

Van Buren County Board of Road Commissioners

Wednesday, July 24, 2019, 2019
Regular Meeting - Administrative Office, Lawrence, Michigan

BE IT REMEMBERED: That on the 24th day of July, 2019 at 7:00 PM, E.D.T., the Board of County Road Commissioners for the County of Van Buren met in regular session in the offices in Lawrence, Michigan.

PRESENT: Road Commissioners Askew, Boze, Burleson, Kinney, and Moffat
Finance Director Linnea Rader
Highway Engineer Barry Anttila
Operations Director Greg Brucks
Administrative Assistant-Board Secretary Jill Brien

GUESTS: Attorney Kelly Page
Linda Norton, Supervisor of Columbia Township
Steven Rogusta, Village of Breedsville
Dan Faulkner, Village of Lawrence

Chairman Boze called the meeting to order at 7:00 PM.

Boze requested that Item #17, Legal Issues, be moved to 5(a). Motion by Askew seconded by Moffat.

AYES: 5
NAYS: 0
MOTION CARRIED.

Motion by Kinney, seconded by Moffat to correct the minutes of the June 19, 2019 meeting as follows:

Michigan Paving & Materials ~~\$122,760.00~~ **\$122,670.00**

and

Five (5) mis-spellings of “role roll call vote”; one on page 2, three on page 3, and one on page 4.

AYES: 5
NAYS: 0
MOTION CARRIED.

Motion by Moffat, seconded by Kinney to approve the Minutes of the July 10, 2019 Special Session held in the Storage-Maintenance Facility, as presented by Board Secretary, and to approve the Minutes of the July 10, 2019 Regular Meeting held in the Administrative Office, with corrections as follows:

- Almena Township, 47th 27th Street stream crossing, received a permit from the DEQ. Still waiting for a signed program sheet from the Township.

AYES: 5
NAYS: 0
MOTION CARRIED.

Legal Issues

Legal update provided by Attorney Page as follows:

- Cornelius Farms lawsuit update.
- Cell Tower lease update.
- De-certification of 78th Street, Covert Township, will have statutory outline for next Board at next meeting.

The Chairman opened the meeting to public comment. None was received.

Finance Director's Update:

- Operating budget review.
- Hiring update (front desk and Fleet & Facilities Assistant Superintendent).
- 2019 NMARC/ASMCRA Joint Conference.
- SW District Council Meeting.
- Sgt. Wayne Polomcak's retirement party.

Motion by Askew, seconded by Burleson to approve the following Vouchers:

Voucher #2105	\$133,514.30
Voucher #2106	\$899,852.43

AYES: 5
 NAYS: 0
 MOTION CARRIED.

Update by Finance Director Rader on the award of bid for Drainage Pipe to all bidding vendors with Cadillac Culvert as primary supplier, and Jensen Bridge as secondary supplier, in the best interest of the Van Buren County Road Commission.

Anttila provided discussion for the Board regarding a Supplemental Easement and Right of Way being requested by Indiana Michigan Power Company. They are upgrading poles on their existing easement. Concerns were brought with regard to why the Supplemental Easement is being requested, and also with regard to the Easement Payment Schedule. Motion by Kinney, seconded by Boze to postpone consideration of the Supplemental Easement indefinitely until the Board receives a written legal opinion from Attorney Page.

AYES: 5
 NAYS: 0
 MOTION CARRIED.

Operations Director's Update:

Update by Brucks regarding the focus of his future updates to the Board being over and above maintenance operations.

Interrupted to move to bid openings.

The following bids were opened at **7:30 PM** for the realignment of the intersection of 62nd Avenue at M-40, Antwerp Township:

Krohn Excavating	\$105,845.50
Kalin Construction	\$114,182.75
Brad Thomas Excavating	\$88,688.90
SW Michigan Transport	\$91,457.26

Motion by Kinney, seconded by Moffat to authorize the award of the bid by the Interim Managing Directors upon review and tabulation by engineering staff, in the best interest of the Van Buren County Road Commission.

AYES: 5
 NAYS: 0
 MOTION CARRIED.

