



**AGENDA**  
**OTSEGO COUNTY BOARD OF ROAD COMMISSIONERS**  
**THURSDAY, FEBRUARY 13, 2025, 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 January 9, 2025.
- B. The Board approves Payroll #1 (\$95,826.65), and Payroll #2 (\$121,706.19).
- C. The Board approves Accounts Payable: C/1-2 (\$859,039.79), and C/2-1 (\$262,130.60), and the Accounts Payable Check Register dated 1/01/2025 to 1/31/2025.

**ITEM 5 – GUEST SPEAKERS**

- A. Dana Wingo, Otsego County Board Liaison

**ITEM 6 – PUBLIC COMMENT (AGENDA ITEMS ONLY)**

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

**ITEM 8 – NEW BUSINESS**

- A. Earned Sick Time Act (ESTA) Update
- B. Arrow Board Review
- C. Cell Tower Lease Review (Site No. 50042)
- D. Truck Route
- E. Bid Award – Annual Gravel Stabilization
- F. Bid Award – Annual 23A Aggregate
- G. Bid Award – Annual Pavement Markings
- H. Bid Award – Chester Road Re-Gravel Project
- I. CRA Board of Directors Ballot
- J. 2024 FY Budget Review
- K. MERS RHFV Plan Funds Distribution
- L. FY 2025 Budget Amendment
- M. 2025 Heavy Maintenance Project Review
- N. Resolution R25-1 – Act 51 Certification Map Approval

**ITEM 9 – STAFF REPORTS**

- A. Managing Director, Finance Manager, Facilities/Equipment Supervisor, Road Maintenance Supervisor

**ITEM 10 – COMMUNICATIONS**

- A. Upcoming OCRC Board Meeting Dates: March 13, 2025, and April 10, 2025

**ITEM 11 – PUBLIC COMMENT (GENERAL COMMENTS/ADDRESS THE BOARD)**

**ITEM 12 – COMMISSIONER COMMENT**

**ITEM 13 – ADJOURNMENT**



## Otsego County Road Commission Agenda Item Report

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**FROM:** Rebecca Hilmert, Finance Manager  
**MEETING DATE:** February 13, 2025  
**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 Manager recommends the following items be approved:

- A. Minutes: The Board approves the Regular Meeting Minutes dated January 9, 2025.
- B. The Board approves Payroll: #1 (\$95,826.65), and Payroll #2 (\$121,706.19).
- C. The Board approves accounts Payable: C/1-2 (\$859,039.79), and C/2-1 (\$262,130.60) and the Accounts Payable Check Register dated 1/01/2025 to 1/31/2025.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION:**

Motion to **approve/deny** the February 13, 2025, consent calendar as presented.



**DRAFT**  
**MINUTES for the**  
**ORGANIZATIONAL and REGULAR MEETINGS OF THE**  
**OTSEGO COUNTY ROAD COMMISSION**  
**HELD ON THURSDAY, JANUARY 09, 2025, AT 9:00 A.M.**

**Organizational**

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

- Meeting called to order by Board Secretary Hilmert, at 9:00 a.m. and Pledge of Allegiance.

**ITEM 2 - ROLL CALL**

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

The following staff members were present: Kirk Harrier, Managing Director; Rebecca Hilmert, Finance Manager/Board Secretary; Scott Butkovich, Operations Manager; Steve Mench, Road Maintenance Supervisor; David Fox, Equipment & Facility Supervisor.

**ITEM 3 – NOMINATIONS/ELECTION OF CHAIRMAN**

- Board Secretary opened nominations for Chair.
- Mr. Dipzinski nominated Mr. Huff for Chair.
- No other nominations for Chair.
- Motion by Dipzinski, seconded by Heinz to appoint Mr. Huff as Board Chair, serving a one-year term. Five ayes, no nays. Motion carried.

**ITEM 4 – NOMINATIONS/ELECTION OF VICE-CHAIRMAN**

- Chairman Huff opened nominations for Vice-Chair.
- Mr. Dipzinski nominated Ms. Heinz for Vice-Chair.
- No other nominations for Vice-Chair.
- Motion by Dipzinski, seconded by Gordon to appoint Ms. Heinz as Vice-Chairman, serving a one-year term. Five ayes, no nays. Motion carried.

**ITEM 5 – APPOINT SECRETARY TO THE BOARD**

- Motion by Gordon, seconded by Heinz, to appoint Rebecca Hilmert as Secretary to the Board. Five ayes, no nays. Motion carried.

**ITEM 6 – ADOPT 2025 PROCEDURAL RULES**

- Motion by Gordon, seconded by Heinz, to adopt the 2025 Procedural Rules as presented. Five ayes, no nays. Motion carried.

**ITEM 7 – APPROVE 2025 MEETING SCHEDULE**

- Motion by Gordon, seconded by Heinz, to approve the 2025 meeting schedule as presented. Five ayes, no nays. Motion carried.

**Regular Meeting**

**ITEM 1 – AGENDA CHANGES/APPROVAL OF AGENDA**

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

## **ITEM 2 – CONSENT CALENDAR**

- A. Minutes: The Board approves the Regular Meeting Minutes dated December 12, 2024.
- B. The Board approves Payroll #25 (\$88,087.49) and Payroll #26 (\$96,738.96).
- C. The Board approves Accounts Payable C/12-2 (\$257,075.75), C/1-1 (\$245,219.30), and the Accounts Payable Check Register dated December 1, 2024, to December 31, 2024.
- **Motion by Dipzinski, seconded by Camiller to approve the January 09, 2025, Consent Calendar as presented. Five ayes, no nays. Motion carried.**

## **ITEM 3 – GUEST SPEAKERS**

- A. Dana Wingo, Otsego County Board of Commissioners – reported that they have elected a new Chairman (Brett McVannel), they have formed a new committee regarding waste management/recycling, the Otsego County Finance Manager has resigned, and the county has been working with a third-party contractor to handle past due audits and operations, the board will be canvassing for a new Finance Manager as soon as possible.
- B. Lisa McComb, Otsego Economic Alliance, re: Winifred Road Extension – Would like the Road Commission to participate in a cost sharing agreement with the City of Gaylord and Livingston Township to secure a Category B Village and Small Cities grant for the expansion of Winifred Road from Ovington Drive west to Murner Road. Lisa is requesting a \$40,000 donation from the Road Commission (see attachments).

## **ITEM 4 – PUBLIC COMMENT**

- A. Bonnie Miller, Chester Township – thanked the board for the work done on Old State Road. She spoke about Chester Road, and developing primitive camp sites adjoining the County Park.

## **ITEM 5 – OLD BUSINESS/UNFINISHED BUSINESS**

- A. Commissioner Heinz inquired about the snowmobile trail/route proposed on Passenheim Road during the December meeting.

## **ITEM 6 – NEW BUSINESS**

- A. MSP Seasonal Weight Restrictions Road Patrol
  - **Motion by Heinz to approve entering into a 2025 contractual services agreement between the Michigan State Police and the Otsego County Road Commission for additional weight restriction road patrol not to exceed 10 hours per week and 40 hours total for the duration of the seasonal restrictions at a rate of \$88.62, seconded by Gordon. Discussion. Five ayes, no nays. Motion carried.**
- B. Truck Route Designation Review
  - The board discussed designated truck routes and enforcement.

## **ITEM 7– STAFF REPORTS**

- A. Becky Rivard, Huron Engineering – reported to the board on 2025 Construction program, Wilkinson Road LAP letting, Countywide Signage safety project letting, the RFP for Construction Engineering of the Roundabout safety projects, and the 2025 Act 51 Certification Maps.
- B. Managing Director – appraised the board of upcoming litigations, 2025 Construction projects, and setting a schedule for continued education of road commission staff.
- C. Operations Manager – spoke about the RFP for Construction Engineering for the Roundabouts, the delamination of Mancelona Road, and having the annual bid recommendations ready for the February meeting.
- D. Finance Manager – year end is coming along, preparing for annual audit to take place at the end of February.

- E. Equipment & Facility Supervisor – is busy with the new Single-Axle build, has taken delivery on the first two trucks ordered for 2025 to be built this summer.
- F. Road Maintenance Supervisor – road crews have been busy plowing snow, patching potholes, and trimming trees.

**ITEM 8 – COMMUNICATIONS**

- A. Upcoming OCRC Board Meeting date: February 13, 2025, and March 13, 2025
- B. Upcoming CRA New Commissioners Workshop: February 18, 2025, in Mt. Pleasant.
- C. Upcoming CRA Highway Conference & Road Show: March 25-27, 2025, in Lansing.

**ITEM 9 – PUBLIC COMMENT**

- NONE

**ITEM 10 – COMMISSIONER COMMENT**

- NONE

**ITEM 11 – ADJOURNMENT**

- **Motion by Dipzinski and seconded by Camiller to adjourn the meeting at 10:32 a.m. Five ayes, no nays. Motion carried.**

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Troy Huff, Chairman

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Rebecca Hilmert, Board Secretary



# Winifred Road Completion Project

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PRESENTED BY:


LISA MCCOMB

OTSEGO COUNTY ECONOMIC ALLIANCE, INC.

JANUARY 9, 2025

# Winifred Road - History

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- \* In 2013 John Ovington (successful developer of the Walmart Superstore & commercial mall) began redevelopment of the former Arthur's Auto Parts and Sales property on M-32 to what now stands as The Shoppes on Main and Community Financial Credit Union.
  - \* John Ovington worked with the City of Gaylord, Livingston Township and the Otsego County Road Commission to include upgrades to Winifred Road at his expense which included pavement, curbs, gutters and sidewalk. The initial plan included connection of Winifred Road from Meecher Road to Murner Road allowing improved and safer access to businesses operating in that corridor..
  - \* Winifred Road is a County Road and has always been maintained by the County Road Commission, but only to Ovington Drive, (west of the development). Winifred Road was never completed connecting Meecher and Murner Road due to challenges that would have delayed development of Shoppes on Main and Community Financial.
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# Winifred Road - Today

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- \* What exists today is a partially completed road that ends at Ovington Drive. The remaining unfinished 1200 feet of Winifred Road is basically a two-track open to vehicles to utilize at their own risk. And people do..
- \* Traffic along the M-32 Corridor west from I-75 to Murner Road has seen increased investment into new business over the past 2 years bringing increased traffic volumes.
- \* MDOT has been approached by the Otsego County Economic Alliance to install a light at the intersection of Ovington Drive and the Home Depot entrance on M-32 to slow traffic down and allow for safer vehicle access into businesses on both the North and South side of the road. MDOT performed a crash analysis at that juncture and will not proceed with installation of a traffic light due to the lack of sufficient crash data to support the need..

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# Why Complete Winifred?

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- \* In the Fall of 2026 demolition will begin on the removal of the I-75 Bridge over M-32 to construct a new bridge and create a new traffic pattern below it on M-32.
  - \* At the same time, MDOT will be conducting a mill-fill on west M-32 from Meecher Road to Murner Road.
  - \* The I-75 Bridge Project which includes the build out of a new traffic pattern from Meecher Road to Wisconsin St will take approximately 2 years until completion..
  - \* Between the 2 projects, the approximately 21,000 vehicles (MDOT AADT 2023 Data) utilizing the stretch of M-32 from I-75 to Murner Road will be re-routed and others will find their own paths to get around traffic. One of those routes will be Winifred Road.
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# Why Complete Winifred?

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- \* Completion of Winifred Road between Meecher and Murner will allow for a safe alternative to M-32 and the businesses in that corridor during construction and well into the future.
  - \* There is an opportunity to apply for and receive funding to complete Winifred Road in 2026 (In advance of the construction) through MDOT's 2025 Community Service Infrastructure Fund program under the Category B "Villages and Small Cities". grant round. The 2025. grant application round for 2026 Projects will open in Spring 2025.
  - \* The grant will cover up to 50% of eligible costs up to \$250,000.
  - \* Eligible costs are reconstruction, replacement, rehabilitation, or capital improvement preventative maintenance of city or village streets.
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# Planning

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\* The Otsego County Economic Alliance is facilitating this project to address access to businesses on the M-32 West corridor by local residents, commuters, visitors, tourists, etc. during the 2026-2028 I-75 construction.

\* We began working on this project in the Fall of 2024, facilitating monthly meetings in October, November and December with representatives from the City of Gaylord, Livingston Township and the Road Commission coming together to discuss the project, and interest in cooperating to bring it to fruition..

This project will bring community partners together to insure completion. Consumer's Energy has also expressed interest in participating as a businesses located on Winifred Road where the roadway is undeveloped.


# Next Steps

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OCEA has contacted both Wade Trim and LSE to review the project and provide very preliminary project costs.

To compete the approximately 1200 feet of Winifred Road at county specifications Wade Trim's rough estimate was \$380,000, and LSE's estimate was between \$420,000 and \$480,000. (If proceeding this project would be bid out).


Both the City of Gaylord and Livingston Township have committed \$40,000 each to the project. Consumer's Energy has said they would look at the same. This puts \$120,000 of partner funding into the project. We would ask that the Road Commission commit to \$40,000 as well, making a total match for the grant at \$160,000. Only up to 50% of the project expense can be provided from the Category B grant application/award through MDOT. Assuming the middle of the estimates for expenses at \$420,000, the Category B application can be no more than \$220,000. This would leave an approximate \$60,000 gap. The gap could be filled through exploration of other infrastructure grant opportunities. OCEA will assist in finding other partners to assist as well but the City of Gaylord, Livingston Township, Consumer's Energy and the Road Commission must be committed partners



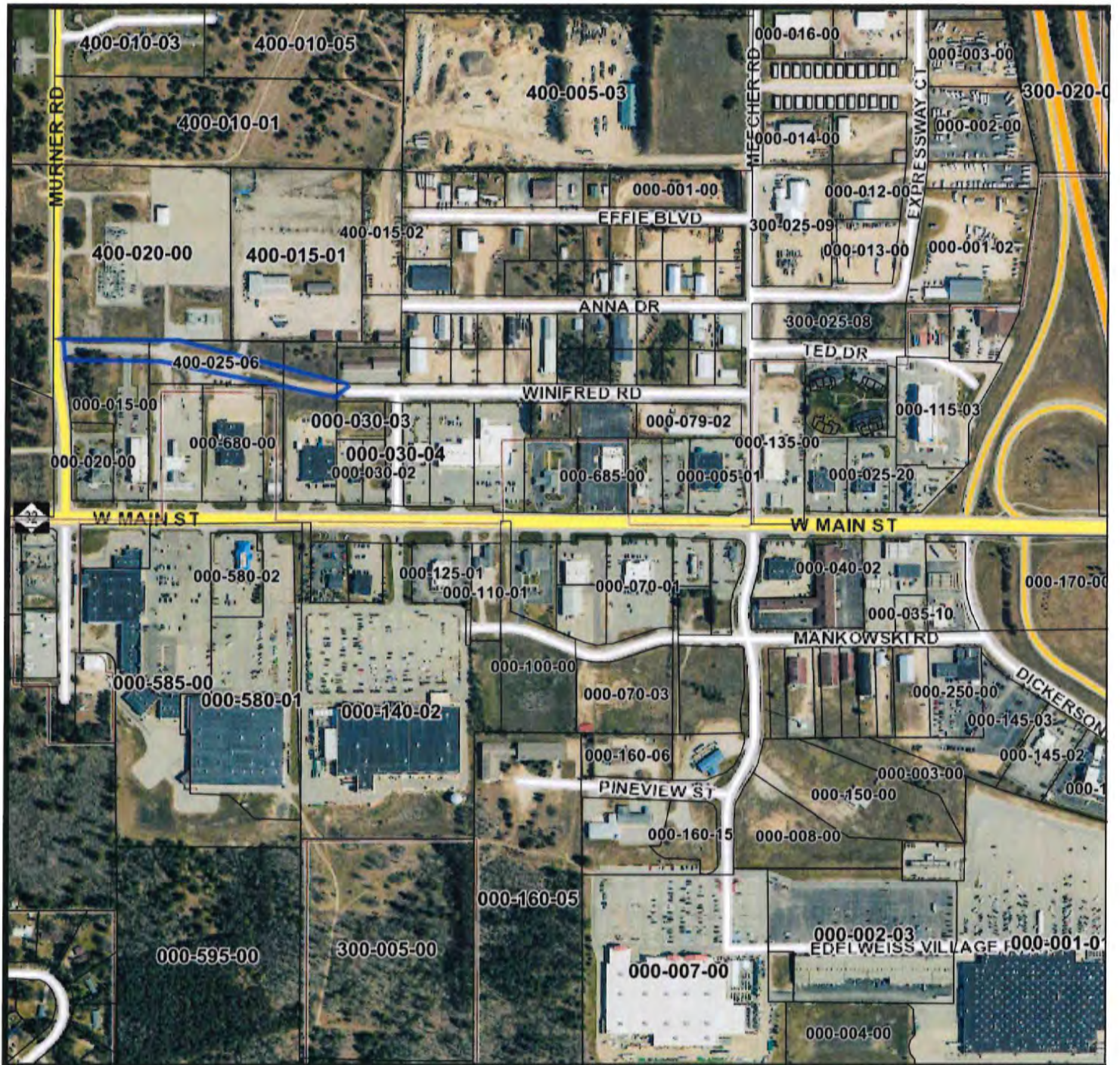
# ASK

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OCEA asks that the Road Commission contribute to the partnership created by the City of Gaylord, Livingston Township, and Consumer's Energy by providing \$40,000 toward the 2026 Winifred Road Completion Project in order to complete Winifred Road from Meecher to Murner in advance of the I-75 construction project to begin in the Fall of 2026.









**MDOT**

## Category B - Villages and Small Cities

MDOT Office of Economic Development is no longer accepting applications for the FY 2025 Community Service Infrastructure Fund (CSIF), commonly referred to as TEDF Category B. The FY2026 will be announced in early spring 2025.

**About the Program:** The Community Service Infrastructure Fund (CSIF), commonly referred to as TEDF Category B was designed as a stop gap measure to provide additional road funding to the smallest communities in Michigan, particularly those with limited ability to fund road projects. The 2023 supplemental appropriation will allow for the continuation of the annual program for several grant cycles.

The following parameters apply:

**Eligible applicants:** Villages and small cities with a population of 10,000 or less per the 2020 census.

**Eligible project type:** Eligible projects include reconstruction, replacement, rehabilitation, or capital preventative maintenance of city or village streets and

stormwater improvements needed for the road project. Only costs directly associated with the roadway construction and associated stormwater improvements are eligible for funding or match credit. Preliminary engineering (design), right-of-way acquisition, construction engineering (project oversight), water/sanitary, and sidewalk are not eligible costs.

**Maximum grant:** 50% of eligible costs, up to \$250,000.

**Program priorities:** Each application is reviewed and independently scored based upon a consistent set of criteria:

- The extent to which an agency has the ability to fund road projects, based on 2022 real/personal property value proportional to population.
- Projects on local roads - as they have fewer eligible funding sources.
- Projects paired with other infrastructure projects - to encourage efficiencies and coordination.
- Projects done together with another agency's project - to encourage lower prices and other efficiencies.
- Preventive maintenance projects - to encourage better asset management practices.
- Points are reduced for agencies that received a grant from the program in the past.

