

## CLARE COUNTY ROAD COMMISSION

Minutes of the regular meeting of the Board of County Road Commissioners of Clare County, Michigan, hereinafter referred to as the Board, held at its office at 3900 East Mannsiding Road, Harrison, Michigan on June 5, 2013

The meeting was called to order at 9:00 a.m. by Chairman Richard Haynak with Commissioners Eddy Garver and Michael Duggan in attendance. Staff present was Ronald Bushong, Manager; and Kimberly Kimmel, Finance Director.

Pledge of Allegiance.

Guest present was Richard Wells, Freeman Township Trustee.

The minutes of the May 15, 2013 regular Board meeting were read and approved as read.

The fund balance report was presented and discussed and bills were reviewed. On a motion by Commissioner Duggan, seconded by Commissioner Garver and carried unanimously, it was moved to approve for payment payrolls ending 05/12/13 (checks 49879 thru 49907), 05/26/13 (checks 49908 thru 49932), check for FICA, and AP checks 65473 thru 65521 totaling \$162,185.71.

Manager Bushong informed the Board that Suzette Lewis has been hired as the Administrative Assistant/Payroll Clerk to replace Kathy Duynslager who is retiring.

On a motion by Commissioner Duggan, seconded by Commissioner Garver and carried unanimously it was moved to award the tandem blade truck bid to JX Peterbilt, the only bid that met specs.

The 2013 annual Michigan County Road Commission Self-Insurance Pool (MCRCSIP) meeting will be held July 24-25, 2013 at the Soaring Eagle Casino in Mt. Pleasant, Michigan. On a motion by Commissioner Duggan, seconded by Commissioner Haynak and carried unanimously it was moved to appoint Manager Ronald Bushong, as voting delegate and Commissioner Eddy Garver, as voting alternate to represent the Road Commission at the meeting.

Manager Ron Bushong recommended wage adjustments for Finance Director, Kimberly Kimmel and Stock Clerk, Jeff Lloyd. On a motion by Commissioner Haynak, seconded by Commissioner Duggan and carried unanimously it was moved to set Finance Director, Kimberly Kimmel at \$22.50/hr and Stock Clerk, Jeff Lloyd at \$21.44. Wage adjustments will be effective June 10, 2013.

At 9:15 a.m. sealed proposals for roof repair and insulation were opened and read as follows:

<u>Bidder</u>	<u>As Read Bid</u>
Larson Construction Co. 277 Seely Rd. Kalkaska, MI 49646	\$ 8,855.00
The Northview Group 5743 Metamora Rd. Metamora, MI 48455	\$44,195.00
Valley Roofing Co 408 Woodside Ave. Bay City, MI 48708	\$101,492.00
Springfield Commercial Roofing 6509 M-37 Kingsley, MI 49649	\$68,497.00

The Board to accepted all bids and will award at the next regular board meeting.

Cindy Hinman, Harrison postal carrier, received tire damage on the Clare Avenue project. It was the consensus of the Board to pay for the damage in the amount of \$155.40.

Permits 20-13, 21-13, & 23-13 for Charter Communications, and 22-13 & 24-13 for AT&T to work in the road right -of-way of Clare County roads were examined and signed by all members of the Board.

The following road construction agreements were approved and signed by all members of the Board.

<u>Project No.</u>	<u>Road Name and Project Description</u>
616202	Sheridan Twp., Clarabella Rd.; from Cornwell Ave. to Rodgers Ave; HMA Wedge, HMA Overlay, CI II Shoulders
607208	Hayes Twp., Grant Ave.; from Mostetler Rd. to Clarence Rd. HMA Overlay, CI II Shoulders

602213	Frost Twp., Haskel Lk. Rd. from Clare Ave. to Polk Ave.; and N-S ¼ line to Cornwell Ave. Gravel, MDOT spec. 23A
602214	Frost Twp., Polk Ave; from Wilson Rd. Pierce Rd Gravel, MDOT Spec 23A
615205 (local) 615105 (primary)	Grant Twp., various roads, 9.918+/- miles Overband Crack Fill
615206 (local) 615106 (primary)	Grant Twp., Dover Rd from Clare Ave. to Eberhart; Beaver Ave/Maple Rd. from Washington to Harrison Ave.; HMA Overlay, HMA Approach, CI II Shoulders
615207 (local) 615107(primary)	Grant Twp., various roads, 5.279 +/- miles Chip Seal-single chip with fog
611233	Lincoln Twp., North Dr. from Hemlock Ave. to Silver Lake Dr. Limestone, MDOT spec, 22A
611230	Lincoln Twp., Bringold Ave., From Mannsiding Rd. south to Ashard Rd.. Gravel, MDOT spec 22A
611231	Lincoln Twp., Ashard Rd. from Bringold Ave. south to Hickory Ave. Gravel, MDOT, spec 22A
611232	Lincoln Twp., Hickory Ave., from Ashard Rd. to S. line Sec 20 Gravel, MDOT spec 22A
611234	Lincoln Twp., Bringold Ave. from Mannsiding Rd. to Ashard Rd. HMA Paving, 1 mile
611235	Lincoln Twp., Ashard Rd. from Bringold Ave. to Hickory Ave. HMA Paving, .5 mile

611236

Lincoln Twp., Hickory Ave.  
From Ashard Rd. to s. line Sec 20  
HMA Paving, 1 mile

Phase 1 of the Clare Avenue Project has been completed except for slope restoration and is open to traffic. Phase II has begun.

Commissioner Haynak discussed the possibility of having the road commission re-brine a township if the private hauler brines during a rainstorm.

Commissioner Duggan suggested Road Maintenance Supervisor, John Krchmar and Sub-Supervisor, David Sunday alternate weekends for two reasons; to give John Krchmar relief and to give Dave Sunday the needed experience.

Commissioner Garver expressed concerns regarding the road commission's small crew and the hiring of temporary employees.

There being no further business to come before the Board, the meeting was adjourned at 10:11 a.m.

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Kathy Duynslager, Board Secretary

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Richard F. Haynak, Chair