



**AGENDA**  
**OTSEGO COUNTY BOARD OF ROAD COMMISSIONERS**  
**THURSDAY, SEPTEMBER 14, 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 August 10, 2023.
- B. The Board approves Payroll: #16 (\$81,760.86) and Payroll #17 (\$82,813.81).
- C. The Board approves accounts Payable: C/8-2 (\$171,601.38) and C/9-1 (\$1,135,619.78) and the Accounts Payable Check Register dated 08/01/2023 to 08/31/2023.

**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. Bid Award – Charboneau Lane
- B. Bid Award – Patrick Drive, Greentree Drive, Pinetum Lane
- C. Bid Award – Lake Manuka Road
- D. Bid Award – Ice Control Sand
- E. Crack Seal Bid Review
- F. Huron Pines Independent Contractor Agreement
- G. 2024 Road Project Review
- H. Operations Manager Position Status Review

**ITEM 9 – STAFF REPORTS**

- A. Managing Director, Engineer of Record, Finance, Facilities/Equipment Supervisor, County Road Foreman, State Road Foreman, Human Resource/Payroll Manager

**ITEM 10 – COMMUNICATIONS**

- A. Upcoming OCRC Board Meeting Dates: October 12, 2023, November 9, 2023

**ITEM 11 – PUBLIC COMMENT**

**ITEM 12 – CLOSED SESSION**

- A. Section 8(1)(c) Open Meetings Act (strategy/negotiation session collective bargaining agreement)

**ITEM 13 – COMMISSIONER COMMENT**

**ITEM 14 – ADJOURNMENT**



# Otsego County Road Commission Agenda Item Report

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**FROM:** Rebecca Hilmert, Finance Manager  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 4. A, B, C  
**SUBJECT:** Consent Calendar

## **DESCRIPTION**

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, all items listed are approved by a single Commission action approving the Consent Calendar. The Finance Director recommends the following items be approved:

- A. Minutes: The Board approves the Regular Meeting Minutes dated August 10, 2023.
- B. The Board approves Payroll: #16 (\$81,790.86) and Payroll #17 (\$82,813.81).
- C. The Board approves accounts Payable: C/8-2 (\$171,601.38) and C/9-1 (\$1,135,619.78); and the Accounts Payable Check Register dated 8/01/2023 to 8/31/2023.

## **BUDGET ACTION REQUIRED**

N/A

## **LEGAL REVIEW**

N/A

## **SAMPLE MOTION:**

Motion to **approve/deny** the September 14, 2023, consent calendar as presented.

**DRAFT**  
**MINUTES for the**  
**REGULAR MEETINGS OF THE**  
**OTSEGO COUNTY ROAD COMMISSION**  
**HELD ON THURSDAY, AUGUST 10, 2023, AT 9:00 A.M.**

**ITEM 1 – CALL TO ORDER/PLEDGE OF ALLEGIANCE**

- Meeting called to order by Chairman Huff, 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, Absent - Excused  
Heinz, Present  
Huff, Present

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

**ITEM 3 – AGENDA CHANGES/APPROVAL OF AGENDA**

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

**ITEM 4 – CONSENT CALENDAR**

- A. Minutes: The Board approves the Regular Meeting Minutes dated July 13, 2023.
- B. The Board approves Payroll: #14 (\$74,679.67), and Payroll #15 (\$77,526.33).
- C. The Board approves Accounts Payable: C/7-2 (\$74,064.11) and C/8-1 (\$505,822.99), and the Accounts Payable Check Register dated July 1, 2023, to July 31, 2023.
- Motion by Dipzinski to approve the August 10, 2023, Consent Calendar, seconded by Heinz. Four ayes, no nays. Motion carried.

**ITEM 5 – GUEST SPEAKERS**

- A. Dana Wingo, Otsego County Board, discussed the county-wide noise ordinance, May voting costs, and the ongoing search for a new court building.

**ITEM 6 – PUBLIC COMMENT**

- Michelle Noirot, Bagley Township, inquired about pavement markings.

**ITEM 7 – OLD BUSINESS/UNFINISHED BUSINESS**

- NONE

**ITEM 8 – NEW BUSINESS**

- A. Grader Wing Purchase
  - a. Motion by Wagar to approve the purchase and installation of a grader wing from Michigan Cat in an amount not to exceed \$58,809, seconded by Dipzinski. Four ayes, no nays. Motion carried.
- B. Equipment Disposal: Air Compressor
  - a. Motion by Dipzinski to approve the disposal of a 1993 NAPA Air Compressor, seconded by Heinz. Four ayes, no nays. Motion carried.
- C. MERS Addendum Defined Benefit Closure
  - a. Motion by Heinz to approve the MERS addendum defined benefit plan closure for divisions 01 10 and 11 as presented and authorize the Managing Director to execute the document, seconded by Dipzinski. Discussion. Four ayes, no nays. Motion carried.
- D. MERS 457 Division 400292 Participation Agreement and Addendums
  - a. Motion by Wagar to approve the MERS Participation Agreement and Addendums for Division 400292 as presented and authorize the Managing Director to execute the documents, seconded by Heinz. Discussion. Four ayes, no nays. Motion carried.

- E. MERS 457 Division 400293 Participation Agreement and Addendums
  - a. **Motion by Heinz to approve the MERS Participation Agreement and Addendums for Division 400293 as presented and authorize the Managing Director to execute the documents, seconded by Wagar. Discussion. Four ayes, no nays. Motion carried.**
- F. Staffing – Operations Manager
  - a. **Motion by Wagar to approve and advertise the position of Operations Manager for the OCRC, seconded by Dipzinski. Discussion. Four ayes, no nays. Motion carried.**

**ITEM 9 – STAFF REPORTS**

- A. Managing Director updated the board on current and upcoming 2024 projects.
- B. Facility Supervisor reported on the cost increase of plow trucks.
- C. County Foreman reported on McGregor Road, and projects using the shoulder machine.

**ITEM 10 – COMMUNICATIONS**

- A. Finance Report, MTF Comparison
- B. Upcoming OCRC Board Meeting Dates: September 14, 2023, and October 12, 2023.

**ITEM 11– PUBLIC COMMENT**

- Michelle Noirot, Bagley Township, complemented the road commission on pothole patching.
- Dana Wingo, County of Otsego, commented on the RC hiring and other road commissions having difficulty finding employees. Also commented on how well the board operates and involved the public.

**ITEM 12– COMMISSIONER COMMENT**

- Commissioner Wagar spoke to the board regarding the need for access to the non-motorized trail on Old 27.
- Commissioner Dipzinski has received complaints regarding the intersection at Krys and McCoy Roads due to speed.

**ITEM 13– ADJOURNMENT**

- **Motion by Wagar to adjourn meeting at 10:55 a.m., seconded by Dipzinski. Four ayes, no nays. Motion carried.**

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Troy Huff, Chairman

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Rebecca Hilmert, Board Secretary

**Payroll Gross for P/R of 8/10/2023**

7/22/2023 to 8/4/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt	Check Number
088 Stevens,Blake	80.00	80.00	\$1,440.00	
097 Flory,Sean	80.00	90.00	\$1,710.00	
272 Borowiak,Joseph	80.00	80.00	\$1,918.40	
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	80.00	\$1,918.40	
284 Kwapis Jr.,Stanley	80.00	80.00	\$1,918.40	
287 Myers,Joseph	80.00	80.00	\$1,918.40	
293 Samkowiak,Timothy	80.00	80.00	\$1,918.40	
294 Mench,Steven	80.00	88.00	\$3,080.16	
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	80.00	\$1,918.40	
303 Coughlin Jr.,Thomas	80.00	80.00	\$1,918.40	
307 Stiles,William	80.00	80.00	\$1,918.40	
308 Wcisel,David	80.00	80.00	\$1,918.40	
311 Wiley,James	80.00	80.00	\$1,918.40	
314 Kucharek,Joseph	80.00	81.00	\$2,161.24	
316 Jones,Tianne	80.00	80.00	\$2,053.60	
317 Mitchell Jr.,Dennis	80.00	80.00	\$1,918.40	
318 Huff,Troy	0.00	0.00	\$922.27	
319 Prusakiewicz,Luke	80.00	80.00	\$1,918.40	
321 Tracey,Benjamin	80.00	80.00	\$2,105.60	
323 Falkenhagen,Robert	80.00	80.00	\$1,918.40	
324 Dipzinski,Michael	0.00	0.00	\$807.86	
327 Garlock,Cody	80.00	80.00	\$1,918.40	
328 Harrier,Kirk	80.00	80.00	\$3,863.22	
330 Wagar,Thomas	0.00	0.00	\$810.48	
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	80.00	80.00	\$1,894.40	
338 Coady,Patrick	80.00	80.00	\$1,870.40	
339 Peterson,Taylor	80.00	80.00	\$1,870.40	
340 Larose,Ethan	80.00	80.00	\$1,870.40	
341 Parr,Alex	80.00	80.00	\$1,870.40	
342 Alexander,Alexis	80.00	80.00	\$1,870.40	
903 BANK,HORIZON	0.00	0.00	\$5,622.43	
<b>Total of Employee checks:</b>	<b>2,880.00</b>	<b>2,899.00</b>	<b>\$81,760.86</b>	

**Gross Pay by Fund:**

	Total
201	81,760.86
<b>Total</b>	<b>81,760.86</b>

**Payroll Gross for P/R of 8/24/2023**

PR #17

8/22/2023

8/5/2023 to 8/18/2023

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
088 Stevens,Blake	40.25	40.25	\$724.50
097 Flory,Sean	80.00	108.00	\$2,196.00
272 Borowiak,Joseph	172.00	172.00	\$4,124.56
277 Fox,David	80.00	80.00	\$2,776.80
280 Kwapis,Earl	80.00	80.00	\$1,920.90
283 Sewell,Dennis	80.00	80.00	\$1,918.41
284 Kwapis Jr.,Stanley	80.00	80.00	\$1,918.40
287 Myers,Joseph	80.00	80.00	\$1,918.40
293 Samkowiak,Timothy	80.00	80.00	\$1,918.40
294 Mench,Steven	80.00	86.50	\$2,972.52
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	80.00	\$1,918.40
303 Coughlin Jr.,Thomas	80.00	81.50	\$1,972.36
307 Stiles,William	80.00	80.00	\$1,918.40
308 Wcisel,David	80.00	80.00	\$1,918.40
311 Wiley,James	80.00	80.00	\$1,918.40
314 Kucharek,Joseph	80.00	80.00	\$2,105.60
316 Jones,Tianne	80.00	80.00	\$2,053.61
317 Mitchell Jr.,Dennis	80.00	80.00	\$1,918.40
319 Prusakiewicz,Luke	80.00	80.00	\$1,918.40
321 Tracey,Benjamin	80.00	80.00	\$2,105.60
323 Falkenhagen,Robert	80.00	80.00	\$1,918.40
327 Garlock,Cody	80.00	80.00	\$1,918.40
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	146.60	146.60	\$3,515.47
335 Pettis,Charles	80.00	80.00	\$1,741.60
336 Hilmert,Rebecca	80.00	80.00	\$2,308.02
337 Johnson,Zachary	80.00	80.00	\$1,894.40
338 Coady,Patrick	80.00	80.00	\$1,870.40
339 Peterson,Taylor	80.00	80.00	\$1,870.40
340 Larose,Ethan	80.00	80.00	\$1,870.40
341 Parr,Alex	80.00	80.00	\$1,870.40
342 Alexander,Alexis	80.00	80.00	\$1,870.40
903 BANK,HORIZON	0.00	0.00	\$5,737.06
<b>Total of Employee checks:</b>	<b>2,998.85</b>	<b>3,034.85</b>	<b>\$82,813.81</b>

**Gross Pay by Fund:**

	Total
201	82,813.81
<b>Total</b>	<b>82,813.81</b>

Approved: September 14, 2023

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Troy Huff, Chairman

C/8-2  
Accounts Payable Prepay  
8/28/2023

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	To Pay
Merchants Fleet					
-1	1026596i14	7/28/2023	Foreman Pickup	\$1,004.25	\$1,004.25
-1	1045516i5	7/28/2023	Flatbed Pickup	\$1,699.50	\$1,699.50
-1	1045715i5	7/28/2023	Flatbed Pickup	\$1,699.50	\$1,699.50
-1	1045882i5	7/28/2023	Flatbed Pickup	\$1,699.50	\$1,699.50
-1	1046214i5	7/28/2023	Flatbed Pickup	\$1,699.50	\$1,699.50
-1	1046693i4	7/28/2023	Flatbed Pickup	\$1,699.50	\$1,699.50
-1	1047105i4	7/28/2023	Diesel Pickup	\$1,339.00	\$1,339.00
-1	1047106i4	7/28/2023	Diesel Pickup	\$1,339.00	\$1,339.00
				\$12,179.75	\$12,179.75
AT&T Mobility					
	619278 287318351177X081	8/6/2023	Foreman Phones	\$146.64	\$146.64
				\$146.64	\$146.64
Blue Care Network of MI					
	619279 232200007856	8/8/2023	Health Insurance	\$45,677.58	\$45,677.58
				\$45,677.58	\$45,677.58
City of Gaylord					
	619280 MCCO-000669-000	8/15/2023	Sewer	\$45.94	\$45.94
				\$45.94	\$45.94
CRASIF					
	619281 CRA0008666	8/10/2023	WC Insurance	\$5,408.00	\$5,408.00
				\$5,408.00	\$5,408.00
Delta Dental					
	619282 RIS0005122967	9/1/2023	Dental Insurance	\$3,172.83	\$3,172.83
				\$3,172.83	\$3,172.83
Great Lakes Energy					
	619283 100269003	8/16/2023	TL Kryz & McCoy	\$41.83	\$41.83
				\$41.83	\$41.83
Humana Insurance Co.					
	619284 692915181	8/14/2023	Retiree Health Ins	\$11,373.25	\$11,373.25
				\$11,373.25	\$11,373.25
Mutual of Omaha					
	619285 001575889813	9/1/2023	Life/SD/LTD/D Ins	\$2,991.52	\$2,991.52
				\$2,991.52	\$2,991.52
State of Michigan MDOT					
	619286 CARE1591REIM230	8/6/2023	Alba Road	\$90,564.04	\$90,564.04
				\$90,564.04	\$90,564.04
Grand Total:				\$171,601.38	\$171,601.38

Approved 9-14-2023

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Troy Huff, Chairman

Accounts Payable Prepay Report

9-14-2023 Board Meeting

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Payment Type: EFTP</b>					
<b>Vendor: MERCHANT: Merchants Flee</b>					
1026596i15	8/30/2023	Foreman Pickup Rental	1,329.25	0.00	1,329.25
1045516i6	8/30/2023	Flatbed Rental	1,832.50	0.00	1,832.50
1045715i6	8/30/2023	Flatbed Rental	1,849.00	0.00	1,849.00
1045882i6	8/30/2023	Flatbed Rental	1,849.00	0.00	1,849.00
1046214i6	8/30/2023	Flatbed Rental	1,849.00	0.00	1,849.00
1046693i5	8/30/2023	Flatbed Rental	1,849.00	0.00	1,849.00
1047105i5	8/30/2023	Big Horn Rental	1,478.00	0.00	1,478.00
1047106i5	8/30/2023	Big Horn Rental	1,478.00	0.00	1,478.00
<b>Vendor Totals:</b>			<b>13,513.75</b>	<b>0.00</b>	<b>13,513.75</b>
<b>Vendor: MERS: MERS of Michigan</b>					
146582-7	8/31/2023	Retirement	68,065.92	0.00	68,065.92
<b>Vendor Totals:</b>			<b>68,065.92</b>	<b>0.00</b>	<b>68,065.92</b>
<b>EFTP Grand Totals:</b>			<b>81,579.67</b>	<b>0.00</b>	<b>81,579.67</b>
<b>2 EFTP Vendors</b>					
<b>Payment Type: Checks</b>					
<b>Vendor: AISCON: AIS Construction/Interstate Billing Service</b>					
<b>Check Nbr: 619287</b>					
T11787	8/10/2023	Road Tools	919.50	0.00	919.50
<b>Check Totals:</b>			<b>919.50</b>	<b>0.00</b>	<b>919.50</b>
<b>Vendor: ALMA: Alma Tire Service, Inc</b>					
<b>Check Nbr: 619288</b>					
517013734	8/21/2023	Tire Change/Balance	93.00	0.00	93.00
<b>Check Totals:</b>			<b>93.00</b>	<b>0.00</b>	<b>93.00</b>
<b>Vendor: ALTACONS: Alta Construction Equipmen</b>					
<b>Check Nbr: 619289</b>					
SP2/114891	8/28/2023	Filters	216.61	0.00	216.61
SP2/115146	8/31/2023	Filters/Relay	706.15	0.00	706.15
SS2/53820	8/7/2023	Rebuild Hydraulic Cylinder	8,802.83	0.00	8,802.83
<b>Check Totals:</b>			<b>9,725.59</b>	<b>0.00</b>	<b>9,725.59</b>
<b>Vendor: ANTHONYE: Anthony P Esson Architect</b>					
<b>Check Nbr: 619290</b>					
1395	8/31/2023	Garage Roof	3,600.00	0.00	3,600.00
<b>Check Totals:</b>			<b>3,600.00</b>	<b>0.00</b>	<b>3,600.00</b>
<b>Vendor: AUTOZONE: AutoZone, Inc</b>					
<b>Check Nbr: 619291</b>					
2278161855	8/17/2023	Oil	139.80	0.00	139.80
<b>Check Totals:</b>			<b>139.80</b>	<b>0.00</b>	<b>139.80</b>
<b>Vendor: BCBSMVIS: Blue Cross Blue Shield of Michigan</b>					
<b>Check Nbr: 619292</b>					
007014198710-	8/28/2023	Retiree Vision	18.06	0.00	18.06
<b>Check Totals:</b>			<b>18.06</b>	<b>0.00</b>	<b>18.06</b>
<b>Vendor: BILLMARS: Bill Marsl</b>					
<b>Check Nbr: 619293</b>					
9020393	8/8/2023	Oil	9.74	0.00	9.74
9020393-R1	8/8/2023	Oil Return	-9.19	0.00	-9.19
9020394	8/8/2023	Oil	9.19	0.00	9.19
9020395	8/8/2023	Oil Return	-9.74	0.00	-9.74
9020396	8/8/2023	Oil	9.19	0.00	9.19



