

EATON COUNTY ROAD COMMISSION

March 22, 2022

A regular meeting of the Eaton County Board of Road Commissioners was held in the Board Room at the Road Commission offices in Charlotte, Michigan on March 22, 2022.

The meeting was called to order by Vice Chairman Lamoreaux at 6:00 p.m.

Members present: Commissioners Lamoreaux, Frazier, Lyons, and Aitch-Guerrant

Members absent: Commissioner Eldred and Aitch-Guerrant (arrived approx. 6:25)

Others present: Blair Ballou, Engineer/Manager; Matt Hannahs, Assistant County Engineer, Jeremiah Nelson, Superintendent; Louanna Lawson, Finance Director; and Natalie Petermann, Accounting Technician. Absent: None

Motion by Frazier and seconded by Lyons that the agenda be approved with the following additions:

7. New Business

e. Consider bids

v. Monument Preservation

h. Consider Wage Authorization for Maintenance Workers-Temporary

i. Consider Hiring of Sign Shop Supervisor.

Motion carried.

The Vice Chairman asked if the minutes of the March 8, 2022, meeting were correct as presented.

Motion by Lyons and seconded by Frazier to approve the March 8, 2022 meeting minutes as presented.

Motion carried.

Public comment: None

The following vouchers were presented:

a.)	VO 41 (03/14/22)	Accounts Payable	\$ 85,838.83
b.)	VO 42 (03/15/22)	Payroll	\$ 94,057.16
c.)	VO 43 (03/18/22)	Accounts Payable	\$ 298,032.99

Motion by Frazier and seconded by Lyons that the vouchers with total expenditures of \$477,928.98 be approved.

Roll call vote: Ayes: Lamoreaux, Lyons, and Frazier; Nays: None. Absent: Eldred and Aitch-Guerrant.

Motion carried.

Finance Director Lawson reviewed the Annual Financial Report (Act 51 Report) for the fiscal year ended September 30, 2021. She recommended the Board approve the Report and authorize the Vice Chair and the Finance Director to sign the attest page. There was discussion.

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Moved by Frazier, seconded by Lyons to approve the 2021 Fiscal year Annual Financial Report and to authorize the Vice Chair and the Finance Director to sign the attest page. Motion carried.

Assistant County Engineer presented the Annual Act 51 Road Mileage Certification. There was discussion.

Moved by Frazier, seconded by Lyons to adopt the following resolution:

WHEREAS, the Eaton County Road Commission wishes to add roads, de-certify roads, and correct certified road mileages on its road system as part of the Annual Act 51 Certification, and

WHEREAS, the certification maps have been modified to show these changes described as follows:

County Wide

Primary	391.74	2021 Mileage (-0.05 Change from 2020)
Local	782.67	2021 Mileage (0.17 Change from 2020)

Urban

Primary	101.69	2021 Mileage (-0.02 Change from 2020)
Local	163.42	2021 Mileage (0.30 Change from 2020)

<u>Road Name</u>	<u>Township/Sheet</u>	<u>From</u>	<u>To</u>	<u>Length Change</u>	
				<u>Countywide</u>	<u>Urban</u>
Snow Road (re-aligned)	Delta Twp, Sec 26 Sheet 11/Urban 8	Old Lansing Rd	Lansing Rd	-0.03 miles	-0.03 miles
Northlane Dr (re-measure)	Delta Twp, Sec 25 Sheet 32/Urban 29	Burtraw	end	-200 feet	-200 feet
Broadway Hwy (re-measure)	Eaton Twp, Sec 30 Sheet 55/Urban 47	Cochran Rd	end	-0.13 miles	No change
Kinneville Rd (re-measure)	Hamlin, Sec 10 Sheet 65/Urban 51	Waverly Rd	Eaton Rapids C.L.	-0.05 miles	-0.02 miles
Traverse Drive (Wind Trace No. 2)	Delta Twp, Sec 18 Sheet 26/Urban 23	Previous cert	Dickson Dr	+440 feet	+440 feet
Dickson Drive (Wind Trace No. 2)	Delta Twp, Sec 18 Sheet 26/Urban 23	End of cert	Jerryson Dr	+783 feet	+783 feet
Wickford Road (Wind Trace No. 2)	Delta Twp, Sec 18 Sheet 26/Urban 23	Dickson Dr	End of cert	+215 feet	+215 feet
Broadbent Road (correction)	Delta Twp, Sec 21 Sheet 28/Urban 25	Ember Glen Pass	End of cert	+439 feet	+439 feet
Wheatdale Lane (correction)	Delta Twp, Sec 21 Sheet 28/Urban 25	Broadbent Rd	Previous cert	+72 feet	+72 feet

NOW, THEREFORE, BE IT RESOLVED, that the Eaton County Road Commission certifies that all of the roads on which lengths have been entered along the road bands of the certification maps were accepted into the system prior to December 31, 2021, are normally open to automobile traffic during the months of May through October, and are located within right of way under the jurisdiction of the Eaton County Road Commission,

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BE IT FURTHER RESOLVED, that the Board Chair, namely Duane A. Eldred, is authorized to sign the certification maps,

BE IT FURTHER RESOLVED that true copies of this resolution will be sent to the Michigan Department of Transportation.

