

HILLSDALE COUNTY ROAD COMMISSION

March 5, 2015

MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, March 5, 2015, at 10:00 a.m. at the road commission office.

Members present: Mike Parney, Bill Watkins & Bob Godfrey.

Staff present: Stanley Clingerman, Engineer-Manager & Janet Aemisegger, Clerk.

Visitor present: Andy Barrand, Hillsdale Daily News.

Agenda Approved

Having reviewed the agenda for this date, one addition was requested. The chair declared the agenda to stand approved as revised.

Minutes Approved

Having reviewed the minutes of the February 20, 2015, regular meeting, there were no additions, deletions or corrections to be noted. The chair declared the minutes to stand approved as presented.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#15-019 Bob Godfrey moved, Bill Watkins seconded, to confirm the payment of the payroll in the amount of \$83,764.93 per Payroll Check Register dated 2/26/2015 as authorized by the engineer-manager and the clerk. Motion carried.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED BY THE STAFF

#15-020 Bills in the amount of \$155,262.63 per Accounts Payable Check Register dated 3/05/2015 were presented for board approval. Bill Watkins moved, Mike Parney seconded, that these bills be allowed and orders drawn for the same. Motion carried.

Treasurer's Report Presented

The treasurer's report was presented by the clerk as follows:

Beginning Balance-Cash & Investments		\$2,731,543.91
Receipts:		
02/26/2015 R. 42904-R. 42909	\$ 6,316.86	
03/05/2015 R. 42910-R. 42919	\$ 4,248.51	

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Treasurer's Report Continued

02/25/2015 SMBT Reserve CD Interest	\$ 1,572.57
02/26/2015 NOW Interest (Jan.)	\$.01
03/04/2015 MTF/BMF's	\$390,507.89
Total Receipts	\$ 402,645.84
Disbursements:	
02/24/2015 Payroll & Mat SS	\$89,555.11
Less: MERS EFT Deductions	\$(4,959.41)
Less: Hlth Insur Prem Deductions	\$(448.54)
Less: Den/Vis Prem Deductions	<u>\$(382.23)</u>
	\$ 83,764.93
03/05/2015 Accounts Payable	\$ 155,262.63
Total Disbursements:	(\$ 239,027.56)
Ending Cash & Investments Balance	\$2,895,162.19
Less: Bonds in Escrow	(\$ 20,750.00)
Less: Reserve Funds-Territorial Rd. Resurf Proj-PRIP Funds	(\$1,551,572.57)
Ending Available Fund Balance	\$ 1,322,839.62
Note: Outstanding Accounts Payable=72,111.68	

As there were no questions or comments regarding the report, the chair declared the report to stand approved as read.

RESOLUTION ADOPTED FOR IMPLEMENTATION OF FROST LAWS

The engineer-manager reported that all of the surrounding counties, except for Branch, are leaning towards implementing frost laws on Monday. Mr. Clingerman and Trent Arver at Branch calculated Tuesday as the day to implement. MDOT will put the frost laws on state trunklines next Friday.

#15-021 After some brief discussion, Bob Godfrey moved, Bill Watkins seconded, that a resolution be adopted to implement the 2015 frost laws effective Tuesday, March 10, 2015, at 7:00 a.m. Roll call vote: Yeas, Parney, Watkins, Godfrey. Nays, None. Motion carried. Copy attached.

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Winter Maintenance Costs November, 2014-February, 2015 Reviewed

The engineer-manager presented the following summary of winter maintenance costs from November, 2014, through February, 2015:

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>Budget</u>	
State Roads	\$ 141,007	\$ 217,693	\$ 176,642	\$ 200,000	(88%)
County Roads	\$ 629,798	\$1,353,385	\$1,012,023	\$ 900,000	(112%)
	\$ 770,805	\$1,571,028	\$1,188,665	\$1,100,000	
Salt deliveries	5,687 tons	7,277 tons	5,849 tons (84%)		
	\$291,270	\$283,815	\$328,826		
	\$51.21/ton	\$39.00/ton	\$56.22/ton		

Mr. Clingerman commented that the winter maintenance costs are over budget now as February was not kind and we still have March to go. He will revise the budget at the end of the winter season.

TOWNSHIP AGREEMENTS APPROVED

The following townships agreements were presented for board approval and signing:

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp. Share</u>
Hillsdale	Gravel patch – 500 cyd	\$ 7,500	\$ 3,750
Hillsdale	Mineral well brine – MMR	\$ 2,340	\$ 1,740
Hillsdale	Barnard & Bridge pp/seal/fog	\$ 51,300	\$ 35,910

#15-022 Bob Godfrey moved, Bill Watkins seconded, that the township agreements be approved and signed. Carried.

Safety Application for Flasher Lights on State Road at Horizontal Curves Approved

MDOT has approved our safety application to upgrade the signing and to add solar powered flashers at three horizontal curves on State Road southwest of the Village of North Adams. All 10 curves will get sign upgrades. The project will be performed in 2016 at an estimated cost of \$45,000 (90% federal/10% local). Bob Godfrey indicated Adams Township might be willing to share in the local cost.

