

**MEETING
IONIA COUNTY ROAD COMMISSION
JANUARY 7, 2013**

Meeting called to order by Chairman Herbert Cusack at 9:00 a.m.

Members present - Herbert Cusack , Chuck Minkley, Ken Gasper, and Albert Almy
Members absent – Bill Weisgerber

Others present - Dorothy Pohl, Jim Patrick, John Bush, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Chuck Minkley and seconded by Albert Almy to approve the agenda. Motion carried.

CITIZEN REQUEST: Jim Patrick and John Bush addressed the Board regarding Drake Street in Shiloh in Orleans Township. Drake Street is a highway by user located outside of the plat of Shiloh and has been the subject of some private property issues this past year. Jim Patrick asked if the road commission would consider requiring less than 66 feet of right of way for the street. The only that could be done would be donation of an easement by the 3 affected property owners for the use of all property owners. It would be donated to all adjoining property owners if private or to the road commission if public. Motion by Albert Almy and seconded by Ken Gasper to inform Mr. King that this issue was discussed on this date and that no action will be taken by the board pending a proposal from Mr. King and the property owners to address the right of way and necessary easement. Motion carried.

Motion by Herbert Cusack to nominate Chuck Minkley for Chairman for 2013 and to cast a unanimous ballot, seconded by Ken Gasper. Roll Call Vote – Almy –yes; Gasper – yes; Cusack – yes; Minkley – yes; Weisgerber – absent. Motion carried.

Motion by Ken Gasper to nominate Bill Weisgerber for Vice-Chairman for 2013 and to cast a unanimous ballot, seconded by Albert Almy. Roll Call Vote – Minkley – yes; Gasper – yes; Cusack – yes; Almy – yes; Weisgerber – absent. Motion carried.

The Chairman asked if the minutes of the December 31, 2012 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Herbert Cusack to approve the minutes. Motion carried.

The following vouchers were presented:

11196 - Payables Account \$ 306,667.24

11197 – Payroll Account \$ 139,595.70

Motion by Herbert Cusack and seconded by Albert Almy to approve the vouchers for payment. Motion carried.

The Board reviewed the Bid tabulation and recommendation for Roadside Mowing on Primary Roads. Motion by Ken Gasper and seconded by Albert Almy to award the bid to J. Jablonski & Sons, Inc., low bidder. Motion carried.

The Managing Director updated the Board on the upcoming Ionia County Township Officer's (ICTOA) Meeting on Monday, January 14, 2013 at the Commission on Aging; the upcoming 7 County Council meeting on January 22, 2013 at the Ithaca Community Center; November 2012 MTF Charts; December 2012 Cash Flow Report and the Cleveland St bridge title sheet.

Don Chubb, Fleet Manager updated the Board on progress with the radio system digital and GPS upgrades.

The date and time for the next regular meeting will be Wednesday, January 30, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Albert Almy to adjourn the meeting at 10:25 a.m. Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JANUARY 30, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present - Herbert Cusack , Chuck Minkley, Ken Gasper, Bill Weisgerber and Albert Almy

Others present - Dorothy Pohl, Jim Patrick, Bernie Ardis, Scott Peterson, David King, Julia King, Dale Hansen, *Jack Shattuck*, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. c) – 11200 Payroll Voucher - \$76,254.87 and Item 7. f) Approve Private Road Name. Motion by Ken Gasper and seconded by Herbert Cusack to approve the revised agenda. Motion carried.

CITIZEN REQUEST: David and Julie King addressed the Board regarding Drake Street in Shiloh in Orleans Township. Orleans Township has passed a resolution allowing Drake Street to be 33 feet in width and has asked the Road Commission to accept this and record it as such. We have contacted CRAM and they are checking with the CRAM attorney to see if we can do this. Otherwise, the only way we are aware it could be done would be donation of an easement by the 3 affected property owners for the use of all property owners. The easement would be donated to all adjoining property owners if private or to the road commission if public. This fix would require a survey and legal description be prepared. This issue will move to Unfinished Business until we hear back from CRAM.

The Chairman asked if the minutes of the January 7, 2013 meeting that were distributed at the meeting were correct. Albert Almy pointed out that the word “way” should be included in the 4th line of the Citizen Request Item between only and that. Motion by Ken Gasper and seconded by Albert Almy to approve the minutes as corrected. Motion carried.

The following vouchers were presented:

11198 - Payroll Account \$ 97,469.71

11199 – Payables Account \$ 166,174.90

11200 – Payroll Account \$ 76,254.87

Motion by Albert Almy and seconded by Bill Weisgerber to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the 2012 MIOSHA Log Forms 300 and 300A. Motion by Bill Weisgerber and seconded by Ken Gasper to approve the forms and post them as required. Motion carried.

The Board reviewed and discussed the proposed Bid Extension for Street Sweeping services. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the extension of the 2012

Street Sweeping contract with Greenscape for 2013 at the 2012 prices. Motion carried.

The Board reviewed and discussed the proposed Bid Extensions for Gravel Resurfacing for 2013 with Scott Peterson, Road Superintendent. Motion by Albert Almy and seconded by Herbert Cusack to approve the bid extensions with Yellow Rose Transport, Carrick Trucking, Inc. and C.L. Trucking and Excavating LLC for 2013. Motion carried.

The Board reviewed the bid tabulation and recommendation for 2013 Dust Control Services. The low bidder is S & M Liquid Tire Fill. We have verified they have adequate supplies and equipment and meet the specifications and their references check out. Motion by Bill Weisgerber and seconded by Albert Almy to award the 2013 Dust Control bid to S & M Liquid Tire Fill. Motion carried.

The Board reviewed and discussed the December 2013 Preliminary Monthly Financial Statements. Motion by Ken Gasper and seconded by Herbert Cusack to accept the statements and place them on file. Motion carried.

The Board reviewed the following private road name request:

1. **Wilson Lane PVT**, located off E. Stage Road between Oak Street and Smokey Row in Section 15 of Ionia Township. The township has approved the name and will cover the cost of signing, The name does not conflict with any existing county road names.

Motion by Herbert Cusack and seconded by Bill Weisgerber to approve the private road name for the pre-existing private road. Motion carried.

The Managing Director updated the Board on the upcoming CRAM Highway Conference in March and the New Commissioner's Training on 3/5/13; CRAM Annual Commissioner's Conference 4/14-4/16/13; Sec 115 OPEB Trust Fund statement for year ended 12/31/2012; receipt of third party complaint regard Denton Road; truck garage door damage; 1/30/13 Open Work Order Report; and 1/30/13 Open Accounts Payable Report.

The Managing Director shared the Engineering Department Update showing December permit activity – 62% increase for the month and 83% for the year; surveying on 2013 projects is being done as weather permits; design work is progressing on our 2013 projects; Cleveland/Kelsey safety project will have to be cancelled due to lack of sufficient grant funds and local match funds – so work will begin on East Main/Stage safety project; and work progresses on finalizing last year's projects.

Second interviews will be held with two candidates for the County Highway Engineer position. A board workshop will be posted for Monday, February 4, 2013 at 5:00 p.m. so that board members may attend if they choose.

The date and time for the next regular meeting will be Wednesday, February 13, 2013 at 9:00 a.m.

Motion by Bill Weisgerber and seconded by Ken Gasper to adjourn the meeting at 10:45 a.m. Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

Corrected February 13, 2013

**MEETING
IONIA COUNTY ROAD COMMISSION
FEBRUARY 13, 2013**

Meeting called to order by Vice-Chairman Bill Weisgerber at 9:00 a.m.

Members present - Herbert Cusack , Ken Gasper, Bill Weisgerber and Albert Almy
Members absent – Chuck Minkley

Others present - Dorothy Pohl, Jim Patrick, Jack Shattuck, Doug Hyland, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. b) – 11202 Payroll Voucher - \$84,749.56 and Item 7. f) January 2013 Monthly Financial Statement and Delete Item 7. b) Resolution to designate Bank Signatories. Motion by Al Almy and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Doug Hyland, Muir village president addressed the Board regarding the replacement of the Muir bridge over the Grand River. The village has received notice of funding under the Local Bridge Program for 2014 and is in search of funds to cover the local share of the project estimated at \$620,000. He asked if the road commission would consider contributing \$135,000 which is the amount given by the county board and what we are spending on the Cleveland St. bridge. The project was discussed in more depth and the Vice-Chairman asked that management review the information and present the pros and cons of the road commission making a contribution to the project at the next regular meeting. The Board will make a decision on the village's request on February 27, 2013.

The Chairman asked if the minutes of the January 30 2013 meeting that were distributed at the meeting were correct. Albert Almy pointed out that the word "approved" on Page 2, line 4 should be "approve". Jack Shattuck pointed that he was in attendance at the meeting but was not included in the "Others Present" section. Motion by Herbert Cusack and seconded by Ken Gasper to approve the minutes including these 2 corrections. Motion carried.

The following vouchers were presented:

11201 - Payables Account \$ 214,810.70

11202 – Payroll Account \$ 84,749.56

Motion by Ken Gasper and seconded by Albert Almy to approve the vouchers for payment.
Motion carried.

**RESOLUTION FOR ADDITIONS AND DELETIONS TO COUNTY ROAD SYSTEM
MADE PRIOR TO DECEMBER 31, 2012**

Commissioner Albert Almy moved the adoption of the following resolution:

WHEREAS, the Ionia County Road Commission wishes to add or correct new roads and delete or change roads on its road system as part of the annual Act 51 Certification. Total changes include, 0.00 miles in primary miles, an increase in local miles of 0.25, with an increase in local urban 0.00 miles and 0.00 miles in changes in primary urban mileage. Recommended changes are described as follows:

County Wide

Primary 389.48 2012 Mileage (No Change from 2011)

Local 683.89	2012 Mileage
-0.15	Bell Rd. (Boston) Remove off of dead end, not maintained.
+0.07	Shirlee Ave. (Ionia) Added to sheet 19 by request from Township.
<u>+0.33</u>	Grand River Trail (Danby) Added to sheet 7 to correct errors.
684.14	2012 Mileage

Urban

Primary 14.04 2012 Mileage (No Change from 2011)

Local 21.97 2012 Mileage (No Change from 2011)

NOW, THEREFORE, BE IT RESOLVED, that the Managing Director shall be authorized to approve the addition and change of the above noted roads for the Ionia County Road Commission.

BE IT FURTHER RESOLVED that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was seconded by Commissioner Herbert Cusack and carried on a roll call vote:

Ayes, Cusack, Gasper, Weisgerber, Almy	Nays, None
Absent, Minkley	

RESOLUTION DECLARED ADOPTED.

The Board reviewed and discussed the CRAM Board of Director’s Ballot for the Association of Southern Michigan Road Commissions. Motion by Herbert Cusack and seconded by Ken Gasper to cast our ballot for Blair Ballou of Eaton County Road Commission for the CRAM Board of Directors. Motion carried.

The Board reviewed and discussed the proposed Bid Extensions for Seasonal Materials. Yearly contracts allow for annual extensions at the same price if approved by the board and the vendor. The following vendors have agree to extend their pricing:

- Corrugated Metal Pipe, Cadillac Culvert, extend 2012 pricing
- Corrugated Metal Pipe, Jensen Bridge & Supply, extend 2012 pricing
- Aluminum Signs, Blanks, Reflective Sheeting, Doornbos Sign, Inc. extend 2012 pricing
- Hot Mix Asphalt SMP CP-6, Lakeland Asphalt Corp, extend 2012 pricing
- Steel Beam Guardrail & Posts, J & J Contracting, Inc., extend 2011 pricing

Geotextile Silt Fence, Jensen Bridge & Supply Co., extend 2012 pricing

Geotextile Silt Fence, Hanes Geo Components, extend 2012 pricing

Geotextile Silt Fence, Etna Supply Co, extend 2012 pricing

Diesel Fuel, Peterson Oil Company, extend 2012 pricing

Nuts, Bolts, Miscellaneous Hardware, Alma Bolt Co, extend 2012 pricing

Motion by Ken Gasper and seconded by Albert Almy to approve the extensions of the 2011 and 2012 contracts for the noted seasonal materials. Motion carried.

The Board reviewed the Manager's recommendation for hiring a replacement for our County Highway Engineer. As the candidate is an EIT, there is no salary grade set up for the position. The Manager is recommending he hire in as Engineering Director at \$54,600 and receive a one-time leave award of 48 hours upon hire. Motion by Herbert Cusack and seconded by Albert Almy to approve a starting salary of \$54,600 and the one-time 48 hour leave award. Motion carried.

