

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY ROAD COMMISSION**

July 3, 2018

The Board of County Road Commissioners of the County of Alpena met in regular session on the above date. The meeting was called to order by the Chairman, Fred Sterns, at 3:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Commissioners Sterns, Heise, and Spaulding.
Absent: None.

Staff present: Larry Orcutt, Managing Director; Curt Gonyea, Superintendent; Julia Patterson, Finance Director/Board Secretary; Jim Florip, Road Commission Attorney.

Others present: Ron McDonald and John Kozlowski, County Commissioners; Nathan Skibbe, Alpena Township Supervisor.

AGENDA

Moved by Spaulding, seconded by Heise, to adopt the agenda as presented. Motion carried unanimously.

MINUTES

Moved by Spaulding, seconded by Heise, to approve the minutes of the regular meeting of June 5, 2018. Motion carried unanimously.

COMMUNICATIONS

- A. Richard Tyrer, North Region Maintenance Superintendent, Department of Transportation, letter dated June 1, 2018, notice of audit results, State Trunkline Maintenance Contract, for the period of January 1, 2016 through December 31, 2016.
- B. Doug Robidoux, Chairperson for County Road Association Self-Insurance Fund (CRASIF), a letter dated June 5, 2018 issuing a call for Board of Trustee candidates.

Moved by Spaulding, seconded by Heise that the above communications become a part of the minutes. Motion carried unanimously.

CITIZENS APPEARING BEFORE THE BOARD

The following residents appeared before the Board of Commissioners:

Tim Jernberg, 8582 U.S. Highway 23 S., Ossineke, appeared before the Board to question why the permit that was issued to him in December 2017 to cut trees down on Birch Street was revoked.

Managing Director Larry Orcutt informed the Board of Commissioners of the history of this issue going back to the 1990's. Adjacent property owners objected to the tree removal and therefore, the permit was revoked. No action was taken to re-issue the permit for Mr. Jernberg.

MANAGING DIRECTOR REPORT

Managing Director Larry Orcutt presented a brief update on the following:

- Two of three Special Assessments have been validated. There is a formal step-by-step process to follow.
- Indian Reserve Road, South of Werth Road, has been paved and is now complete.
- Contracts for asbestos testing on Werth Road and Ossineke Road Bridges have been completed and no asbestos was found.
- Bloom Road reconstruction, end of pavement to East of Samp anticipate early August start date and will take approximately six weeks to complete. The detour will be approximately three miles long.
- Equipment purchases that were budgeted have been ordered but no deliveries yet. The motor grader has an expected delivery date for July, tractors in August and the new tandem truck will be in soon and will sent out to be outfitted for equipment.
- Crack sealing will start soon as well as the asphalt overlays.

COUNTY ROAD REPORT

The Superintendent presented the County Road Report for the period May 28, 2018, through June 24, 2018.

MAY FINANCIAL REPORT

The Finance Director presented the Cash/Cash Equivalents Financial Report for the month ended May 31, 2018.

Moved by Spaulding, seconded by Heise that all reports become part of the minutes. Motion carried unanimously.

COMMISSIONERS COMMENTS

Commissioner Spaulding commented that the warning signs are in place for the Long Rapids Road ditching project. He complemented the Road Commission crew on a great job on the culvert replacements on M-32 by Bean Creek Road.

PURCHASES

Moved by Spaulding, seconded by Heise, to approve the following purchases in the amount of \$157,071.33:

1	21872	6/25/18	Alpena Oil Company, 2,699 gallons nolead gas @ \$2.1590/gallon.	\$5,827.15
2	201806	6/21/18	Bit-Mat Products of Michigan, 2,229.94 gallons of AE-90 delivered @ \$1.95/gallon plus \$211.71 freight charge.	\$4,560.09
3	29969	6/5/18	Hansen Sales & Service, A/C Line and fan for Truck #089, and shock absorbers for Truck #086.	\$549.07
4	PD8798239	6/18/18	Michigan CAT, new fan blade for Grader #114.	\$851.71
5	PD8822362	6/25/18	Michigan CAT, new guard around radiator for Grader #114.	\$885.04
6	9671	6/6/18	Modern Crane Technologies, annual inspection for Shop Hoist.	\$615.00
7	37388	6/26/18	Northern Energy, Inc., transmission oil for Grader #122.	\$566.70
8	21871	6/14/18	Scotland Oil Co., 12,000 gallons diesel fuel @ \$2.3543/gallon.	\$28,251.60
9	64172	6/7/18	ServiceMaster Clean, lower level water damage restoration	\$5,528.77

10	837168	6/6/18	Team Elmer's, 4,427.88 tons 23A gravel @ \$8.48/ton for tailgate spread.	\$37,548.42
11	837398	6/19/18	Team Elmer's, 8,254.98 tons 23A gravel @8.48/ton for tailgate spread.	\$70,002.23
12		6/22/18	Zaremba Equipment Inc., NEW RADIATOR FOR Truck #092.	\$568.71
13	114614	6/22/18	Zaremba Equipment Inc., Body controller for Truck #091.	\$1,316.84
TOTAL PURCHASES				\$157,071.33

Motion carried unanimously.