Family Medical & Leave Act (FMLA) Discussed

Since the road commission’s employee census has decreased over the years to less than 50 employees, the engineer-manager and the board discussed whether or not to continue offering FMLA leaves or not. The engineer-manager updated them on a recent Kalamazoo County Road Commission case per Kluck & Associates, which resulted in Kalamazoo CRC not offering

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FMLA anymore. They feel their employees have adequate leave time so it shouldn't be a problem. Mr. Clingerman explained that the road commission has to have a policy in place, but employees aren't eligible if they do not meet all three eligibility conditions.

The engineer-manager and the clerk would be inclined to discontinue offering FMLA if the employee is not eligible for it. The clerk indicated that it causes a lot of paperwork, which seems useless in her opinion, and it's costing the employees who are presently required to use it, as they have to pay the doctor's office to get the medical paperwork required for the leave. It is confusing to the employees. Workers' comp leaves and short term disability leaves run concurrent with an employee's FMLA leave. The FMLA basically protects the employee's right to an FMLA qualifying leave, which is capped at 12 weeks. In the engineer-manager's recollection, no one has ever been denied a legitimate leave of absence here and they too have adequate vacation and personal leave.

Mike Parney asked if the collective bargaining unit says anything about FMLA leave. The FMLA is included in the labor contract. It was the general consensus that it should be discussed with the Association officers before a decision is made.

AUTHORIZATION FOR NATURAL GAS SERVICE FOR WALDRON GARAGE

The engineer-manager reported that Michigan Gas Utilities has offered natural gas service for our Waldron garage. He provided the following information:

Gas main extension to village=		\$1,328	
Service line connection fee =		<u>\$ 200</u>	
		\$1,528	
Plus piping in building & furnace retrofit (\$?)			
LP gas cost:	2200 gallon @ \$1.64 =		\$3,608
Natural gas cost:	202 mcf @ \$6.59 =		\$1,331
Monthly customer charges:	\$37 X 12 =		<u>\$ 444</u>
			\$1,775
Projected annual savings	=		\$1,833

After some discussion, the board agreed that over the long run there should be enough cost savings that it would be well worth it.

#15-023 Bill Watkins moved, Bob Godfrey seconded, that we proceed with authorizing Michigan Gas Utilities to install a gas main extension to the Waldron garage. Carried.

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Recent "Near Miss" Employee Truck Incidents Discussed

Engineer-Manager Stan Clingerman updated the board on a recent "near miss" on February 25th between a county snow plow truck driven by Adam Dauer and a G & D log truck on Montgomery Road at Gilmore Road. Our driver was headed south plowing snow on Gilmore Road and he did not see the log truck coming from the west when he pulled into the intersection. The log truck took evasive action and thankfully avoided the collision. There was some damage to G & D's rig when it went into a deep ditch in front of the Camden-Frontier School. Bill Watkins asked if the 25 mph speed limit was in effect in front of the school at the time of the incident. It may have been and it will be checked. G & D's truck is at Stoops for a repair estimate. Mr. Clingerman advised G & D that we'll send a claim to our insurance company, but Michigan is a no fault state so no guarantees of what they may or may not pay. Mr. Page may be in touch about his claim.

The engineer-manager reported another incident, a day or so later, that took place with another one of our snow plow trucks. An individual ran into the driver's side of our truck the day we had the ice storm. The crash ripped a hole in the hood panel of the old SUV the man was driving. No one was injured. He too will be getting repair estimates so a claim can be submitted.

Region II Rural Task Force Meeting Results

The Region II Rural Task Force meeting was held in Jackson on February 26 and our 2015-2017 projects were approved.

<u>Project</u>	<u>Rural STP</u>	<u>State D</u>	<u>Local Match</u>	<u>Total</u>
<u>2015 Transit Capital</u>	\$ 10,000			\$ 10,000
Hillsdale St. asphalt overlay	\$ 100,000	\$ 25,000		\$ 125,000
Beecher Rd. wedge/chip seal	\$ 75,200		\$ 18,800	\$ 94,000
Waldron Rd. wedge/chip seal	\$ 75,200		\$ 18,800	\$ 94,000
Litchfield Rd. wedge/chip seal	\$ 75,200		\$ 18,800	\$ 94,000
Jonesville Rd. wedge/chip seal	\$ 75,200		\$ 18,800	\$ 94,000
S. Hillsdale Rd. – ultrathin(2016)	\$ 250,000	\$130,000		\$ 380,000
Montgomery guardrail	\$ 40,723		\$ 10,181	\$ 50,904
<u>2016 Transit Capital</u>	\$ 10,000			\$ 10,000
<u>2017 Transit Capital</u>	\$ 10,000			\$ 10,000
Territorial Road replace 2 bridges	\$ 1,280,000	\$260,000	\$ 60,000	\$1,600,000

The only major change was that we are going to transfer \$650,000 of our STP funds to Lenawee County Road to use for one of their longer road jobs in 2016. We will then use their STP funds in 2017 to replace the twin Territorial Road bridges. We were going to have funds obligated for one of the bridges in late 2016 and the other one early in 2017, but the way MDOT is running their program now, if a project is submitted for late in the summer, there's a chance we could

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lose obligational authority and not have the money. It's easier to work with a neighboring county such as we did so the funds are not lost. All funds are obligated according to Mr. Clingerman so we will not lose any federal funds in 2015. The request for proposals for the Territorial bridge designs have been mailed out and are due March 20, 2015.

