

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON THURSDAY, MAY 28, 2015, 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 the Chairman Tholl at 9:00 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 3 – ADDITIONS TO AGENDA

Add Special Meeting Minutes dated May 27, 2015 and Closed Session Minutes dated May 27, 2015 to Consent Calendar.

ITEM 4 – APPROVAL OF AGENDA

Motion by Commissioner Matelski to approve the Agenda with the revisions, 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 Regular Meeting Minutes dated May 14, 2015, Special Meeting Minutes dated May 27, 2015, and Closed Session Minutes dated May 27, 2015.

B. *Payroll:* The Board approves Payroll #10 (\$50,454.83), and Payroll #11 (\$55,973.27), respectively.

C. *Accounts Payable:* The Board approves Accounts Payable AP/5-Early Issue in the amount of \$350.00, AP/5-2 in the amount of \$245,030.00, and AP/5-3 in the amount of \$122,938.67.

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

ITEM 6 – PUBLIC COMMENT

None.

ITEM 7 – UPCOMING MEETINGS

Board went over meeting dates.

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ITEM 8 – COUNTY UPDATE

Paul Beachnau, liaison for the County of Otsego Board of Commissioners, provided County update and discussed proceeding with the Public Hearing on the air quality permit; meeting to discuss the trail from downtown Gaylord to Waters; purchase of new boat for Sheriff for boat control; dilapidated properties being demolished; junk cars on property in Livingston Township; county in good financial condition.

ITEM 9 – FINANCE REPORTS/BUDGETS

Discussion was held on the following:

- A. Financial Statements as of April 30, 2015.

ITEM 10 – APPOINTMENTS

- 1. Paul Slough, an attorney from Kirkpatrick, DuBois, and Slough PLC, introduced himself and offered services to the Road Commission. In addition, he also requested information on Lake Drive within the plat of Heart Lake subdivision.

ITEM 9 – FINANCE REPORTS/BUDGETS, Continued...

Discussion was held on the following:

- A. 2014 Act 51 Report. **Motion by Commissioner Matelski to approve the 2014 Act 51 Report, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**
- B. Proposed Escrow Accounts. **Motion by Commissioner Matelski to approve the escrow proposal totaling \$91,166.67 per month beginning May, 2015, with escrow amount to decrease October 2015 to \$65,500.00, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**
- C. Investment Policy. Investment policy to be updated with Engineer-Manager designated as investment officer of the Road Commission.

ITEM 11 – OLD BUSINESS

- A. Purchase of MI CAT Loader 950M. **Motion by Commissioner Matelski to approve the Equipment Sales and Security Agreement with Michigan Cat to lease a CAT Loader 950M (Serial Number: EMB00570) for the amount of \$242,675.00 with payments to be \$1,747.99 per month for a period of sixty (60) months, seconded by Commissioner Holewinski. This matter was discussed and approved at the November 20, 2014 regular Board meeting but was never formally documented in minutes. Roll call vote: Matelski, yes; Holewinski, yes; Tholl, yes. Three ayes, no nays.**

ITEM 12 – NEW BUSINESS

- A. Engineer-Manager gave construction project update.

ITEM 13 – CORRESPONDENCE AND REPORTS

None.

ITEM 14 – MISCELLANEOUS AND OTHER

- A. Jerry Aussin voiced concerns on signs being removed on S. Townline/Van Tyle intersection. Discussion.
- B. Permits.

	Applicant	Permit Type/No.	Roads Permitted
1	Wayne Monusko	Misc. Permit #4928	Old 27 North
2	Mid Michigan Truss	Ext. Permit #15-094	County Roads
3	DTE Gas	Bore Permit #4929	Old 27 North
4	DTE Gas	Bore Permit #4930	Wood Thrush Circle
5	M & M Excavating Inc.	Ext. Permit #15-095 through #15-107	County Roads
6	A-1 Harvey Asphalt	Res. Dr. #115-05-12-01	Crestwood Drive
7	A-1 Harvey Asphalt	Res. Dr. #115-05-12-02	St. Andrews Drive
8	A-1 Harvey Asphalt	Res. Dr. #115-05-12-03	Valleyview Court
9	Frontier	Plow Permit #4931	Expressway Court
10	DTE Gas	Bore Permit #4932	Geigler Drive

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11	DTE Gas	Bore Permit #4933	Michaywe' Drive
12	Presque Isle Electric & Gas	Bore Permit #4934	Fairgrieve Road
13	Presque Isle Electric & Gas	Bore Permit #4935	Fairgrieve Road
14	Presque Isle Electric & Gas	Bore Permit #4936	Fairgrieve Road
15	DTE Gas	Plow Permit #4937	Arawak Pass
16	O.I.L. Energy Corp	Plow Permit #4938	Manuka Trail
17	O.I.L. Energy Corp	Open Cut Permit #4939	Manuka Trail
18	Great Lakes Energy	OHL Permit #4940	Finnegan Road
19	Luke Pagel	Res. Dr. #115-05-20	Miller Street
20	MDC Contracting LLC	Ext. Permit #15-108	County Roads
21	MDC Contracting LLC	Ext. Permit #15-109	County Roads
22	Northern Tank Truck Service	Brine Permit	County Roads

Motion by Commissioner Holewinski, upon recommendation of the Road Commission's Permit Agent, to approve the permits listed in 1-22 as presented, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.

- C. Otsego Lake level – 1273.83/Bradford Lake level 1246.90 (Rain Gauge 1.49).
- D. Engineer-Manager suggested the Board Members join him to look at the roads after the next Board meeting.

ITEM 15 – ADJOURNMENT

Chairman Tholl moved to adjourn the meeting at 10:28 a.m.

Roberta M. Tholl, Chairman

David C. Matelski, Vice Chairman

William T. Holewinski, Member

Tom Deans, Engineer-Manager