



AGENDA
OTSEGO COUNTY BOARD OF ROAD COMMISSIONERS
THURSDAY, APRIL 13, 2023, AT 9:00 A.M.

ITEM 1 – CALL TO ORDER/PLEDGE OF ALLEGIANCE

ITEM 2 - ROLL CALL

ITEM 3 – AGENDA CHANGES/APPROVAL OF AGENDA

ITEM 4 – CONSENT CALENDAR

- A. Minutes: The Board approves the Regular Meeting Minutes dated March 9, 2023.
- B. The Board approves Payroll: #5 (\$93,984.72), and Payroll #6 (\$79,294.20).
- C. The Board approves accounts Payable: C/3-2 (\$105,773.93) and C/4-1 (\$695,115.41); and the Accounts Payable Check Register dated 03/01/2023 to 03/31/2023.

ITEM 5 – GUEST SPEAKERS

- A. Dana Wingo, Otsego County Board Liaison

ITEM 6 – PUBLIC COMMENT

ITEM 7 – OLD BUSINESS/UNFINISHED BUSINESS

- A. NONE

ITEM 8 – NEW BUSINESS

- A. Letter of Understanding (AFSCME Council 25, Local 1534)
- B. Equipment Disposal

ITEM 9 – STAFF REPORTS

- A. Managing Director, Engineer of Record, Finance Manager, Human Resources & Payroll Manager, Facility Supervisor, County Road Foreman, State Road Foreman

ITEM 10 – COMMUNICATIONS

- A. Finance Reports
- B. Upcoming OCRC Board Meeting Dates: May 11, 2023, June 8, 2023
- C. Finance & Human Resources Conference: May 9-11, 2023 – Delamar Hotel & Resort, Traverse City

ITEM 11– PUBLIC COMMENT

ITEM 12– COMMISSIONER COMMENT

ITEM 13– ADJOURNMENT

DRAFT
MINUTES for the
REGULAR MEETINGS OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON TUESDAY, MARCH 9, 2023, AT 9:00 A.M.

Organizational

ITEM 1 – CALL TO ORDER/PLEDGE OF ALLEGIANCE

- Meeting called to order by Vice-Chairman Heinz, at 9:00 a.m. and Pledge of Allegiance.

ITEM 2 - ROLL CALL

- Upon roll call, the following Commissioners responded:
Dipzinski, Present
Wagar, Present
Gordon, Present
Heinz, Present
Huff, Tardy

The following staff members were present: Kirk Harrier, Managing Director; David Fox, Equipment/Facilities Supervisor; Steve Mench, County Foreman; and Rebecca Hilmert, Finance Manager.

ITEM 3 – AGENDA CHANGES/APPROVAL OF AGENDA

- Motion by Gordon to approve the agenda as presented, seconded by Wagar. Five ayes, no nays. Motion carried.

ITEM 4 – CONSENT CALENDAR

- A. Minutes: The Board approves the Organization and Regular Meeting Minutes dated February 9, 2023.
- B. The Board approves Payroll: #3 (\$96,397.51) and Payroll #4 (\$107,229.71).
- C. The Board approves Accounts Payable: C/2-2 (\$55,049.95) and C/3-1 (\$353,939.54); and the Accounts Payable Check Register dated February 1, 2023, to February 28, 2023.
- Motion by Dipzinski to approve the March 9, 2023, Consent Calendar, seconded by Wagar. Five ayes, no nays. Motion carried.

ITEM 5 – GUEST SPEAKERS

- A. Dana Wingo, Otsego County Board of Commissioners, announced she is now the road commission liaison.

ITEM 6 – PUBLIC COMMENT

- Bonnie Miller, Chester Township, inquired about township road projects and information.
- Dana Wingo inquired about the logging operation on Plywood Road where Wolverine Power has purchased a large amount of acreage.

ITEM 7 – OLD BUSINESS/UNFINISHED BUSINESS

- NONE

ITEM 8 – NEW BUSINESS

- A. Equipment Purchase – Gooseneck Trailer
 - a. Motion by Dipzinski to approve the purchase of a 2023 Gooseneck trailer not to exceed \$30,000.00, seconded by Gordon. Discussion. Five ayes, no nays. Motion carried.
- B. Equipment Purchase – Three (3) plows for snow
 - a. Motion by Gordon to approve the purchase of three (3) Monroe snowplows for a purchase price of \$30,728.40 as quoted on order #BQO-001265 including any additional shipping

charges at time of delivery, seconded by Wagar. Discussion. Five ayes, no nays. Motion carried.

- C. Resolution R23-2 – Act 51 Certification Map Approval
 - a. **Motion by Wagar to approve Resolution R23-2 as presented and direct staff to submit the required report to the State Transportation Commission, seconded by Gordon. Discussion. Roll call vote: Wagar, yes; Gordon, yes; Dipzinski, yes; Heinz, yes; Huff, yes. Five ayes, no nays. Motion carried.**
- D. Letter of Understanding (AFSCME Council 25, Local 1534)
 - a. **Motion by Gordon to approve Letter of Understanding #2023-2 between the Otsego County Road Commission and the AFSCME Council 25, Local 1534 as presented, seconded by Dipzinski. Discussion. Five ayes, no nays. Motion carried.**

ITEM 9 – STAFF REPORTS

- A. Managing Director reported on IT services and cyber-attacks. Also discussed implementing new software and offsite backups.
- B. Engineer of Record, Becky Rivard, gave a project update on designs and upcoming lettings, is working on the HMA Specs, and 2024 construction projects.
- C. Facility/Shop Supervisor reported on routine maintenance work being done.
- D. County Foreman reported on pothole patching.

ITEM 10 – COMMUNICATIONS

- A. Finance Report, FY2022 balance sheet and township breakdown, MERS Statement of Fiduciary Net Position
- B. Upcoming OCRC Board Meeting Dates: April 13, 2023, May 11, 2023
- C. Upcoming CRA Highway Conference & Road Show: March 21-23, 2023, in Lansing.

ITEM 11– PUBLIC COMMENT

ITEM 12– COMMISSIONER COMMENT

- Commissioner Dipzinski thanked the staff for their efforts with the snow and ice.

