

Mason, Michigan
February 1, 2010

The Board of Ingham County Road Commissioners met for a regular meeting on Monday, February 1, 2010, at 6:00 p.m. in the Board Room of the Ingham County 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, Thomas M. Mitchell, Member, and Norman L. Gear, Member.

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

Others Present: William Seck of Haslett, and Dale E. Arnett of Leslie.

Commissioner Guenther called the meeting to order and led with the Pledge of Allegiance.

AGENDA ITEM #3 – LIMITED PUBLIC COMMENT.

William Seck of Haslett stated he was present to ask the Board to consider implementing Railroad Quiet Zones in Ingham County. He lives on Carlton Street near the railroad and the train whistles create quite a disturbance to the quality of life in the area. Mr. Seck stated that in 2006 federal railroad legislation was enacted providing for quiet zones in residential areas. He stated he wanted to bring this to the Road Commission's attention that it is possible and ask that it be looked into for future budgets, stating it is an opportunity to reduce noise pollution.

Chair Guenther asked if the Road Commission did a trial location, where would Mr. Seck recommend? Mr. Seck stated since he lives in Haslett on Carlton near the railroad tracks, he wouldn't complain if it was done at this location. He is near the downtown area. Mr. Seck stated it is not so much the sound of the train that is annoying, but the whistle. He said the quiet zone has been done in Arizona.

Commissioner Mitchell stated he lives by a railroad also, but finds the sound of the train soothing. However, the whistle sound travels a long way as he's told residents in Dansville can hear it from Williamston.

Mr. Seck stated the whistle blowing at crossroads goes back to the 1800's when there were no safety features like there are today with gates and lights. Director of Engineering Bob Peterson asked Mr. Seck if there is a gate at the crossing on Carlton Street. Mr. Seck said yes.

Chair Guenther thanked Mr. Seck for bringing this to the Road Commission's attention and said we would certainly look into the process for obtaining a Railroad Quiet Zone.

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 #6, routine and special permits.
- B. Agenda Item #8A, accounts payable.

5 yes, 0 no. Motion carried unanimously.

Agenda Item #6 – Routine and Special Permits.

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

10-0031	10-0030	10-0027	10-0014	10-0037	09-0530
09-0531	10-0007	10-0008	10-0009	10-0011	10-0012
10-0015	10-0016	10-0017	10-0018	10-0019	10-0020
10-0021	10-0022	10-0023	10-0024	10-0025	10-0026
10-0028	10-0029	10-0032	10-0033	10-0034	10-0035
10-0036	10-0038	10-0039	10-0040	10-0041	10-0042
10-0043	10-0044				

Permit #10-0038 applied for by Holt Products Company for its annual haul route.

Permit #10-0040 applied for by Playmakers for the purpose of conducting the Super Bowl 5k race on February 7, 2010, from 10:00 a.m. to 11:00 a.m. The event is sanctioned by Meridian Township.

Permit #10-0041 applied for by Meridian Township Parks & Recreation for the purpose of conducting the Meridian Township Polar Bear Run/Walk to be held on January 31, 2010, from 9:00 a.m. to 10:00 a.m. The event is sanctioned by Meridian Township.

5 yes, 0 no. Motion carried unanimously.

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 January 4-17, 2010, totaling \$297,416.42. 5 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #5 – MINUTES.

Moved by Commissioner Mitchell and Supported by Commissioner Gear, that the minutes of the meeting of January 11, 2010, be approved as edited. 5 yes, 0 no. Motion carried unanimously.

AGENDA ITEM #6 – MANAGING DIRECTOR REPORT.

A. Managing Director Conklin discussed the status of recent meetings with the Michigan State Police, Meridian Township representatives, Alaieton Township representatives, and Okemos School Board representatives relative to the speed study and request to lower the speed limit on Jolly Road between Hagadorn Road and Hulett Road. Mr. Conklin said he believes the Michigan State Police has offered a compromise by offering to put the speed limit on Jolly Road at 50 all the way between Hagadorn Road and Okemos Road. He recommended that the Road Commission be neutral on the issue.