<b>Check Totals:</b>			<b>9.19</b>	<b>0.00</b>	<b>9.19</b>
<b>Vendor: BLAIRSPR: Blair Spray Foam Insulation</b>					
<b>Check Nbr: 619294</b>					
0226	8/23/2023	Culvert Grouting	99,955.00	0.00	99,955.00
0231	8/31/2023	Trailer Rental	27,550.00	0.00	27,550.00
<b>Check Totals:</b>			<b>127,505.00</b>	<b>0.00</b>	<b>127,505.00</b>
<b>Vendor: CARRIER: Carrier &amp; Gable, Inc</b>					
<b>Check Nbr: 619295</b>					
IN36048	9/6/2023	LED Bulbs	129.51	0.00	129.51
<b>Check Totals:</b>			<b>129.51</b>	<b>0.00</b>	<b>129.51</b>
<b>Vendor: CERTIFIE: Certified Laboratories</b>					
<b>Check Nbr: 619296</b>					
8369477	8/31/2023	Aerosol	811.91	0.00	811.91
<b>Check Totals:</b>			<b>811.91</b>	<b>0.00</b>	<b>811.91</b>
<b>Vendor: CHATERCO: Charter Communications</b>					
<b>Check Nbr: 619297</b>					
0054030010901	9/1/2023	Internet/Phone	379.94	0.00	379.94
<b>Check Totals:</b>			<b>379.94</b>	<b>0.00</b>	<b>379.94</b>
<b>Vendor: CINTAS: Cintas Corporation #725</b>					
<b>Check Nbr: 619298</b>					
4164638961	8/15/2023	Uniforms/Rugs	96.56	0.00	96.56
4165336664	8/22/2023	Uniforms/Rugs	97.76	0.00	97.76
4166633472	9/5/2023	Uniforms/Rugs	98.68	0.00	98.68
4166D53416	8/29/2023	Uniforms/Rugs	115.56	0.00	115.56
4167453506	9/12/2023	Uniforms/Rugs	99.40	0.00	99.40
<b>Check Totals:</b>			<b>507.96</b>	<b>0.00</b>	<b>507.96</b>
<b>Vendor: COADYPAT: Patrick Coad</b>					
<b>Check Nbr: 619299</b>					
116120	8/25/2023	Boots	150.00	0.00	150.00
<b>Check Totals:</b>			<b>150.00</b>	<b>0.00</b>	<b>150.00</b>
<b>Vendor: CONSUME: Consumers Energy</b>					
<b>Check Nbr: 619300</b>					
202431965351	8/31/2023	Traffic Light McCoy/Dickinson	46.24	0.00	46.24
205724546087	8/22/2023	Electric	1,786.25	0.00	1,786.25
<b>Check Totals:</b>			<b>1,832.49</b>	<b>0.00</b>	<b>1,832.49</b>
<b>Vendor: DORNBOS: Dornbos Sign, Inc</b>					
<b>Check Nbr: 619301</b>					
71264	8/17/2023	Otsego Lake Township Signs	659.80	0.00	659.80
71326	8/21/2023	Post Inventory	803.64	0.00	803.64
71598	8/31/2023	Small Tools	61.26	0.00	61.26
71733	9/11/2023	Private Road Name Sign	65.45	0.00	65.45
<b>Check Totals:</b>			<b>1,590.15</b>	<b>0.00</b>	<b>1,590.15</b>
<b>Vendor: ELMIRAHE: ELMIRA OCCUPATIONAL HEALTH &amp; MEDICIN</b>					
<b>Check Nbr: 619302</b>					
00212525-00	8/14/2023	DOT Physical	100.00	0.00	100.00
00213069-00	8/28/2023	Pre-Employment Drug Screen	119.00	0.00	119.00
<b>Check Totals:</b>			<b>219.00</b>	<b>0.00</b>	<b>219.00</b>
<b>Vendor: FEDERALF: Federal Fluid Power, Inc</b>					
<b>Check Nbr: 619303</b>					
104559	8/21/2023	Dust Cap & Plug	30.08	0.00	30.08
105363	9/8/2023	Fittings/Adapters	81.92	0.00	81.92
<b>Check Totals:</b>			<b>112.00</b>	<b>0.00</b>	<b>112.00</b>
<b>Vendor: FIRSTB: First National Bank of Omaha</b>					
<b>Check Nbr: 619304</b>					
1408	8/29/2023	Fox Card	938.30	0.00	938.30

6348	8/29/2023	Johnson Card	443.99	0.00	443.99
8324	8/29/2023	Hilmert Card	393.98	0.00	393.98
8661	8/29/2023	Wiley Card	127.02	0.00	127.02
<b>Check Totals:</b>			<b>1,903.29</b>	<b>0.00</b>	<b>1,903.29</b>
<b>Vendor: GAYLOR: Gaylord Collision, Inc</b>					
<b>Check Nbr: 619305</b>					
8807	8/16/2023	Materials/Labor	1,499.00	0.00	1,499.00
<b>Check Totals:</b>			<b>1,499.00</b>	<b>0.00</b>	<b>1,499.00</b>
<b>Vendor: GAYLORDM: Gaylord Machine &amp; Fabrication, LLC</b>					
<b>Check Nbr: 619306</b>					
1286-13585	8/10/2023	Sheet Metal/Bending	865.98	0.00	865.98
1286-13608	8/14/2023	Sheet Metal/Bending	380.64	0.00	380.64
1286-13628	8/17/2023	Sheet Metal	35.92	0.00	35.92
1286-13680	8/24/2023	Flat Bar	80.91	0.00	80.91
<b>Check Totals:</b>			<b>1,363.45</b>	<b>0.00</b>	<b>1,363.45</b>
<b>Vendor: GFLENVIR: GFL Environmenta</b>					
<b>Check Nbr: 619307</b>					
0062562138	8/31/2023	Trash Removal	145.00	0.00	145.00
0062562172	8/31/2023	Trash Removal	190.47	0.00	190.47
<b>Check Totals:</b>			<b>335.47</b>	<b>0.00</b>	<b>335.47</b>
<b>Vendor: HURONENG: Huron Engineering and Surveying, Inc.</b>					
<b>Check Nbr: 619308</b>					
5802	8/28/2023	As Needed Eng.	6,810.50	0.00	6,810.50
5803	8/28/2023	Patrick & Greentree	4,238.25	0.00	4,238.25
5804	8/28/2023	Murner Road CE	7,775.00	0.00	7,775.00
<b>Check Totals:</b>			<b>18,823.75</b>	<b>0.00</b>	<b>18,823.75</b>
<b>Vendor: HUTSON: Hutson, Inc</b>					
<b>Check Nbr: 619309</b>					
10093036	8/17/2023	Chainsaw/Chains	979.31	0.00	979.31
10093047	8/17/2023	Chaps	444.76	0.00	444.76
<b>Check Totals:</b>			<b>1,424.07</b>	<b>0.00</b>	<b>1,424.07</b>
<b>Vendor: J&amp;HFAMIL: Exit 76 Corporati</b>					
<b>Check Nbr: 619310</b>					
CP-010107	7/31/2023	Fuel	11,078.37	0.00	11,078.37
CP-010237	8/31/2023	Fuel	18,249.16	0.00	18,249.16
<b>Check Totals:</b>			<b>29,327.53</b>	<b>0.00</b>	<b>29,327.53</b>
<b>Vendor: J&amp;NCONST: J &amp; N Constructio</b>					
<b>Check Nbr: 619311</b>					
12825	9/12/2023	McGregor Road Resurface	117,058.28	0.00	117,058.28
<b>Check Totals:</b>			<b>117,058.28</b>	<b>0.00</b>	<b>117,058.28</b>
<b>Vendor: JIMWILEY: Jim Wile</b>					
<b>Check Nbr: 619312</b>					
581737337	8/25/2023	Boots	150.00	0.00	150.00
<b>Check Totals:</b>			<b>150.00</b>	<b>0.00</b>	<b>150.00</b>
<b>Vendor: JOHNSONO: Johnson Oil Company</b>					
<b>Check Nbr: 619313</b>					
CP-010379	8/31/2023	Fuel	601.22	0.00	601.22
<b>Check Totals:</b>			<b>601.22</b>	<b>0.00</b>	<b>601.22</b>
<b>Vendor: JOHNSONZ: Zachary Johnsor</b>					
<b>Check Nbr: 619314</b>					
917974	8/26/2023	Boots	150.00	0.00	150.00
<b>Check Totals:</b>			<b>150.00</b>	<b>0.00</b>	<b>150.00</b>
<b>Vendor: KMINTERN: KM Internationa</b>					
<b>Check Nbr: 619315</b>					
28468	7/31/2023	Fuel Cap/Gauge	242.36	0.00	242.36

<b>Check Totals:</b>			<b>242.36</b>	<b>0.00</b>	<b>242.36</b>
<b>Vendor: LAROSEET: Ethan Laros:</b>					
<b>Check Nbr: 619316</b>					
3-158068	7/17/2023	Boots	139.95	0.00	139.95
<b>Check Totals:</b>			<b>139.95</b>	<b>0.00</b>	<b>139.95</b>
<b>Vendor: LEWISTON: Lewiston Sand &amp; Grave</b>					
<b>Check Nbr: 619317</b>					
33517	8/31/2023	23A Gravel	6,054.40	0.00	6,054.40
<b>Check Totals:</b>			<b>6,054.40</b>	<b>0.00</b>	<b>6,054.40</b>
<b>Vendor: MACALLIS: MacAllister Rental:</b>					
<b>Check Nbr: 619318</b>					
R85515335803	5/31/2023	May Rental	3,000.00	0.00	3,000.00
R85515335807	7/26/2023	July Rentals	5,375.00	0.00	5,375.00
R85515335808	8/23/2023	August Rentals	5,375.00	0.00	5,375.00
<b>Check Totals:</b>			<b>13,750.00</b>	<b>0.00</b>	<b>13,750.00</b>
<b>Vendor: MARCOR: Marcor Technologies, LLC</b>					
<b>Check Nbr: 619319</b>					
60019	8/8/2023	Microsoft 365 Apps	324.00	0.00	324.00
<b>Check Totals:</b>			<b>324.00</b>	<b>0.00</b>	<b>324.00</b>
<b>Vendor: MATCO: Matco Tool:</b>					
<b>Check Nbr: 619320</b>					
55883	8/21/2023	Small Shop Tools	84.80	0.00	84.80
56396	9/11/2023	Quick Release	81.05	0.00	81.05
<b>Check Totals:</b>			<b>165.85</b>	<b>0.00</b>	<b>165.85</b>
<b>Vendor: MICAT: Michigan CA</b>					
<b>Check Nbr: 619322</b>					
PD15127729	8/14/2023	Hook	630.22	0.00	630.22
PD15130555	8/14/2023	Cutting Edge	24,482.84	0.00	24,482.84
PD15135059	8/15/2023	Cutting Edge Credit	-24,482.84	0.00	-24,482.84
PD15135186	8/15/2023	Cutting Edges	17,442.88	0.00	17,442.88
PD15153664	8/21/2023	Hook	630.22	0.00	630.22
PD15226756	9/11/2023	Assort. Filters	173.96	0.00	173.96
SD15181229	8/28/2023	Loader Repair	37,262.54	0.00	37,262.54
<b>Check Totals:</b>			<b>56,139.82</b>	<b>0.00</b>	<b>56,139.82</b>
<b>Vendor: MIDSTATE: Mid-States Bolt &amp; Screw Co.</b>					
<b>Check Nbr: 619324</b>					
32493979	8/8/2023	Locknuts	5.74	0.00	5.74
32495475	8/10/2023	Soc Set Cup Point	7.48	0.00	7.48
32497650	8/14/2023	Cutters	80.05	0.00	80.05
32503895	8/23/2023	Misc. Bolts & Screws	65.96	0.00	65.96
32507835	8/30/2023	Misc. Bolts & Screws	13.14	0.00	13.14
32508839	8/31/2023	Misc. Fasteners	176.07	0.00	176.07
32510472	9/2/2023	Washers	6.93	0.00	6.93
<b>Check Totals:</b>			<b>355.37</b>	<b>0.00</b>	<b>355.37</b>
<b>Vendor: MIKENWOR: Michigan Kenworth, LLC</b>					
<b>Check Nbr: 619325</b>					
022P170856	8/9/2023	Air Filters	202.18	0.00	202.18
022P171824	8/28/2023	Muffler	75.62	0.00	75.62
022P172123	9/6/2023	Freon	710.20	0.00	710.20
022P172143	9/7/2023	Clutch Compressor, Freon	736.76	0.00	736.76
<b>Check Totals:</b>			<b>1,724.76</b>	<b>0.00</b>	<b>1,724.76</b>
<b>Vendor: NORPRO: NORTHERN PROCESSING, LLC</b>					
<b>Check Nbr: 619326</b>					
11746	7/19/2023	Concrete	2,660.00	0.00	2,660.00
<b>Check Totals:</b>			<b>2,660.00</b>	<b>0.00</b>	<b>2,660.00</b>

**Vendor: NORTHERN: Northern Energy, Inc.****Check Nbr: 619327**

90143	8/15/2023	DEF	1,215.89	0.00	1,215.89
90340	8/15/2023	THF	2,450.26	0.00	2,450.26
<b>Check Totals:</b>			<b>3,666.15</b>	<b>0.00</b>	<b>3,666.15</b>

**Vendor: OMSCOM: OMS Compliance Services****Check Nbr: 619328**

112710	8/22/2023	DOT Pre-Employment Drug Screen	88.00	0.00	88.00
880386	8/24/2023	Random DOT Pool	116.00	0.00	116.00
<b>Check Totals:</b>			<b>204.00</b>	<b>0.00</b>	<b>204.00</b>

**Vendor: PAYDOL: PAYNE & DOLAN, INC****Check Nbr: 619329**

1886684	8/26/2023	Hot Patch	2,131.97	0.00	2,131.97
408091-01	9/7/2023	Hayes Tower Road Pavings	577,854.47	0.00	577,854.47
<b>Check Totals:</b>			<b>579,986.44</b>	<b>0.00</b>	<b>579,986.44</b>

**Vendor: QUAPLU: QUALITY PLUMBING AND MECHANICAL INC****Check Nbr: 619330**

15486	8/9/2023	R.O. System Installation	989.10	0.00	989.10
<b>Check Totals:</b>			<b>989.10</b>	<b>0.00</b>	<b>989.10</b>

**Vendor: RIERIL: RIETH-RILEY CONSTRUCTION CO., INC.****Check Nbr: 619332**

5304889	7/31/2023	Hot Patch	657.80	0.00	657.80
5304940	8/2/2023	Hot Patch	967.07	0.00	967.07
5304949	8/3/2023	Hot Patch	1,970.64	0.00	1,970.64
5304993	8/7/2023	Hot Patch	781.77	0.00	781.77
5304999	8/1/2023	Hot Patch	654.12	0.00	654.12
5305038	8/9/2023	Hot Patch	667.23	0.00	667.23
5305046	8/8/2023	Hot Patch	794.19	0.00	794.19
5305185	8/16/2023	Hot Patch	2,189.37	0.00	2,189.37
5305249	8/21/2023	Hot Patch	1,436.58	0.00	1,436.58
<b>Check Totals:</b>			<b>10,118.77</b>	<b>0.00</b>	<b>10,118.77</b>

**Vendor: RONAUT: RONS AUTO & WRECKEF****Check Nbr: 619333**

153328	8/3/2023	Towing	180.00	0.00	180.00
<b>Check Totals:</b>			<b>180.00</b>	<b>0.00</b>	<b>180.00</b>

