

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

September 4, 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 Mazrum, Road Commission Attorney.

Others present: Ron McDonald, County Commissioner.

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 August 7, 2018. Motion carried unanimously.

COMMUNICATIONS

- A. D. Patrick Allen, P.E. Act 51 Engineer, Michigan Department of Transportation, letter dated August 1, 2018, regarding the Annual Road Mileage Certification Report.
- B. Doug Robidoux, Board of Trustees Chair and Jim deSpelder, Fund Administrator of County Road Association Self-Insurance Fund (CRASIF), an invitation to the 40th Annual Membership Meeting on Wednesday, September 12, 2018 starting at 8:00 a.m. at the Fire Keepers Casino and Hotel in Battle Creek, Michigan.
- C. Jim deSpelder, Fund Administrator, County Road Association Self-Insurance Fund, email dated August 17, 2018, congratulating the Alpena County Road Commission on making the CRASIF Risk Control Honor Roll for 2017-18 coverage year.
- D. Patrick McCarthy, Financial Operations Division Administrator, Department of Transportation, letter dated August 22, 2018, notice of audit results, State Trunkline Maintenance Contract, for the period of January 1, 2016 through December 31, 2016.

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

CITIZENS APPEARING BEFORE THE BOARD

There were no citizens appearing before the Board.

MANAGING DIRECTOR REPORT

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

- Bloom Road reconstruction project is currently under construction with earth work and excavation. Aggregate base has been added and shelves of stone have been removed.
- King Settlement, Long Rapids, and Genschaw Road Overlays are complete except for the pavement markings.
- Crack sealing projects are finished on King Settlement, Genschaw, Golf Course, Bagley, and Hubbard Lake Roads.
- Computer upgrades are complete with a few issues to work out.
- Pavement markings will be completed on seal coat projects.
- Material prices have increased for future projects. County salt has an increase of 75% from last year. The price increased from \$39.20 to \$68.05 for 2018 due to a statewide salt shortage.
- Annual Paser ratings with MDOT and NEMCOG Representatives were performed last month on federal aid eligible roads and gravel roads. Alpena County Road Commission's ratings increased from fair to good or seven percent as we have increased our preventative maintenance: 39% roads were rated as good, 37% fair and 23% poor.

COUNTY ROAD REPORT

The Superintendent presented the County Road Report for the period July 30, 2018, through August 26, 2018.

JULY FINANCIAL REPORT

The Finance Director presented the Cash/Cash Equivalents Financial Report for the month ended July 30, 2018.

BUDGET STATUS REPORT

The Finance Director presented the Budget Status Report through July 31, 2018.

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

COMMISSIONERS COMMENTS

Commissioner Sterns questioned on the status of Werth Road Bridge design.

PURCHASES

Moved by Spaulding, seconded by Heise, to approve the following purchases in the amount of \$345,685.45:

10A PURCHASES				
Item	PO/Inv.	Date	Description	Amount
1	21877	9/4/18	Alpena Oil Co., 2,700 gallons nolead at \$2.1890/gallon.	\$5,910.30
2	201808	8/7/18	Bit-Mat Products of Michigan, demurrage for AE-90.	\$598.00
3	CRA0006874	8/1/18	County Road Association Self-Insurance Fund (CRASIF), Workers' Comp Insurance second quarter premium.	\$10,089.20

