

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON FRIDAY, APRIL 24, 2015, AT 11:00 A.M.
AT THE OFFICE LOCATED AT 669 MCCOY ROAD, GAYLORD, MICHIGAN**

ITEM 1 - PLEDGE OF ALLEGIANCE

Meeting called to order by the Chairman Tholl at 11:00 a.m. Pledge of Allegiance.

ITEM 2 - ROLL CALL

Upon roll call, the following Commissioners responded:

Holewinski, Present

Matelski, Present

Tholl, Present

In addition, the following staff members were present: Tom Deans, Engineer-Manager; Becky Jerry, Board Secretary.

ITEM 6 – PUBLIC COMMENT

Chuck Berlin, property owner on Highland Avenue, represented himself and his neighbors and voice concerns over the condition of their road. They would like the Road Commission support and consideration to get road fixed.

ITEM 3 – ADDITIONS TO AGENDA

Add meeting to ITEM 7: Northern & Southern Association/May 12. (Commissioner Tholl to attend)

ITEM 4 – APPROVAL OF AGENDA

Motion by Commissioner Matelski to approve the Agenda with the revision, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.

ITEM 5 – 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 revised Regular Meeting Minutes dated March 26, 2015 and Regular Meeting Minutes dated April 9, 2015.

B. *Payroll*: The Board approves Payroll #8 (\$60,313.40), respectively.

C. *Accounts Payable*: The Board approves Accounts Payable in the amount of \$163,292.93.

Motion to approve items on the Consent Calendar. Ayes: Unanimous. Motion carried.

ITEM 13 – CORRESPONDENCE AND REPORTS

Foremen's Reports:

Kiel, Shop Foreman, reported on the following:

- MI CAT Loader lease. **Motion by Commissioner Matelski to approve the Equipment Sales and Security Agreement with Michigan Cat to lease a CAT Loader 930K for the amount of \$180,373.00 with a trade-**

APPROVED

in allowance of \$91,500.00; with payments to be \$112.53 per month for a period of sixty (60) months, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.

- **Equipment No.: 303. Discussion. Motion by Commissioner Matelski to dispose of equipment no.: 303, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**
- **Overhead doors. Discussion. In addition, the following was discussed: GPS upgraded; security camera; boom truck inspection; employee matters; repair of roof; repairs on 2002 Western Star truck; auction items for sale at Ogemaw CRC.**
- **Motion by Commissioner Matelski to fix two garage doors (with windows) in the shop for the amount of \$6,750.00, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**

ITEM 12 – NEW BUSINESS

B. Gravel Pits. Kurt Stocker, requested use of one of the Road Commission's gravel pits for his truck driving school. Discussion. **Motion by Commissioner Holewinski to approve the use of the Decker Pit for Mr. Stocker's driving school for the monthly amount of \$150.00, \$1,000,000.00 liability coverage, and upon MCRCSIP's approval, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**

ITEM 7 – UPCOMING MEETINGS

Board went over meeting dates.

ITEM 8 – COUNTY UPDATE

None.

ITEM 9 – FINANCE REPORTS/BUDGETS

Discussion was held on the following:

- A. Financial Statements as of April 30, 2015.
- B. Content Appraisal/Deyo Stone. **Motion by Commissioner Matelski to approve price quote from Deyo Stone Associates for an insurance appraisal for the amount of \$1,400.00, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**
- C. Burnham & Flower/Healthcare Actuarial. Board informed auditor does actuarial.
- D. MERS Healthcare Savings Program Participation/Finance Director. **Motion by Commissioner Holewinski to approve that the 1.5% Base Wage Deposit for the Finance Director be deposited in a health care savings program account on or after January 1 of each year based upon the previous year's base wage and to approve the MERS Health Care Program Participation Agreement for the Finance Director, seconded by Commissioner Tholl. Two ayes, no nays, one absent (during vote only). Motion carried.**

ITEM 10 – APPOINTMENTS

None.

ITEM 11 – OLD BUSINESS

- A. Title VI Non-Discrimination Plan. Discussion. **Motion by Commissioner Holewinski to approve P15-4 OCRC Title VI Non-Discrimination Plan dated January 22, 2015, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**
- B. Bid Tabulations. Annual bids for asphalt emulsions, calcium chloride, and ice control sand were opened and reviewed by the Engineer-Manager and Finance Director on Tuesday, April 21, 2015 at 2:00 p.m. **Motion by Commissioner Holewinski to accept and award the bids based upon the Engineer-Manager's recommendation that are determined to be in the best interest of the Otsego County Road Commission, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**

ITEM 12 – NEW BUSINESS

- A. Township Agreement/Bagley Township/South Vail Lane. **Motion by Commissioner Matelski to approve the Township Agreement for Improvement of Local Roads between OCRC and Bagley Township for the estimated amount of \$74,150.00 for South Vail Lane, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**
- B. (As Board Secretary had to leave at 1:00 p.m., Board voted on ITEM 14. A. Permits.)

APPROVED

The following permits are recommended for approval:

	<u>Applicant</u>	<u>Permit Type/No.</u>	<u>Roads Permitted</u>
1)	The Hydaker Wheatlake Co.	Seasonal Permit #FL15-13 through #FL15-14	To Be Determined
2)	Team Services	Ext. Permit #15-074	County Roads
3)	DTE Gas	Plow Permit #4910	Fowler Lake Road
4)	DTE Gas	Plow Permit #4911	Mapleleaf Drive
5)	MichCon Gas	Plow Permit #4912	Porcupine Path
6)	DTE Gas	Bore Permit #4913	Hemlock Street
7)	MichCon Gas	Plow Permit #4914	Spring Drive
8)	MichCon Gas	Bore Permit #4915	Spring Drive
9)	MichCon Gas	Plow Permit #4916	Spring Drive
10)	Great Lakes Energy	OHL Permit #4917	Goslow Road
11)	David Land	Res. Dr. #115-04-14-01	Old Alba Road
12)	Michael Hornbeck	Res. Dr. #115-04-14-02	Lake Manuka Road
13)	OEI	Ext. Permit #15-075	County Roads
14)	William Peterson	Res. Dr. #115-04-17	Sawyer Road
15)	J & N Inc.	Ext. Permit #15-076 through #15-081	County Roads
16)	Nowakowski Transport	Temp. Dr. #115-04-06-01	Martindale Road

Motion by Commissioner Matelski, upon recommendation of the Road Commission's Permit Agent, to approve the permits listed in 1-16 as presented, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.

ITEM 13 – CORRESPONDENCE AND REPORTS

A. Board went over Engineer-Manager report.

ITEM 14 – MISCELLANEOUS AND OTHER

B. Otsego Lake level – 1273.94/Bradford Lake level 1246.60.

Discussion with Representatives Cole and Petallia, and Senator Stamos on road funding issues.

ITEM 15 – ADJOURNMENT

Chairman Tholl moved to adjourn the meeting at 3:20 p.m.

Roberta M. Tholl, Chairman

David C. Matelski, Vice Chairman

William T. Holewinski, Member

Rebecca L. Jerry, Board Secretary