The Board reviewed and discussed the January 2013 Preliminary Monthly Financial Statements. Motion by Ken Gasper and seconded by Albert Almy to accept the statements and place them on file. Motion carried.

The Vice-Chairman asked about progress with the Drake Street issue in Orleans Township. Township Supervisor Jim Patrick shared that he had called the Michigan Townships Association again to discuss but had not been provided any further specifics. Dorothy Pohl shared her conversation with the director of the County Road Association of Michigan (CRAM) regarding the acceptance of less than 66 feet of roadway for a highway by user. The CRAM director suggested that the Road Commission could handle the request as a variance to their local road standards that would allow the acceptance of less than 66 foot right of way due to this unique situation. We will work with the township to prepare the variance request for board approval at the February 27, 2013 meeting. Jim Patrick thanked the Board and staff for working with the township to solve the problem in a reasonable manner.

The Managing Director updated the Board on the upcoming CRAM Highway Conference in March and the New Commissioner's Training on 3/5/13; CRAM Annual Commissioner's Conference 4/14-4/16/13; 2012 MDOT Form 455C Fringe Rate is 124.95%; December 2012 MTF Charts; Transportation Asset Management Spring Meeting 5/8/13; 2/13/13 Open Work Order Report; CRASIF by-law changes; winter maintenance this past weekend; and 2/13/13 Open Accounts Payable Report.

The date and time for the next regular meeting will be Wednesday, February 27, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Albert Almy to adjourn the meeting at 10:55 a.m. Motion carried.

Bill Weisgerber, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
FEBRUARY 27, 2013**

Meeting called to order by Vice-Chairman Bill Weisgerber at 9:00 a.m.

Members present - Herbert Cusack , Ken Gasper, Bill Weisgerber and Albert Almy
Members absent – Chuck Minkley

Others present - Dorothy Pohl, Jack Shattuck, Dale Hansen, and Doug Hyland

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Ken Gasper and seconded by Albert Almy to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: No comments were made.

The Chairman asked if the minutes of the February 13, 2013 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Ken Gasper to approve the minutes. Motion carried.

The following vouchers were presented:

11203 - Payables Account \$ 124,371.66

11204 – Payroll Account \$ 77,919.40

Motion by Herbert Cusack and seconded by Ken Gasper to approve the vouchers for payment.
Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Herbert Cusack moved the adoption of the following resolution:

WHEREAS, the Michigan Department of Transportation wishes to enter into a contract agreement with the Ionia County Road Commission to accomplish the following project:

PART A – STATE PARTICIPATION - The removal and replacement of the structure B01 of 34-06-03 (#4041), which carries Cleveland Street over the Grand River, Section 20, T7N, R6W, Ionia Township, Ionia County, Michigan; the reconstruction of the approaches to the structure for approximately 193 feet southerly and 131 feet northerly of the structure; and all together with necessary related work.

PART B – NO STATE PARTICIPATION - Contractor staking work for the structure B01 of 34-06-03 (#4041), which carries Cleveland Street over the Grand River; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William E. Weisgerber, Vice-Chairman and Dorothy G. Pohl, Managing Director/Clerk shall be authorized to sign the agreement for the Ionia County Road Commission.

BE IT FURTHER RESOLVED, that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was supported by Commissioner Albert Almy.

Roll Call Vote – Almy – yes; Weisgerber – yes; Gasper – yes; Cusack – yes; Minkley - absent

RESOLUTION DECLARED ADOPTED.

The Board reviewed the Permit Variance Request filed by the Orleans Township Supervisor requesting a variance of the width requirement from 66 feet to 33 feet for Drake Street near Shiloh. Drake Street is a highway by user local access street and provides ingress and egress for 3 or 4 homes in the area and additional egress from the Shiloh Church. Motion by Albert Almy and seconded by Ken Gasper to approve the Permit Application No. 5969 – Permit Number 2013-005585 in accordance with the Orleans Township request. Motion carried.

The Board reviewed the Professional Services Agreement with Williams & Works, Inc. for construction engineering and inspection services for the Cleveland Street bridge replacement project. Motion by Ken Gasper and seconded by Herbert Cusack to approve the agreement and authorize the Managing Director to sign on behalf of the road commission. Motion carried.

The Board reviewed and discussed the Audit Engagement Letter. Motion by Herbert Cusack and seconded by Albert Almy to authorize the Managing Director to sign the letter on behalf of the Board. Motion carried.

The Board reviewed the bid tabulation and recommendation for Seasonal Materials: Plastic Pipe. Motion by Ken Gasper and seconded by Herbert Cusack to use the low bidder as needed. Motion carried.

The Board discussed the Muir bridge contribution issue that was brought up at the last meeting. The Managing Director went through the pros and cons of the Road Commission making any type of contribution to the village project and finally recommended that we consider allowing the village to use Economic Development Fund – “D” funds to finance for the local share of construction. This would result in a future road commission project getting pushed off to a later date. Motion by Ken Gasper and seconded by Albert Almy to support the village of Muir in the Rural Task Force to get EDF-D funds allocated for the local share of the Muir bridge. The Board also asked that any amount secured over the requested amount of \$135,000 be used to reduce the \$135,000 approved by the County Board of Commissioners. Motion carried.

The Managing Director updated the Board on the upcoming CRAM Highway Conference in March and the New Commissioner’s Training on 3/5/13; CRAM Annual Commissioner’s Conference 4/14-4/16/13; 2011 and 2012 accident recoveries; January 2013 MTF Chart; program ideas for April 7 County Council; Transportation Asset Management Spring Meeting

5/8/13; 2/27/13 Open Work Order Report; 2/27/13 Open Accounts Payable Report.

The date and time for the next regular meeting will be Wednesday, March 13, 2013 at 9:00 a.m.

Motion by Albert Almy and seconded by Ken Gasper to adjourn the meeting at 10:20 a.m.
Motion carried.

Bill Weisgerber, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MARCH 13, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present - Herbert Cusack , Chuck Minkley, Bill Weisgerber and Albert Almy
Members absent – Ken Gasper

Others present - Dorothy Pohl, Paul Spitzley, Don Chubb, Jack Shattuck, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Bill Weisgerber and seconded by Herbert Cusack to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: Don Chubb, Fleet Manager, demonstrated the GPS capability we have with the new radios that will enhance safety and efficiency.

The Chairman asked if the minutes of the February 27, 2013 meeting that were distributed at the meeting were correct. Motion by Herbert Cusack and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11205 - Payables Account \$ 157,469.45

11206 – Payables Account \$ 111,172.01

11207 - Payroll Account \$ 77,089.75

Motion by Bill Weisgerber and seconded by Albert Almy to approve the vouchers for payment.
Motion carried.

RESOLUTION TO APPROVE INSTALLMENT-PURCHASE FINANCING

The following preamble and resolution were offered by Member Albert Almy and supported by Member Bill Weisgerber:

WHEREAS, the Board of County Road Commissioners of the County of Ionia (the Road Commission) is authorized by Section 224.10 of the Michigan Compiled Laws, to purchase equipment for public purposes, and to pay for such equipment in installments over the lesser of a period of five years or the useful life of such equipment; and

WHEREAS, the Road Commission distributed bid packages for bids for a Tandem Axle Dump Truck on July 23, 2012 and posted an advertisement on our website for bids due on August 21, 2012 and, thereafter, received sealed bids and by motion adopted August 22, 2012, awarded the contract for the Equipment to Wolverine Freightliner and by motion adopted March 13, 2013 awarded the contract for financing the Equipment to Firstbank – West Michigan and

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The Installment Purchase Agreement by and between the Road Commission and the Vendor is hereby approved, including the Equipment financed, the principal amount, the payment terms and rate of interest as set forth therein.
2. The useful life of the Equipment is hereby determined to be not less than seven (7) years.
3. The Clerk of the Road Commission is hereby designated as the Registrar for the Installment Purchase Agreement.
4. The Installment Purchase Agreement is hereby designated as a qualified tax exempt obligation for purposes of deduction of interest expense by financial institutions under the provisions of Section 265(b)(3) of the Internal Revenue Code, it being reasonably anticipated that the aggregate amount of qualified tax exempt obligations which will be issued by the Road Commission and all subordinate entities to the Road Commission shall not exceed \$10,000,000 during calendar year 2012.
5. The Chairman and Clerk of the Road Commission are hereby authorized and directed to execute the Installment Purchase Agreement.
6. The Chairman and Clerk of the Road Commission are hereby authorized to execute and file all documents, instruments and certificates necessary or required to effectuate the execution and delivery of the Installment Purchase Agreement.
7. The Road Commission shall at all times have control of the Equipment and shall maintain the same for public use and public purposes.
8. All resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Cusack, Almy, Minkley, Weisgerber
ABSENT: Gasper

NAYS: None

RESOLUTION DECLARED ADOPTED.

The Board reviewed the bid tabulation and recommendation for Blades. Motion by Herbert Cusack and seconded by Albert Almy to award the contract to St. Regis Culvert, Inc. for Blades. Motion carried.

The Board reviewed the bid tabulation and recommendation for Overband Crack Sealing. Motion by Bill Weisgerber and seconded by Herbert Cusack to award the bid to Wolverine Sealcoating LLC, low bidder. Motion carried.

The Fleet Manager has requested that the Board approve the sale of the following equipment that has been replaced: Chainsaws 030, 031, 121, 823, 915 and 916; Polesaws 686, 750, 751 and 824. He also requested the board authorize the disposal of Sanders 390-002, 390-004, 390-005, 390-006, 390-007, 390-008, 390-009, 390-010 and 390-011 as they are rusted out and junk. Motion by Albert Almy and seconded by Herbert Cusack to authorize the above noted equipment disposals as requested. Motion carried.

The Board discussed the December 2012 Monthly Financial Statements and will review them along with the Act 51 Annual Financial Report at an upcoming meeting. Motion by Bill Weisgerber and seconded by Herbert Cusack to accept the statements and place them on file. Motion carried.

**RESOLUTION FOR ADDITIONS AND DELETIONS TO COUNTY ROAD SYSTEM
MADE PRIOR TO DECEMBER 31, 2012**

Commissioner Bill Weisgerber moved the adoption of the following corrected resolution and the rescission of the February 13, 2013 resolution:

WHEREAS, the Ionia County Road Commission wishes to add or correct new roads and delete or change roads on its road system as part of the annual Act 51 Certification. Total changes include, 0.00 miles in primary miles, an increase in local miles of 0.25, with an increase in local urban 0.07 miles and 0.00 miles in changes in primary urban mileage. Recommended changes are described as follows:

County Wide

Primary 389.48	2012 Mileage (No Change from 2011)
Local 683.89	2012 Mileage
-0.15	Bell Rd. (Boston) Remove off of dead end, not maintained.
+0.07	Shirlee Ave. (Ionia) Added to sheet 19 by request from Township.
<u>+0.33</u>	Grand River Trail (Danby) Added to sheet 7 to correct errors.
684.14	2012 Mileage

Urban

Primary 14.04	2012 Mileage (No Change from 2011)
Local 21.97	2011 Mileage
<u>+0.07</u>	2012 Mileage Shirlee Ave. (Ionia) Added to sheet 13.
22.04	2012 Mileage

NOW, THEREFORE, BE IT RESOLVED, that the Managing Director shall be authorized to approve the addition and change of the above noted roads for the Ionia County Road Commission.

BE IT FURTHER RESOLVED that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was seconded by Commissioner Albert Almy and carried on a roll call vote:
Ayes, Almy, Cusack, Minkley, Weisgerber Nays, None
Absent, Gasper

RESOLUTION DECLARED ADOPTED.

The Board reviewed and discussed the February 2013 Monthly Financial Statements. Motion by Albert Almy and seconded by Herbert Cusack to accept the statements and place them on file. Motion carried

The Managing Director updated the Board on the upcoming CRAM Commissioner's Conference 4/14-16/13; January 2013 MTF charts; 3/13/13 Open Accounts Payable Report; Cleveland St bridge bids received; Safety Seminars; Reeder bridge update and shared the proposed Small Urban Area maps from a meeting with MDOT and Portland and Ionia.

Our new Engineering Director, Paul Spitzley, updated the Board on project letting and work schedules for the upcoming construction season and shared information on February permits.

Road Commissioner Bill Weisgerber reported on tree work on Grand River Avenue in Orange Township being done by utility companies.

Road Commission Al Almy reported on road issues on Flannigan Road.

