

August 20, 2009

The regular meeting of the Board of Cass County Road Commissioners was called to order by Chairman Krempec at 9:00 A.M. and the Pledge of Allegiance to the flag was said in unison.

Board Members Present: Commissioner Powers, Commissioner Celie, Commissioner Poehlman and Chairman Krempec.

Absent: Commissioner Bowser

CCRC Staff Present: Louie Csokasy, Joe Bellina and Grace Chester.

**INTRODUCTION OF VISITORS**

Public Present: Barbara Dempsey (Ontwa Twp.), Norma Lerner (press), Pete Fournier (Porter Twp.), Bruce Campbell (Water Resources), and County Commissioner Gordon Bickel.

**APPROVE AMENDED AGENDA**

Powers moved to approve the agenda as amended. Poehlman seconded and the motion was carried.

**PUBLIC COMMENTS**

Fournier: Expressed neighbors' appreciation to CCRC for the work on Robbins Lake Rd. and at Birch Lake.

Campbell: Status of CCRC petition for establishment of the Williamsville St. drainage district: Per Campbell, it is moving forward and today the district will be surveyed. When the district is laid out, then there will be another petition to file. Noted the recent rain reported 4 1/2 to 7 inches.

**APPROVAL OF MINUTES**

Poehlman moved to approve the minutes of 8-06-09. Powers seconded and the motion was carried.

**SPECIAL MEETINGS & MILEAGE**

Krempec	8-10-09 (am)	Safety Meeting-CCRC	4 hrs.	48 miles
	8-10-09 (pm)	SW Road Commission Mtg. _____	4 hrs	48 miles
_____	8-13-09	County Parks Board	4 hrs	48 miles
	8-14-09	County Parks Board-Special	4 hrs	48 miles

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

Commissioner Celie reported that he met with Csokasy and Terri Wyman to review the payables' check register and approved for payment. Celie said that the cash flow for the coming year is looking positive.

Manager Csokasy said there will be a procedure change and going forward he will review the payables on a weekly basis and sign the checks.

After looking over the check register, Commissioner Powers questioned several items.

## **POLICY COMMITTEE**

Committee Chairman Powers said that the committee had not met but will plan a meeting for next week.

## **SAFETY COMMITTEE**

Krempec reported that the committee met on August 10 at 6:00 a.m.

1. Dallas Cloud was appointed to fill a vacant position on the committee.
2. Review of the personal protection equipment schedule. Question on requirements for hard hats and called the state for explanation. Flag persons need to wear a hard hat when on the road. Employees reported a problem with how hot the hats are but Krempec said that the laws must be followed.
3. Committee will be requesting board approval for swine flu shots.
4. Discussed safer procedure for the asphalt crew concerning the truck blades sticking out. Garage: Mechanics report hats required to be worn while working under a truck is a problem because of the lack of space. Krempec personally checked it out and said that he now understands the issue. Further study.
5. Equipment: The thermostat on the patch hopper gets very hot and has to be shut down and restarted. Safety concern and the committee will be looking into possible solutions.
6. Employee question regarding pop and candy machines. Bellina said previously certain employees provided those items for sale. Asked manager to look into getting someone to supply.
7. Tool Allowance: Krempec was approached by one of the mechanics in regard to the suspended tool allowance. Said that he needed a tool to work on a piece of CCRC equipment and had to purchase it himself. Discussed previous procedure with staff & was told that proof of purchase and accountability needed to be more defined and that if the tool was needed for work on CCRC vehicles, then the road commission should purchase it not an employee.

## **MOTION**

Krempec moved to reinstate the tool allowance policy that was suspended when the union contract expired. During discussion, Powers and Poehlman questioned the \$700. that was previously allowed. Said that was a large amount. Csokasy recommended sending this policy to the Policy Committee as their first item for consideration and recommendation. Krempec withdrew his motion.

## **CO. PARKS COMMISSION**

Krempec said that the final drawings for the Lawless Master Plan have been submitted for an estimated cost of nine million dollars and a book containing the Master Plan was made available to the other CCRC Board members.

Budget: With two months remaining in FY 2009, the parks' budget stands at 81%. and Krempec noted that \$26,000. in revenue has been received of the \$30,000. projected.

