

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 April 20, 2011.

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

Pledge of Allegiance

Guests present were Richard Wells, Freeman Twp. Trustee.

The minutes of the April 6, 2011 regular Board meeting were read and approved.

The fund balance report was presented and discussed and bills were reviewed. On a motion by Commissioner Haynak, seconded by Commissioner Garver and carried unanimously, it was moved to approve for payment payroll ending 04/03/11 (checks 48224-48251), check for FICA, and AP checks 63114 thru 63159 totaling \$139,753.37.

Clare County Fair board members Jay Kleinhardt and Lamar Gunden thanked the road commission Board for all their support of the Clare County Fair. They are requesting the road commission's help this year on Memorial Day weekend and during fair week August 1 - 6, 2011. After discussion the Board supports their request stipulating that road commission employees are the only ones allowed to operate road commission equipment and it must be on a day the employee is not working, and that equipment use must not interfere with road commission operations.

David Gloss, Sheridan Twp. resident, request that the road commission not cut brush along the county roads from approximately April 15th to September 1st. This is the time that oak wilt gets into the oak trees and kills them. Manager Ron Bushong stated that he has been in contact with MDNR Forestry Division about this issue and that the road commission is planning to follow MDNR's recommendation to not cut or trim oak trees from April 15 to July 15, except as required during emergency situations.

At 9:15 a.m. county wide paving bids were opened and read as follows:

<u>Bidder</u>	<u>As read Bid</u>
Rieth-Riley Const. P.O. Box 49 Prudenville, MI 48651	\$384,380.07
Central Asphalt 900 S. Bradley St. Mt. Pleasant, MI 48804-0389	\$369,829.20

On a motion by Commissioner Duggan , seconded by Commissioner Haynak and carried unanimously it was moved to accept all bids and award in the best interest of the road commission. Bids on file in the secretary's file.

Manager Ron Bushong informed the Board that Surrey Township voted not to pay 1 /3 of the defaulted Silver Ridge portion of the South Road/Silver Ridge design.

Crouch Communications has installed 23 of the new 2-wy radios in the road commission trucks and equipment.

Manager Ron Bushong has contacted the contractor that did the roof repair. The roof is still under warranty.

The new proposed work rules are in the final stages. The rules will be presented at a later board meeting for final adoption.

Lori Lightfoot, part time employee, is working on the policy manual and should have it finalized soon.

After reviewing purchase policy No. 040611-01 there were some corrections that needed to be made. Manager Ron Bushong presented a revised purchase policy to the Board for approval. On a motion by Commissioner Duggan, seconded by Commissioner Garver and carried unanimously it was moved to adopt the revised Purchase Policy No. 042011-01.

Frost/Franklin Townships have approached the Board regarding the townships paying 100% to pave Long Lake Road from Ball Avenue to Rodgers Avenue. On a motion by Commissioner Duggan, seconded by Commissioner Haynak and passed unanimously it was moved to have Manager Ron Bushong to start the preliminary stages, soil borings and profile.

It was brought to the Board's attention that some townships are not paying the full assessment amount for their Special Assessment projects. They are only paying the amount collected, which is creating revenue shortage to our budget.

Township projects were discussed. It was noted that township projects not ran thru the road commission would cause liability and accounting problems. The Board agreed that we certainly do not want to discourage townships from making road improvements, but that all projects should be run through the road commission.

Manager Ron Bushong will be meeting with the Clare County Board of Commissioners to discuss in-kind work done for departments under their government authority.

Commissioner Haynak gave an update on the commissioner's seminar held in Manistee, Michigan. The mandated sign replacement was a major topic. There is no money to purchase signs so just keep good sign records at this time.

Vacationland Council will be held April 28, 2011 in Mio, Michigan. Manager Ron Bushong and Commissioner Eddy Garver will be attending.

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

Kathy Duynslager, Board Secretary

Michael S. Duggan, Chair