

The Board of Road Commissioners for the County of Antrim met at the Road Commission Office, Mancelona, Michigan for a regular meeting at 9:30 a.m.

The meeting was called to order by acting Chairman Farrier.

Present: Commissioners Dobrzelewski, Paradis and Hunt. Absent: none. Also present: Engineer-Manager Thompson and Secretary Farrier.

It was moved by Paradis and seconded by Hunt that the officers for 2015 and 2016 be as follows:

Chairman, Jerome Dobrzelewski
Vice Chairman, Glenn Paradis
Secretary, Dale Farrier

Motion carried by unanimous yes vote.

The Chairman duties were assumed by Chairman Dobrzelewski.

It was moved by Paradis and seconded by Dobrzelewski to approve the minutes of the December 16, 2014 regular meeting and the December 31, 2014 special meeting. Motion carried by unanimous yes vote.

The floor was opened for public comment at 9:35 a.m. There being none, the floor returned to the Chair.

There was no correspondence to review.

The Engineer-Manager gave his report.

2014 ending Cash flow, MTF and fund balance were discussed.

The Board was informed that one of our drivers, in an effort to avoid a vehicle sliding thru a stop sign, wrecked a truck. While he avoided the collision, and no one was injured, the truck was totaled. Since the fleet is insured with replacement coverage, the Road Commission will be receiving payment from MCRCSIP in the amount of \$234,515, less deductible.

The Board reviewed the service request reports that had been received since the last meeting.

Upcoming meetings:

CRA annual Highway Conference, Lansing, February 17-19

The 2015 board meeting schedule was discussed. It was moved by Hunt and seconded by Paradis to hold the 2015 regular Board meetings on the 3rd Tuesday of each month, beginning at 9:30 a.m., at the Road Commission offices in Mancelona, Michigan, with the exception of February & September when the meeting will be the 24th and 22nd, respectively. Motion carried by unanimous vote.

The following bids, opened January 12, 2015, were reviewed:

Truck Bids:

	Make & Model	Price	Meets Specs
Grand Traverse Diesel	Western Star 4900SB	\$121,120.00	Yes
Zaremba Equipment	International 7600 SBA	112,377.62	No
Michigan Kenworth	Kenworth T800	118,508.00	No
	Kenworth T470	108,188.00	No

It was staff's recommendation to accept the bid from Michigan Kenworth, Model T800, for \$118,508.00, each. The specification that Kenworth didn't meet is very

minor and will be changed on future bid requests. The bid request was for two (2) trucks, however staff recommended ordering three (3) trucks. A Road Commission truck was in an accident and is being totaled by our insurance carrier. There may also be a few add-ons staff wants to include with the order. It was moved by Hunt and seconded by Paradis to accept the bid from Michigan Kenworth for their Model T800 (cab & chassis), in the amount of \$118,508 each and to order three (3) trucks, as well as any add-ons staff feels necessary. Motion carried by unanimous yes vote.

Truck Equipment Bids:	With all new Wing parts	With ACRC used Wing parts	Meets Specs
Truck & Trailer of Boyne Falls	\$107,860.00	\$101,518.00	Yes

It was moved by Hunt and seconded by Paradis to accept the bid of Truck & Trailer for furnishing and installing truck equipment for their bid of \$107,860.00 each, and to order three (3) sets of equipment. Motion carried by unanimous yes vote.

The Board reviewed amended Policy 215: Primary Road Improvements. It was moved by Hunt and seconded by Paradis to approve Policy 215, as follows:

POLICY 215

SUBJECT: PRIMARY ROAD IMPROVEMENTS

I. PURPOSE

To establish a policy governing the sharing of costs associated with primary road improvements.

II. CONTENT

A. Priorities for projects using State and/or Federal funds shall be approved by the Board of County Road Commissioners annually for submission to the Rural Task Force 10A for inclusion in the Surface Transportation Improvement Plan.

B. Improvements to Primary Roads have typically been funded 100% by the Road Commission in past years. However, due to very limited Road Commission revenues and increasing construction and maintenance costs, future improvements to Primary Roads will be minimal. Assistance in funding these projects by the townships in which they are located is welcome and will result in these improvements to be done much sooner than if done with Road Commission funding alone.

C. Projects requested by townships, or others, on primary roads shall be considered by the Board on a case-by-case basis. Since maintenance costs on pavements with a PASER rating of 4 and below increase significantly, it is economically advantageous for the Road Commission to expend money on projects that will extend the life of the pavement. Therefore, for projects on pavement with a PASER rating of 5 or above (fair and good condition), the requesting party will be responsible for 100% of project cost, and for projects on pavement with a PASER rating of 4 or below (poor condition), the requesting party shall be responsible for 90% of the project cost and the Road Commission will contribute the remaining 10%. The Road Commission may contribute to Primary Road projects only if it determines that it has sufficient funds to do so while other statutory functions are first adequately funded.

D. Primary road improvement standards and specifications.

1. The Road Commission shall determine what standards a requested project shall be built to.

2. Projects using State and/or Federal funds shall be built to the standards required by the funding authorities involved.

