

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON THURSDAY, DECEMBER 21, 2017, 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 Matelski at 9:00 a.m. Pledge of Allegiance.

ITEM 2 - ROLL CALL

Upon roll call, the following Commissioners responded:

Holewinski, Present

Huff, Present

Matelski, Present

In addition, the following staff members were present: Jason Melancon, Manager; Becky Jerry, Board Secretary.

ITEM 3 – ADDITIONS TO AGENDA

None.

ITEM 4 – APPROVAL OF AGENDA

**Motion by Huff, and seconded by Holewinski to approve the Agenda as presented. 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 16, 2017.

B. *Payroll*: The Board approves Payroll #24 (\$66,017.38), and Payroll #25 (\$69,257.94), respectfully.

C. *Accounts Payable*: The Board approves Accounts Payable C/11-2 (\$73,272.91) to be paid through the General (201) account, C/12-1 (\$79,872.37) to be paid through the General (201) account, C12/2 (\$683,086.89) with \$595,645.92 to be paid through the General (201) account, and \$87,440.97 to be paid through the Millage (465) account, and the Accounts Payable Check Register dated 11/01/2017 to 11/30/2017.

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

ITEM 6 – COUNTY UPDATE

Ken Glasser, Commissioner for Otsego County Board, updated Road Commission Board on County matters.

ITEM 7- APPOINTMENTS

None.

ITEM 8 – PUBLIC COMMENT

None.

ITEM 9 – UPCOMING MEETINGS

- A. Date for 2018 Reorganizational Meeting. **Motion by Huff, and seconded by Holewinski to hold the 2018 Reorganizational Meeting on Wednesday, January 3, 2018 at 9:00 a.m. Three ayes, no nays.
Motion carried.**

APPROVED

ITEM 10 – FINANCE REPORTS/BUDGETS

- A. 2018 Proposed Escrow Amounts. **Motion by Huff, and seconded by Holewinski to approve the 2018 escrow account amounts as proposed. Three ayes, no nays. Motion carried.**

ITEM 11 – OLD BUSINESS/UNFINISHED BUSINESS

None.

ITEM 12 – NEW BUSINESS

- A. P17-24 Standard Requirements to Remove a Road From Seasonal Classification Policy. **Motion by Huff, and seconded by Holewinski to approve P17-24 Standard Requirements to Remove a Road from Seasonal Classification Policy. Three ayes, no nays. Motion carried.**
- B. Disposal of Equipment 596/FA540; 364/FA223; 632/FA828; FA46 (RCA Video Camera). **Motion by Huff, and seconded by Holewinski to approve the disposal of Equipment 596/FA540; 632/FA828; 364/FA223; FA46. Three ayes, no nays. Motion carried.**

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager updated the Board on the following:

- A. N. Otsego Lake Drive Project letting date.
B. Roads needing to be addressed: S. Otsego; C-42; Marlette; 27.
C. Visited Morbark factory.
D. Intersection of Van Tyle and South Townline Roads. MDOT to conduct LSI study.
E. Road Commission property.

ITEM 14 – MISCELLANEOUS AND OTHER

None.

ITEM 15 – PUBLIC HEARING/10:00 a.m./2018 Proposed General Appropriations Budget/2017 2nd Amended General Appropriations Budget

Motion by Huff, and seconded by Holewinski to open the Public Hearing at 10:00 a.m. to review/discuss the 2018 General Appropriations Budget. Three ayes, no nays. Motion carried.

Motion by Huff, and seconded by Holewinski to close the Public Hearing and return to the open meeting at 10:15 a.m. Three ayes, no nays. Motion carried.

Board reviewed proposed 2018 General Appropriations Budget and 2017 2nd Amended General Appropriations Budget.

Motion by Huff, and seconded by Holewinski to approve the 2018 General Appropriations Budget. Three ayes, no nays. Motion carried.

Motion by Huff, and seconded by Holewinski to approve the 2017 2nd Amended General Appropriations Budget. Three ayes, no nays. Motion carried.

ITEM 16 – ADJOURNMENT

Motion by Huff, and seconded by Holewinski to adjourn the Board meeting at 10:21 a.m. Three ayes, no nays. Motion carried.



David Matelski, Chairman



Rebecca Jerry, Board Secretary