Use: Park usage is up including reservations,

Volunteers: Summer youth program generated \$8,000. worth of volunteer hours. There was a presentation for an Eagle Scout

project. Krempec praised all of the volunteer's time and efforts in the parks and noted how important they are to the operation of the parks.

Russ: The roof has been completed.

Budget: The Parks' FY 2010 budget request was \$180,000. but they do not expect the full amount to be approved.

Staff: After praising the work and dedication of Parks' Director Wyman, Krempec said that he doesn't know how everything gets done and that a restructure of the park's operations is a possibility: one person for grants and one full time person to take care of the parks. This will be studied by the Parks' Board.

Powers noted that the County has hired a person who writes grants and she has worked with the parks to obtain several thousand dollars already.

8-20-09

**MOTOR GRADER BID OPENING**

Five company representatives were present for the opening.

At 9:30 A.M., Manager Csokasy opened and read the sealed bids.

Note: Bid Options: 1: 5 yr. Lease/purchase with guarantee 5 yr buy back 2. Outright purchase with 5 yr. Guarantee buy back. Trade in # 1 2004 Cat (unit #) 2. 2004 Cat (unit #) & 3. 1989 Cat (unit #)

**HOLT EQUIPMENT COMPANY, LLC.**

25166 West State Road #2

South Bend, IN 46619 (submitted 1 bid with alternate 1 separate bid)

2009 John Deere 670G Conventional Controls .

Option #1: Price \$182,800 5 yr. Buy back: \$60,000.

Option #2: Price: \$182,800. 5 yr. Buy back: \$60,000.

Price Trade #1: \$65,000. Price Trade #2: \$65,000 Price Trade #3: \$32,500 Delivery 4-6 weeks

Government Lease interest amount: 5.25% if all three trades are applied to new purchase

2009 John Deere 670G Grade Pro Controls .

Option #1: Price \$198,300. 5 yr. Buy back: \$60,000.

Option #2: Price: \$198,300.. 5 yr. Buy back: \$60,000.

Price Trade #1: \$65,000. Price Trade #2: \$65,000 Price Trade #3: \$32,500 Delivery 4-6 weeks

Government Lease interest amount: 5.25% if all three trades are applied to new purchase

Alternate Bid

2008 John Deere 672D Conventional Controls 6WD

Option #1: Price \$204,400. 5 yr. Buy back: \$60,000.

Option #2: Price: \$204,400. 5 yr. Buy back: \$60,000.

Price Trade #1: \$65,000. Price Trade #2: \$65,000 Price Trade #3: \$32,500 Delivery: in stock

Government Lease interest amount: 5.25% if all three trades are applied to new purchase

**Michigan Cat**

Mark McClung

7700 Caterpillar Drive SW

Grand Rapids, MI 49548-7203

2009 Caterpillar 12M

Option #1: Price \$191,000. 5 yr. Buy back: \$105,000.

Option #2: Price: \$191,000. 5 yr. Buy back: \$105,000.

Price Trade #1: \$80,000. Price Trade #2: \$80,000 Price Trade #3: \$40,000. Delivery: 105 days

No lease option details included ???

**Wolverine Tractor & Equipment Co.**

8840 Byron Commerce Dr.

Byron Center, MI 49315

2009 Volvo G930

Option #1: Price \$180,000. 5 yr. Buy back: \$90,000.  
Option #2: Price: \$180,000. 5 yr. Buy back: \$90,000.  
Price Trade #1: \$70,000. Price Trade #2: \$70,000 Price Trade #3: \$42,500. Delivery: 120 days

2009 Volvo G940

Option #1: Price \$190,000. 5 yr. Buy back: \$94,500.  
Option #2: Price: \$190,000. 5 yr. Buy back: \$94,500.  
Price Trade #1: \$70,000. Price Trade #2: \$70,000 Price Trade #3: \$42,500. Delivery: 12 days (?)