The date and time for the next regular meeting will be Wednesday, March 27, 2013 at 9:00 a.m.

Motion by Albert Almy and seconded by Bill Weisgerber to adjourn the meeting at 11:05 a.m. Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MARCH 27, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Ken Gasper, Chuck Minkley, Bill Weisgerber and Albert Almy

Members absent – Herbert Cusack

Others present - Dorothy Pohl, Paul Spitzley, Dale Hansen, Ken Richmond, Jack Shattuck, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.b.) Payroll Voucher 11209 - \$77,281.97 and Delete Item 7. a.) Bid Extension – Crack Seal. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: Ken Richmond addressed the Board regarding the intersection of Long Lake and Johnson Roads. The Road Commission has done an intersection review and is planning some signing changes once the snow is gone and signs/delineators can be erected.

The Chairman asked if the minutes of the March 13, 2013 meeting that were distributed at the meeting were correct. Motion by Bill Weisgerber and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11208 - Payables Account \$ 83,880.75

11209 – Payroll Account \$ 77,287.97

Motion by Albert Almy and seconded by Ken Gasper to approve the vouchers for payment.

Motion carried.

The Managing Director updated the Board on the upcoming CRAM Commissioner's Conference 4/14-16/13; CRASIF/MCRCSIP Safety Seminar on 4/2/13; MCRCSIP Loss Control visit and comments; February 2013 MTF chart; CRASIF Workers Comp insurance refund; 4/8/13 ICTOA Meeting; 3/27/13 Open Accounts Payable Report; 3/27/13 Open Work Order Report; and meeting with Boston Twp board on 4/10/13 at 7 pm.

The Engineering Director updated the Board on the pre-construction meeting for the Cleveland Bridge project and shared that the bridge closure was scheduled from April 8 to November 15, 2013, with final completion in the spring of 2014.

The Managing Director requested the Board consider a change to the next board meeting in order to be able to review the 2012 Supplemental Annual Report and presentation for the April 8 Ionia County Township Officer's meeting.

The next regular meeting on Wednesday, April 10, 2013 is cancelled and has been rescheduled to Monday, April 8, 2013 at 9:00 a.m.

Guest Dale Hansen asked about gravel specifications for gravel resurfacing.

Motion by Ken Gasper and seconded by Albert Almy to adjourn the meeting at 10:50 a.m.

Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
APRIL 8, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Ken Gasper, Chuck Minkley, Bill Weisgerber, Herbert Cusack and Albert Almy

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Albert Almy and seconded by Ken Gasper to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the March 27, 2013 meeting that were distributed at the meeting were correct. Motion by Bill Weisgerber and seconded by Albert Almy to approve the minutes. Motion carried.

The following voucher was presented:

11210 - Payables Account \$ 109,209.19

Motion by Ken Gasper and seconded by Herbert Cusack to approve the voucher for payment. Motion carried.

The Board reviewed the Bid Extension for Limestone Aggregate – Southeast Quadrant – Danby Township only. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the bid extension for Limestone Aggregate with Verplank Trucking for 2013 at the 2012 bid price. Motion carried.

The Board reviewed the Bid Extension for Chip Seal and related work. Motion by Bill Weisgerber and seconded by Ken Gasper to extend the Chip Seal bid for 2013 projects at the 2012 bid prices. Motion carried.

**RESOLUTION FOR ADDITIONS AND DELETIONS TO COUNTY ROAD SYSTEM
MADE PRIOR TO DECEMBER 31, 2012**

Commissioner Albert Almy moved the adoption of the following resolution:

WHEREAS, the Ionia County Road Commission wishes to add or correct new roads and delete or change roads on its road system as part of the annual Act 51 Certification. Total changes include, 0.00 miles in primary miles, an increase in local miles of 0.25, with an increase in local urban 0.07 miles and 0.00 miles in changes in primary urban mileage. Recommended changes are described as follows:

County Wide

Primary 389.48 2012 Mileage (No Change from 2011)

Local 683.89	2012 Mileage
-0.15	Bell Rd. (Boston) Remove off of dead end, not maintained.
+0.01	Virginia Ave. (Ionia) Added to sheet 19 by request from Township.
+0.09	Shirlee Ave. (Ionia) Added to sheet 19 by request from Township.
<u>+0.30</u>	Grand River Trail (Danby) Added to sheet 7 to correct errors.
684.14	2012 Mileage

Urban

Primary 14.04 2012 Mileage (No Change from 2011)

Local 21.97	2011 Mileage
+0.01	2012 Mileage Virginia Ave. (Ionia) Added to sheet 13.
<u>+0.09</u>	2012 Mileage Shirlee Ave. (Ionia) Added to sheet 13.
22.07	2012 Mileage

NOW, THEREFORE, BE IT RESOLVED, that the Managing Director shall be authorized to approve the addition and change of the above noted roads for the Ionia County Road Commission.

BE IT FURTHER RESOLVED that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was seconded by Commissioner Herbert Cusack and carried on a roll call vote:
Ayes, Almy, Weisgerber, Minkley, Gasper, Cusack Nays, None

RESOLUTION DECLARED ADOPTED.

RESOLUTION TO DESIGNATE BANK SIGNATORIES

Commissioner Ken Gasper moved the adoption of the following resolution:

WHEREAS, the Board of Ionia County Road Commissioners wishes to authorize certain officials to sign checks and bank documents for bank accounts for the Ionia County Road Commission as follows;

- Acct # 00-125 – Ionia County Treasurer Payroll Account – Board of County Roads
- Acct # 5800060146 – “NEW” Ionia County Treasurer Payroll Account – Board of County Roads
- Acct # 00-609 – Ionia County Treasurer Board of County Roads Accounts Payable
- Acct # 218057 – Ionia County Treasurer Payroll Account – Board of County Roads

NOW, THEREFORE, BE IT RESOLVED, that Dorothy G. Pohl, Managing Director/Clerk and/or Judith A. Clark, Ionia County Treasurer shall be authorized to sign all documents for the above noted accounts of the Ionia County Road Commission.

BE IT FURTHER RESOLVED, that true copies of this resolution will be sent to the Ionia Firstbank – West Michigan.

The motion was seconded by Commissioner Bill Weisgerber and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed information provided by the Fleet Manager requesting authority to dispose of Truck 50, Vehicle 905 and Dump Truck 705 using Ranger bid-online. Motion by Herbert Cusack and seconded by Albert Almy to authorize the disposals. Motion carried.

The Managing Director presented the 2012 Supplemental Annual Report to the Board. Motion by Albert Almy and seconded by Bill Weisgerber to accept the report and place it on file. Motion carried.

The Managing Director updated the Board on the upcoming CRAM Commissioner's Conference 4/14-16/13; 4/8/13 ICTOA Meeting; 4/5/13 Open Accounts Payable Report; 4/8/13 Open Work Order Report; March dead deer report; upcoming 7 County Council meeting on 4/30/13; and meeting with Boston Twp board on 4/10/13 at 7 pm.

The Engineering Director updated the Board on March permit activity and project scheduling for this season.

Road Commissioner Bill Weisgerber commented on the CRASIF/MCRCSIP Safety Seminar he attended last week and said it was very well done.

The next regular meeting on Wednesday, April 24, 2013 is cancelled and has been rescheduled to Friday, April 19, 2013 at 9:00 a.m.

Motion by Herbert Cusack and seconded by Ken Gasper to adjourn the meeting at 10:45 a.m. Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
APRIL 19, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Ken Gasper, Chuck Minkley, Bill Weisgerber, Herbert Cusack and Albert Almy

Others present - Dorothy Pohl and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the April 8, 2013 meeting that were distributed at the meeting were correct. Motion by Herbert Cusack and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The following vouchers were presented:

11211 - Payroll Account \$ 74,847.56

11212 – Payables Account \$ 119,403.69

Motion by Herbert Cusack and seconded by Albert Almy to approve the vouchers for payment. Motion carried.

**RESOLUTION OF SUPPORT
LOCAL BRIDGE PROGRAM APPLICATION**

Commissioner Bill Weisgerber moved the adoption of the following resolution:

WHEREAS, the County of Ionia has more than the average number of bridge structures on its county road system; and

WHEREAS, many of these bridges were built at the turn of the century and are deteriorating to a condition beyond economical repair; and

WHEREAS, the following bridges are an important factor in the future general economic development and agricultural progress of Ionia County; and

(4028) NicklePlate Road over Prairie Creek, Ionia Twp (PM)

(4035) Long Lake Road over Dickerson Creek, Otisco Township (PM)

(4029) NickelPlate Road over Maple River Flood, North Plains Township, Rehab
(4046) Charlotte Highway over Grand River, Danby Township (PM)
(4030) NicklePlate Road over Maple River, North Plains Township (PM)

WHEREAS, these bridges are important to the health and welfare of county residents;
and

WHEREAS, Ionia County has diligently pursued a bridge maintenance and replacement program over the years yet is currently losing ground because of the age and number of bridge structures accompanied by a lack of financial resources;

NOW THEREFORE BE IT RESOLVED, that the Board of Ionia County Road Commissioners requests local bridge program funding for the replacement, rehabilitation, and/or preventive maintenance of the above mentioned bridges.

The motion was seconded by Commissioner Ken Gasper and carried by the following vote:

Ayes, All
Nays, None

RESOLUTION DECLARED ADOPTED.

The Managing Director presented the MDOT 2013 Monthly Financial Reports to the Board. Motion by Albert Almy and seconded by Herbert Cusack to accept the reports and place them on file. Motion carried.

The Managing Director presented the MDOT Act 51 Annual Financial Report for 2012 to the Board. Motion by Bill Weisgerber and seconded by Ken Gasper to accept the report and authorize the Chairman and Chief Financial Officer to sign the report and submit it to MDOT. Motion carried.

The Managing Director provided background on the current flood emergency in the county and discussed being able to respond quickly and efficiently to get roads back in use once the flood waters recede. She asked the Board to consider waiving Items 2 and 3 (county requirements specifying dollar limits requiring multiple bids that are lower than state law) in Policy 13 Purchasing Policy for Goods and Services for the duration of the 2013 Flood emergency. The Board also discussed the need for update and possible revision in the future to cover emergency response and to cover the practice of bid price extensions. Motion by Bill Weisgerber and seconded by Albert Almy to increase county requirements 2 and 3 in Policy 13 up to the \$50,000 emergency level allowed in state law for the duration of the 2013 flood emergency. Motion carried.

The Managing Director updated the Board on the upcoming 7 County Council meeting on 4/30/13 at the Ionia ISD; 4/18/13 Open Accounts Payable Report; 4/19/13 Open Work Order Report; and 1st quarter Commissioner Mileage and Per Diem sheets.

Road Commissioner Bill Weisgerber commented on the CRAM Commissioner's Seminar he attended last week. He said the information and presentations were informative and timely.

Road Commissioner Albert Almy asked that an agenda item for next meeting be added to deal with appointing a board committee to revamp and strengthen the Performance Evaluation process for the Managing Director position to make it more formal, objective and meaningful.

Road Commissioner Albert Almy also reported that resident Ken Richmond had good comments at the last Orleans Township meeting regarding the Long Lake/Johnson intersection signing changes that the Road Commission had implemented and installed.

Road Commissioner Chuck Minkley asked attending the meeting via teleconference and voting by telephone. Staff will check with CRAM to see if state laws allow for that.

The date and time for the next regular meeting will be Wednesday, May 8, 2013 at 9:00 a.m.

Motion by Herbert Cusack and seconded by Ken Gasper to adjourn the meeting at 10:05 a.m. Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MAY 8, 2013**

Meeting called to order by Vice-Chairman Bill Weisgerber at 9:00 a.m.

Members present – Ken Gasper, Bill Weisgerber, Herbert Cusack and Albert Almy

Members absent – Chuck Minkley

Others present - Dorothy Pohl, Paul Spitzley, Charles Babcock, Dale Hansen, Max Pinkney, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. C.) Voucher 11215 – Payroll - \$85,968.20. Motion by Ken Gasper and seconded by Herbert Cusack to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Charles Babcock introduced Max Pinkney who owns the trailer park on Pewamo Road at M-21. He is concerned about the condition of Pewamo Road for his residents. He also commented that MDOT used the road as a detour for M-21 during the flood emergency and thinks they should help fix the road. Mr. Babcock indicated that the Lyons Township Board would be willing to help with the project if the Road Commission will pay half. He asked that the Board look at each township separately and what they can afford, and not just use our policy to guide these type of decisions.

