



# CALHOUN COUNTY

## Road Commission Task Force

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Minutes  
June 7, 2012

Law Library  
Conference  
Room  
315 W. Green St.  
Marshall, MI  
49068  
(269)781-0966

1. Call to Order

Present: Members Sweet, Behnke, VanSickle, Frisbie, Kale and Calhoun County Administrator/Controller Kelli Scott, Corporation Counsel Richard Lindsey, Human Resources Director Kim Archambault and Deputy Clerk Chris McComb

2. Approval of Agenda

“Moved Member Behnke, supported by Member VanSickle to approve the agenda of the June 7, 2012 Road Commission Task Force meeting as presented.”

*Dick Sweet*

*Rob Behnke*

On a voice vote, Motion CARRIED.

3. Approval of Minutes

“Moved Member VanSickle, supported by Member Frisbie to approve the minutes of the May 17, 2012 Road Commission Task Force meeting as presented.”

*Blaine  
VanSickle*

*Steve Frisbie*

On a voice vote, Motion CARRIED.

*Art Kale*

4. Public Comment

There was none.

## 5. Correspondence/Informational

### a. Battle Creek Area Transportation Study

Administrator/Controller Scott mentioned correspondence from Battle Creek Area Transportation Study (BCATS), explaining that they received matching grant funds from the Calhoun County Road Commission and they wanted to explain the collaboration and to make sure the funding wasn't lost with any changes that may be made in the Road Commission structure.

### b. Road Commission Consolidation presentation by attorney Doug Van Essen, handout from MACAO summer workshop

Scott stated at her recent Michigan Association of County Administrative Officers (MACAO) meeting they had a session on Road Commission consolidation and heard from Attorney Doug Van Essen, who was asked by Ottawa County to present an opinion on eliminating Road Commission Boards. She reviewed his opinion, noting that this was provided to the Task Force for information.

The Task Force discussed Van Essens' opinion and Act 51 funds.

## 6. Old Business

### a. Proposed Timeline as Revised

The Task Force agreed to present their decision on plans to move forward with a draft for the public to the Board of Commissioners on August 2.

Kale stated they needed to invite Road Commission Managing Director Kevin Henning and his staff to the June 22 meeting to discuss information.

“Motion by Member Behnke, supported by Member Sweet to approve the timeline in addition to inviting the Road Commission staff on June 22nd and change the meeting time to 7:30.”

On a voice vote, Motion CARRIED.

### b. Continue Discussion of Proposed CCRC Employee Survey

Kale stated the Road Commission had been cooperative but they would not slow the process down. He stated the Task Force members should send questions regarding the financials to Administrator/Controller Scott by Wednesday, June 13 to forward to Managing Director Henning by the end of the week.

## 7. New Business

### a. Review of Compiled CCRC Financial History

The Task Force discussed the spreadsheet of financial information prepared by Administrator/Controller Scott, noting the fringe benefit factor of the Road Commission was 89% and County staff would be doing a comparison of Road Commission to County benefits when they received more information. Kale mentioned his concerns being mainly declining cash flow, negative unrestricted fund balance and high accounts payable balances.

## 8. Public Comment

Kevin Patrick, Marshall, commended the Task Force for trying to get to the root of the problem with the roads.

## 9. Task Force Member/Staff Comments

Member Sweet stated they were trying to find out if the focus has been on preserving the entity instead of preserving the roads but no matter what there should be a new business model moving forward.

Member Kale stated he would like to see how employee time was monitored.

Member Frisbie would like to look at best practices, what are they and are we following them.

Member Behnke noted the townships spend a lot of time fielding calls about roads.

Scott stated she was trying to figure out what to request to answer questions on cost accounting and what procedures are being used. Staff is trying to pull together information that will help the task force make decisions.

## 10. Adjourn

The June 7, 2012 meeting of the Calhoun County Road Commission Task Force adjourned at 9:30 a.m.

Respectfully submitted,

Chris McComb  
Deputy Clerk