Two reps from Wolverine were present

**AIS CONSTRUCTION EQUIPMENT CORP.**

600 44<sup>TH</sup> Street S.W.  
Grand Rapids, MI 49548

Year Demo/trainer unit Komatsu GD655-3 \$159,000.  
Representative was present-did not sign in

Trade allowance Caterpillar 12G Motor Grader \$35,000.  
Trade allowance Caterpillar 12H(s)\*

\* This bid is prepared with our suggestion that the County exercises it's buy back option with Michigan Cat on both of the 12H motor graders that are offered as trades.

Option 1 (5 year lease with purchase option)

Offered calculation given for \$159,000. financed at 4.9% interest rate. 60 payments of \$2,981.07 (first payment up front).

Option 2 (outright purchase)

Purchase Price \$159,000  
Less 12G trade (35,000.)  
Less cat buyback (95,000.)  
Less cat buyback (95,000)

Possible cash back to Cass County \$66,000.

Note: AIS did not offer a 5 yr buy back option

Second AIS Bid.

(1) New/Demo Komatsu GD 555-3 \$165,500

Trade allowance Caterpillar 12G Motor Grader \$35,000.

Trade allowance Caterpillar 12H (2) Motor Grader.\*

\* This bid is prepared with our suggestion that the County exercises it's buy back option with Michigan Cat on both of the 12H motor graders that are offered as trades.

Option 1 ( 5 yr financing)

Multiple finance scenarios can be calculated according to the needs of the County. Starting point, offer the following

calculated on \$165,00. To finance at 4.9% interest rate...  
60 payments @ \$3,102.94 per month (first payment up front)

Option 2(outright purchase)

Purchase Price	\$165,500.
Less 12G trade	(35,000.)
Less cat buyback	(95,000.)
Less cat buyback	(95,000)
Possible cash back to Cass County	\$59,500.

Note: no guaranteed buyback included      Delivery: Unit in stock

**MACDONALD MACHINERY COMPANY**

3653 Ralph Jones Drive  
South Bend, IN 46628

2009/10 Case 865 VHP

Option #1: Price approx. \$3,576.92 per mo. Annual \$41,820.84	5 yr. Buy back: \$80,000.
Option #2: Price: \$190,028.	5 yr. Buy back: \$80,000.
Price Trade #1: see note . Price Trade #2: see note Price Trade #3: \$30,000.	Delivery: 90-120 days

note: MMC cannot match nor exceed Michigan Cat's 2004 guaranteed buy back of \$70,000. each and recommends CCRC to exercise this option. Note: Michelin tires \$13,500. Additional. Lease payments do not include buy back or trade ins. Other options available.

Manager Csokasy verified with the MacDonald reps present that there were no buy back options included in either of their proposals. The verified that. Also: noted that machine is not in stock and delivery would be 90-120 days.

Poehlman moved to refer the bids to the Manager for review and recommendation. Powers seconded and the motion was carried.

**SW ROAD COMMISSION COUNCIL MEETING**

Krempec reported on the meeting that he, Poehlman and Bellina attended. There was a presentation on recycled asphalt materials for road construction use. Krempec said the process sounded good but would require more study. Poehlman said the he thought the material might work but it would have to determine if it was cost effective. Material on the process was given to the manager.

Bellina said that one encouraging item was that an insurance refund should be sent out soon but the amount is not known. Csokasy said that an insurance refund was not included in the cash forecast.

Poehlman said that the meeting is a good way to keep in contact with other road commissions about current matters and he thought better than just sending out emails.

**MANAGER'S UPDATE**

Projects: Forty-six of seventy-nine projects have been completed increasing the total from seventy-one to seventy-nine due to new contracts from Marcellus and Howard Townships and the Village of Vandalia. Csokasy said that after Howard Township requested the additional work, all of the necessary paperwork was done and the work was

completed two days later.

Bellina reported on the status of the state projects and possible funding delays at the state level.

Csokasy said that all remaining projects have been laid out on a week by week work schedule and payment is expected before the end of this fiscal year. The project for the Village of Vandalia will be done in FY 2010. Projects have been completed in Howard and Pokagon Townships and CCRC is now paving in Milton Township and preparations are being made to start three new state projects next week. Plans are to remain on the two days a week paving schedule and work on service requests the other two days.

Road. Paint stripping is scheduled to begin the week of August 17. Due to heavy rains, many washed out roads have to be dealt with and installation of a tube under Indian Lake is in process.