The Vice-Chairman asked if the minutes of the April 19, 2013 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Ken Gasper to approve the minutes. Motion carried.

The following vouchers were presented:

11213 - Payroll Account \$ 73,386.56

11214 – Payables Account \$ 240,039.19

11215 – Payroll Account \$ 85,968.20

Motion by Herbert Cusack and seconded by Albert Almy to approve the vouchers for payment. Motion carried.

**RESOLUTION FOR CLEVELAND STREET AND RIVERSIDE DRIVE &
INTERSECTION PROJECT RIGHT-OF-WAY**

Commissioner Ken Gasper moved the adoption of the following resolution:

WHEREAS, additional right-of-way is needed for the Transportation Economic Development and Federal Safety projects involving Cleveland Street and the intersection of Riverside Drive and Cleveland/Kelsey in Ionia Township:

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Ionia, Michigan, that a resolution to grant Dorothy Pohl the authority to administratively approve an offer of negotiated compensation and to administer settlements in excess of actual appraisal value for all grading permits, grading easements, and warranty deeds pertaining to the above mentioned projects. The minimum value for permits and easements, if not donated, is set at \$100. Any settlement in excess of \$1,000 must be approved by the Board prior to the final offer. All settlements will be submitted to the Board for review at the next scheduled Board meeting.

BE IT FURTHER RESOLVED, this action also grants Paul Spitzley and Thomas Morgan the authority to negotiate all fees for grading permits, easements, and warranty deeds pertaining to the above mentioned project.

The motion was supported by Commissioner Herbert Cusack and carried by the following vote:

Ayes, Weisgerber, Cusack, Almy, Gasper	Nays, None
Absent, Minkley	

RESOLUTION DECLARED ADOPTED.

The Board and Managing Director reviewed and discussed the 2012 Audit Report. The Road Commission received an unqualified opinion, the highest level of opinion an auditor can give. There were no audit comments or recommendations. Motion by Herbert Cusack and seconded by Ken Gasper to accept the 2012 Audit Report and place it on file. Motion carried.

The Board discussed the formation of a Performance Review Committee to investigate ways to make the review of the Managing Director a more formal process with objective criteria. Bill Weisgerber and Al Almy agreed to meet and work on this and bring ideas back to the Board.

Purchasing policies have not been updated yet.

The Managing Director updated the Board on the upcoming Transportation Asset Management workshops; 5/7/13 Open Accounts Payable Report; 5/8/13 Open Work Order Report; March 2013 MTF charts; CRAM Committee appointments; revised task force balance sheet; Section 115 plan quarterly statements; update on legal issues.

Dale Hansen told the Board he really appreciated the assistance he got from our staff in working with the DEQ for his business permit.

Charles Babcock addressed the Board regarding the grading and brining schedule on Staley Road and asked why we stopped at Reeder Road (township line) instead of completing the road down to David Highway. He also requested that we ask FEMA for money to replace the tube that failed on Pewamo Road during the flood emergency.

The date and time for the next regular meeting will be Wednesday, May 22, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Herbert Cusack to adjourn the meeting at 10:35 a.m.
Motion carried.

Bill Weisgerber, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MAY 22, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Ken Gasper, Bill Weisgerber, Herbert Cusack and Albert Almy

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck, Dale Hansen, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. B.) Voucher 11217 – Payroll - \$67,020.60. Motion by Ken Gasper and seconded by Herbert Cusack to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the May 8, 2013 meeting that were distributed at the meeting were correct. Motion by Herbert Cusack and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11216 - Payables Account \$ 149,970.67

11217 – Payroll Account \$ 67,020.60

Motion by Bill Weisgerber and seconded by Albert Almy to approve the vouchers for payment. Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Herbert Cusack moved the adoption of the following resolution:

WHEREAS, the Michigan Department of Transportation wishes to enter into a contract agreement with the Ionia County Road Commission to accomplish the following project:

Single course chip seal and fog seal work along Jordan Lake Road from Henderson Road to Grand River Avenue, excluding the Highway I-96 overpass; hot mix asphalt cold milling and resurfacing work along Grand River Avenue from approximately 540 feet west of Portland Road to the west city limits of Portland; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Chuck Minkley, Chairman and Dorothy G. Pohl, Managing Director/Clerk shall be authorized to sign the agreement for the Ionia County Road Commission.

BE IT FURTHER RESOLVED, that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was supported by Commissioner Ken Gasper and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the program and schedule for the upcoming Insurance meeting. Motion by Herbert Cusack and seconded by Albert Almy to designate Dorothy Pohl as the voting delegate and Scott Peterson or Paul Spitzley as the alternate voting delegates for the County Road Association Self Insurance Fund Annual Business Meeting on July 24, 2013. Motion carried.

The Board reviewed the ballot for the Directors of the Association of Southern Michigan Road Commissions. Motion by Albert Almy and seconded by Herbert Cusack to cast our ballot for Robert Kaarlie – Allegan and Bill Weisgerber – Ionia for the Commissioner seats. Motion carried. Motion by Ken Gasper and seconded by Bill Weisgerber to cast our ballot for Larry Brown – Allegan and Mike Tuckey – Tuscola for the Staff seats. Motion carried.

The Managing Director presented the April 2013 Monthly Financial Reports to the Board. Motion by Bill Weisgerber and seconded by Herbert Cusack to accept the reports and place them on file. Motion carried.

The Managing Director presented 2013 Budget Adjustment #1 to the Board. She explained the reason for the large decreases in revenues due to decreased Federal/State funds for the Keefer bridge project and smaller local contributions for the Cleveland bridge project. Budgeted expenditures were increased to reflect additional flood maintenance costs and bridge maintenance and decreased for the Keefer bridge project. Motion by Ken Gasper and seconded by Albert Almy to approve 2013 Budget Adjustment #1 with revenues at \$11,665,912 and expenditures at \$12,125,621 as per the attached summary. Motion carried.

The Board reviewed the following private road name request:

1. **Inuksuk Trail PVT**, located off Goodwin Road west of Sunfield Highway in Section 15 of Orange Township.

Motion by Ken Gasper and seconded by Bill Weisgerber to approve the private road name for Inuksuk Trail PVT. Motion carried.

Purchasing policies have not been updated yet. The Board discussed the response to the Lyons Township request for match monies for the Pewamo Road resurfacing project. The Managing Director will send a letter explaining our lack of available budgeted funds for local road improvements for 2013. The only way we would be able to participate in a local road project would be if the Local Road Match Program was reinstated or we had a countywide millage for use on Local roads. The Managing Director shared comments she had received related to the road commission's performance during the recent flood emergency.

The Managing Director updated the Board on the upcoming Transportation Asset Management workshop; 5/22/13 Open Accounts Payable Report; 5/22/13 Open Work Order Report; discussed meeting with our legislators in Lansing; worked on a schedule for a Road Funding open house with Representative Callton for 6/18 or 6/19; and requested date changes for the 6/12 and 7/24 meetings due to conflicts with CRAM meetings and the Insurance meeting.

The County Highway Engineer updated the Board on the Cleveland St bridge project; township approval of the Whitesbridge project; 2015 “F” project proposal for Riverside Drive from Kelsey to M-66; 2014 EDF-A project proposal for commercial drive and turn lanes at Cargill on Jordan Lake Road and updated the Board on flood closures and the FEMA visit.

The next regular meeting schedule for Wednesday, June 12, 2013 at 3:30 p.m. is cancelled and rescheduled for Thursday, June 13, 2013 at 9:00 a.m. The regular meeting scheduled for Wednesday, July 24, 2013 is cancelled and rescheduled for Friday, July 26, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Albert Almy to adjourn the meeting at 10:50 a.m.
Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

Schedule of Revenues/Expenditures
2013 Budget Adjustment #1

**MEETING
IONIA COUNTY ROAD COMMISSION
JUNE 13, 2013**

Meeting called to order by Vice-Chairman Bill Weisgerber at 9:00 a.m.

Members present – Ken Gasper, Bill Weisgerber, Herbert Cusack and Albert Almy

Members absent – Chuck Minkley

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck, and David Wood

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. c.) Voucher 11220 – Payables - \$134,314.39. Motion by Ken Gasper and seconded by Herbert Cusack to approve the revised agenda. Motion carried.

CITIZEN REQUEST: David Wood from the Ionia County Soil Conservation District addressed the Board regarding a grant-funded project to create a Lake Creek Watershed Plan. He asked if the Road Commission was interested in being represented on the board and assisting with technical and mapping work for the project. The Engineering Department will offer assistance to develop the plan. This could result in additional funds to address transportation-related watershed issues identified in the plan.

The Vice-Chairman asked if the minutes of the May 22, 2013 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Herbert Cusack to approve the minutes. Motion carried.

The following vouchers were presented:

11218 - Payables Account \$ 85,605.70

11219 – Payroll Account \$ 65,115.28

11220 – Payables Account \$ 134,314.39

Motion by Herbert Cusack and seconded by Albert Almy to approve the vouchers for payment.

Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Ken Gasper moved the adoption of the following resolution:

WHEREAS, the Michigan Department of Transportation wishes to enter into a contract agreement with the Ionia County Road Commission to accomplish the following project:

Hot mix asphalt cold milling and resurfacing work along Hubbardston Road from approximately 1.0 miles north of the village limits of Pewamo northerly 1.15 miles; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William E. Weisgerber, Vice-Chairman and Dorothy G. Pohl, Managing Director/Clerk shall be authorized to sign the agreement for the Ionia County Road Commission.

BE IT FURTHER RESOLVED, that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was supported by Commissioner Herbert Cusack and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the program and schedule for the upcoming Insurance meeting. Motion by Herbert Cusack and seconded by Ken Gasper to designate Dorothy Pohl as the voting delegate and Scott Peterson or Paul Spitzley as the alternate voting delegates for the Michigan County Road Commission Self Insurance Pool Annual Business Meeting on July 24, 2013. Motion carried.

The Managing Director presented a recommendation to pay all non-union full-time personnel a one-time \$750 lump sum payment during July 2013. This recommendation would be consistent with pay action for the rest of our staff during 2013. The recommended payment has been included in the 2013 budget amounts. Motion by Albert Almy and seconded by Herbert Cusack to approve the one-time \$750 payment. Motion carried.

A draft revision of Policy 13 – Purchasing Policy for Goods and Services was distributed for board review and comment. Proposed revisions include suspension during emergency conditions and bid extensions included in the original bid documents. Commissioners discussed raising the current dollar limits for goods and services. The draft policy will be discussed with management staff and then posted for employee comment. The proposed policy should be ready for final review and action by July 26, 2013.

The Managing Director updated the Board on the April 2013 MTF chart; 2012 Municipal Finance Qualifying Statement filed with Treasury; May Cash Flow statement; upcoming Road Funding Town Hall meeting on 6/25/13 from 6-8 pm at Commission on Aging; 6/12/13 Open Accounts Payable Report; 6/12/13 Open Work Order Report; and discussed bridge closures from 2013 flood. We will continue to work with the Feds on the bridge (culvert) projects – but will be getting the Lincoln and Hawley projects in place for completion yet this summer regardless of funding. The remaining bridges, 4 Mile and Ellison will remain closed until a source of funding is identified due to the higher cost of replacement.

The County Highway Engineer updated the Board on the Cleveland St bridge project – delay due to utility issues; start date for Grand River/Jordan Lk PM is 6/24/13 – bids came in 4.2% over estimate; Whitesbridge/Button and Cleveland projects in 7/12/13 letting; no further updates from FHWA or FEMA at this time; Bonanza Rd closure for Lakewood Wastewater Authority project; work on CSX crossings in county and M-66 closure; and policy review.

The date and time for the next regular meeting will be Wednesday, June 26, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Albert Almy to adjourn the meeting at 10:40 a.m.

Motion carried.

William E. Weisgerber, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JUNE 26, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Ken Gasper, Bill Weisgerber, Herbert Cusack and Albert Almy

Others present - Dorothy Pohl, Jack Shattuck, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 7. e.) Bid Extension – Pavement Marking. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Karen Bota from the Ionia Sentinel Standard commented on the Town Hall meeting on Road Conditions and Road Funding hosted by Representatives Callton and Lyons in Ionia the previous evening.

The Chairman asked if the minutes of the June 13, 2013 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Herbert Cusack to approve the minutes. Motion carried.

The following vouchers were presented:

11221 - Payroll Account \$ 63,712.82

11222 – Payables Account \$ 203,097.67

Motion by Bill Weisgerber and seconded by Ken Gasper to approve the vouchers for payment. Motion carried.

