

February 4, 2010

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

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

CCRC Staff Present: Louie Csokasy, Rick Janssen and Grace Chester.

INTRODUCTION OF VISITORS

Pete Fournier, Roseann Marchetti, Barbara Dempsey, Norma Lerner, Chris Northrup, County Commissioner Goodman & Jackie Goodman, Bob Pfaff, Porter Township Supervisor Harvey, Patty Patzer and Bill Stenenga.

APPROVE AGENDA

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

PUBLIC COMMENTS

Bob Pfaff reported on recent Eagle Lake matters.

APPROVAL OF MINUTES

Poehlman moved to approve the minutes of 1-21-10 as presented. Powers seconded and the motion was carried.

SPECIAL MEETINGS & MILEAGE

Celie	Policy Committee Meeting	1-28-10	4 hrs	24 mi
	Retiree Benefit's Committee Meeting	2-01-10	4 hrs	24 mi
Powers	Policy Committee Meeting	1-28-10	4 hrs	48 mi
	Retiree Benefit's Committee Meeting	2-01-10	4 hrs	48 mi
Poehlman	NATS Meeting, Niles	1-26-10	4 hrs	19 mi

COMMITTEE REPORTS

FINANCE COMMITTEE

Committee Chairman Celie said there was no Finance meeting held this week, and also gave an update from the Retiree Benefits Committee. Celie, Powers, Csokasy and Brenda Schuur met for an informational session with an insurance representative. Various insurance options were presented and per Celie, the Committee's goal is to produce a cost savings for the road commission while still providing good insurance for its retirees.

POLICY COMMITTEE

Committee Chairman Powers reported that the Committee met last week and continues work on paring down outdated policies. Chester said two revised policies are in process and the policy book has been assembled and indexed alphabetically and by year.

NATS

Poehlman reported on last Tuesday's meeting, saying there was discussion on the revised road project questionnaire. The most recent form is more popular than previous ones, but it is not ready to be released to the public.

Poehlman said road projects were discussed and noted that many counties, due to financial constraints, are unable to raise the 20 per cent matching funds required for federal/state money. This means that other county entities can submit a project for approval to use those available funds.

Manager Csokasy noted that CCRC plans to submit the following projects to NATS for funding:

1. A section of Elkhart Road
2. A section of Lakeshore Shore
3. A section of Bell Road

The estimated projects' cost is \$200,000 with an estimated \$40,000 as the road commission's share.

MANAGER'S UPDATE

Legislation: HB5768 and HB 5769 to increase the gas tax to four cents are pending on the house floor. The bills are identical with one bill applying to passenger vehicles and one to commercial vehicles. Per Csokasy, the gas tax has not been increased since 1998 and the bill is being presented by a democrat and a republican. Csokasy said he will be watching the progress.

Meetings: Csokasy said he had attended two township meetings. His plan is to have the road commission represented at all of the township meetings at least twice a year. Handling those duties will be Chief Engineer Bellina, Road Superintendent Janssen and himself. Csokasy said this shows support of the townships and gives an opportunity to share information. The meeting list may be expanded to include the City of Dowagiac, the Villages of Cassopolis, Edwardsburg, Marcellus and Vandalia and the Pokagon Band.

US 12 Project: Csokasy met with MDOT representatives to discuss extensive road and bridge projects on US 12. Since a large portion of the road will be closed for an extended period of time, Calvin Center Road will be the designated detour route. In return, the state has agreed to put down two miles of new asphalt on the road because of additional wear due to the increased traffic.

MOR: Committee reports no outstanding requests for potholes and no requests that are more than thirty days.

Asphalt Season: Anticipated to start on May 3 with employees beginning four ten-hour day shifts.

FINANCIALS

Bank accounts: Cash reserves stands at \$589,258 compared to budget estimates of \$103, 258. The positive net balance was primarily due to the cash sale of the Fox St. property. Reserve funds invested in certificates of deposit are estimated at \$1,084 million. Manager Csokasy reported that the CCRC cash position is good.

