be retiring effective September 20, 2010. The Ingham County Road Commissioners thanked Mr. Hackert for his hard work and dedication to the Ingham County Road Commission throughout the years.

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

Managing Director, William M. Conklin presented an email from the Association of Southern Michigan Road Commissions requesting nominations to the Board of Directors. Chair Guenther stated the email will be accepted and placed on file as communication. Commissioner Rodgers stated the email should be responded too. Mr. Conklin handed out correspondence from a meeting held last week at the Ingham County Road Commission by the Michigan Department of Transportation.

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

- A. Agenda Item #5A, Minutes August 16, 2010.
- B. Agenda Item #6, Routine and Special Permits.
- C. Agenda Item #8A, Accounts Payable August 2 - August 15, 2010.
- D. Agenda Item #11A, Jason Barnhart Resignation/Request to Permanently Recall Kim Ackerson.
- E. Agenda Item #11C, Local Road Agreement – Stockbridge Township, Shepper Road Bridge.
- F. Agenda Item #11D, Local Road Agreement – Stockbridge Township, O'Brien Road Bridge.

5 yes, 0 no. Motion carried unanimously.

### Agenda Item #5A –Minutes.

Moved by Commissioner Mitchell and Supported by Commissioner Rodgers, the minutes of the meeting of August 16, 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 Rodgers, that routine permits be approved as follows:

10-0421	10-0422	10-0423	10-0424	10-0425	10-0426
10-0429	10-0431	10-0436	10-0437	10-0438	10-0439
10-0440	10-0441	10-0442	10-0443	10-0427	10-0428
10-0430	10-0432	10-0433	10-0434	10-0435	

5 yes, 0 no. Motion carried unanimously.

Agenda Item #8A – Accounts Payable.

Moved by Commissioner Mitchell and Supported by Commissioner Rodgers, that accounts payable for the two week period of August 2 – August 15, 2010, totaling \$398,134.94, be approved. 5 yes, 0 no. Motion carried unanimously.

Agenda Item #11A, – Jason Barnhart Resignation/Request to Permanently Recall Kim Ackerson.

RESOLUTION AUTHORIZING PERMANENT RECALL OF KIM ACKERSON.

RESOLUTION #095-10

Moved by Commissioner Mitchell 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 recall of Kim Ackerson.

Agenda Item #11C, – Stockbridge Township - Local Road Agreement – Shepper Road Bridge.

RESOLUTION AUTHORIZING STOCKBRIDGE TOWNSHIP LOCAL ROAD AGREEMENT, SHEPPER ROAD BRIDGE.

RESOLUTION #096-10

Moved by Commissioner Mitchell 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 Stockbridge Township, Shepper Road Bridge, Local Road Agreement.

Agenda Item #11D, – Stockbridge Township - Local Road Agreement – O'Brien Road Bridge.

RESOLUTION AUTHORIZING STOCKBRIDGE TOWNSHIP LOCAL ROAD AGREEMENT, O'BRIEN ROAD BRIDGE.

RESOLUTION #097-10

Moved by Commissioner Mitchell 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 Stockbridge Township, O'Brien Road Bridge, Local Road Agreement.

Agenda Item #7, Managing Director Reports.

William M. Conklin, Managing Director stated the Ingham County Road Commission (ICRC) has received assessment notices for the annual maintenance of the County Drains. Mr. Conklin stated he met with the Deputy Drain Commissioner, Cecelia Kramer, to discuss the total amount of drain assessments for 2011. Mr. Conklin stated the total drain assessment budget for the ICRC is \$378,000. Mr. Conklin stated certain parts of the assessment are still being determined and should not exceed \$400,000. Mr. Conklin stated that amount includes about \$25,000 in annual drain maintenance assessments on a variety of drains whose days of review are still within the ten day appeal period. Mr. Conklin stated he has reviewed them and they appear to be reasonable.

Commissioner Rodgers asked if the ICRC has been assessed on all these items in the past. Mr. Conklin said "Yes". Commissioner Rodgers asked if a comparison has been made between the last two years of assessments to see if there are any increases. Mr. Conklin stated in general they are either the same or less than the previous year.

Agenda Item #9A, – Mt. Hope Crossing – Commercial Drive Variance Request.

Gregory L. Minshall, P.E., Fitzgerald Henne and Associates, Inc., stated his company has prepared the preliminary plans for DTN Management Company who is requesting a commercial drive variance request. Mr. Minshall referred to a set of plans highlighting the old driveway locations and detailing the new locations. Mr. Minshall stated there are currently three curb cuts, MDOT type "L" openings off Mt. Hope Road and two off Hagadorn Road. Mr. Minshall stated the proposed development would remove all existing driveways and construct two MDOT type "M" openings as shown on the construction plans he presented. Mr. Minshall stated the new commercial drive on Hagadorn Road will be located 108 feet south of Briarcliff Drive and the driveway on Mt. Hope a distance of 75 feet from the existing drive to the East. Mr. Minshall stated this currently violates the spacing requirements for a road with a posted speed limit of 45 MPH. Mr. Minshall stated the new location would be farther from the intersection and takes the three existing drives and consolidates them into a single drive. Mr. Minshall stated from a safety standpoint he feels this is an improvement.

