

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON MONDAY, MARCH 19, 2018, 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 February 15, 2018.
- B. *Payroll:* The Board approves Payroll #4 (\$79,169.49), Payroll #5 (\$77,614.03), and Payroll #6 (\$74,171.11), respectfully.
- C. *Accounts Payable:* The Board approves Accounts Payable C/2-3 (\$114,335.85) to be paid through the General (201) account, C/3-1 (\$27,733.28) to be paid through the General (201) account, C/3-2 (\$263,252.23) to be paid through the General (201) account, and the Accounts Payable Check Register dated 02/01/2018 to 02/28/2018.

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

Bonnie Miller, Chester Township Supervisor, informed the Board the Township would contribute \$100,000.00 toward the Beckett Road project. Discussion.

APPROVED

ITEM 9 – UPCOMING MEETINGS

- A. Commissioners Seminar: April 15-17, Frankenmuth, MI. Two board members will be attending April 16 and 17.
- B. Board Meeting dates: April 19, 2018 and May 24, 2018.
- C. MDOT North Region Annual Rural Elected and Appointed Officials Meeting: Tuesday, March 20, 2018.
- D. Finance & Human Resource Seminar: May 15-17, 2018. Becky to attend.

ITEM 10 – FINANCE REPORTS/BUDGETS

Board reviewed finance reports.

Board reviewed letter of understanding regarding the 2017 audit from Anderson, Tackman & Company. **Motion by Huff, and seconded by Holewinski to approve the terms of Anderson, Tackman & Company's letter of understanding for audit services and to authorize Manager to execute same. Three ayes, no nays. Motion carried.**

ITEM 11 – OLD BUSINESS/UNFINISHED BUSINESS

None.

ITEM 12 – NEW BUSINESS

- A. Township Agreement for Improvement on Local Roads/Livingston Township/Murner Road. **Motion by Huff, and seconded by Holewinski to approve the Township Agreement for Improvements on Local Roads between the OCRC and Livingston Township for improvements on Murner Road with the Township liability estimated to be in the amount of \$100,000.00. Three ayes, no nays. Motion carried.**
- B. Revised Township Agreement for Improvement on Local Roads. Board reviewed. Discussion.
- C. OCRC Contract Agreement. Board reviewed. Discussion.
- D. P18-4 Securities Against Road Damage Policy. **Motion by Huff, and seconded by Holewinski to approve P18-4 Security Against Road Damage Policy and to rescind Resolution Policy No. 25 approved on February 22, 2010. Three ayes, no nays. Motion carried.**
- E. Road Commission Real Property. Discussion. Manager to have bore testing done on pits.
- F. Disposal of Equipment: Equipment No.: 350/FA215, FA216, FA217, FA219, FA221 (Also includes FA537 which was approved for disposal on March 31, 2015); Equipment No.: 685-6/FA898; Equipment No.: 350-17/FA680. **Motion by Huff, and seconded by Holewinski to approve the disposal of Equipment No.: 350/FA215, FA216, FA217, FA219, FA221; Equipment No.: 685-6/FA898; and Equipment No.: 350-17/FA680. Discussion. Board also agreed to dispose of a set of truck wheeled scales, Equipment No. : 100/FA84. Three ayes, no nays. Motion carried.**

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager updated the Board on the following:

- A. Road projects.
- B. Township partnership.

ITEM 14 – MISCELLANEOUS AND OTHER

None.

ITEM 15 – ADJOURNMENT

Motion by Huff, and seconded by Holewinski to adjourn the Board meeting at 9:42 a.m. Three ayes, no nays. Motion carried.



David Matelski, Chairman



Rebecca Jerry, Board Secretary