CONTRACT PAYMENTS

Moved by Spaulding, seconded by Heise, to approve the following contract payments in the amount of \$104,790.06:

10B CONTRACT PAYMENTS				
Item	PO/Inv	Date	Description	Amount
1	3793	6/18/18	Alpena Aggregate, Inc. production of 25,000 tons of 22A modified aggregate at Weiss Pit @ \$2.29/ton.	\$57,250.00
2	18-009-1	6/24/18	Environmental & Asbestos Services, Inc., Asbestos testing for Werth Road Bridge.	\$1,200.00
3	18-009-2	6/24/18	Environmental & Asbestos Services, Inc., Asbestos testing for Ossineke Road Bridge.	\$1,030.00
4	2496	6/5/18	Huron Engineering and Surveying, Inc., for design engineering services for Herron Road design.	\$2,362.50
5	2497	6/5/18	Huron Engineering and Surveying, Inc., for design engineering services for Herron Road design South of bridge.	\$3,020.00
6	2498	6/5/18	Huron Engineering and Surveying, Inc., for design engineering services for Wolf Creek Road design.	\$3,820.00
7	2499	6/5/18	Huron Engineering and Surveying, Inc., for construction assistance services rendered on Indian Reserve Road.	\$5,185.00
8	2500	6/5/18	Huron Engineering and Surveying, Inc., for construction assistance services rendered on Bloom Road.	\$940.00
9	60418	6/4/18	Michigan Dept. of Transportation, local progress billing No. 1 for Indian Reserve Road, Werth Road to Precour Road resurfacing project.	\$16,352.05
10	4-10692	5/26/18	R.S. Scott Associates, Inc., survey and design services for LBP Bridge replacement for Werth Road over Mud Creek Bridge.	\$3,105.51
11	4-10720	5/26/18	R.S. Scott Associates, Inc., engineering design services for the replacement of Ossineke Road Bridge.	\$10,525.00
TOTAL CONTRACT PAYMENTS				\$104,790.06

Motion carried unanimously.

JUNE BILLS

Moved by Spaulding, seconded by Heise, to approve June bills in the amount of \$579,268.79. Motion carried unanimously.

COMPUTER UPGRADES

Thatch Computer Consulting provided proposals for computer maintenance and equipment upgrades needed for the Road Commission computer system.

Moved by Spaulding, seconded by Heise, to enter into a two year contract with Thatch Computer Consulting at a rate of \$300.00 per month for routine computer maintenance plus \$4,936.63 for equipment and labor to upgrade the server, one PC and other miscellaneous equipment. Motion carried unanimously.

QUOTATIONS

UNDERBODY SCRAPER BLADES

Two quotations were received June 29, 2018 for furnishing underbody scraper blades:

	<u>St. Regis Culvert</u>		<u>Truck & Trailer</u>	
	<u>Unit</u>	<u>Total</u>	<u>Unit</u>	<u>Total</u>
(30) 5/8"x8"x84" thru-hardened	\$70.00	\$ 2,100.00	\$71.50	\$ 2,145.00
(700) 5/8"x8"x72" hi-carbon	\$60.00	\$42,000.00	\$53.50	\$37,450.00

Moved by Spaulding, seconded by Heise, to purchase the underbody scraper blades from Truck & Trailer Specialties, Boyne Falls, Michigan for a total price of \$39,595.00. Motion carried unanimously.

TRANSPORT AND STOCKPILE 29A COURSE AGGREGATE

The following two quotes were received July 2, 2018, to transport and stockpile MDOT Specification 29A Coarse Aggregate at three locations in Alpena County for use during sealcoating operations:

<u>Location</u>	<u>Quantity</u>	<u>Elmer's Crane & Dozer</u>		<u>Everett Goodrich</u>	
		<u>Unit</u>	<u>Total</u>	<u>Unit</u>	<u>Total</u>
Long Rapids Church	1,300 T	\$4.00	\$5,200.00	\$3.97	\$5,161.00
Long Rapids & Bolton Rd.	400 T	\$3.35	\$1,340.00	\$2.93	\$1,172.00
Ossineke Ballfield	500 T	\$4.00	\$2,000.00	\$2.98	\$1,490.00

Moved by Spaulding, seconded by Heise to accept the quotation submitted by Goodrich Asphalt and Paving of Alpena to transport and stockpile MDOT Specification 29A Coarse Aggregate. Motion carried unanimously.