## Contact

Christine Zuzga, TEDF Manager  
[MDOT-OED-CategoryB@Michigan.gov](mailto:MDOT-OED-CategoryB@Michigan.gov)  
517-388-7644

## Program Information

[Application Form](#)

[Applicant Guide](#)

[Eligible Applicants](#)

## Approved Projects

[2025 Approved Projects](#)

[2024-2 Approved Projects](#)

[2024 Approved Projects](#)

[2023 Approved Projects](#)

[2022 Approved Projects](#)



## **Category B - Villages and Small Cities**

Copyright State of Michigan

## Payroll Gross for P/R of 1/9/2025

PR #1

1/7/2025

12/21/2024 to 1/3/2025

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
264 Huff III,Russell	0.00	0.00	\$500.00
269 Koronka,Brian	34.00	34.00	\$859.96
277 Fox,David	80.00	80.00	\$2,885.68
280 Kwapis,Earl	0.00	0.00	\$1,000.00
283 Sewell,Dennis	79.50	80.00	\$2,013.21
284 Kwapis Jr.,Stanley	80.00	139.00	\$4,799.98
287 Myers,Joseph	65.00	80.00	\$2,013.20
294 Mench,Steven	80.00	89.00	\$3,493.43
295 Boughner,Alan	80.00	88.50	\$2,400.34
299 Hinton,Justin	80.00	86.00	\$2,242.16
303 Coughlin Jr.,Thomas	80.00	82.50	\$2,106.73
307 Stiles,William	80.00	93.50	\$2,593.01
308 Wcisel,David	78.17	101.17	\$2,928.84
311 Wiley,James	80.00	137.00	\$4,737.12
314 Kucharek,Joseph	80.00	91.50	\$2,728.44
316 Jones,Tianne	80.00	80.00	\$2,134.16
317 Mitchell Jr.,Dennis	80.00	80.00	\$3,013.20
318 Huff,Troy	0.00	0.00	\$409.09
319 Prusakiewicz,Luke	62.50	80.00	\$2,013.20
321 Tracey,Benjamin	80.00	92.50	\$2,729.24
323 Falkenhagen,Robert	69.17	83.17	\$2,131.79
324 Dipzinski,Michael	0.00	0.00	\$363.64
326 Heinz,Kathy	0.00	0.00	\$363.64
327 Garlock,Cody	66.00	80.00	\$2,013.20
328 Harrier,Kirk	80.00	80.00	\$4,014.96
329 Gordon,Lukas	0.00	0.00	\$363.64
331 Boettner,Cary	73.00	80.00	\$2,129.28
335 Pettis,Charles	80.00	80.00	\$1,840.32
336 Hilmert,Rebecca	80.00	80.00	\$2,639.52
337 Johnson,Zachary	80.00	97.00	\$2,706.42
338 Coady,Patrick	72.88	94.38	\$2,705.46
342 Alexander,Alexis	58.63	88.13	\$2,366.70
343 Hendrick,Robert	66.50	80.00	\$2,129.28
344 Mayle,Michael	58.00	80.00	\$2,013.21
345 Butkovich,Scott	80.00	101.00	\$4,048.24
346 Ford,Logan	66.07	98.07	\$3,311.31
347 Joyce,Caleb	72.50	80.00	\$2,013.20
348 Huff,Justin	73.50	80.00	\$2,013.20
349 Mathers,Andrew	78.00	80.00	\$2,013.23
350 Camiller,James	0.00	0.00	\$363.64
903 BANK,HORIZON	0.00	0.00	\$6,681.78
<b>Total of Employee checks:</b>	<b>2,433.42</b>	<b>2,876.42</b>	<b>\$95,826.65</b>

## Gross Pay by Fund:

	Total
201	95,826.65
Total	95,826.65

Approved: February 13, 2025

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Troy Huff, Chairman



**Payroll Gross for P/R of 1/23/2025**

PR #2

1/21/2025

1/4/2025 to 1/17/2025

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
264 Huff III,Russell	22.50	22.50	\$578.03
269 Koronka,Brian	32.00	32.00	\$822.08
277 Fox,David	324.00	324.00	\$11,668.60
283 Sewell,Dennis	74.13	80.63	\$2,099.57
284 Kwapis Jr.,Stanley	80.00	112.00	\$3,621.85
287 Myers,Joseph	77.88	101.38	\$2,939.77
294 Mench,Steven	163.00	183.00	\$7,017.45
295 Boughner,Alan	91.44	103.44	\$2,880.01
299 Hinton,Justin	80.00	110.00	\$3,307.63
303 Coughlin Jr.,Thomas	80.00	122.50	\$3,834.25
307 Stiles,William	170.08	203.08	\$5,637.68
308 Wcisel,David	80.00	97.00	\$2,813.06
311 Wiley,James	80.00	112.00	\$3,621.84
314 Kucharek,Joseph	100.90	105.90	\$3,042.67
316 Jones,Tianne	105.50	105.50	\$2,852.63
317 Mitchell Jr.,Dennis	80.00	80.00	\$2,055.20
318 Huff,Troy	0.00	0.00	\$409.09
319 Prusakiewicz,Luke	71.50	93.50	\$2,678.19
321 Tracey,Benjamin	80.00	86.50	\$2,530.06
323 Falkenhagen,Robert	80.00	98.00	\$2,748.85
324 Dipzinski,Michael	0.00	0.00	\$363.64
326 Heinz,Kathy	0.00	0.00	\$363.64
327 Garlock,Cody	77.34	88.34	\$2,415.12
328 Harrier,Kirk	200.00	200.00	\$10,067.20
329 Gordon,Lukas	0.00	0.00	\$363.64
331 Boettner,Cary	71.50	80.00	\$2,175.20
335 Pettis,Charles	80.00	80.00	\$1,878.40
336 Hilmert,Rebecca	80.00	80.00	\$2,694.40
337 Johnson,Zachary	80.00	99.50	\$2,870.90
338 Coady,Patrick	80.00	101.00	\$2,967.26
342 Alexander,Alexis	80.00	94.00	\$2,633.23
343 Hendrick,Robert	71.50	80.00	\$2,175.20
344 Mayle,Michael	76.50	95.50	\$2,755.30
345 Butkovich,Scott	80.00	95.00	\$3,806.86
346 Ford,Logan	80.00	105.00	\$3,121.35
347 Joyce,Caleb	75.50	80.00	\$2,055.20
348 Huff,Justin	75.50	80.00	\$2,055.20
349 Mathers,Andrew	80.00	80.00	\$2,055.27
350 Camiller,James	0.00	0.00	\$363.64
903 BANK,HORIZON	0.00	0.00	\$7,367.03
<b>Total of Employee checks:</b>	<b>3,160.77</b>	<b>3,611.27</b>	<b>\$121,706.19</b>

**Gross Pay by Fund:**

Total

Approved: February 13, 2025

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Troy Huff, Chairman

## Payables Prepay Report

1-27-2025 Prepay

Show Distributions? (Y/N): N - Do Not Show Distributions

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay	
Payment Type: EFTP						
Vendor: MERCHANT: Merchants Fleet						
106565717-D01	12/27/2024	Rental Pickup Return Tolls	11.50	0.00	11.50	
Vendor Totals:			11.50	0.00	11.50	
Vendor: MIWAM: State of Michigan UIA						
0807410 000	12/31/2024	4th Quarter UIA Claims	3,413.66	0.00	3,413.66	
Vendor Totals:			3,413.66	0.00	3,413.66	
EFTP Grand Totals:			2 EFTP Vendors	3,425.16	0.00	3,425.16
Payment Type: Checks						
Vendor: ALANBOUG: Alan Boughner						
Check Nbr: 620629						
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00	
Check Totals:			300.00	0.00	300.00	
Vendor: ALERUS: Alerus Financial						
Check Nbr: 620630						
Batch 315	1/9/2025	Employer Portion 457	1,070.29	0.00	1,070.29	
Batch 317	1/22/2025	Employer Portion 457	1,098.58	0.00	1,098.58	
Batch 349	1/9/2025	Employer Portion HCSP	2,724.40	0.00	2,724.40	
Batch 351	1/22/2025	Employer Portion HCSP	2,780.24	0.00	2,780.24	
Check Totals:			7,673.51	0.00	7,673.51	
Vendor: ALEXANDE: Alexis Alexander						
Check Nbr: 620631						
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00	
Check Totals:			300.00	0.00	300.00	
Vendor: ANDREWMA: Andrew Mathers						
Check Nbr: 620632						
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00	
Check Totals:			300.00	0.00	300.00	
Vendor: ATTMOBIL: AT&T Mobility						
Check Nbr: 620633						
287318351177X	1/6/2025	Foreman Cell Phones	169.72	0.00	169.72	
287339252526X	1/6/2025	MDOT iPad	72.48	0.00	72.48	
Check Totals:			242.20	0.00	242.20	
Vendor: BCN: Blue Care Network of MI						
Check Nbr: 620634						
250070001988	1/7/2025	Health Insurance	57,331.85	0.00	57,331.85	
Check Totals:			57,331.85	0.00	57,331.85	
Vendor: BENTRACE: Ben Tracey						
Check Nbr: 620635						
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00	
01242025M	1/24/2025	Tool Allowance	700.00	0.00	700.00	
Check Totals:			1,000.00	0.00	1,000.00	
Vendor: BURNHAM: Burnham & Flower						
Check Nbr: 620636						
BFG-1147278	1/22/2025	HRA Management	255.00	0.00	255.00	
Check Totals:			255.00	0.00	255.00	

**Payables Prepay Report**  
1-27-2025 Prepay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Vendor: CALEBJOY: Caleb Joyce</b>					
<b>Check Nbr: 620637</b>					
01242025	1/24/2025	Caleb Joyce	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: CARYBOE: Cary Boettner</b>					
<b>Check Nbr: 620638</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
01242025M	1/24/2025	Tool Allowance	700.00	0.00	700.00
<b>Check Totals:</b>			<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Vendor: CHATERCO: Charter Communications</b>					
<b>Check Nbr: 620639</b>					
0054030010101	1/1/2025	Telephone/Internet	379.04	0.00	379.04
<b>Check Totals:</b>			<b>379.04</b>	<b>0.00</b>	<b>379.04</b>
<b>Vendor: CITYOFGA: City of Gaylord</b>					
<b>Check Nbr: 620640</b>					
77105	1/9/2025	Water/Sewer	61.25	0.00	61.25
<b>Check Totals:</b>			<b>61.25</b>	<b>0.00</b>	<b>61.25</b>
<b>Vendor: COADYPAT: Patrick Coady</b>					
<b>Check Nbr: 620641</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: CODYGARL: Cody Garlock</b>					
<b>Check Nbr: 620642</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: COGITA: Cogitate, Inc.</b>					
<b>Check Nbr: 620643</b>					
78255	1/20/2025	Accounting Software	8,738.00	0.00	8,738.00
<b>Check Totals:</b>			<b>8,738.00</b>	<b>0.00</b>	<b>8,738.00</b>
<b>Vendor: CONSUME: Consumers Energy</b>					
<b>Check Nbr: 620644</b>					
206703809485	1/22/2025	Electricity	2,341.75	0.00	2,341.75
<b>Check Totals:</b>			<b>2,341.75</b>	<b>0.00</b>	<b>2,341.75</b>
<b>Vendor: DELTADEN: Delta Dental</b>					
<b>Check Nbr: 620645</b>					
RIS0006180744	2/1/2025	Dental Insurance	3,569.12	0.00	3,569.12
<b>Check Totals:</b>			<b>3,569.12</b>	<b>0.00</b>	<b>3,569.12</b>
<b>Vendor: DENNISMI: Dennis Mitchell</b>					
<b>Check Nbr: 620646</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: DTEENERG: DTE Energy</b>					
<b>Check Nbr: 620647</b>					
9100 208 4696 C	1/24/2025	Heating Fuel	5,629.46	0.00	5,629.46
<b>Check Totals:</b>			<b>5,629.46</b>	<b>0.00</b>	<b>5,629.46</b>

**Payables Prepay Report**  
1-27-2025 Prepay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Vendor: GFLENVIR: GFL Environmental</b>					
<b>Check Nbr: 620648</b>					
0068164834	12/31/2024	Trash Removal	145.00	0.00	145.00
0068164862	12/31/2024	Trash Removal	219.30	0.00	219.30
<b>Check Totals:</b>			<b>364.30</b>	<b>0.00</b>	<b>364.30</b>
<b>Vendor: GREATLA: Great Lakes Energy</b>					
<b>Check Nbr: 620649</b>					
100269003	1/17/2025	TL@ Krys/McCoy	46.93	0.00	46.93
<b>Check Totals:</b>			<b>46.93</b>	<b>0.00</b>	<b>46.93</b>
<b>Vendor: HENDRICK: Robert Hendrick</b>					
<b>Check Nbr: 620650</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
01242025M	1/24/2025	Tool Allowance	700.00	0.00	700.00
<b>Check Totals:</b>			<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Vendor: HENNLESP: Henn Lesperance PLC</b>					
<b>Check Nbr: 620651</b>					
9049	7/24/2025	Truck Route, Weight Restrictions	113.00	0.00	113.00
<b>Check Totals:</b>			<b>113.00</b>	<b>0.00</b>	<b>113.00</b>
<b>Vendor: HUMAN: Humana Insurance Co.</b>					
<b>Check Nbr: 620652</b>					
692915198	1/14/2025	Retiree Healthcare	10,537.52	0.00	10,537.52
<b>Check Totals:</b>			<b>10,537.52</b>	<b>0.00</b>	<b>10,537.52</b>
<b>Vendor: JIMWILEY: Jim Wiley</b>					
<b>Check Nbr: 620653</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: JOEKUCHA: Joe Kucharek</b>					
<b>Check Nbr: 620654</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
01242025M	1/24/2025	Tool Allowance	700.00	0.00	700.00
<b>Check Totals:</b>			<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Vendor: JOHNSONZ: Zachary Johnson</b>					
<b>Check Nbr: 620655</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: JUSTINHJ: Justin Hinton</b>					
<b>Check Nbr: 620656</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: JUSTINHU: Justin Huff</b>					
<b>Check Nbr: 620657</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>

**Payables Prepay Report**  
1-27-2025 Prepay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Vendor: LOGANFOR: Logan Ford</b>					
<b>Check Nbr: 620658</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: MIDSTATE: Mid-States Bolt &amp; Screw Co.</b>					
<b>Check Nbr: 620659</b>					
32772176	11/18/2024	Plow Bolts	387.00	0.00	387.00
32799388	1/15/2025	Binstock	28.67	0.00	28.67
32801379	1/17/2025	Bin Stock	506.36	0.00	506.36
<b>Check Totals:</b>			<b>922.03</b>	<b>0.00</b>	<b>922.03</b>
<b>Vendor: MIKEMAYL: Michael Mayle</b>					
<b>Check Nbr: 620660</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: MUTOMA: Mutual of Omaha</b>					
<b>Check Nbr: 620661</b>					
001829637432	2/1/2025	L/STD/LTD/AD&D	3,373.33	0.00	3,373.33
<b>Check Totals:</b>			<b>3,373.33</b>	<b>0.00</b>	<b>3,373.33</b>
<b>Vendor: MYEJOE: JOSEPH MYERS</b>					
<b>Check Nbr: 620662</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: OCRRC: Otsego County Road Commission</b>					
<b>Check Nbr: 620663</b>					
1/21/25-1/27/25	1/26/2025	HRA Reimbursement	5,244.68	0.00	5,244.68
1/7/25-1/13/25	1/12/2025	HRA Reimbursement	3,853.66	0.00	3,853.66
<b>Check Totals:</b>			<b>9,098.34</b>	<b>0.00</b>	<b>9,098.34</b>
<b>Vendor: PETTISCH: Charles Pettis</b>					
<b>Check Nbr: 620664</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: PRULUK: Luke Prusakiewicz</b>					
<b>Check Nbr: 620665</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: ROBFAL: Robert Falkenhagen</b>					
<b>Check Nbr: 620666</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: SEWDEN: DENNIS SEWELL</b>					
<b>Check Nbr: 620667</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>



**Payables Prepay Report**  
1-27-2025 Prepay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Vendor: STANLEYK: Stanley Kwapis</b>					
<b>Check Nbr: 620668</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: STATE6: State of Michigan MDOT</b>					
<b>Check Nbr: 620669</b>					
591-11297178	1/14/2025	Adjusted Maint. Advance	51,518.00	0.00	51,518.00
<b>Check Totals:</b>			<b>51,518.00</b>	<b>0.00</b>	<b>51,518.00</b>
<b>Vendor: STIBIL: Billy Stiles</b>					
<b>Check Nbr: 620670</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: STOOPS: Stoops Freightliner Western Star</b>					
<b>Check Nbr: 620671</b>					
VM316000228	1/9/2025	2025 New Trucks	682,820.00	0.00	682,820.00
<b>Check Totals:</b>			<b>682,820.00</b>	<b>0.00</b>	<b>682,820.00</b>
<b>Vendor: TOMCOUGH: Thomas Coughlin, Jr.</b>					
<b>Check Nbr: 620672</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Vendor: WCIDAV: Dave Wcisel</b>					
<b>Check Nbr: 620673</b>					
01242025	1/24/2025	Safety Allowance	300.00	0.00	300.00
<b>Check Totals:</b>			<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>Check Grand Totals:</b>		<b>45 Checks</b>	<b>855,614.63</b>	<b>0.00</b>	<b>855,614.63</b>
<b>Grand Totals:</b>		<b>47 EFTP Vendors/Checks</b>	<b>859,039.79</b>	<b>0.00</b>	<b>859,039.79</b>

## Payables Prepay Report

## 2-13-2025 Board Pay

Show Distributions? (Y/N): N - Do Not Show Distributions

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay	
Payment Type: EFTP						
Vendor: MERS: MERS of Michigan						
00167395-7	1/31/2025	Retirement	76,291.24	0.00	76,291.24	
Vendor Totals:			76,291.24	0.00	76,291.24	
EFTP Grand Totals:			1 EFTP Vendors	76,291.24	0.00	76,291.24
Payment Type: Checks						
Vendor: AIRGAS: AIRGAS USA, LLC						
Check Nbr: 620674						
5513148864	12/31/2024	Welding Supply	14.18	0.00	14.18	
Check Totals:			14.18	0.00	14.18	
Vendor: AISCON: AIS Construction/Interstate Billing Service						
Check Nbr: 620675						
T10832	1/29/2025	Starter	331.33	0.00	331.33	
Check Totals:			331.33	0.00	331.33	
Vendor: ALERUS: Alerus Financial						
Check Nbr: 620676						
Batch 319	2/6/2025	Employer Portion 319	1,180.69	0.00	1,180.69	
Batch 353	2/6/2025	Employer Portion HCSP	2,780.45	0.00	2,780.45	
Check Totals:			3,961.14	0.00	3,961.14	
Vendor: ALMA: Alma Tire Service, Inc.						
Check Nbr: 620677						
517018296	1/10/2025	Tire	90.00	0.00	90.00	
517018516	2/3/2025	Tire Repair	220.50	0.00	220.50	
Check Totals:			310.50	0.00	310.50	
Vendor: ALTAEQUI: Alta Equipment Company						
Check Nbr: 620678						
SP2/147291	1/21/2025	Filters	198.73	0.00	198.73	
SP2/147460	1/23/2025	Amber Bulbs	85.94	0.00	85.94	
Check Totals:			284.67	0.00	284.67	
Vendor: AUTOVALU: Auto Value of Gaylord						
Check Nbr: 620679						
259-553363	1/28/2025	Headlight Bulbs	68.58	0.00	68.58	
Check Totals:			68.58	0.00	68.58	
Vendor: AUTOZONE: AutoZone, Inc.						
Check Nbr: 620680						
02278397210	1/31/2025	Oil Dry	59.90	0.00	59.90	
Check Totals:			59.90	0.00	59.90	
Vendor: BAUMHYDR: Baum Hydraulics Corporation						
Check Nbr: 620681						
2342316	1/27/2025	Hyd Hose	1,509.19	0.00	1,509.19	
Check Totals:			1,509.19	0.00	1,509.19	
Vendor: BBCDIST: BBC Distributing						
Check Nbr: 620682						
392147	1/8/2025	Janitorial Supply	32.64	0.00	32.64	
394528	1/30/2025	Janitorial Supply	251.18	0.00	251.18	
Check Totals:			283.82	0.00	283.82	

**Payables Prepay Report**  
2-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Vendor: BLACKRIV: Black River Auto Glass</b>					
<b>Check Nbr: 620683</b>					
9890	1/15/2025	Windshield	260.00	0.00	260.00
9903	2/3/2025	Windshield	260.00	0.00	260.00
<b>Check Totals:</b>			<b>520.00</b>	<b>0.00</b>	<b>520.00</b>
<b>Vendor: CINTAS: Cintas Corporation #729</b>					
<b>Check Nbr: 620684</b>					
4217152420	1/8/2025	Uniforms/Floor Mats	105.59	0.00	105.59
4217888080	1/15/2025	Uniforms/Floor Mats	198.95	0.00	198.95
4218629024	1/22/2025	Uniforms/Floor Mats	96.84	0.00	96.84
4219352572	1/29/2025	Uniforms/Floor Mats	96.84	0.00	96.84
4220082701	2/5/2025	Uniforms/Floor Mats	101.22	0.00	101.22
<b>Check Totals:</b>			<b>599.44</b>	<b>0.00</b>	<b>599.44</b>
<b>Vendor: CONSUME: Consumers Energy</b>					
<b>Check Nbr: 620685</b>					
202343752739	1/31/2025	TL Dickerson/McCoy	51.59	0.00	51.59
<b>Check Totals:</b>			<b>51.59</b>	<b>0.00</b>	<b>51.59</b>
<b>Vendor: CUMMINSI: Cummins Inc</b>					
<b>Check Nbr: 620686</b>					
S1-250124618	1/2/2025	Shop Software	810.00	0.00	810.00
<b>Check Totals:</b>			<b>810.00</b>	<b>0.00</b>	<b>810.00</b>
<b>Vendor: D&amp;BHEAT: D&amp;B Heat Transfer Products, Inc.</b>					
<b>Check Nbr: 620687</b>					
77105	1/9/2025	Charge Air Cooler	845.00	0.00	845.00
<b>Check Totals:</b>			<b>845.00</b>	<b>0.00</b>	<b>845.00</b>
<b>Vendor: DORNBOS: Dornbos Sign, Inc.</b>					
<b>Check Nbr: 620688</b>					
79998	1/9/2025	Sign Brackets	207.64	0.00	207.64
<b>Check Totals:</b>			<b>207.64</b>	<b>0.00</b>	<b>207.64</b>
<b>Vendor: EVERON: EVERON, LLC</b>					
<b>Check Nbr: 620689</b>					
19877752	1/15/2025	Fire Alarm	631.23	0.00	631.23
<b>Check Totals:</b>			<b>631.23</b>	<b>0.00</b>	<b>631.23</b>
<b>Vendor: FEDERALF: Federal Fluid Power, Inc.</b>					
<b>Check Nbr: 620691</b>					
128779	1/10/2025	Hose	72.46	0.00	72.46
128960	1/15/2025	Hyd. Hose	223.06	0.00	223.06
129048	1/16/2025	Hyd. Fitting	11.20	0.00	11.20
129467	1/27/2025	Fuel Hoses	299.27	0.00	299.27
129643	1/30/2025	Plow Cylinder	210.16	0.00	210.16
129990	2/6/2025	Hyd Fittings	20.16	0.00	20.16
130052	2/7/2025	Hyd Hoses	541.24	0.00	541.24
<b>Check Totals:</b>			<b>1,377.55</b>	<b>0.00</b>	<b>1,377.55</b>
<b>Vendor: FIRSTB: First National Bank of Omaha</b>					
<b>Check Nbr: 620692</b>					
1408	1/28/2025	D. Fox Card	518.69	0.00	518.69

