

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON THURSDAY, MAY 19, 2016, AT 1:00 P.M.
AT THE OFFICE LOCATED AT 669 MCCOY ROAD, GAYLORD, MICHIGAN**

ITEM 1 - PLEDGE OF ALLEGIANCE

Meeting called to order by Chair Matelski at 1:00 p.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; Diane Purgiel, Deputy Board Secretary.

ITEM 3 – ADDITIONS TO AGENDA

Holewinski asked that a Mt. Jack Road Project update be added to the agenda.

Motion by Tholl to approve additions to the Agenda, seconded by Matelski. Three ayes, no nays. Motion carried.

ITEM 4 – APPROVAL OF AGENDA

Motion by Tholl to approve the Agenda with revisions, seconded by Matelski. 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 Regular Meeting Minutes dated April 21, 2016.
- B. *Payroll*: The Board approves Payroll for Health Insurance Opt-Out (\$6,728.15), Payroll #9 (\$61,830.27), and Payroll #10 (\$63,457.35) respectively.
- C. *Accounts Payable*: The Board approves Accounts Payable C/4-3 (\$65,529.03) to be paid through the General (201) account, C/5-1 (\$359,756.50) to be paid through the General (201) account, C/5-2 (\$198,157.88) to be paid through the General (201) account, and the Accounts Payable Check Register dated 4/1/2016 to 4/30/2016.

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

ITEM 6 – COUNTY UPDATE

None

ITEM 7 – APPOINTMENTS

- A. Foremen's Reports at 1:30 a.m.

APPROVED

- B. Denise Donahue, CRA, at 2:00 p.m.

ITEM 8 – PUBLIC COMMENT

Randy Stultz, Otsego Lake Township, thanked the Road Commission on behalf of the Otsego County Parks and Recreation Committee for the Road Commission's assistance in the opening and cleaning of the park.

Bill Sensabaugh, Dodge Lake Road resident, asked if the Road Commission received a petition to tar and chip Dodge Lake Road. Deans stated that it had been discussed with the Otsego Lake Township Supervisor and that it should be on their board's meeting agenda. Discussion.

Dave Bennett, Otsego County Road Commission Candidate, introduced himself.

ITEM 9 – UPCOMING MEETINGS

Board went over meeting dates.

- A. Upcoming Road Commission Board meeting dates: Thursday, June 16, 2016 at 9:00 a.m.
Tholl stated that she will check her calendar and call if there are any conflicts.
- B. Safety Breakfast: Thursday, May 26, 2016 at 6:00 a.m.
Deans asked the Commissioners to consider attending.
- C. CRA Board Meeting: June 8, 2016
No one will be attending.
- D. NMARC/ASMRC 4th Annual Joint Conference: September 13-15, 2016
Holewinski stated that he will attend this conference.

ITEM 10 – FINANCE REPORTS/BUDGETS

- A. MDOT Engineering Reimbursement (\$10,000.00). **Motion by Holewinski to approve the MDOT Engineering Reimbursement in the amount of \$10,000.00 and for Board members to sign accordingly, seconded by Tholl. Three ayes, no nays. Motion carried.**
- B. 2015 Act 51. **Motion by Tholl to approve the 2015 Act 51 Report pending the auditor's approval, seconded by Holewinski. Three ayes, no nays. Motion carried.**
- C. Payment 3/PA 84 (\$145,006.03): **Motion by Tholl to approve the amended MERS Healthcare Savings Program Participation Agreement to be effective January 1, 2016, seconded by Holewinski. Three ayes, no nays. Motion carried. Motion by Tholl to approve the one-time payment of \$20,000.00 into a Health Care Savings Program account for those employees hired prior to 2009, seconded by Holewinski. Three ayes, no nays. Motion carried**

ITEM 11 – OLD BUSINESS

- A. Amendment of Oil and Gas Lease. **Motion by Tholl to approve the Amendment of Oil and Gas Lease between OCRC and Harry R. Fruehauf and Division Orders between OCRC and NuEnergy Operating, Inc. by removing two wells (Geraldine 3-3 (10101013) and Geraldine 6-3 (10101045)) and adding three lots (Lot 2 Block 2, Lot 2 Block 5, and Lot 1 Block 6 in Pleasant View Subdivision), seconded by Holewinski. Three ayes, no nays. Motion carried.**