RESOLUTION ADOPTED AUTHORIZING NATIONAL FUNCTIONAL CLASSIFICATION CHANGES

The board reviewed the current map of National Functional Classification, showing which roads are eligible for federal-aid, and the nine preliminary changes to the map as proposed by the engineer-manager. The use of the road is what qualifies it for federal-aid per Mr. Clingerman. He explained that after every federal census, the map is reviewed and changes made. He explained the process and reviewed a spreadsheet of the changes he proposes. Copy attached. Every 10 years the urban boundaries for federal-aid are also reviewed and the boundaries were recently extended.

#15-024 Bob Godfrey moved, Bill Watkins seconded, to adopt a resolution to approve the changes as proposed. Carried. Copy of map on file.

TANDEM TRUCK BIDS TABLED

At 11:00 a.m., bids were opened and read aloud for four (4) tandem axle truck cab and chassis units. Four bids were received with D & K Truck Company being the "as read" low bidder for Freightliner trucks at a cost of \$112,909 each.

#15-025 Bill Watkins moved, Bob Godfrey seconded, to table the award of the bids for tabulation and staff review. Carried.

TRUCK EQUIPMENT & INSTALLATION BIDS TABLED

At 11:30 a.m., bids were opened and read aloud for truck equipment and installation on four (4) tandem axle trucks. Three bids were received with Knapheide being the "as read" low bidder with a total price of \$93,857. Root Spring Scraper submitted a bid for the underbodies and front snow plows only.

#15-026 Bob Godfrey moved, Bill Watkins seconded, to table the award of the bids for tabulation and staff review. Carried.

Summer Help

The engineer-manager has been in communication with Chet Briner's son, Charlie, a civil engineering student at Michigan Tech and he will graduate next December. With all of the work load and paving projects planned for this summer, he came to mind as a good prospect for an engineering tech to work with our current engineering staff. However, he just contacted Mr. Clingerman to say that he does have a good job offer now and he realizes the road commission

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would not be able match the pay. He would like to work here, because it would be close to home, but the job offer includes some housing benefits and is very enticing. The company indicated to him that he'd almost be guaranteed a full-time job if he works the internship with the company. Mr. Clingerman said he'd be a great candidate for our work, but it was the general consensus it would be in his best interest to accept the full-time job offer he has received. Maybe someday, he'll be interested in applying here again.

Proposal One Educational Campaign & Spending Plan Discussed

The board and the engineer-manager discussed the formulation of an educational campaign and spending plan for Proposal One. Mr. Clingerman has been receiving information from the County Road Association and he worked up a rough spending plan and forwarded to the board for their review. It focuses on preservation of our paved road system. If the proposal passes, the funding increases would be phased in over a three year period, which would give contractors three years to gear up for the extra construction work. In the third year of the proposed spending plan, Mr. Clingerman said he included some gravel road work also. The engineer-manager presented a lot of good information for consideration. The board will present educational information at township meetings they attend and the engineer-manager said he and the board will make themselves available to speak at any community service organizations as requested.

RESOLUTION ADOPTED IN SUPPORT OF PROPOSAL ONE

#15-027 Bill Watkins moved, Bob Godfrey seconded, to adopt a resolution in support of Proposal One. Yeas, Parney, Watkins, Godfrey. Nays, None. Motion carried. Copy attached.

FROST LAW PERMITS APPROVED

#15-028 Bob Godfrey moved, Bill Watkins seconded, to approve and sign the following frost law permits:

#2015-01	Allied Waste Service	Garbage collection
#2015-02	Archbold Refuse Service	Garbage collection
#2015-03	Bradford Transport	Farm commodities
#2015-04	C. Raker & Sons	Plants/Fertilizer, etc.
#2015-07	Maxson Milk Transport	Milk Hauling
#2015-08	Modern Waste Systems	Garbage collection
#2015-09	Robinson, Charles & Sons	Milk hauling
#2015-10	Synergy Feeds, LLC	Farm commodities
#2015-11	Wadsworth Milk Transport	Milk hauling

Motion carried.

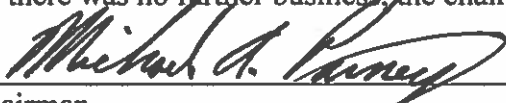
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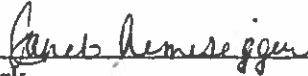
Meeting Adjourned – 12:15 p.m.

As there was no further business, the chair declared the meeting adjourned at 12:15 p.m.



Chairman

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Clerk