

HILLSDALE COUNTY ROAD COMMISSION

April 2, 2015

MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, April 2, 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 & Angela Lawler, Secretary.
Neil Finegan, Garage Foreman

Visitors present: Andy Barrant, Hillsdale Daily News.
Jon Luea, Truck & Trailer Specialties Inc.
Joel Boverhof, JX Peterbilt.
Jeremy Kast, Tri County International Trucks.
Edward Merrill, D & K Truck Company.
Jim Fountain, Knapheide Truck Equipment Co.

Agenda Approved

Having reviewed the agenda for this date, no additions, deletions or corrections were requested. The chair declared the agenda to stand approved as presented.

Minutes Approved

Having reviewed the minutes of the March 19, 2015, 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

#15-037 Bob Godfrey moved, Bill Watkins seconded, to confirm the payment of the payroll in the amount of \$75,343.21 per Payroll Check Register dated 3/26/2015 as authorized by the engineer-manager and the clerk. Motion carried.

ACCOUNTS PAYABLE APPROVED

#15-038 Bills in the amount of \$92,911.97 per Accounts Payable Check Register dated 4/2/2015 and special accounts payable in the amount of \$1,600.00 were presented for board approval. Bob Godfrey moved, Bill Watkins seconded, that these bills be allowed and orders drawn for the same. Motion carried.

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Treasurer's Report Presented

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

Beginning Balance-Cash & Investments		\$2,810,568.01
Receipts:		
03/26/2015 R. 42982-R. 42994	\$ 8,415.27	
04/02/2015 R. 42995-R. 423002	\$ 409.82	
Total Receipts		\$ 8,825.09
Disbursements:		
03/24/2015 Payroll & Mat SS	\$80,646.07	
Less: MERS EFT Deductions	\$(4,486.95)	
Less: Hlth Insur Prem Deductions	\$(433.68)	
Less: Den/Vis Prem Deductions	\$(382.23)	
	\$ 75,343.21	
04/02/2015 Accounts Payable	\$ 92,911.97	
04/02/2015 Special Accounts Payable	\$ 1,600.00	
Total Disbursements:		(\$ 169,855.18)
Ending Cash & Investments Balance		\$2,649,537.92
Less: Bonds in Escrow		(\$ 38,750.00)
Less: Reserve Funds-Territorial Rd. Resurf Proj-PRIP Funds		(\$1,551,572.57)
Ending Available Fund Balance		\$ 1,059,215.35
Note: Outstanding Accounts Payable = 67,290.27		

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

TOWNSHIP AGREEMENTS APPROVED

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

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp. Share</u>
Jefferson	gravel patch – 500 cyd	\$ 7,500	\$ 3,750
Jefferson	brine once – JLM	\$ 14,040	\$10,440
Jefferson	Skuse Road – pp/seal	\$ 58,600	\$ 41,020 **

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Jefferson	Lake Road + others – pp/seal	\$ 23,200	\$ 16,240
Litchfield	gravel patch – 500 cyd	\$ 8,500	\$ 4,250
Litchfield	brine once – JLM	\$ 11,430	\$ 10,730
Scipio	gravel patch – 500 cyd	\$ 7,500	\$ 3,750
Scipio	brine twice – JLM	\$ 21,060	\$ 18,360
Scipio	Borden gravel – 1,125 cyd	\$ 12,375	\$ 12,375
Woodbridge	gravel patch – 500 cyd	\$ 9,000	\$ 4,500
Woodbridge	brine twice – JLM	\$ 20,280	\$ 17,680

**** Special payment terms**

#15-039 Bill Watkins moved, Bob Godfrey seconded, that the township agreements be approved and signed. Carried.

AUTHORIZATION FOR CORRUGATED STEEL PIPE CONTRACT EXTENSION – JENSON BRIDGE & SUPPLY COMPANY

#15-040 Bob Godfrey moved, Mike Parney seconded, to approve and sign an agreement with Jensen Bridge & Supply Company to extend their 2014 corrugated steel pipe bid prices through the 2015 season. Carried.