ITEM 13– ADJOURNMENT

- **Motion by Gordon to adjourn meeting at 11:15 a.m., seconded by Heinz. Five ayes, no nays. Motion carried.**

Troy Huff, Chairman

Rebecca Hilmert, Board Secretary

Payroll Gross for P/R of 3/9/2023

PR #5

3/6/2023

2/18/2023 to 3/3/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
085 Collison,Thomas	34.00	34.00	\$815.32
264 Huff III,Russell	80.00	109.00	\$3,125.91
271 Slivinski,Steven	80.00	85.00	\$2,098.26
272 Borowiak,Joseph	80.00	112.00	\$3,295.30
277 Fox,David	80.00	80.00	\$2,776.80
280 Kwapis,Earl	80.00	86.00	\$2,158.21
283 Sewell,Dennis	80.00	89.00	\$2,242.13
284 Kwapis Jr.,Stanley	80.00	114.00	\$3,357.20
287 Myers,Joseph	80.00	108.50	\$3,099.43
293 Samkowiak,Timothy	80.00	110.00	\$3,093.44
294 Mench,Steven	80.00	87.00	\$2,997.36
295 Boughner,Alan	80.00	80.00	\$1,918.40
296 Johnson,Timothy	80.00	80.00	\$2,459.20
299 Hinton,Justin	80.00	88.00	\$2,206.16
303 Coughlin Jr.,Thomas	80.00	94.00	\$2,421.99
307 Stiles,William	80.00	89.50	\$2,260.12
308 Wcisel,David	80.00	100.00	\$2,661.78
311 Wiley,James	80.00	115.50	\$3,422.50
314 Kucharek,Joseph	80.00	87.50	\$2,404.08
316 Jones,Tianne	80.00	80.00	\$2,053.60
317 Mitchell Jr.,Dennis	80.00	82.00	\$1,990.34
318 Huff,Troy	0.00	0.00	\$1,516.81
319 Prusakiewicz,Luke	80.00	110.00	\$3,105.42
320 Ozzello,Anthony	80.00	86.00	\$2,134.22
321 Tracey,Benjamin	77.00	80.00	\$2,105.60
323 Falkenhagen,Robert	80.00	99.00	\$2,601.84
324 Dipzinski,Michael	0.00	0.00	\$815.72
326 Heinz,Kathy	0.00	0.00	\$1,323.58
327 Garlock,Cody	80.00	106.50	\$2,955.56
328 Harrier,Kirk	80.00	80.00	\$3,863.20
329 Gordon,Lukas	0.00	0.00	\$1,322.27
330 Wagar,Thomas	0.00	0.00	\$820.96
331 Boettner,Cary	76.50	80.00	\$2,025.60
332 Huff,Cody	75.50	80.00	\$2,025.60
333 Kwapis V,Stanley	75.67	84.17	\$2,092.38
335 Pettis,Charles	80.00	80.00	\$1,729.60
336 Hilmert,Rebecca	80.00	80.00	\$2,308.01
337 Johnson,Zachary	72.00	80.00	\$1,880.00
903 BANK,HORIZON	0.00	0.00	\$6,500.82

Total of Employee checks:	2,570.67	2,956.67	\$93,984.72
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Gross Pay by Fund:

	Total
201	93,984.72
Total	93,984.72

Approved: March 9, 2023

Troy Huffman, Chairman

Payroll Gross for P/R of 3/23/2023

PR #6

3/21/2023

3/4/2023 to 3/17/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
085 Collison,Thomas	8.00	8.00	\$191.84
264 Huff III,Russell	80.00	80.00	\$1,918.40
271 Slivinski,Steven	80.00	80.00	\$1,918.40
272 Borowiak,Joseph	80.00	115.50	\$3,422.52
277 Fox,David	80.00	80.00	\$2,776.80
280 Kwapis,Earl	80.00	80.00	\$1,918.40
283 Sewell,Dennis	80.00	84.00	\$2,110.24
284 Kwapis Jr.,Stanley	80.00	80.00	\$1,918.40
287 Myers,Joseph	80.00	90.50	\$2,362.04
293 Samkowiak,Timothy	80.00	85.00	\$2,158.20
294 Mench,Steven	80.00	87.00	\$3,113.28
295 Boughner,Alan	80.00	86.00	\$2,170.19
296 Johnson,Timothy	80.00	98.00	\$3,442.88
299 Hinton,Justin	80.00	86.00	\$2,170.19
303 Coughlin Jr.,Thomas	80.00	83.50	\$2,044.30
307 Stiles,William	80.00	80.00	\$1,918.40
308 Wcisel,David	80.00	83.00	\$2,062.28
311 Wiley,James	80.00	118.50	\$3,531.54
314 Kucharek,Joseph	80.00	80.00	\$2,105.60
316 Jones,Tianne	80.00	80.00	\$2,053.60
317 Mitchell Jr.,Dennis	80.00	80.00	\$1,918.40
319 Prusakiewicz,Luke	80.00	84.00	\$2,110.24
320 Ozzello,Anthony	80.00	91.00	\$2,362.04
321 Tracey,Benjamin	78.50	80.00	\$2,105.60
323 Falkenhagen,Robert	80.00	84.00	\$2,062.28
327 Garlock,Cody	80.00	84.50	\$2,134.22
328 Harrier,Kirk	80.00	80.00	\$3,863.20
331 Boettner,Cary	80.00	80.00	\$2,025.60
332 Huff,Cody	80.00	80.00	\$2,025.60
333 Kwapis V,Stanley	80.00	80.00	\$1,918.40
335 Pettis,Charles	80.00	80.00	\$1,729.60
336 Hilmert,Rebecca	80.00	80.00	\$2,308.00
337 Johnson,Zachary	79.50	80.00	\$1,894.40
903 BANK,HORIZON	0.00	0.00	\$5,529.12
Total of Employee checks:	2,566.00	2,728.50	\$79,294.20

Gross Pay by Fund:

