APPROVED

MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON WEDNESDAY, NOVEMBER 14, 2018 AT 9:00 A.M.
AT THE OFFICE LOCATED AT 669 MCCOY ROAD, GAYLORD, MICHIGAN

ITEM 1 - PLEDGE OF ALLEGIANCE
Meeting called to order by Chair Matelski at 9:00 a.m. Pledge of Allegiance.

ITEM 2 - ROLL CALL
Upon roll call, the following Commissioners responded:
Holewinski, Present
Huff, Present
Matelski, Present
In addition, the following staff members were present: Jason Melancon, Manager; Becky Jerry, Board Secretary.

ITEM 3 – ADDITIONS TO AGENDA
None.

ITEM 4 – APPROVAL OF AGENDA
Motion by Huff, and seconded by Holewinski to approve the Agenda as presented. Three ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST
*Do Commissioners or any Commissioners feel other Commissioners may have a conflict on any matter addressed on this Agenda?*Roll Call Vote: Holewinski, no; Huff, no; Matelski, no.

ITEM 6 – CONSENT CALENDAR
The purpose of the Consent Calendar is to expedite business by grouping non-controversial items together without discussion. Any member of the Commission, staff, or the public may ask that any item on the Consent Calendar be removed and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected.

If an item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Commission action adopting the Consent Calendar. The Manager recommends the following items be adopted:

A. *Minutes:* The Board approves the Regular Meeting Minutes dated October 18, 2018.

B. *Payroll:* The Board approves Payroll Comp Pay Out ($3898.10), Payroll #22 ($62,935.60), Payroll #23 ($66,460.95), and Payroll #23b ($25,013.87) respectfully.

C. *Accounts Payable:* The Board approves Accounts Payable C/10-4 ($7,772.65) to be paid through the General (201) account, C/11-1 ($51,324.25) to be paid through the General (201) account, C/11-2 ($907,988.98) of which $665,330.69 will be paid through the General (201) account and $242,658.29 to be paid through the Millage (465) account, and the Accounts Payable Check Register dated 10/01/2018 to 10/31/2018.

Motion by Huff, and seconded by Holewinski to approve items on the Consent Calendar. Three ayes, no nays. Motion carried.

ITEM 7 – COUNTY UPDATE
Ken Glasser, Commissioner for Otsego County Board, updated Road Commission Board on County matters.

ITEM 8 – PUBLIC COMMENT

Neil Smith, representing a land owner on The Ford Road, requested that the road be closed to through traffic. Discussion. Discussion and/or decision will be addressed at Road Commission Board meeting scheduled for December 20, 2018.

ITEM 9 – APPOINTMENTS
None.

ITEM 10 – UPCOMING MEETINGS
A. Board Meeting dates: December 20, 2018.
B. Schedule Reorganizational Meeting date at December Board Meeting.

ITEM 11 – FINANCE REPORTS/BUDGETS
No discussion.

ITEM 12 – OLD BUSINESS/UNFINISHED BUSINESS
None.

ITEM 13 – NEW BUSINESS
1. R18-11 Resolution to Adopt a Local Pavement Warranty Program. **Motion by Huff, and seconded by Holewinski to approved/adopt R18-11 Resolution to Adopt a Local Pavement Warranty Program. Roll call vote: Huff, yes; Holewinski, yes; Matelski, yes. Three ayes, no nays. Motion carried.**

2. R18-12 Resolution to Implement a Local Pavement Warranty Program. **Motion by Holewinski, and seconded by Huff to approved/adopt R18-12 Resolution to Implement a Local Pavement Warranty Program. Roll call vote: Holewinski, yes; Huff, yes; Matelski, yes. Three ayes, no nays. Motion carried.**

3. P18-10 Non-Union Employee Benefit Policy/proposed wage increase. Manager requested this item be discussed in Closed Session.

ITEM 14 – CORRESPONDENCE AND REPORTS
Manager discussed the following with the Board:
1. Drain issue on Irma; road commission filing lawsuit against owner.
2. New loader.
3. New trucks.
4. Seasonal employees.
5. Hiring of full-time equipment operator.
6. Positive reflections on employee reassignments/position restructuring. Discussion.

Manager requested going into Closed Session to Discuss Upcoming Negotiations and Non-Union Benefit Policy.

ITEM 15 – CLOSED SESSION TO DISCUSS UPCOMING UNION NEGOTIATIONS, NON-UNION BENEFIT POLICY/WAGES, REVIEW CLOSED SESSION MINUTES DATED NOVEMBER 14, 2018.
Motion by Huff, and seconded by Holewinski to go into Closed Session at 9:52 a.m. to discuss upcoming union negotiations, Non-Union Benefit Policy and wage proposal, and to review Closed Session Minutes dated November 14, 2018. Three ayes, no nays. Motion carried.

Motion by Huff, and seconded by Holewinski to return to Open Session at 10:42 a.m. Three ayes, no nays. Motion carried.

Motion by Huff, and seconded by Holewinski to approve Closed Session Minutes dated November 14, 2018. Three ayes, no nays. Motion carried.

Motion by Huff, and seconded by Holewinski to approve P18-10 Non-Union Benefit Policy with the following revisions: 1. Sick time pay-out at retirement will be 350 hours; 2. No holiday pay for employees' birthdays. Discussion. Three ayes, no nays. Motion carried.

APPROVED

Motion by Huff, and seconded by Holewinski to approve proposed wage increase for salaried employees. Three ayes, no nays. Motion carried.

ITEM 16 – MISCELLANEOUS AND OTHER
None.

ITEM 17 – ADJOURNMENT
Motion by Huff, and seconded by Holewinski to adjourn meeting at 10:55 a.m. Three ayes, no nays. Motion carried.

William Holewinski, Vice Chair

Rebecca Jerry, Board Secretary