4	30494	8/16/18	Hansen Sales & Service, parts to rebuild shifting tower on Truck #086.	\$518.33
5	30546	8/22/18	Hansen Sales & Service, brake drum and shoe kit for Truck #086.	\$529.65
6	90418	9/4/18	Municipal Employees' Retirement System (MERS) employer voluntary contribution.	\$200,000.00
7	154251	8/14/18	Michigan Paving & Materials Co., 22,458.71 gallons of QTF Seal at \$1.39/gallon for fog seal projects.	\$31,217.60
8	154459	8/21/18	Michigan Paving & Materials Co., 6,810.01 gallons of QTF Seal at \$1.39/gallon for fog seal projects.	\$9,465.91
9	648227	8/7/18	Oscar W. Larson Co., performed cathodic protection testing and replaced switch sensor on pump #8.	\$831.65
10	71862	8/16/18	Otec Radio Communications, Four (4) antenna kits at \$30.00 ea. and four (4) two-way radios at \$345.00/radio and \$400.00 installation charge.	\$1,900.00
11	82218	8/22/18	Presque Isle County Road Commission, 50 hours labor and fringes for distributor operator for sealcoat projects.	\$2,276.40
12	107714	8/8/18	St. Regis Culvert, Inc., various culverts for inventory .	\$8,621.92
13	21876	8/9/18	Scotland Oil Co., 2,599 gallons nolead at \$2.151/gallon and 10,002 gallons diesel fuel at \$2.31120/gallon.	\$28,706.87
14	64543	8/13/18	ServiceMaster Clean, Bi-annual cleaning and floor work.	\$1,190.00
15	838371	8/10/18	Team Elmer's, 2,625.32 Tons 23A gravel at 8.48/ton for tailgate spread.	\$22,262.71
16	510867	8/6/18	Team Elmer's, 2,520.26 tons 23A at \$5.22/ ton road gravel for county roads.	\$13,155.78
17	511066	8/7/18	Team Elmer's, 115.85 tons 23A at \$5.22/ ton road gravel for county roads.	\$604.73
18	513137	8/20/18	Team Elmer's, 104.48 tons 23A at \$5.22/ ton road gravel for county roads.	\$545.40
19	513605	8/28/18	Team Elmer's, 149.24 tons 23A at \$5.22/ ton road gravel for county roads.	\$779.03
20	226808	8/27/18	Thunder Bay Electric, Inc., miscellaneous electrical lighting repairs.	\$696.58
21	3-1206085	8/28/18	Valley Truck Parts, new transmission and clutch assembly for Truck #087.	\$5,257.99
22	116167	8/28/18	Zaremba Equipment Inc., rear transmission mounts for Truck #087.	\$527.40
TOTAL PURCHASES				\$345,685.45

Motion carried unanimously.

CONTRACT PAYMENTS

Moved by Spaulding, seconded by Heise, to approve the following contract payments in the amount of \$607,780.69:

10B CONTRACT PAYMENTS				
Item	PO/Inv	Date	Description	Amount
1	3860	8/20/18	Alpena Aggregate Inc., production of 25,000 tons of 22A modified aggregate at Flanders Pit @ \$2.92/ton.	\$73,000.00
2	Est. 2.	8/31/18	Bolen Asphalt Paving, Inc., Progress payment #1 for King Settlement, Long Rapids and Genschaw Roads Overlays.	\$379,978.96
3	Est. 1	8/31/18	Elmer's Crane and Dozer, Inc. Progress payment #1 for Bloom Road reconstruction.	\$84,285.07
4	2630	8/3/18	Huron Engineering and Surveying, Inc., for design engineering services for Herron Road design.	\$1,645.00
5	2632	8/3/18	Huron Engineering and Surveying, Inc., for design engineering services for Wolf Creek Road design.	\$1,190.00
6	80518	8/5/18	Michigan Dept. of Transportation, local progress billing No. 3 for Indian Reserve Road, Werth Road to Precour Road resurfacing project.	\$32,394.46
7	10437	8/21/18	Wolverine Sealcoating LLC, crack sealing various county roads.	\$35,287.20

TOTAL CONTRACT PAYMENTS \$607,780.69

Motion carried unanimously.

AUGUST BILLS

Moved by Spaulding, seconded by Heise, to approve August bills in the amount of \$888,222.82. Motion carried unanimously.

QUOTATIONS

Two quotations were received on August 29, 2018, for furnishing various street signs.

Moved by Spaulding, seconded by Heise to award the purchase of signs from Newman Traffic who provided the low quote in the amount of \$1,166.71 and to authorize Managing Director permission to add additional signs as needed. Motion carried unanimously.

ACT 51, MCL 247.668j

ANNUAL CERTIFICATION OF EMPLOYEE-RELATED CONDITIONS

Moved by Spaulding, seconded by Heise, to certify that the Alpena County Road Commission is in compliance with MCL 247.668j (1) (b), and as such, certifies that medical benefits are offered to employees or elected public officials in compliance with the publically funded health insurance contribution act, 2011 PA 152 and authorize Chair Fred Sterns and Finance Director Julia Patterson to sign the compliance form. Motion carried unanimously.

SPECIAL ASSESSMENT ENGINEERING DESIGN

Moved by Spaulding, seconded by Heise, to accept the proposal from Huron Engineering for the design of Outer Drive/Russell Court, Elden Drive, and Pohl Road Special Assessment Projects at a not-to-exceed cost of \$19,500.00. Motion carried unanimously.

NEXT MEETING DATE

The next regular meeting of the Board of Road Commissioners of Alpena will be Tuesday, October 2, 2018 at 3:00 p.m. in the lower level of the Road Commission building.

ADJOURNMENT

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 3:54 p.m.

Fred Sterns,
Chairman

Julia G. Patterson,
Board Secretary