The Managing Director presented the May 2013 Monthly Financial Reports to the Board.

Motion by Herbert Cusack and seconded by Albert Almy to accept the reports and place them on file. Motion carried.

Motion by Ken Gasper and seconded by Bill Weisgerber to approve the MDOT Engineering Reimbursement (Sec. 12(2) of Act 51) Form 2044 and authorize the Commissioners and Clerk to attest and sign the form. Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Albert Almy moved the adoption of the following resolution:

WHEREAS, the Michigan Department of Transportation wishes to enter into a contract agreement with the Ionia County Road Commission to accomplish the following project:

PART A – EDF 34566; JOB #117124 – Reconstruction work along East Riverside Drive from Cleveland Street westerly approximately 750 feet and along Cleveland Street from East

Riverside Drive northerly to the bridge over the Grand River; including earthwork, clearing, tree removal, subbase, aggregate base, hot mix asphalt paving, concrete curb and gutter; and storm sewer work; and all together with necessary related work.

PART B – STH 34609; JOB #117884; STP 1334(019); RR8483 – Alignment improvement work at the intersection of Cleveland Street and Kelsey Highway; including grading, concrete curb and gutter, and pavement marking work; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Charles G. Minkley, Chairman and Dorothy G. Pohl, Managing Director/Clerk shall be authorized to sign the agreement for the Ionia County Road Commission.

BE IT FURTHER RESOLVED, that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was supported by Commissioner Ken Gasper and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Herbert Cusack moved the adoption of the following resolution:

WHEREAS, the Michigan Department of Transportation wishes to enter into a contract agreement with the Ionia County Road Commission to accomplish the following project:

PART A – HRRR 34609; JOB #115519; HRRR 1334(107); KK3206 – Hot mix asphalt shoulder, tree removal, guardrail, slope flattening, and realignment work along Whites Bridge Road from 4 Mile Road to Belding Road (Highway M-44); and all together with necessary related work.

PART B – STH 34609; JOB #117883; STP 1334(018); RR8475 – Hot mix asphalt shoulder, tree removal, guardrail, slope flattening, and realignment work along Button Road from Montcal Avenue (west county line) easterly to the Flat River Trail; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Charles G. Minkley, Chairman and Dorothy G. Pohl, Managing Director/Clerk shall be authorized to sign the agreement for the Ionia County Road Commission.

BE IT FURTHER RESOLVED, that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was supported by Commissioner Bill Weisgerber and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the bid extension for Pavement Marking based on the 2012 bid prices. Motion by Bill Weisgerber and seconded by Ken Gasper to extend the contract with M & M Pavement Marking for Pavement Marking for 2013 based on the 2012 contract prices. Motion carried.

The draft update of the Purchasing Policy will be circulated for employee comment and brought to the next regular meeting for final review and action by the Board.

The Managing Director updated the Board on the April 2013 MTF charts; May MTF check graph; 2012 MERS Actuarial Report summary; upcoming 7 County Council meeting on 7/16/13 in Howell; Danby Twp request for deer crossing signs; inquiry regarding right of way at M-21 and Bellamy; 6/26/13 Open Accounts Payable Report; 6/26/13 Open Work Order Report; Lincon Avenue was opened last Friday; work continues on planning for the Hawley Hwy repair and the engineer met with FHWA on Tuesday regarding emergency repairs and flood damage. Another crane is working at the Cleveland bridge and the contractor is working on an updated progress schedule.

Commissioners Weisgerber and Almy shared drafts of their work on the Performance Evaluation process for discussion at the next meeting.

The date and time for the next regular meeting will be Wednesday, July 10, 2013 at 9:00 a.m.

Motion by Al Almy and seconded by Ken Gasper to adjourn the meeting at 10:15 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JULY 10, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Ken Gasper, Bill Weisgerber, and Herbert Cusack

Members absent – Albert Almy

Others present - Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Delete Item 7. c.) Update Purchasing Policy.

Motion by Herbert Cusack and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None

The Chairman asked if the minutes of the June 26, 2013 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The following vouchers were presented:

11223 - Payroll Account \$ 98,863.19

11224 – Payables Account \$ 141,292.47

Motion by Bill Weisgerber and seconded by Herbert Cusack to approve the vouchers for payment. Motion carried.

RESOLUTION OF SUPPORT

Economic Development Fund Grant Application (TEDF Category A)

Jordan Lake Road – Henderson Road to Bonanza Road

Odessa Township, Ionia County

Commissioner Ken Gasper moved the adoption of the following resolution:

WHEREAS, Jordan Lake Road from Henderson Road to Bonanza Road, located in Odessa Township, is a primary road rural major collector that serves significant commercial travel which maintains a substantial employment base; and

WHEREAS, this important roadway provides direct access to a large agricultural product processing commercial venture, and this operation receives and distributes goods and materials through the area and state; and

WHEREAS, improvements to Jordan Lake Road from Henderson Road to Bonanza Road will provide many years of adequate travel to the rural area which will assist in retaining and

expanding employment and improve the delivery system of this business enterprise, and may result in economic growth and an increased tax base in the greater Ionia region; and

WHEREAS, the Category A Transportation Economic Development Funds will provide for financial assistance for roadway improvements which service and support development that increases employment in Michigan; and

WHEREAS, the Ionia County Road Commission is applying for Michigan Transportation Economic Development Category A Funds to improve Jordan Lake Road;

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Road Commissioners of Ionia County, in support of the economic development and employment expansion, has developed a Category A Transportation Economic Development Fund application to secure funding for this roadway improvement project; and

BE IT FURTHER RESOLVED, that the Board of County Road Commissioners of Ionia County agrees to provide the necessary engineering and any cost overages for this Transportation Economic Development Funded project and agrees to continue maintenance of the facility.

The motion was supported by Commissioner Bill Weisgerber and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Managing Director presented the June 2013 Monthly Financial Reports to the Board. Motion by Herbert Cusack and seconded by Ken Gasper to accept the reports and place them on file. Motion carried.

The Managing Director updated the Board on the May 2013 MTF charts; upcoming 7 County Council meeting on 7/16/13 in Howell; 7/3/13 Open Accounts Payable Report; and reported the Hawley Hwy repair should begin next week.

The County Highway Engineer updated the Board on June permit activity; Cleveland St bridge progress – currently constructing abutments; Grand River and Jordan Lake PM projects should begin this week or next; Hubbardston Road low bidder is Superior Asphalt; bids are due for Whitesbridge, Button, and Riverside/Cleveland/Kelsey intersection and approach on 7-12-13.

The Board was very disappointed in the destruction of White's Bridge on Sunday 7-7-13. All agreed that it will be a long and difficult process to determine when and if it can be replaced and how any possible work will be funded. It will make travel even more challenging in the northwest quadrant since we have 3 other roads closed in that area from the April floods.

The date and time for the next regular meeting was previously changed to Friday, July 26, 2013 at 9:00 a.m.

Motion by Herbert Cusack and seconded by Ken Gasper to adjourn the meeting at 10:30 a.m.
Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JULY 26, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Ken Gasper, Bill Weisgerber, Albert Almy and Herbert Cusack

Others present - Dorothy Pohl, Scott Wirtz, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Delete Item 7. a.) Private Road Name and Add Item 7. e.) Manager Evaluation Timetable and Process. Motion by Albert Almy and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None

The Chairman asked if the minutes of the July 10, 2013 meeting that were distributed at the meeting were correct. Motion by Herbert Cusack and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The following vouchers were presented:

11225 - Payroll Account \$ 66,096.80

11226 – Payables Account \$ 233,665.03

Motion by Ken Gasper and seconded by Herbert Cusack to approve the vouchers for payment. Motion carried.

The Managing Director presented the Business Associate Agreement with our COBRA and Flexible Spending Plan Administrator, Flex Administrators, Inc. The purpose of the agreement is to spell out responsibilities related to HIPAA and HITECH and protected health information. Motion by Bill Weisgerber and seconded by Albert Almy to approve the agreement and authorize the Managing Director to sign on behalf of the commission. Motion carried.

The Board reviewed and discussed the final version of Policy 13 – Purchasing Policy for Goods and Services. The policy has been reviewed by staff and the board and no further comments or suggestions were made. Motion by Herbert Cusack and seconded by Albert Almy to approve the changes to Policy 13 – Purchasing Policy for Goods and Services. Motion carried.

The Board reviewed the bid package for M66 Concrete Repairs. Bids are due and will be opened on August 6, 2013. We have been requested to expedite the package as the work must be complete by September 30, 2013. The Board agreed that paperwork and work could commence immediately if the bid award was to the low bidder. If not, they will make the actual award at their next meeting on August 11, 2013. Motion by Herbert Cusack and seconded by Bill Weisgerber to allow management to make award to the low bidder in order to expedite the project. Motion carried.

Road Commissioners Albert Almy and Bill Weisgerber presented information related to their committee work on the Manager Annual Performance Evaluation timetable and process. They will continue to work on policy language for the board's review.

The Managing Director updated the Board on the upcoming ARMRC/NMARC Joint Conference on September 4-6; the upcoming Superintendent Conference on October 2-4; results of the 2010 and 2011 state trunkline audits; information regarding 1997 trucks; VMT (vehicle miles of travel) article from Better Roads; 7/25/13 Open Accounts Payable Report; and the 7/25/13 Open Work Order Report. She reported that Hawley Highway had been reopened and we are working on the plans and permits for Ellison and 4 Mile Roads.

Road Commissioner Chuck Minkley asked if the date for the first meeting in September could be changed from September 11 to September 10 due to a conflict he has. Motion by Chuck Minkley and second by Herbert Cusack to change the date of the September 11, 2013 regular meeting to Tuesday, September 10, 2013. Motion carried.

The date and time for the next regular meeting will be Wednesday, August 14, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Bill Weisgerber to adjourn the meeting at 10:45 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
AUGUST 14, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Ken Gasper, Bill Weisgerber, Albert Almy and Herbert Cusack

Others present - Dorothy Pohl, Jack Shattuck, Paul Spitzley, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. c.) Voucher 11229 – Payroll - \$66,886.62. Motion by Bill Weisgerber and seconded by Albert Almy to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None

The Chairman asked if the minutes of the July 26, 2013 meeting that were distributed at the meeting were correct. A correction was necessary to the last paragraph on page 1 – next meeting date should be August 14, not August 11. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the minutes as corrected. Motion carried.

The following vouchers were presented:

11227 - Payroll Account \$ 66,559.09

11228 – Payables Account \$ 198,654.83

11229 – Payroll Account \$ 66,886.62

Motion by Herbert Cusack and seconded by Bill Weisgerber to approve the vouchers for payment. Motion carried.

The Board reviewed the bid tabulation and recommendation to reject the single bid received for M66 Concrete Repairs. Motion by Albert Almy and seconded by Ken Gasper to reject the bid as recommended for M66 Concrete Repairs. Motion carried.

The Board reviewed the annual Agreement for Maintenance and Improvement of Roads with Portland Township governing the expenditure of taxes levied for road purposes. Motion by Bill Weisgerber and seconded by Herbert Cusack to approve the agreement and authorize the Clerk to sign on behalf of the Road Commission. Motion carried.

The Board reviewed the 2012 Year End Section 115 Trust Report for retiree benefit financing. No road commission contributions were made in 2012, but investment earnings did increase the value of the account. Motion by Ken Gasper and seconded by Albert Almy to accept the report and place it on file. Motion carried.

The Board reviewed the 2012 Year-End Flexible Spending Account Report submitted by Flex Administrators Inc. Motion by Herbert Cusack and seconded by Ken Gasper to use the 2012 forfeiture funds of \$405.12 in the account to fund the plan or pay expenses. Motion carried.

The Managing Director presented the July 2013 Monthly Financial Reports to the Board. Motion by Bill Weisgerber and seconded by Herbert Cusack to accept the reports and place them on file. Motion carried.

The Managing Director updated the Board on the upcoming ARMRC/NMARC Joint Conference on September 4-6; the upcoming Superintendent Conference on October 2-4; Section 115 OPEB 6/30/13 report; June 2013 MTF Charts; MDOT 2013 Act 51 Mileage approval; Clinton County Road Commission 100 year anniversary open house; MCRCSIP insurance refund; FEMA update; Whites Bridge update; 8/14/13 Open Accounts Payable Report; and the 8/14/13 Open Work Order Report.