Motion carried.

Assistant County Engineer presented the Bridge Preventative Maintenance per Contract with MDOT. There was discussion – note Board approved signing contract on March 8, 2022.

Moved by Lyons, seconded by Frazier to adopt the following resolution:

WHEREAS, The Michigan Department of Transportation wishes to enter into a contract agreement with the Eaton County Road Commission to accomplish the following projects:

The rehabilitation of the structure #2344, which carries West Vermontville Highway over the Thornapple River, Sections 24 and 25, T03N, R06W, Vermontville Township, Eaton County, Michigan; including replacement of the hot mix asphalt wearing surface, waterproofing membrane, bridge railing repairs and cold milling and resurfacing the approaches; and all together with necessary work. Located in Eaton County, Contract No. 22-5038, Job No. 209875CON, Control Section MCS 23000.

The rehabilitation of the structure #2378, which carries Mahan Highway over the Battle Creek River, Sections 17 and 20, T01N, R04W, Brookfield Township, of the structure #2380, which carries Spicerville Highway over the Battle Creek River, Sections 5 and 8, T01N, R04W, Brookfield Township, of the structure #2388, which carries Lamie Highway over the Little Thornapple River, Sections 28 and 33, T03N, R05W, Chester Township, and of the structure #2420, which carries Mason Road over the Thornapple River, Sections 29 and 30, T03N, R06W, Vermontville Township, Eaton County, Michigan; including replacement of the hot mix asphalt wearing surface, waterproofing membrane and cold milling and resurfacing the approaches; and all together with necessary related work. Located in Eaton County, Contract No. 22-5038, Job No. 209876CON, Control Section BO 23000

NOW, THEREFORE, BE IT RESOLVED, that Duane A. Eldred, Chairman and Timothy J. Lamoreaux, Vice-Chairman shall be duly authorized to sign the contract for the Eaton County Road Commission.

BE IT FURTHER RESOLVED that true copies of this resolution will be sent to the Michigan Department of Transportation.

Motion carried.

Assistant County Engineer presented the Bridge Applications for the 2025 Local Bridge Program. There was discussion.

Moved by Lyons, seconded by Frazier to adopt the following resolution:

WHEREAS, this Board of Eaton County Road Commissioners has been advised that there are bridges in Eaton County in need of repairs that are eligible for Federal and State Funds through the Local Bridge Program, and

WHEREAS, seven of those bridges are as follows:

<u>Priority</u>	<u>Bridge (Bridge No.)</u>	<u>Crossing</u>	<u>Treatment</u>	<u>Twp</u>
1	Webster Rd (2362)	Grand River	Rehabilitation	Delta
2	Mulliken Rd (2353)	Thornapple River	Preventative Maint	Chester
2	Ainger Road (2352)	Battle Creek River	Preventative Maint	Walton
2	Bunker Highway (2397)	Grand River	Preventative Maint	Eaton Rap
2	Waverly Rd (2361)	Grand River	Preventative Maint	Hamlin
3	Vermontville Hwy (2345)	Little Thornapple River	Replacement	Chester
4	Marshall Rd (2364)	Big Creek	Rehabilitation	Walton

WHEREAS, closure of these bridges would cause significant problems and delays to the traveling public, agriculture, and other commercial traffic in these parts of Eaton County, and

WHEREAS, there are local bridge funds available through the Michigan Department of Transportation to perform preventative maintenance, rehabilitation, and replacement on structures such as these, and

WHEREAS; this Board has considered the applications for Local Bridge Program Funds and authorizes the submission of the applications for Local Bridge Program Funds for Fiscal Year 2025 for those bridges listed in this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Road Commissioners of the County of Eaton does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide the necessary local funds for these projects if awarded.

Motion carried.

Finance Director Lawson requested the Board to authorize resolutions to be signed by the Finance Director. This will allow for the resolutions to be completed with motions and dates, as necessary without waiting for the next meeting for the Chair to sign. There was discussion.

Motion by Lyons, seconded by Frazier to authorize the Finance Director to sign resolutions once completed with motions and dates, as presented by Finance Director. Motion passed.

Assistant County Engineer reviewed bid tabulations received for Aggregate Surface Course and Maintenance Gravel. He recommended approving lowest bidder by township for Aggregate Surface Course and lowest bidder by garage for Maintenance Gravel. There was discussion.