**Payables Prepay Report**  
**2-13-2025 Board Pay**

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
4288	1/28/2025	S. Butkovich Card	319.13	0.00	319.13
5602	1/28/2028	K. Harrier Card	449.90	0.00	449.90
8324	1/28/2025	R. Hilmer Card	275.00	0.00	275.00
<b>Check Totals:</b>			<b>1,562.72</b>	<b>0.00</b>	<b>1,562.72</b>
<b>Vendor: GAYLORDM: Gaylord Machine &amp; Fabrication, LLC</b>					
<b>Check Nbr: 620693</b>					
1286-16212	1/29/2025	Plow Tubing	87.70	0.00	87.70
<b>Check Totals:</b>			<b>87.70</b>	<b>0.00</b>	<b>87.70</b>
<b>Vendor: GFLNA1: GFL Environmental</b>					
<b>Check Nbr: 620695</b>					
LQ02622544	1/10/2025	Waste Water Disposal	1,776.00	0.00	1,776.00
LQ02629816	1/16/2025	Waste Water Disposal	1,776.00	0.00	1,776.00
LQ02636184	1/22/2025	Water Test	446.60	0.00	446.60
LQ02639509	1/23/2025	Waste Water Disposal	1,785.00	0.00	1,785.00
LQ02646280	1/28/2025	Waste Water Disposal	1,779.00	0.00	1,779.00
LQ02653139	1/31/2025	Waste Water Disposal	1,779.00	0.00	1,779.00
LQ02663992	2/7/2025	Waste Water Disposal	1,779.00	0.00	1,779.00
<b>Check Totals:</b>			<b>11,120.60</b>	<b>0.00</b>	<b>11,120.60</b>
<b>Vendor: GRANDT: Grand Traverse Mobile Communications</b>					
<b>Check Nbr: 620696</b>					
61278	1/9/2025	Radio Install	719.65	0.00	719.65
<b>Check Totals:</b>			<b>719.65</b>	<b>0.00</b>	<b>719.65</b>
<b>Vendor: JOHNSONO: Johnson Oil Company</b>					
<b>Check Nbr: 620697</b>					
CP-012045	1/31/2025	Fuel	82,044.47	0.00	82,044.47
<b>Check Totals:</b>			<b>82,044.47</b>	<b>0.00</b>	<b>82,044.47</b>
<b>Vendor: KIMBALL: Kimball-Midwest</b>					
<b>Check Nbr: 620698</b>					
103020487	1/30/2025	Shop Tools	91.93	0.00	91.93
<b>Check Totals:</b>			<b>91.93</b>	<b>0.00</b>	<b>91.93</b>
<b>Vendor: LAWSONPR: Lawson Products, Inc.</b>					
<b>Check Nbr: 620699</b>					
9312151097	1/16/2025	Hyd Fittings, Paint Markers	704.27	0.00	704.27
9312184810	1/29/2025	Hyd Fittings, Plow Pins	327.60	0.00	327.60
9312202154	2/4/2025	Hyd Fittings	602.15	0.00	602.15
9312209637	2/6/2025	Nitrile Gloves	57.60	0.00	57.60
<b>Check Totals:</b>			<b>1,691.62</b>	<b>0.00</b>	<b>1,691.62</b>
<b>Vendor: MARCOR: Marcor Technologies, LLC</b>					
<b>Check Nbr: 620700</b>					
61091	1/23/2025	Office 365 Annual Subscription	864.00	0.00	864.00
<b>Check Totals:</b>			<b>864.00</b>	<b>0.00</b>	<b>864.00</b>
<b>Vendor: MATCO: Matco Tools</b>					
<b>Check Nbr: 620701</b>					
69787	1/27/2025	Impact Gun, Blade Rack	809.90	0.00	809.90
<b>Check Totals:</b>			<b>809.90</b>	<b>0.00</b>	<b>809.90</b>

**Payables Prepay Report**  
2-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Vendor: MEEKHO: Meekhof Tire Sales &amp; Service</b>					
<b>Check Nbr: 620702</b>					
25-0341646-091	1/27/2025	Tires	1,057.12	0.00	1,057.12
<b>Check Totals:</b>			<b>1,057.12</b>	<b>0.00</b>	<b>1,057.12</b>
<b>Vendor: MIDNORTH: MID-North Printing, Inc.</b>					
<b>Check Nbr: 620703</b>					
90592	12/26/2024	J. Camiller Business Cards	34.00	0.00	34.00
<b>Check Totals:</b>			<b>34.00</b>	<b>0.00</b>	<b>34.00</b>
<b>Vendor: MIDSTATE: Mid-States Bolt &amp; Screw Co.</b>					
<b>Check Nbr: 620704</b>					
32807947	1/30/2025	Nuts, Bolts	8.21	0.00	8.21
32807954	1/30/2025	Plow Bolts	150.97	0.00	150.97
32807958	1/30/2025	Bolts	112.37	0.00	112.37
32808020	1/30/2025	Lock Nuts	27.77	0.00	27.77
32811273	2/5/2025	Bin Stock	158.30	0.00	158.30
32813341	2/8/2025	Bin Stock	55.61	0.00	55.61
<b>Check Totals:</b>			<b>513.23</b>	<b>0.00</b>	<b>513.23</b>
<b>Vendor: MIKENWOR: Michigan Kenworth, LLC</b>					
<b>Check Nbr: 620706</b>					
022P187680	1/10/2025	Core Return	-725.00	0.00	-725.00
022P187819	1/15/2025	Alternator	217.76	0.00	217.76
022P188332	2/3/2025	Water Pump	514.27	0.00	514.27
022P188373	2/3/2025	Exhaust Clamp	66.51	0.00	66.51
022P188421	2/4/2025	Antenna, Water Pump Return	-20.17	0.00	-20.17
022P188476	2/6/2025	Exhaust Clamps	136.76	0.00	136.76
022P188554	2/7/2025	Filters	440.58	0.00	440.58
<b>Check Totals:</b>			<b>630.71</b>	<b>0.00</b>	<b>630.71</b>
<b>Vendor: NORTHERN: Northern Energy, Inc.</b>					
<b>Check Nbr: 620708</b>					
103090	1/24/2025	Hyd Oil	1,678.40	0.00	1,678.40
103442	1/15/2025	DEF	659.61	0.00	659.61
104309	2/4/2025	DEF	863.73	0.00	863.73
105256	1/21/2025	Engine Oil	8,100.00	0.00	8,100.00
105426	1/13/2025	Eng. Oil, Wash. Solvent	140.70	0.00	140.70
105868	1/21/2025	Engine Oil	146.80	0.00	146.80
105905	1/22/2025	Anti-Freeze, Washer Solvent	204.64	0.00	204.64
<b>Check Totals:</b>			<b>11,793.88</b>	<b>0.00</b>	<b>11,793.88</b>
<b>Vendor: OCRC: Otsego County Road Commission</b>					
<b>Check Nbr: 620709</b>					
1/28/25-2/3/25	2/2/2025	HRA Reimbursement	53.65	0.00	53.65
<b>Check Totals:</b>			<b>53.65</b>	<b>0.00</b>	<b>53.65</b>
<b>Vendor: ROADWARR: Road Warrior Truck Driving School</b>					
<b>Check Nbr: 620710</b>					
1603	1/7/2025	Training	380.00	0.00	380.00
<b>Check Totals:</b>			<b>380.00</b>	<b>0.00</b>	<b>380.00</b>



**Payables Prepay Report**  
**2-13-2025 Board Pay**

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Vendor: RONAUT: RONS AUTO &amp; WRECKER</b>					
<b>Check Nbr: 620711</b>					
158051	1/13/2025	Heavy Duty Towing	323.00	0.00	323.00
<b>Check Totals:</b>			<b>323.00</b>	<b>0.00</b>	<b>323.00</b>
<b>Vendor: SCIBRA: SCIENTIFIC BRAKE &amp; EQUIP.</b>					
<b>Check Nbr: 620715</b>					
0202134789	1/8/2025	Pickup Truck Plow	1,255.71	0.00	1,255.71
0202135170	1/13/2025	Oil Seal	163.02	0.00	163.02
0202135656	2/5/2025	LED Work Light	103.86	0.00	103.86
0202135873	1/10/2025	Mirror, Governor	35.98	0.00	35.98
0202135893	1/16/2025	Air Fittings	42.35	0.00	42.35
0202135982	1/14/2025	Exhaust Flange, Hose Wrap	79.72	0.00	79.72
0202135995	1/14/2025	Brakes	2,225.48	0.00	2,225.48
0202136041	1/14/2025	Brakes	563.73	0.00	563.73
0202136059	1/17/2025	Brake Parts	1,129.01	0.00	1,129.01
0202136072	1/14/2025	Core Return	-439.92	0.00	-439.92
0202136167	1/16/2025	Air Fitting, Hoses, Lights	213.49	0.00	213.49
0202136194	1/16/2025	Light Pigtail	14.90	0.00	14.90
0202136204	1/22/2025	Wire Harness	39.90	0.00	39.90
0202136316	1/17/2025	Core Return	-123.20	0.00	-123.20
0202136320	1/22/2025	Flare Holders	129.32	0.00	129.32
0202136375	1/20/2025	Brake Parts, Mirror	221.80	0.00	221.80
0202136379	1/27/2025	Air Hoses	41.82	0.00	41.82
0202136472	1/22/2025	Brake Parts	321.89	0.00	321.89
0202136513	1/28/2025	Air Fittings	57.09	0.00	57.09
0202136591	1/23/2025	Brake Parts	1,135.57	0.00	1,135.57
0202136910	1/29/2025	Core Credit	-92.40	0.00	-92.40
0202137198	2/4/2025	Mud Flaps, Lights	102.11	0.00	102.11
0202137377	2/6/2025	Air Dry Parts, Clamps, Hose	322.17	0.00	322.17
<b>Check Totals:</b>			<b>7,543.40</b>	<b>0.00</b>	<b>7,543.40</b>
<b>Vendor: SHINECLE: Shine Cleaning Service Inc.</b>					
<b>Check Nbr: 620716</b>					
1022	2/1/2025	Rest Area Cleaning	11,479.14	0.00	11,479.14
<b>Check Totals:</b>			<b>11,479.14</b>	<b>0.00</b>	<b>11,479.14</b>
<b>Vendor: STAPLES: Staples</b>					
<b>Check Nbr: 620717</b>					
7003675275	1/11/2025	Office Supply	156.93	0.00	156.93
7003820684	1/24/2025	Office Supply	42.54	0.00	42.54
<b>Check Totals:</b>			<b>199.47</b>	<b>0.00</b>	<b>199.47</b>
<b>Vendor: STOOPS: Stoops Freightliner Western Star</b>					
<b>Check Nbr: 620721</b>					
X316015185:02	1/9/2025	Brake, S Cam Tubes	1,503.49	0.00	1,503.49
X316016516:01	2/3/2025	Air Bags	552.44	0.00	552.44
X316017000:01	1/9/2025	DEF Harness	83.78	0.00	83.78
X316017177:01	1/9/2025	Exhaust Parts	199.89	0.00	199.89
X316017177:02	1/9/2025	Exhaust Clamps	66.96	0.00	66.96

**Payables Prepay Report**  
**2-13-2025 Board Pay**

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
X316017177:03	1/13/2025	Exhaust Pipe	121.62	0.00	121.62
X316017177:04	1/13/2025	Coolant Tube	162.25	0.00	162.25
X316017263:01	1/13/2025	Batteries, Valves	1,630.46	0.00	1,630.46
X316017304:01	1/15/2025	Exhaust Pipe	106.62	0.00	106.62
X316017364:01	1/20/2025	Clamp Kit	56.80	0.00	56.80
X316017404:01	1/20/2025	Air Horn	76.93	0.00	76.93
X316017432:01	1/20/2025	Batteries	660.72	0.00	660.72
X316017503:01	1/20/2025	Core Return	-202.50	0.00	-202.50
X316017533:01	1/23/2025	Air Dryer Parts	627.21	0.00	627.21
X316017534:01	1/23/2025	Batteries	571.80	0.00	571.80
X316017552:01	1/23/2025	Door Handle	24.19	0.00	24.19
X316017566:01	1/22/2025	Battery Return	-202.50	0.00	-202.50
X316017603:01	1/27/2025	Dust Shield	52.36	0.00	52.36
X316017652:01	1/30/2025	Clutch Parts	958.88	0.00	958.88
X316017713:01	1/27/2025	Battery Return	-571.80	0.00	-571.80
X316017714:01	1/27/2025	Battery	673.05	0.00	673.05
<b>Check Totals:</b>			<b>7,152.65</b>	<b>0.00</b>	<b>7,152.65</b>
<b>Vendor: TEDFES: TED FESTERLING LLC</b>					
<b>Check Nbr: 620722</b>					
11434	1/27/2025	Hyd Cylinders	1,589.46	0.00	1,589.46
11438	1/27/2025	Sander Couplers	391.26	0.00	391.26
11461	2/6/2025	Sander/Blade Parts	983.98	0.00	983.98
<b>Check Totals:</b>			<b>2,964.70</b>	<b>0.00</b>	<b>2,964.70</b>
<b>Vendor: TRUTRA: TRUCK &amp; TRAILER SPECIALTIES</b>					
<b>Check Nbr: 620724</b>					
BSO025977	1/23/2025	Plow Lights	2,052.92	0.00	2,052.92
BSO025986	1/14/2025	Tow Straps	6,726.40	0.00	6,726.40
BSO026098	1/23/2025	Blade O-Rings	58.32	0.00	58.32
BSO026311	1/23/2025	Electric Switch	204.93	0.00	204.93
BSO026422	1/23/2025	Wing Cylinder, Shoe	2,691.36	0.00	2,691.36
BSO026434	1/23/2025	Blade Gauge Lights	98.34	0.00	98.34
BSO026463	2/7/2025	Wing Bracket	763.19	0.00	763.19
BSO026579	2/7/2025	Brackets, Lights	699.77	0.00	699.77
BSO026688	2/7/2025	Wing Parts, Hyd Couplers	1,591.78	0.00	1,591.78
<b>Check Totals:</b>			<b>14,887.01</b>	<b>0.00</b>	<b>14,887.01</b>
<b>Vendor: USBANK: US Bank Equipment Finance</b>					
<b>Check Nbr: 620725</b>					
547984807	1/30/2025	Copier	243.75	0.00	243.75
<b>Check Totals:</b>			<b>243.75</b>	<b>0.00</b>	<b>243.75</b>
<b>Vendor: VALTRU: VALLEY TRUCK PARTS, INC.</b>					
<b>Check Nbr: 620726</b>					
3-1227338	1/14/2025	Clutch	950.34	0.00	950.34
3-1227343	1/14/2025	Trans. Shaft	274.87	0.00	274.87
<b>Check Totals:</b>			<b>1,225.21</b>	<b>0.00</b>	<b>1,225.21</b>

**Payables Prepay Report**  
2-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
<b>Vendor: VESOIL: VESCO OIL CORPORATION</b>					
<b>Check Nbr: 620727</b>					
5710608-00	1/31/2025	Parts Washer Fluid	101.25	0.00	101.25
<b>Check Totals:</b>			<b>101.25</b>	<b>0.00</b>	<b>101.25</b>
<b>Vendor: VISUALED: Visual Edge IT, Inc</b>					
<b>Check Nbr: 620728</b>					
24AR2404941	1/30/2025	Copier	3.14	0.00	3.14
<b>Check Totals:</b>			<b>3.14</b>	<b>0.00</b>	<b>3.14</b>
<b>Vendor: WELLERTR: Weller Truck Parts</b>					
<b>Check Nbr: 620729</b>					
403406735	2/5/2025	Differentials	11,976.10	0.00	11,976.10
<b>Check Totals:</b>			<b>11,976.10</b>	<b>0.00</b>	<b>11,976.10</b>
<b>Vendor: WILAUT: WILBER AUTOMOTIVE</b>					
<b>Check Nbr: 620730</b>					
347652	1/2/2025	Core Return	-18.00	0.00	-18.00
348976	1/17/2025	Grease, Fuse, Oil	57.71	0.00	57.71
348977	1/17/2025	Barrel Dolly	180.31	0.00	180.31
<b>Check Totals:</b>			<b>220.02</b>	<b>0.00</b>	<b>220.02</b>
<b>Vendor: ZAREQU: ZAREMBA EQUIPMENT, INC.</b>					
<b>Check Nbr: 620731</b>					
192725S	1/16/2025	Switch, Cable	96.21	0.00	96.21
193041S	1/29/2025	Box Battery Tray	563.37	0.00	563.37
193308S	2/6/2025	Shop Parts Software	1,540.00	0.00	1,540.00
<b>Check Totals:</b>			<b>2,199.58</b>	<b>0.00</b>	<b>2,199.58</b>
<b>Check Grand Totals:</b>			<b>47 Checks</b>	<b>185,839.36</b>	<b>185,839.36</b>
<b>Grand Totals:</b>			<b>48 EFTP Vendors/Checks</b>	<b>262,130.60</b>	<b>262,130.60</b>

## Accounts Payable Check Register

Low And High Check Date: 01/01/2025 - 01/31/2025  
 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	01/27/2025	Merchants Fleet	11.50
EFTP	01/09/2025	MERS of Michigan	70,930.44
EFTP	01/27/2025	State of Michigan UIA	3,413.66
<b>Electronic Funds Transfer Payments Totals:</b>		<b>3 Payments Listed</b>	<b>74,355.60</b>
<b>Regular Checks Payments</b>			
620581	01/09/2025	Ace-Tex Enterprises. Inc.	1,881.42
620582	01/09/2025	Advance Electric	227.13
620583	01/09/2025	Alma Tire Service, Inc.	151.54
620584	01/09/2025	Auto Value of Gaylord	66.58
620585	01/09/2025	AutoZone, Inc.	69.90
620586	01/09/2025	BBC Distributing	172.83
620587	01/09/2025	Black River Auto Glass	790.00
620588	01/09/2025	Cintas Corporation #729	426.36
620589	01/09/2025	Consumers Energy	46.93
620590	01/09/2025	Dornbos Sign, Inc.	641.53
620591	01/09/2025	Electrical Terminal Service, Inc.	563.10
620592	01/09/2025	ELMIRA OCCUPATIONAL HEALTH & MEDICINE	100.00
620593	01/09/2025	Federal Fluid Power, Inc.	300.59
620594	01/09/2025	First National Bank of Omaha	981.81
620595	01/09/2025	Gaylord Machine & Fabrication, LLC	2,190.94
620596	01/09/2025	GFL Environmental	0.00
620597	01/09/2025	GFL Environmental	5,315.25
620598	01/09/2025	Huron Engineering and Surveying, Inc.	8,999.25
620599	01/09/2025	Exit 76 Corporation	74,452.88
620600	01/09/2025	K & K Systems, Inc.	1,239.42
620601	01/09/2025	Marcor Technologies, LLC	148.92
620602	01/09/2025	Matco Tools	85.80
620603	01/09/2025	Michigan CAT	552.95
620604 *	01/09/2025	Mid-States Bolt & Screw Co.	(368.28)
620605 *	01/09/2025	Mid-States Bolt & Screw Co.	503.84
* Totals For Multi Part Check Nbr: 620605:			135.56
620606	01/09/2025	Michigan Kenworth, LLC	1,174.89
620607	01/09/2025	NORTHERN PUMP SERVICE, INC.	671.50
620608	01/09/2025	Northern Energy, Inc.	2,334.61
620609	01/09/2025	Otsego County Road Commission	846.49
620610	01/09/2025	OMS Compliance Services	2,165.80
620611	01/09/2025	PURITY CYLINDER GASES, INC.	244.60
620612	01/09/2025	Reedsburg Hardware Company	1,491.16
620613	01/09/2025	ROWLEYS WHOLESALE	621.97
620614 *	01/09/2025	SCIENTIFIC BRAKE & EQUIP.	1,312.30
620615 *	01/09/2025	SCIENTIFIC BRAKE & EQUIP.	1,800.69
620616 *	01/09/2025	SCIENTIFIC BRAKE & EQUIP.	70.31
* Totals For Multi Part Check Nbr: 620616:			3,183.30

Check Nbr	Check Date	Vendor Name	Net Amount
620617	01/09/2025	Shine Cleaning Service Inc.	11,479.14
620618	01/09/2025	Steven Mench	150.00
620619 *	01/09/2025	Stoops Freightliner Western Star	6,178.37
620620 *	01/09/2025	Stoops Freightliner Western Star	2,537.92
620621 *	01/09/2025	Stoops Freightliner Western Star	641.29
* Totals For Multi Part Check Nbr: 620621:			9,357.58
620622	01/09/2025	TED FESTERLING LLC	6,525.18
620623	01/09/2025	Top Notch Tree Care LLC	24,800.00
620624	01/09/2025	TRUCK & TRAILER SPECIALTIES	4,071.07
620625	01/09/2025	US Bank Equipment Finance	324.03
620626	01/09/2025	VALLEY TRUCK PARTS, INC.	3,288.77
620627	01/09/2025	WILBER AUTOMOTIVE	71.08
620628	01/09/2025	GFL Environmental	1,947.00
620629	01/27/2025	Alan Boughner	300.00
620630	01/27/2025	Alerus Financial	7,673.51
620631	01/27/2025	Alexis Alexander	300.00
620632	01/27/2025	Andrew Mathers	300.00
620633	01/27/2025	AT&T Mobility	242.20
620634	01/27/2025	Blue Care Network of MI	57,331.85
620635	01/27/2025	Ben Tracey	1,000.00
620636	01/27/2025	Burnham & Flower	255.00
620637	01/27/2025	Caleb Joyce	300.00
620638	01/27/2025	Cary Boettner	1,000.00
620639	01/27/2025	Charter Communications	379.04
620640	01/27/2025	City of Gaylord	61.25
620641	01/27/2025	Patrick Coady	300.00
620642	01/27/2025	Cody Garlock	300.00
620643	01/27/2025	Cogitate, Inc.	8,738.00
620644	01/27/2025	Consumers Energy	2,341.75
620645	01/27/2025	Delta Dental	3,569.12
620646	01/27/2025	Dennis Mitchell	300.00
620647	01/27/2025	DTE Energy	5,629.46
620648	01/27/2025	GFL Environmental	364.30
620649	01/27/2025	Great Lakes Energy	46.93
620650	01/27/2025	Robert Hendrick	1,000.00
620651	01/27/2025	Henn Lesperance PLC	113.00
620652	01/27/2025	Humana Insurance Co.	10,537.52
620653	01/27/2025	Jim Wiley	300.00
620654	01/27/2025	Joe Kucharek	1,000.00
620655	01/27/2025	Zachary Johnson	300.00
620656	01/27/2025	Justin Hinton	300.00
620657	01/27/2025	Justin Huff	300.00
620658	01/27/2025	Logan Ford	300.00
620659	01/27/2025	Mid-States Bolt & Screw Co.	922.03
620660	01/27/2025	Michael Mayle	300.00
620661	01/27/2025	Mutual of Omaha	3,373.33

Check Nbr	Check Date	Vendor Name	Net Amount
620662	01/27/2025	JOSEPH MYERS	300.00
620663	01/27/2025	Otsego County Road Commission	9,098.34
620664	01/27/2025	Charles Pettis	300.00
620665	01/27/2025	Luke Prusakiewicz	300.00
620666	01/27/2025	Robert Falkenhagen	300.00
620667	01/27/2025	DENNIS SEWELL	300.00
620668	01/27/2025	Stanley Kwapis	300.00
620669	01/27/2025	State of Michigan MDOT	51,518.00
620670	01/27/2025	Billy Stiles	300.00
620671	01/27/2025	Stoops Freightliner Western Star	682,820.00
620672	01/27/2025	Thomas Coughlin, Jr.	300.00
620673	01/27/2025	Dave Wcisel	300.00
Regular Checks Payments Totals:		93 Payments Listed	1,029,903.49
All Payments Grand Totals:		96 Payments Listed	1,104,259.09

Payment Totals By Fund:

Fund	Net Amount
201	1,104,259.09
Grand Totals	1,104,259.09



## **Otsego County Road Commission Agenda Item Report**

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. A  
**SUBJECT:** Earned Sick Time Act (ESTA) Update

### **DESCRIPTION**

The purpose of this agenda item is to update the Board on Michigan's Earned Sick Time Act ("ESTA") which is set to take effect on February 21, 2025. The Michigan Supreme Court ("Court") ruled July 31, 2024 that two 2018 ballot initiatives to increase the state's minimum wage and mandate paid sick leave requirements for employers should be put into effect, despite never being voted on by the people, saying the strategy the Michigan Legislature used to adopt alternative legislation violated the Michigan Constitution.