The County Highway Engineer updated the Board on Cleveland St. bridge progress – they are placing beams on the north end today; the piers are under construction; and work is on schedule with the revised schedule; Grand River Ave and Jordan Lake PM projects are completed; Hubbardston Road PM project is completed; Whites Bridge and Button Roads safety projects have started this week and the Cleveland St intersection project will start next week; working with FEMA on reimbursements for Ellison and 4 Mile crossing and design is being completed for both; working to get Lincoln and Hawley crossings blacktopped very soon.

The date and time for the next regular meeting will be Wednesday, August 28, 2013 at 9:00 a.m.

Motion by Bill Weisgerber and seconded by Albert Almy to adjourn the meeting at 10:35 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
AUGUST 28, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Ken Gasper, Bill Weisgerber, Albert Almy and Herbert Cusack

Others present - Dorothy Pohl, Paul Spitzley, Keith Salter, Dureen Leland, and Diane Weemhoff

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. b.) Voucher 11231 – Payroll - \$66,897.77. Motion by Herbert Cusack and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Keith Salter, Dureen Leland and Diane Weemhoff introduced themselves as volunteers representing the Friends Rebuilding Whites Bridge group. They described the work they have accomplished so far and shared that their goal is to replace the bridge that was destroyed by fire on July 7. They asked if the Board would support their goal if they were able to raise the money needed to rebuild the bridge. The Board indicated that they are very willing to work with the group and recommended they also contact Keene Township and work with them. The Managing Director shared how bridges are normally replaced but indicated this bridge was definitely a unique case. An evening meeting will be scheduled this fall, possibly with Keene Township, to discuss the bridge and the future.

The Chairman asked if the minutes of the August 14, 2013 meeting that were distributed at the meeting were correct. A correction was necessary to correct the wrong word “beans” to “beams” and to change Whites Bridge to 2 words. Motion by Albert Almy and seconded by Ken Gasper to approve the minutes as corrected. Motion carried.

The following vouchers were presented:

11230 - Payables Account \$ 284,068.13

11231 – Payroll Account \$ 66,897.77

Motion by Herbert Cusack and seconded by Bill Weisgerber to approve the vouchers for payment. Motion carried.

**RESOLUTION FOR LONG LAKE OVER FLAT RIVER BRIDGE REPLACEMENT
PROJECT RIGHT-OF-WAY**

Commissioner Bill Weisgerber moved the adoption of the following resolution:

WHEREAS, additional right-of-way is needed for the Federal and State Local Bridge Program Bridge Replacement project involving Long Lake Road over the Flat River in Otisco Township:

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Ionia, Michigan, that a resolution to grant Dorothy Pohl the authority to administratively approve an offer of negotiated compensation and to administer settlements in excess of actual appraisal value for all grading permits, grading easements, and warranty deeds pertaining to the above mentioned projects. The minimum value for permits and easements, if not donated, is set at \$100. Any settlement in excess of \$1,000 must be approved by the Board prior to the final offer. All settlements will be submitted to the Board for review at the next scheduled Board meeting.

BE IT FURTHER RESOLVED, this action also grants Paul Spitzley and Thomas Morgan the authority to negotiate all fees for grading permits, easements, and warranty deeds pertaining to the above mentioned project.

The motion was supported by Commissioner Albert Almy and carried by the following vote:

Ayes, All

Nays, None

RESOLUTION DECLARED ADOPTED.

The Board reviewed the bid extension for HMA Paving with Superior Asphalt for the 2013 paving projects. Motion by Ken Gasper and seconded by Herbert Cusack to extend the 2010 bid prices for the current year. Motion carried.

The Managing Director updated the Board on the upcoming ARMRC/NMARC Joint Conference on September 4-6; the upcoming Superintendent Conference on October 2-4; Section 115 OPEB 6/30/13 report; June 2013 MTF Charts; MDOT 2013 Act 51 Mileage approval; Clinton County Road Commission 100 year anniversary open house; MCRCSIP insurance refund; FEMA update; Whites Bridge update; 8/14/13 Open Accounts Payable Report; and the 8/14/13 Open Work Order Report.

The County Highway Engineer demonstrated the Roadsoft database and crash reporting module.

The date and time for the next regular meeting will be Tuesday, September 10, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Chuck Minkley to adjourn the meeting at 10:50 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
SEPTEMBER 10, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Ken Gasper, Bill Weisgerber, Albert Almy and Herbert Cusack

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck and Brian Harper

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Delete Item 6. b.) Voucher 11233 – Payroll – voucher not ready. Motion by Ken Gasper and seconded by Albert Almy to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Brian Harper introduced himself as a resident of Odessa Township who lives on Goodemoot Road near Ainsworth. He has requested work on the road and Maintenance has responded each time, but he states that the road really needs more gravel, ditching and a school bus turnaround. The Board explained that we spend all of our Act 51 (gas tax and license plate fee revenue) monies just doing routine maintenance and that more extensive work is generally financed by the townships. His township has not done as much work since their millage was voted down a few years ago. The Board asked that the Managing Director meet with him onsite and determine if any of the requested work could be done or presented to the township. Mr. Harper thanked the Board for their time and thanked our employees for the great job they do with what resources we do have.

The Chairman asked if the minutes of the August 28, 2013 meeting that were distributed at the meeting were correct. Motion by Bill Weisgerber and seconded by Herbert Cusack to approve the minutes. Motion carried.

The following voucher was presented:

11232 - Payables Account \$ 349,293.31

Motion by Albert Almy and seconded by Ken Gasper to approve the voucher for payment.

Motion carried.

The Managing Director updated the Board on the upcoming MDOT Region Plan meeting being held on Thursday, September 19 from 4 to 6 pm at our facility; upcoming Superintendent Conference on October 2-4; July 2013 MTF Charts; August 2013 Cash Flow Report; FEMA update; 8/28/13 Open Accounts Payable Report; and shared results of the civil rights investigation and dismissal of all claims.

The County Highway Engineer updated the Board on progress on the Cleveland Street bridge – they are pouring the deck this week if the weather cooperates; Projects on Grand River, Jordan Lake and Hubbardston Road have been completed; Button Road has reopened and Whites Bridge is now closed for reconstruction and work is ongoing at Cleveland, Kelsey and Riverside.

We're working on permit and insurance language for an under-the-road culvert crossing for the two golf courses on Kelsey and plans for the new single Ionia Sparrow hospital entrance off David Highway.

The County Highway Engineer discussed the issues we are still working with FEMA on for the 4 Mile Road and Ellison Road crossings. It is important that these projects get underway soon so we will be going out to bid on them as soon as possible and then determine if they can be awarded based on the bids received, next year's budget projections and FEMA negotiations.

County Commissioner Jack Shattuck thanked the Road Commission for working with the park on the road resurfacing and help and recommendation for the stone bridge failure due to the 2013 flood.

Road Commissioner Bill Weisgerber commented on the Southern/Northern Association Conference and the quality program, especially the sessions on special assessments and contract negotiations.

The date and time for the next regular meeting will be Wednesday, September 25, 2013 at 9:00 a.m.

Motion by Herbert Cusack and seconded by Bill Weisgerber to adjourn the meeting at 10:50 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
SEPTEMBER 25, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Bill Weisgerber, and Albert Almy

Members absent – Ken Gasper Herbert Cusack

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck, Karen Bota, Ray Kreeger, Linda Kreiger, and Nancy Feuerstein

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. c.) Voucher 11235 – Payroll – \$67,848.38. Motion by Bill Weisgerber and seconded by Albert Almy to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Ray Kreiger addressed the Board regarding the bridge closure on Ellison Road since the April flood. He farms on both sides of the closed bridge and it is extremely inconvenient. Nancy Feuerstein also addressed the Board regarding the inconvenience the closure causes in the township. They asked when the project might get done. The County Highway Engineer reported that requests for bids had been posted on 9/24 and the bids were due by 10/8. He noted that contract award should be at our next regular meeting on October 10. Mr. Kreiger thanked the Board for their time and thanked our employees for the great job they do on the roads.

The Chairman asked if the minutes of the September 10, 2013 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The following vouchers were presented:

11233 – Payroll Account \$67,959.55

11234 - Payables Account \$ 329,663.08

11235 – Payroll Account \$67,848.38

Motion by Bill Weisgerber and seconded by Albert Almy to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the August 2013 Monthly Financial Statements. Motion by Albert Almy and seconded by Bill Weisgerber to accept the statements and place them on file. Motion carried.

The Board reviewed the proposed County Road Association of Michigan (CRAM) by-law change. Motion by Bill Weisgerber and seconded by Albert Almy to approve the change of one of the council names. Motion carried.

The Managing Director updated the Board on the upcoming 7 County Council meeting on Tuesday, October 15, 2013; CRAM Public Relations Workshop on Friday, November 1 in Mt.

Pleasant; FEMA update; 9/25/13 Open Accounts Payable Report; and shared correspondence regarding the Whites Bridge group.

The County Highway Engineer updated the Board on progress on the Cleveland Street bridge and shared that bids would be due on the 4 Mile and Ellison Road bridges before the next meeting. He also discussed punch list items and a possible permit violation on a recent permit completion.

The Managing Director shared that the Whites Bridge volunteer group had requested an evening meeting with the road commissioners and had suggested Thursday, October 10, 2013 at 7:00 p.m. The Board agreed that the next meeting on Wednesday, October 9, 2013 at 9:00 a.m. could be cancelled and rescheduled to Thursday, October 10, 2013 at 7:00 p.m.

The date and time for the next regular meeting will be Thursday, October 10, 2013 at 7:00 p.m.

Motion by Albert Almy and seconded by Bill Weisgerber to adjourn the meeting at 10:15 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
OCTOBER 10, 2013**

Meeting called to order by Vice-Chairman Bill Weisgerber at 7:00 p.m.

Members present – Bill Weisgerber, Ken Gasper, Herbert Cusack and Albert Almy

Members absent – Chuck Minkley

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck, Robert Simpson, Paul Phenix, Larry Heffelfinger, Christine Baird, Diane Weemhoff, Dora Phenix, Danell Carigon, Goose Elliott, Shawn Rasch, Carrie Mier, Howard Larsen, Katherine Javier, Jennifer Byle, Tom Byle and Steve Mills.

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. b.) Voucher 11237 – Payroll – \$74,924.59 and Item 7. d.) Bid Tabulation & Recommendation – 4 Mile Rd and Ellison and Item 7. e.) September 2013 monthly financial statements and that Item 7. c.) Whites Bridge volunteers be moved to the top of New Business. Motion by Herbert Cusack and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Paul Phenix of the Friends Rebuilding Whites Bridge group addressed the Board regarding the group's plans for fundraising. Paul introduced Tom Byle and Jennifer Byle who are helping with the required engineering. Tom was involved in the rebuild of the Ada Covered Bridge back in the 1990's after it was burned and is quite sure those plans could be re-used for the Whites Bridge replacement. The group is looking for assurance from the Road Commission that we will rebuild a replica Whites Bridge if they are able to raise the money to do so. We shared that we support them and would consider being a part of some type of resolution with Keene Township to give them some assurance. Mr. Phenix and Mr. Larsen presented the Managing Director with a Certificate of Appreciation and a beautiful picture in a frame made from some of the salvaged bridge wood.

The Chairman asked if the minutes of the September 24, 2013 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11236 - Payables Account \$ 252,767.98

11237 – Payroll Account \$74,924.59

Motion by Herbert Cusack and seconded by Ken Gasper to approve the vouchers for payment. Motion carried.

The Board reviewed the recommended payment agreement with Cargill Kitchen Solutions for the local share of the Jordan Lake Road EDF-A project for 2014. Cargill has agreed to pay the local share of the project and the Road Commission is providing the engineering. Motion by

Herbert Cusack and seconded by Albert Almy to approve the agreement and authorize the Managing Director to sign on behalf of the Road Commission. Motion carried.

The Board reviewed the sample Resolution of Support requested by the Grand Valley Metro Council in support of their application for “Prosperity Region” planning funds. Motion by Ken Gasper and seconded by Herbert Cusack to support their application for funding and sign the resolution. Motion carried.

The Board reviewed the bid tabulation and recommendation for the Ellison bridge and 4 Mile bridge projects. The low bids were almost 50% greater than the engineer’s estimate. A lower bid very close to the engineer’s estimate was received and then pulled after the bid reading. Motion by Ken Gasper and seconded by Albert Almy to reject the bids. Motion carried. Discussion ensued regarding the road commission building the crossing at Ellison. Staff will meet and put together an estimate after getting prices for the materials and subcontract work. It is hoped we can get the bridge open by year end and that FEMA will help with the cost.

