

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON THURSDAY, SEPTEMBER 10, 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 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 to ITEM 7. Appointments. Leo Sensabaugh.

ITEM 4 – APPROVAL OF AGENDA

Motion by Commissioner Holewinski to approve the Agenda with 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 August 27, 2015.
- B. *Payroll*: The Board approves Payroll #18 (\$56,649.56) respectively.
- C. *Accounts Payable*: The Board approves Accounts Payable AP/9-1 (\$224,088.47) and the Accounts Payable Check Register for the period of August 1, 2015 to August 31, 2015.

Motion by Commissioner Matelski and seconded by Commissioner Holewinski to approve items on the Consent Calendar. Ayes: Unanimous. Motion carried.

ITEM 6 – COUNTY UPDATE

Paul Beachnau, liaison for the County of Otsego Board of Commissioners, discussed completion of community center; budgeting process; Wolverine Power/turbines. Discussion.

ITEM 7 – APPOINTMENTS

- 1. Leo Sensabaugh, Otsego Lake Township, thanked the Board for working with the Township. In addition, he asked for information pertaining to the Opal Lake Road project. Engineer-Manager explained the revision to the Township Agreement was due to the widening of the road surface to 20 feet and read a portion of the letter dated August 19, 2014 to the Township explaining the revisions to the project and/or Township Agreement. Discussion.

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ITEM 8 – PUBLIC COMMENT

Randy Stultz, Otsego Lake Township, thanked the Board for addressing the issue of signs in the Road Commission right-of-ways. In addition, Mr. Stultz brought more signs in right-of-ways to the attention of the Road Commission. Discussion. Further addressed were “slow down” signs on Heart Lake Drive.

ITEM 9 – UPCOMING MEETINGS

Board went over meeting dates.

- A. Upcoming Road Commission Board meeting dates: September 24 and October 8 at 9:00 a.m. Holewinski would like to change October 8 meeting to Wednesday, October 7. Matelski to check dates; might have conflict.
- B. NMARC/ASMRC 3rd Annual Joint Conference scheduled for September 15-17, 2015. **Holewinski and Tholl to attend.**
- C. MERS Annual Conference 2015 scheduled for October 8-9, 2015 in Grand Rapids. **Becky, Karen, and Melanie to attend.**

ITEM 10 – FINANCE REPORTS/BUDGETS

Discussion was held on the following:

- A. MCRCSIP Refund/Escrow Account. Discussion. **Motion by Commissioner Holewinski to set up an insurance escrow account and to place the 2015 MCRCSIP liability refund in the amount of \$92,283.00 in same, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**
- B. Discussion on Cogitate Budget software.

ITEM 11 – FOREMEN’S REPORTS AT 9:30 A.M.

State Foreman reported on 1. Fatality on Thumb Lake Road/lack of accident investigators; 2. Washouts and potholes; 3. MDOT project on five lanes completed. Discussion of providing state Legislators names and phone numbers to employees.

Parts Foreman reported on 1. Work performed on equipment; 2. Tires purchase; 3. Preventative maintenance on equipment; 4. Engine on equipment 216 done; 5. Sign work tapering off; 6. Normal routine winter maintenance. Discussion.

Also discussed hiring of temporary truck drivers.

ITEM 12 – OLD BUSINESS

- A. Gravel Pits Discussion. **Motion by Commissioner Matelski to accept Pearson Drilling Company Proposal for soil exploratory borings in three pits for the amount of \$8,650.00, seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**

ITEM 13 – NEW BUSINESS

- A. Otsego Lake Township Agreement/Snow Moon Court, Doepath Place, and Cardinal Court. **Motion by Commissioner Holewinski to approve the Township Agreement for Improvements on Local Roads between the OCRC and Otsego Lake Township for road improvements on Snow Moon Court, Doepath Place, and Cardinal Court for the estimated cost of \$109,680.00 with Otsego Lake Township reimbursing the OCRC 100% of actual costs, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried. Discussion.**

ITEM 14 – CORRESPONDENCE AND REPORTS

Engineer-Manager gave construction update. Also discussed was the meeting with State Representative, Triston Cole.

ITEM 15 – MISCELLANEOUS AND OTHER

- A. Permits.

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| | Applicant | Permit Type/No. | Roads Permitted |
|----|-----------------------------|------------------------|------------------------|
| 1 | Siwecki Construction | Bore Permit #5036 | Shaff Road |
| 2 | Siwecki Construction | Bore Permit #5037 | Shaff Road |
| 3 | DTE Gas | Bore Permit #5038 | West Otsego Lake Drive |
| 4 | Presque Isle Electric & Gas | Bore Permit #5039 | Pineridge Drive |
| 5 | Presque Isle Electric & Gas | Bore Permit #5040 | Havenwood Drive |
| 6 | Presque Isle Electric & Gas | Bore Permit #5041 | Southview Drive |
| 7 | Presque Isle Electric & Gas | Bore Permit #5042 | Coolwater Avenue |
| 8 | Presque Isle Electric & Gas | Bore Permit #5043 | Coolwater Avenue |
| 9 | Presque Isle Electric & Gas | Bore Permit #5044 | Birchdale Drive |
| 10 | Presque Isle Electric & Gas | Bore Permit #5045 | Pineridge Drive |
| 11 | Mike Proctor | Res. Dr. #115-09-01-01 | Algonquin Road |
| 12 | Rieth-Riley Construction | Res. Dr. #115-09-01-02 | Van Tyle Road |
| 13 | Rieth-Riley Construction | Res. Dr. #115-09-01-03 | Timberview Trail |
| 14 | A-1 Harvey Asphalt | Res. Dr. #115-09-01-04 | Krys Road |
| 15 | A-1 Harvey Asphalt | Res. Dr. #115-09-01-05 | Bluewater Avenue |
| 16 | A-1 Harvey Asphalt | Res. Dr. #115-09-01-06 | Bluewater Avenue |
| 17 | John Koske | Res. Dr. #115-09-03 | Old Stump Road |
| 18 | Presque Isle Electric & Gas | Bore Permit #5046 | Havenwood Drive |
| 19 | Presque Isle Electric & Gas | Bore Permit #5047 | Southview Drive |
| 20 | DTE Gas | Plow Permit #5048 | Harvey Street |

Motion by Commissioner Holewinski, upon recommendation of the Road Commission’s Permit Agent, to approve the permits listed in 1-20 as presented, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.

- B. Otsego Lake level – 1273.42/Bradford Lake level 1246.9 (Rain Gauge 1.04”).
- C. Discussion on attending Chamber Business Showcase on Wednesday, September 16.
- D. Also discussed:
 - Blinker light at Thumb Lake Road
 - Manuka Trail resurfacing
 - Crestwood
 - Meeting for Northern/Southern; Commissioner Tholl requested to go down the night before as she has an early meeting. Board agreed.

ITEM 16 – ADJOURNMENT

Chairman Tholl moved to adjourn the meeting at 10:32 a.m.

 Roberta M. Tholl, Chairman

 David C. Matelski, Vice Chairman

 William T. Holewinski, Member

 Rebecca L. Jerry, Board Secretary