Chair Guenther stated he would not be neutral on this issue. He said he believes that consistency in the speed helps law enforcement, and he would be in favor of the same speed limit the entire length of Jolly Road between Hagadorn Road and Okemos Road, and possibly east to Dobie Road. Chair Guenther said he would support a 50 mile per hour speed limit, but would also support 45 if that's the consensus of all parties. Mr. Conklin stated there will be another meeting with the five entities.

B. Managing Director Conklin reported on the Build America bonds and the Recovery Zone Economic Development bonds, programs being offered by the federal government. He said he does not recommend the Board get involved with these programs at this time. The Board directed that nothing further be done on this issue unless, or until, otherwise directed.

C. Managing Director Conklin stated there is a settlement conference scheduled this Thursday regarding the Cook & Thorburn Drain Assessment.

D. Mr. Conklin reported that Shop Welder Clare Piepkow has submitted his retirement notice. His last day to work will be February 26, 2010.

AGENDA ITEM #8B & C – SERVICES PROVIDED BY PRECISION COMPUTER SOLUTIONS.

Finance Director Tina Henry stated the software license and the network monitoring services with Precision Computer Solutions are renewals for existing services.

Moved by Commissioner Mitchell and Supported by Commissioner Gear, that the renewal of the current contracts with Precision Computer Solutions for the software license and the network monitoring services be renewed for a one year period.

The Board agreed that since the period of the contracts is not in sync with the Road Commission's budget year process (January 1 through December 31), the vendor would be asked to change the terms of the contracts to reflect a calendar year. The Board requested new contracts reflecting the January 1 through December 31 time frame be submitted by Precision and reconsidered at the next meeting. Therefore, action on the Motion was tabled until the February 15 Board meeting.

AGENDA ITEM #9A – AWARD OF PROPOSAL #1571 FOR TWO ROAD SIDE MOWERS.

Director of Operations Jim Benjamin reviewed his recommendation for the purchase of two road side mowers. He stated the mowers were approved for purchase under the 2009 budget, but were not purchased in the 2009 calendar year.

Commissioner Rodgers asked what the tractors would be used for if the mowers aren't purchased. Mr. Benjamin stated the mowers and the tractors were bid separately last fall. The tractors were purchased. The mowers were supposed to be awarded and ordered at the same time, but weren't. The tractors are scheduled for delivery in late February. Chair Guenther stated it is standard procedure for this type of equipment to be bid and purchased separately.

Commissioner Rodgers stated her reluctance to purchase the new mowers in light of the budget. But, essentially then, we would have two new tractors that we can't use if we don't purchase the mowers for them. She asked if we are now obligated to buy the mowers since they have already been bid. Mr. Benjamin stated the equipment purchase was approved by the Board in last year's budget. The mowers just didn't get ordered in 2009. Managing Director Conklin said we are not obligated to award the bid at this time.

Chair Guenther asked the condition of the current mowers. Mr. Benjamin said they are junk. One has a bad transmission and one is just worn out. We would have to retrofit the old mowers to the new tractors, then we'd have junk mowers on new tractors. The old tractors would not have any worth at auction without the mowers.

RESOLUTION AUTHORIZING AWARD OF PROPOSAL #1571 FOR TWO ROAD SIDE MOWERS.

RESOLUTION #007-10

Moved by Commissioner Mitchell and Supported by Commissioner Dravenstatt-Mocerri. 4 yes, 1 abstain. Motion carried.

BE IT RESOLVED that upon recommendation of the Director of Operations, the Board authorizes award of Proposal #1571 to Bader & Sons of Portland for one rotary mower and one flail mower, for a total cost of \$32,200.00. The Board authorizes the appropriate budget adjustment for this purchase.

AGENDA ITEM #10A – RESOLUTION OF SUPPORT FOR SAFE ROUTES TO SCHOOL FUNDING.