The Michigan House passed bipartisan, commonsense changes to ESTA (House Bills 4002) Jan. 23. The fate of these issues now rests in the Senate's hands. It remains unclear when the committee may take a vote on ESTA and whether the vote will be on the Senate version (SB 15) or an amended version of House Bill 4002.

The OCRC has two classifications of employees, union and non-union. Per section 408.972 of ESTA, if a collective bargaining agreement in effect on the effective date of the Act (February 21), the Act applies beginning on the stated expiration date in the collective bargaining agreement which would be December 31, 2026. However, for non-union employees (administrative, part-time, seasonal etc.) the OCRC would need to comply with the ACT starting February 21 or be in violation of the law.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

N/A



# Michigan Department of Labor & Economic Opportunity

Wage and Hour Division

PO Box 30476

Lansing, MI 48909-7976

REQUIRED POSTER



GRETCHEN WHITMER  
GOVERNOR

SUSAN CORBIN  
DIRECTOR

## GENERAL REQUIREMENTS – EARNED SICK TIME ACT\*

Your employer's 'year' for the purposes of the Earned Sick Time Act is: \_\_\_\_\_

### Earned Sick Time Accrual

Number of Employees	Minimum Accrual	Minimum Paid Sick Time	Unpaid Sick Time
Less than 10 employees	1 hour for every 30 hours	40 hours in a year	32 hours (if more than 40 accrued)
10 or more employees	1 hour for every 30 hours	72 hours in a year	

- Earned sick time shall carry over from year to year, a business with less than 10 employees is not required to permit an employee to use more than 40 hours of paid earned sick time and 32 hours of unpaid earned sick time in a single year, employers with 10 or more employees are not required to permit an employee to use more than 72 hours of paid earned sick time in a single year.
- Earned sick time shall begin to accrue on the effective date of this law, or upon commencement of the employee's employment, whichever is later.
- An employee may use accrued earned sick time as it is accrued.
- An employer is in compliance with the act if it provides any paid leave in at least the same amounts as that provided under this act that may be used for the same purposes and under the same conditions provided in this act and that is accrued at a rate equal to or greater than the rate described in subsections (1) and (2) of Section 3 of the act. Paid leave includes, but is not limited to, paid vacation days, personal days, and paid time off.

### Earned Sick Time Uses

An employer shall permit an employee to use the earned sick time accrued for any of the following:

- The employee's or the employee's family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee.
- If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
- For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or
- For closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease.
- An employer shall not require an employee to search for or secure a replacement worker as a condition for using earned sick time.

### Exercise of Rights

- An employer or any other person shall not interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right protected under this act.
- An employer shall not take retaliatory personnel action or discriminate against an employee because the employee has exercised a right protected under this act. "Retaliatory personnel action" means any of the following:
  - Denial of any right guaranteed under this act.
  - A threat, discharge, suspension, demotion, reduction of hours, or other adverse action against an employee or former employee for exercise of a right guaranteed under this act.
  - Sanctions against an employee who is a recipient of public benefits for exercise of a right guaranteed under this act.
  - Interference with, or punishment for, an individual's participation in any manner in an investigation, proceeding, or hearing under this act.
- An employer's absence control policy shall not treat earned sick time taken under this act as an absence that may lead to or result in retaliatory personnel action.

### Complaint Filing

An employee affected by an alleged violation, at any time within 3 years after the alleged violation or the date when the employee knew of the alleged violation, whichever is later, may do any of the following:

- Bring a civil action for appropriate relief, including, but not limited to, payment for used earned sick time; rehiring or reinstatement to the employee's previous job; payment of back wages; reestablishment of employee benefits to which the employee otherwise would have been eligible if the employee had not been subjected to retaliatory personnel action or discrimination; and an equal additional amount as liquidated damages together with costs and reasonable attorney fees as the court allows.
- File a claim with the department, which shall investigate the claim. Filing a claim with the department is neither a prerequisite nor a bar to bringing a civil action.

\*For precise language of the statute, see Public Act 338 of 2018, as amended

Auxiliary aids, services and other reasonable accommodations are available, upon request, to individuals with disabilities.

[www.michigan.gov/wagehour](http://www.michigan.gov/wagehour) • Toll Free 1-855-4MI-WAGE (1-855-464-9243)

WHD 9911 (Revised 8/22/2024)





## Otsego County Road Commission Agenda Item Report

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**FROM:** Kirk Harrier, Managing Director  
David Fox, Facilities/Equipment Supervisor

**MEETING DATE:** February 13, 2025

**AGENDA ITEM:** 8. B

**SUBJECT:** Arrow Board Review

### **DESCRIPTION**

The Road Commission Board has expressed interest in staff exploring options for vehicle "pickup truck" mounted arrow boards to be used in road maintenance mobile operations such as shoulder restoration and crack sealing. Staff investigated various mounting options that would be permanently mounted in the bed of a pickup truck as well as hitch mounted designs. Staff will report to the Board at the February 13 meeting regarding their findings and recommendation.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

N/A

OPTION #1



## Vehicle Mount Silhouette Arrow Board Model # AV143055

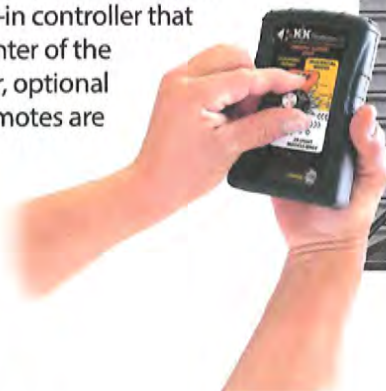


### Features

- ▶ 14 Super Bright LED Lamps
- ▶ Arrow Board Meets MUTCD
- ▶ Photocell for Auto Dimming
- ▶ Easy to Operate & Maintain
- ▶ Powder Coat Paint
- ▶ 360 Degree LED Visors
- ▶ 8 Function Control Arrow Board
- ▶ 30-40 Flash Rate
- ▶ Durable Finish Resist the Elements
- ▶ Lightweight Design
- ▶ Designed to be Vehicle-Mounted
- ▶ 90 Degree Rotation to Reduce Wind Resistance When Traveling

### Optional Remote Available

The K&K Vehicle Mounted Arrow Board has a standard built-in controller that is located on the center of the panel face. However, optional wireless or wired remotes are available for easy operation and mode selection.



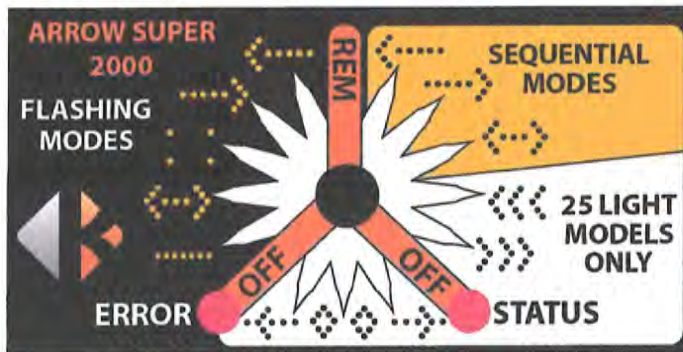
888.414.3003 toll-free • 662.566.2025 phone • 662.566.7123 fax  
www.k-systems.com • sales@k-systems.com





# Vehicle Mount Arrow Board - Specifications

Model # AV143055



## Controller

**Battery Status Indicator Light:** Indicates if solar is charging and progress. Multi-color LED indicates the battery condition (low, fair, or good).

**Error LED:** Indicates low voltage disconnect, low voltage disconnect 2, or over voltage condition

**Mode Selector:** Capable of 8 modes in 14 lamp configuration

## Sign Display

**Construction:** Height: 30"

**Length:** 55"

**Width:** 3 3/8"

**Material:**

- .080 Aluminum frame 30"x55" w/ (2) 47 3/4" cross members
- Three Millimeter Aluminum front panel 30"x55"
- Three Millimeter Aluminum back panel 30"x55"

**Salt Spray Fog:** 1,000 hours

**UV Resistance:** 500 hours

**LED bulbs:** (14) yellow/amber Par 46 LED's with 360° high impact plastic visor. Push on type connectors to prevent separation due to vibration during travel and operation.

## Options

- ▶ Three small amber indicator lights added to the back of display.
- ▶ Convert Vehicle Mounted Arrow Boards to AC by adding 20W power supply (includes wiring).
- ▶ Upgrade to 25' data cable.
- ▶ Upgrade to 40' data cable.
- ▶ Upgrade to 60' data cable.
- ▶ Hitch mount.
- ▶ Low profile mount.
- ▶ Over cab mount.
- ▶ Tailgate mount.
- ▶ 90 degree manual raise/lower.
- ▶ 90 degree auto raise/lower.
- ▶ 180 degree manual raise/lower.
- ▶ 180 degree auto raise/lower.
- ▶ Leg extensions for 90 and 180 degree mounts.
- ▶ Leg extensions for low profile mount.
- ▶ Two-tube frame for rail mount.



888.414.3003 toll-free • 662.566.2025 phone • 662.566.7123 fax  
www.k-systems.com • sales@k-systems.com

## **ARROW BOARD – TAIL GATE HITCH MOUNT with REMOTE**

### **AV143055**

Vehicle Mount 14 Lamp par 46 (LED) Arrow Board.

Sign dimensions are 30 x 56 in the shape of an arrow, all aluminum fabrication with black powder coat finish to give smooth look. Also comes with 360 degree visors, and built-in controller.

### **AB-M-HMLPS**

Hitch mount low profile assembly. Recommended for AV143055 board. (Board must not cover tail lights)  
(Requires 2PIN connector-2pin flat power connector that plugs into trailer connector. SOLD SEPERATELY.)

### **AS2000-BTKIT**

Wireless handheld controller for AS2000 only that has Bluetooth. Includes BT Host (AS2000-BT-HOST)

### **2PIN**

2 pin flat power connector (plugs into trailer connector)

## David Fox

---

**From:** Dan Novak <DNovak@aisequip.com>  
**Sent:** Wednesday, January 22, 2025 10:57 AM  
**To:** David Fox  
**Subject:** RE: K&K arrow boards  
**Attachments:** HITCH MOUNT TAILGATE with REMOTE.docx; TRUCK BED MOUNT TRUWIRELESS SPECS.docx

Hello Dave,

Two options – specs attached for the items priced below.

The TRUWIRELESS – truck bed mount with 32x60” board  
This one comes with batteries and solar panel  
Delivered to Gaylord \$4,488

The SILHOUETTE model is behind tailgate design – HITCH MOUNT  
This one runs off the truck plug  
I have added wireless controller  
Delivered to Gaylord \$3,390

I’m coming thru Gaylord today and will drop in to see if you have any questions

Let me know if anything else is needed

**From:** David Fox <foxd@ocrc-mi.org>  
**Sent:** Wednesday, January 22, 2025 6:52 AM  
**To:** Dan Novak <DNovak@aisequip.com>  
**Subject:** RE: K&K arrow boards

Thanks Dan these are perfect  
Please get me a quote for all 3 options with remotes

Thanks,

David Fox  
Equipment/Facilities Supervisor  
Otsego County Road Commission  
Office (989) 732-2012  
Cell (989) 350-6448  
[foxd@ocrc-mi.org](mailto:foxd@ocrc-mi.org)



OPTION #2

**K&K Systems, inc.**  
**TRUWIRELESS**  
**MOUNT & GO VEHICLE ARROW BOARD**

*The Industry's First Completely Wireless Arrow Board*



There are many reasons our design team developed the TruWireless Arrow Board. Your safety and convenience is always at the top of our list. TruWireless literally lets you **Mount & Go**. We combined solar power and wireless connectivity for a completely wireless design eliminating all wiring that runs to the vehicle. TruWireless is available in all of our standard arrow board sizes. For your next purchase, choose **TRUWIRELESS**.



# K&K Systems, inc.

## TRUWIRELESS

### MOUNT & GO VEHICLE ARROW BOARD

**Mount TruWireless to your vehicle and you're set to go.** The unit automatically powers on raising the display when you select an arrow mode on the wireless remote. Select OFF mode to lower the panel. It's that easy. TruWireless uses solar energy stored in maintenance-free batteries concealed within the arrow board display making TruWireless an all-in-one unit that can be easily mounted, removed, and remounted to a different vehicle quickly.

Solar panels provide power without the need of the vehicle's battery. K&K solar panels utilize the most up-to-date solar technology and electronics to maintain power levels through rain, sleet, heavy snow or strong winds. A built-in blocking diode prevents the reverse flow of electricity. The solar panel's heavy-duty aluminum frame makes it weather resistant.

TruWireless uses our wireless remote controller not only allows you to select from several arrow patterns, but also provides information for battery status and condition, solar charging and progress, and errors. The Mode Selector is capable of 8 arrow patterns for 15 lamp models or 13 patterns for 25 light models that are set by simply turning the switch.



#### FEATURES

- ▶ Easy installation - Mount and Go design
- ▶ Low profile mount for less wind drag when not in use
- ▶ Remote Controller works up to 700 ft.
- ▶ On-board controller for operation without remote
- ▶ Low energy consuming LEDs with max light output
- ▶ Photocell for auto dimming
- ▶ Easy operation - 8 or 13 arrow patterns
- ▶ Durable powder coat finish
- ▶ 360° LED visors
- ▶ Meets MUTCD

Actuator auto raises with power ON and lowers with power OFF

Cushioned supports

Photocell for auto-dimming



Battery access panels

Two 10 watt solar panels charge the unit in use and in transit



Low Profile Mount



Shown with over the cab mount leg extensions

## **TRUCK BED MOUNT - TRUWIRELESS SPECS**

### **AV153060**

Vehicle Mount 15 Lamp par 46 (LED) Arrow Board.

Sign dimensions are 32" x 60" all aluminum fabrication with black powder coat finish to give smooth look. Also comes with 360 degree visors, controller, and built-in controller.

### **AS2000-TWKIT**

TruWireless. Consists of: AS2000-BTKIT; 18A 12V battery; two 10 watt solar panel kits; access door.

### **AB-M-LP-A**

Mount - low profile. Auto raise/lower, 12V linear actuator with built-in limit switches and 6" stroke.  
(single actuator)

### **AB-M-VTTM**

Two (2) tubes for rail mount. (Includes 4 bolts, 4 washers, and lock nuts)



## David Fox

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**From:** Dan Novak <DNovak@aisequip.com>  
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David Fox  
Equipment/Facilities Supervisor  
Otsego County Road Commission  
Office (989) 732-2012  
Cell (989) 350-6448  
[foxd@ocrc-mi.org](mailto:foxd@ocrc-mi.org)



## **Otsego County Road Commission Agenda Item Report**

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. C  
**SUBJECT:** Cell Tower Lease Review (Site No. 50042)

### **DESCRIPTION**

The OCRC owns a gravel pit off of Old State Road in Otsego Lake Township that has a cell phone tower lease on the property, implemented back in 1999 by a previous road commission board. Below are the current terms of the lease. Each extension and rent are already locked in by the terms of the 1999 agreement, so lease is in place until 2049.

Initial term--May 19,1999 to May 18, 2009 (Annual rent \$6,000) 1st term--May 19,2009 to May 18, 2019 (Annual rent \$6,900) 2nd term--May 19,2019 to May 18, 2029 (Annual rent \$7,935) 3rd term--May 19,2029 to May 18, 2039 (Annual rent \$9,125.25) 4th term--May 19,2039 to May 18, 2049 (Annual rent \$10,494.04).

We are currently in the 2nd term of the 1999 lease agreement. The OCRC was contacted by the company that manages the lease, and they asked if the OCRC would consider the following options below. When asked why they wanted to discuss extending the lease now since the current lease terms don't expire until 2049, their response is that cell phone companies like to have long term plans locked in for planning their networks to ensure they have coverage they need.

#### Option 1 (Lease Extension)

- \* A one-time signing bonus of \$15,000
- \* Extend current lease for 4 additional 10-year terms (new expiration date of 08/31/2089)
- \* Current Rent to remain the same and would continue to escalate by 15% per term (every 10 years) throughout the extension.
- \* Adding right of first refusal

#### Option 2 (Perpetual Easement)

- \* One-time payment of \$60,800

### **LEGAL REVIEW**

If the Board is interested in extending the current lease, the OCRC should seek legal review from a firm that specializes or has experience in cell tower leases.

### **SAMPLE MOTION**

N/A

## **OPTION AND LEASE AGREEMENT**

**THIS OPTION AND LEASE AGREEMENT** (the Agreement) is entered into as of the 18th day of May, 1999, by and between **The Otsego County Road Commission**, 669 West McCoy Road, Gaylord, MI 49735 (the "LANDLORD") and **NPI WIRELESS-PETOSKEY, LLC**, a Michigan Limited Liability Company (the "TENANT").

### **PROPERTY**

LANDLORD is the owner of certain real property located in Otsego County, State of Michigan, described in Exhibit "A" attached hereto and made a part hereof, and TENANT desires to obtain an option to lease a portion of such real property, containing approximately 10,000 (100' by 100') square feet, together with a easement thereto, as hereinafter described (such portion of real property and such easement being hereinafter called the "Property"). The Property is more specifically described in and substantially shown as "fenced area" on the Exhibit "A-1", attached hereto and made a part hereof.

### **OPTION**

**NOW THEREFORE**, in consideration of the sum of Five Hundred Dollars (\$ 500.00 ) (the "Option Money"), to be paid by TENANT to LANDLORD upon Tenant's execution of this Agreement, LANDLORD hereby grants to TENANT the exclusive right and option (the "Option") to lease the Property in accordance with the terms and conditions set forth herein.

**Option Period.** The Option may be exercised at any time on or prior to one year from the above date (the "Option Period"). At TENANT's election, and upon TENANT's written notice to LANDLORD prior to expiration of the Option Period, the Option Period may be further extended for an additional period of six (6) months, with an additional payment of Five Hundred Dollars (\$ 500.00 ) by TENANT to LANDLORD for the extension of the Option Period. The Option Period may be thereafter further extended by mutual agreement in writing. If TENANT fails to exercise the Option within the Option Period, as it may thereafter be extended as provided herein, the Option shall terminate, all rights and privileges granted hereunder shall be deemed completely surrendered, LANDLORD shall retain all money paid for the Option, and no additional money shall be payable by either party to the other.

**Title.** LANDLORD warrants that LANDLORD is seized of good and marketable title to the Property and has the full power and authority to enter into and execute this Agreement. LANDLORD further warrants that there are no deeds to secure debt, mortgages, liens or judgments encumbering the Property except as set forth in Exhibit B, and that there are no other encumbrances on the title to the Property that would prevent TENANT from using the Property for the uses intended by TENANT as hereinafter set forth in this Agreement, except as set forth in Exhibit B.