Engineering Quotes have been verified for the Redfield Bridge project and will be presented to the Board.

Have received the last needed approvals from the state for the Mason St. structure and will be ordering materials.

Huckleberry Lane: Met with residents regarding road issues, and they felt that the road should remain gravel and went over some drainage issues.

Milton Township: Board agreed on plan for Surges Road and approved an estimate which includes asphaltting from Alice Lane to Worrell with curbs, retention pond and tree removal. Board tabled decision on any plans presented for the Gumwood & Redfield intersection and did not set a future date to continue discussions.

Powers asked about making Gumwood a primary road and the impact of putting under CCRC jurisdiction.

Bellina said that there is an agreement in place with the state that when funds are allocated for Gumwood, it will become a primary road and then Rural Task Force funds could be allocated.

Financials: reviewed with Finance Committee and the negative balance projected is reduced to \$75,000. and we are moving in the right direction.

Operations: completed second application of dust control, then had heavy rain and had to re grade the roads.

Electronic payment for state projects submitted and funds were received in three weeks.

Replacing a tube on Indian Lake Road and working with the Water Resource Commissioner Campbell.

Pavement Marking: plans are to paint 1/3 of the primary roads.

### **ENGINEER'S UPDATE**

#### **REDFIELD ST. BRIDGE**

Chief Engineer Bellina distributed to the Board a one page summary of the Redfield Bridge project. The contractor has been selected and Bellina continues to work with the bridge inspector and MDEQ. Bellina reviewed how the bridge is planned to be repaired and noted that after the work has been completed, it has to be reinspected and approved by the bridge inspector and submission made and approved by MDEQ before the bridge can be opened. Weight restrictions would apply with a limit in the twenty-ton range which would have no impact on school buses but might on heavier vehicles such as grain trucks. After all of the approvals have been received, the road commission plans to install new guardrails. Work should begin the second or third week of September and take approximately a month with an estimated cost \$43,490. with an additional \$15,235. for the guardrail.

#### **MOTION**

Commissioner Poehlman made the following motion: The Board of Cass County Road Commissioners approves the necessary emergency expenditures allowing the reopening of the Redfield Street Bridge over Christiana Creek, located in Section 24 of Ontwa Township. Expenditures will not exceed \$70,250. without additional Board

authorization. Commissioner Powers seconded. During discussion, Csokasy said that let the record show that there is no absolute guarantee on completing the project. The inspector might not approve or the state may not accept the inspector's recommendations. He noted that the inspection will be before the guardrails are installed. No need to spend the money with approval from the inspector. **\*\* amended**

The motion was approved by unanimous roll call vote: all commissioners present voting yes. Bowser absent.

Mason St. culvert structure: DEQ permit received to proceed with the work and Bellina reported that he is working on the paperwork and the order for the culvert.

Townships: Calvin Board meeting scheduled for 9-17 and will present their three-year road plan. Csokasy said that road plan presentation will continue at Jefferson, Marcellus and Porter Townships.

Speed limits: Bellina said that he has received several requests and questions regarding speed limits. As a result, he drafted a letter explaining the legal restrictions and mailed to all of the township so that everyone is on the same page.

**NEW BUSINESS**

**MDOT RESOLUTIONS/CONTRACTS**

By Board action taken on 8-06-09, state contracts received after the regular meeting were completed by CCRC staff and the Chairman and Clerk signed the contracts and individual Board, when available, came in to sign the applicable resolutions. The Clerk was instructed to place the resolutions into the minutes.

**POKAGON HIGHWAY (09-5501)**

**RESOLUTION**

WHEREAS...the Board of County Road Commissioners for the County of Cass, Michigan desires their Chairman, Leroy Krempec, to sign a negotiated contract with the Michigan Department of Transportation (MDOT) for the following:

MDOT Contract Number 09-5501	TED (D) FED FORCE ACCT.
CAB	
Control Section	EDDF 14555
Job Number	105953
Project:	EBSL 0914 (030)
Federal Item No.	RR 6900
CFDA No.	20.205 (Highway Research Planning & Construction)

Resurfacing work along Pokagon Highway from Wilbur Hill Road to Old Mill Road; and all together with necessary related work.