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Moved by Frazier, seconded by Lyons to award to lowest bidder for Aggregate Surface Course and Maintenance Gravel as presented in bid tabulation by Assistant County Engineer. Motion carried.

Assistant County Engineer reviewed bid tabulations received for County Wide Curb and Street Sweeping. He recommended the lowest bidder: HTA Companies. There was discussion.

Moved by Lyons, seconded by Frazier to award to lowest bidder: HTA Companies for County Wide Curb and Street Sweeping as presented in bid tabulation by Assistant County Engineer. Motion carried.

Assistant County Engineer reviewed bid tabulations received for Pavement Marking. He recommended the lowest bidder: M&M Pavement Marking. There was discussion.

Moved by Frazier, seconded by Lyons to award to lowest bidder: M&M Pavement Marking for Pavement Marking as presented in bid tabulation by Assistant County Engineer. Motion carried.

Assistant County Engineer reviewed bid tabulations received for Dust Control. He recommended the lowest bidder: Corrigan Environmental Solutions. There was discussion.

Moved by Lyons, seconded by Aitch-Guerrant to award to lowest bidder: Corrigan Environmental Solutions for Dust Control as presented in bid tabulation by Assistant County Engineer. Motion carried.

Assistant County Engineer reviewed bid tabulations received for Monument Preservation. He recommended the lowest bidder: Wolverine Engineers & Surveyors, Inc. for monument preservation and monument reestablishment and Surveying Solutions, Inc. for monument box adjustment. There was discussion.

Moved by Lyons, seconded by Frazier to award to Wolverine Engineers & Surveyors, Inc. for monument preservation and monument reestablishment and Surveying Solutions, Inc. for monument box adjustment as presented in bid tabulation by Assistant County Engineer. Motion carried.

Assistant Engineer requested a Wage Authorization for a returning (3rd year) Engineering Co-op, increase from \$18 per hour to \$24 per hour.

Motion by Frazier and seconded by Aitch-Guerrant to approve the Wage Authorization to increase the wage from \$18 per hour to \$24 per hour for the Engineering Co-op. Motion carried.

County Engineer/Manager and Superintendent presented and requested staff to attend the 2022 Michigan Highway Maintenance Conference in Bellaire, April 26-27. There was discussion.

Motion by Lyons, seconded by Frazier to approve staff to attend the 2022 Michigan Highway Maintenance Conference. Motion carried.

County Engineer/Manager requested Wage Authorizations for temporary summer maintenance employees at rates ranging from \$13 per hour to a range of \$15-\$16 per hour. There was discussion.

Motion by Frazier, seconded by Lyons to approve the Wage Authorizations for temporary summer maintenance employees at rates ranging from \$15 per hour to \$16 per hour.

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County Engineer/Manager and Superintendent requested approval to hire candidate, Toby Black for the vacant Sign Shop Supervisor position at Grade 3, Step 2 of the Grade & Step Compensation System for Administrative and Supervisory Employees. There was discussion.

Moved by Frazier, seconded by Lyons, to authorize the hiring of Toby Black as the Sign Shop Supervisor and to place him at Step 2 of the Grade & Step Compensation System for Administrative and Supervisory Employees. Motion carried.

The Superintendent updated the Board on the Security Audit and System. He indicated there will be some training soon from the vendor. Vermontville Garage is in the process of receiving the items needed to finish set up for the cameras. Discussion was had.

The Assistant County Engineer updated the Board on staffing concerns with two full-time Engineering Technicians leaving. He is working to hire some part-time interns and preparing to post for the vacant positions. He is also preparing a RFP for a Consultant to work on Federal-Aid projects. There was discussion.

The Superintendent updated the Board regarding the road crews touching up gravel, and patching blacktop. He reported the culvert on Kinsel Hwy was replaced and brush mowing was still in progress. He indicated the crushers are ready to get started, he reserved rollers so they will be available when it's time and new plow trucks have been received. There was discussion.

The Engineer/Manager reported he had a request from Senator Peters office for priority projects. He will send the same projects he sent prior for their consideration. There was discussion.

Board correspondence: Thank you letter from Ms. Slabonek was reviewed. There was discussion.

Commissioner Frazier thanked County Engineer/Manager Ballou for attending the Carmel Township Meeting.

Commissioner Frazier inquired about the I-69 project ending in 2024 and which local roads were affected. There was discussion.

The date and time of the next regular meeting will be Tuesday, April 12, 2022, at 8:30 a.m.

Motion by Frazier and seconded by Lyons to adjourn the meeting at 7:16 p.m. Motion carried.

Duane A. Eldred, Chairman

Louanna L. Lawson, Clerk to the Board