Director of Engineering Bob Peterson stated that the Williamston Community Schools has made application for federal Safe Routes 2 Schools (SR2S) funding to provide improved pedestrian facilities. Their lengthy application describes projects as follows:

- (1) Mitchell Road, to install a new sidewalk with lighting and signage along the south side of Mitchell Road between Williamston Road and Vanetter Road.
- (2) Church Street and Vanetter Road, to create a pedestrian crossing on the west leg of the intersection with pavement markings, lighting, and signage. From the intersection, install a pathway northerly to Explorer and Discovery Elementary schools.
- (3) Williamston Middle School, to create a pedestrian crossing and connect two old sidewalks and add lighting within the middle school property.
- (4) Hidden View Lane and Vanetter Road, to create a raised pedestrian crossing on the north leg of the intersection with staging area, pavement markings, lighting, and signage.

(5) Mitchell Road and Meadowdale Drive, to create a pedestrian crossing on the west leg of the intersection with pavement markings, lighting, and signage.

Mr. Peterson stated the application describes a general location for the improvements and, based on the walkthrough, there will be design, location, and connectivity issues to resolve if they receive funding. It looks like much of the proposed improvements will be outside the road commission's road right of way, but some can and will be within the Road Commission's right of way. He said he wouldn't know to what extent until the funding is received and the planning level concepts are refined by the school district's engineers.

Mr. Peterson recommended the Board pass a resolution of support endorsing the planning level improvement concepts. Commissioner Mitchell indicated the school district contacted him for the Road Commission's support of the projects.

RESOLUTION IN SUPPORT OF SIDEWALK AND RELATED IMPROVEMENTS ON OR ALONG COUNTY ROADS FUNDED BY THE FEDERAL SAFE ROUTES 2 SCHOOL PROGRAM.

RESOLUTION #008-10

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

WHEREAS, the Safe Routes 2 Schools (SR2S) program, a federally funded program enacted with the passage of the federal Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA-LU), is administered in Michigan by the Michigan Department of Transportation (MDOT).

WHEREAS, the Ingham County Road Commission supports Williamston Community Schools' applying for funds through MDOT from the Safe Routes 2 Schools program to construct certain infrastructure projects on or along county roads, including sidewalks, to enable and encourage children to safely walk and bike to school.

WHEREAS, MDOT requires a formal Resolution of Support from the local road agency that will permit the improvements.

NOW THEREFORE BE IT RESOLVED, that the Ingham County Road Commission supports the concept of sidewalk and crosswalk improvements on or along Mitchell, Vanetter, Rowley, and Williamston Roads subject to the final design and construction being approved by the Engineering and Permits Departments, and subject to the improvements being maintained by either the Williamston School District and/or the Township of Williamstown and/or the City of Williamston.

AGENDA ITEM #11A – BUDGET ADJUSTMENT TO FUND THE BOARD SECRETARY POSITION.

Chair Guenther stated in conversations he has had with Board Secretary Debbie Bellows, he asked her if she would be willing to extend her retirement date, which was originally slated for January 15. He said she has agreed to stay through April. This would give the Board and the Managing Director time to decide what they want to do with the position.

Commissioner Rodgers stated she thought the Board took a position late last year regarding layoffs and early retirements. She didn't understand how management figured out a way to keep this position filled when others were not. She said this was not sending a very positive message to the work force. Commissioner Rodgers stated if money has been found to fund this position, then it would be better spent on badly needed road work. She said that when she asked late last year how the functions of the job were going to be handled, the Board was told that everything was handled.

Chair Guenther stated they need more time for a smooth transition. The Board still needs its functions of the job done and in order to make sure that is taken care of, Ms. Bellows has agreed to extend her official retirement to April. This will help streamline any transition.

Commissioner Mitchell stated that by not filling the Secretary to the Board position, it cuts the Board's department by 100 percent. This position is needed not only to assist the Managing Director, but the Board members, with day to day activities. Commissioner Dravenstatt-Mocerri stated he would like to keep Ms. Bellows in this position for as long as possible so the Board has time to deal with the fact that, ultimately, there won't be anyone in this position. He said he appreciates Ms. Bellows' willingness to extend her retirement date.

Managing Director Conklin stated that by making a budget adjustment, there is money available to fund this position through April. He said there is a plan to divide the Board Secretary duties among other remaining staff after Ms. Bellows' retirement.