	Total
201	79,294.20
Total	79,294.20

Approved: April 13, 2023

Troy Huff, Chairman

C/3-2
Accounts Payable Prepay Report

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	To Pay
Merchants Fleet	1026596i9	3/8/2023	TJ Truck #2000	\$1,004.25	\$1,004.25
				<u>\$1,004.25</u>	<u>\$1,004.25</u>
AT&T Mobility	287318351177X0	3/6/2023	Foreman Cell Phone	\$146.76	\$146.76
				<u>\$146.76</u>	<u>\$146.76</u>
Blue Care Network of MI	230660020929	3/7/2023	Health Insurance	\$44,040.13	\$44,040.13
				<u>\$44,040.13</u>	<u>\$44,040.13</u>
Charter Communications	0025556030223	3/2/2023	Internet	\$379.94	\$379.94
				<u>\$379.94</u>	<u>\$379.94</u>
City of Gaylord	000669-0000-01	3/15/2023	Water/Sewer	\$61.01	\$61.01
				<u>\$61.01</u>	<u>\$61.01</u>
Delta Dental	RIS0004796151	4/1/2023	Dental Insurance	\$3,556.80	\$3,556.80
				<u>\$3,556.80</u>	<u>\$3,556.80</u>
DR TRAILER SALES	36443	3/16/2023	2023 PJ 25 MR 25K TRA	\$17,597.00	\$17,597.00
				<u>\$17,597.00</u>	<u>\$17,597.00</u>
DTE Energy	910020846960	3/17/2023	Heat	\$5,217.26	\$5,217.26
				<u>\$5,217.26</u>	<u>\$5,217.26</u>
Great Lakes Energy	100269003	3/15/2023	TL Krysz&McCoy	\$41.64	\$41.64
				<u>\$41.64</u>	<u>\$41.64</u>
Humana Insurance Co.	692915160	3/14/2023	Retiree Insurance	\$12,673.05	\$12,673.05
				<u>\$12,673.05</u>	<u>\$12,673.05</u>
Joe Nedow	2023-04	3/13/2023	Finance	\$3,800.00	\$3,800.00
				<u>\$3,800.00</u>	<u>\$3,800.00</u>
Marcor Technologies, LLC	58232	3/8/2023	IT Services	\$2,633.00	\$2,633.00
				<u>\$2,633.00</u>	<u>\$2,633.00</u>
Mutual of Omaha	001508967033	3/20/2023	LTD/STD/L/AD&D	\$2,926.95	\$2,926.95
				<u>\$2,926.95</u>	<u>\$2,926.95</u>
Otsego County Road Commission	3/14/23-3/20/23	3/20/2023	HRA Reimb.	\$502.92	\$502.92
				<u>\$502.92</u>	<u>\$502.92</u>
Luke Prusakiewicz	3031132	3/14/2023	Boots	\$150.00	\$150.00
				<u>\$150.00</u>	<u>\$150.00</u>
State of Michigan EGLE	761-11074785	1/17/2023	Stream Gaging	\$4,478.00	\$4,478.00
				<u>\$4,478.00</u>	<u>\$4,478.00</u>
The Trophy Case	02232023	3/23/2023	Retirement Plaques	\$497.50	\$497.50
				<u>\$497.50</u>	<u>\$497.50</u>

WADE TRIM

3027734	3/9/2023 Misc. Engineering	\$2,660.17	\$2,660.17
3027728	3/9/2023 Alba Road Design	\$145.08	\$145.08
3027733	3/9/2023 Murner Road Design	\$2,680.07	\$2,680.07
3027730	3/9/2023 Marlette Rd Construction	\$290.16	\$290.16
		<u>\$5,775.48</u>	<u>\$5,775.48</u>

WEX Bank

87775030	3/6/2023 Fuel	\$292.24	\$292.24
		<u>\$292.24</u>	<u>\$292.24</u>

Grand Total:

\$105,773.93 \$105,773.93

Approved: April 13, 2023

Troy Huff, Chairman

Accounts Payable Prepay Report

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
MERS of Michigan						
-1	00141913-7	3/31/2023	Retirement	\$69,999.84	\$0.00	\$69,999.84
				<u>\$69,999.84</u>	<u>\$0.00</u>	<u>\$69,999.84</u>
AIRGAS USA, LLC						
618914	9995892272	3/31/2023	Cylinder Rental	\$6.87	\$0.00	\$6.87
618914	9135408639	2/27/2023		\$50.70	\$0.00	\$50.70
618914	9995138463	2/28/2023	Cylinder Rental	\$6.87	\$0.00	\$6.87
				<u>\$64.44</u>	<u>\$0.00</u>	<u>\$64.44</u>
Alma Tire Service, Inc.						
618915	517012096	3/14/2023		\$139.86	\$0.00	\$139.86
618915	517012188	3/27/2023		\$75.00	\$0.00	\$75.00
				<u>\$214.86</u>	<u>\$0.00</u>	<u>\$214.86</u>
Alta Equipment Company						
618916	SP2/103556	3/16/2023	Tube Assembly	\$377.86	\$0.00	\$377.86
				<u>\$377.86</u>	<u>\$0.00</u>	<u>\$377.86</u>
Applied Industrial Technologies						
618917	7026683627	4/5/2023		\$256.31	\$0.00	\$256.31
				<u>\$256.31</u>	<u>\$0.00</u>	<u>\$256.31</u>
Arcadia Chemical						
618918	17687	4/5/2023	CitraBlast	\$1,750.00	\$0.00	\$1,750.00
				<u>\$1,750.00</u>	<u>\$0.00</u>	<u>\$1,750.00</u>
AutoZone, Inc.						
618919	2278996064	4/5/2023	Oil	\$97.35	\$0.00	\$97.35
				<u>\$97.35</u>	<u>\$0.00</u>	<u>\$97.35</u>
Baum Hydraulics Corporation						
618920	2273952	4/6/2023	Saw Blades	\$73.24	\$0.00	\$73.24
				<u>\$73.24</u>	<u>\$0.00</u>	<u>\$73.24</u>
BBC Distributing						
618921	313638	3/9/2023	Cleaning Supplies	\$154.75	\$0.00	\$154.75
				<u>\$154.75</u>	<u>\$0.00</u>	<u>\$154.75</u>
Charter Communications						
618922	0025556040223	4/2/2023	Internet	\$379.94	\$0.00	\$379.94
				<u>\$379.94</u>	<u>\$0.00</u>	<u>\$379.94</u>

Accounts Payable Prepay Report

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
Cintas Corporation #729						
618923	9215547109	3/13/2023	Cabinet Credit	(\$875.00)	\$0.00	(\$875.00)
618923	4152187658	4/11/2023	Uniforms/Rugs	\$170.24	\$0.00	\$170.24
618923	4151476685	4/4/2023	Rugs/Uniforms	\$166.74	\$0.00	\$166.74
618923	4150650980	3/28/2023	Rugs/Uniforms	\$166.74	\$0.00	\$166.74
618923	4149365074	3/14/2023		\$248.15	\$0.00	\$248.15
618923	4150069536	3/21/2023		\$166.74	\$0.00	\$166.74
				<u>\$43.61</u>	<u>\$0.00</u>	<u>\$43.61</u>
The Cisco Companies						
618924	999966-000	3/29/2023	Gloves	\$160.14	\$0.00	\$160.14
				<u>\$160.14</u>	<u>\$0.00</u>	<u>\$160.14</u>
Consumers Energy						
618925	203054647884	3/31/2023	Traffic Light	\$46.33	\$0.00	\$46.33
618925	206347050476	3/23/2023	Electricity	\$2,186.20	\$0.00	\$2,186.20
				<u>\$2,232.53</u>	<u>\$0.00</u>	<u>\$2,232.53</u>
County Road Association						
618926	22230704	4/11/2023	F&HR Conf.	\$590.00	\$0.00	\$590.00
				<u>\$590.00</u>	<u>\$0.00</u>	<u>\$590.00</u>
D&B Heat Transfer Products, Inc.						
618927	68031	3/24/2023	Rebuilt Radiator	\$2,295.00	\$0.00	\$2,295.00
618927	68034	3/27/2023	New Radiator	\$695.00	\$0.00	\$695.00
618927	68060	3/28/2023		\$1,625.00	\$0.00	\$1,625.00
618927	67832	3/9/2023	Heaters/Cores	\$6,074.48	\$0.00	\$6,074.48
				<u>\$10,689.48</u>	<u>\$0.00</u>	<u>\$10,689.48</u>
Dornbos Sign, Inc.						
618928	68532	3/23/2023		\$88.10	\$0.00	\$88.10
618928	68308	3/7/2023	Road Signs	\$215.70	\$0.00	\$215.70
				<u>\$303.80</u>	<u>\$0.00</u>	<u>\$303.80</u>
ELMIRA OCCUPATIONAL HEALTH & MEDICINE						
618929	00207638-00	3/31/2023	DOT Physical	\$90.00	\$0.00	\$90.00
				<u>\$90.00</u>	<u>\$0.00</u>	<u>\$90.00</u>
Federal Fluid Power, Inc.						
618930	97144	3/27/2023	Hoses	\$237.51	\$0.00	\$237.51
				<u>\$237.51</u>	<u>\$0.00</u>	<u>\$237.51</u>
First National Bank of Omaha						
618931	5477256156773278	3/28/2023	Kirk Card	\$659.58	\$0.00	\$659.58
618931	5477256105681408	3/28/2023	David Card	\$247.38	\$0.00	\$247.38
618931	5477256150358324	3/28/2023	Rebecca Card	\$1,121.28	\$0.00	\$1,121.28
618931	5477256107436348	3/28/2023	Tim Card	\$995.90	\$0.00	\$995.90
				<u>\$3,024.14</u>	<u>\$0.00</u>	<u>\$3,024.14</u>