Southeast Council Nominations to CRA Committees Reviewed

The engineer-manager presented for the board’s review a copy of the Southeast Council nominations to CRA committees.

DESIGN PROPOSALS FOR TWIN BRIDGE REPLACEMENTS ON TERRITORIAL ROAD AWARDED – COGENT CIVIL ENGINEERING

The board and the engineer-manager reviewed design proposals received from consulting engineering firms for the survey and design of the twin bridge replacements on Territorial Road near Carpenter Road in Amboy Township tentatively scheduled for replacement in 2017 as follows:

<u>Firm</u>	<u>Location</u>	<u>Design + CE</u>	=	<u>Total</u>
Wightman & Assoc.	Benton Harbor	\$32,000 + \$6,000	=	\$38,000
Cogent Civil Engineering	Alto	\$33,575 + \$2,755	=	\$36,330
Brechting Bridge & Engr.	Spring Lake	\$38,300 + \$2,500	=	\$40,800
Northwest Consultants	Toledo	\$40,320 + \$1,980	=	\$42,300
Scott Civil Engineering	Grand Rapids	\$46,211 + borings	=	\$46,211 +
Mannik Smith Group	Monroe	\$53,200 + \$4,448	=	\$57,648

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The engineer-manager said he sent proposals to eight different firms and received six proposals. Mr. Clingerman said it has been a real challenge for him to make a decision on which firm to recommend for the survey and design work. He received a letter from the DEQ and there are potentially 9 endangered species within the project area. A qualified biologist will be required to perform a complete field survey of the project area. The engineer-manager said he sent an email to the consultants with the endangered species list and asked what their plan would be and if the cost is included in their proposal. Mr. Clingerman said that Jennifer Dougherty, with Cogent Civil Engineering, went so far as to call the consultant she used for the Tripp Road bridge project and gave Stan a cost for seeing if the endangered species exist at the project area. The engineer-manager recommended that the board award the design proposal for the survey and design of the twin bridge replacements on Territorial Road to Cogent Civil Engineering.

#15-041 Bill Watkins moved, Bob Godfrey seconded, to award the design proposals for the survey and design of the twin bridge replacements on Territorial Road to Cogent Civil Engineering, Alto, Michigan for a total bid price of \$36,330. Carried.

RESOLUTIONS ADOPTED SUPPORTING 2018 LOCAL BRIDGE APPLICATIONS

#15-042 Bob Godfrey moved, Bill Watkins seconded, to adopt resolutions supporting applications for the following 2018 local bridge applications:

Montgomery Road over E Fork of W Branch of St Joseph of Maumee River
Hartley Road over East Branch of St. Joseph of Maumee River
Lake Pleasant Road over Beebe Creek
Territorial Road over West Fork of West Branch of St. Joseph of Maumee River
Territorial Road over East Fork of West Branch of St. Joseph of Maumee River

Motion carried. Copy of resolutions attached.

2015 CASH BUDGET ADOPTED

The engineer-manager presented the proposed 2015 cash budget now that winter is hopefully over. A summary of the last two year's actual cash revenues and expenses as compared to the proposed budget follows:

	2013	2014	2015
	<u>Actual</u>	<u>Actual</u>	<u>Proposed</u>
Beginning balance	\$ 729,859	\$ 865,811	\$ 1,055,157
Revenues	\$ 6,052,059	\$ 6,819,615	\$ 9,037,000
Expenses	<u>\$ 5,916,107</u>	<u>\$ 6,630,269</u>	<u>\$ 9,197,100</u>
Revenues over (under) expenses	\$ 135,952	\$ 189,346	\$ (160,100)
Ending balance	\$ 865,811	\$ 1,055,157	\$ 895,057

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** 2015 is higher due to \$1,550,000 Special Legislative appropriation for Territorial Road paving and \$750,000 installment proceeds for 4 new trucks.

#15-043 Bob Godfrey moved, Bill Watkins seconded, to adopt the 2015 cash budget as presented. Carried. Copy attached.