The Board reviewed and discussed the September 2013 Monthly Balance Sheet and Revenue/Expense/Budget Statements. Motion by Herbert Cusack and seconded by Albert Almy to accept the statements and place them on file. Motion carried.

The Managing Director updated the Board on the upcoming Ionia County Township Officer’s quarterly meeting on Monday, October 14, 2013 at 7 pm; 7 County Council meeting on Tuesday, October 15, 2013; August 2013 MTF collections; 2014 BCBSM renewal rates; CRAM Public Relations Workshop on Friday, November 1 in Mt. Pleasant; FEMA update; and 10/10/13 Open Accounts Payable Report.

The County Highway Engineer updated the Board on the Cleveland Street bridge – on schedule; Federal aid projects are complete except for Whites Bridge and Kelsey/Cleveland/Riverside. The issue with the permit violation has been resolved to our satisfaction.

The date and time for the next regular meeting will be Wednesday, October 23, 2013 at 9:00 a.m.

Motion by Albert Almy and seconded by Ken Gasper to adjourn the meeting at 8:55 p.m. Motion carried.

William Weisgerber, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
OCTOBER 23, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Bill Weisgerber, Ken Gasper, Herbert Cusack and Albert Almy

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. b.) Voucher 11239 – Payroll – \$67,913.94. Motion by Albert Almy and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the October 10, 2013 meeting that were distributed at the meeting were correct. Motion by Bill Weisgerber and seconded by Herbert Cusack to approve the minutes. Motion carried.

The following vouchers were presented:

11238 - Payables Account \$ 304,518.85

11239 – Payroll Account \$67,213.99

Motion by Ken Gasper and seconded by Albert Almy to approve the vouchers for payment.

Motion carried.

The Board reviewed and discussed the September 2013 Monthly Detail Financial Statements. Motion by Albert Almy and seconded by Bill Weisgerber to accept the statements and place them on file. Motion carried.

The Board reviewed the bid tabulation and recommendation from the Fleet Manager for a new Fuel Dispensing System. The current system has not been working and the company is no longer updating or supporting the software so replacement is necessary. Motion by Bill Weisgerber and seconded by Herbert Cusack to purchase the Petro Vend Hybrid w/FSC3000 system from Rohr Gasoline Equipment at a total cost of \$12,396. Motion carried.

The Managing Director updated the Board on the 3rd quarter (9/30/13) BCBSM claims summary; MDOT overhead; CRAM Public Relations Workshop on Friday, November 1 in Mt. Pleasant; FEMA update; and 10/23/13 Open Accounts Payable Report.

The County Highway Engineer updated the Board on the Cleveland Street bridge – on schedule; Federal aid projects are complete except for Whites Bridge and Kelsey/Cleveland/Riverside. The golf course will be setting the cart crossing tube on Kelsey later this week.

The date and time for the next regular meeting will be Wednesday, November 13, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Bill Weisgerber to adjourn the meeting at 10:40 a.m.
Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
NOVEMBER 13, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Bill Weisgerber, Ken Gasper, and Albert Almy

Members absent – Herbert Cusack

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Delete Item 7. f.) 2013 Budget Adjustment #2 and Add New Item 7.f.) Bid Extension – Reynolds gravel processing and Item 7.g.) Replace Hazard Communication Policy in CRASIF Safety Manual. Motion by Albert Almy and seconded by Bill Weisgerber to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the October 23, 2013 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The following vouchers were presented:

11240 - Payables Account \$ 201,674.21

11241 – Payroll Account \$ 65,904.82

11242 – Payables Account \$ 289,730.68

Motion by Bill Weisgerber and seconded by Ken Gasper to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the October 2013 Monthly Detail Financial Statements. Motion by Albert Almy and seconded by Bill Weisgerber to accept the statements and place them on file. Motion carried.

The Board reviewed the purchase request for budgeted new passenger vehicles prepared by the Fleet Manager. He is proposing the purchase of one Ford F350 2WD Crew Cab pickup truck at \$21,610; one Ford Escape AWD at \$23,089; one GMC 2500 extended cab pickup at \$21,235 and one Chevrolet Impala at \$17,456 through the State of Michigan MI-Bid purchasing program. Most of the replaced vehicles will be handed down or sold at auction. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the budgeted vehicle purchases as noted. Motion carried.

The Board reviewed the State of Michigan Public Assistance Grant Agreements for the approved FEMA projects related to the April 2013 flooding for emergency response activities and the Ellison Road culvert replacement. Additional agreements will be forthcoming. Motion by Bill Weisgerber and seconded by Ken Gasper to authorize Dorothy G. Pohl, Managing Director to sign the FEMA grant agreements on behalf of the Ionia County Road Commission. Motion carried.

The Board reviewed the bid extension and recommendation for Audit Services from Smith & Klaczkiewicz PC for the 5 year option 2013 through 2017. Motion by Albert Almy and seconded by Ken Gasper to approve the 5 year extension with Smith and Klaczkiewicz, PC for audit services. Motion carried.

The Board reviewed the Gravel Agreement with Robert and Judith Reynolds for gravel royalties and processing in the Reynolds pit located on Peckins Road. Motion by Ken Gasper and seconded by Albert Almy to authorize the Chairman, Charles G. Minkley, to sign on behalf of the Road Commission. Motion carried.

The Board reviewed the Bid Extension for Gravel Processing in the Reynolds pit. Motion by Bill Weisgerber and seconded by Ken Gasper to approve the bid extension with Halliday Sand & Gravel for Gravel Processing in the Reynolds Pit. Motion carried.

The Board reviewed the new language for the Hazard Communication Policy for the CRASIF Safety Manual as recommended by the Fleet Manager/Safety Director. Motion by Albert Almy and seconded by Bill Weisgerber to replace the old language with the new language in the Safety Manual. Motion carried.

The Managing Director updated the Board on the September MTF charts; 3rd quarter (9/30/13) Section 155 OPEB Trust report; scheduling ribbon cutting for Cleveland St bridge; and 11/13/13 Open Accounts Payable Report.

The Friends Rebuilding Whites Bridge group has asked if the Road Commission would like to have a member on their board. Ken Gasper volunteered to attend their meetings and participate in the discussion.

The County Highway Engineer updated the Board on the Cleveland Street bridge – scheduled to reopen on November 21; Riverside and Kelsey should be opened today; Whites Bridge Road is scheduled for paving on 11/14 and weather looks to be cooperative; October 2013 permit activity; and passed out charts showing average daily traffic data and passer ratings for all paved roads (county and city/village) in the county for discussion for the next rural task force meeting.

The Managing Director requested the Board consider changes to the following Board meeting dates due to the holidays. Cancel the Wed November 26 and Thurs December 26 meetings. Reschedule at 9 am Friday, December 6 and Monday, December 30. Motion by Ken Gasper and seconded by Albert Almy to change the board meeting dates as noted. Motion carried.

Motion by Bill Weisgerber and seconded by Albert Almy to adjourn the meeting at 11:05 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
DECEMBER 6, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Bill Weisgerber, Ken Gasper, Herbert Cusack and Albert Almy

Others present – Jeff Christenson, Dorothy Pohl, Paul Spitzley, Jack Shattuck, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Ken Gasper and seconded by Herbert Cusack to approve the agenda. Motion carried.

CITIZEN REQUEST: Jeff Christenson, Chairman of the Friends Rebuilding Whites Bridge volunteer group addressed the Board on their activities and reported on claims being made by other groups that donor plaques could be sold and mounted inside the replacement bridge. The Road Commission agreed that if Federal or State funding is used for the replacement bridge no plaques will be able to be mounted on the structure. The Board thanked Mr. Christenson and the volunteers for their hard work and perseverance.

The Chairman asked if the minutes of the November 13, 2013 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The following vouchers were presented:

11243 - Payroll Account \$ 68,442.47

11244 – Payables Account \$ 155,072.26

11245 – Payroll Account \$ 74,788.84

11246 – Payroll Account \$ 13,344.50

Motion by Herbert Cusack and seconded by Ken Gasper to approve the vouchers for payment. Motion carried.

The Board reviewed the Bid Extension for Janitorial Services for 2014. Motion by Ken Gasper and seconded by Albert Almy to approve the bid extension with Liberty Cleaning Services for Janitorial Services in 2014 at the 2012 bid price. Motion carried.

The Board reviewed the Bid Extension for Roadside Brush Spraying. Motion by Bill Weisgerber and seconded by Ken Gasper to approve the bid extension with Owen Tree Service for 2014 Roadside Brush Spraying at the 2010 bid price. Motion carried.

The Board reviewed the Bid Extension for Culvert and Tile Line Jetting. Motion by Herbert Cusack and seconded by Bill Weisgerber to approve the bid extension with C.L. Trucking & Excavating LLC for Culvert and Tile Line Jetting in 2014 at the 2012 bid price. Motion carried.

The Managing Director presented 2013 Budget Adjustment #2 to the Board. She explained the reason for the large variation in Federal and State revenues due to state funding streams. Budgeted revenues were increased to reflect additional MTF revenue, increased township projects and MDOT State trunkline revenue. Budgeted expenditures were decreased to reflect lower winter maintenance allocations and lower costs on the bridge projects. Motion by Albert Almy and seconded by Herbert Cusack to approve 2013 Budget Adjustment #2 with revenues at \$11,838,018 and expenditures at \$12,076,169 as per the attached summary. Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Bill Weisgerber moved the adoption of the following resolution:

WHEREAS, the Michigan Department of Transportation wishes to enter into a contract agreement with the Ionia County Road Commission to accomplish the following project:

PART A – STL 34067; JOB #109426; STP 1434(002); RR8627 – Single course chip seal and fog seal work; including shoulder grading, permanent pavement marking, and traffic control work; and all together with necessary related work at the following locations: Riverside Drive from Montcalm Avenue to west village limits of Saranac; Kelsey Highway from David Highway to Grand River Avenue; Long Lake Road from the east city limits of Belding to Lakeview Street; and Clarksville Road from Sunfield Highway to Keefer Highway.

PART B – STL 34555; JOB #109427; STP 1434(001); LL0432 – Hot mix asphalt cold milling and resurfacing work along Hubbardston Road from Nickle Plate Road to approximately 0.65 miles north of Walker Road; single course chip seal and fog seal work along Nash Highway from Grand River to the wet village limits of Clarksville; along Grand River Avenue from Kelsey Highway to Portland Road; and along Keefer Highway from Emery Road to Musgrove Highway; including shoulder grading, permanent pavement marking, and traffic control work; and all together with necessary related work.

PART C – STUL 34445; JOB #117179; STP 1434(004); HH9142 – Single course chip seal and fog seal work along Riverside Drive from Ainsworth Road to Highway M-66; including shoulder grading, hot mix asphalt wedging, permanent pavement marking; and traffic control work; and all together with necessary related work.

PART D – STUL 34067; JOB #117182; STP 1434(003); HH9141 – Single course chip seal and fog seal work; including shoulder grading, permanent pavement marking, and traffic control work; and all together with necessary related work; at the following locations: West Main Street from approximately 0.75 miles west of Wall Street to Vanderheyden Court; Tuttle Road from Highway M-66 to Kelsey Highway; and Yeomans Street from Highway M-21 to the west city limits of Ionia.

NOW, THEREFORE, BE IT RESOLVED, that Charles G. Minkley, Chairman and Dorothy G. Pohl, Managing Director/Clerk shall be authorized to sign the agreement for the Ionia County Road Commission.

BE IT FURTHER RESOLVED, that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was supported by Commissioner Ken Gasper and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the recommendation of the County Highway Engineer to make the following changes recommended by the consulting bridge engineer to bridge load postings as a result of 2013 inspections and projects. Motion by Albert Almy and seconded by Ken Gasper to approve the load rating changes as recommended. Motion carried.

<u>SN#</u>	<u>Road and Stream</u>	<u>Location</u>	<u>Previous Posting</u>	<u>New Posting</u>
4035	Long Lake Rd over Dickerson Cr	E of Hock Rd, Otisco Twp	None	42/55/61
4039	Whites Bridge Rd over Flat River	S over 4 Mile Rd, Keene Twp	3 tons	Closed
4041	Cleveland St over Grand River	N of Riverside Dr, Ionia Twp	40 tons	None
4044	Keefer Hwy over Sebewa Cr	S of Musgrove, Danby/Sebewa	31/45/57	23/34/43
4047	Hubbardston Rd over Stoney Cr	N of Kimball Rd, Lyons Twp	42/58/71	42/55/67
	<i>Local Bridge Load Rating Changes</i>			
4070	Dexter Trail over Cooks Drain	W of Clintonia Rd, Lyons Twp	25 tons	None

The Managing Director updated the Board on the October MTF charts; draft 2014 calendar dates; Draft Permit Fee Schedule update; and 12/5/13 Open Accounts Payable Report.