Accounts Payable Prepay Report

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
Gaylord Machine & Fabrication, LLC						
618932	1286-12702	3/24/2023	Solid Round Stock	\$31.18	\$0.00	\$31.18
618932	1286-12632	3/10/2023		\$2,446.74	\$0.00	\$2,446.74
				<u>\$2,477.92</u>	<u>\$0.00</u>	<u>\$2,477.92</u>
GFL Environmental						
618933	0060410524	3/31/2023	Trash Service	\$135.00	\$0.00	\$135.00
618933	0060410560	3/31/2023	Trash Service	\$190.47	\$0.00	\$190.47
				<u>\$325.47</u>	<u>\$0.00</u>	<u>\$325.47</u>
GFL Environmental						
618934	122970	3/20/2023	Waste Water Disposal	\$1,499.55	\$0.00	\$1,499.55
618934	123455	3/31/2023	Waste Water Disposal	\$1,508.27	\$0.00	\$1,508.27
				<u>\$3,007.82</u>	<u>\$0.00</u>	<u>\$3,007.82</u>
Gill-Roys Hardware						
618935	2303-837141	3/22/2023		\$29.15	\$0.00	\$29.15
618935	2303-859554	3/28/2023	Wood Stain	\$20.93	\$0.00	\$20.93
618935	233-867440	3/30/2023	PVC Cap/Cement	\$10.98	\$0.00	\$10.98
618935	2304-913745	4/10/2023	Universal Padlock	\$22.99	\$0.00	\$22.99
				<u>\$84.05</u>	<u>\$0.00</u>	<u>\$84.05</u>
Rebecca Hilmert						
618936	03312023	3/31/2023	Travel	\$218.77	\$0.00	\$218.77
				<u>\$218.77</u>	<u>\$0.00</u>	<u>\$218.77</u>
Hutson, Inc.						
618937	9851169	3/24/2023		\$119.38	\$0.00	\$119.38
				<u>\$119.38</u>	<u>\$0.00</u>	<u>\$119.38</u>
Johnson Oil Company						
618938	CP-009354	3/31/2023	Fuel	\$43,135.61	\$0.00	\$43,135.61
				<u>\$43,135.61</u>	<u>\$0.00</u>	<u>\$43,135.61</u>
K & K Systems, Inc.						
618939	22480	3/13/2023		\$53.50	\$0.00	\$53.50
				<u>\$53.50</u>	<u>\$0.00</u>	<u>\$53.50</u>
KS Statebank						
618940	57492-6-2023	4/7/2023	Lease Payment #970	\$28,859.38	\$0.00	\$28,859.38
				<u>\$28,859.38</u>	<u>\$0.00</u>	<u>\$28,859.38</u>
Matco Tools						
618941	51837	4/10/2023		\$33.25	\$0.00	\$33.25
618941	50898	3/13/2023	Creeper	\$139.80	\$0.00	\$139.80
618941	51128	3/20/2023	Creeper	\$69.90	\$0.00	\$69.90
				<u>\$242.95</u>	<u>\$0.00</u>	<u>\$242.95</u>

Accounts Payable Prepay Report

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
MCRCSIP						
618942	6707	4/1/2023	General/Liability Insurance	\$187,766.00	\$0.00	\$187,766.00
				<u>\$187,766.00</u>	<u>\$0.00</u>	<u>\$187,766.00</u>
Meekhof Tire Sales & Service						
618943	23-0148528-030	3/28/2023	Wheel Swap	\$136.00	\$0.00	\$136.00
				<u>\$136.00</u>	<u>\$0.00</u>	<u>\$136.00</u>
Michigan CAT						
618944	SD14659390	4/7/2023	Transmission Repair	\$2,746.73	\$0.00	\$2,746.73
				<u>\$2,746.73</u>	<u>\$0.00</u>	<u>\$2,746.73</u>
Mid-State Bolt & Screw Co.						
618945	32413934	4/1/2023	Sockets	\$146.90	\$0.00	\$146.90
618945	32400821	3/13/2023	Hex Fin Nut	\$22.31	\$0.00	\$22.31
618945	32405045	3/20/2023	Hex Fin Nut	\$19.31	\$0.00	\$19.31
				<u>\$188.52</u>	<u>\$0.00</u>	<u>\$188.52</u>
Michigan Kenworth, LLC						
618947	022P162282	3/8/2023	Engine Belts	\$127.98	\$0.00	\$127.98
618947	022P164752	3/8/2023	Fuel Filters	\$149.86	\$0.00	\$149.86
618947	022P165389	3/22/2023	Temp. Connector	\$85.16	\$0.00	\$85.16
618947	022P164753	3/13/2023	Fuel Filter	\$164.64	\$0.00	\$164.64
618947	022P165288	3/20/2023	Clutch Assembly	\$374.29	\$0.00	\$374.29
618947	022P165292	3/20/2023	Bearing/Clutch	\$66.32	\$0.00	\$66.32
618947	022P165856	4/3/2023	Seal	\$99.82	\$0.00	\$99.82
618947	022P165952	4/5/2023		\$445.00	\$0.00	\$445.00
				<u>\$1,513.07</u>	<u>\$0.00</u>	<u>\$1,513.07</u>
NEW CENTURY SIGNS						
618948	64170	3/15/2023	Decals	\$183.30	\$0.00	\$183.30
				<u>\$183.30</u>	<u>\$0.00</u>	<u>\$183.30</u>
Northern Energy, Inc.						
618949	81034	3/16/2023	Engine Oil	\$154.98	\$0.00	\$154.98
618949	79945	3/20/2023	TRN 1000	\$2,789.90	\$0.00	\$2,789.90
				<u>\$2,944.88</u>	<u>\$0.00</u>	<u>\$2,944.88</u>
Otsego County Road Commission						
618950	3/28/23-4/3/23	4/2/2023	HRA Reimbursement	\$78.23	\$0.00	\$78.23
618950	3/21/23-3/27/23	3/26/2023	HRA Reimbursement	\$1,211.37	\$0.00	\$1,211.37
618950	4/4/23-4/10/23	4/9/2023	HRA Reimbursement	\$102.08	\$0.00	\$102.08
				<u>\$1,391.68</u>	<u>\$0.00</u>	<u>\$1,391.68</u>
OMS Compliance Services						
618951	106655	5/6/2022	Non-DOT Pre-Employment Drug Test	\$88.00	\$0.00	\$88.00
618951	106656	5/6/2022	Non-DOT PreEmploy Drug Test	\$88.00	\$0.00	\$88.00
				<u>\$176.00</u>	<u>\$0.00</u>	<u>\$176.00</u>