Tandem Truck & Equipment Bids Discussed with Garage Foreman & Salesmen

At 10:30 a.m., the board and the engineer-manager met with the truck and truck equipment salesmen so they could explain their truck bids further to help us make the best selection. The engineer-manager thanked everyone for allowing us to test drive their trucks and to see the facilities for equipment installation. The engineer-manager turned the meeting over to our garage foreman, Neil Finegan, for his presentation and recommendations for the truck purchases and truck equipment installation. Mr. Finegan recommended Peterbilt and Truck & Trailer. After Mr. Finegan's presentation the salesmen had an opportunity to promote their brand of truck for our purchase and the salesmen for truck equipment installation also had an opportunity to respond to the foreman's recommendations.

After the discussion, the salesmen left the room, so that the board and office staff could further discuss their options. Once they finished their discussion, the salesmen returned to the meeting to hear the board's decision.

TANDEM AXLE TRUCK CAB & CHASSIS BIDS AWARDED – JX PETERBILT

At 10:30 a.m., bids received March 5th for four tandem axle truck cab and chassis units were reviewed and discussed. A summary of the bid results follows:

<u>Bidder</u>	<u>Truck</u>	<u>Price</u>
D & K Truck	Freightliner 114SD	\$112,909
Tri-County International	International 7600	\$115,015
D & K Truck	Western Star 4700	\$117,838
JX Peterbilt	Peterbilt 367	\$128,640
Michigan Cat	Cat CT6815G	\$137,877

After some more lengthy discussion, the board decided on the following action.

#15-044 Bill Watkins moved, Bob Godfrey seconded, to award the bid for four tandem axles truck cab and chassis units to JX Peterbilt with the Cummins engine, for a total bid price of \$128,640.00 each. Carried. Copy of bid tabulation attached.

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BIDS FOR TRUCK EQUIPMENT FOR TANDEM AXLES TRUCKS AWARDED – K NAPHEIDE

The bids received March 5th for the truck equipment to outfit four tandem axle trucks were reviewed and discussed. A summary of the bids follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>+ V-Box Salter</u>	<u>+ Snow Wing</u>	<u>= Total</u>
Knapheide	\$64,387	\$15,570	\$13,900	\$93,857
Truck & Trailer	\$69,088	\$13,891	\$12,514	\$95,493
Heights Machinery	\$75,680	\$10,812	\$12,093	\$98,585

#15-045 Bill Watkins moved, Bob Godfrey seconded, to award the bid for truck equipment and installation on four tandem axle trucks to the low bidder, Knapheide, without the optional V-box salters and wing, for a total bid price of \$64,387.00 each. Carried. Copy of bid tabulation attached.

TRUCK & EQUIPMENT FINANCING AUTHORIZED

After doing some research, the engineer-manager advised that he has retained Attorney Charles Bappert of Coldwater, the same attorney Branch CRC used, to assist with the truck financing details and paperwork. Both Century Bank & Trust and Southern Michigan Bank & Trust are anxious to bid on our financing needs and Mr. Clingerman has met with each of their commercial loan representatives. Mr. Clingerman said once we have the final total purchase price, he will have the attorney prepare requests for proposals to send out to various banks to get quotes on the loan. He anticipates we will need an \$800,000 loan with re-payment over 4 years paying about \$200,000 each year to get the loan paid off as soon as possible.

#15-046 Bob Godfrey moved, Bill Watkins seconded, to authorize the engineer-manager to request proposals for financing 4 tandem axle trucks for 4 years. Carried.

Award Of Bid For Tractor With Twin Mowers Postponed

The bids received on March 19th for one agricultural tractor with twin roadside mowers and interchangeable boom mower were reviewed and discussed. A summary of the bids follows:

<u>Bidder</u>	<u>Tractor</u>	<u>Base Bid</u>	<u>Less Trade-in</u>	<u>Net Price</u>
Bader & Sons	JD	\$ 99,803.17	- \$ 14,000.00	\$ 85,803.17
Flint New Holland	NH	\$ 121,817.00	- \$ 13,900.00	\$ 107,917.00
Alamo Group	NH**	\$ 116,910.00	- \$ 5,500.00	\$ 111,410.00
Godfrey Bros Inc.	JD	\$ 133,855.00	- \$ 10,000.00	\$ 123,855.00

** Alamo bid includes 4WD tractor.

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The board and the engineer-manager agreed to postpone a decision on the award of the tractor-mower bids until the April 16th meeting, when the salesman can be present.