**Vendor: SCIBRA: SCIENTIFIC BRAKE & EQUIP****Check Nbr: 619336**

0202111332	8/14/2023	Valves/Connectors	54.33	0.00	54.33
0202111338	8/24/2023	Valves	32.61	0.00	32.61
0202111422	8/15/2023	Silicone Return	-17.84	0.00	-17.84
0202111436	8/16/2023	Pressure Regulator	67.11	0.00	67.11
0202111450	8/31/2023	Driver Inspection Books	600.00	0.00	600.00
0202111486	8/21/2023	Shock Absorber	303.65	0.00	303.65
0202111827	8/24/2023	Clamps, Flasher Inv.	138.48	0.00	138.48
0202112058	8/29/2023	Pintle Hook	409.68	0.00	409.68
0202112063	8/31/2023	Pintle Hook	1,064.36	0.00	1,064.36
0202112064	8/29/2023	Brake Drum	182.27	0.00	182.27
0202112065	8/29/2023	Brake Drum	33.33	0.00	33.33
0202112579	9/11/2023	Tarp, Battery Cables, Switch	355.22	0.00	355.22
0202112599	9/12/2023	Tarps	171.60	0.00	171.60
202111032	8/8/2023	Air Spring	233.70	0.00	233.70
<b>Check Totals:</b>			<b>3,628.50</b>	<b>0.00</b>	<b>3,628.50</b>

**Vendor: SHINECLE: Shine Cleaning Service Inc.****Check Nbr: 619337**

653	9/1/2023	Rest Area Cleaning	11,479.15	0.00	11,479.15
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<b>Check Totals:</b>			<b>11,479.15</b>	<b>0.00</b>	<b>11,479.15</b>
<b>Vendor: STATE7: State of Michigan MSF</b>					
<b>Check Nbr: 619338</b>					
551-622129	8/29/2023	Frost Laws Patrol	4,790.16	0.00	4,790.16
<b>Check Totals:</b>			<b>4,790.16</b>	<b>0.00</b>	<b>4,790.16</b>
<b>Vendor: STOENT: STOUTENBURG ENTERPRISE</b>					
<b>Check Nbr: 619339</b>					
87230	8/30/2023	Vinyl Numbers	125.00	0.00	125.00
<b>Check Totals:</b>			<b>125.00</b>	<b>0.00</b>	<b>125.00</b>
<b>Vendor: STOOPS: Stoops Freightliner Western Star</b>					
<b>Check Nbr: 619341</b>					
X316003781:01	8/25/2023	AC Switch	179.79	0.00	179.79
X316004211:01	8/8/2023	Gaskets/Seal Rings/Bolt Assm	321.82	0.00	321.82
X316004293:01	8/10/2023	Pan Assembly	664.30	0.00	664.30
X316004387:01	8/15/2023	Gaskets	37.30	0.00	37.30
X316004690:01	8/29/2023	Tube Oil	162.88	0.00	162.88
X316004748:01	8/29/2023	Air Bag	476.87	0.00	476.87
X316004977:01	9/7/2023	Hose	22.99	0.00	22.99
<b>Check Totals:</b>			<b>1,865.95</b>	<b>0.00</b>	<b>1,865.95</b>
<b>Vendor: TRUTRA: TRUCK &amp; TRAILER SPECIALTIES</b>					
<b>Check Nbr: 619342</b>					
BJO002727	8/8/2023	Dump Box Install.	24,847.14	0.00	24,847.14
BSO021563	8/23/2023	Gearbox	1,697.10	0.00	1,697.10
<b>Check Totals:</b>			<b>26,544.24</b>	<b>0.00</b>	<b>26,544.24</b>
<b>Vendor: USBANK: US Bank Equipment Finance</b>					
<b>Check Nbr: 619343</b>					
509802435	8/30/2023	Copier	324.03	0.00	324.03
<b>Check Totals:</b>			<b>324.03</b>	<b>0.00</b>	<b>324.03</b>
<b>Vendor: VALTRU: VALLEY TRUCK PARTS, INC</b>					
<b>Check Nbr: 619344</b>					
3-1223481	8/9/2023	Air Spring	391.24	0.00	391.24
3-1223640	8/28/2023	Diff Switch	76.00	0.00	76.00
3-1223710	9/7/2023	Air Spring	195.62	0.00	195.62
<b>Check Totals:</b>			<b>662.86</b>	<b>0.00</b>	<b>662.86</b>
<b>Vendor: VESOIL: VESCO OIL CORPORATION</b>					
<b>Check Nbr: 619345</b>					
5409096-00	8/9/2023	Parts Cleaner	101.25	0.00	101.25
<b>Check Totals:</b>			<b>101.25</b>	<b>0.00</b>	<b>101.25</b>
<b>Vendor: WILAUT: WILBER AUTOMOTIVE</b>					
<b>Check Nbr: 619347</b>					
303382	8/8/2023	Serp Kits	309.24	0.00	309.24
303503	8/9/2023	Core Return	-30.56	0.00	-30.56
303504	8/9/2023	JB Weld	17.62	0.00	17.62
304103	8/15/2023	Lamp	10.44	0.00	10.44
305314	8/29/2023	Sway Bar Repair	19.37	0.00	19.37
305855	9/5/2023	Air Compressor	3,935.00	0.00	3,935.00
306265	9/11/2023	Battery	141.22	0.00	141.22
<b>Check Totals:</b>			<b>4,402.33</b>	<b>0.00</b>	<b>4,402.33</b>
<b>Vendor: ZAREQU: ZAREMBA EQUIPMENT, INC</b>					
<b>Check Nbr: 619348</b>					
178137S	8/25/2023	Exhaust Pipe	390.41	0.00	390.41
178162S	8/28/2023	Sensors	91.50	0.00	91.50
178222S	8/30/2023	Hood Strap	85.28	0.00	85.28
96864	8/21/2023	Exhaust Leak	2,469.32	0.00	2,469.32
<b>Check Totals:</b>			<b>3,036.51</b>	<b>0.00</b>	<b>3,036.51</b>

<b>Check Grand Totals:</b>	<b>55 Checks</b>	<b>1,054,040.11</b>	<b>0.00</b>	<b>1,054,040.11</b>
<b>Grand Totals:</b>	<b>57 EFTP Vendors/Checks</b>	<b>1,135,619.78</b>	<b>0.00</b>	<b>1,135,619.78</b>

Approved September 14, 2023

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Troy Huff, Chairman

## Accounts Payable Check Register

Low And High Check Date: 08/01/2023 - 08/31/2023  
 Show Vendor Codes? (Y/N): N - Do Not Show Vendor Codes  
 Show Discount And Pay Amounts? (Y/N): N - Do Not Show Discount And Pay Amounts  
 Show Payment Totals By Fund? (Y/N): Y - Show Payment Totals By Fund

Check Nbr	Check Date	Vendor Name	Net Amount
<b>Electronic Funds Transfer Payments</b>			
EFTP	08/24/2023	Merchants Fleet	1,004.25
EFTP	08/24/2023	Merchants Fleet	1,699.50
EFTP	08/24/2023	Merchants Fleet	1,699.50
EFTP	08/24/2023	Merchants Fleet	1,699.50
EFTP	08/24/2023	Merchants Fleet	1,699.50
EFTP	08/24/2023	Merchants Fleet	1,699.50
EFTP	08/24/2023	Merchants Fleet	1,339.00
EFTP	08/24/2023	Merchants Fleet	1,339.00
EFTP	08/10/2023	MERS of Michigan	66,560.09
<b>Electronic Funds Transfer Payments Totals:</b>		<b>9 Payments Listed</b>	<b>78,739.84</b>
<b>Regular Checks Payments</b>			
619212	08/08/2023	The Trophy Case	99.50
619213	08/10/2023	AIRGAS USA, LLC	27.48
619214	08/10/2023	Alma Tire Service, Inc.	124.24
619215	08/10/2023	AT&T Mobility	146.64
619216	08/10/2023	BBC Distributing	186.68
619217	08/10/2023	Bill Marsh	144.50
619218	08/10/2023	Charter Communications	379.94
619219	08/10/2023	Chuck's Electric of Gaylord, INC.	450.00
619220	08/10/2023	Cintas Corporation #729	530.30
619221	08/10/2023	Consumers Energy	1,932.54
619222	08/10/2023	County Road Association	750.00
<b>619223 *</b>	08/10/2023	D&J BOWEN DUST CONTROL LLC	75,494.40
<b>619224 *</b>	08/10/2023	D&J BOWEN DUST CONTROL LLC	28,578.30
<b>* Totals For Multi Part Check Nbr: 619224:</b>			<b>104,072.70</b>
619225	08/10/2023	Dornbos Sign, Inc.	574.42
619226	08/10/2023	DTE Energy	93.94
619227	08/10/2023	Electrical Terminal Service, Inc.	277.51
619228	08/10/2023	ELMIRA OCCUPATIONAL HEALTH & MEDICINE	200.00
619229	08/10/2023	Federal Fluid Power, Inc.	376.45
619230	08/10/2023	First National Bank of Omaha	3,090.01
619231	08/10/2023	GFL Environmental	325.47
619232	08/10/2023	Gilbert Sales & Service, Inc.	125.00
619233	08/10/2023	Give Em A Brake Safety	330.00
619234	08/10/2023	Heritage-Crystal Clean, LLC	2,166.59
<b>619235 *</b>	08/10/2023	Huron Engineering and Surveying, Inc.	17,864.50
<b>619236 *</b>	08/10/2023	Huron Engineering and Surveying, Inc.	27,785.50
<b>619237 *</b>	08/10/2023	Huron Engineering and Surveying, Inc.	1,539.00
<b>619238 *</b>	08/10/2023	Huron Engineering and Surveying, Inc.	4,232.50
<b>* Totals For Multi Part Check Nbr: 619238:</b>			<b>51,421.50</b>
619239	08/10/2023	Joe Nedow	2,090.00
619240	08/10/2023	Johnson Oil Company	3,210.68
619241	08/10/2023	KM International	363.22

Check Nbr	Check Date	Vendor Name	Net Amount
619242	08/10/2023	LAFONTAINE CHRYSLER DOGE JEEP RAM OF LANSI	61,829.30
619243	08/10/2023	Lake State Railway Company	4,294.00
619244	08/10/2023	Lawson Products, Inc.	270.40
619245	08/10/2023	Lewiston Sand & Gravel	3,871.32
619246	08/10/2023	Meyer Ace Hardware	349.99
619247	08/10/2023	Michigan CAT	71,945.00
<b>619248 *</b>	08/10/2023	Mid-States Bolt & Screw Co.	1,051.19
<b>619249 *</b>	08/10/2023	Mid-States Bolt & Screw Co.	917.40
		<b>* Totals For Multi Part Check Nbr: 619249:</b>	1,968.59
619250	08/10/2023	Michigan Kenworth, LLC	238.39
619251	08/10/2023	NORTHERN PROCESSING, LLC	468.00
619252	08/10/2023	Northern Energy, Inc.	128.80
619253	08/10/2023	Otsego County Road Commission	3,967.15
619254	08/10/2023	PAYNE & DOLAN, INC.	261.30
619255	08/10/2023	QUALITY PLUMBING AND MECHANICAL INC.	19,190.00
<b>619256 *</b>	08/10/2023	RIETH-RILEY CONSTRUCTION CO., INC.	12,443.65
<b>619257 *</b>	08/10/2023	RIETH-RILEY CONSTRUCTION CO., INC.	6,696.32
<b>619258 *</b>	08/10/2023	RIETH-RILEY CONSTRUCTION CO., INC.	5,838.02
<b>619259 *</b>	08/10/2023	RIETH-RILEY CONSTRUCTION CO., INC.	3,915.14
<b>619260 *</b>	08/10/2023	RIETH-RILEY CONSTRUCTION CO., INC.	3,832.45
		<b>* Totals For Multi Part Check Nbr: 619260:</b>	32,725.58
<b>619261 *</b>	08/10/2023	SCIENTIFIC BRAKE & EQUIP.	1,293.15
<b>619262 *</b>	08/10/2023	SCIENTIFIC BRAKE & EQUIP.	16.95
		<b>* Totals For Multi Part Check Nbr: 619262:</b>	1,310.10
619263	08/10/2023	Shine Cleaning Service Inc.	11,479.15
619264	08/10/2023	SHORELINE POWER SERVICES, INC	2,285.15
619265	08/10/2023	Snethkamp	302.50
619266	08/10/2023	Staples	124.48
619267	08/10/2023	Steven Mench	150.00
619268	08/10/2023	Stoops Freightliner Western Star	20,878.37
619269	08/10/2023	TED FESTERLING LLC	1,065.52
619270	08/10/2023	TERMINAL SUPPLY CO.	247.86
619271	08/10/2023	TRUCK & TRAILER SPECIALTIES	5,388.21
619272	08/10/2023	US Bank Equipment Finance	324.03
619273	08/10/2023	VALLEY TRUCK PARTS, INC.	1,099.19
619274	08/10/2023	Weller Truck Parts	4,568.74
619275	08/10/2023	White Cap, L.P.	2,451.99
619276	08/10/2023	WILBER AUTOMOTIVE	2,407.18
619277	08/10/2023	WOLF CREEK LANDSCAPE SERVICES LLC	10,282.80
619278	08/24/2023	AT&T Mobility	146.64
619279	08/24/2023	Blue Care Network of MI	45,677.58
619280	08/24/2023	City of Gaylord	45.94
619281	08/24/2023	CRASIF	5,408.00
619282	08/24/2023	Delta Dental	3,172.83
619283	08/24/2023	Great Lakes Energy	41.83
619284	08/24/2023	Humana Insurance Co.	11,373.25



Check Nbr	Check Date	Vendor Name	Net Amount
619285	08/24/2023	Mutual of Omaha	2,991.52
619286	08/24/2023	State of Michigan MDOT	90,564.04
<b>Regular Checks Payments Totals:</b>		<b>75 Payments Listed</b>	<b>598,784.03</b>
<b>All Payments Grand Totals:</b>		<b>84 Payments Listed</b>	<b>677,523.87</b>

Payment Totals By Fund:

Fund	Net Amount
201	677,523.87
<b>Grand Totals</b>	<b>677,523.87</b>



## Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 8. A  
**SUBJECT:** Bid Award (Charboneau Ln)

### **DESCRIPTION**

Engineer bid award recommendation for the Charboneau Ln wedge and overlay project to Payne & Dolan in the amount of \$49,717. The length is 0.27 miles. Charboneau Ln is a cul de sac. This project was requested by Bagley Township and the OCRC has a cost share agreement in place with the Township for the work.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

Motion to **approve/deny** engineers bid award recommendation for the Charboneau Ln project in the amount of \$49,717 to Payne & Dolan, Inc.



3205 US-23 South  
Alpena, MI 49707  
Ph: 989-356-6375  
Fax: 989-354-8286

August 23, 2023

Otsego County Road Commission  
Mr. Kirk Harrier, Manager  
PO Box 537  
669 W McCoy Rd  
Gaylord, MI 49734

**Re: Project Award Recommendations**

Dear Mr. Harrier,

On August 21, 2023 at 9:00 am bids were received at the Otsego County Road Commission for the projects listed below. Huron has reviewed the bid tabs for each project and recommends award of each project as noted below. Bid Comparison Reports are attached for each project for your review.

**Charboneau Lane**

Payne & Dolan, Inc.	\$49,717.00
Rieth-Riley Construction Co, Inc.	\$52,911.00

All bidders have a history of successful project completion with similar projects; we recommend award of this project to the low bidder Payne & Dolan, Inc.

Sincerely,  
**Huron Engineering and Surveying, Inc.**

A handwritten signature in black ink that reads "Rebecca E Rivard".

---

Rebecca Rivard, P.E.  
Project Engineer



# Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 8. B  
**SUBJECT:** Bid Award (Patrick Dr, Greentree Dr, Pinetum Ln)

**DESCRIPTION**

Engineer bid award recommendation for the Patrick Dr, Greentree Dr, and Pinetum Ln crush and shape project to Payne & Dolan in the amount of \$188,748. The length is 0.69 miles. This project was requested by Bagley Township and the OCRC has a cost share agreement in place with the Township for the work.

**BUDGET ACTION REQUIRED**

N/A

**LEGAL REVIEW**

N/A

**SAMPLE MOTION**

Motion to **approve/deny** engineers bid award recommendation for the Patrick Dr, Greentree Dr, and Pinetum Ln project in the amount of \$188,748 to Payne & Dolan, Inc.



3205 US-23 South  
Alpena, MI 49707  
Ph: 989-356-6375  
Fax: 989-354-8286

September 11, 2023

Otsego County Road Commission  
Mr. Kirk Harrier, Manager  
PO Box 537  
669 W McCoy Rd  
Gaylord, MI 49734

**Re: Project Award Recommendations**

Dear Mr. Harrier,

On September 11, 2023 at 9:00 am bids were received at the Otsego County Road Commission for the projects listed below. Huron has reviewed the bid tabs for each project and recommends award of each project as noted below. Bid Comparison Reports are attached for each project for your review.

**Patrick & Greentree, Bagley Twp., Otsego County**

Payne & Dolan, Inc.	\$188,748.00
J&N Construction, LLC	\$206,101.00*
Rieth-Riley Construction Co, Inc.	\$248,509.00

\*Indicates corrected bid total due to math error on bid sheet when calculating Bid Amount for Aggregate Base.

All bidders have a history of successful project completion with similar projects; we recommend award of this project to the low bidder Payne & Dolan, Inc.

**Lake Manuka Road, Hayes Twp., Otsego County**

Rieth-Riley Construction Co, Inc.	\$67,135.00
Payne & Dolan, Inc.	\$68,475.00
Pyramid Paving Co.	\$69,200.00*

\*Bid received at 4:00 pm on September 11, 2023 and is not accepted.