Accounts Payable Prepay Report

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
ONAWAY CUSTOM EMBROIDERY, INC						
618952	17174	3/31/2023	Hats	\$175.00	\$0.00	\$175.00
				<u>\$175.00</u>	<u>\$0.00</u>	<u>\$175.00</u>
O'Reilly Auto Parts						
618953	5790-293247	3/23/2023	Fleetranner	\$58.88	\$0.00	\$58.88
				<u>\$58.88</u>	<u>\$0.00</u>	<u>\$58.88</u>
QUALITY PLUMBING AND MECHANICAL INC.						
618954	14863	3/2/2023	Backflow Device Tests	\$375.00	\$0.00	\$375.00
				<u>\$375.00</u>	<u>\$0.00</u>	<u>\$375.00</u>
RHOMAR INDUSTRIES, INC.						
618955	103413	3/15/2023	Wash/Seal	\$1,414.29	\$0.00	\$1,414.29
				<u>\$1,414.29</u>	<u>\$0.00</u>	<u>\$1,414.29</u>
SCIENTIFIC BRAKE & EQUIP.						
618958	0202104147	3/23/2023	Clamp	\$7.85	\$0.00	\$7.85
618958	0202103535	3/15/2023	Lighting	\$99.74	\$0.00	\$99.74
618958	0202103823	3/17/2023	Lighting	\$83.26	\$0.00	\$83.26
618958	0202103904	3/20/2023	Air Spring	\$316.56	\$0.00	\$316.56
618958	0202103188	3/9/2023	Clevis'	\$120.26	\$0.00	\$120.26
618958	0202103024	3/8/2023		\$8.79	\$0.00	\$8.79
618958	0202103098	3/7/2023		\$512.14	\$0.00	\$512.14
618958	0202104318	3/24/2023	Brake Drum	\$167.58	\$0.00	\$167.58
618958	0202104294	3/24/2023	Shoes/Core/Dustshield	\$192.57	\$0.00	\$192.57
618958	0202104096	3/30/2023	Clamp	\$15.70	\$0.00	\$15.70
618958	0202104694	3/31/2023		\$61.97	\$0.00	\$61.97
618958	0202104742	3/31/2023	Core Return	(\$30.80)	\$0.00	(\$30.80)
618958	0202104857	4/4/2023	Air Spring	\$222.57	\$0.00	\$222.57
618958	0202104703	4/4/2023		\$4.66	\$0.00	\$4.66
618958	0202104892	4/4/2023	Wheel Guard	\$101.04	\$0.00	\$101.04
618958	0202104322	4/10/2023	ABS Sensor Kit	\$82.56	\$0.00	\$82.56
				<u>\$1,966.45</u>	<u>\$0.00</u>	<u>\$1,966.45</u>
Shine Cleaning Service Inc.						
618959	364	4/1/2023	Rest Area Maint.	\$11,479.15	\$0.00	\$11,479.15
				<u>\$11,479.15</u>	<u>\$0.00</u>	<u>\$11,479.15</u>
Staples						
618960	8069591908	3/14/2023	Office Supply	\$128.52	\$0.00	\$128.52
				<u>\$128.52</u>	<u>\$0.00</u>	<u>\$128.52</u>
Steven Mench						
618961	03312023	3/31/2023	Cell Phone	\$150.00	\$0.00	\$150.00
				<u>\$150.00</u>	<u>\$0.00</u>	<u>\$150.00</u>

Accounts Payable Prepay Report

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
Stoops Freightliner Western Star						
618963	X316001195:02	4/4/2023	Water Pump	\$769.39	\$0.00	\$769.39
618963	X316001261:01	4/4/2023		\$707.14	\$0.00	\$707.14
618963	X316001606:01	4/7/2023		\$104.98	\$0.00	\$104.98
618963	X316001035:01	3/22/2023	Power Steering Cap	\$25.95	\$0.00	\$25.95
618963	X31601195:01	3/22/2023		\$1,497.07	\$0.00	\$1,497.07
618963	X316000964:01	3/9/2023		\$1,273.88	\$0.00	\$1,273.88
618963	X316000672:01	3/8/2023		\$679.89	\$0.00	\$679.89
618963	VM316000009	3/27/2023	2024 Western Star 49X	\$150,000.00	\$0.00	\$150,000.00
618963	VM316000010	3/27/2023	2024 Western Star 49X	\$150,000.00	\$0.00	\$150,000.00
				<u>\$305,058.30</u>	<u>\$0.00</u>	<u>\$305,058.30</u>
TED FESTERLING LLC						
618965	10436	4/3/2023	Brackets, Pins	\$658.26	\$0.00	\$658.26
618965	10435	4/3/2023	Spinner Hub/Poly	\$181.14	\$0.00	\$181.14
618965	10434	4/3/2023	Bearings/Washers	\$264.59	\$0.00	\$264.59
618965	10417	3/23/2023	Hinge Tube	\$397.92	\$0.00	\$397.92
618965	10382	3/7/2023	Rev Cyl Nitrate Shaft	\$1,047.06	\$0.00	\$1,047.06
618965	10383	3/7/2023	Shaft Nitrate, Seal Kit	\$386.00	\$0.00	\$386.00
618965	10350	2/22/2023		\$1,436.50	\$0.00	\$1,436.50
				<u>\$4,371.47</u>	<u>\$0.00</u>	<u>\$4,371.47</u>
TRUCK & TRAILER SPECIALTIES						
618966	BSO020382	3/22/2023	Nuts/Bolts/Sockets	\$311.16	\$0.00	\$311.16
				<u>\$311.16</u>	<u>\$0.00</u>	<u>\$311.16</u>
VALLEY TRUCK PARTS, INC.						
618967	3-1222301	3/22/2023	Oil/Trans Sensor	\$833.80	\$0.00	\$833.80
618967	3-1222319	3/22/2023	Oil Sensor	(\$583.80)	\$0.00	(\$583.80)
618967	3-1222352	3/27/2023	Filter Kit	\$103.61	\$0.00	\$103.61
618967	3-1222391	4/3/2023		\$789.73	\$0.00	\$789.73
				<u>\$1,143.34</u>	<u>\$0.00</u>	<u>\$1,143.34</u>
VESCO OIL CORPORATION						
618968	5334335-00	3/21/2023	Parts Cleaner/8Cycle	\$101.25	\$0.00	\$101.25
				<u>\$101.25</u>	<u>\$0.00</u>	<u>\$101.25</u>
WEX Bank						
618969	88453501	4/6/2023	Fuel	\$712.64	\$0.00	\$712.64
				<u>\$712.64</u>	<u>\$0.00</u>	<u>\$712.64</u>