TIMBER SUPERSTRUCTURE FOR SAND LAKE ROAD BRIDGE AWARDED

At 11:00 a.m., bids were opened for a new timber bridge superstructure on Sand Lake Road. Krenn Bridge Company, Vicksburg, Michigan was the lone bidder with the "as read" bid price of \$26,354.83 delivered.

#15-047 Bob Godfrey moved, Bill Watkins seconded, to award the bid to Krenn Bridge Company, the only bidder, for a total bid price delivered of \$26,354.83. Carried.

PICK-UP TRUCKS BID AWARDED – CR MOTOR SALES

The bids received on March 19th for two half-ton 2WD extended cab pickup trucks for engineering staff were reviewed and discussed. A summary of the bids follows:

<u>Bidder</u>	<u>Truck</u>	<u>Base bid</u>	<u>+4WD</u>	<u>+4 door</u>	<u>Total</u>
CR Motor Sales	Dodge Ram 1500	\$20,430.00	\$2,604.00	Included	\$23,034.00
Ken Stillwell Ford	Ford F-150	\$22,908.88	\$3,000.00	\$2,480.00	\$28,388.88
Leutheuser Motors	GMC Sierra 1500	\$23,524.10	\$3,111.60	\$3,446.40	\$30,082.10
Jim Knox Chrysler	Dodge Ram 1500	\$24,900.00	\$2,500.00	Included	\$27,400.00

#15-048 Bob Godfrey moved, Bill Watkins seconded, to award the bid for two half-ton pickup trucks with 4-wheel drive, to the low bidder, CR Motor Sales, Hudson, for a total bid price of \$23,034.00 each. Carried. Copy of bid tabulation attached.

TWO ONE TON CAB AND CHASSIS TRUCK BIDS AWARDED – CR MOTOR SALES

The bids received on March 19th for two one-ton cab & chassis trucks to replace two 1999 models were reviewed and discussed. A summary of the bids follows:

<u>Bidder</u>	<u>Truck</u>	<u>Base bid</u>	<u>+4WD</u>	<u>Total</u>
CR Motor Sales	Dodge Ram 3500	\$23,734.00	\$1,950.00	\$25,684.00
Leutheuser Motors	GMC Sierra 3500	\$25,562.76	\$2,516.50	\$28,079.26
Jim Knox Chrysler	Dodge Ram 3500	\$25,834.00	\$1,066.00	\$26,900.00
Ken Stillwell Ford	Ford F350	\$26,770.76	\$3,020.00	\$29,790.76

#15-049 Bob Godfrey moved, Bill Watkins seconded, to award the bid for two one ton cab & chassis trucks with 4-wheel drive, to the low bidder, CR Motor Sales, Hudson, for a total bid price of \$25,684.00 each. Carried. Copy of bid tabulation attached.

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**TWO 2-3 CYD DUMP BOXES AND HOISTS INSTALLED BID AWARDED –
KNAPHEIDE**

The bids received on March 19th for two 2-3 cyd dump boxes and hoists installed were reviewed and discussed. A summary of the bids follows:

<u>Bidder</u>	<u>Make & Model</u>	<u>Bid Price</u>
Knapheide	Galion 100U	\$7,480.00
Cannon	Rugby DU-9-3	\$7,536.00
Fitzgibbons	Rugby DU-9-3	\$7,600.00
Automotive Service	Air Flo	\$9,185.00

#15-050 Bill Watkins moved, Bob Godfrey seconded, to award the bid for two 2-3 cyd dump boxes and hoists installed to the low bidder, Knapheide, for a total price of \$7,480.00 each. Carried. Copy of bid tabulation attached.

Meeting Adjourned – 12:15 p.m.

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


Chairman

c:\User\angie\road minutes 4.2.15


Secretary