

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
OTSEGO COUNTY ROAD COMMISSION  
HELD ON THURSDAY, DECEMBER 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 Chair 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**

Under New Business H, change Tandem to Single.

**ITEM 4 – APPROVAL OF AGENDA**

Motion by Commissioner Matelski to approve the Agenda with 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 November 25, 2015.

B. *Accounts Payable*: The Board approves Accounts Payable AP/12-1 (\$106,492.92) with \$11,393.65 being paid from millage funds and \$95,099.27 being paid from the general fund.

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

**ITEM 6 – COUNTY UPDATE**

None.

**ITEM 8 – PUBLIC COMMENT**

Ed Schmidt, a Road Commission retiree, thanked the Board for the watch and commented that he enjoyed his work at the Road Commission. Discussion.

**ITEM 9 – UPCOMING MEETINGS**

Board went over meeting dates.

A. Upcoming Road Commission Board meeting dates: December 23 at 9:00 a.m.

B. Sugar Bowl/Management: December 23 at 11:30 a.m.

# APPROVED

## ITEM 10 – FINANCE REPORTS/BUDGETS

None.

## ITEM 11 – OLD BUSINESS

- A. Draft Budgets. Discussion.

## ITEM 7 – APPOINTMENTS/FOREMEN'S REPORTS/9:30 A.M.

Foremen reported on the following:

1. Use of salt inventory.
2. MDOT maintenance jobs in neighboring counties.
3. Parts inventory.
4. Sign work.
5. Maintenance work on roads. Discussion.
6. Equipment 630 disposal.
7. City back flow inspection.
8. Wrecker pulled out of service/use of services from Ron's Wrecker.
9. Bids on single axle trucks/Management's recommendation.

## ITEM 7 – APPOINTMENTS/10:00 A.M.

Norm Brecheisen, Supervisor for Livingston Township, and Richard Carlson, Trustee for Livingston Township, met with the Board to discuss proposed road projects for the 2016 road construction season. Also discussed a request for signs on the natural beauty route portion of Five Lakes Road.

## ITEM 12 – NEW BUSINESS

- A. Board meetings. Discussion. **Motion by Commissioner Matelski to hold a single monthly Board meeting the third Thursday of the month at 9:00 a.m., seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried. Packets to be made available by Mondays prior to Board Meeting.**
- B. Draft 2016 Procedure Policy. Discussion.
- C. Draft budget appropriations Act Policy. Discussion.
- D. Reorganizational Meeting Date. Discussion. **Motion by Commissioner Matelski to hold the Reorganizational Meeting on Tuesday, January 5, 2016 at 9:00 a.m., seconded by Commissioner Holewinski. Three ayes, no nays. Motion carried.**
- E. Single Axle Truck Bids. Discussion. **Motion by Commissioner Matelski to accept the bid price from Grand Traverse Diesel Service per the recommendation of the Road Commission staff and to proceed with obtaining funding for said purchase, seconded by Commissioner Holewinski. Roll call vote: Matelski, yes; Holewinski, yes; Tholl, yes. Three ayes, no nays. Motion carried.**
- F. S. Townline at Van Tyle Road. Discussion.
- G. Winifred Road. Discussion.
- H. Frost Law Contract. Discussion. Table matter for now.
- I. 2016 Millage Road Projects. Board and Engineer-Manager went over 2016 Millage Road Project considerations.

Also discussed:

1. Gravel. Management to bid out in January.
2. Hazardous waste day.
3. Mt. Jack Road.
4. Safety Program Recognition.
5. Cottage Trail. **Motion by Commissioner Holewinski to have Otsego County Road Commission proceed with improvements to Cottage Trail due to safety and liability issues, seconded by Commissioner Tholl. Roll call vote: Holewinski, yes; Tholl, yes; Matelski, no. Two ayes, one nay. Motion carried.**

## ITEM 13 – CORRESPONDENCE AND REPORTS

None.

**ITEM 14 – MISCELLANEOUS AND OTHER**

A. Permits.

	<b>Applicant</b>	<b>Permit Type/No.</b>	<b>Roads Permitted</b>
1	Douglas Johnson	Comm. Dr. #115-12-01	Meecher Road
2	Michigan Electric Transmission Company	Annual Permit	County Roads
3	AT&T	Annual Permit	County Roads
4	Consumers Energy	Annual Permit	County Roads
5	Elenz Inc.	Temp.Logging#115-12-02	Old Vanderbilt Road

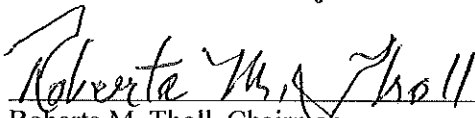
B. Otsego Lake level 1273.61/Bradford Lake level 1246.9 (as of 12/7/15)

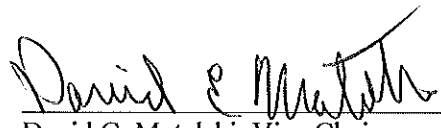
**Motion by Commissioner Holewinski, upon recommendation of the Road Commission’s Permit Agent, to approve the permits listed in 1-5 as presented, seconded by Commissioner Matelski. Three ayes, no nays. Motion carried.**

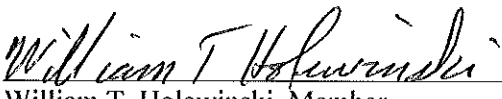
**ITEM 17 – ADJOURNMENT**

Chair asked that Jack Deming be added to list to receive information on retirees and informed Board she is resigning her position from the Northern as their meetings conflict with the Rush Pack meetings.

Chair Tholl moved to adjourn the meeting at 12:14 p.m.

  
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 Roberta M. Tholl, Chairman

  
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 David C. Matelski, Vice Chairman

  
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 William T. Holewinski, Member

  
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 Rebecca L. Jerry, Board Secretary