Accounts Payable Prepay Report

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
WILBER AUTOMOTIVE						
618972	291004	4/4/2023	Core Return	(\$310.46)	\$0.00	(\$310.46)
618972	291569	4/11/2023	Rocker Switch, Core	\$150.01	\$0.00	\$150.01
618972	289925	3/22/2023	Brakes	\$938.60	\$0.00	\$938.60
618972	289928	3/22/2023	Wheel Nut	\$23.50	\$0.00	\$23.50
618972	290048	3/23/2023	Retainer	\$8.81	\$0.00	\$8.81
618972	289546	3/17/2023		\$176.56	\$0.00	\$176.56
618972	289086	3/13/2023		(\$93.43)	\$0.00	(\$93.43)
618972	289306	3/15/2023	Serp. Belt	\$39.94	\$0.00	\$39.94
618972	289587	3/17/2023	Engine Oil	\$27.40	\$0.00	\$27.40
618972	289695	3/20/2023	HD Tensioner	\$179.34	\$0.00	\$179.34
618972	289800	3/21/2023	Starter/Core	\$173.80	\$0.00	\$173.80
618972	288821	3/9/2023	Batt Isolator Switch	\$22.53	\$0.00	\$22.53
618972	288823	3/9/2023	Batt Isolator Switch	\$22.53	\$0.00	\$22.53
				<u>\$1,359.13</u>	<u>\$0.00</u>	<u>\$1,359.13</u>
			Grand Total:	\$695,115.41	\$0.00	\$695,115.41

53 Checks to Print

This report was created with the following parameters

Report Executed on: 4/11/2023 1:53:42 PM



Otsego County Road Commission Agenda Item Report

FROM: Kirk Harrier, Managing Director
MEETING DATE: April 13, 2023
AGENDA ITEM: 8. A
SUBJECT: Letter of Understanding (AFSCME Council 25, Local 1534)

DESCRIPTION

Attached is a letter of understanding (LOU) between the Otsego County Road Commission and the AFSCME Council 25, Local 1534. The purpose of this LOU is to amend Article 30 of the Collective Bargaining Agreement regarding the 4-day 10-hour work schedule. Like many road commissions in the state, the OCRC implements a 4-day 10-hour work schedule during the summer months to improve efficiency when performing certain types of road maintenance work. Currently the OCRC allows two 10-minute break periods (morning and afternoon) and an unpaid 30-minute lunch break period during the 4-day 10-hour work schedule. Many road commissions in the state operate on a straight 10-hour schedule when they transition to “summer” hours allowing for one 10 minute break period in the AM and another 15 minute break period in the PM and eliminating the 30 minute unpaid lunch period. The type of work performed by the road commission in the summer is not conducive to a 30 minute shut down period in the summer along with morning and afternoon break periods. This amended schedule would increase productivity and still allow for the proper rest periods for the employees. The Union membership has been consulted about this proposed change and there is agreement with the membership to accept this amendment if approved by the Otsego County Board or Road Commissioners.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION

Motion to **approve/deny** Letter of Understanding #2023-3 between the Otsego County Road Commission and the AFSCME Council 25, Local 1534 as presented amending the 4-day 10-hour work schedule.

Letter of Understanding #2023-3
The Otsego County Road Commission
-And-
AFSCME Council 25, Local 1534

The Otsego County Road Commission (“Employer”) and the American Federation of State, County and Municipal Employees Union, Local #1534 (“Union”) are signors to a Collective Bargaining Agreement (“Agreement”) which expires on December 31, 2023 and under the powers granted in that agreement do hereby enter into this Letter of Understanding:

1. The Employer and the Union agree the first paragraph of Article 30 of the Agreement is amended as follows:

The normal work week shall be five (5) eight (8) hour days, with thirty (30) minutes off for lunch not included in the working hours. The Employer may, in its discretion, implement a four (4) day ten (10) hour per day work week. ~~with thirty (30) minutes off for lunch not included in the working hours.~~ When the employer utilizes the ten (10) hour work schedule, employees shall be entitled to a ten (10) minute break period, generally from 9:00 a.m. to 9:10 a.m., and a second fifteen (15) minute break period for lunch, generally from 12:00 p.m. to 12:15 p.m. included in the working hours. It is understood that the timing of the break periods may vary due to the nature of the work performed. Field service work may not allow for the ability to access food retailers; thus employees are encouraged to carry the necessary food and beverages with them. The ten (10) hour schedule would begin no earlier than April 15 and end no later than September 15 except by mutual agreement of the parties.

2. The Employer and the Union agree that this is a nonprecedential agreement.

Otsego County Road Commission

AFSCME Local 1534

By: Kirk Harrier
Managing Director
Dated: April _____, 2023

By: Tom Coughlin
Chapter Chair
Dated: April _____, 2023

By: Troy Huff
OCRC Board Chairman
Dated: April _____, 2023

By: Jeff Aspy
Staff Representative
Dated: April _____, 2023



Otsego County Road Commission Agenda Item Report

FROM: David Fox, Equipment-Facilities Manager
MEETING DATE: April 13, 2023
AGENDA ITEM: 8. B
SUBJECT: Equipment Disposal

DESCRIPTION

After a review of equipment, the items listed below are being suggested for disposal. These items are either past their useful service life and/or no longer used by the OCRC. Many of the items are taking up valuable storage space that can be better utilized for equipment that needs to be protected and free up room at the facility. If the items are approved for disposal, staff will utilize various methods including auction sites, dealer consignment, or private party sales to sell and dispose of the equipment for the current market value or each item.

