

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON THURSDAY, JUNE 20, 2019 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, Holewinski, at 9:00 a.m. Pledge of Allegiance.

ITEM 2 - ROLL CALL

Upon roll call, the following Commissioners responded:

Camiller, Present
Dipzinski, Present
Heinz, Present
Holewinski, Present
Huff, Present

The following staff members were present: Jason Melancon, Manager, and Rebecca Jerry, Board Secretary.

ITEM 3 – ADDITIONS TO AGENDA

Additions: Tom Deans, Engineer, Retirement/NEW BUSINESS. Chair asked that this matter be discussed prior to audit report.

ITEM 4 – APPROVAL OF AGENDA

Motion by Huff, and seconded by Dipzinski to approve the Agenda with revisions. Five 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: Camiller, no; Dipzinski, no; Heinz, no; Holewinski, no; Huff, 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 May 16, 2019.
- B. *Payroll:* The Board approves Payroll #11 (\$61,439.34), and Payroll #12 (\$70,579.37) respectfully.
- C. *Accounts Payable:* The Board approves Accounts Payable C/5-3 (\$51,269.45) to be paid through the General (201) account, C/5-4 (\$13,207.03) to be paid through the General (201) account, C/6-1 (\$11,501.78) to be paid through the General (201) account, C/6-2 (\$5,198.07) to be paid through the General (201) account, and C/6-3 (\$322,391.95) to be paid through the General (201) account, and the Accounts Payable Check Register dated 5/01/2019 to 5/31/2019.

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

Discussion was held on the upcoming retirement of Tom Deans, Engineer. Board agreed to advertise for the position and to also list job description and salary on CRA List Serv. Melancon, Deans, Holewinski, and Huff to sit on hiring committee.

APPROVED

Chair, Holewinski, left approximately at 9:15 a.m.

ITEM 7 – APPOINTMENTS/9:10 A.M.

Phil Wolf: Anderson, Tackman & Company, went over OCRC's Financial Statement as of December 31, 2018. Auditor suggested increasing contribution to healthcare trust. **Motion by Heinz, and seconded by Camiller to accept and approve the 2018 Audit Report/Otsego County Road Commission Financial Statement as of December 31, 2018 as presented. Four ayes, no nays. Motion carried.**

ITEM 8 – COUNTY UPDATE

Ken Glasser updated the board on the County of Otsego matters.

ITEM 9 – PUBLIC COMMENT

Denise Pallarito, Michigan Timbermen Executive Director, introduced herself to Board.

ITEM 10 – UPCOMING MEETINGS

- A. Board meeting dates: July 18, 2019 and August 15, 2019 (Conflict between July Board meeting and MCRCSIP Annual Meeting). **Motion by Dipzinski, and seconded by Heinz to change July 18, 2019 meeting date to Tuesday, July 23, 2019 at 9:00 a.m. Four ayes, no nays. Motion carried.**
- B. MTA Meeting: July 16, 2019/Otsego Lake Township Hall at 6:00 p.m.
- C. MCRCSIP Annual Membership Meeting: July 17-18, 2019. Heinz, Huff, Holewinski, Camiller to attend. Dipzinski to check dates.

ITEM 11 – FINANCE REPORT/BUDGETS

- A. 2018 Annual Financial Report/Act 51. **Motion by Dipzinski, and seconded by Camiller to accept and approve the 2018 Act 51 Report. Four ayes, no nays. Motion carried.**
- B. Engineering Reimbursement/MDOT. **Motion by Heinz , and seconded by Dipzinski to approve the Engineering Reimbursement request for engineering reimbursement from MDOT for the amount of \$10,000.00. Four ayes, no nays. Motion carried.**

ITEM 12 – OLD BUSINESS/UNFINISHED BUSINESS

None.

ITEM 13 – NEW BUSINESS

- A. Township Agreement for Improvements on Local Roads/Charlton Township/Hetheron Road. **Motion by Dipzinski, and seconded by Camiller to approve the Township Agreement for Improvements on Local Roads between the OCRC and Charlton Township for improvements on Hetheron Road with the Township contribution estimated to be in the amount of \$100,000.00. Four ayes, no nays. Motion carried.**

ITEM 14 – CORRESPONDENCE AND REPORTS

1. Commissioners' Report. Discussed drain issue on Irma; bid openings on road projects; E. Sturgeon Valley Road; Otsego Lake water levels.

ITEM 15 – MISCELLANEOUS AND OTHER

None.

ITEM 16 – ADJOURNMENT

Motion by Camiller, and seconded by Heinz to adjourn meeting at 10:31 a.m. Four ayes, no nays. Motion carried.