**Inspections.** LANDLORD shall permit TENANT during the Option Period, and any extension thereof, free ingress and egress to the Property by TENANT and its employees, agents and contractors to conduct structural strength analyses, subsurface boring tests, radio frequency tests and such other tests, investigations and similar activities as TENANT may deem necessary, at the sole cost of TENANT. TENANT and its employees, agents, and contractors shall have the right to bring the necessary vehicles and equipment onto the Property and the Surrounding Property to conduct such tests, investigations and


similar activities. TENANT shall indemnify and hold LANDLORD harmless against any loss or damage for personal injury and physical damage to the Property, LANDLORD's Surrounding Property or the property of third parties resulting from any such tests, investigations and similar activities.

**Surveys.** LANDLORD also hereby grants to TENANT the right to survey the Property and LANDLORD's Surrounding Property or portion thereof, and the legal description of the Property on the survey obtained by TENANT shall then become Exhibit "C", which shall be attached hereto and made a part hereof, and shall control in the event of discrepancies between it and Exhibit "A-1".

**Governmental Approvals.** TENANT's ability to use the Property is contingent upon its obtaining all certificates, permits, and other approvals that may be required by any federal, state or local authorities. If requested by TENANT, any such applications may be filed with respect to, not only the Property, but also LANDLORD's Surrounding Property. TENANT will perform all other acts and bear all expenses associated with any zoning or other procedure necessary to obtain any certificate, permit, license or approval for the Property deemed necessary by TENANT. LANDLORD agrees not to register any written or verbal opposition to any such procedures.

**Exercise of Option.** TENANT shall exercise the Option by written notice to LANDLORD by certified mail, return receipt requested. The notice shall be deemed effective on the date it is posted. On and after the date of such notice, this Agreement shall also constitute a lease agreement between LANDLORD and TENANT on the following terms and conditions:

**LANDLORD:**  
**OTSEGO COUNTY ROAD COMMISSION**

  
By: Michael A. Roper  
Its: Managing Director

**TENANT:**  
**NPI WIRELESS-PETOSKEY, LLC**

  
Frank E. Noverr, President

## **LEASE AGREEMENT**

**1. Lease of Property.** LANDLORD hereby leases to TENANT the Property, which lease includes the grant of a nonexclusive right and easement during the term of this Agreement for ingress and egress, seven (7) days a week, twenty-four (24) hours a day, on foot or motor vehicle, including trucks, and for the installation and maintenance of utility wires, cables, conduits and pipes over, under or along the twenty-foot (20') wide easement extending from the nearest public right-of-way, which is known as Old State Road, to the Property, as such right-of-way is shown on Exhibit "A-1" hereto (the "Easement").

**2. Initial Term and Rental.** This Agreement shall be for an initial term of Ten (10) years beginning on the date the Option is exercised by TENANT at an annual rental of Six Thousand Dollars (\$6,000.00), be paid in equal annual installments on the commencement date, in advance, to The Otsego County Road Commission, or to such other person, firm or place as the LANDLORD may, from time to time, designate in writing at least thirty (30) days in advance of any rental payment date. TENANT shall make all annual rental payments on the anniversary of the commencement date through out the lease term and any renewal terms.

**3. Extension of Term.** TENANT shall have the option to extend the term of this Agreement for Four (4) additional consecutive Ten (10) year periods. Each option for an extended term shall be deemed automatically exercised without notice by TENANT to LANDLORD unless TENANT gives LANDLORD written notice of its intention not to exercise any such option, prior to the beginning of the extended rental term, in which case, the term of this Agreement shall expire at the end of the then current term. All references herein to the term of this Agreement shall include the term as it is extended as provided in this Agreement.

**4. Extended Term Rental.** The annual rental for the extended terms shall be as follows:

<b><u>Extended Term</u></b>	<b><u>Annual Rental</u></b>
1st	<u>\$6,900.00</u>
2nd	<u>\$7,935.00</u>
3rd	<u>\$9,125.25</u>
4th	<u>\$10,494.04</u>

The annual rental for the extended terms shall be payable in the same manner as the annual rental for the initial term.

**5. Continuance of Lease.** If, at least six (6) months prior to the end of the fourth (4th) extended term, either LANDLORD or TENANT has not given the other written notice of its desire that the term of this Agreement end at expiration of the fourth (4th) extended term, then upon the expiration of the fourth (4th) extended term this Agreement shall continue in force upon the same covenants, terms and conditions for a further term of one (1) year, and for annual terms thereafter until terminated by either party by giving to the other written notice of its intention to so terminate at least six (6) months prior to the end of any such annual term. Annual rental during such annual terms shall be equal to the rent paid for the last year of the fourth (4th) extended term increased by three percent (3%) each year for which the lease is continued under the above provisions.



6. **Use.** TENANT shall use the Property for the purpose of constructing, maintaining and operating a communication facility and uses incidental thereto, which facilities may consist of such buildings as are necessary to house telecommunications equipment, a antenna structure (tower) of sufficient height, as determined by TENANT, now or in the future to meet TENANT's telecommunication needs and all necessary appurtenances, and a security fence of chain link or comparable construction that may, at the option of TENANT, be placed around the perimeter of the Property (collectively, the "Communications Facility"). All improvements to the Property necessary for TENANT's use shall be made at TENANT's sole expense. LANDLORD grants TENANT the right to use such portions of LANDLORD's Surrounding Property as are reasonably required for the construction, installation, maintenance, and operation of the Communications Facility, including (1) the right of ingress, egress, and regress to and from the Property for construction machinery and equipment, (2) the right to use such portions of LANDLORD's Surrounding Property as are reasonably necessary for storage of construction materials and equipment during construction of the Communications Facility, and (3) the right to construct and maintain improvements on LANDLORD's Surrounding Property and/or the Easement reasonably necessary for the maintenance and operation of the Communications Facility. TENANT will maintain the Property and all of TENANT's improvements on the Property in a reasonable condition.

TENANT, at TENANT's option, may erect a self supporting tower, guyed tower, or other such structure suitable for its proposed use. Should TENANT choose to erect a guyed tower, LANDLORD hereby grants an appurtenant easement to TENANT in, over, and across the Property as well as the property owned by LANDLORD surrounding the Property, as is deemed necessary by TENANT, its successors or assigns, for the purpose of anchoring, mounting, maintaining, repairing and replacing guy wires extending from TENANT's tower. The easement granted herein shall extend such distance from the TENANT's tower as is reasonably necessary, in TENANT's sole discretion, to properly support said tower with the area over which such wires extend being considered a part of the easement area and the leased Property. LANDLORD grants TENANT the right to clear all trees, undergrowth, or other obstructions and to trim, cut, and keep trimmed and cut, all tree limbs which may interfere with or fall upon TENANT's tower or the tower guy wires or the TENANT's other improvements.

7. **Governmental Approvals.** LANDLORD shall cooperate with TENANT in its effort to obtain and maintain in effect all certificates, permits, licenses and other approvals required by governmental authorities for TENANT's use of the Property. The obligations of LANDLORD as set forth herein during the Option Period with respect to governmental approvals shall continue throughout the term of this Agreement. If at any time during the term of this Agreement, TENANT is unable to use the Property for a Communications Facility in the manner intended by TENANT due to imposed zoning conditions or requirements, or in the event that after the exercise of the Option, any necessary certificate, permit, license or approval is finally rejected or any previously issued certificate, permit, license or approval is canceled, expires, lapses, or is otherwise withdrawn or terminated by the applicable governmental authority, or soil boring tests or radio frequency propagation tests are found to be unsatisfactory so that TENANT, in its sole discretion, will be unable to use the Property for a Communications Facility in the manner intended by TENANT, TENANT shall have the right to terminate this Agreement by written notice to LANDLORD and all rentals paid to LANDLORD prior to the termination date shall be retained by LANDLORD. Upon such termination, this Agreement shall

become null and void and LANDLORD and TENANT shall have no other further obligations to each other, other than TENANT's obligation to remove its property as hereinafter provided.

**8. Indemnification.** TENANT shall indemnify and hold LANDLORD harmless against any liability or loss from personal injury or property damage resulting from or arising out of the use and occupancy of the Property by TENANT or its employees or agents, excepting, however, such liabilities and losses as may be due to or caused by the acts or omissions of LANDLORD or its employees or agents. LANDLORD shall indemnify and hold TENANT harmless against any liability or loss from personal injury or property damage resulting from or arising out of the use and occupancy of the Property or LANDLORD's Surrounding Property by LANDLORD or its employees or agents, excepting, however, such liabilities and losses as may be due to or caused by the acts or omissions of TENANT or its employees or agents. LANDLORD agrees that TENANT may self-insure against any loss or damage, which could be covered by a comprehensive general liability policy. TENANT shall maintain in full force during the initial term and any renewal term of this Agreement, Comprehensive General Liability Insurance in the amount of \$1,000,000.00 per occurrence.

**9. Taxes.** TENANT shall be responsible for making any necessary returns for and paying any and all other property taxes separately levied or assessed against the improvements constructed by TENANT on the Property. TENANT shall reimburse LANDLORD, as additional rent, for any increase in ad valorem real estate taxes levied against the Property which are directly attributable to the improvements constructed by TENANT on the Property and are not separately levied or assessed by the taxing authorities against TENANT or the improvements of TENANT. LANDLORD shall pay all other ad valorem real property taxes levied against the Property on or before the date such taxes become delinquent. TENANT may, at TENANT's sole option, pay any delinquent taxes levied against LANDLORD's property and then deduct any amount paid from future rents due.

**10. Termination.** TENANT shall have the right to terminate this Agreement by written notice to LANDLORD at any time upon the occurrence of any of the following events: (a) any certificate, permit, license or approval necessary for the construction or operation of the Communications Facility in the manner intended by TENANT is rejected, canceled, expires, lapses, or is otherwise withdrawn or terminated, or TENANT determines the cost of obtaining or retaining any such certificate, permit, license or approval, or of complying with applicable legal and regulatory requirements, is unreasonable; or (b) TENANT determines that, based upon imposed zoning conditions or requirements, soil boring tests, radio frequency propagation tests, or interference with TENANT's reception or transmission, the Property is inappropriate for the uses intended by TENANT; or (c) LANDLORD does not have good and marketable title to the Property or does not have the full power and authority to enter into and execute this Agreement or Property is encumbered in a way which restricts TENANT's use. Upon such termination, this Agreement shall become null and void and LANDLORD and TENANT shall have no other further obligations to each other, other than TENANT's obligation to remove its property as hereinafter provided.

**11. Removal of Improvements.** Title to all improvements constructed or installed by TENANT on the Property shall remain with TENANT, and all improvements constructed or installed by TENANT shall at all times be and remain the property of TENANT, regardless of whether such improvements are attached or affixed to the Property. TENANT, upon termination of this Agreement, shall, within a reasonable period, remove all improvements, fixtures and personal property constructed or installed on

the Property by TENANT and restore the Property to its original above grade condition, reasonable wear and tear excepted. At LANDLORD's option, upon termination of this Agreement and upon LANDLORD's written notice within thirty (30) days from notification of termination to TENANT, TENANT will leave the foundation and security fence on the Property to become the property of LANDLORD. If such removal causes TENANT to remain on the Property after termination of this Agreement, TENANT shall pay rent at the then existing annual rate on a pro rated basis until such time as the removal is completed.

**12. Sale of Property.** If LANDLORD, at any time during the initial or any extended term of this Agreement, decides to sell the Property, or all or any part of LANDLORD's Surrounding Property, to a purchaser other than TENANT, such sale shall be subject to this Agreement and TENANT's rights hereunder. However TENANT will have first right of refusal to buy the Property. LANDLORD agrees not to sell, lease or use any other areas of LANDLORD's Surrounding Property for the installation, operation or maintenance of other communications facilities if, in TENANT's sole judgment, such installation, operation or maintenance would interfere with TENANT's facilities.

**13. Quiet Enjoyment.** LANDLORD covenants that TENANT, on paying the rental and performing the covenants, terms and conditions required of TENANT contained herein, shall peaceably and quietly have, hold and enjoy the Property and the leasehold estate granted to TENANT by virtue of this Agreement.

**14. Assignment and Subleasing.** This Agreement may be sold, assigned or transferred at any time by TENANT to TENANT's parent company or any affiliate or subsidiary of TENANT or its parent company, to any successor entity with or into which TENANT is sold, merged or consolidated, or to any entity resulting from a reorganization of TENANT or its parent company or to any third party agreeing to be subject to the terms hereof. Otherwise, this Agreement may not be sold, assigned or transferred without the written consent of LANDLORD, such consent not to be unreasonably withheld. Notwithstanding the foregoing, TENANT may sublease all or any part of the Property, including, but not limited to, ground space and tower space.

**15. Condemnation.** If the whole of the Property, or such portion thereof as will make the Property unusable for the purposes herein leased, is condemned by any legally constituted public authority, then this Agreement, and the term hereby granted, shall, in TENANT's sole option, cease from the time when possession thereof is taken by the public authority, and rental shall be accounted for as between LANDLORD and TENANT as of that date. Any lesser condemnation shall in no way affect the respective rights and obligations of LANDLORD and TENANT hereunder. However, nothing in this paragraph shall be construed to limit or adversely affect TENANT's right to an award of compensation from any condemnation proceeding for the taking of TENANT's leasehold interest hereunder or for the taking of TENANT's improvements, fixtures, equipment, and personal property.

**16. Subordination.** At LANDLORD's option, this Agreement shall be subordinate to any deed to secure debt or mortgage by LANDLORD which now or hereafter may encumber the Property, provided, that no such subordination shall be effective unless the holder of every such deed to secure debt or mortgage shall, either in the deed to secure debt or mortgage or in a separate agreement with TENANT, agree that in the event of a foreclosure, or conveyance in lieu of foreclosure, of LANDLORD's interest in the Property, such holder shall recognize and confirm the validity and



existence of this Agreement and the rights of TENANT hereunder, and this Agreement shall continue in full force and TENANT shall have the right to continue its use and occupancy of the Property in accordance with the provisions of this Agreement as long as TENANT is not in default of this Agreement beyond applicable notice and cure periods. TENANT shall execute in a timely manner whatever instruments may reasonably be required to evidence the provisions of this paragraph. In the event the Property is encumbered by a deed to secure debt or mortgage on the date of the exercise of the Option, TENANT shall furnish to LANDLORD a non-disturbance agreement, and LANDLORD, no later than ten (10) days after receipt of such non-disturbance agreement, shall return to TENANT such non-disturbance agreement executed in recordable form by the holder of each deed to secure debt or mortgage.

**17. Title Insurance.** TENANT, at TENANT's option and sole expense, may obtain a title insurance policy, title commitment, title report, abstract, or any other reports to insure the suitability of the property for lease. LANDLORD agrees to cooperate with TENANT's efforts to obtain the above mentioned documents or obtaining requested documentation as required by the title insurance company. If LANDLORD fails to provide requested documentation within thirty (30) days of TENANT's request, or fails to provide any non-disturbance agreement required in the preceding paragraph of this Agreement, TENANT, at TENANT's option, may withhold and accrue the annual rental or any pro rated portion thereof until such time as all such documentation is received by TENANT.

**18. Hazardous Substances.** LANDLORD hereby warrants and affirms that to the best of his knowledge there are no hazardous substances under or around the Property. LANDLORD shall hold TENANT harmless from and indemnify TENANT against any damage, loss, expense, response costs or liability, including consultant fees and attorneys' fees, resulting from the presence of hazardous substances on, under or around the Property or resulting from hazardous substances being generated, stored, disposed of or transported to, on, under or around the Property as long as the hazardous substances were not generated, stored, disposed of or transported to, on, under or around the Property by TENANT or its employees, agents or contractors. TENANT shall hold LANDLORD harmless from and indemnify LANDLORD against any damage, loss, expense, response costs or liability, including consultant fees and attorneys' fees, resulting from hazardous substances generated, stored, disposed of or transported to, on or under the Property as a result of TENANT's use of the Property. For purposes of this Agreement, "hazardous substances" shall mean (i) any substance which contains gasoline, diesel fuel or other petroleum hydrocarbons, (ii) any substance which is flammable, radioactive, corrosive or carcinogenic, (iii) any substance the presence of which on the Property causes or threatens to cause a nuisance or health hazard affecting human health, the environment, the property or property adjacent thereto, or (iv) any substance the presence of which on the property requires investigation or remediation under any hazardous substance law, as the same may hereafter be amended. "Hazardous Substance Law" means the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. '9601 et seq.; the Resource Conservation and Recovery Act, 42 U.S.C. '6901 et seq.; the Hazardous Materials Transportation Act, 49 U.S.C. '1801 et seq.; the Clean Water Act, 33 U.S.C. '1251 et seq.; the Clean Air Act, 42 U.S.C. '7401 et seq.; the Federal Insecticide, Fungicide, and Rodenticide Act, 7 U.S.C. '136 et seq.; the Toxic Substances Control Act, 15 U.S.C. '2601 et seq.; the Emergency Planning and Community Right to Know Act (SARA Title III) 42 U.S.C. '11001 et seq.; and any applicable state law or regulation.

**19. Opportunity to Cure.** If TENANT shall fail to pay any rental or other amounts payable under this Agreement when due, or if TENANT should fail to perform any other of the covenants, terms or conditions of this Agreement, prior to exercising any rights or remedies against TENANT on account thereof, LANDLORD shall first provide TENANT with written notice of the failure and provide TENANT with a thirty (30) day period to cure such failure (if the failure is a failure to pay rental or any other sum of money under this Agreement) or a sixty(60) day period to cure such failure (if the failure is a failure to perform any other covenant, term or condition of this Agreement). If the failure is not a failure to pay rental or any other sum of money hereunder but is not capable of being cured within a sixty (60) day period, TENANT shall be afforded a reasonable period of time to cure the failure provided that TENANT promptly commences curing the failure after the notice and prosecutes the cure to completion with due diligence.

**20. Governing Law.** This Agreement shall be governed and interpreted by, and construed in accordance with, the laws of the State in which the Property is located.

**21. Notices.** All notices hereunder must be in writing and shall be deemed validly given on the date when deposited in the United States mail, by certified mail, return receipt requested, addressed as follows (or to any other address that the party to be notified may have designated to the other party by like notice at least ten (10) days prior thereto):

TENANT:                   NPI WIRELESS-PETOSKEY, LLC  
                              3054 Cass Road  
                              P.O. Box 879  
                              Traverse City, MI 49685-0879

LANDLORD:           Otsego County Road Commission  
                              P.O. Box 537  
                              Gaylord, MI 49734

The parties may substitute recipient's names and addresses by giving notice as provided hereunder. Rejection or refusal to accept delivery of any notice, or the inability to deliver any notice because of a changed address of which no notice was given, shall be deemed to be receipt of any such notice.

**22. Binding Effect.** This Agreement shall extend to and bind the heirs, personal representatives, successors and assigns of LANDLORD and TENANT and shall constitute covenants running with the land.

**23. Miscellaneous.** This Agreement cannot be modified except by a written modification executed by LANDLORD and TENANT in the same manner as this Agreement is executed. The headings, captions and numbers in this Agreement are solely for convenience and shall not be considered in construing or interpreting any provision in this Agreement. Wherever appropriate in this Agreement, personal pronouns shall be deemed to include other genders and the singular to include the plural, if applicable. This Agreement contains all agreements, promises and understandings between the LANDLORD and TENANT, and no verbal or oral agreements, promises, statements, assertions or representations by LANDLORD or TENANT or any employees, agents, contractors or other representations of either, shall be binding upon LANDLORD or TENANT. This Agreement may be

executed in several counterparts, each of which shall constitute an original and all of which shall constitute the same agreement. At the request of TENANT, LANDLORD agrees to execute a memorandum or short form of this Agreement in recordable form, attached hereto, setting forth a description of the Property, the term of this Agreement and other information desired by TENANT for the purpose of giving public notice thereof to third parties.


**24. Confidentiality.** LANDLORD agrees that all terms of this Agreement, and any information furnished to LANDLORD by TENANT in connection with this Agreement, shall be and remain confidential. LANDLORD shall not disclose any such terms or information without the prior written consent of TENANT.

**25. Survival.** The provisions hereof, which by their nature are continuing, shall continue to bind the parties beyond any termination hereof.


**26. Addendum.** If LANDLORD and TENANT have agreed to amend any of the foregoing terms of this Agreement, including the Option terms, by the attached Addendum to Option and Lease Agreement, the LANDLORD's initials appear here [\_\_\_\_], the TENANT's initials appear here [\_\_\_\_], and the attached Addendum to Option and Lease Agreement is incorporated herein and made a part hereof by this reference.

**IN WITNESS WHEREOF**, the parties hereto have set their hands and seals on the day first above written.

**LANDLORD:**  
**OTSEGO COUNTY ROAD COMMISSION**

  
By: Michael A. Roper  
Its: Managing Director

**TENANT:**  
**NPI WIRELESS-PETOSKEY, LLC**

  
Frank E. Noverr, President

**ADDENDUM TO  
OPTION AND LEASE AGREEMENT**

**BETWEEN** OTSEGO COUNTY ROAD COMMISSION, as LANDLORD, and  
**NPI WIRELESS-PETOSKEY, LLC**, a Michigan Limited Liability Company, as TENANT  
**DATED** 5/18/99

LANDLORD and TENANT hereby agree that the terms and conditions of the Agreement are hereby supplemented and/or amended as follows:

Any capitalized term used in this Addendum and not otherwise defined herein shall have the meaning given such term in the Agreement. In the event of any conflict between the Agreement (without this Addendum) and this Addendum, this Addendum shall control.