Operations Director's Update continued:

- Ackley Lake, Paw Paw Township, met with Don Stull and Ackley Lake Association today. Hoping to consent to a special assessment as the alternative is to close the public access, which is problematic.
- Discussion regarding Salisbury Drive off Van Kal in Almena Township. Neighbors both put in sump pumps and are pumping their water directly into the road. Proposed encroachment letter is being prepared by Attorney Bill Henn for use by the Road Commission.
- Update regarding two flooded roads on Three Mile Lake.

- Clarification and update regarding revised draft letter received from Attorney Henn relating to Waste Disposal Policy.
- 72nd Avenue at 22nd Street, Porter Township, received letter from a resident regarding visibility issues. Letter contained the signatures of approximately 50 neighbors. This is a section of roadway belonging to Kalamazoo County. Staff from Van Buren has also mowed back the intersection as far as we could.
- Dust control on CR380, Columbia Township, received correspondence from a resident threatening to file a damage claim. Greg has reviewed and cannot confirm that this is dust control product. Resident seems satisfied for the time being.

Fleet & Facilities Superintendent's update given by Brucks for Rohacs as follows:

- Daily repairs and services continue.
- Working on auction items.
- New boom mower is installed.
- Handi-hitch will be installed on first grader Monday morning.
- Finished interviews today for Assistant Fleet & Facilities Superintendent.
- Ferris State will be here providing training for maintenance technicians beginning on Monday.

Highway Engineer's Update:

- Evergreen Bluff, South Haven Township, paved last Wednesday. Some restoration yet to occur.
- 22nd Avenue, Geneva Township, paved on the 22nd. Shoulders still to be installed.
- 59th Street, Geneva Township, top course paving on 22nd. Shoulders still to be installed.
- 62nd Street, Bangor Township, overlay on Monday. Shoulders have been installed.
- CR374, Lawrence Township, crosspipe replaced on 19th and 20th.
- 36th Avenue, Waverly Township, main culvert installed, and pipe to the east, as well. Guardrail installation remains.
- County-wide culvert inventory is proceeding well.
- Traffic counts are proceeding county-wide.
- There has been an influx of commercial driveway permits keeping both Andy and Barry busy.
- Update regarding culvert replacement in Antwerp Township on 63rd Avenue.

Interim Directors' Update:

Kinney provided the Board with a copy of a proposed Motion to Appoint Special Committee consisting of Commissioner Boze and Commissioner Kinney to recommend candidates for consideration by the Board to fill the advertised position of Manager-Director. Reviewed Outline of Suggested Steps for Hiring a Managing Director provided by Lewis G. Bender, Ph.D. Discussions held regarding methods to go about determining criteria for candidate selection using the previous Employment Agreement, the proposed Job Description, and the proposed employment advertisement. In addition, the process to review applications, and the interviewing method were also discussed and suggestions made. The Open Meetings Act, and Residency Statute was also reviewed. Staff will bring back cost estimates to the Board for placing employment advertisements in a variety of local newspapers. Motion by Moffat, seconded by Kinney to table consideration of a special committee, the employment advertisement, and criteria for candidate selection until the next regular meeting when the Board members will come up with the most important criteria to use to evaluate applications.

AYES: 5
 NAYS: 0
 MOTION CARRIED.

- See-Click-Fix platform was discussed.
- Additional discussion regarding hiring process of Managing Director to possibly include a DISC personality test.

Commissioner Updates and Reports:

- Askew: MCRCSIP Workshop in Mt. Pleasant last week.
- Boze: 7/11/19 Lawrence Township; a couple of Service Requests discussed/reported. 7/11/19 Hartford Township.

- Burleson: Columbia Township meeting last week. Several Service Requests reported. Competencies questioned.
- Kinney: Waverly Township.
- Moffat: A couple of Service Requests were reported. Attended Almena Township on 7/17/19.
- Discussion regarding actuaries for OPEB and Pension. Would like an agenda item at next regular meeting to discuss a Request for Proposals for Actuaries for OPEB and Pension as he would like to see a second opinion.

Anttila reviewed pavement marking contractor's schedule with the Board.

Motion by Askew to adjourn the Call of the Chair at 9:47 PM.

AYES: 5
NAYS: 0
MOTION CARRIED.

Secretary

Chairman