NOW THEREFORE BE IT RESOLVED...that Chairman Krempec is hereby authorized to sign the negotiated contract and Clerk Grace Chester is authorized to attest by also signing the negotiated contract.

Signed by Krempec, Poehlman and Powers



Howard Contracts continued

8-20-09

09-07	Blanchard Dr. (Lilac to Almaugus Recap/gravel shoulders, PM)	.23 MI	Twp.	\$ 9,819.70
			CCRC	6,547.00
			Total	\$16,366.70
09-08	Hyrne Avenue (Lakeshore S to end) Recap/gravel shoulders, PM	.10 MI	Twp.	\$ 7,686.60
			CCRC	5,764.95
			Total	\$12,810.60
09-10	Fisk St. (Lakeshore to Shady Shore) Recap/gravel shoulders, centerline	.11 MI	Twp.	\$3,792.96
			CCRC	2,529.00
			Total	\$6,321.96
09-11	Alman Avenue (Huntley to Alane) Recap/gravel shoulders, PM	.22 MI	Twp.	\$9,394.10
			CCRC	6,263.00
			Total	\$15,657.10
<b>MARCELLUS</b>				
09-02	Maple Rd. (Brody to County ln) Gravel Surface	2.27 MI	Twp.	\$39,075.75
			CCRC	26,050.50
			Total	\$65,126.25
09-03	Burlington (Pioneer to Marcellus Hwy.) Gravel Surface	1.01 MI	Twp.	\$18,900.00
			CCRC	12,600.00
			Total	\$31,500.00
09-04	Pioneer St. (Stevens to Burlington) Gravel Surface	.91 MI	Twp.	\$15,668.10
			CCRC	7,834.05
			Total	\$26,113.50

**MEETING**

FRUGAL 5 MEETING, TUESDAY, AUGUST 25, 2009, BRANCH CRC  
Csokasy, Krempec and Bellina will attend.

**CORRESPONDENCE: HOLT EQUIPMENT**

Chairman Krempec noted that correspondence addressed to the Board was received from Holt Equipment. A copy was given to the Manager to respond.

**PERMITS**

Driveway

09-13-32-9321	Sink	Silver Creek	Brady Concrete
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Utilities

09-09-04-9322	Elkhart Rd.	Ontwa	Verizon
09-15-22-9323	Marcellus Hwy.	Wayne	Verizon

NEW BUSINESS

**RENTAL AGREEMENT**

Manager Csokasy reported ongoing discussions with Sheriff Underwood about renting out 8000 sq. feet of CCRC space for a secured storage room for the Drug Enforcement Agency. Csokasy There have been two meetings and reported that minor modifications to the space will need to be made of adding one wall and that cost will be included in the lease. Csokasy said that Board action will be required if the agreement goes forward.

**OTHER/COMMISSIONER COMMENTS**

Commissioner Powers discussed a problem he had regarding a dental payment that was disallowed because it was one day short of the six-month period. He recommended that a change be made with the clause stating twice a year instead of every six months. Asked Csokasy to look into that.

Powers questioned two bills to Miller, Canfield. Csokasy said that he had multiple conversations with the attorney.

**ROAD TOUR: REDFIELD BRIDGE & EAGLE LAKE RD.**

At 10:25, Chairman Krempec declared a recess for the Commissioners to tour the above sites.

The Chairman reconvened the meeting at 12:20 P.M. and Krempec served as Clerk for the remainder of the meeting.

The Commissioners and Manager Csokasy went to Eagle Lake to look at the property and then on to Redfield St. Bridge. Manager Csokasy took the Commissioners down several roads and explained the brush, tree and overhanging limbs. They also looked some \*\* road grades relating to gravel repair. **\*\*amended**

**ADJOURNMENT**

At 12:22 P.M., Commissioner Powers moved to adjourn the meeting. Commissioner Poehlman seconded and the motion was carried.

CLERK Grace Chester

CHAIRMAN Leroy R. Krempec

9-03-09 Amended by Poehlman. Under motion for Redfield St. Bridge; sentence should read "without approval from inspector." and the last page under road tour, the last line should read "looked at some road grades." The minutes were approved after amendment.