LANDLORD's initials: MAR

TENANT's initials: FN

**[This Addendum page to remain in lease even if not used]**

## EXHIBIT A

### Legal Description

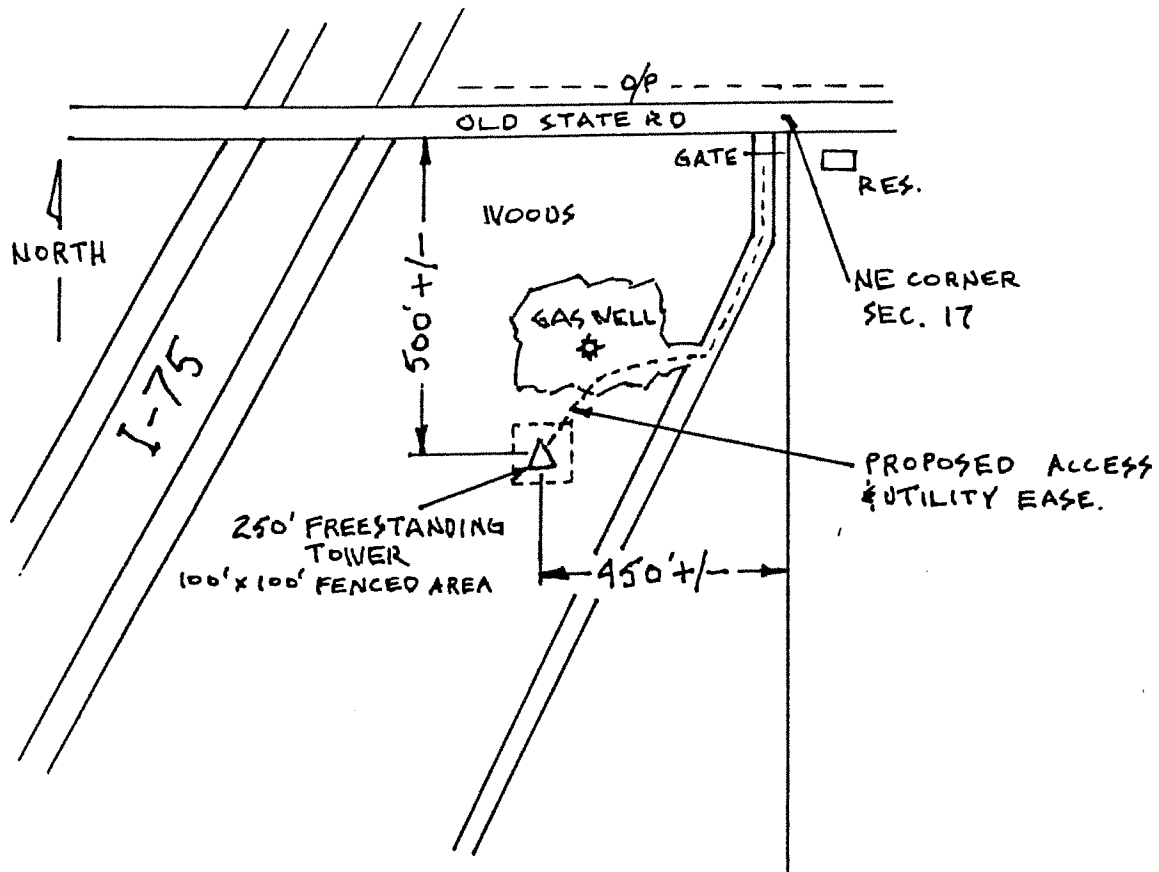
Otsego County, Michigan, T29N, R3W, Otsego Lake Township  
Section 17: E 1/2 NE 1/4 lying Easterly of I-75 R/W  
Property # 090-017-100-005-00

LANDLORD's initials MAA

TENANT's initials FN

# EXHIBIT A-1

## Location of Site



LANDLORD's initials MAR

TENANT's initials FN

## EXHIBIT B

List all Deeds to Secure Debts, Mortgages, Liens or Judgments encumbering the Property.

If none, please state none. None

### **Debts:**

Lender:

Loan Officer Name and Telephone:

Loan Number:

### **Liens:**

### **Judgments:**

LANDLORD's initials mas

TENANT's initials FN



**EXHIBIT C**

Legal Description and Survey of the Leased Property (to be attached at a later date).

LANDLORD's initials \_\_\_\_\_

TENANT's initials FN

STATE OF MICHIGAN                     )  
  ) SS  
COUNTY OF OTSEGO                    )

**MEMORANDUM OF LEASE**

**THIS MEMORANDUM OF LEASE** ("Memorandum") is executed this 18th day of May, 1999, by and between **The Otsego County Road Commission** ("Landlord"), whose mailing address is P.O. Box 537, Gaylord, MI 49734, and **NPI WIRELESS-PETOSKEY, LLC**, a Michigan Limited Liability Company ("Tenant"), whose mailing address is 3054 Cass Road, Traverse City, MI 49684.

**WHEREAS**, Landlord and Tenant executed and entered into an Option and Lease Agreement (the "Lease") dated May 18, 1999, for the purpose of installing, operating and maintaining a radio communication facility and other improvements on the Property (as hereinafter defined).

**WHEREAS**, the parties wish to provide a memorandum of the lease, to supplement the description of the property (as hereinafter defined), to acknowledge TENANT's exercise of its option under the Lease and to provide for a commencement date under the Lease.

**NOW, THEREFORE**, in consideration of the Lease and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant hereby agree as follows:

1.     **Lease Term.** The terms of the Lease shall be ten (10) years commencing on the date the Option is exercised by Tenant, which date is to be no later than \_\_\_\_\_, \_\_\_\_\_ (the "Commencement Date"), and terminating at midnight on \_\_\_\_\_, \_\_\_\_\_ (the "Initial Term"). Tenant has the option under the terms of the Lease to extend the Lease for four (4) additional ten (10) year terms (the "Renewal Terms").

2.     **Property.** Subject to the terms of the Lease, as may be amended from time to time, Landlord has leased to Tenant the real property described on Exhibit "A" attached hereto (the "Property") and Landlord has granted unto Tenant, for the Initial Term and any Renewal Term, easements for ingress, egress and utilities over that real property also described in Exhibit "A" attached hereto (the "Easement").

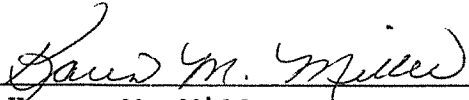
3.     **Notices.** All notices, requests, demands, and other communications to Landlord or Tenant shall be made at the addresses for each as set forth above, unless otherwise notified in writing.

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their respective seals.

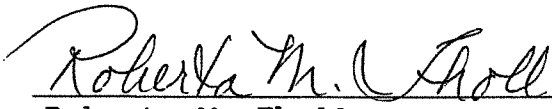
**WITNESSES:**

**LANDLORD:**

**OTSEGO COUNTY  
ROAD COMMISSION**

  
Karen M. Miller

  
By: Michael A. Roper  
Its: Managing Director

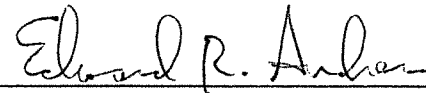
  
Roberta M. Tholl

STATE OF MICHIGAN                    )  
  )ss:  
COUNTY OF OTSEGO                 )

**ACKNOWLEDGMENT**

This instrument was acknowledged before me this 18th day of May, 1999, by Michael A. Roper in the above stated capacity.

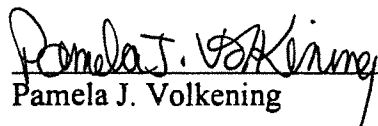
My Commission Expires:  
10/20/01

  
Edward R. Andres, Notary Public  
Grand Traverse County, Michigan  
Acting in Otsego County, Michigan

**WITNESSES:**



Christopher L. Howser



Pamela J. Volkening

**TENANT: NPI WIRELESS-PETOSKEY,  
LLC**

  
by: Frank E. Noverr, President

STATE OF MICHIGAN )

)ss:

COUNTY OF GRAND TRAVERSE )

**ACKNOWLEDGMENT**

This instrument was acknowledged before me this 19<sup>TH</sup> day of MAY, 1999, by Frank E. Noverr, President of NPI WIRELESS-PETOSKEY, LLC, a Michigan Limited Liability Company, on behalf of said company.

My Commission Expires:

November 29, 2000



Christopher L. Howser  
Notary Public for, and acting in Grand  
Traverse County, Michigan

Prepared by: NPI Wireless, Chris Howser, P.O. Box 879, Traverse City, Michigan 49685-0879



## **Otsego County Road Commission Agenda Item Report**

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. D  
**SUBJECT:** Truck Route

### **DESCRIPTION**

MCL Section 257.726 grants the ability of a county road commission to designate truck routes via resolution. The Board previously has expressed interest in designating a truck route on certain roads in the Charlton Township area due to heavy trucking operations in the area. However, roads that received federal aid funds for improvements are not to be restricted according to legal counsel. The portion of Sparr Road from Dover Rd. to Marquardt Rd. that was reconstructed in 2024 used federal aid dollars. Attached to this report is a map staff would like to discuss options with the Board.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

N/A







## **Otsego County Road Commission Agenda Item Report**

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**FROM:** Scott Butkovich, Operations Manager  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. E  
**SUBJECT:** Bid Award – Annual Gravel Stabilization

### **DESCRIPTION**

Bids for 2025 Gravel Road Stabilization were advertised and received. Bid award recommendation for 2025 Annual Gravel Stabilization to American Waste, Inc. DBA: GFL Environmental/Northern A-1 Industrial Services, LLC for \$0.295/gallon. The bid tabulation is attached to this report.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION:**

Motion to **approve/deny** the following vendor's bid for Gravel Road Stabilization to American Waste, Inc. DBA: GFL Environmental/Northern A-1 Industrial Services, LLC.





## Tabulation of Bids

**2025 Annual Gravel Stabilization**  
**Otsego County Road Commission**  
**Tuesday, February 4th, 2025, 2:00 p.m.**

				LOW BIDDER					
				Northern A-1		D & J Bownen Dust Control		Liquid Calcium Chloride Sales	
Item No.	Description	Estimated Quantity	Unit	Unit Price	Bid Price	Unit Price2	Bid Price2	Unit Price	Bid Price
1	26% Mineral Brine - Delivered to tank	325,000	Gal	\$0.270	\$87,750.00	\$0.260	\$84,500.00	No Bid	
2	26% Mineral Brine - Continuous Application	325,000	Gal	\$0.295	\$95,875.000	\$0.310	\$100,750.000	No Bid	
3	38% Calcium Chloride - Delivered to tank	325,000	Gal	No Bid		No Bid		No Bid	
4	38% Calcium Chloride - Continuous Application	325,000	Gal	No Bid		No Bid		\$0.820	\$266,500.00

Total for Delivered to supplied tank =	\$87,750.00
Total for Continuous Application =	\$95,875.000

\$84,500.00
\$100,750.000





## Otsego County Road Commission Agenda Item Report

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**FROM:** Scott Butkovich, Operations Manager  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. F  
**SUBJECT:** Bid Award – 23A Aggregate

### **DESCRIPTION**

Bids for 2025 Annual 23A Aggregate were advertised and received. Bid award recommendation for Annual 23A Aggregate to J&N Construction, LLC for \$8.22/Ton loaded and transferred by OCRC, and \$13.20/Ton delivered to OCRC garage. The bid tabulations are attached to this report.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION:**

Motion to **approve/deny** the following vendor's bid for 2025 Annual 23A Aggregate to J&N Construction, LLC.



**Tabulation of Bids**  
**2025 Annual 23A Aggregate**  
**Otsego County Road Commission**  
**Tuesday February 4th, 2025**

LOW BIDDER				J&N Construction	
Item No.	Description	Estimated Quantity	Unit	Unit Price	Bid Price
1	23A Aggregate - OCRC Loaded and Transferred	15,000	Ton	\$ 8.22	\$ 123,300.00
2	23A Aggregate - Delivered to OCRC Garage	15,000	Ton	\$ 13.20	\$ 198,000.00

Total for OCRC Loaded and Transferred =	\$123,300.00
Total for Delivered to OCRC Garage =	\$198,000.00

				Lewiston Sand and Gravel	
Item No.	Description	Estimated Quantity	Unit	Unit Price	Bid Price
1	23A Aggregate - OCRC Loaded and Transferred	15,000	Ton	\$ 8.35	\$ 125,250.00
2	23A Aggregate - Delivered to OCRC Garage	15,000	Ton	\$ 13.50	\$ 202,500.00

Total for OCRC Loaded and Transferred =	\$125,250.00
Total for Delivered to OCRC Garage =	\$202,500.00

				Rieth & Riley Construction	
Item No.	Description	Estimated Quantity	Unit	Unit Price	Bid Price
1	23A Aggregate - OCRC Loaded and Transferred	15,000	Ton	\$ 10.75	\$ 161,250.00
2	23A Aggregate - Delivered to OCRC Garage	15,000	Ton	\$ 17.45	\$ 261,750.00

Total for OCRC Loaded and Transferred =	\$161,250.00
Total for Delivered to OCRC Garage =	\$261,750.00

				Poquette Leasing Co.	
Item No.	Description	Estimated Quantity	Unit	Unit Price	Bid Price
1	23A Aggregate - OCRC Loaded and Transferred	NO BID			
2	23A Aggregate - Delivered to OCRC Garage	15,000	Ton	\$ 19.44	\$ 291,600.00

Total for OCRC Loaded and Transferred =	\$0.00
Total for Delivered to OCRC Garage =	\$291,600.00



## Otsego County Road Commission Agenda Item Report

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**FROM:** Scott Butkovich, Operations Manager  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. G  
**SUBJECT:** Bid Award – Annual Pavement Markings

### **DESCRIPTION**

Bids for 2025 Annual Pavement Markings were advertised and received. Bid award recommendation for 2025 Annual Pavement Markings to Michigan Pavement Markings, LLC. The bid tabulations are attached to this report.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION:**

Motion to **approve/deny** the following vendor's bid for 2025 Pavement Markings to Michigan Pavement Markings, LLC.





## Tabulation of Bids

2025 Annual Pavement Markings  
Otsego County Road Commission  
Tuesday, February 4th, 2025, 2:00 PM

			LOW BIDDER	
			Michigan Pavement Markings, LLC.	P.K. Contracting
Item No.	Description	Unit	Amount	Amount
1	4" Edgeline - White (Waterborne)	Lft	\$ 0.057	\$ 0.058
2	4" Edgeline - White (Regular Dry)	Lft	\$ 0.075	\$ 0.078
3	4" Centerline - Yellow (Waterborne)	Lft	\$ 0.059	\$ 0.062
4	4" Centerline - Yellow (Regular Dry)	Lft	\$ 0.075	\$ 0.082
5	Turn Arrows (Left, Right, and Thru)	Ea	\$ 39.000	\$ 65.000
6	Railroad Grade Crossing Symbol	Ea	\$ 100.000	\$ 110.000
7	24-Inch Stop Bar	Ft	\$ 2.00	\$ 2.750
8	12-Inch Pedestrian Crossing - White	Ft	\$ 1.75	\$ 1.750



## Otsego County Road Commission Agenda Item Report

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**FROM:** Scott Butkovich, Operations Manager  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. H  
**SUBJECT:** Bid Award – Chester Road Re-Gravel Project

### **DESCRIPTION**

Bid award recommendation for the Chester Road re-gravel project to supply, haul and deliver 23A (Afton Stone) aggregate to Rieth-Riley Construction Co., Inc. in the amount of \$23.40/Ton (estimated 7,500 Tons). Approximate project length, 2.0 miles.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

Motion to **approve/deny** award the bid for Chester Road Re-Gravel project in the amount of \$23.40/Ton to Rieth-Riley Construction Co., Inc.



# **OTSEGO COUNTY ROAD COMMISSION TABULATION OF BIDS**

**Tuesday, February 4th, 2025**

**1:00 p.m.**

**Chester Road**  
**(From McCoy Road to Trombley Road)**  
**Estimated 7,500 Tons**

<b>COMPANY</b>	<b>BID</b>	<b>TOTAL</b>
Rieth-Riley Construction Co., Inc.	\$23.40 /ton	\$175,500
Poquette Leasing Company, Inc.	\$23.77 /ton	
KEO Rental & Service LLC	\$23.82 /ton	
J & N Construction, LLC	\$27.00 /ton	



## **Otsego County Road Commission Agenda Item Report**

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**FROM:** Rebecca Hilmert, Finance Manager  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. I  
**SUBJECT:** 2025-2026 CRA Board of Directors Ballots

### **DESCRIPTION**

The County Road Association of Michigan (CRA) is requesting all Northern Section road commissions vote for Board of Directors positions per the CRA Bylaws. There are two ballots for consideration. A 3-year Board Seat Ballot with the two candidates being Timothy Trudell from Leelanau County Road Commission and Kirk Harrier from Otsego County Road Commission. A unopposed 4-year Board Seat Ballot with only Dave Pettersch from Gladwin County Road Commission.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

Motion to cast the Otsego County Road Commission's vote for the unopposed 4-year northern seat for Dave Pettersch and the 3-year northern seat to \_\_\_\_\_ (select either Timothy Trudell or Kirk Harrier).



**County Road Association  
OF MICHIGAN**

101 S. WASHINGTON SQUARE, STE. 200  
LANSING, MI 48933

To: County road agencies in the CRA Northern Section  
From: Denise Donohue, CEO, County Road Association of Michigan (CRA)  
Date: January 10, 2025  
RE: 2025 – 2026 CRA Board of Directors Ballots

Enclosed with this letter are **two ballots for two seats** representing CRA's Northern Section to be voted upon and returned by your county road agency.

As a reminder, updates to the CRA Bylaws and approved by in a vote of the membership in Fall 2024 have **changed all seats on the 16-member CRA Board to be 4 years in length.** (Previously, the 1-year seat was selected by the Section in a different process.) **Of the 4 seats representing the Northern Section** (and the other 3 sections), the updated Bylaws indicate that 1 seat will expire and be voted on every year in the January-February timeframe.

*To get there*, we're transitioning what is currently the Northern's 1-year seat into a 3-year seat in this election; when that seat expires (March 31, 2028) it, too, will become a 4-year seat. This two-step conversion gets us to the Bylaws required result: One 4-year seat elected by members of that Section every year.

***For this year's elections only***, you have two ballots (enclosed): A 3-year CRA Board Seat Ballot (*yellow*) and a 4-year CRA Board Seat Ballot (*blue*). The individuals on the ballot were identified by the CRA Nominating Committee, led by Stuart McTiver, PE, Luce County Road Commission in accordance with the CRA Bylaws. This process is unchanged.

**Please vote both of the enclosed ballots and return them to CRA by March 7, 2025.**

Once you've completed both ballots, place them in the enclosed "BALLOT" envelope, seal it and use the enclosed prepaid/pre-addressed envelope for US mailing back to the County Road Association of Michigan. Ballots must be **received at the CRA office by Friday, March 7, 2025.** According to CRA's Bylaws, the sealed ballots will be turned over to the CRA Canvassing Committee for opening and tabulation.

If you have any questions, please contact Hanna Christensen or Denise Donohue at the CRA office at (517) 482-1189.

Enclosures

RECEIVED

JAN 16 2025





**County Road Association  
OF MICHIGAN**

101 S. WASHINGTON SQUARE, STE. 200  
LANSING, MI 48933-1143

**CRA BOARD OF DIRECTORS BALLOT – 3-YEAR NORTHERN SEAT**

Article IV, Section 2, of the Association Constitution provides:

“The Board of this Association shall consist of sixteen (16) elected Directors whose representation, election and terms shall be as hereinafter provided, including the most recent eligible Past President of the Association who may or may not also be a Director by virtue of an elected term, who if not elected shall be an ex officio member of the Board with full voting rights. The sixteen (16) elected Directors shall be elected as follows: sixteen (16) Members, four (4) from each of the Section elected (or reelected) for a staggered four-year term. The four (4) to be elected each year for staggered terms shall be nominated and elected (or reelected) by a majority vote of the members of their respective Section voting by sealed letter ballot, by ballot voting or by proxy.”

**OFFICIAL BALLOT**

Place a “X” before the name of the candidate for whom your county road agency wishes to vote for the three-year term. If you do not wish to vote for a candidate shown, you may also write in your own preference.

**CRA NORTHERN SECTION**

- ( ) Timothy Trudell, Leelanau
- ( ) Kirk Harrier, Otsego
- ( ) \_\_\_\_\_

Please place ballot in enclosed “BALLOT” envelope, seal it; then place it inside the prepaid and pre-addressed envelope with the word “BALLOT” on the face and return so that it will arrive by **Friday, March 7, 2025**, to:

**County Road Association of Michigan  
101 S. Washington Sq., Ste. 200  
Lansing, MI 48933**



**County Road Association  
OF MICHIGAN**

101 S. WASHINGTON SQUARE, STE. 200  
LANSING, MI 48933-1143

**CRA BOARD OF DIRECTORS BALLOT – 4-YEAR NORTHERN SEAT**

Article IV, Section 2, of the Association Constitution provides:

“The Board of this Association shall consist of sixteen (16) elected Directors whose representation, election and terms shall be as hereinafter provided, including the most recent eligible Past President of the Association who may or may not also be a Director by virtue of an elected term, who if not elected shall be an ex officio member of the Board with full voting rights. The sixteen (16) elected Directors shall be elected as follows: sixteen (16) Members, four (4) from each of the Section elected (or reelected) for a staggered four-year term. The four (4) to be elected each year for staggered terms shall be nominated and elected (or reelected) by a majority vote of the members of their respective Section voting by sealed letter ballot, by ballot voting or by proxy.”

**OFFICIAL BALLOT**

Place a “X” before the name of the candidate for whom your county road agency wishes to vote for the four-year term. If you do not wish to vote for the candidate shown, you may also write in your own preference.

