

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON TUESDAY, JUNE 9, 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.

ITEM 3 – ADDITIONS TO AGENDA

Add Thumb Lake Road at Old 27 North and Little League Drive under Item 12. New Business.

ITEM 4 – APPROVAL OF AGENDA

Motion by Commissioner Holewinski to approve the Agenda with the revisions, seconded by Commissioner 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 May 28, 2015. **Motion by Commissioner Matelski to approve the Regular Meeting Minutes dated May 28, 2015, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**

B. *Accounts Payable*: The Board approves Accounts Payable AP/6-1 in the amount of \$149,884.29, and Accounts Payable Check Registers for April 1, 2015 to April 30, 2015 and May 1, 2015 to May 31, 2015. **Motion by Commissioner Holewinski to approve Accounts Payable AP/6-1 in the amount of \$149,884.29, and Accounts Payable Check Registers for April 1, 2015 to April 30, 2015 and May 1, 2015 to May 31, 2015, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**

ITEM 6 – PUBLIC COMMENT

None.

ITEM 7 – UPCOMING MEETINGS

Board went over meeting dates. Board agreed to change the meeting date of June 25, 2015 at 9:00 a.m. to Wednesday, June 24, 2015 at 1:00 p.m. The first meeting of July will be July 9, 2015 at 9:00 a.m.

APPROVED

ITEM 8 – COUNTY UPDATE

Paul Beachnau, liaison for the County of Otsego Board of Commissioners, discussed work improvements to the community center; web-site upgrades; bids for the EMS building addition; the trail from downtown Gaylord to Waters; and, zoning enforcement.

ITEM 9 – FINANCE REPORTS/BUDGETS

Discussion was held on the following:

- A. Financial Statements as of May 31, 2015 and June 30, 2015. **Motion by Commissioner Matelski to approve the Finance Statements as of May 31, 2015 and June 30, 2015, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**
- B. Balance Escrow Accounts as of June 2015. Board reviewed.
- C. 2014 MERS Annual Actuarial Valuation. Board reviewed.
- D. Memo regarding Retiree Healthcare Benefits. **Motion by Commissioner Holewinski to table matter for a later date, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**
- E. Investment Policy. **Motion by Commissioner Holewinski to approve P15-7 Investment Policy, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**
- F. Resolution(s) to Lease, Purchase and/or Finance/MI CAT. **Motion by Commissioner Holewinski to approve the attached Governmental Entity Resolution(s) to Lease, Purchase and/or Finance from MI CAT (Transaction Numbers 2668027 and 2651230), seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**

ITEM 10 – APPOINTMENTS

None.

ITEM 11 – OLD BUSINESS

- A. & B. Bid Tabulations/South Vail Lane/Overband Crack Fill. Board reviewed and agreed 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.

ITEM 12 – NEW BUSINESS

- A. MCRCSIP & CRASIF Elections. Board reviewed candidate list and made following candidate selections
 - MCRCSIP Board of Directors: Lester Livermore and Darrel Spragg.
 - CRASIF Board of Trustees: Ken Hulka, Mike Larrabee, and Dale Linton.
- B. Murner Road Permit. Board and Engineer-Manager reviewed future driveway access.
- C. Gornick Trail. Road Maintenance update given by Engineer-Manager.
- D. Construction Update. Engineer-Manager gave construction project update.
- E. Thumb Lake Road. Engineer-Manager discussed the paving of driveway approaches off Thumb Lake Road.
- F. Little League Drive. Discussion on grading and brining of road on a voluntary basis.

ITEM 13 – CORRESPONDENCE AND REPORTS

Foremen gave update.

Also discussed:

- 1. Wage increases for seasonal help. Board agreed for Engineer-Manager to set wage increase for seasonal help.

ITEM 14 – MISCELLANEOUS AND OTHER

- A. Permits.

	Applicant	Permit Type/No.	Roads Permitted
1	DTE Gas	Plow Permit #4941	Twin Oak Road
2	DTE Gas	Plow Permit #4942	Twin Oak Road

APPROVED

3	DTE Gas	Plow Permit #4943	Twin Oak Road
4	Straight Sides Construction	Res. Dr. #115-05-28	Birch Street
5	Siwecki Construction	Misc. Permit #4944	Sparr Road
6	Siwecki Construction	Misc. Permit #4945	Sparr Road
7	DTE Gas	Bore Permit #4946	Anna Drive
8	DTE Gas	Plow Permit #4947	Manuka Trail
9	DTE Gas	Plow Permit #4948	John Street
10	DTE Gas	Plow Permit #4949	Potawatomi Court

Motion by Commissioner Holewinski, upon recommendation of the Road Commission’s Permit Agent, to approve the permits listed in 1-10 as presented, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.

B. Otsego Lake level – 1273.88/Bradford Lake level 1247.0 (Rain Gauge 1.65”).

ITEM 15 – ADJOURNMENT

Chairman Tholl moved to adjourn the meeting at 11:45 a.m.

Roberta M. Tholl, Chairman

David C. Matelski, Vice Chairman

William T. Holewinski, Member

Tom Deans, Engineer-Manager