All bidders have a history of successful project completion with similar projects; we recommend award of this project to the low bidder Rieth-Riley Construction Co, Inc.

Sincerely,  
**Huron Engineering and Surveying, Inc.**

Rebecca Rivard, P.E., Project Engineer



# Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 8. C  
**SUBJECT:** Bid Award (Lake Manuka Rd)

## **DESCRIPTION**

Lake Manuka Rd was paved in 2020 from Hayes Tower Rd. to the Hayes Township line. However, .20 miles of the road was not paved due to high water from the lake covering the road. Since water levels have now decreased, OCRC staff are proposing to complete this 2020 project and have the remaining portion paved as it has a high occurrence of patching and repair annually. Attached is the engineer bid award recommendation for the Lake Manuka Rd project to Rieth & Riley in the amount of \$67,135.

## **BUDGET ACTION REQUIRED**

N/A

## **LEGAL REVIEW**

N/A

## **SAMPLE MOTION**

Motion to **approve/deny** engineers bid award recommendation for the Lake Manuka Rd project in the amount of \$67,135 to Rieth & Riley.



3205 US-23 South  
Alpena, MI 49707  
Ph: 989-356-6375  
Fax: 989-354-8286

September 11, 2023

Otsego County Road Commission  
Mr. Kirk Harrier, Manager  
PO Box 537  
669 W McCoy Rd  
Gaylord, MI 49734

**Re: Project Award Recommendations**

Dear Mr. Harrier,

On September 11, 2023 at 9:00 am bids were received at the Otsego County Road Commission for the projects listed below. Huron has reviewed the bid tabs for each project and recommends award of each project as noted below. Bid Comparison Reports are attached for each project for your review.

**Patrick & Greentree, Bagley Twp., Otsego County**

Payne & Dolan, Inc.	\$188,748.00
J&N Construction, LLC	\$206,101.00*
Rieth-Riley Construction Co, Inc.	\$248,509.00

\*Indicates corrected bid total due to math error on bid sheet when calculating Bid Amount for Aggregate Base.

All bidders have a history of successful project completion with similar projects; we recommend award of this project to the low bidder Payne & Dolan, Inc.

**Lake Manuka Road, Hayes Twp., Otsego County**

Rieth-Riley Construction Co, Inc.	\$67,135.00
Payne & Dolan, Inc.	\$68,475.00
Pyramid Paving Co.	\$69,200.00*

\*Bid received at 4:00 pm on September 11, 2023 and is not accepted.

All bidders have a history of successful project completion with similar projects; we recommend award of this project to the low bidder Rieth-Riley Construction Co, Inc.

Sincerely,  
**Huron Engineering and Surveying, Inc.**

Rebecca Rivard, P.E., Project Engineer



## Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 8. D  
**SUBJECT:** Ice Control Sand Bid Award

### **DESCRIPTION**

The OCRC advertised for bids for eight thousand (8,000) cubic yards of ice control sand. Bid opening was Wednesday, September 13. Bid tab is attached to this report. The low bid this year is \$8.80/ cy. yd. The 2022 low bid was \$7.58 cy. yd. which represents a 16% increase.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

Motion to **approve/deny** bid award recommendations for ice control sand to Base Sand & Gravel, LLC delivered to 669 W. McCoy Rd at \$8.80 cy. yd.



**OTSEGO COUNTY ROAD COMMISSION**  
**TABULATION OF BIDS**  
**Wednesday, September 13, 2023**  
**1:00 p.m.**

**ICE CONTROL SAND**

<b>COMPANY</b>	<b>BID</b>
Base Sand & Gravel, LLC	\$8.80/cu. yd.
Lewiston Sand & Gravel, Inc.	\$11.00/cu. yd.
Darrow Brother Excavating, Inc.	\$11.85/cu. yd.
J&N Construction	\$14.73/cu. yd.
Manthei Construction, LLC	\$18.80/cu. yd.



# Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 8. E  
**SUBJECT:** Crack Seal Bid Review

## **DESCRIPTION**

OCRC Board members expressed interest in having crack seal work performed on various roads prior to winter. The roads suggested were McCoy Rd. (Krys to M32) 5.7 miles, Milbocker Rd. (Dickerson to S Townline) 2 miles, Poquette Rd. (27 to Goslow) 2.5 miles, N Townline (M-32 to Allis) and (Theisen to Martindale) 3 miles, and Hayes Tower Rd. (Lake Manuka Rd to Mancelona) 4.8 miles. The following contractors were solicited for bids. Scodeller Construction, Inc., Wolverine Sealcoating, Fahrner Asphalt Sealers and Highway Maintenance and Construction. The only bids received at the time the agenda/packet was prepared were from Scodeller Construction, Inc. with a total bid price of \$105,344. The County Engineer, Rebecca Rivard, will be present to discuss this project in more detail with the Board at the meeting.

## **BUDGET ACTION REQUIRED**

N/A

## **LEGAL REVIEW**

N/A

## **SAMPLE MOTION**

N/A

**2023 OTSEGO COUNTY CRACK SEAL BID**

Company Name: SCODELLER CONSTRUCTION, INC.  
Address: 51722 GRAND RIVER  
City: WIXOM State: MI Zip: 48393  
Phone: 248-854-4350 E-Mail: MATT@SCODELLER.COM  
Contact Person/Title: MATT SHARKEY, MGR

PRIMARY ROADS					
Road	From	To	Length (Lane Mile)	Unit Price / Lane Mile	Total Price
McCov Rd	Krys Rd	M-32	11.4	3,360.	38,304. <sup>00</sup>
Milbocker Rd	Dickerson Rd	S. Townline	4	2,200.	8,800. <sup>00</sup>
Poquette Rd	Old 27	Goslow Rd	5	2,300.	11,500. <sup>00</sup>
N. Townline	M-32	Allis	4	3,950.	15,800. <sup>00</sup>
N. Townline	Theisen	Martindale	2	3,950.	7,900. <sup>00</sup>
Hayes Tower Rd	Lake Manuka Rd	Mancelona Rd	9.6	2,400.	23,040. <sup>00</sup>

Earliest Start Date 9-18, 2023

Completion Date 10-31, 2023

*# 105,344*

Note: All necessary traffic control, mobilization, and other items incidental to the work being performed shall be included in the Contractor's unit price. All cracks must be cleaned of all debris and dry prior to application of material. All cracks are to be treated including the traveled lanes and paved shoulders. From shoulder to shoulder and over the limits for stated length of roads.



# Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 8. F  
**SUBJECT:** Huron Pines Independent Contractor Agreement

**DESCRIPTION**

Contract between Huron Pines and the Otsego County Road Commission for the Wilkinson Road/Duck Creek stream crossing improvement project. Huron Pines would be responsible for \$108,193. The OCRC would be responsible for the remainder of project costs (estimated \$40,000). Project would be bid out late October 2023.

**BUDGET ACTION REQUIRED**

N/A

**LEGAL REVIEW**

N/A

**SAMPLE MOTION**

Motion to **approve/deny** independent contractor agreement #668 between Huron Pines and the Otsego County Road Commission for the Wilkinson Road Duck Creek stream crossing improvements as presented and direct the managing director to execute the agreement.

## **INDEPENDENT CONTRACTOR AGREEMENT**

**Otsego County Road Commission  
#668 Upper Pigeon Restoration  
PG110: Wilkinson Road/Duck Creek Road/Stream Crossing Improvement  
Otsego County, Michigan**

WHEREAS, Huron Pines desires to contract for the performance of services, as hereafter described, of the independent contractor, whose signature appears hereon (hereafter referred to as Contractor);

### **I. GENERAL TERMS**

**IT IS HEREBY AGREED** by and between Huron Pines and Contractor as follows:

- A. Contractor shall be an independent contractor. Contractor shall not be deemed to be an employee of Huron Pines for any reason and no employee benefits of Huron Pines, including but not limited to workers' compensation, no-fault automobile, medical or disability insurance, leave time, etc., shall be due or owing to Contractor, his/her heirs, successors or assigns.
- B. Contractor shall hold harmless and indemnify Huron Pines from any and all claims, liability, losses, damages, actual attorney fees, and settlement expenses that may arise out of any acts or conduct of the Contractor in the course or scope of the performance of Contractor's services under this Agreement.
- C. Huron Pines shall pay the Contractor as follows in exchange for the Contractor's satisfactory performance of the services as hereafter set forth:
  1. Not to exceed one hundred eight thousand one hundred ninety-three dollars (\$108,193) for construction services at PG110: Wilkinson Road over South Branch Pigeon River (Duck Creek) as approved in the Michigan EGLE/US Army Corps of Engineers Joint Permit (attached). Site restoration and erosion control practices must use wildlife friendly products (e.g., jute or coconut fiber netting). All in-stream work must be completed by September 30, 2024 and all project work, invoicing and reporting will be completed by December 31, 2024.

The Contractor will be responsible for providing documentation of at least twenty-five thousand dollars (\$25,000) of in-kind and/or cash match toward this project. Match documentation shall be provided to Huron Pines by December 31, 2024.

Contractor will be responsible for all work related expenses including office space, equipment, and travel (mileage) for the project. The Contractor also shall be responsible for paying all taxes, including employment taxes, tax withholding payments (e.g. federal

and state income taxes, FICA, etc.) for the project. The Contractor agrees to maintain clear financial records.

2. Payments to the Contractor will be contingent upon Huron Pines receiving the funds from its funding sources (e.g., US Fish and Wildlife Service-National Fish Passage Program) before Huron Pines can release payments to the Contractor. Payment requests may be submitted to Huron Pines no more than monthly, with a final invoice submitted by December 31, 2024.
3. Contractor shall be solely responsible for all self-employment taxes and related insurance required for the operation of his/her business and activities, including general liability, professional liability, and commercial auto liability insurance. Contractor shall provide copies of additional insured endorsement naming Huron Pines as additional insured on General Liability, Professional Liability and Commercial Auto policies, along with proof of worker's compensation, reflecting the following minimum limits:
  - General Liability
    - \$1,000,000 Occurrence
    - \$2,000,000 Aggregate
  - Pollution Liability
    - \$1,000,000 Occurrence
    - \$2,000,000 Aggregate
  - Professional Liability
    - \$1,000,000 Occurrence
  - Commercial Auto Liability
    - \$1,000,000 Combined Single Limit
  - Workers Compensation
    - Waiver of Subrogation Included

- D. Scope of Services: During the term of this Agreement the Contractor shall work with Huron Pines to improve fish passage and other river processes at Duck Creek by replacing the existing culvert with an appropriately sized and aligned culvert as approved in the EGLE/USACE Joint Permit. Contractor shall perform these services in a competent, thorough, and professional manner and in accordance with the project timeline and budget. These duties shall be subject to modification, addition, deletion by Huron Pines and Huron Pines shall provide project oversight.

Time is of the essence. Contractor shall complete all services by established deadlines and provide faithfully any reports of his/her work and expenses to Huron Pines, including any and all reporting necessary to meet the required project reporting timeline as set forth by Huron Pines' funding sources (e.g., US Fish and Wildlife Service-National Fish Passage Program).

- E. Huron Pines may cancel this Agreement for any reason that Huron Pines deems is in its best interest, active immediately, with written notice to the Contractor.

- F. Contractor shall not be an agent of Huron Pines, has no authority to act on behalf of Huron Pines, and shall not act in a representative capacity or act as if he/she can represent Huron Pines.
- G. Any additional instructions referenced in this Contract regarding the performance of said services shall be deemed to be incorporated herein and be part of this Contract.
- H. Subcontractors hired by the Otsego County Road Commission will be subject to approval by Huron Pines.
- I. Contractor and its subcontractors shall clean and decontaminate equipment before moving equipment among project sites to minimize risks of spreading invasive species. Wildlife friendly products (e.g., jute or coconut fiber netting) must be used for erosion control/site restoration.
- J. This project is subject to the Buy America Build America Act. All iron, steel, and construction materials used in this infrastructure project must be processed or manufactured in the USA.

## II. TERM OF CONTRACT

The term of this Independent Agreement shall be for approximately sixteen (16) months, effective as of the last date written by the signatories on this document and expiring on December 31, 2024.

## III. CONFIDENTIAL INFORMATION

Contractor shall not disclose information relating to Huron Pines' operations, which is not otherwise public information, without written consent of Huron Pines. This includes but is not limited to the following: financial information about Huron Pines, individual information about clients served, individual information about donors, details regarding employment records, or strategic/operational plans.

## IV. STANDARD PROVISIONS

- A. **Notices.** Any and all notices or other communications provided for or required by this Agreement shall be directed to the party to be so notified, in writing, addressed to such party at the respective addresses shown below, unless notice of change of address has been furnished.

To Contractor:           Kirk Harrier  
                                  Managing Director  
                                  Otsego County Road Commission  
                                  669 W McCoy Rd  
                                  Gaylord, MI 49735

To Huron Pines:         Lisha Ramsdell  
                                  Associate Director

Huron Pines  
4241 Old US 27 South, Suite 2  
Gaylord, MI 49735

- B. **Applicable Law.** This Agreement and the rights of the parties hereunder shall be interpreted, construed, and performed in accordance with the laws of the State of Michigan.
- C. **Entire Agreement.** This Agreement, as it may be modified in writing from time to time, constitutes the entire agreement between the parties, and supersedes any and all other agreements, oral or in writing, with respect to the subject matter contained herein.
- D. **Amendments.** This Agreement may be altered, amended, or modified at any time, but only by written agreement executed by the parties hereto. No waiver of any provision of this Agreement shall be valid unless made in writing and signed by the party against whom such waiver is sought.
- E. **Section Headings.** Any section or paragraph title or caption contained in this Agreement is for convenience only, and shall not be deemed a part of this Agreement.
- F. **Invalid Provisions.** The invalidity or unenforceability of any particular provision of this Agreement shall not affect any other provision hereof. This Agreement shall be construed and enforced as if the invalid or unenforceable provision were modified to conform with the applicable law, or if such modification is impossible, then as if the Agreement did not contain that provision.
- G. **Successors and Assigns.** This Agreement shall be binding upon, and shall inure to the benefit of the successors and assigns, and for purposes of realizing any benefits payable hereunder to Contractor. In no event shall Contractor assign or delegate any of his/her rights, powers, duties, and obligations under this Agreement without prior written consent of Huron Pines. Such consent shall not unreasonably be withheld.
- H. **Waiver.** Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement shall not be deemed a waiver of such terms, covenants, or conditions. Waiver can be accomplished only in writing signed by the party giving the waiver.
- I. **Authority.** The undersigned representatives warrant that they are duly authorized to execute the foregoing instrument.
- J. **Arbitration.**
  - 1. Any dispute or controversy concerning the termination of this Agreement, in whole or in part, or any other disputes concerning this Agreement between Contractor and Huron Pines may, upon the agreement of the parties, be resolved by arbitration under the laws of the State of Michigan.
  - 2. Contractor and Huron Pines acknowledge that each has had the opportunity to consult with counsel of choice, before signing this Agreement.







## NOTICE OF AUTHORIZATION

Permit Number: WRP032583 v. 1

Date Issued: February 24, 2022

Site Name: 69 - Wilkinson Road over South Branch Pigeon River

Expiration Date: February 24, 2027

The Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, P.O. Box 30458, Lansing, Michigan 48909-7958, under provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, specifically:

- Part 31, Floodplain Regulatory Authority of the Water Resources Protection.
- Part 301, Inland Lakes and Streams.
- Part 303, Wetlands Protection.
- Part 315, Dam Safety.
- Part 323, Shorelands Protection and Management.
- Part 325, Great Lakes Submerged Lands.
- Part 353, Sand Dunes Protection and Management.

### Authorized activity:

Remove the existing 120-foot long by 3.5-foot diameter single corrugated metal pipe culvert with projecting ends and construct a 118-foot long by 14.25-foot span by 9.6-foot rise corrugated metal elliptical culvert with projecting ends and 2-foot recess. Place 50 sq. yards of plain riprap at the inlet and outlet of the culvert adjacent to the roadway.

Fill/repair the existing plunge pool at downstream of the culvert within the proposed right of way to match the existing average channel depth and bank elevations.

Project needs approximately 2222 cubic yards of excavation and back fill for culvert replacement and rebuild the roadway.

To be conducted at property located in: Otsego County, Waterbody: South Branch of Pigeon River T30N, R02W, Section 02, Chester Township

Permittee:

Rebecca Rivard

Huron Engineering and Surveying, Inc.

3205 US 23 South

Alpena, Michigan 49707

Issued By:

Luke Golden  
Cadillac District Office  
Water Resources Division  
989-370-1569

*This notice must be displayed at the site of work.  
Laminating this notice or utilizing sheet protectors is recommended.*  
Please refer to the above permit number with any questions or concerns.