The County Highway Engineer updated the Board on the Cleveland Street bridge ribbon cutting ceremony; all other Federal/State projects are closed up for the winter; work is continuing on the abutment for Ellison Road and the culvert has been ordered for 4 Mile with work to begin next week.

The date and time for the next regular meeting is Wednesday, December 11, 2013 at 7:00 p.m. The 2014 Budget Hearing will be held at 7:15 p.m. that evening.

Motion by Bill Weisgerber and seconded by Albert Almy to adjourn the meeting at 11:35 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

2013 Summary Budget Adjustment #2

**MEETING
IONIA COUNTY ROAD COMMISSION
DECEMBER 11, 2013**

Meeting called to order by Chairman Chuck Minkley at 7:00 p.m.

Members present – Chuck Minkley, Bill Weisgerber, Ken Gasper, Herbert Cusack and Albert Almy

Others present – Wayne DePotty, Keith Salter, Christine Baird, Dorothy Pohl, Paul Spitzley, and Jack Shattuck

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Items 7.e.) Bid Extension – Dust Control; 7.f.) Bid Award – State Trunkline Sweeping; 7.g.) 2014 Board Schedule and Item 7.h.) Approve 2014 Gradall purchase through MI-Deal. Motion by Bill Weisgerber and seconded by Herbert Cusack to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Christine Baird, President of the Rebuild Whites Covered Bridge, Inc. volunteer group addressed the Board on their activities and structure. There was some discussion regarding permit requirements to hold a memorial near the old bridge. The Road Commission indicated that all of the volunteers need to be careful of what they promise donors as how the bridge is eventually funded could result in restrictions. The Board thanked Ms. Baird and Mr. Salter and the volunteers for their hard work and perseverance.

Motion by Herbert Cusack and seconded by Ken Gasper to recess the regular meeting and open the Public Hearing on the 2014 Budget and 2014-2017 Projects at 7:20 p.m. Motion carried.

The Managing Director presented the Preliminary 2014 Budget Summary and explained the detail and project information. The Preliminary budget includes budgeted revenues of \$11,434,743 and budgeted expenditures of \$11,645,859. The budget numbers include flat revenues from state fuel taxes and license plate fees; funding and expense for approved Federal/State projects; minor increases in base routine maintenance, continuing winter maintenance assumptions; monies for 2 tandem dump trucks, and continuation of no Local cash match program. Budget revenues are \$211,116 less than budget expenditures. The Board discussed the preliminary figures; proposed routine maintenance budgets and possible adjustments if winter maintenance experience is favorable; the effect of not maintaining the heavy equipment and truck replacement schedule and local match requirements. There were no public comments received before the meeting.

Wayne DePotty asked about how estimates for bridge projects are determined when given to the townships for consideration. The estimating process was discussed. No other public comments were made during the meeting.

Motion by Bill Weisgerber and seconded by Ken Gasper to close the Public Hearing at 8:10 p.m. and return to the regular meeting. Motion carried.

The Chairman asked if the minutes of the December 6, 2013 meeting that were distributed at the meeting were correct. Motion by Herbert Cusack and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11247 - Payables Account \$ 570,014.17

Motion by Ken Gasper and seconded by Bill Weisgerber to approve the vouchers for payment.

Motion carried.

Motion by Bill Weisgerber and seconded by Herbert Cusack to approve the 2014 Preliminary Budget Summary including budgeted revenues of \$11,434,743 and budgeted expenditures of \$11,645,859. Motion carried.

GENERAL APPROPRIATIONS ACT

Moved by Bill Weisgerber and seconded by Herbert Cusack, that the 2014 Ionia County Road Fund General Appropriation Act be approved unanimously as per the 2014 Budget Summary approved at the Board meeting and Public Hearing held on December 11, 2013.

For the purpose of administering the General Appropriations Act in accordance with the provisions of Public Act 621 of 1978, as amended, the following provisions are included:

Dorothy G. Pohl, Managing Director, is designated Chief Administrative Officer and Fiscal Officer.

The chief administrative officer is authorized to transfer up to 25% of a line item amount approved in the General Appropriations Act to another line item without prior approval, but subject to approval of the Board of County Road Commissioners at their next regular Board Meeting.

The expenditure amounts approved in this General Appropriations Act for Distributive Expense shall be allocated to the various other expenditure line items in the proportion as the allocation of actual Distributive Expense at year end.

MOTION APPROVED by roll call vote:

Ayes, Minkley, Gasper, Weisgerber, Almy, Cusack

Nays, None

The County Highway Engineer presented his recommendations for project submittals for the 2018 Rural Task Force process. He is recommending Keefer Highway from Emery Road to 0.33 miles north of Clarksville to continue expanding the designated all-season corridor from M-43 to Grand River Ave. He is recommending 2 sections of Morrison Lake Road be improved under the STP program. Motion by Albert Almy and seconded by Ken Gasper to approve the 2018 project recommendation. Motion carried.

The Board reviewed and discussed the November 2013 Monthly Detail Financial Statements. Motion by Ken Gasper and seconded by Bill Weisgerber to accept the statements and place them on file. Motion carried.

The Board reviewed the Bid Extension for Dust Control for 2014. Motion by Ken Gasper and seconded by Albert Almy to approve the bid extension with S & M Liquid Tire Fill Inc. for mineral well brine for Dust Control for 2014 at the 2013 bid price. Motion carried.

The Board reviewed the Bid Tabulation and Recommendation for State Trunkline Street Sweeping. Motion by Herbert Cusack and seconded by Bill Weisgerber to approve the bid award to low bidder, Sani-Sweep Inc. for 2014. Motion carried.

The Board discussed the proposed 2014 Board Schedule. The calendar includes 1 meeting to be held at 2:00 p.m. and the public budget hearing to be held at 7:00 p.m. Most other meetings will remain on Wednesdays at 9:00 a.m. Additional afternoon or evening meetings can be scheduled by the Board upon request to the Clerk. Motion by Ken Gasper and seconded by Albert Almy to approve the 2014 Board Meeting Schedule as attached. Motion carried.

The Board reviewed the updated quote through the State of Michigan MI-Deal program for a 2014 Gradall XL4300 III in the amount of \$283,000. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the budgeted purchase with AIS Construction Equipment Corp. Motion carried.

The Managing Director updated the Board on the upcoming public hearing on December 30 for Permit Fees; status of Chickering Road abandonment; 12/11/13 Open Accounts Payable Report and 12/11/13 Open Work Order Report.

The date and time for the next regular meeting is Monday, December 30, 2013 at 9:00 a.m.

Motion by Ken Gasper and seconded by Albert Almy to adjourn the meeting at 8:55 p.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

2014 Preliminary Budget Summary

**IONIA COUNTY ROAD COMMISSION
BOARD MEETING SCHEDULE
2014**

JANUARY	2*	
	15	
FEBRUARY	5	
MARCH	6*	2:00 pm
	19	
APRIL	16	
MAY	7	
JUNE	4	
JULY	9	
AUGUST	6	
SEPTEMBER	3	
	24	
OCTOBER	15	
NOVEMBER	12	
DECEMBER	5*	
	17	7:00 pm
	30*	

All regular scheduled meetings are held on Wednesdays, unless noted with an asterisk (*). All meetings are held at 9:00 AM unless otherwise specified above. Meetings are held at the offices of the Ionia County Road Commission located at 170 E. Riverside Drive in Ionia. Additional afternoon or evening meetings can be scheduled upon request by calling the office at (616) 527-1700 or via e-mail at pohld@ioniacountyroads.org.

**MEETING
IONIA COUNTY ROAD COMMISSION
DECEMBER 30, 2013**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present – Chuck Minkley, Bill Weisgerber, Ken Gasper, Herbert Cusack and Albert Almy

Others present – Dorothy Pohl, Paul Spitzley, Bernie Ardis, and Jack Shattuck

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 8.a.) Annual Performance Evaluation – Managing Director. Motion by Herbert Cusack and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the December 11, 2013 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The following vouchers were presented:

11248 - Payroll Account \$ 78,077.08

11249 – Payables Account \$ 189,827.52

Motion by Bill Weisgerber and seconded by Albert Almy to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the recommended Abandonment of the Chickering Road between Ostrum and Palmer Roads in Orleans Township. Since all of the abutting property owners are in agreement and have signed the Abandonment petition and all necessary easements are in place, the Board may choose to abandon by resolution with no public hearing. There are no known disagreements with the proposed abandonment and the Engineering Department is recommending an Abandonment by Resolution as follows:

RESOLUTION TO ABANDON & DISCONTINUE COUNTY HIGHWAY

Commissioner Albert Almy moved the adoption of the following resolution:

WHEREAS, in accordance with the provisions of Act 283 of the Public Acts of 1909, as amended, this Board to absolutely abandon and discontinue:

Chickering Road Right of Way, located in the Township of Orleans, T.8N.-R.7W., and Township of Otisco, T.8N.-R.8W., County of Ionia, Michigan. Said Right of Way Being 33 foot Both East and West of Said Line, Commencing at the South Right-Of-Way Line of Ostrum

Road, thence Southerly 0.50 mile +/- on the North-South Line Common to Section 19, Orleans Township and Section 24, Otisco Township, to the North Right-Of-Way line of Palmer Road and Point of Ending.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Ionia, Michigan, that the above described highway be absolutely abandoned and discontinued as a County Road.

BE IT FURTHER RESOLVED, that true copies of this notice be served, posted and published in accordance with the provisions of said Act No. 283 of 1909, as amended.

The motion was seconded by Commissioner Bill Weisgerber and carried by the following vote:

Ayes, All

Nays, None

RESOLUTION DECLARED ADOPTED

Motion by Bill Weisgerber and seconded by Albert Almy to recess the regular meeting and open the Public Hearing on the 2014 Permit Specifications and Fees at 9:15 a.m. Motion carried.

The Permit Agent and County Highway Engineer presented the proposed changes to the Permit Fee Schedule to become effective for 2014. They explained the fees were in line with surrounding counties and would not result in the road commission recovering more than their costs for the activities. No public attended the hearing and no other public comments were received.

Motion by Ken Gasper and seconded by Herbert Cusack to close the Public Hearing at 9:35 a.m. and return to the regular meeting. Motion carried.

Motion by Bill Weisgerber and seconded by Herbert Cusack to approve the 2014 Permit Fee Schedule changes effective on January 1, 2014. Motion carried.

The Managing Director presented 2013 Budget Adjustment #3 and explained the proposed adjustments to revenues and expenditures. Motion by Ken Gasper and seconded by Albert Almy to approve and adopt 2012 Budget Adjustment #3 with revenues totaling \$11,781,505 and expenditures totaling \$12,375,129 as per the attached summary. Changes are due primarily to decreases in State/Federal funds and local funds for projects; substantial increases in routine maintenance related to the April flood disaster; and increased winter maintenance costs this December. Motion carried.

The Managing Director updated the Board on the draft Winter newsletter insert; upcoming 7 County Council meeting on 1/14/13 in Owosso; upcoming ICTOA meeting on 1/13/13 at 7 pm at

Danby Twp hall; November MTF chart; CRAM Millage workshop on 2/7/14; and 12/30/13 Open Accounts Payable Report.

The County Highway Engineer updated the Board on December permit activity; 2014 project list; and updated progress on Ellison and 4 Mile delayed due to weather.

The Chairman presented the Annual Performance Evaluation for the Managing Director. He shared that the compiled evaluations indicated Superior Performance for the 2013 calendar year. He shared that a one year contract extension should be approved and the Board should consider a pay adjustment based on comparables from other counties. Motion by Chuck Minkley and seconded by Albert Almy to extend the existing contract for one year until December 31, 2014 based on a Superior performance evaluation for 2013, adopt the goals included in the review and continue the previous goals; and require board consideration of a compensation adjustment on or before June 1, 2014. Motion carried unanimously.

The date and time for the next regular meeting is Thursday, January 2, 2014 at 9:00 a.m.

Motion by Ken Gasper and seconded by Albert Almy to adjourn the meeting at 10:55 a.m. Motion carried.

Charles G. Minkley, Chairman

Dorothy G. Pohl, Clerk

2013 Budget Adjustment #3