FY 2009 Audit: CCRC received a clean audit and now the focus will be on completing the FY 2009 Act 51 Report. Dave Fisher of Rehmann Robson will be present at the next Board meeting (2-18-10) to present the audit report to the Board and to answer questions.

OPERATIONS

Road Superintendent Janssen reported on the work crews are doing. January's weather was typical alternating between very snowy days when plowing was the focus to milder, sunnier days when work was done on brush, potholes and equipment repairs.

To date, 6800 tons of sand/salt mixture have been used with 1000 tons of that being salt. Janssen said that salt usage averages between 1300-1500 tons but less is being currently used due to milder weather.

Building conversion: Work continues on building a wall for separation of the area that will be leased to the County Drug Enforcement Agency.

Townships: Janssen said that he attended a Wayne Township Board meeting and will try to get to one township meeting each month.

ENGINEER'S REPORT

Csokasy reported that engineering work has been focused on getting the federal project information completed and ready to submit. Forty-two projects are estimated for 2010 but Csokasy said due to the extended asphalt season last

year, twelve of those projects have been completed. The federal projects are in addition to township road contracts.

Road Quotes: Six estimates have been completed and sent to the Village of Vandalia for 2010 road projects.

CCRC Building: Manager Csokasy has met with the architect concerning the ice dams on the roof of the building. He told them he felt it is their responsibility to correct.

NEW BUSINESS

Manager Csokasy presented the 2010 township matching fund policy and noted two changes from last year. The match amount is decreased from 40% to 30% and Chip and Seal work now qualifies for the match. Dust Control will remain ineligible for a match.

2010 TOWNSHIP MATCHING FUND POLICY

10-04 (replaces #09-03)

1. The policy will be a formal written policy reviewed on an annual basis by the Cass County Road Commissioners.
2. The Cass County Road Commission (CCRC) reserves the right to alter the policy based on unusual circumstances such as sewer projects, accounting changes, large grants, private road construction, etc.
3. The CCRC will provide an unlimited match of 30% of the amount of the township contracts less excluded items.
4. Excluded from the match amount will be:
 - a) Dust Control
5. Included in the match amount will be:
 - a) Asphalt construction or reconstruction
 - b) Asphalt overlay
 - c) Gravel overlay
 - d) Crack seal
 - e) Ditching
 - f) Culvert installation
 - g) Shoulder clearing & reconstruction
 - h) Tree removal
 - I) Pavement Marking
 - j) Chip & Seal (seal coat)
6. The targeted deadline for returning contracts is May 1st in order to provide time to complete the contracted work during this fiscal year.

MOTION

Commissioner Powers moved to adopt the township matching fund policy as presented. Commissioner Poehlman seconded.

Under discussion, Poehlman said the chip and seal work is unpopular with the public because of the loose stones but it does provide good road maintenance.

PUBLIC COMMENTS

Porter Township Supervisor Harvey said that the reduction in township match from 40% to 30% and not including dust control may discourage some township work.

Bowser asked about improved application by the contractor from last year. Csokasy said he plans to talk to the vendor before the season starts and it will not be done the way it was last year.

After discussion, the motion was approved by unanimous roll call vote.

MEETINGS

SOUTHWESTERN RD COM COUNCIL, 2-8-10, HOLLAND, MI (OTTAWA CO)
FRUGAL 5, 2-15-10, HILLSDALE CO. ROAD COMMISSION

PERMITS

There were no questions regarding the permits.

Driveway

10-02-34-1074 Leet Rd. Howard Garden Homes

Utilities

10-02-25-1069 Lake St Howard Semco Energy
10-04-36-1075 Forest Hall LaGrange Semco Energy

ROW

10-13-04-1070 W Lakeshore Dr. – Pier Silver Creek Michael Lovell
10-03-01-1078 Lake St - Pier Jefferson Little Kamp Kozy Assoc.