**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
WATER RESOURCES DIVISION PERMIT**

**Issued To:**

**Rebecca Rivard  
Huron Engineering and Surveying, Inc.  
3205 US 23 South  
Alpena, Michigan 49707**

Permit No: WRP032583 v.1  
Submission No.: HPE-N5R5-WBAE2  
Site Name: 69 - Wilkinson Road over South Branch Pigeon River  
Issued: February 24, 2022  
Revised:  
Expires: February 24, 2027

This permit is being issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); specifically:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Part 301, Inland Lakes and Streams                                    | <input type="checkbox"/> Part 323, Shorelands Protection and Management |
| <input type="checkbox"/> Part 303, Wetlands Protection  | <input type="checkbox"/> Part 325, Great Lakes Submerged Lands          |
| <input type="checkbox"/> Part 315, Dam Safety   | <input type="checkbox"/> Part 353, Sand Dunes Protection and Management |
| <input checked="" type="checkbox"/> Part 31, Water Resources Protection (Floodplain Regulatory Authority) |   |

EGLE certifies that the activities authorized under this permit are in compliance with the State Coastal Zone Management Program and certifies under the Federal Clean Water Act, Section 401 that the discharge from the activities authorized under this permit will comply with Michigan's water quality requirements in Part 31, Water Resources Protection, of the NREPA and associated administrative rules, where applicable.

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

**Authorized Activity:**

**Remove the existing 120-foot long by 3.5-foot diameter single corrugated metal pipe culvert with projecting ends and construct a 118-foot long by 14.25-foot span by 9.6-foot rise corrugated metal elliptical culvert with projecting ends and 2-foot recess. Place 50 sq. yards of plain riprap at the inlet and outlet of the culvert adjacent to the roadway.**

**Fill/repair the existing plunge pool at downstream of the culvert within the proposed right of way to match the existing average channel depth and bank elevations.**

**Project needs approximately 2222 cubic yards of excavation and back fill for culvert replacement and rebuild the roadway.**



Waterbody Affected: South Branch of Pigeon River  
Property Location: Otsego County, Chester Township, T30N, R02W, Section 02  
Property Tax No.

**Authority granted by this permit is subject to the following limitations:**

- A. Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- B. The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31 of the NREPA.
- C. This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- D. All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- E. No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.
- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with 2013 PA 174 (Act 174) and comply with each of the requirements of Act 174.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.
- I. Permittee shall notify EGLE within one week after the completion of the activity authorized by this permit.
- J. This permit shall not be assigned or transferred without the written approval of EGLE.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31 of the NREPA, and wetlands).
- M. In issuing this permit, EGLE has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, EGLE may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the state: (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the state, and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act, 1969 PA 306, as amended, challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, EGLE may initiate criminal and/or civil proceedings as may be deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.
- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from EGLE. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by EGLE prior to being implemented.
- Q. This permit may be transferred to another person upon written approval of EGLE. The permittee must submit a written request to EGLE to transfer the permit to the new owner. The new owner must also

submit a written request to EGLE to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties that includes all the above information may be provided to EGLE. EGLE will review the request and, if approved, will provide written notification to the new owner.

- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.
- S. Construction must be undertaken and completed during the dry period of the wetland. If the area does not dry out, construction shall be done on equipment mats to prevent compaction of the soil.
- T. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from the County Enforcing Agent (CEA).
- U. Authority granted by this permit does not waive permit requirements under the authority of Part 305, Natural Rivers, of the NREPA. A Natural Rivers Zoning Permit may be required for construction, land alteration, streambank stabilization, or vegetation removal along or near a natural river.
- V. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- W. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the water body are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- X. For projects with potential impacts to fish spawning or migration, no work shall occur within fish spawning or migration timelines (i.e., windows) unless otherwise approved in writing by the Michigan Department of Natural Resources, Fisheries Division.
- Y. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
  - 1. All work shall be completed in accordance with plans attached; kept on file at EGLE's WRD, Transportation Review Unit.
  - 2. Authority granted by this permit does not waive compliance requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA. Any discharge of sediment into waters of the state and/or off the road right-of-way is a violation of this permit, Part 91, and Part 31, Water Resources Protection, of the NREPA. A violation of these parts subjects the permittee to potential fines and penalties.
  - 3. This permit does not authorize or sanction work that has been completed in violation of applicable federal, state, or local statutes.
  - 4. The permittee is responsible for acquiring all necessary easements or rights-of-way before commencing any work authorized by this permit. All construction operations relating to, or part of this project shall be confined to the existing right-of-way limits or other acquired easements.
  - 5. Temporary soil erosion and sedimentation control measures shall be installed before or upon commencement of the earth change and shall be maintained daily. Temporary soil erosion and sedimentation control measures shall be maintained until permanent soil erosion and sedimentation control measures are in place and the area is stabilized. Permanent soil erosion and sedimentation control measures for all slopes, channels, ditches, or any disturbed area shall be installed within five (5) calendar days after final grading, or the final earth change has been completed.

6. All raw areas in uplands resulting from the permitted construction activity shall be effectively stabilized with sod and/or seed and mulch (or other technology specified by this permit or project plans) in a sufficient quantity and manner to prevent erosion and any potential siltation to surface waters or wetlands. Temporary stabilization measures shall be installed before or upon commencement of the permitted activity and shall be maintained until permanent measures are in place. Permanent measures shall be in place within five (5) days of achieving final grade.
7. All raw earth within 100 feet of a lake, stream, or wetland that is not brought to final stabilization by the end of the active growing season shall be temporarily stabilized with mulch blankets in accordance with the following dates: September 20<sup>th</sup> for the Upper Peninsula, October 1<sup>st</sup> for the Lower Peninsula north of US-10, and October 10<sup>th</sup> for the Lower Peninsula south of US-10.
8. This permit placard shall be kept posted at the work site, in a prominent location at all times for the duration of the project, or until permit expiration.
9. This permit is being issued for the maximum time allowed and no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by EGLE, will be for a five-year period beginning at the date of issuance. If the project is not completed by the expiration date, a new permit must be sought.
10. All dredge/excavated spoils including organic and inorganic soils, vegetation, and other material removed shall be placed on upland (non-wetland, non-floodplain, or non-bottomland), prepared for stabilization, revegetated, and reseeded with native Michigan species appropriate to the site, and mulched in such a manner so as to prevent and ensure against erosion of any material into any waterbody, wetland, or floodplain.
11. During removal or repair of the existing structure, every precaution shall be taken to prevent debris from entering any watercourse. Any debris reaching the watercourse during the removal and/or reconstruction of the structure shall be immediately retrieved from the water. All material shall be disposed of in an acceptable manner consistent with local, state, and federal regulations.
12. Prior to the removal of the existing structures, cofferdams of steel sheet piling, gravel bags, clean stone, coarse aggregate, concrete, or other acceptable barriers shall be installed to isolate all construction activity from the water. The barriers shall be maintained in good working order throughout the duration of the project. Upon project completion, the accumulated materials shall be removed and disposed of at an upland site.
13. All cofferdam and temporary steel sheet pile shall then be removed in its entirety, unless specifically shown to be left in place on the accepted plans. Cofferdam and sheet pile that is left in place shall be cut off at the elevation shown on the plans and shall be a minimum of one foot below the stream bottom.
14. The existing structure shall be kept open to pass the stream flow during removal of the existing road fill.

15. The placement of the new culvert and the initial placement of fill in the stream shall be done immediately after removal of the existing culvert. The placement shall be conducted in such a manner that all flow is immediately passed through the new culverts, allowing the major placement of fill to be done in the dry or in still water where erosion and sedimentation will be minimized. The fill material used in this initial placement shall be washed gravel, coarse aggregate, or rock and shall be placed at both ends of the culvert to a level above normal water level before backfill material is placed.
16. The culvert shall be installed to align with the center line of the existing stream at both the inlet and outlet ends and must be **recessed into the stream bed** to provide a natural channel substrate throughout the structure, as shown on the approved plans.
17. Road fill side slopes shall not be steeper than 1-on-2 (1 vertical to 2 horizontal) except where headwalls of reinforced concrete, mortar masonry, dry masonry, or other acceptable methods are used.
18. Areas to be protected by riprap shall be cleared of brush and debris. All grades shall be shaped and compacted to the required cross section. Geotextile liner shall be placed on the prepared grades. The riprap installation shall not damage the geotextile liner.
19. Any fill shall consist of clean inert material.
20. Any alterations to the existing road grade elevations other than that shown on the plans will require prior approval from the WRD.
21. Road fill side slopes terminating in the stream and any raw streambanks resulting from the construction shall be stabilized with temporary measures in accordance with appropriate Best Management Practices based on site conditions, and if necessary, may be riprapped extending above the ordinary high-water mark, before or upon commencement of the permitted activity. Temporary stabilization measures shall be maintained until permanent measures are in place.
22. All other road fill slopes, ditches, and other raw areas draining directly to the stream may be protected with riprap, sod and/or seed and mulch as may be necessary to provide effective erosion protection. The placement of riprap shall be limited to the minimum necessary to ensure proper stabilization of the side slopes and fill in the immediate vicinity of the structure.
23. All ripraps shall be properly sized and graded based on wave action and velocity and shall consist of natural field stone or rock (free of paint, soil or other fines, asphalt, soluble chemicals, or organic material). Broken concrete is allowed.
24. If the project, or any portion of the project, is stopped and lies incomplete for any length of time other than that encountered in a normal work week, every precaution shall be taken to protect the incomplete work from erosion, including the placement of temporary gravel bag riprap, temporary seed and mulch, or other acceptable temporary protection.
25. No work shall be done in the stream during periods of above-normal flows except as necessary to prevent erosion.
26. **No work or dredging within the water authorized by this permit is allowed from October 1<sup>st</sup> to March 31<sup>st</sup> due to critical spawning, migration, and/or recreational use periods.**



27. Prior to the start of construction, all adjacent non-work wetland areas shall be protected by properly trenched sedimentation barrier to prevent sediment from entering the wetland. Orange construction fencing shall be installed as needed to prohibit construction personnel and equipment from entering or performing work in these areas. Fence shall be maintained daily throughout the construction process. Upon project completion, the accumulated materials shall be removed and disposed of at an upland site, the sedimentation barrier shall then be removed in its entirety and the area restored to its original configuration and cover.

28. Stormwater shall not directly outlet to the stream.

Issued By:   
Luke Golden  
Cadillac District Office  
Water Resources Division  
989-370-1569

THIS PERMIT MUST BE SIGNED BY THE PERMITTEE TO BE VALID.

I hereby assure that I have read, am familiar with, and agree to adhere to the terms and conditions of this permit.

\_\_\_\_\_  
Permittee Signature

\_\_\_\_\_  
Date

cc: Chester Township Clerk  
Otsego County Drain Commissioner  
Otsego County CEA  
Rebecca Rivard, Huron Engineering and Surveying, Inc.





# HURON PINES IN COOPERATION WITH OTSEGO COUNTY ROAD COMMISSION

PLANS OF PROPOSED IMPROVEMENTS  
WILKINSON ROAD OVER SOUTH BRANCH PIGEON RIVER  
SECTION 35, T31N, R2W, DOVER TOWNSHIP  
OTSEGO COUNTY, MICHIGAN



INDEX TO SHEETS	
SHEET 1	TITLE SHEET
SHEET 2	TYPICAL AND NOTE SHEET
SHEET 3	LEGEND SHEET
SHEET 4	PLAN SHEET
SHEET 5	PROFILE SHEET

**GENERAL NOTES**  
EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL AND SUPPLEMENTAL SPECIFICATIONS CONTAINED HEREIN, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION 2012 STANDARD SPECIFICATIONS FOR CONSTRUCTION.

FOR PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH PUBLIC ACT 174, 2013, THE CONTRACTOR SHALL DIAL 811 A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO BEGINNING EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.

CONTRACT FOR:  
CULVERT REPLACEMENT, AGGREGATE BASE, AND SLOPE RESTORATION

PREPARED UNDER SUPERVISION OF  
REBECCA E. RIVARD 50497  
REGISTERED PROFESSIONAL ENGINEER REGISTRATION NO.

HURON ENGINEERING AND SURVEYING, INC.  
ORGANIZATION  
3205 US-23 SOUTH, ALPENA, MI 49707  
ADDRESS



TITLE SHEET		SCALE	1/8"
		ENGINEER	RIVARD
JOB NUMBER		DATE	JUNE 27, 2021
		SITE NUMBER	PG110
JOB NUMBER		21.022	
SHEET NO.		1	



**GENERAL PLAN NOTES**

**UNDERGROUND UTILITIES**  
FOR PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH PUBLIC ACT 174, 2013, THE CONTRACTOR SHALL DIAL 811 A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO BEGINNING EACH ESCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE

THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.

**SOIL EROSION MEASURES**  
PLACE TOPSOIL, SEED, FERTILIZER, AND MULCH AS SOON AS POSSIBLE. CRITICAL GRADES SHOULD BE PROTECTED WITH MULCH BLANKETS AS DIRECTED BY THE ENGINEER. CIRCLED NUMBERS ON PLANS REFER TO ITEMS ON THE MOOT STANDARD PLAN R-66-SERIES

**PARCEL CORNERS**  
CONTRACTOR SHALL PRESERVE AND/OR REPLACE ANY EXISTING PARCEL CORNERS ENCOUNTERED DURING THE WORK, INCLUDED IN PAYMENT FOR OTHER ITEMS OF WORK.

**PUBLIC UTILITIES**

THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THESE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO BE SATISFIED AS TO ITS ACCURACY AND THE LOCATION OF EXISTING UTILITIES.

NAME OF OWNER	KIND OF UTILITY
CONSUMERS ENERGY 4100 W/M-76 WEST BRANCH, MI 49661 CONTACT: ROB LOCKMAN PHONE: 959-516-4101	ELECTRICAL
FRONTIER COMMUNICATIONS 3840 US-21 NORTH ALPENA, MI 49707 CONTACT: DAVE VANCE PHONE: 959-356-8281	COMMUNICATIONS

**NOTES APPLYING TO STANDARD PLANS**

WHERE THE FOLLOWING ITEMS ARE CALLED FOR ON PLANS, THEY ARE TO BE CONSTRUCTED ACCORDING TO THE STANDARD PLAN GIVEN BELOW OPPOSITE EACH ITEM UNLESS OTHERWISE INDICATED.

**ROAD STANDARD PLANS**

R-62-D	BEDDING AND FILLING AROUND PIPE CULVERTS
R-63-C	UTILITY TRENCHES
R-96-E	SOIL EROSION & SEDIMENTATION CONTROL MEASURES
R-109-H	SEEDING AND TREE PLANTING
R-105-D	GRADING CROSS-SECTIONS

**MISCELLANEOUS ESTIMATES**

THE FOLLOWING ITEMS OF WORK ARE ESTIMATED FOR THE ENTIRE PROJECT FOR SOIL EROSION, SEDIMENTATION CONTROL, AND MAINTENANCE ROADWORK WHERE SHOWN ON THE PLANS OR DESIGNATED BY THE ENGINEER

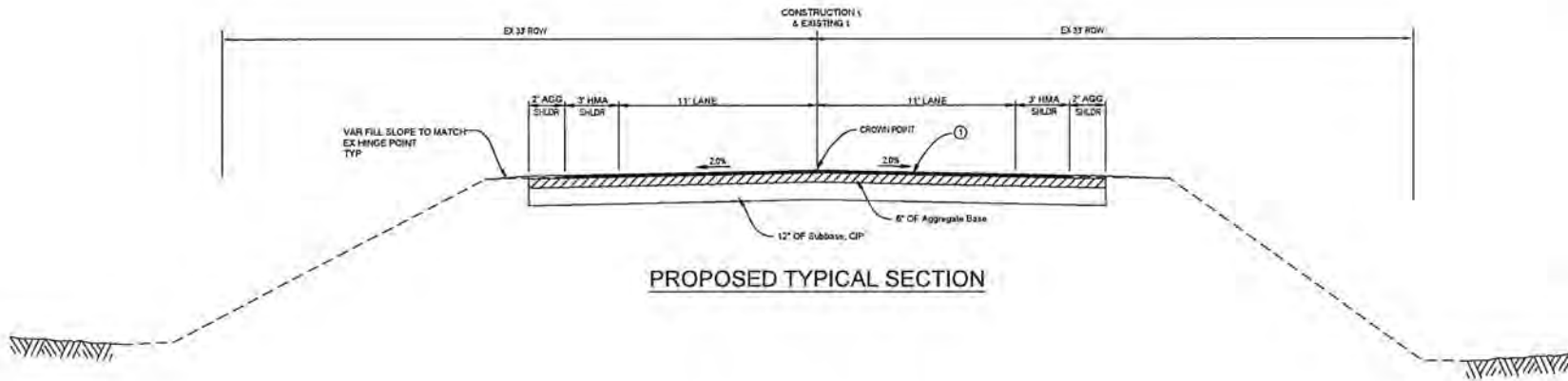
MISCELLANEOUS ITEMS	
25	Cyd
400	Ft
Erosion Control, Maintenance, Sediment Removal	
Erosion Control, S&B Fence	

THE FOLLOWING ITEMS OF WORK ARE ESTIMATED FOR THE ENTIRE PROJECT FOR SLOPE RESTORATION WHERE DESIGNATED BY THE ENGINEER.

MISCELLANEOUS ITEMS	
600	Syd
Slope Restoration, Mulch	

TYPICAL AND NOTE SHEET

SCALE	DSB
ENGINEER	ROAD
DATE	JUNE 27, 2021
SITE NUMBER	PO110
JOB NUMBER	21-022
SHEET NO.	2



**PROPOSED TYPICAL SECTION**

**HMA APPLICATION TABLE**

IDENT.	PAY ITEM	RATE #/SYD	PERFORMANCE GRADE	REMARKS
①	HMA, 4EML	220	58-28	TOP COURSE, AW=220
	HMA BOND COAT	0.05-0.15 GAL/SYD	(FOR INFORMATION ONLY)	



DURING STREAM ENCLOSURE ACTIVITIES AND ALL CONSTRUCTION ACTIVITIES CONTRACTOR WILL PLACE EROSION CONTROL MEASURES TO PREVENT SEDIMENT FROM ENTERING THE WATERWAY.