WERTH ROAD BRIDGE DETOUR

At the June 5th Road Commission Board meeting, Commissioner Heise had commented we need to investigate all options for constructing Werth Road Bridge part-width versus detouring traffic. Mr. Orcutt contacted R.S. Associates to get an estimate of cost adjustments for part-width construction. Scott Pawlowski, Registered Engineer with R.S. Scott and Associates, appeared before the Board to present his analysis of user costs for part-width versus detoured traffic for the replacement of Werth Road Bridge in 2019. Mr. Pawlowski estimated the construction cost as 20% more for part-width, and an increase of six weeks for construction.

Managing Director Larry Orcutt recommended the Board approve to proceed with changing to part-width construction contingent on his review of the information provided by R.S. Scott at the meeting.

Moved by Heise, seconded by Spaulding, to submit documents to MDOT for part-width construction of Werth Road Bridge, and contingent on Mr. Orcutt's review of the information. Motion carried unanimously.

ROAD AGREEMENTS

Previously approved road agreements for the proposed work to Outer Drive/Russell Court, Meyers Road, and Pohl Road will not be done this year. Those agreements will be voided and the Road Commission will allocate those matching funds to the Genschaw Road Overlay as approved by Alpena Township.

Moved by Spaulding, seconded by Heise, to approve the following Road Agreement:

	Township Match	ACRC Match	Total Estimate
<u>ALPENA TOWNSHIP:</u>			
Hot Mix Asphalt Overlay:			
Genschaw Road: Long Rapids to Golf Course Rd.	\$ 25,000	\$ 25,000	\$50,000
TOTAL ALPENA TOWNSHIP:	<u>\$25,000</u>	<u>\$25,000</u>	<u>\$50,000</u>

Motion carried unanimously.

DETERMINATION OF NECESSITY POHL ROAD SPECIAL ASSESSMENT

Moved by Spaulding, seconded by Heise, to approve the resolution for preliminary determination of necessity of the Pohl Road Special Assessment which will initiate the survey and design work. Motion carried unanimously.

DETERMINATION OF NECESSITY ELDEN DRIVE SPECIAL ASSESSMENT

Moved by Spaulding, seconded by Heise, to approve the resolution for preliminary determination of necessity of the Elden Drive Special Assessment which will initiate the survey and design work. Motion carried unanimously.

LOCAL UNITS OF GOVERNMENT RETIREMENT SYSTEM REPORTING

In accordance with Public Act 202 of 2017 (Act 202), pension and retiree health care, Form 5572, is required to be filed to determine if the pension and health care plans of the Alpena County Road Commission are underfunded. Form 5572 has been filed and the Road Commission has 45 days to file a waiver request from the date of June 28, 2018.

NEXT MEETING DATE

The next regular meeting of the Board of Road Commissioners of Alpena will be Tuesday, August 7, 2018 at 3:00 p.m. in the lower level of the Road Commission building.

BOARD RECESS

The Chairman adjourned the meeting at 4:15 p.m. for recess to address the media.

BOARD RECONVENED

The Chairman reconvened the meeting at 4:30 p.m.

ROLL CALL

Present: Commissioners Sterns, Heise, and Spaulding.
Absent: None.

Staff present: Larry Orcutt, Managing Director; Curt Gonyea, Superintendent; Julia Patterson, Finance Director/Board Secretary; Jim Florip, Road Commission Attorney.

CLOSED SESSION

Moved by Spaulding, seconded by Heise, to go to into closed session at 4:32 p.m. for the purpose of discussing pending litigation.

Commissioner Sterns: Aye
Commissioner Heise: Aye
Commissioner Spaulding: Aye

Motion carried unanimously.

OPEN SESSION

Moved by Spaulding, seconded by Heise, to return to open session at 4:36 p.m.

Commissioner Sterns: Aye
Commissioner Heise: Aye
Commissioner Spaulding: Aye

Motion carried unanimously.

ROLL CALL

Present: Commissioners Sterns, Heise, and Spaulding.
Absent: None.

Staff present: Larry Orcutt, Managing Director; Curt Gonyea, Superintendent; Julia Patterson, Finance Director/Board Secretary; Jim Florip, Road Commission Attorney.

Moved by Spaulding, seconded by Heise, to authorize Managing Director Larry Orcutt to sign the settlement agreement to acquire right-of-way from Dan Fitzgerald on Bloom Road. Motion carried unanimously.

ADJOURNMENT

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 4:40 p.m.

Fred Sterns,
Chairman

Julia G. Patterson,
Board Secretary