3. The current *Michigan Department of Transportation Standard Specifications for Construction* shall be used as a guide for specification of construction and materials.

4. Where warranted, practical and cost effective the current *AASHTO Policy on Geometric Design of Highways and Streets* shall be used as a guide for safety improvements and geometric design.

III. RESPONSIBILITY

A. The Manager is responsible for administering this policy.

B. This policy shall supersede all previous policies concerning primary road improvements.

Motion carried by unanimous yes vote. Policy 215 approved.

The Board reviewed amended Policy 015: Right-of-Way Maintenance and Encroachments. It was moved by Paradis and seconded by Hunt to approve Policy 015, as follows:

POLICY 015

SUBJECT: RIGHT-OF-WAY MAINTENANCE AND ENCROACHMENTS

I. PURPOSE

To establish a policy governing the maintenance of county road right-of-ways and encroachments within.

II. CONTENT

A. The full width of all county road right-of-way shall be maintained as appropriate for the volume and type of traffic using the road. In those instances where the width of the right-of-way is not established by subdivision lines, right-of-way release or other conveyance, the right-of-way width shall be considered to be 66 feet and may be maintained to this width.

B. Trees within the right-of-way which are a hazard or a nuisance to traffic are to be removed as time, resources and conditions permit. The abutting property owner may have the wood if they desire, otherwise, the wood is to be disposed of at minimum expense. These provisions also apply to trees which must be removed for construction or reconstruction of county roads.

C. No encroachments shall be allowed within road right-of-way unless authorized by revocable permit issued by the Road Commission. Such encroachments shall include, but not limited to, advertising signs, marker posts, landscaping, dumpsters, heating fuel tanks, etc.

D. Mailboxes are automatically allowed as a convenience to the property owner and shall be installed so that the face of the box is six inches behind the outside shoulder line. Mailbox posts shall not be any larger than a 4 X 4 wood post, 6 inch diameter cedar post or a steel post that is no heavier than 3 pounds per foot.

III. RESPONSIBILITY

The Manager is responsible for administering this policy.

Motion carried by unanimous yes vote. Policy 015 approved.

The Board reviewed amended Policy 025: Parked Vehicles Interfering With Snow Removal. It was moved by Paradis and seconded by Hunt to approve Policy 025, as follows:

POLICY 025

SUBJECT: PARKED VEHICLES INTERFERING WITH SNOW REMOVAL

I. PURPOSE

To establish a policy governing the procedure to manage parked vehicles or other objects that interfere with snow removal operations.

II. CONTENT

A. The Michigan Motor Vehicle Code, Sec. 257.252d of Michigan Compiled Laws, Act 300 of 1949, states, in part, "Sec. 252d. (1) A police agency or a governmental agency designated by the police agency may provide for the immediate removal of a vehicle from the public or private property to a place of safekeeping at the expense of the last titled owner of the vehicle in any of the following circumstances:... (b) If the vehicle is parked or standing upon the highway in such a manner as to create an immediate public hazard or an obstruction of traffic... (f) If removal is necessary in the interest of public safety because of fire, flood, storm, snow, natural or man-made disaster, or other emergency."

B. Antrim County Board of Commissioner's Ordinance Number 2 of 1977 states, in part, "No person shall park or abandon any vehicle or other objects or occupy the right-of-way of a public road in any manner which interferes with snow removal or maintenance on any public highway, street or alley."

C. In accordance with A above, any vehicle or object which is a hazard to the public or an obstruction of traffic may be removed by the most efficient means possible.

D. In accordance with A and B above, vehicles parked on the road right-of-way that interfere with snow removal operations shall be dealt with as follows. A Road Commission supervisor shall place a warning on the vehicle with the time and date noted. This warning shall indicate that the operator of the vehicle shall have 24 hours to remove the vehicle. If the vehicle is not removed within 24 hours of placement of the notice, the Road Commission shall contact the Antrim County Sheriff Department to have the vehicle towed at the owner's expense.

a. Other objects interfering with snow removal may be removed by the Road Commission in the most efficient manner it deems necessary.

III. RESPONSIBILITY

b. The Manager is responsible for administering this policy.

Motion carried by unanimous yes vote. Policy 025 approved.

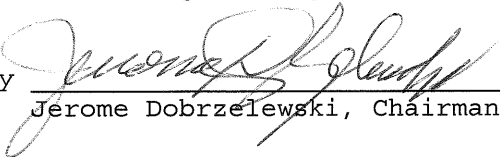
It was moved by Paradis and seconded by Hunt to cast a ballot for the CRA director.

It was moved by Paradis and seconded by Dobrzelewski to authorize the Chairman, Jerome Dobrzelewski, to sign the 2015 Certification Maps. Motion carried by unanimous yes vote. The maps were so signed.


Bills in the amount of \$415,953.73 covered by master voucher(s) #26, W27 & #01 and payroll(s) #27, #27A & #01, in the amount of \$141,727.44 were reviewed.

By motion, the meeting was adjourned at 10:46 a.m.

Approved by


Jerome Dobrzelewski, Chairman

Submitted by


D.E. Farrier, Secretary