ALL EROSION CONTROL ITEMS MUST BE WILDLIFE FRIENDLY AND CONTAIN NO PLASTIC NETTING

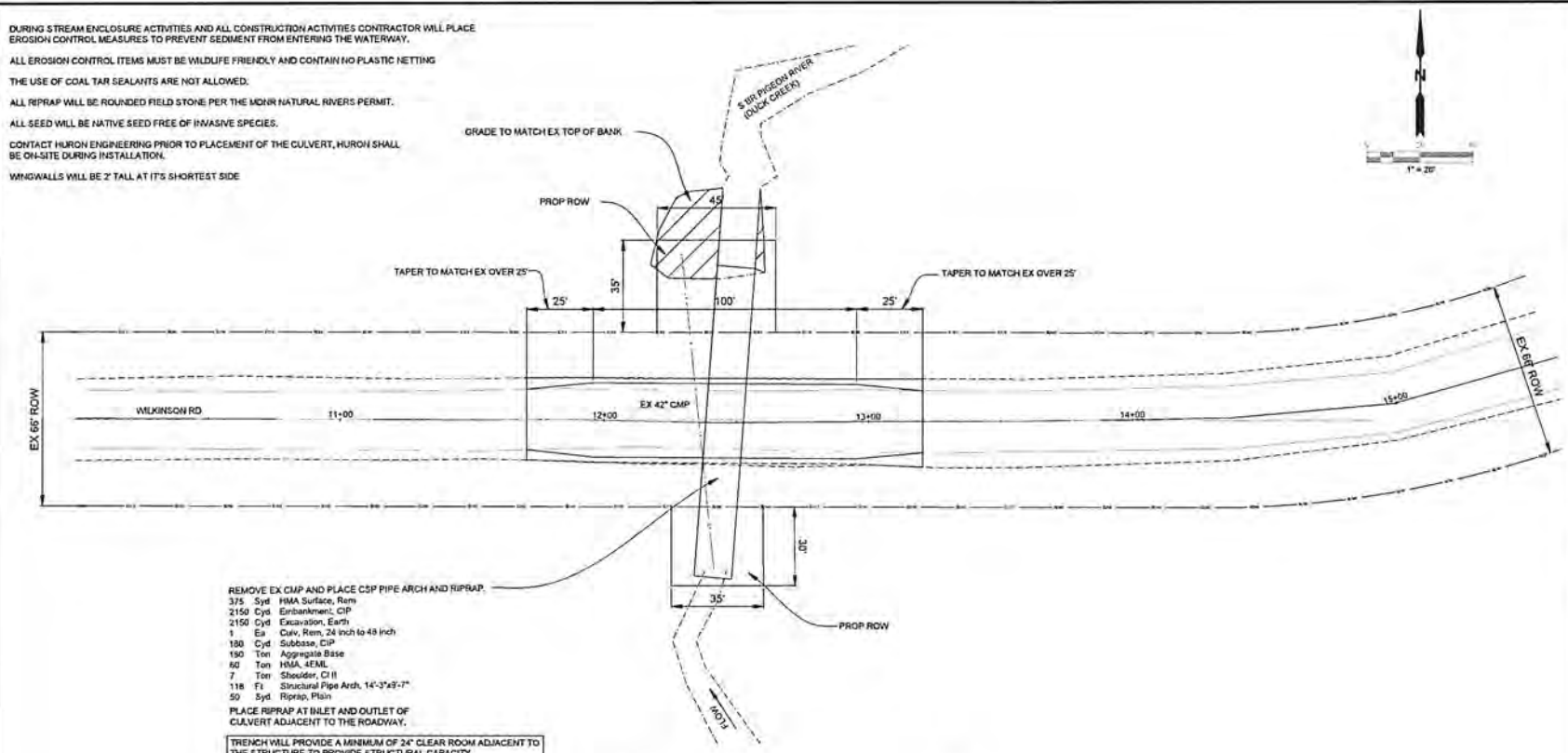
THE USE OF COAL TAR SEALANTS ARE NOT ALLOWED.

ALL RIPRAP WILL BE ROUNDED FIELD STONE PER THE MDNR NATURAL RIVERS PERMIT.

ALL SEED WILL BE NATIVE SEED FREE OF INVASIVE SPECIES.

CONTACT HURON ENGINEERING PRIOR TO PLACEMENT OF THE CULVERT, HURON SHALL BE ON-SITE DURING INSTALLATION.

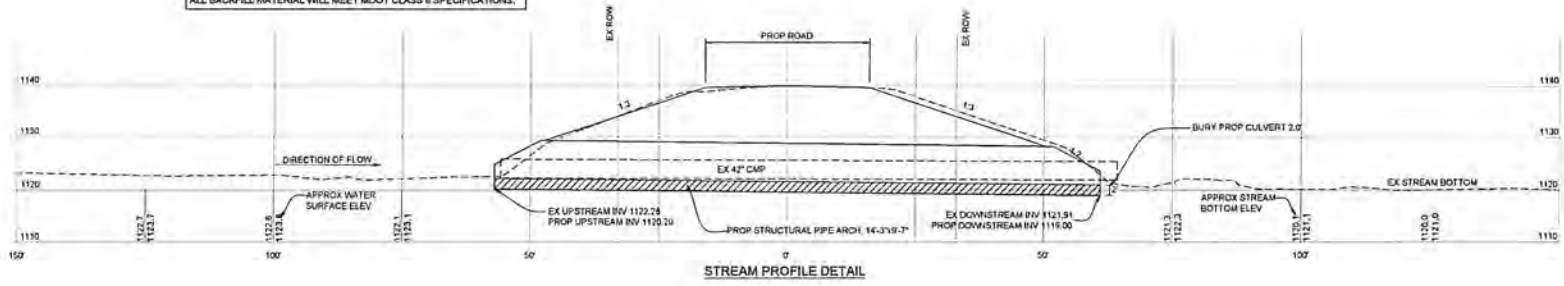
WINGWALLS WILL BE 2' TALL AT ITS SHORTEST SIDE



- REMOVE EX CMP AND PLACE CSP PIPE ARCH AND RIPRAP.
- 375 Syd HMA Surface, Rem
  - 2150 Cys Embankment, CIP
  - 2150 Cys Excavation, Earth
  - 1 Ex Curb, Rem, 24 inch to 48 inch
  - 180 Cys Subbase, CIP
  - 190 Ton Aggregate Base
  - 60 Ton HMA, 4\"/>
- PLACE RIPRAP AT INLET AND OUTLET OF CULVERT ADJACENT TO THE ROADWAY.

TRENCH WILL PROVIDE A MINIMUM OF 2' CLEAR ROOM ADJACENT TO THE STRUCTURE TO PROVIDE STRUCTURAL CAPACITY.

ALL BACKFILL MATERIAL WILL MEET MDOT CLASS II SPECIFICATIONS.



**PLAN SHEET**

DATE	JUNE 21, 2021	SCALE	TBA
ENGINEER	RIVARO	JOB NUMBER	PG 116
SHEET NO.	4	<b>HURON</b> ENGINEERING & SURVEYING, INC.	

**WATER & DRAINAGE SYMBOLS**

- EXISTING CATCH BASIN
- PROPOSED CATCH BASIN
- EXISTING MANHOLE
- PROPOSED MANHOLE
- EXISTING CULVERT END SECTION
- PROPOSED CULVERT END SECTION
- EXISTING HEADWALL
- PROPOSED HEADWALL
- WATER SHUTOFF (Service Valve)
- GATE VALVE
- GATEWELL
- WATER METER
- WATER MANHOLE
- EXISTING FIRE HYDRANT
- PROPOSED FIRE HYDRANT
- ADJUST FIRE HYDRANT
- ADJUST DRAINAGE STRUCTURE
- ADJUST DRAINAGE STRUCTURE W/COVER
- ADJUST DRAINAGE STRUCTURE BY OTHERS
- RELOCATE - BY OTHERS
- SIDEWALK RAMP TYPE
- CHECK DAM (PROFILES)
- DIKE (PROFILES)
- WATER TABLE (PROFILES)
- POST
- WATER WELL

**REAL ESTATE SYMBOLS**

- PROPERTY OWNERSHIP ARROW
- CONTIGUOUS PROPERTY SYMBOL
- PARCEL NUMBER BOX
- PARCEL LINES

**UTILITIES SYMBOLS**

- POWER POLE
- TELEPHONE POLE
- GUY POLE
- LIGHT POLE
- POWER LIGHT POLE
- TELEPHONE MANHOLE
- POWER TOWER
- GAS VALVE
- WALKING-WALK
- GUY ANCHOR
- RAILROAD SIGNAL
- ELECTRICAL MANHOLE
- ELECTRICAL HANDHOLE
- TELEPHONE PEDESTAL/RISER
- FIBER OPTIC MARKER

**MISCELLANEOUS SYMBOLS**

- RIPRAP
- SIGN
- STUMP
- SWAMP
- DECIDUOUS TREE
- CONIFEROUS TREE
- BUSH
- MAIL BOX
- FLAG
- BAR & CAP
- SECTION CORNER
- QUARTER SECTION
- BENCHMARK
- USGS MARKER
- CONTROL POINT
- BEAM G. R. RUN NUMBER (EXISTING)
- BEAM G. R. RUN NUMBER (PROPOSED)

- HAZARDOUS OR FLAMMABLE MATERIAL USED WITH UNDERGROUND GAS & ELECTRICAL LINES
- CAUTION - CRITICAL UNDERGROUND UTILITY USED WITH FIBER OPTICS LINES
- PROP 36" PROPOSED CULVERT/SEWER
- EX 12" CMP EXISTING CULVERT/SEWER

**UTILITY PATTERNS**

- ELECTRICAL LINE
- 2" GAS GAS LINE
- 12" OIL OIL LINE
- TELEPHONE LINE
- 30" WW WATER LINE
- CABLE TV
- FIBER OPTICS
- POWER TRANSMISSION LINE

**R.O.W. PATTERNS**

- EX. LIMITED ACCESS R.O.W.
- EXISTING R.O.W.
- PROP LIMITED ACCESS R.O.W.
- PROP FREE ACCESS R.O.W.
- SECTION LINE
- GRADING EASEMENT

**TOPO PATTERNS**

- HEDGE LINE
- TREE LINE
- EXISTING FENCE
- PROPOSED FENCE
- EXISTING GUARD RAIL
- PROPOSED GUARD RAIL
- DRAINAGE CRS/EDGE OF WATER
- WETLANDS AREA
- ABANDON ANY UTILITY
- CITY LIMITS
- RAILROAD
- SOUND ABATEMENT WALL
- CONCRETE MEDIAN BARRIER
- SLOPE STAKE LINE

**DRIVE/APPROACH LEGEND**

- CONCRETE
- HMA
- AGGREGATE

**REMOVAL LEGEND**

- REMOVING (R)
- ABANDONING (A)
- SAVE (S)
- BULKHEAD (B)
- REMOVING CURB & GUTTER

**SPECIAL LEGEND THIS PROJECT**

- STANDARD PLAN R-96-E SOIL EROSION & SEDIMENTATION SILT FENCE (26)
- STANDARD PLAN R-96-E SOIL EROSION & SEDIMENTATION CHECK DAM (37)
- ROAD BORING LOCATION (1)

LEGEND SHEET

SCALE 1"=40'	ENGINEER RIVARD	DATE JUNE 27, 2011	JOB NUMBER PC110
JOB NUMBER 21022		SHEET NO. <b>3</b>	





# Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 8. G  
**SUBJECT:** 2024 Road Project Review

**DESCRIPTION**

The County Engineer, Rebecca Rivard, will be present to discuss proposed 2024 road projects. Attached is a list of projects that have been evaluated for consideration.

**BUDGET ACTION REQUIRED**

N/A

**LEGAL REVIEW**

N/A

**SAMPLE MOTION**

N/A

# Otsego County Road Commission - PROPOSED 2024 Heavy Maintenance Projects

## Revision Date: 09/11/2023

2024								
Project Type & TWP	Road Class	Length (Miles)	Location	Estimated Construction Costs	Estimated Design Engineering Cost	Estimated Construction Engineering Cost	Total Estimated Project Costs	Cost Per Mile
<b>Crush &amp; Shape</b>								
Bagley TWP	Local	1.00	Plywood Road - Old Alba to Milbocker Rd	\$ 300,000.00	\$ 7,500.00	\$ 24,000.00	\$ 331,500.00	\$ 331,500.00
Charlton TWP	Major Collector	2.00	Spar Rd - Tin Shanty to Wolf Rd	\$ 600,000.00	\$ 7,500.00	\$ 48,000.00	\$ 655,500.00	\$ 327,750.00
Charlton TWP	Major Collector	2.50	Meridian Line - 0.5 mi north of Beckett to Spar	\$ 750,000.00	\$ 7,500.00	\$ 60,000.00	\$ 817,500.00	\$ 327,000.00
Chester TWP	Local	0.80	Chester Rd - Wilkinson Rd to M-32	\$ 200,000.00	\$ 7,500.00	\$ 16,000.00	\$ 223,500.00	\$ 279,375.00
Chester TWP	Minor Collector	1.00	Turtle Lk Rd - M32 to Wilkinson	\$ 250,000.00	\$ 7,500.00	\$ 20,000.00	\$ 277,500.00	\$ 277,500.00
Corwith TWP	Major Collector	3.50	Huffman Lake Rd - Wood Ln to Airport Rd	\$ 850,000.00	\$ 7,500.00	\$ 68,000.00	\$ 925,500.00	\$ 264,428.57
Dover TWP	Major Collector	4.50	Sparr Rd - Marquart to Sawyer (LAP)	\$ 1,300,000.00	\$ 10,000.00	\$ 104,000.00	\$ 1,414,000.00	\$ 314,222.22
Hayes TWP	Local	3.00	Mt. Fredrick Rd - Mancolona Rd to S County Line	\$ 950,000.00	\$ 7,500.00	\$ 76,000.00	\$ 1,033,500.00	\$ 344,500.00
Livingston TWP	Major Collector	1.50	Hayes Tower Rd - Lake Manuka Rd to Springay Rd	\$ 475,000.00	\$ 7,500.00	\$ 38,000.00	\$ 520,500.00	\$ 347,000.00
Livingston TWP	Local	0.50	McLouth Rd - Center Ave to Hayes Rd (LAP Urban Funds)	\$ 500,000.00	\$ 5,000.00	\$ 40,000.00	\$ 545,000.00	\$ 1,090,000.00
Dover/Chester/Bagley TWP	Major Collector	1.50	Wilkinson - Chester to Marquardt	\$ 400,000.00	\$ 7,500.00	\$ 32,000.00	\$ 439,500.00	\$ 293,000.00
Otsego Lake TWP	Major Collector	4.40	Old State - Old 27 to E Opal Lake Rd	\$ 1,500,000.00	\$ 7,500.00	\$ 120,000.00	\$ 1,627,500.00	\$ 369,886.36
<b>Culvert Replacement</b>								
Dover TWP	Local	0.4	Wilkinson Road over Duck Creek Replacement	\$ 200,000.00	\$ 2,500.00	\$ 16,000.00	\$ 218,500.00	\$ 546,250.00
<b>TOTALS:</b>		<b>26.60</b>		<b>\$ 8,275,000.00</b>	<b>\$ 92,500.00</b>	<b>\$ 662,000.00</b>	<b>\$ 9,029,500.00</b>	



# Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 8. H  
**SUBJECT:** Operations Manager Position Status Review

**DESCRIPTION**

At the August 10<sup>th</sup> regular meeting of the Otsego County Board of County Road Commissioners, the Board approved creating the position of Operations Manager and directed the Managing Director to advertise for the position. The Board requested the manager report back at the regular meeting in September to discuss the progress. Attached to this report is the job posting that was advertised.

**BUDGET ACTION REQUIRED**

N/A

**LEGAL REVIEW**

N/A

**SAMPLE MOTION**

N/A

# Otsego County Road Commission

## EMPLOYMENT OPPORTUNITY OPERATIONS MANAGER

The Otsego County Road Commission (OCRC) is seeking qualified applicants with a strong work ethic for the position of Operations Manager. This is a full-time, FLSA nonexempt, nonunion position. Under the direction of the Managing Director, responsible for organizing, coordinating, and communicating all road maintenance activities, equipment procurement functions and permit processing functions. Develops short and long-term maintenance strategies for the Road Commission and works extensively with other government entities, contractors, utilities, and the general public to further Road Commission policy and maintenance strategies. Assists with preparing budgets for capital outlay, state, local and primary maintenance work, analyzes and makes recommendations regarding workload, snow routes, staffing, projects, etc. Reviews and evaluates expenditures related to maintenance and equipment activities and keeps the Managing Director informed of progress towards achieving operations objectives. Prepares tools and measures for maintenance planning, management, and control. Performs functions of safety director. Individuals that desire to have a meaningful career as a public servant with a passion for road infrastructure are best suited for this position.