- 1.) #521-Tar truck, 1993 Ford 12,118 hours and 130,342 miles.
Parts are no longer available, and truck is on its 3rd engine. We do not have any spare engines left. Normal life expectancy is 20 years. The equipment is now 30 years old.
- 2.) #569-Tar distributor, 2001 Rosco Maximizer 3.
Parts are almost unavailable, and service is no longer available. The computer is outdated, and the dealer no longer services the software. Normal life expectancy is 10 years. The equipment is now 22 years old.
- 3.) #588-Chip spreader, 2000 Etnyre front wheel drive 1,200 hours.
Parts are mostly available but take an extended time to obtain and becoming more difficult to obtain each year. Normal life expectancy is between 10-20 years. The equipment is now 23 years old.
- 4.) #547-Dump truck, 1998 IHC 15,498 hours and 327,048 miles.
Parts are limited and the truck is in very rough shape. Normal life expectancy is 20 years. The equipment is now 25 years old.
- 5.) #714-Gradall rubber tire excavator, 1994 Gradall.
Disposing due to lack of need. Only out 100 hours on it in 9 years, 3 hours since 2019. Normal Life expectancy 20+ years. The equipment is now 29 years old.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION

Motion to **approve/deny** the disposal of the following equipment: #521, #569, #588, #547 and #714.

Otsego County Road Commission
MTF COMPARISON (Includes Snow Funds, Reimbursed Engineering Fees)
For Calendar Year Ending 12/31/2023

Month	2023	2022	2021	2020	2019	2018	2017	2016	2015	2023 + (-)	% Change
January	\$622,850.41	\$593,353.49	\$574,401.56	\$574,774.41	\$538,379.39	\$490,104.69	\$390,160.67	\$321,869.31	\$310,243.81	\$29,496.92	4.97%
February	\$632,255.99	\$632,457.35	\$570,732.78	\$617,395.30	\$510,402.80	\$493,989.46	\$455,570.44	\$384,810.44	\$381,737.86	-\$201.36	-0.03%
March		\$575,363.14	\$539,585.23	\$475,901.84	\$526,923.30	\$471,139.06	\$411,992.14	\$325,540.83	\$299,959.85		
April		\$560,481.55	\$575,876.65	\$393,985.28	\$450,756.80	\$429,606.59	\$406,411.01	\$312,258.71	\$317,903.60		
May		\$510,827.52	\$512,183.97	\$342,370.15	\$508,546.35	\$472,952.47	\$427,827.98	\$304,005.07	\$265,617.04		
June		\$558,665.93	\$558,305.39	\$474,874.11	\$475,931.51	\$434,296.57	\$425,976.07	\$323,449.21	\$319,366.83		
July		\$487,410.63	\$481,649.26	\$478,387.21	\$439,213.70	\$410,646.53	\$384,860.23	\$248,094.07	\$280,730.05		
August		\$561,092.90	\$593,695.30	\$579,216.00	\$482,547.69	\$447,571.55	\$427,215.93	\$326,316.22	\$326,612.70		
September		\$601,029.67	\$604,028.14	\$525,737.94	\$511,558.85	\$420,077.12	\$434,196.76	\$313,741.07	\$317,455.60		
October		\$462,674.17	\$427,576.86	\$453,396.08	\$444,876.52	\$479,471.07	\$390,449.79	\$251,924.95	\$285,580.76		
November		\$521,034.00	\$427,576.86	\$460,489.59	\$449,835.16	\$414,508.44	\$375,345.55	\$329,867.86	\$292,065.21		
December		\$750,365.33	\$680,865.37	\$524,167.55	\$538,568.32	\$332,726.17	\$398,345.79	\$328,757.47	\$288,929.63		

Totals	\$1,255,106.40	\$6,814,755.68	\$6,546,477.37	\$5,900,695.46	\$5,877,540.39	\$5,297,089.72	\$4,928,352.36	\$3,770,635.21	\$3,686,202.94	\$29,295.56	4.94%
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Engineering Funds received in June/paid in August (\$10,000)

Snow Funds received in October/paid in December

(2015 Snowfunds \$229,195.07)
(2016 Snowfunds \$238,533.88)
(2017 Snowfunds \$241,593.93)
(2018 Snowfunds \$315,151.81)
(2019 Snowfunds \$347,614.46)
(2020 Snowfunds \$368,691.80)
(2021 Snowfunds \$387,431.27)
(2022 Snowfunds \$418,096.13)



**County Road Association
OF MICHIGAN**

2023 CRA FINANCE & HUMAN RESOURCES SEMINAR

“LET’S TALK ABOUT...”

2023 SESSIONS INCLUDE:

- Improving employee retention.
- The #FutureLook at road project financial management.
- Stepping into your power!

TO REGISTER, VISIT:

micountyroads.org/FHRSeminar

MAY 9-11, 2023

Delamar Hotel & Resort

615 E. Front St. | Traverse City, MI 49686

TUESDAY, MAY 9

9 a.m. - 1:30 p.m.

REGISTRATION OPEN

10 a.m. - Noon

OPTIONAL – PRE-CONFERENCE BREAKOUT SESSION

➤ MDOT TRUNKLINE CONTRACT WORKSHOP

Updates, pointers and audit considerations including large equipment - Kim Zimmer, MDOT Contract; Brian Kent, Ofc. of Commission Audit.

OFFICIAL CONFERENCE OPENING LUNCHEON

“Let’s talk about ...”

1 - 1:15 p.m.

Welcome Remarks

Mark Christensen, CRA Board President and Supt./ Manager, Road Commission for Montcalm County

Macy Barcheski, Chair, CRA FHR Committee and Director of Finance, Kent County Road Commission

...what’s new in downtown Traverse City.

Grand Traverse Area Chamber of Commerce

1:15 - 2 p.m.

... retaining the employees we have.

What factors attract an employee to a workplace? Is it really just money? Or can it be the empowering environment, work-life balance, or a respectful, pleasant atmosphere. Learn from an employee benefits specialist how to get people to “pick you.”

Andrew Cascini, Employment & Labor Attorney, Henn Lesperance PLC

2 - 2:15 p.m.

STRETCH & SNACK

2:15 - 3 p.m.

...how we are improving retention.

Now it’s your turn! A #Group-share of tips and best practices that road agencies at your table have used to improve retention and job satisfaction.

Facilitator: Linnea Rader, CRA FHR Committee member, Finance & Human Resources Director, Van Buren County Road Commission

3 - 3:45 p.m.

...increasing job effectiveness through communication.

Our staffs often have to know the “why” and “how” before they get on board with an issue or a task. And they may have good ideas for getting it done better! Re-think internal communication as a two-way street.

