

2010

The regular meeting of the Board of County Road Commissioners of Kalamazoo County was held at the Road Commission office at 3801 East Kilgore Road, Kalamazoo, Michigan, on Tuesday, January 5, 2010. Commissioner McCauley called the meeting to order at 3:30 p.m.

Present: Kent L. McCauley, Kenneth R. Oscarson, Dennis J. Berkebile, Jeffrie M. Maddox, Daniel J. Moyle

Also attending: Managing Director Joanna I. Johnson, Finance Director Carla Benison, Traffic Services Director John Byrnes, Chief Engineer Tom Hohm, General Superintendent Travis Bartholomew, Administrative Assistant Nancy Ryan, and Kalamazoo County Commissioner John Zull.

Commissioner Oscarson moved and it was seconded to accept the agenda as presented with the following additions:

- Request approval of travel expense voucher for Commissioner Maddox
- Request rescheduling of the Texas Drive/8th Street public hearing
- Carried by the following vote:
- Aye: McCauley, Oscarson, Berkebile, Maddox, Moyle

Commissioner Berkebile moved and it was seconded to approve the minutes of the December 22, 2009 Board Meeting with the following amendments.

- 1) Clarification and discussion regarding the Kalamazoo Area Transportation Study agenda item. Add the words dues structure to the minutes.
- 2) Insert the 2010 Board Meeting Dates schedule to the minutes or attach as an addendum
- 3) Insert the 2010 Organization and Managing Director goals to the minutes or attach as an addendum
- 4) Change the minutes to reflect two separate motions for appointing the 2010 Chairperson and Vice-Chairperson

Commissioner Berkebile voiced his concerns that staff is editing the minutes from what the scribe drafts; the considerable discussion regarding the goals and objectives at the 12/22/2009 meeting were included in the original draft minutes before staff edited the comments out; KCRC minutes are the weakest minutes in terms of capturing the content of the meeting; the minutes should reflect the reasons if the commissioners do not unanimously agree on motions; and he requested that minutes be more detailed, and wants this issue on the agenda for the work session. Commissioner McCauley voiced a response that everyone makes mistakes but he does not believe that staff is editing the minutes; the Managing Director is the Board clerk and has the final say on the minutes before they come to the Board for approval. Commissioner McCauley continued by mentioning the Parliamentary procedure seminar he attended recommended that minutes reflect "discussion ensued". Commissioner Moyle indicated this was an area that was not as clear as he'd like it to be, and affirmed this should be an item for discussion in the work session. Commissioner McCauley commented that minutes can be as thorough or lacking as the Board would like them to be. Managing Director Johnson reviewed the amendments to the minutes for additional clarity and to summarize the requested changes. Motion carried to approve the minutes with requested amendments, and add discussion of minutes on the agenda for the upcoming work session.

Carried by the following vote:
Aye: McCauley, Oscarson, Berkebile, Maddox, Moyle

Commissioner Oscarson moved and it was seconded to approve and sign the January 4th, 2010 payroll and the January 5, 2010 vendor accounts, as follows:

Payroll Account	\$ 144,543.97
Vendor Account	<u>\$ 154,678.26</u>
Carried by the following vote:	\$ 299,222.23
Aye: McCauley, Oscarson, Berkebile, Maddox, Moyle	

Commissioner Oscarson moved and it was seconded to approve Travel Expense Vouchers for: Commissioners Maddox, Moyle, and Managing Director Johnson.

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox, Moyle

Commissioner Moyle moved and it was seconded to award the 2010 Slag KCRC Modified Aggregate Bid for 21.95 per ton with an option to extend for one year to Kenneth Smith Inc., low bidder, meeting specifications. Commissioner McCauley noted this bid award is a three dollar per ton decrease from last year's price. Commissioner Moyle, Commissioner Oscarson, Managing Director Johnson and General Superintendent Bartholomew exchanged comments on the use of native stone, and the various properties of the slag product,

Carried by the following vote:

Aye: McCauley, Oscarson, Berkebile, Maddox, Moyle

Commissioner Oscarson moved and it was seconded to change the authorized check signers to the Managing Director and Finance Director, and that two signatures be required for all checks. Commissioner Berkebile noted his concern with a policy that does not provide for Board representation as a check signer, and the fiduciary responsibility that the Board has. Commissioner Oscarson questioned if the authorized Board signer reviews every check. The response was no, there is no personal contact with the checks, as they are processed internally with automatic signature. Commissioner McCauley commented that staff found very few road commissions have Board chairperson signatures on checks. Commissioner Oscarson recommends that both the Managing Director and Finance Director are ensuring internal control over the disbursement process is maintained.

Carried by the following vote:

Aye: McCauley, Oscarson, Maddox, Moyle

Nay: Berkebile

Commissioner McCauley moved and it was seconded to approve the Michigan Department of Transportation (MDOT) Agreement Contract #09-5726 for the Kalamazoo River Valley Trail (KRVT), Segment 2 for managing director's signature.

Carried by the following vote:

Aye: McCauley, Oscarson Berkebile, Maddox, Moyle

Commissioner Moyle moved and it was seconded to reschedule the public hearing on the Texas Drive/8th Street petition public hearing to February 16. Commissioner Berkebile questioned whether that is enough time to advertise in the newspaper. Chief Engineer Tom Hohm advised it would be enough time.

Carried by the following vote:

Aye: McCauley, Oscarson Berkebile, Maddox, Moyle

Managing Director Johnson wished everyone a Happy New Year. She advised staff is working on the new year goals. She is looking forward to the retreat to discuss issues for the new year. Winter maintenance operations are moving forward.

Commissioner Moyle was pleased with the snow plow operations on the west side of Kalamazoo County, especially since they have gotten a lot of snow in that area.

Commissioner Berkebile shared that the winter maintenance crew was doing an excellent job on the roads. There was no report from Kalamazoo Area Transportation Study but they will be meeting the 3rd Wednesday of January.

Commissioner Oscarson commented road crews are doing a good job in the south side of the county.

Commissioner McCauley thanked the commission for their confidence in him to lead the Board meetings. He also advised he will be getting an e-mail out regarding scheduling a retreat for Board members and staff. He was unable to attend the Council of Governments meeting but Managing Director Johnson attended and reported there are some interesting issues being discussed and received the 2010 meeting schedule.

The meeting adjourned at 3:57 p.m.