### WHAT WE OFFER

Working for the OCRC is more than just a job and a paycheck. OCRC employees are part of a team with a focused mission to serve the public and make a positive difference in Otsego County's transportation infrastructure. The OCRC offers stability, work-life balance, a quality professional work environment, and a comprehensive benefits package.

#### Benefits

- Employer paid medical and dental insurance
- Vision insurance offered with employee contribution
- Health Care Savings Program (1% pre-tax employee contribution, 5% employer contribution)
- MERS 457 retirement plan (up to 5% employer match with employee pre-tax contribution)
- 10 paid holidays
- Paid vacation (80 hrs first year)
- Paid sick leave (48 hrs per year)
- Personal leave (96 hrs per year)
- Employer paid short-term and long-term disability insurance
- Employer paid life insurance with option to add voluntary life.

#### Work Schedule

- Winter schedule: Monday through Friday, 6 a.m. to 2:30 p.m. with high potential for overtime after hours and week-ends.
- Summer schedule: Monday through Thursday, 6 a.m. to 4:00 p.m. with low potential for overtime after hours and week-ends.
- Due to unforeseen weather events that may occur, overtime after hours and week-ends is expected by the employer, especially during the winter season.

#### Pay Range

- \$28.85 to \$36.06 per hour, commensurate with experience (overtime pay eligible).



## **ESSENTIAL JOB FUNCTIONS**

- Plans, coordinates, schedule maintenance and/or construction project assignments, attends construction meetings and monitors work output to ensure complete maintenance requirements of the county road system are satisfied.
- Assists County Engineer with construction project estimates and development of five-year plan.
- Acts as State Trunkline Supervisor for the MDOT maintenance contract. Coordinates work with MDOT North Region Maintenance Coordinator. Establishes and manages subcontracts for the trunkline, as well as coordinating equipment and supplies.
- Responsible for yearly road salt ordering (State and County). Prepares and receives annual bids for sand, aggregate, brine, pavement markings, HMA, and other materials utilized for road maintenance operations.
- Investigates public inquiries or complaints (call logs) and coordinates corrective action to repair or satisfy such inquiries or complaints.
- Reviews damage claims and assesses liability made against the Road Commission. Collects injury reports, reviews property damage, data, and photos for these claims and submits to liability insurance carrier.
- Acts as Safety Director, implements training programs, investigates, documents and reports workplace accidents involving Road Commission employees and equipment, keeps Road Commission compliant with MIOSHA and OSHA standards regulations, meets with safety inspectors.
- Assists with the Northeast Michigan Council of Governments (NEMCOG) in planning and organizing projects for federal aid dollars coordinating the preparation of state and federal grant funding requests.
- Maintains and updates road asset condition inventory assisting with annual PASER rating analysis.
- Oversees, develops, and maintains certification maps (Act 51 maps). Makes annual submissions to State of Michigan to comply with reporting requirements.
- Utilizes various software and databases, computer aided drafting and design, spreadsheets, word-processing, data input, data manipulation and database management systems.
- Receives and processes all permitting applications administered by the Road Commission such as land divisions, public/private road name, driveway permits, working in the road right-of-way, special events, or special transportation needs and utilities.
- Assists in other areas of maintenance operations on a 24-hour call-in basis including patrolling roads in the winter and decisions on winter maintenance activities when necessary.
- Performs other duties as directed.

## **DESIRABLE QUALIFICATIONS**

- Bachelor's degree in construction management, civil or environmental engineering preferred, and 3 to 5 years related experience. Prior work on federal aid construction projects, OSHA, and PASER Rating, training is highly desirable.
- Ability to deal with the public courteously and effectively, and work cooperatively with other employees and contractors.
- Skill in the use of office equipment and technology, including Microsoft Suite applications, Roadsoft, CAD, maintenance management system software and other relevant software programs utilized in road construction/engineering operations.
- Working knowledge of storm water, soil erosion and sedimentation control management practices.

## STEPS TO APPLY

1. Complete an OCRC Application for Employment—Non CDL Position (Applications can be found at [www.otsegocrc.org/employment/](http://www.otsegocrc.org/employment/)).
2. Return completed application, cover letter and detailed resume via mail to: Otsego County Road Commission, P.O. Box 537, Gaylord, MI 49734-0537. Or return in person to: Otsego County Road Commission, 669 West McCoy Road, Gaylord, MI 49735 (During normal business hours 6:00 a.m to 4:00 p.m.). Or email to [harrierk@ocrc-mi.org](mailto:harrierk@ocrc-mi.org).
- 3. Applications deadline—Wednesday, September 13, 4:00 p.m.**



# Otsego County Road Commission Agenda Item Report

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**FROM:** Rebecca Hilmert, Finance Manager  
**MEETING DATE:** September 14, 2022  
**AGENDA ITEM:** 9.A  
**SUBJECT:** Staff Reports

## **DESCRIPTION**

- Managing Director—2023 Project Status
- Engineer of Record
- Finance—Activity Summary, MTF Funding
- Equipment/Facilities Supervisor—Equipment Capital Improvement Plan
- County Road Foreman
- State Road Foreman
- Human Resource/Payroll Manager—Activity Summary

# Otsego County Road Commission - 2023/2024 Heavy Maintenance Projects

Revision Date: 09/11/2023



2023/2024										
Project Type & TWP	Status	Road Class	Length (Miles)	Location	Awarded Contractor	Start Completion	Total Estimated Project Costs	Cost Per Mile		
<b>Crush &amp; Shape</b>										
Elmira TWP	Awarded	Primary	2.01	Theisen Rd - Hallock Rd to N Townline Rd (LAP PROJECT)	Rieth & Riley	Sep 18/Oct 20	\$ 742,540.80	\$ 369,423.28		
Livingston TWP	Awarded	Primary	1.02	Murner Rd - M-32 to Five Lakes (LAP PROJECT)	Payne & Dolan	Sep 18/Oct 13	\$ 592,784.43	\$ 581,161.20		
Elmira TWP	Awarded	Local	2.00	Hallock Rd - M-32 to Theisen	Rieth & Riley	Sep 18/Oct 20	\$ 406,719.20	\$ 203,359.60		
Livingston TWP	Completed	Local	2.50	Gaylord West (Winterland Dr, Suisse Ln, Valais Strause, Baden Strause, Allorf Strause, Ashley Ln)	Payne & Dolan	May 22/June 12	\$ 511,042.90	\$ 204,417.16		
Chester TWP	Awarded	Primary	2.80	Old State Rd - E Opal Lake Rd to Turtle Lake	Payne & Dolan	2024 April	\$ 1,223,234.94	\$ 436,869.62		
Chester TWP	Awarded	Primary	1.50	Beckett Road - 1/4 East of West Cargas Rd. to Wheeler Rd	Payne & Dolan	Oct 2/Oct 31	\$ 660,098.08	\$ 440,065.38		
Charlton TWP	Awarded	Primary	2.00	Sparr Rd - Sawyer Rd to Wolf Rd	Payne & Dolan	? 2024 April	\$ 645,646.89	\$ 322,823.45		
Dover TWP	Awarded	Primary	3.00	Sparr Rd - Dover to Sawyer Rd	Payne & Dolan	? 2024 April	\$ 964,720.34	\$ 321,573.45		
Bagley TWP	Out for Bid	Local	0.69	Patrick Dr, Greentree Dr, Pinetum Ln		2024 April	\$ 248,000.00	\$ 359,420.29		
Corwith TWP	Awarded	Primary	1.50	Sturgeon Valley Rd - Fontinalis Rd east 1.5 mile to "Green Timbers" Area	Payne & Dolan	2024 April	\$ 412,500.00	\$ 275,000.00		
Elmira/Livingston TWP	Awarded	Primary	2.00	N Townline Rd Phase 1 - Allis to Theisen (\$150k each twp)	E.F. Wilkinson	Sep 18/Oct 5	\$ 759,472.62	\$ 379,736.31		
Otsego Lake TWP	Bid Late Oct	Local	1.60	Highlands (Trillium Trl, Edelweiss Trl)		2024 April	\$ 412,500.00	\$ 257,812.50		
<b>MIII &amp; FIII</b>										
Elmira TWP	Completed	Primary	3.10	Alba Rd (CR-42) - 200 ft west of Mt. Jack Rd to M-32 (LAP PROJECT)	Rieth & Riley	June 8/June 30	\$ 825,758.64	\$ 266,373.75		
Hayes TWP	Completed	Primary	4.50	Hayes Tower Rd - M32 to 1/4 mile North Lake Manuka Rd	Payne & Dolan	Aug 1/Aug 31	\$ 842,000.00	\$ 187,111.11		
<b>Wedge &amp; Overlay</b>										
Hayes TWP	Completed	Local	1.40	Old Stump Rd - Hayes Tower to End	Payne & Dolan	Sep 5/Sep 15	\$ 412,500.00	\$ 294,642.86		
Bagley TWP	Awarded	Local	0.27	Charboneau Ln	Payne & Dolan	2023 October	\$ 91,400.00	\$ 338,518.52		
Livingston TWP	Awarded	Local	0.14	Fischer Rd - 700' W of Murner Rd (flood repair)	Payne & Dolan	Sep 18/Sep 30	\$ 45,060.96	\$ 321,864.00		
Otsego Lake TWP	Bid Late Oct	Local	1.60	Michaywe (Bob White Way, Snowmass Ct, Golden Elk Ct)			\$ 302,000.00	\$ 188,750.00		
Hayes TWP	Awarded	Local	0.20	Lake Manuka (fill in)	Rieth & Riley	2024 April	\$ 66,300.00	\$ 331,500.00		
<b>Gravel Resurfacing</b>										
Corwith TWP	Completed	Local	3.00	McGregor Rd (County Line to O'Rourke)	J&N Construction	July 31/Aug 21	\$ 190,240.00	\$ 63,413.33		
<b>Culvert Replacement</b>										
Dover TWP	Awarded	Primary	0.07	Sparr Rd over Duck Creek	Elmer's	Sep 18/Oct 6	\$ 249,900.00			
Charlton TWP	Awarded	Local	0.07	Johnson Grade Crossing over Black River	J.E. Tiffany	Sep 18/Sep 30	\$ 19,191.00			
Charlton TWP	Completed	Primary	0.07	Sparr Rd over Black River	J.E. Tiffany	May 22/June 26	\$ 261,406.00			
Dover TWP	Bid Late Oct		0.037	Wilkinson Rd over Duck Creek (#PG110)		2024 August	\$ 162,000.00	\$ 4,378,378.38		
<b>TOTALS:</b>			<b>37.04</b>				<b>\$ 10,885,016.79</b>			

**Exact Start and Completion Dates Subject to Change Based on Contractor Notice**

Finance Summary Notes:

Payables:

Alta Construction Equipment	\$9,725.59	Hydraulic Cylinder
Blair Spray Foam Insulation	\$99,955.00	Culvert Grouting
Huron Engineering	\$18,823.75	Engineering
J & N Construction	\$117,058.28	McGregor Road Gravel Resurface
Michigan Cat	\$37,262.54	Loader Repair
Payne & Dolan	\$577,854.47	Hayes Tower Road
Rieth-Riley Construction	\$10,118.77	Hot Patch
State of Michigan	\$90,564.04	Alba Road
Truck & Trailer Specialties	\$24,847.14	Dump Box Installation

3 THINGS:

1. Alba Road bills have started to trickle in. We paid \$90,564.04 out of \$434,041.81.
2. Hayes Tower Road has been completed. The total bill was \$577,854.47. Hayes Township has been billed for their share of \$150,000.00.
3. McGregor Road gravel has been billed. The to-date construction total is \$160,776.49. Drainage correction seeding is ongoing.

**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	\$593,772.93	\$575,363.14	\$539,585.23	\$475,901.84	\$526,923.30	\$471,139.06	\$411,992.14	\$325,540.83	\$299,959.85	\$18,409.79	3.20%
April	\$562,332.71	\$560,481.55	\$575,876.65	\$393,985.28	\$450,756.80	\$429,606.59	\$406,411.01	\$312,258.71	\$317,903.60	\$1,851.16	0.33%
May	\$619,941.15	\$510,827.52	\$512,183.97	\$342,370.15	\$508,546.35	\$472,952.47	\$427,827.98	\$304,005.07	\$265,617.04	\$109,113.63	21.36%
June	\$618,893.80	\$558,665.93	\$558,305.39	\$474,874.11	\$475,931.51	\$434,296.57	\$425,976.07	\$323,449.21	\$319,366.83	\$60,227.87	10.78%
July	\$547,335.20	\$487,410.63	\$481,649.26	\$478,387.21	\$439,213.70	\$410,646.53	\$384,860.23	\$248,094.07	\$280,730.05	\$59,924.57	12.29%
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		

<b>Totals</b>	<b>\$4,197,382.19</b>	<b>\$6,814,755.68</b>	<b>\$6,546,477.37</b>	<b>\$5,900,695.46</b>	<b>\$5,877,540.39</b>	<b>\$5,297,089.72</b>	<b>\$4,928,352.36</b>	<b>\$3,770,635.21</b>	<b>\$3,686,202.94</b>	<b>\$278,822.58</b>	<b>52.90%</b>
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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)

# Otsego County Road Commission

Troy W. Huff, Commissioner  
Kathy M. Heinz, Commissioner  
Michael D. Dipzinski, Commissioner  
Lukas A. Gordon, Commissioner  
Thomas H. Wagar, Commissioner

Kirk R. Harrier, Managing Director  
Rebecca Hilmert, Finance Mgr./Board Sec.

## MEMO

Date: September 13, 2023  
To: Otsego County Road Commission Board  
From: David Fox, Equipment/Facilities Supervisor  
Re: OCRC Equipment Capital Improvement Plan

Below is the capital improvement plan for the OCRC's equipment. The procurement of these items would be tied to annual budget appropriations by the Board. Also included is a complete equipment list identifying all trucks/equipment currently in service. Equipment lead times are currently 1-2 years to order, receive, and put in service.

### 2022

3- 3/4 Ton Pickup \$175,000 (may not receive until 2024) (ordered October 2022)  
1- 1/2 Ton Pickup \$55,000 (may not receive until 2024) (ordered October 2022)  
1 Ton Flatbed Pickup \$65,000 (received July 2023)  
Tandem Snowplow Truck \$280,000 (already ordered) should be finished October 2023  
Tandem Snowplow Truck \$280,000 (already ordered) should be finished October 2023  
3-One-way snowplows \$35,000 (ordered March 2023)

### 2023

Single Axle Plow Truck \$270,000 (order in November 2022)  
Road Widener shoulder machine (received July 2023)  
Gooseneck trailer \$18,000 (received March 2023)  
Wing for 967 Grader \$60,000 (ordered August 2023)  
Lawn Tractor \$30,000

### 2024

1-Tandem Snowplow Truck \$325,000 (Order November 2023)  
1-Tandem Snowplow Truck \$325,000 (Order November 2023)  
3/4 Ton Pickup \$65,000 (order summer of 2024)  
3/4 Ton Pickup \$65,000 (order summer of 2024)  
1-Underbody blade assemblies \$18,000  
1-Underbody blade assemblies \$18,000  
1 Lift gate for truck 730 \$5,000

### 2025

1-Tandem Snowplow Truck \$325,000 (Order November 2024)  
1-Tandem Snowplow Truck \$325,000 (Order November 2024)  
1-One-way snowplows \$15,000 (Order November 2024)  
1-One-way snowplows \$15,000 (Order November 2024)  
1-Patch trailer \$32,000

EQUIPMENT LIST								
TRUCKS								
VEH#	YEAR	MAKE	MILES	HOURS	DISPOSAL DATE	NOTES		
546	1998	IHC	394,004	14,260	2025-2027	STUMP STUCK		
547	1998	IHC	322,463	15,648	2022-2023	SPARE	READY TO DISPOSE OF	
550	1998	IHC	212,499	12,658	2023	BROOM TRUCK	READY TO DISPOSE OF	
603	2002	WWS	349,376	18,066	2027-2030	PLOW TRUCK		
604	2002	WWS	397,608	18,710	2027-2030	PLOW TRUCK		
605	2002	WWS	433,079	21,659	2027-2030	PLOW TRUCK		
606	2002	WWS	382,624	18,673	2025-2028	PLOW TRUCK		
608	1993	WWS	75,052	5,703	next 5 years	LOBOY TRUCK		
614	2004	IHC	317,181	15,415	NEXT 10 YEARS	WATER TRUCK?		
617	2005	IHC	132,162	8,430	NEXT 10 YEARS	BRUSH TRUCK		
618	2005	IHC	339,428	15,778	2027-2030	PLOW TRUCK		
619	2005	IHC	295,534	14,041	NEXT 5-10 YEARS	WATER TRUCK		
624	2006	IHC	260,139	12,804	2027-2030	STUMP STUCK		
625	2006	IHC	254,821	12,804	2027-2030	PLOW TRUCK		
626	2006	IHC	330,770	14,329	2027-2030	PLOW TRUCK		
628	2010	WWS	240,928	11,536	2026-2030	PLOW TRUCK		
629	2010	WWS	213,782	9,801	2026-2030	PLOW TRUCK		
710	2014	WWS	157,564	7,085	2030-2035	PLOW TRUCK		
711	2014	WWS	185,399	8,030	2030-2035	PLOW TRUCK		
712	2000	IHC	221,325	12,632	NEXT 5-10 YEARS	SIGN TRUCK		
715	2016	WWS	166,185	6,743	2032-2037	PLOW TRUCK		
716	2016	WWS	140,965	6,137	2032-2037	PLOW TRUCK		
718	2017	WWS	72,020	4,286	2033-2038	PLOW TRUCK		
719	2017	WWS	77,285	4,073	2033-2038	PLOW TRUCK		
720	2017	WWS	65,433	4,520	2033-2038	PLOW TRUCK		
721	2018	WWS	95,887	3,827	2034-2039	PLOW TRUCK		
722	2019	WWS	103,544	3,843	2035-2040	PLOW TRUCK		
723	2019	WWS	107,530	4,480	2035-2040	PLOW TRUCK		
954	2000	IHC	87,997	8,698	2032	BOOM TRUCK		
971	2021	KW	49,213	1,671	2037-2042	PLOW TRUCK		
972	2021	KW	54,230	1,895	2037-2042	PLOW TRUCK		
975	2022	KW	25,680	918	2038-2043	PLOW TRUCK		
976	1989	WWS	214,417	3,032	NEXT 10 YEARS	LOBOY TRUCK		
979	2024	WWS	2,443	67	2040-2045	PLOW TRUCK		
980	2024	WWS	148	11	2040-2045	PLOW TRUCK		