RESOLUTION APPROVING FUNDING THE SECRETARY TO THE BOARD POSITION THROUGH APRIL 2010 THROUGH A BUDGET ADJUSTMENT.

RESOLUTION #009-10

Moved by Commissioner Mitchell and Supported by Commissioner Gear. 4 yes, 1 no. Resolution carried.

BE IT RESOLVED that upon recommendation of the Chair and Managing Director, the Board approves the extension of the Secretary to the Board's retirement date through April and authorizes the appropriate budget adjustment to fund the position.

AGENDA ITEM #12A – REVISIONS TO SPEED HUMP GUIDELINES.

Managing Director Conklin reviewed his recommendation for revisions to the Board's Speed Hump Installation Guidelines, which were adopted in 1999.

RESOLUTION APPROVING REVISIONS TO THE CURRENT SPEED HUMP INSTALLATION GUIDELINES.

RESOLUTION #010-10

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

BE IT RESOLVED that upon recommendation of the Managing Director, the Board approves revisions to the current Speed Hump Installation guidelines and they shall read as follows:

Speed humps should be installed only to address documented safety or traffic concerns supported by traffic engineering studies and after consideration of alternative traffic control measures, provided all of the following are met:

1. Speed humps will be limited to residential streets functionally classified as local with a prima fascia speed limit of 25 mph and with only two travel lanes.
2. The documented 85th percentile speed of traffic must be 35 mph, or greater.
3. No intersection is located within 300 feet of the proposed speed hump location.
4. Seventy five percent (75%) of the property owners living on the segment of street in questions concur with the installation of speed humps and have signed a petition to accept warning signs, pavement markings, and restricted parking directly in front of their homes, if needed.
5. The street segment where the proposed speed humps are being considered has no adverse characteristics, such as steep grades or severe curves that would contribute to or cause a safety hazard and the installation of speed humps will not have an adverse effect on nearby roads or streets.
6. Speed humps should not be installed on streets that are defined or used as a primary or routine emergency vehicle access route.
7. Speed humps will not be installed on streets with established transit routes.
8. For speed hump removal, seventy five percent (75%) of the property owners living on the segment of street in question must concur with the removal and have signed a petition to remove the speed humps.
9. The cost of the speed humps, including all necessary signs and markings, and all necessary labor and equipment to install the humps, signs and markings, and all maintenance and/or rehabilitation, restoration and/or removal of the humps, shall be paid for by others. The Road Commission will not contribute to these costs.

AGENDA ITEM #13 – BOARD COMMENTS.

A. The Board requested a winter maintenance spreadsheet so they can see where we are with winter maintenance expenditures. Finance Director Tina Henry indicated she would have it for the next meeting. Commissioner Rodgers stated if we have saved any money with winter maintenance activities, we should be bringing laid off employees back to work.

B. Chair Guenther asked if Clare's impending retirement will bring back one of the laid off AFSCME employees. Director of Operations Jim Benjamin said yes. Managing Director Conklin stated that Clare intends to use out his leave time bank and will remain on the payroll until approximately June 1st, but his last day to work is February 26. He asked the Board if it would want the individual recalled to start March 1st or June 1st. Commissioner Dravenstatt-Moceri said to find out what the official retirement date is, March 1st or June 1st. Commissioner Rodgers stated that Clare should prepare a rescission letter and indicate his official retirement date being June 1st if he intends to stay on the payroll until then.

AGENDA ITEM #14 – LIMITED PUBLIC COMMENT.

1. Dale E. Arnett of 601 Scofield Road, Leslie (former Eastern District Supervisor, laid off employee). Mr. Arnett stated he realized the Board's decisions on the layoffs were very hard and tough decisions to make. He said that he had only 11 months left to vest for his retirement when he was laid off in December, and Bob Guevara had only 9 months left. Mr. Arnett said he can understand if the Board needs the Board Secretary, but if there is money available why not get him and Mr. Guevara back, especially when they were so close to vesting for their retirement. He said anything the Board can do to help them would surely be appreciated. Mr. Arnett indicated this layoff impacts them for the rest of their lives.

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

Joseph A. Guenther, Chair

Deborah L. Bellows, Board Secretary