Annual Permits

10-04-25-1072 All Cass County Roads CN Railroad/Grand Trunk
10-04-25-1073 “ “ “ “ Comcast –Indiana
10-04-25-1077 “ “ “ “ Cripps Excavating

At 9:55, Chairman Krempec declared a short recess until time to begin the bid openings. The Board reconvened at 10:00 A.M.

BID OPENINGS

Manager Csokasy opened and read the sealed bids

10:00 A.M. **BOOM MOWERS (3)**

FILLMORE EQUIPMENT, INC. 1-3 units Alamo 2010 Versa Boom \$35,000. ea.
7878 E. Main St. Installation 2,500.
P.O. Box 367 Total \$37,500. ea.
Eau Claire, MI 49111-0367 22' 60 day delivery
(Samurai)

BADER & SONS 2010 Diamond DBR060-C-R \$36,600. ea.
Bill Stegenga, Sales Manager
6018 E. Grand River Avenue
Portland, MI 48875
3-4 weeks delivery, bid exception noted including a 50" deck instead of 60" - \$300.
Optional second year extended warranty \$1500. additional.

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

10:10 A.M. **COMPACT TRACK LOADER WITH FORESTRY HEAD**

FILLMORE EQUIPMENT, INC.

Dennis Zandarski
7878 E. Main St.
P.O. Box 367
Eau Claire, MI 49111-0367
2010 John Deere 333D Track steer and
Worksite Pro MH60 Mulching head

\$ 82,057.

CARLTON EQUIPMENT

Dennis Derhammer, Sales Rep.
4704 South 29th Street
Kalamazoo, MI 49048
Compact Track Loader

T320 Bobcat \$61,721.
Option packages 13,063.
Forestry Cutter 60" 25,282.

Governmental discount (35,479.)
Total amount after discount \$64,587.

MICHIGAN CAT

Mark McClung
24800 Novi Road
PO Box 918
Novi, MI 48375-0918
2010 Caterpillar (1) 299CCA HQ Compact Track Loader

\$59,250.

Fecon BH85SS Forestry Head 25,729.
Total \$84,979.

Additional warranty options available at additional cost.

HULL LIFT TRUCK

Keith Newton
2885 Hull Rd.
Benton Harbor, MI 49022-9535

Bid Option #1

Bobcat T320 Compact Track Loader \$60,946.
60" Forestry Cutter 24,612.
Option package(s) 14,138.

(Track steer options \$6,757. , Forestry cutter option \$7,381.)
PDI, Freight & Assembly charges 2,314.
Discount (36,389.)

Total due after discount \$65,621.

Bid Option #2

T320 Bobcat Compact Track Loader \$60,946.
Track Loader options 10,742.
Forestry Head 60" 24,612.
Forestry Head options 7,381.

PDI, Freight and Assembly charge 2,314.
Discount (37,844.)

Total due after discount \$68,151.

Note: Option 2: quoted without joysticks and without roller suspension carriage.

Bid Option #3

Used 2007 Bobcat Compact Track Loader (with 650 hours) \$52,500.
No additional charges

Additional quote
Pallet Fork Frame, heavy duty \$1,151.
42" Pallet Fork Teeth 521.
Dealer PDI, Freight Charges 175.
Discount (610.)
Total amount due after discount \$1,237.

Additional quote for 84" C/I Heavy duty bucket \$1,495.
Discount (546.)
Total after discount \$1,040.

Required 30 days signed purchase agreement

MOTION

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

10:20 A.M. **FARMLAND LEASE (LAGRANGE TWP.)**
Three year lease agreement (3-01-10/2-28-13) approximately 82 acres

David Leach \$100.00 per acre

Joel Layman \$136.00 per acre
J.D. Layman Farms
Dowagiac, MI

MOTION

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

ADJOURNMENT

At 10:25 A.M., Bowser moved to adjourn. Powers seconded and the motion was carried.

CLERK Grace Chester

CHAIRMAN Leroy R. Krempec

Minutes approved as presented 2-18-10 by Board action.