Commissioner Rodgers asked staff to review Ingham County Road Commissions rules regarding Driveway Spacing to make sure they are current.

RESOLUTION AUTHORIZING MT. HOPE CROSSING COMMERCIAL DRIVE VARIANCE REQUEST.

RESOLUTION #098-10

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

BE IT RESOLVED, that upon recommendation of Robert H. Peterson, Director of Engineering, the Board authorizes the Mt. Hope Crossing Commercial Drive Variance Request.

Agenda Item #9B, – MDOT Commercial Drive Variance Request – Haslett Road and M -52.

Larry Doyle, P.E., Michigan Department of Transportation, stated the requested location has been a high crash location for many years. Mr. Doyle stated a left turn lane will be constructed on M-52 to turn onto Haslett Road along with curb and gutter in all four quadrants. Mr. Doyle stated all the quadrants except the one located in the northwest have clear vision corner giving enough right-of-way to complete the project. Mr. Doyle presented pictures of the location and explained the new locations of the driveways located on Haslett Road. Mr. Doyle stated the new driveway locations are as far away as possible from the intersection with enough distance between them to allow delivery vehicles reasonable access to turn around safely.

RESOLUTION AUTHORIZING MICHIGAN DEPARTMENT OF TRANSPORTATION HASLETT ROAD AND M-52 COMMERCIAL DRIVEWAY VARIANCE REQUEST.

RESOLUTION #099-10

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

BE IT RESOLVED, that upon recommendation of Robert H. Peterson, Director of Engineering, the Board authorizes the Michigan Department of Transportation Haslett Road and M-52 Commercial Driveway variance request.

Agenda Item #11B, – 2010 Requested Budget Adjustment Number 4.

Managing Director, William M. Conklin, stated a budget adjustment is requested to incorporate the recent MCRCSIP refund as a decrease in expenditures, add revenue from a recent salvaged equipment sale, overall decrease in expected match costs on federal projects, and an increase in capital road equipment expenditure to allow purchase of a replacement sweeper per a separate request. Commissioner Rodgers stated no equipment was scheduled to be purchased under the current budget. Chair Guenther stated the sweeper was expected to last longer than it has. Mr. Conklin stated at the beginning of the year it was expected for the sweeper to be serviceable throughout the year.

Director of Operations, James M. Benjamin stated the sweeper is using up to three gallons of oil per day and the sweeping has been cut back to only what is absolutely necessary. Mr. Benjamin stated \$52,104.00 has been put into servicing the sweeper over the last two years.

Commissioner Gear stated he thinks the current sweeper needs to be maintained until the new budget cycle. Commissioner Mitchell stated that burning three gallons of oil a day does not set a good example to the public and a new purchase or lease should be looked into. Commissioner Rodgers stated the budget adjustment request and the street sweeper request are tied together being that the sweeper is listed in the budget adjustment. Commissioner Rodgers stated staff's request for the street sweeper was only to get authorization for proposals for a new sweeper with lease and purchase options and the option of accepting a low hour demo unit. Commissioner Rodgers stated she believes this needs to be done in order to see what kind of bids are received to see if they are in the range indicated.

RESOLUTION AUTHORIZING BUDGET ADJUSTMENT NUMBER 4 FOR 2010 AND AUTHORIZATION FOR STAFF TO REQUEST PROPOSALS FOR A DEMO STREET SWEEPER.

#### RESOLUTION #100-10

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

BE IT RESOLVED, that upon recommendation of William M. Conklin, Managing Director, and James M. Benjamin, Director of Operations, the Board authorizes to adopt budget adjustment number 4 for 2010 as recommended by staff and authorizes staff to request proposals with lease/purchase options for a Demo sweeper.

#### Agenda Item #10, – Closed Session.

Moved by Commissioner Mitchell and Supported by Commissioner Gear, the Board enter closed session to discuss three grievances, two from AFSCME and one from OPEIU, and labor negotiations. Roll call vote: Commissioner Guenther, yes, Commissioner Rodgers, yes, Commissioner Mitchell, yes, Commissioner Dravenstatt-Moceri, yes, Commissioner Gear, yes. 5 yes, 0 no. Motion carried unanimously.

The Board reconvened to open session at approximately 7:40 p.m.

Moved by Commissioner Rodgers and Supported by Commissioner Gear, the Board authorizes the Managing Director and its labor counsel to accept the mediator's recommendation regarding the vision insurance grievance, provided AFSCME withdraws the temporary transfer grievance. 5 yes, 0 no. Motion carried unanimously.

#### Agenda Item #13– Board updates/Comments.

None.

No public comment was offered. The meeting adjourned at 7:40 p.m.

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Joseph A. Guenther, Chair

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David E. Francis, Deputy Board Secretary