ITEM 12 – NEW BUSINESS

- A. Hot Mix Asphalt Paving of Various Streets in Bagley Township (Section 21). **Motion by Holewinski, upon the recommendation of the Manager, to accept the bid proposal from Reith-Riley Construction Co., for the amount of \$77,560.20 for hot mix asphalt paving of various streets in Bagley Township (Section 21), seconded by Tholl. Three ayes, no nays. Motion carried.**
- B. Hot Mix Asphalt Paving of Various Streets in Bagley Township (Sections 3 & 15). **Motion by Holewinski, upon the recommendation of the Manager, to accept the bid proposal from Payne & Dolan, Inc., for the amount of \$87,872.75 for hot mix asphalt paving of various streets in Bagley Township (Sections 3 & 15), seconded by Tholl. Three ayes, no nays. Motion carried.**
- C. Hot Mix Asphalt Paving of Various Streets in Bagley Township (Sections 30 & 32). **Motion by Holewinski, upon the recommendation of the Manager, to accept the bid proposal from Reith-Riley**

APPROVED

Construction Co., for the amount of \$88,727.85 for hot mix asphalt paving of various streets in Bagley Township (Sections 30 & 32), seconded by Tholl. Three ayes, no nays. Motion carried.

D. Hot Mix Asphalt Paving of Shady Brook Lane in Hayes Township. Motion by Holewinski, upon the recommendation of the Manager, to accept the bid proposal from Payne & Dolan Inc., for the amount of \$30,951.00 for hot mix asphalt paving of Shady Brook Lane in Hayes Township, seconded by Tholl. Three ayes, no nays. Motion carried.

ITEM 7 – APPOINTMENTS

- A. Foremen presented updates to Board on shop equipment, changeovers on trucks, signs, 532 trailer, hot patching, State budget, M-32 West shoulder work, Cottage Trail, Standard Lake, Chester Road, brine, Bradford Lake gate. Mike Boguth from the Weather Station will be the speaker at the Safety Breakfast.
- B. Denise Donahue, CRA, at 2:00 p.m.—was not here at 2:00 p.m., appointment cancelled.

ITEM 13 – CORRESPONDENCE AND REPORTS

- A. Bid tabulations. Discussion.

ITEM 14 – MISCELLANEOUS AND OTHER

- A. Permits.

	Applicant	Permit Type/No.	Roads Permitted
1	MDC Contracting LLC	Ext. Permits #16-101 through #16-111	County Roads
2	Earthworks Enterprises Inc.	Ext. Permits #16-112 through #16-114	County Roads
3	J & N Inc.	Ext. Permits #16-115 through #16-119	County Roads
4	DTE Gas	Plow Permit #5119	Moccasin Path
5	Great Lakes Gas Transmission	Annual Permit	County Roads
6	Precision Forestry Inc.	Ext. Permits #16-120 through #16-121	County Roads
7	Hydaker Wheatlake Company	Ext. Permits #16-122 through #16-123	County Roads
8	Prusakiewicz Farms	Bore Permit #5120	Finnegan Road
9	Prusakiewicz Farms	Bore Permit #5121	Finnegan Road
10	Pigeon Telephone Company	Bore Permit #5122	Northwood Drive
11	Pigeon Telephone Company	Plow Permit #5123	Northwood Drive
12	Pigeon Telephone Company	Comm. Dr. #116-05-05-01	Northwood Drive
13	Joe & Pam Borowiak	Res. Dr. #116-05-05-02	Kassuba Road
14	Northwest Hardwoods	Temp. Logging #116-05-05-03	Wheeler Road
15	Hodgins Asphalt Paving Inc.	Res. Dr. #116-05-09-01	Sherwood Drive
16	DTE Gas	Bore Permit #5124	Hadley Avenue
17	Mid Valley Structures Inc.	Ext. Permit #16-124	County Roads
18	Ron Koronka Excavating	Res. Dr. #116-05-09-02	Birchdale Drive

Matelski suggested to the other Board members that the Board no longer approve the permits since there are permit agents in place. After discussion, it was decided unanimously to list the permits for viewing purposes only.

ITEM 17 – ADJOURNMENT

Motion by Matelski to adjourn the meeting at 2:07 p.m., seconded by Tholl. Three ayes, no nays. Motion carried.

David Matelski, Chairman

Diane Purgiel, Deputy Board Secretary