**CRA NORTHERN SECTION**

( )      Dave Pettersch, Gladwin

( )      \_\_\_\_\_

Please place ballot in enclosed “BALLOT” envelope, seal it; then place it inside the prepaid and pre-addressed envelope with the word “BALLOT” on the face and return so that it will arrive by **Friday, March 7, 2025**, to:

**County Road Association of Michigan  
101 S. Washington Sq., Ste. 200  
Lansing, MI 48933**



## Otsego County Road Commission Agenda Item Report

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**FROM:** Rebecca Hilmert, Finance Manager  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. J  
**SUBJECT:** 2024 FY Budget Review

**DESCRIPTION**

Staff will update Board members regarding the fiscal year-end 2024 budget.

**BUDGET ACTION REQUIRED**

N/A

**LEGAL REVIEW**

N/A

**SAMPLE MOTION**

N/A

**OTSEGO COUNTY ROAD COMMISSION**  
**2024 YEAR BUDGET**  
SUPPORTING SCHEDULES -  
REVENUES/EXPEDITURES

		2024 ADOPTED	2024 1st AMENDED	2024 2ND AMENDED	2024 ACTUAL
<b>REVENUES</b>					
<b>TAXES</b>					
	County Millage/Per prop	1,300,000.00	1,300,000.00	1,357,821.18	1,361,221.49
<b>450</b>	<b>PERMITS &amp; LICENSES</b>	<b>70,000.00</b>	<b>70,000.00</b>	<b>85,000.00</b>	<b>85,771.20</b>
<b>FEDERAL SOURCES</b>		<b>566,000.00</b>	<b>566,000.00</b>	<b>419,983.08</b>	<b>419,983.08</b>
<b>510-071</b>	Surface Trans/FAS/STP	566,000.00	566,000.00	419,983.08	419,983.08
<b>STATE SOURCES</b>					
<b>546</b>	MTF	<b>7,647,686.00</b>	<b>7,647,686.00</b>	<b>7,703,610.96</b>	<b>7,845,611.96</b>
	Engineering	10,000.00	10,000.00	10,000.00	10,000.00
	Primary	4,039,104.00	4,039,104.00	4,050,000.00	4,173,840.28
	Local	2,452,313.00	2,452,313.00	2,460,000.00	2,479,310.83
	Urban	721,269.00	721,269.00	723,000.00	721,849.89
	Snow Funds	425,000.00	425,000.00	460,610.96	460,610.96
<b>551</b>	<b>STATE FEDERAL AID</b>	<b>86,000.00</b>	<b>86,000.00</b>	<b>85,110.00</b>	<b>85,110.00</b>
	EDF - "D" Funds	0.00	0.00	0.00	0.00
	EDF-Forest Rd "E"	86,000.00	86,000.00	85,110.00	85,110.00
<b>CONTRIBUTIONS</b>		<b>655,000.00</b>	<b>1,188,193.00</b>	<b>1,198,386.00</b>	<b>1,198,193.00</b>
	Townships	655,000.00	1,080,193.00	1,080,193.00	1,080,000.00
	Other	0.00	108,000.00	118,193.00	118,193.00
<b>CHARGES FOR SERVICES</b>		<b>2,717,000.00</b>	<b>2,717,000.00</b>	<b>2,219,100.00</b>	<b>2,336,439.39</b>
	State Maintenance	1,900,000.00	1,900,000.00	990,000.00	1,187,547.08
	State Non-Maint	800,000.00	800,000.00	1,220,000.00	1,249,108.80
	Salvage Sales	3,000.00	3,000.00	3,100.00	3,022.47
	Signs	2,000.00	2,000.00	1,000.00	870.00
	Oil Well	12,000.00	12,000.00	5,000.00	4,097.04
	Drain Commission		0.00	0.00	0.00
	Audit Refund	0.00	0.00	0.00	(108,206.00)
<b>OTHER-LIST</b>		<b>310,000.00</b>	<b>310,000.00</b>	<b>575,000.00</b>	<b>613,402.07</b>
	Interest	250,000.00	250,000.00	540,000.00	581,621.56
	Other/Rentals	30,000.00	30,000.00	35,000.00	29,397.05
<b>671-693</b>	Other/Reimbursements	30,000.00	30,000.00	0.00	2,383.46
<b>TOTAL REVENUES</b>		<b>13,351,686.00</b>	<b>13,884,879.00</b>	<b>13,644,011.22</b>	<b>13,945,732.19</b>

	2024 ADOPTED	2024 IST AMENDED	2024 2ND AMENDED	2024 ACTUAL
<b>EXPENDITURES</b>				
<b>PRI CONSTRUCTION/CAPACITY IMPROVE.</b>				
<b>PRIMARY PAVING - A458</b>	<b>4,707,723.00</b>	<b>5,007,723.00</b>	<b>5,375,000.00</b>	<b>5,216,919.29</b>
Roads/includes millage projects	4,000,000.00	4,300,000.00	4,800,000.00	4,640,634.47
Federal Aid projects	707,723.00	707,723.00	575,000.00	576,284.82
<b>PRIMARY ROUTINE MAINT. - A466</b>	<b>3,600,000.00</b>	<b>3,600,000.00</b>	<b>2,015,000.00</b>	<b>2,072,992.94</b>
Roads	2,000,000.00	2,000,000.00	875,000.00	857,143.92
Traffic Control	200,000.00	200,000.00	240,000.00	239,996.70
Winter Maintenance	1,400,000.00	1,400,000.00	900,000.00	975,852.32
<b>LOCAL PAVING - A488</b>	<b>200,000.00</b>	<b>1,600,000.00</b>	<b>1,325,000.00</b>	<b>1,312,155.98</b>
Roads	200,000.00	1,600,000.00	1,325,000.00	1,312,155.98
<b>LOCAL ROUTINE MAINT. -A496</b>	<b>2,975,000.00</b>	<b>2,475,000.00</b>	<b>2,523,000.00</b>	<b>2,494,948.79</b>
Roads	2,000,000.00	1,500,000.00	1,925,000.00	1,885,415.08
Traffic Control	75,000.00	75,000.00	68,000.00	66,264.35
Winter Maintenance	900,000.00	900,000.00	530,000.00	543,269.36
<b>LOC CONSTRUCTION/CAPACITY IMPROVE.</b>				
<b>STATE TRUNKLINE MAINT</b>	<b>1,900,000.00</b>	<b>1,900,000.00</b>	<b>990,000.00</b>	<b>1,186,223.48</b>
<b>STATE NON-MAINTENANCE</b>	<b>900,000.00</b>	<b>900,000.00</b>	<b>1,220,000.00</b>	<b>1,250,582.49</b>
<b>EQUIPMENT EXPENSE(NET)</b>	<b>450,000.00</b>	<b>450,000.00</b>	<b>0.00</b>	<b>(55,069.61)</b>
Direct - A510	1,650,000.00	1,650,000.00	1,500,000.00	1,558,939.62
Indirect - A511	600,000.00	600,000.00	550,000.00	560,490.69
Operating - A512	500,000.00	500,000.00	300,000.00	355,264.47
Less Equipment Rental Credits	(2,300,000.00)	(2,300,000.00)	(2,350,000.00)	(2,529,764.39)
<b>DISTRIBUTIVE EXPENSE</b>				
Labor Related - A513	0.00	0.00	0.00	0.00
Non-Labor Related - A514	0.00	0.00	0.00	0.00
<b>ADMINISTRATIVE EXPENSE (NET)</b>	<b>600,000.00</b>	<b>600,000.00</b>	<b>605,000.00</b>	<b>475,683.88</b>
Administrative - A515	800,000.00	800,000.00	800,000.00	699,804.22
Less State Overhead	(200,000.00)	(200,000.00)	(195,000.00)	(224,120.34)
<b>CAPITAL OUTLAY (NET) - A900</b>	<b>440,000.00</b>	<b>440,000.00</b>	<b>10,000.00</b>	<b>(9,420.97)</b>
Road Equipment	1,240,000.00	1,240,000.00	630,000.00	616,162.28
Engineering	0.00	0.00	0.00	0.00
Misc. Shop Equipment	0.00	0.00	0.00	0.00
Garage/Shop/Build Improv	0.00	0.00	0.00	0.00
Road Equipment	0.00	0.00	0.00	0.00
Depletable Assets (987)	0.00	0.00	0.00	0.00
Less: Retirements	0.00	0.00	0.00	0.00
Less Depreciation	(800,000.00)	(800,000.00)	(620,000.00)	(625,583.25)
<b>OTHER</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
995 Drain Commission			0.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>15,772,723.00</b>	<b>16,972,723.00</b>	<b>14,063,000.00</b>	<b>13,945,016.27</b>
<b>REVENUES</b>	<b>13,351,686.00</b>	<b>13,884,879.00</b>	<b>13,644,011.22</b>	<b>13,945,732.19</b>
<b>LESS TOTAL EXPENDITURES</b>	<b>15,772,723.00</b>	<b>16,972,723.00</b>	<b>14,063,000.00</b>	<b>13,945,016.27</b>
<b>NET IMPACT ON FUND BALANCE</b>	<b>(2,421,037.00)</b>	<b>(3,087,844.00)</b>	<b>(418,988.78)</b>	<b>715.92</b>



**OTSEGO COUNTY ROAD COMMISSION****For the Year Ended 12-31-24****Actual Revenues and Expenditures for the Year**

<b>REVENUES</b>		<b>EXPENDITURES</b>	
	<b>YE 2024</b>		<b>YE 2024</b>
Propert Tax: Millage	1,361,221.49	<u>Primary Road</u>	
License & Permits	85,771.20	Paving Projects	5,216,919.29
<u>Federal Sources</u>		Routine maintenance	857,143.92
Surface Trans	419,983.08	Traffic control	239,996.70
<u>Transportation Funds</u>		Winter maintenance	975,852.32
Engineering	10,000.00		
Primary Roads	4,173,840.28	<u>Local Road</u>	
Local Roads	2,479,310.83	Paving projects	1,312,155.98
Primary Urban	496,255.48	Routine maintenance	1,885,415.08
Local Urban	225,594.41	Traffic control	66,264.35
Snow Removal funds	460,610.96	Winter maintenance	543,269.36
<u>State Sources</u>			
State D		Equipment Expense - Net	(55,069.61)
Forest Road	85,110.00		
<u>Local Contributions</u>		<u>Distributive Expense</u>	
Townships	1,080,000.00	Labor-Related	0.00
Private	118,193.00	Non-Labor Related	0.00
<u>Charges for Services</u>			
State Trunkline Maintenance	1,079,341.08	Administrative Expense - Net	475,683.88
State TWA projects	1,249,108.80		
Salvage	3,022.47	State Trunkline Maintenance	1,186,223.48
Signs	870.00	State TWA projects	1,250,582.49
<u>Other</u>			
Interest	581,621.56	Capital Outlay	(9,420.97)
Property Rentals	29,397.05		
Oil Well	4,097.04		
Reimbursements	2,383.46		
<b>Total Revenues:</b>	<b>13,945,732.19</b>	<b>Total Expenditures:</b>	<b>13,945,016.27</b>
		<b>Net increase fund balance:</b>	<b>715.92</b>

Equipment Expense

Truck/Equipment expenses	1,558,939.62
Shop supplies & overhead	560,490.69
Equipment fuel	355,264.47
subtotal	2,474,694.78
Less: Rental revenue	(2,529,764.39)
Net Equipment Expense	(55,069.61)

Administrative Expense

Total Admin. Expense	699,804.22
Less: State Maint. Overhead	(224,120.34)
Net Admin. Expense:	475,683.88

Capital Outlay

Capital Acquisitions	616,162.28
Less: Allow. Depreciation	(625,583.25)
Net Capital Outlay:	(9,420.97)

Distributive Expense

Labor-Related	1,564,659.98
Non-Labor Related	192,158.35
Net Distributive Expense:	1,756,818.33

**As of 12-31-2024**

		201	206				
		Pothole Patching	Reshape Gravel	Ditching	TOTAL ROUTINE MAINTENANCE	Traffic Control/ Signage	Winter Maintenance
							Grand Totals
Bagley	1	5,698.25	4,297.12		79,375.67	51,030.77	123,575.15 \$ 253,981.59
Charlton	2	89,783.72	12,510.48		206,340.81	22,650.95	117,091.89 \$ 346,083.65
Chester	3	6,393.96	665.15		52,255.90	13,994.96	64,278.75 \$ 130,529.61
Corwith	4	79,495.35	51,476.75		222,625.05	18,525.14	161,378.10 \$ 402,528.29
Dover	5	43,899.11	2,402.40		57,239.01	13,529.67	57,005.05 \$ 127,773.73
Elmira	6	671.55	1,475.90		35,651.89	27,282.44	79,448.95 \$ 142,383.28
Hayes	7	7,838.92	2,823.89		44,971.29	44,548.09	131,107.60 \$ 220,626.98
Livingston	8	30,110.20	1,292.53		93,597.11	23,133.43	111,756.21 \$ 228,486.75
Otsego Lake	9	7,345.17			65,087.19	25,301.25	130,210.62 \$ 220,599.06
Totals		271,236.23	76,944.22	0.00	857,143.92	239,996.70	975,852.32 2,072,992.94

**Otsego County Road Commission  
Local Road Maintenance - 2024**

**As of 12-31-2024**

		<b>100</b>	<b>104</b>	<b>109</b>	<b>119</b>	<b>121</b>	<b>122</b>	<b>124</b>	<b>126</b>	<b>130</b>
		<b>Dust</b>	<b>(Crack Seal)</b>					<b>Road side</b>	<b>Grass/Weed</b>	
<b>Twp</b>		<b>Control</b>	<b>Seal Coating</b>	<b>Surface</b>	<b>Shoulder</b>	<b>Trees/Shrubs</b>	<b>Drainage</b>	<b>Cleanup</b>	<b>Control</b>	<b>Guardrail</b>
Bagley	1	4,498.71	5,305.27	1,425.23	3,027.92	27,451.58	28,267.73	762.75	2,313.64	633.75
Charlton	2	15,762.38		3,917.72	752.35	24,029.48	21,228.87	1,547.36	2,602.33	
Chester	3	9,831.82			1,263.87	9,008.81	1,595.04		1,614.85	
Corwith	4	33,263.17		18,457.77	5,515.63	29,081.51	34,641.08		1,733.01	
Dover	5	9,063.54		3,602.05		1,987.11	3,233.78		371.36	
Elmira	6	18,055.49	8,397.26	4,978.23	4,300.44	13,746.02	974.37		1,668.65	
Hayes	7	9,558.53	10,341.01	3,087.83	1,537.51	21,022.59	14,788.31	538.06	1,120.41	
Livingston	8	1,963.58		6,146.66	3,347.77	12,982.38	6,480.19	271.50	817.57	1,036.51
Otsego Lake	9	7,772.82		10,010.20	2,562.16	21,431.15	21,180.79		4,823.44	
<b>Totals</b>		<b>\$ 109,770.04</b>		<b>\$ 51,625.69</b>	<b>\$ 22,307.65</b>	<b>\$ 160,740.63</b>	<b>\$ 132,390.16</b>	<b>\$ 3,119.67</b>	<b>\$ 17,065.26</b>	<b>\$ 1,670.26</b>

			<b>201</b>	<b>206</b>						
		<b>Temporary</b>	<b>Pothole</b>	<b>Reshape</b>				<b>Traffic Control/</b>	<b>Winter</b>	<b>Grand</b>
<b>Twp</b>		<b>Supervision</b>	<b>Patching</b>	<b>Gravel</b>	<b>Ditching</b>	<b>Bridge</b>	<b>Total Rd Maint.</b>	<b>Signage</b>	<b>Maintenance</b>	<b>Totals</b>
Bagley	1		90,461.96	86,770.93	1,261.39		252,180.86	14,652.96	150,820.02	<b>\$ 417,653.84</b>
Charlton	2		57,257.08	172,114.36			299,211.93	7,661.10	61,939.48	<b>\$ 368,812.51</b>
Chester	3		42,997.76	73,530.36			139,842.51	5,351.14	27,728.25	<b>\$ 172,921.90</b>
Corwith	4		33,882.83	186,490.02			343,065.02	10,284.10	51,665.24	<b>\$ 405,014.36</b>
Dover	5		21,294.68	86,774.87			126,327.39	3,550.83	35,351.71	<b>\$ 165,229.93</b>
Elmira	6		16,797.98	121,167.84			190,086.28	4,747.93	40,921.79	<b>\$ 235,756.00</b>
Hayes	7		30,504.46	105,501.58			198,000.29	2,428.89	25,074.10	<b>\$ 225,503.28</b>
Livingston	8		70,150.57	45,729.91			148,926.64	7,772.46	72,678.33	<b>\$ 229,377.43</b>
Otsego Lake	9		27,932.02	92,061.58			187,774.16	9,814.94	77,090.44	<b>\$ 274,679.54</b>
<b>Totals</b>		<b>\$ -</b>	<b>\$ 391,279.34</b>	<b>\$ 970,141.45</b>	<b>\$ 1,261.39</b>	<b>\$ -</b>	<b>\$ 1,885,415.08</b>	<b>\$ 66,264.35</b>	<b>\$ 543,269.36</b>	<b>\$ 2,494,948.79</b>



**As of 12-31-2024**

BI - 75

2024 Primary/Local Heavy Maintenance

	Township	Year	Name	Contractor Paving Bid	ACTUAL CONSTRUCTION	Difference
Primary	Charlton	2024	Sparr Road - Sawyer to Wolf	1,467,114.92	1,464,079.96	-3,034.96
			Missed Culverts		103,024.71	103,024.71
	Dover	2024	Sparr Road - Dover to Sawyer			
			Missed Culverts		93,703.92	93,703.92
	Charlton	2024	Sparr Road - Wolf to Tin Shanty	668,773.00	671,453.79	2,680.79
	Dover	2024	Sparr Road - Marquardt to Dover LAP		419,983.08	
	Corwith	2024	Sturgeon Valley Road - Fontinalis Rd east 1.5 miles	394,273.73	455,766.16	61,492.43
	Chester	2024	Old State Road - E Opal Lake Road to Turtle Lake	1,097,245.48	1,264,020.57	166,775.09
				<b>3,627,407.13</b>	<b>4,472,032.19</b>	<b>424,641.98</b>
Local	Bagley	2024	Patrick, Greentree, Pinetum	188,748.00	166,176.51	-22,571.49
	Hayes	2024	Lake Manuka Road	67,135.00	61,871.57	-5,263.43
	Otsego	2024	Highlands (Trillium, Edelweiss)	373,698.50	348,498.55	-25,199.95
	Otsego	2024	Michaywe (Bob White, Snowmass, Golden Elk)	322,562.80	253,511.50	-69,051.30
	Hayes	2024	Tittabawassee Trail - Gravel		239,070.40	
	Elmira	2024	Franckowiak/Skop Roads - Gravel		200,749.12	
				<b>952,144.30</b>	<b>1,269,877.65</b>	<b>-122,086.17</b>
Culvert	Huron	2024	Wilkinson Road Culvert - Pigeon River	140,000.00	140,000.00	0.00
				<b>4,719,551.43</b>	<b>5,881,909.84</b>	<b>302,555.81</b>

**Otsego County Road Commission**  
**MTF COMPARISON (Includes Snow Funds, Reimbursed Engineering Fees)**  
**For Calendar Year Ending 12/31/2024**

Month	2024	2023	2022	2021	2020	2019	2018	2017	2016	2024 + ( - )	% Change
January	\$618,718.01	\$622,850.41	\$593,353.49	\$574,401.56	\$574,774.41	\$538,379.39	\$490,104.69	\$390,160.67	\$321,869.31	-\$4,132.40	-0.70%
February	\$659,154.39	\$632,255.99	\$632,457.35	\$570,732.78	\$617,395.30	\$510,402.80	\$493,989.46	\$455,570.44	\$384,810.44	\$26,898.40	4.25%
March	\$593,247.27	\$593,772.93	\$575,363.14	\$539,585.23	\$475,901.84	\$526,923.30	\$471,139.06	\$411,992.14	\$325,540.83	-\$525.66	-0.09%
April	\$590,636.20	\$562,332.71	\$560,418.55	\$575,876.65	\$393,985.28	\$450,756.80	\$429,606.59	\$406,411.01	\$312,258.71	\$28,303.49	5.05%
May	\$586,077.27	\$619,941.51	\$510,827.52	\$512,183.97	\$342,370.15	\$508,546.35	\$472,952.47	\$427,827.98	\$304,005.07	-\$33,864.24	-6.63%
June	\$613,333.27	\$618,893.80	\$568,665.93	\$568,305.39	\$484,874.11	\$485,931.51	\$444,296.57	\$435,976.07	\$333,449.21	-\$5,560.53	-0.98%
July	\$527,063.94	\$547,335.20	\$487,410.63	\$481,649.26	\$478,387.21	\$439,213.70	\$410,646.53	\$384,860.23	\$248,094.07	-\$20,271.26	-4.16%
August	\$608,192.14	\$579,431.44	\$561,092.90	\$593,695.30	\$579,216.00	\$482,547.69	\$447,571.55	\$427,215.93	\$326,316.22	\$28,760.70	5.13%
September	\$619,861.90	\$556,303.94	\$601,029.67	\$604,028.14	\$525,737.94	\$511,558.85	\$420,077.12	\$444,246.34	\$313,741.07	\$63,557.96	10.57%
October	\$985,315.66	\$972,976.58	\$880,770.30	\$815,008.13	\$822,087.88	\$792,490.98	\$794,622.88	\$632,043.72	\$490,458.83	\$12,339.08	1.40%
November	\$598,118.73	\$569,651.09	\$521,034.79	\$524,074.66	\$460,489.59	\$449,835.16	\$414,508.44	\$375,345.55	\$329,867.86	\$28,467.64	5.46%
December	\$845,893.18	\$783,401.92	\$750,365.33	\$680,865.37	\$524,167.55	\$538,568.32	\$332,726.17	\$398,345.79	\$328,757.47	\$62,491.26	8.33%

<b>Totals</b>	<b>\$7,845,611.96</b>	<b>\$7,659,147.52</b>	<b>\$7,242,789.60</b>	<b>\$7,040,406.44</b>	<b>\$6,279,387.26</b>	<b>\$6,235,154.85</b>	<b>\$5,622,241.53</b>	<b>\$5,189,995.87</b>	<b>\$4,019,169.09</b>	<b>\$186,464.44</b>	<b>27.64%</b>
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Engineering Funds received in June/paid in August (\$10,000)

Snow Funds received in October/paid in December

(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)  
(2023 Snowfunds \$438,396.03)  
(2024 Snowfunds \$460,610.96)



## Otsego County Road Commission Agenda Item Report

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**FROM:** Rebecca Hilmert, Finance Manager  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8.K  
**SUBJECT:** MERS RHFV Plan Fund Distribution

### **DESCRIPTION**

The Otsego County Road Commission paid \$206,724.08 for retiree healthcare in 2024 and would like to submit for reimbursement. For distribution requests over \$100,000, MERS requires two authorized signatures from the municipality.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

Motion to **approve/deny** fund distribution request in the amount of \$206,724.08 from the MERS Retiree Healthcare Funding Vehicle Plan and authorize the managing director and finance manager to sign the request form and submit for reimbursement.