Craig Bryson, APR, Chair of CRA PR Committee and Communications Director, Road Commission for Oakland County

Maura Lamoreaux, CRA PR Committee member and Communications Manager, Kent County Road Commission

Burt Thompson, PE, CRA Board Secretary-Treasurer and Engineer-Manager, Antrim County Road Commission

3:45 - 4:15 p.m.

...brainstorming need-to-know staff issues.

Your turn! Each table will brainstorm internal operation topics impacting staff. Why do we charge out equipment? Why do we split primary vs. local roads? are special communication tools needed to communicate them? Brief presentation followed by group discussion

Facilitators: Beth Hunt, CRA FHR Committee member, Director of Finance & Human Resources, Lenawee County Road Commission

Melissa Williams, CRA FHR Committee member, Assistant Finance Director, Macomb County Department of Roads

4:15 - 4:30 p.m.

... the Treasury Department Accounting Manual

The “encyclopedia” of all things road commission finance. An overview of what’s new in the manual from the FHR team that works out rules with the Michigan Department of Treasury.

Ann Simmons, Accounting Manual Work Group member and Finance Director, Road Commission of Kalamazoo County

Jerry Heim, Accounting Manual Work Group member, CRA Board member and Finance Director, Kalkaska County Road Commission

5 p.m.

ADJOURN

6 p.m.

WELCOME RECEPTION & DINNER

WEDNESDAY, MAY 10

7 - 8 a.m.

BREAKFAST

8:15 - 8:30 a.m.

...the view from the FHR chair’s chair.

Macy Barcheski, Chair, CRA Finance & Human Resources Committee and Director of Finance, Kent County Road Commission

8:30 - 9 a.m.

...retirement plan funding – A mature approach

Does individual retirement planning and financial resource management provide insights to funding an investment management strategies for group retirement plans? Does the age of a person or retirement plan impact funding approaches? Examine the role plan maturity has on retirement plan funding and investment management.

Chris Veenstra, President, Watkins Ross

9 - 9:30 a.m.

...the #FutureLook at road project financial management.

A year into exploring robust, more flexible and intuitive financial enterprise resource planning (ERP) software, work group reps summarize apparent options.

Jerry Heim, CRA Board member and Finance Director, Kalkaska County Road Commission

Dawn Solka, CRA FHR Committee member and Director of Finance & Administration, Marquette County Road Commission

9:30 - 10 a.m.

STRETCH & SNACK & SHOP THE VENDORS

10:15 - 11:15 a.m.

...why we're splitting up!

Finance to the left, HR to the right, jokers in the middle (#jkg) – here we are. The moderator will split these two functions into either side of the room to allow small group discussions on three key topics. A good chance to dialogue with your peers "offline" on sticky topics.

Facilitator: Linnea Rader, CRA FHR Committee member and Finance & Human Resources Director, Van Buren County Road Commission

11:15 - 11:45 a.m.

...the roundtable discussion.

Any topic is fair game! An always-lively discussion where audience members bring up any FHR-related question they've faced at their road agencies. Great way to get questions answered and good feedback!

Facilitator: Bobbie Livermore, MBA, CRA FHR Committee member and HR Administrator/Payroll Clerk/Board Clerk, Chippewa County Road Commission

11:45 - 12:15 p.m.

LUNCH & VISIT VENDORS

12:30 - 1:15 p.m.

Keynote Address – Driving Into Your Power (on county roads)

Heidi Frye, UPwords, Inc.

1:15 - 2 p.m.

...coaching and leading from within.

Leadership doesn't only come from the director's chair. Learn some tips for leading from wherever you sit in the organization.

Charlie Pike, Director of Loss Control and Training, Michigan County Road Commission Self-Insurance Pool

2 - 2:30 p.m.

SNACK BREAK & LAST CALL TO SHOP THE VENDORS

2:30 - 3:15 p.m.

...electric vehicles, Lansing Capitol dynamics and other mile markers for Michigan road revenue.

The Michigan Transportation Fund is being challenged by inflation, electric vehicles paying less than their fair share. And a new Legislature may be ready to "Fix the Damn Roads." Get the latest from Lansing.

Denise Donohue, CRA CEO

3:15 - 4 p.m.

...how to watch for burn-out in road agency staff.

Wearing your human resources hat, you have some responsibility to keep an eye out for staff in the office and out on the road who are grappling with stress and demands of the job. Learn what role you can play.

TBD, CRASIF

4 - 4:30 p.m.

...taking a mental and physical break at work.

How to stay fresh throughout the day. Keynote speaker Heidi Frye returns to share tips and exercises for mental sharpness and energetic engagement while sitting at a desk.

Heidi Frye, UPwords, Inc.

AWARD BANQUET & ROAD AGENCY TRIVIA!

6 p.m.

THURSDAY, MAY 11

7 - 8 a.m.

BREAKFAST

8 - 9:30 a.m.

...tips and best for practices fiscally ready communities.

From a background in township governance to MI Treasury, Rod Taylor has seen what works in government finance. He'll be joined by Bill Tucker, an expert in local government auditing. They'll highlight the new MI Pension Grant Program, GASB accounting updates and best fiscal practices for road agencies.

Bill Tucker, CPA, Government Niche Director, Maner Costerisan

Rod Taylor, Senior Governmental Consultant, Maner Costerisan

9:30 - 10:15 a.m.

...Act 51 work session.

Bring your own Act 51 Report and we'll work through a few key areas and answer questions together!

Facilitator: Melissa Williams, CRA FHR Committee member and Assistant Finance Director, Macomb County Road Department of Roads

10:15 - 11 a.m.

...hiring the next generation.

On a closing note, as we look to the future the next generation of employees will have their own talents, demands and interests. This session covers what to expect.

Christina Wichert, Spark Group, LLC

ADJOURN & SAFE TRAVELS!



County Road Association
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TO REGISTER VISIT:

micountyroads.org/FHRSeminar

REGISTRATION INFORMATION

FHR Seminar Full Registration: \$295

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Register now at micountyroads.org/FHRSeminar. If you have questions or need help registering, please call CRA at 517.482.1189.

Refund policy: After May 3, no refunds will be given.



SAVE THE DATE:

2024 FHR Conference is **May 2024** in Bay City



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FOR MORE INFORMATION, CONTACT:

Shelby Eva

seva@micountyroads.org

517.482.1189

**ARRANGEMENTS BY 2022-2023
FINANCE & HUMAN RESOURCES
COMMITTEE**

CHAIR: Macy Barcheski, Kent

VICE CHAIR: Linnea Rader, Van Buren

Beth Hunt, Lenawee

Bobbie Livermore, Chippewa

Christine Matthews, Oscoda

Julie Mayuiers, St. Joseph

Dawn Solka, Marquette

Terri Taylor, Sanilac

Melissa Williams, Macomb

Anne Wirgau, Presque Isle