

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
OTSEGO COUNTY ROAD COMMISSION  
HELD ON TUESDAY, JULY 23, 2019 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, Holewinski, at 9:00 a.m. Pledge of Allegiance.

**ITEM 2 - ROLL CALL**

Upon roll call, the following Commissioners responded:

Camiller, Present  
Dipzinski, Present  
Heinz, Present  
Holewinski, Present  
Huff, Present

The following staff members were present: Jason Melancon, Manager, and Rebecca Jerry, Board Secretary.

**ITEM 3 – ADDITIONS TO AGENDA**

Additions: Disposal of Equipment No.: 15078/NEW BUSINESS.

**ITEM 4 – APPROVAL OF AGENDA**

**Motion by Huff, and seconded by Dipzinski to approve the Agenda with revisions. Five ayes, no nays.  
Motion carried.**

**ITEM 5 - CONFLICT OF INTEREST**

*Do Commissioners or any Commissioners feel other Commissioners may have a conflict on any matter addressed on this Agenda?* Roll Call Vote: Camiller, no; Dipzinski, no; Heinz, no; Holewinski, no; Huff, no.

**ITEM 6 – 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 June 20, 2019.
- B. *Payroll:* The Board approves Payroll #13 (\$64,912.95), Payroll #13b (\$5,382.52), Payroll #14 (\$71,887.66), Payroll FICA Adj. (\$632.20), and Payroll #15 (\$67,821.23), respectfully.
- C. *Accounts Payable:* The Board approves Accounts Payable C/6-3 (\$59,693.74) to be paid through the General (201) account, C/7-1 (\$13,688.29) to be paid through the General (201) account, C/7-2 (\$48,517.98) to be paid through the General (201) account, C/7-3 (\$800,219.14) of which \$792,537.49 is to be paid through the General (201) account, and \$7,681.65 is to be paid through the Millage (465) account, and the Accounts Payable Check Register dated 6/01/2019 to 6/30/2019.

**Motion by Huff, and seconded by Dipzinski to approve items on the Consent Calendar. Five ayes, no nays.  
Motion carried.**

**ITEM 7 – APPOINTMENTS**

None.

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## ITEM 8 – COUNTY UPDATE

Ken Glasser updated the board on the County of Otsego matters.

## ITEM 9 – PUBLIC COMMENT

None.

## ITEM 10 – UPCOMING MEETINGS

- A. Board meeting dates: August 15, 2019 and September 19, 2019. Discussion on changing August meeting date to August 21.
- B. Straits Area District Council Meeting: Tuesday, August 6, 2019. Huff, Holewinski, Dipzinski, Melancon to attend. Check with Camiller and Heinz at later date.
- C. CRASIF Annual Membership Meeting: September 11, 2019 in Battle Creek. Holewinski to attend. Check late registration date.

## ITEM 11 – FINANCE REPORT/BUDGETS

1. Healthcare Trust Account Contribution. **Motion by Camiller, and seconded by Heinz to increase annual healthcare trust account contributions by \$100,000.00 Five ayes, no nays. Motion carried. Board instructed Finance Director to pay with next prepays.**

## ITEM 12 – OLD BUSINESS/UNFINISHED BUSINESS

None.

## ITEM 13 – NEW BUSINESS

1. Bid Tabulation/Irma Avenue; Joan, Dora, Surfwood Streets/Bagley Township/ Bid Tabulation/Van Tyle Road/Hayes Township. **Motion by Heinz, and seconded by Huff to accept the bid from Payne & Dolan for the Irma Avenue; Joan, Dora, Surfwood Streets project in the amount of \$101,803.50 AND the bid from Payne & Dolan for the Van Tyle Road project in the amount of \$222,275.00 as recommended by the Manager to be in the best interest of the Road Commission. Five ayes, no nays. Motion carried.**
2. Township Agreement for Improvements on Local Roads/Elk & Chamois Streets/Bagley Township. **Motion by Huff, and seconded by Dipzinski to approve the Township Agreement for Improvements on Local Roads between the OCRC and Bagley Township for improvements on Elk & Chamois Streets with the Township contribution estimated to be in the amount of \$5,000.00. Five ayes, no nays. Motion carried.**
3. Township Agreement for Improvements on Local Roads/Irma Avenue; Joan, Dora, Surfwood Streets/Bagley Township. **Motion by Huff, and seconded by Dipzinski to approve the Township Agreement for Improvements on Local Roads between the OCRC and Bagley Township for improvements on Irma Avenue; Joan, Dora, Surfwood Streets with the Township contribution estimated to be in the amount of \$88,942.50. Five ayes, no nays. Motion carried.**
4. Township Agreement for Improvements on Local Roads/Van Tyle Road/Hayes Township. **Motion by Huff, and seconded by Dipzinski to approve the Township Agreement for Improvements on Local Roads between the OCRC and Hayes Township for improvements on Van Tyle Road with the Township contribution estimated to be in the amount of \$150,000.00. Five ayes, no nays. Motion carried.**
5. 2019 CRASIF Board of Trustee Vote. **Motion by Camiller, and seconded by Huff to vote for John Hunt, Mary Sholander, and Jerry Smigelski as CRASIF Board of Trustee Representatives. Five ayes, no nays. Motion carried.**
6. Disposal of Equipment No.: 15078. **Motion by Huff, and seconded by Dipzinski to dispose of equipment no.: 15078/FA107. Five ayes, no nays. Motion carried.**

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**ITEM 14 – CORRESPONDENCE AND REPORTS**

1. Further discussion on date of August Board meeting and Safety Picnic. **Motion by Huff, and seconded by Dipzinski to rescheduled August board meeting to Thursday, August 22, 2019 and that the Road Commission will hold the Safety Picnic the same day. Five ayes, no nays. Motion carried.**

Manager discussed the following with the Board:

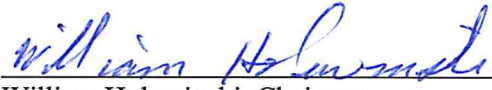
2. Purchase of 2 wing plows: **Motion by Dipzinski, and seconded by Camiller to purchase 2 wing plows: (1) 7” and (1) 9” for the approximate cost of \$8,000.00 each. Five ayes, no nays. Motion carried.**
3. Status of employee.
4. Status of grader.

**ITEM 15 – MISCELLANEOUS AND OTHER**

None.

**ITEM 16 – ADJOURNMENT**

**Motion by Huff, and seconded by Dipzinski to adjourn meeting at 9:50 a.m. Five ayes, no nays. Motion carried.**



William Holewinski, Chairman



Rebecca Jerry, Board Secretary