Year Dates: 1/1/2024 to 12/31/2024

Month Dates: 12/1/2024 to 12/31/2024

		Labor	Equipment	Materials	Vouchers	Misc.	Receipts	Total
Control A513	DIST EXP - LABOR RELATED							
A513-A513-0								
	709-0	X	VACATION					
	12,316.97		0.00	0.00	0.00	0.00	0.00	12,316.97
	100,730.42		0.00	0.00	0.00	0.00	0.00	100,730.42
	710-0	X	SICK LEAVE					
	7,786.98		0.00	0.00	0.00	0.00	0.00	7,786.98
	54,870.19		0.00	0.00	0.00	0.00	0.00	54,870.19
	711-0	X	HOLIDAY PAY					
	13,927.36		0.00	0.00	0.00	0.00	0.00	13,927.36
	74,663.36		0.00	0.00	0.00	0.00	0.00	74,663.36
	712-1	X	FUNERAL LEAVE					
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	6,490.76		0.00	0.00	0.00	0.00	0.00	6,490.76
	713-0	X	PERSONAL DAYS					
	386.57		0.00	0.00	0.00	0.00	0.00	386.57
	7,660.97		0.00	0.00	0.00	0.00	0.00	7,660.97
	715-0	X	F.I.C.A.					
	12,892.59		0.00	0.00	0.00	9,505.61	0.00	22,398.20
	156,946.01		0.00	0.00	2,127.61	9,505.61	0.00	168,579.23
	716-0	X	Healthcare/Current					
	0.00		0.00	0.00	0.00	0.00	(964.50)	(964.50)
	0.00		0.00	0.00	430,541.84	(1,367.37)	(26,492.51)	402,681.96
	716-00	X	Healthcare/Retirees					
	0.00		0.00	0.00	0.00	(1,766.18)	0.00	(1,766.18)
	0.00		0.00	0.00	205,466.32	(1,766.18)	0.00	203,700.14
	716-01	X	Opt Out/Retirees					
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	2,000.00		0.00	0.00	0.00	0.00	0.00	2,000.00
	716-05	X	Healthcare/Commissioner					
	0.00		0.00	0.00	0.00	0.00	(931.60)	(931.60)
	0.00		0.00	0.00	19,039.35	0.00	(4,453.68)	14,585.67
	716-06	X	Supplemental/Commissioner					
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00		0.00	0.00	3,249.50	0.00	(292.48)	2,957.02
	716-1	X	Opt Out/Current					
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	9,913.00		0.00	0.00	0.00	0.00	0.00	9,913.00
	716-2	X	Opt Out - Management					
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	3,000.00		0.00	0.00	0.00	0.00	0.00	3,000.00
	716-3	X	Healthcare Reimbursement Expense					
	0.00		0.00	0.00	9,056.80	(96.31)	0.00	8,960.49
	0.00		0.00	0.00	74,241.88	334.99	0.00	74,576.87
	716-3A	X	RETIREE HRA REIMBURSEMENT					
	0.00		0.00	0.00	401.17	0.00	0.00	401.17
	0.00		0.00	0.00	1,023.94	0.00	0.00	1,023.94
	716-3B	X	COMMISSIONER HRA REIMBURSEMENT					
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00		0.00	0.00	49.30	0.00	0.00	49.30





## Otsego County Road Commission Agenda Item Report

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**FROM:** Rebecca Hilmert, Finance Manager/Board Secretary  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. L  
**SUBJECT:** FY 2025 Budget Amendment

### DESCRIPTION

Pursuant to the Uniform Budgeting and Accounting Act, P.A. 2 of 1968, as amended, the Otsego County Board of Road Commissioners ("Board") approved an operating budget for fiscal year commencing January 1, 2025, and ending December 31, 2025. Budget amendments are necessary from time to time and at year-end when a deviation from the original general appropriations act occurs and new information is available. The Board is authorized by statute to amend the budget from the original general appropriations act as necessary.

### LEGAL REVIEW

N/A

### SAMPLE MOTION:

Motion to **approve/deny** the fiscal year-end 2025 Otsego County Road Commission budget amendments as recommended by the Finance Manager.



**OTSEGO COUNTY ROAD COMMISSION**  
**2025 - 2029 5 YEAR BUDGET**  
**SUPPORTING SCHEDULES -**  
**REVENUES/EXPEDITURES**

	2025 PROPOSED	2025 1ST AMENDED	2026 PROJECTED	2027 PROJECTED	2028 PROJECTED	2029 PROJECTED
<b>REVENUES</b>						
<b>TAXES</b>						
County Millage/Per prop	1,600,000.00	1,600,000.00	1,600,000.00	1,600,000.00	1,600,000.00	1,600,000.00
<b>450 PERMITS &amp; LICENSES</b>	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00
<b>FEDERAL SOURCES</b>	489,014.00	489,014.00	2,770,000.00	603,000.00	616,000.00	628,000.00
510-071 Surface Trans/FAS/STP	489,014.00	489,014.00	590,000.00	603,000.00	616,000.00	628,000.00
510-091 Fed "D" Funds	0.00	0.00	0.00	0.00	0.00	0.00
510-017 High Risk Rural Roads Grant	0.00	0.00	2,180,000.00	0.00	0.00	0.00
<b>STATE SOURCES</b>						
546 MTF	7,988,264.00	7,988,264.00	8,146,332.39	8,308,000.00	8,510,000.00	8,665,000.00
Engineering	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Primary	4,229,828.00	4,229,828.00	4,318,346.14	4,400,000.00	4,550,000.00	4,650,000.00
Local	2,568,110.00	2,568,110.00	2,621,853.01	2,700,000.00	2,750,000.00	2,800,000.00
Urban	755,326.00	755,326.00	771,133.24	773,000.00	775,000.00	780,000.00
Snow Funds	425,000.00	425,000.00	425,000.00	425,000.00	425,000.00	425,000.00
551 <b>STATE FEDERAL AID</b>	315,459.00	315,459.00	86,000.00	286,780.00	86,000.00	86,000.00
EDF - "D" Funds	229,459.00	229,459.00	0.00	200,780.00	0.00	0.00
EDF-Forest Rd "E"	86,000.00	86,000.00	86,000.00	86,000.00	86,000.00	86,000.00
<b>CONTRIBUTIONS</b>	472,025.00	472,025.00	0.00	0.00	0.00	0.00
Townships	472,025.00	472,025.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00
<b>CHARGES FOR SERVICES</b>	2,215,294.00	2,323,500.00	2,324,500.00	2,326,500.00	2,326,500.00	2,326,500.00
State Maintenance	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
State Non-Maint	800,000.00	800,000.00	800,000.00	800,000.00	800,000.00	800,000.00
Salvage Sales	10,000.00	10,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Signs	1,000.00	1,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Oil Well	5,000.00	5,000.00	10,000.00	12,000.00	12,000.00	12,000.00
Drain Commission	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
<b>Audit Refund</b>	(108,206.00)	0.00	0.00	0.00	0.00	0.00
<b>OTHER-LIST</b>	395,000.00	395,000.00	300,000.00	300,000.00	300,000.00	300,000.00
Interest	375,000.00	375,000.00	250,000.00	250,000.00	250,000.00	250,000.00
Other/Rentals	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
671-693 Other/Reimbursements	0.00	0.00	30,000.00	30,000.00	30,000.00	30,000.00
<b>TOTAL REVENUES</b>	<b>13,545,056.00</b>	<b>13,653,262.00</b>	<b>15,296,832.39</b>	<b>13,494,280.00</b>	<b>13,508,500.00</b>	<b>13,675,500.00</b>

	2025 PROPOSED	2025 1ST AMENDED	2026 PROPOSED	2027 PROPOSED	2028 PROPOSED	2029 PROPOSED
<b>EXPENDITURES</b>						
<b>PRI CONSTRUCTION/CAPACITY IMPROVE.</b>						
<b>PRIMARY PAVING - A458</b>	2,862,613.00	3,763,627.04	5,267,202.00	2,824,000.00	2,770,000.00	2,785,000.00
Roads/includes millage projects	2,144,140.00	2,979,660.00	1,562,452.00	1,304,000.00	2,000,000.00	2,000,000.00
Federal Aid projects	718,473.00	783,967.04	3,704,750.00	1,520,000.00	770,000.00	785,000.00
<b>PRIMARY ROUTINE MAINT. - A466</b>	2,890,000.00	2,890,000.00	2,440,000.00	2,900,000.00	2,900,000.00	2,900,000.00
Roads	1,250,000.00	1,250,000.00	800,000.00	1,250,000.00	1,250,000.00	1,250,000.00
Traffic Control	240,000.00	240,000.00	240,000.00	250,000.00	250,000.00	250,000.00
Winter Maintenance	1,400,000.00	1,400,000.00	1,400,000.00	1,400,000.00	1,400,000.00	1,400,000.00
<b>LOCAL PAVING - A488</b>	2,151,796.00	2,415,746.00	1,621,050.00	3,227,960.00	0.00	0.00
Roads	2,151,796.00	2,415,746.00	1,621,050.00	3,227,960.00	0.00	0.00
<b>LOCAL ROUTINE MAINT. -A496</b>	2,825,000.00	2,825,000.00	2,800,000.00	2,300,000.00	2,300,000.00	2,300,000.00
Roads	2,000,000.00	2,000,000.00	2,000,000.00	1,500,000.00	1,500,000.00	1,500,000.00
Traffic Control	75,000.00	75,000.00	50,000.00	50,000.00	50,000.00	50,000.00
Winter Maintenance	750,000.00	750,000.00	750,000.00	750,000.00	750,000.00	750,000.00
<b>LOC CONSTRUCTION/CAPACITY IMPROVE.</b>						
<b>STATE TRUNKLINE MAINT</b>	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00
<b>STATE NON-MAINTENANCE</b>	800,000.00	800,000.00	800,000.00	800,000.00	800,000.00	800,000.00
<b>EQUIPMENT EXPENSE(NET)</b>	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00
Direct - A510	1,650,000.00	1,650,000.00	1,650,000.00	1,650,000.00	1,650,000.00	1,650,000.00
Indirect - A511	600,000.00	600,000.00	600,000.00	600,000.00	600,000.00	600,000.00
Operating - A512	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	500,000.00
Less Equipment Rental Credits	(2,500,000.00)	(2,500,000.00)	(2,500,000.00)	(2,500,000.00)	(2,500,000.00)	(2,500,000.00)
<b>DISTRIBUTIVE EXPENSE</b>						
Labor Related - A513	0.00	0.00	0.00	0.00	0.00	0.00
Non-Labor Related - A514	0.00	0.00	0.00	0.00	0.00	0.00
<b>ADMINISTRATIVE EXPENSE (NET)</b>	625,000.00	625,000.00	650,000.00	650,000.00	675,000.00	700,000.00
Administrative - A515	825,000.00	825,000.00	850,000.00	850,000.00	875,000.00	900,000.00
Less State Overhead	(200,000.00)	(200,000.00)	(200,000.00)	(200,000.00)	(200,000.00)	(200,000.00)
<b>CAPITAL OUTLAY (NET) - A900</b>	1,150,000.00	1,150,000.00	1,150,000.00	450,000.00	450,000.00	450,000.00
Road Equipment	1,750,000.00	1,750,000.00	1,750,000.00	1,250,000.00	1,250,000.00	1,250,000.00
Engineering	0.00	0.00	0.00	0.00	0.00	0.00
Misc. Shop Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Garage/Shop/Build Improv	0.00	0.00	0.00	0.00	0.00	0.00
Road Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Depletable Assets (987)	0.00	0.00	0.00	0.00	0.00	0.00
Less: Retirements	0.00	0.00	0.00	0.00	0.00	0.00
Less Depreciation	(600,000.00)	(600,000.00)	(600,000.00)	(800,000.00)	(800,000.00)	(800,000.00)
<b>OTHER</b>	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
995 Drain Commission	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
<b>TOTAL EXPENDITURES</b>	<b>15,061,909.00</b>	<b>16,226,873.04</b>	<b>16,485,752.00</b>	<b>14,909,460.00</b>	<b>11,652,500.00</b>	<b>11,692,500.00</b>
<b>REVENUES</b>	13,545,056.00	13,653,262.00	15,296,832.39	13,494,280.00	13,508,500.00	13,675,500.00
<b>LESS TOTAL EXPENDITURES</b>	<b>15,061,909.00</b>	<b>16,226,873.04</b>	<b>16,485,752.00</b>	<b>14,909,460.00</b>	<b>11,652,500.00</b>	<b>11,692,500.00</b>
<b>NET IMPACT ON FUND BALANCE</b>	<b>(1,516,853.00)</b>	<b>(2,573,611.04)</b>	<b>(1,188,919.61)</b>	<b>(1,415,180.00)</b>	<b>1,856,000.00</b>	<b>1,983,000.00</b>

**OTSEGO COUNTY ROAD COMMISSION**

Account Balances

As of 1-31-2025

**Assets**

Petty cash	\$	500.00	
Operating (AP-PR-HRA)	\$	78,598.05	
Savings (County)	\$	632,050.97	
Savings (MI Class)	\$	8,793,845.90	
Millage Collections	\$	101,664.50	
Millage (MI Class)	\$	-	
<b>Total cash:</b>	<b>\$</b>	<b>9,606,659.42</b>	
<b>Investments:</b>	<b>\$</b>	<b>2,539,027.59</b>	
<b>Total cash &amp; investments:</b>			<b>\$ 12,145,687.01</b>

**Accounts Receivable:**

Corwith Township	\$	100,000.00	
Village of Vanderbilt	\$	5,408.16	
Oxcart Permits	\$	4,160.00	
Total AR			\$ 109,568.16

**Total Assets:** **\$ 12,255,255.17**

**Liabilities**

Feb Accounts payable	\$	262,130.60	
SOM: Theisen Rd	\$	14,415.04	
SOM: Murner Rd	\$	13,320.68	
SOM: Alba Rd	\$	40,102.47	
SOM: Sparr Rd	\$	6,030.03	
Emergency Fund: Reserved	\$	3,000,000.00	

**Total liabilities:** **\$ 3,335,998.82**

**Total Fund Balance:** **\$ 8,919,256.35**

2025 Impact	\$ (2,573,611.04)	\$ 6,345,645.31
2026 Impact	\$ (1,188,919.61)	\$ 5,156,725.70
2027 Impact	\$ (1,415,180.00)	\$ 3,741,545.70
2028 Impact		
2029 Impact		





## **Otsego County Road Commission Agenda Item Report**

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**FROM:** Kirk Harrier, Managing Director  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. M  
**SUBJECT:** 2025 Heavy Maintenance Project Review

### **DESCRIPTION**

Staff will update Board members regarding the heavy maintenance projects on the schedule for 2025.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

N/A

## 2025 Heavy Maintenance Projects

Project Type & TWP	Road Class	Length (Miles)	Location	Estimated Construction Costs	Estimated Design Engineering Cost	Estimated Construction Engineering Cost	Total Estimated Project Costs
<b>Crush &amp; Shape</b>							
Bagley/ Dover TWP	Primary	1.30	Wilkinson Rd - M-32 to Goslow Rd (LAP) (JN 215384)	\$ 718,488.00	\$ 8,000.00	\$ 57,479.04	\$ 783,967.04
Bagley/ Dover TWP	Primary		Wilkinson Rd - Goslow Rd to Marquardt Rd & Krys Rd - M-32 to Wilkinson Rd				
		2.83	& Chester Rd - M-32 to Wilkinson Rd	\$ 990,500.00	\$ 8,000.00	\$ 79,240.00	\$ 1,077,740.00
Charlton TWP	Primary	2.80	Sparr Rd - Tin Shanty Rd to Meridian Line Rd	\$ 980,000.00	\$ 8,000.00	\$ 78,400.00	\$ 1,066,400.00
Bagley TWP	Local	2.45	Plywood Rd - Milbocker Rd to Old Alba Rd & Old Alba Rd - TWP Line to West Otsego Lake Dr	\$ 857,500.00	\$ 8,000.00	\$ 68,600.00	\$ 934,100.00
Hayes TWP	Local	1.86	Pencil Lake Rd - County Line to Springgay Rd	\$ 651,000.00	\$ 8,000.00	\$ 52,080.00	\$ 711,080.00
Safety Project 1	Primary		Roundabout @ Dickerson Rd/ Milbocker Rd/ McCoy Rd	\$ 1,430,000.00	\$ 8,000.00	\$ 114,400.00	\$ 1,552,400.00
Safety Project 2	Primary		Roundabout @ McCoy Rd/ Krys Rd	\$ 1,250,000.00	\$ 8,000.00	\$ 100,000.00	\$ 1,358,000.00
Safety Project 3	Various		Countywide Signage	\$ 200,000.00	\$ 8,000.00	\$ 16,000.00	\$ 214,000.00
<b>Wedge &amp; Overlay</b>							
Livingston TWP	Local	0.83	Al Do Ro Va Rd - Loop off of Morgan Rd	\$ 111,000.00	\$ 5,000.00	\$ 8,880.00	\$ 124,880.00
Livingston TWP	Local	0.25	5 Lakes Rd - Murner Rd to Holly Ln (Wedge & Chip seal)	\$ 51,700.00	\$ 5,000.00	\$ 4,136.00	\$ 60,836.00
Hayes TWP	Local	1.30	Mt. Frederick Rd - Deward Rd to Nicklaus Rd	\$ 292,500.00	\$ 5,000.00	\$ 23,400.00	\$ 320,900.00
<b>Chip Seal</b>							
Bagley/ Chester TWP	Primary	7.10	McCoy Rd - Old 27 S to M-32	\$ 227,200.00			\$ 227,200.00
Bagley/ Otsego Lake TWP	Primary	7.76	Old 27 South - I-75 SB Off Ramp to Waters	\$ 248,320.00			\$ 248,320.00
Elmira TWP	Primary	3.30	Mt Jack Rd - Alba Rd (C-42) to M-32	\$ 105,600.00			\$ 105,600.00
Chester TWP	Local	2.30	Turtle Lake Rd - Bass Lake Landing Rd to McCoy Rd	\$ 73,600.00			\$ 73,600.00
<b>Re-Gravel</b>							
Bagley/Chester TWP	Local	2.00	Chester Rd - Trombley Rd to McCoy Rd	\$ 190,350.00			\$ 190,350.00
<b>TOTALS:</b>							
		36.08		\$ 8,377,758.00	\$ 79,000.00	\$ 602,615.04	\$ 8,659,373.04
						Primary	\$ 2,979,660.00
						Local	\$ 2,415,746.00
						Fed Aid	\$ 783,967.04



## Otsego County Road Commission Agenda Item Report

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**FROM:** Scott Butkovich, Operations Manager  
**MEETING DATE:** February 13, 2025  
**AGENDA ITEM:** 8. N  
**SUBJECT:** Resolution R25-1 Act 51 Certification Map Approval

### **DESCRIPTION**

Public Act 51 of 1951, as amended, requires that each county submit an annual report to the State Transportation Commission. This report covers the period of January 1 through December 31 and must show mileage certified as of December 31, 2025. The Otsego County Road Commission Act 51 maps have not changed from the maps the Board approved in 2024.

### **BUDGET ACTION REQUIRED**

N/A

### **LEGAL REVIEW**

N/A

### **SAMPLE MOTION**

Motion to **approve/deny** Resolution R25-1 as presented direct staff to submit the required report to the State Transportation Commission.



**OTSEGO COUNTY ROAD COMMISSION  
RESOLUTION R25-1**

**A RESOLUTION APPROVING OTSEGO COUNTY ROAD COMMISSION ACT 51  
CERTIFICATION MAPS**

**WHEREAS**, Public Act 51 of 1951, as amended, requires that each county submit an annual report to the State Transportation Commission; and

**WHEREAS**, this report covers the period of January 1 through December 31 and must show mileage certified as of December 31, 2024.

**NOW, THEREFORE, BE IT RESOLVED that:**

1. The Board of County Road Commissioners of the County of Otsego approve Act 51 Certification Maps for submittal to MDOT and signed by the Chairman.
2. All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**ADOPTED**

**OTSEGO COUNTY ROAD COMMISSION**

BY: \_\_\_\_\_  
Troy Huff, Chairman

**CERTIFICATION**

I, Rebecca Hilmert, the duly appointed Board Secretary of the Otsego County Road Commission, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Otsego County Board of Road Commissioners at a regular meeting held March 9, 2023, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
Rebecca Hilmert, Board Secretary