EQUIPMENT								
VEH#	YEAR	MAKE	MILES	HOURS	DISPOSAL DATE	NOTES	REPLACEMENT COST NEW	REPLACEMENT COST USED
18	1989	TRANS	NO MILES	NO	NEXT 10 YEARS?	LOWBOY TRAIL	\$50,000.00	\$20,000-30,000
398	1978	OWATO	NO MILES	7,000	UNKNOWN	FORK LIFT	\$100,000	\$30,000-50,000
505	1992	CAT	NO MILES	16,285	WHEN IT DIES	GRADER	\$395,000	NOT RECOMMEND BUYING USED
509	1978	OSH	UNKNOWN	?	?	SNOWBLOWER	\$400,000?	?
510	1994	CAT	NO MILES	6,373	DO NOT REPLACE	BACK-HOE	DO NOT REPLACE	REPLACED WITH 974 MINI
543	1997	CAT	NO MILES	4,127	NEXT 10 YEARS?	DOZER	\$450,000.00	\$100,000-300,000
587	1987	CAT	NO MILES	12,911	?	EXCAVATOR	IF REPLACED RECOMMEND USED	\$50,000-150,000
589	1990	DYN	NO MILES	5000?	NEXT 10 YEARS?	ROLLER	RECOMMEND USED	\$30,000-60,000
607	1989	JD	NO MILES	6,312	NEXT 10 YEARS?	DOZER	RECOMMEND USED	\$40,000-80,000
609	2002	JD	NO MILES	4,995	NEXT 10 YEARS?	BOOM MOWER	\$200,000	RECOMMEND USED \$50,000
610	1997	CAT	NO MILES	3,138	2032	ROLLER		RECOMMEND USED \$75,000
612	1998	BEUTH	NO MILES	483?	NEXT 10 YEARS?	ROLLER	RECOMMEND USED	\$15,000-30,000
622	1987	JD	NO MILES	5645	DO NOT REPLACE	TRACTOR	DO NOT REPLACE	
623	2006	CAT	53,118	7,265	2026-2031?	GRADER	\$425,000	NOT RECOMMEND BUYING USED
642	2000	SMITH	NO MILES	NO	NEXT 10 YEARS?	SIDE DP TRAILER	\$100,000	MY WANT TO BUY USED
651	2001	JD	NO MILES	1,839	2022	LAWN TRACTOR	\$25000-30,000	NEEDS REPLACED NOW
653	2001	JD	NO MILES	1,313	DO NOT REPLACE	LAWN TRACTOR	DO NOT REPLACE	
668	2000	GILCR	NO MILES	548	?	PAVER		RECOMMEND USED \$35,000-75,000
702	2010	SPAL	NO MILES	NO	DO NOT REPLACE	PATCH TRAILER	REPLACED BY 977	NEED TO DISPOSE OF
704	2000	MOR	NO MILES	1,628	?	BRUCH CHIPPER	DO NOT REPLACE	
713	1994	FORD	NO MILES	3,552	2032	TRACTOR	\$150,000	\$25,000-50,000
951	2015	CAT	14,505	3,071	2030	LOADER	\$200,000	
953	2016	KMI	NO MILES	1,874	2026	PATCH TRAILER	\$32,000	
956	2002	NEW H	NO MILES	8,533	2032	TRACTOR	\$170,000	RECOMMEND USED \$35,000-65,000
957	2001	JD	NO MILES	5,672	2026-2031	TRACTOR	\$200,000	RECOMMEND BUY USED \$50,000
958	2017	KMI	NO MILES	1,923	2027	PATCH TRAILER	\$32,000	
963	2018	MOR	NO MILES	333	2026-2031	BRUCH CHIPPER	\$75,000	
964	2018	VOLVO	NO MILES	1,885	2026-2027	LOADER	TO BUY NEW \$300,000	
966	2019	KMI	NO MILES	1453	2027-2032	PATCH TRAILER	32,000	
967	2020	CAT	5,880	1057	2030-2035	GRADER	\$350,000	
970	2020	VOLVO	NO MILES	1273	2028-2030	LOADER	TO BUY NEW \$300,000	
974	2021	VOLVO	NO MILES	267	2036	MINI EXCAVAT	\$70,000	
978	2023	PJ			2038	TRAILER	\$25,000	
981	2023	RW			2033-2038	ROAD WIDENER	\$70,000	

PICK-UP TRUCK AND MEDIUM DUTY TRUCKS						
VEH#	YEAR	MAKE	MILES	HOURS	DISPOSAL DATE	NOTES
611	2002	GMC	52,817	3,217	2025-2030	SERVICE TRUCK
613	2001	IHC	204,987	13,584	2025-2030	2.5 TON
631	2007	GMC	230,689	9,083	2023	3/4 TON TRUCK ON ORDER TO REPLACE IT
633	2011	FORD	189,288	10,816	2023	3/4 TON TRUCK ON ORDER TO REPLACE IT
634	2012	IHC	109,514	5,019	2030-2035	2.5 TON
635	2013	RAM	211,592	9,259	2024	1/2 TON TRUCK ON ORDER TO REPLACE IT
636	2013	GMC	86,148	3,214	2030	1/2 TON
730	2014	RAM	231,515	9,451	2028-2032	1/2 TON PARTS TRUCK FOR SHOP
731	2015	RAM	107,676	7,599	2025-2027	3/4 TON
732	2015	RAM	139,626	8,277	2025-2027	3/4 TON
942	2016	RAM	121,436	5,540	2026-2028	3/4 TON
943	2018	RAM	130,211	3,156	2028-2030	3/4 TON
944	2018	RAM	118,451	2,737	2028-2030	3/4 TON
960	2001	IHC	109,169	9,878	2025-2030	2.5 TON
982	2023	RAM	470	300	2035-2040	1 TON GOOSE NECK TRUCK FOR TRAILER

# **OCRC BOARD MEETING**

September 14, 2023

## **HUMAN RESOURCES/PAYROLL REPORT**

### **1. NEW HIRES/RETIREMENTS, ETC. (APRIL THROUGH SEPTEMBER)**

- 2 RETIREMENTS (EQUIPMENT OPERATORS) ONE IN APRIL AND ONE IN AUGUST
- 5 NEW HIRES (EQUIPMENT OPERATORS) IN JULY
- 2 RESIGNATIONS (1 EQUIPMENT OPERATOR/1 MECHANIC) IN AUGUST
- 2 NEW HIRES (1 EQUIPMENT OPERATOR/1 MECHANIC) COMING UP THIS MONTH
- 4 SUMMER/SEASONAL EMPLOYEES

### **2. PAYROLL 2ND QUARTER OF 2023**

- PR GROSS AND NET SUMMARY FOR MULTIPLE PAYROLLS (SEE ATTACHMENT). 7 PAYROLLS WHICH INCLUDED HEALTH INSURANCE OPT OUT PAYMENTS IN APRIL, RETIREMENT PAYOUTS OF SICK, VACATION AND COMP TIME (IF APPLICABLE), RESIGNATION PAYOUT OF VACATION AND COMP TIME.
- PR SUMMARY BY DATE (SEE ATTACHMENT). PROVIDES A BREAKDOWN OF DIFFERENT HOURS TYPE. ALSO SHOWS PAYROLL DEDUCTIONS AND TOTALS YTD.

### **3. WEBINARS/UPCOMING TRAINING (APRIL THROUGH SEPTEMBER)**

- ATTENDED MERS RETIRMENT MEETING AT OCRC WITH DEBBIE ROCHESTER, MAY 3, 2023.
- ATTENDED CRA FINANCE & HUMAN RESOURCES SEMINAR IN TRAVERSE CITY, MAY 9-11, 2023.
- ATTENDED CLERK'S MEETING IN HARBOR SPRINGS, JULY 25, 2023.
- UPCOMING COGITATE WORKSHOP IN HARBOR SPRINGS, SEPTEMBER 19, 2023.
- UPCOMING 2023 MERS CONFERENCE IN DETROIT, SEPTEMBER 28-29, 2023.

1st Quarter 2023

1/1/2023 to 3/31/2023

Payroll Date	Wages	Deductions	Net Pay
01/12/2023	115,264.96	115,264.96	0.00
01/26/2023	97,179.89	97,179.89	0.00
02/09/2023	96,397.51	96,397.51	0.00
01/31/2023	37,602.99	37,602.99	0.00
02/23/2023	107,229.71	107,229.71	0.00
03/09/2023	93,984.72	93,984.72	0.00
03/23/2023	79,294.20	79,294.20	0.00
<b>Grand Totals</b>	<b>626,953.98</b>	<b>626,953.98</b>	<b>0.00</b>

2nd Quarter 2023

4/1/2023 to 6/30/2023

Payroll Date	Wages	Deductions	Net Pay
04/06/2023	133,385.34	133,385.34	0.00
04/20/2023	75,048.96	75,048.96	0.00
05/04/2023	70,647.82	70,647.82	0.00
05/18/2023	67,369.09	67,369.09	0.00
06/01/2023	74,585.48	74,585.48	0.00
06/15/2023	68,316.17	68,316.17	0.00
06/29/2023	67,469.83	67,469.83	0.00
<b>Grand Totals</b>	<b>556,822.69</b>	<b>556,822.69</b>	<b>0.00</b>

**Grand Totals**

44 Employees

	Period Hours	YTD Hours	Period Earnings	YTD Earnings
0 OC1	98.00	98.00	\$4,752.09	\$4,752.09
0 OC2	92.00	92.00	\$5,908.50	\$5,908.50
1 R	14,113.25	14,113.25	\$416,164.40	\$416,164.40
2 O	1,382.25	1,382.25	\$50,036.92	\$50,036.92
3 D	858.75	858.75	\$41,570.91	\$41,570.91
4 P	110.50	110.50	\$2,682.73	\$2,682.73
4 PAD	220.00	220.00	\$6,682.58	\$6,682.58
4 S	860.50	860.50	\$20,944.57	\$20,944.57
5 V	1,246.77	1,246.77	\$34,052.64	\$34,052.64
6 BD	56.00	56.00	\$1,338.08	\$1,338.08
6 H	536.00	536.00	\$13,806.16	\$13,806.16
6 M	0.00	0.00	\$43,519.66	\$43,519.66
7 CMP	(230.36)	(230.36)	(\$14,505.26)	(\$14,505.26)
<b>Total</b>	<b>19,343.66</b>	<b>19,343.66</b>	<b>\$626,953.98</b>	<b>\$626,953.98</b>

**Period Gross Pay by Employee Type:**

	Total
Matching Employee	40,182.78
Regular Employee	586,771.20
<b>Total</b>	<b>626,953.98</b>

**Period Gross Pay by Fund:**

	Total
201	626,953.98
<b>Total</b>	<b>626,953.98</b>

Count & Ded Code	Period	Year to Date	
12 CIN	272.76	272.76	Cintas
24 CL	859.80	859.80	Colonial Life - Cafeterial
197 CON	40,775.10	40,775.10	MERS CONTRIBUTION
33 D	4,662.96	4,662.96	Symetra Financial
12 DDD	2,400.00	2,400.00	Direct Deposit - Fixed Amount
46 DDF	20,450.00	20,450.00	Direct Deposit - Fixed Amount
216 DDN	330,262.63	330,262.63	Direct Deposit - Net Amount
6 EFM	40,182.78	40,182.78	Employer Fica Match
22 ERH	37,602.99	37,602.99	ER HSCP Contributions
216 F	32,566.41	32,566.41	F.I.C.A.
3 IDS	44.85	44.85	ID Shield
3 LGS	56.85	56.85	Legal Shield
216 M	7,616.37	7,616.37	MedicareTax
121 MER	5,081.46	5,081.46	MERS HCSP
48 MEV	15,148.06	15,148.06	Mers 457
60 MO	669.48	669.48	Mutual of Omaha Voluntary Life
53 MRO	6,591.77	6,591.77	Mers Roth
6 PMB	900.00	900.00	Plan Member 457b
7 PMR	220.00	220.00	Plan Member Roth
216 S	19,084.80	19,084.80	State Tax
73 U	3,336.10	3,336.10	Union Dues
4 VBO	9,631.16	9,631.16	VACATION BUYOUT HCSP
204 W	40,207.79	40,207.79	Federal Tax
172 Y	8,329.86	8,329.86	Health Insurance

Grand Totals

47 Employees

	Period Hours	YTD Hours	Period Earnings	YTD Earnings
0 OC1	68.00	166.00	\$3,278.28	\$8,030.37
0 OC2	33.00	125.00	\$2,151.06	\$8,059.56
1 R	14,399.25	28,512.50	\$423,653.19	\$839,817.59
2 O	353.50	1,735.75	\$12,397.45	\$62,434.37
3 D	499.00	1,357.75	\$24,295.52	\$65,866.43
4 P	85.00	195.50	\$2,038.14	\$4,720.87
4 PAD	155.75	375.75	\$4,559.08	\$11,241.66
4 S	617.25	1,477.75	\$15,486.13	\$36,430.70
5 V	884.88	2,131.65	\$21,663.02	\$55,715.66
6 BD	60.00	116.00	\$1,462.20	\$2,800.28
6 F	32.00	32.00	\$1,110.72	\$1,110.72
6 H	540.00	1,076.00	\$13,935.80	\$27,741.96
6 M	0.00	0.00	\$5,750.00	\$49,269.66
7 CMP	1,098.89	868.53	\$25,042.10	\$10,536.84
Total	18,826.52	38,170.18	\$556,822.69	\$1,183,776.67

Period Gross Pay by Employee Type:

	Total
Matching Employee	37,583.94
Regular Employee	519,238.75
Total	556,822.69

Period Gross Pay by Fund:

	Total
201	556,822.69
Total	556,822.69

Count & Ded Code	Period	Year to Date	
26 CIN	318.22	590.98	Cintas
52 CL	1,003.10	1,862.90	Colonial Life - Cafeterial
402 CON	38,070.16	78,845.26	MERS CONTRIBUTION
62 D	3,480.00	8,142.96	Symetra Financial
20 DDD	1,600.00	4,000.00	Direct Deposit - Fixed Amount
87 DDF	20,424.80	40,874.80	Direct Deposit - Fixed Amount
446 DDN	312,528.06	642,790.69	Direct Deposit - Net Amount
13 EFM	37,583.94	77,766.72	Employer Fica Match
22 ERH	0.00	37,602.99	ER HSCP Contributions
446 F	30,460.21	63,026.62	F.I.C.A.
6 IDS	44.85	89.70	ID Shield
6 LGS	56.85	113.70	Legal Shield
446 M	7,123.73	14,740.10	MedicareTax
255 MER	2,960.23	8,041.69	MERS HCSP
104 MEV	14,257.56	29,405.62	Mers 457
124 MO	748.66	1,418.14	Mutual of Omaha Voluntary Life
110 MRO	6,841.72	13,433.49	Mers Roth
13 PMB	1,050.00	1,950.00	Plan Member 457b
14 PMR	140.00	360.00	Plan Member Roth
444 S	17,373.59	36,458.39	State Tax
2 SBO	8,740.71	8,740.71	SICK BUYOUT HCSP
134 U	2,787.70	6,123.80	Union Dues
7 VBO	6,088.04	15,719.20	VACATION BUYOUT HCSP
423 W	33,991.18	74,198.97	Federal Tax
356 Y	9,149.38	17,479.24	Health Insurance



## Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** September 14, 2023  
**AGENDA ITEM:** 12. A  
**SUBJECT:** Closed Session Strategy/Negotiation Collective Bargaining Agreement

### **DESCRIPTION**

The OCRC is currently in negotiations with the American Federation of State, County and Municipal Employees Union as the current collective bargaining agreement expires December 31, 2023. Public bodies are allowed to enter into closed session only for matters specifically identified in Michigan's Open Meetings Act (OMA), 1976 PA 267. Section 8(1)(c) of the Act allows a public body to enter into closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

Motion to enter into closed session per Section 8(1)(c) of the Open Meetings Act of 1976 for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement.