

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

August 18, 2015

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, Darrel A. Spragg, at 3:00 p.m.

**ROLL CALL**

Present: Commissioners Tom Heise, Darrel Spragg and Fred Sterns  
Absent: None

Staff present: Larry Orcutt, Managing Director; Curt Gonyea, Superintendent; Julia Patterson, Finance Director; Jim Mazrum, Road Commission Attorney; and Susan Crowell, Board Secretary.

Others present: Gerald Leschinger, Ossineke Township; Ken Lobert, Supervisor, Ossineke Township.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**AGENDA**

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

**MINUTES**

Moved by Sterns, seconded by Heise, to approve the minutes of the regular meeting of August 4, 2015. Motion carried unanimously.

**COMMUNICATIONS**

- A. Joyce Randall, Board of Trustee Chair, County Road Association Self-Insurance Fund, letter dated August 9, 2015, regarding informational meetings on converting program structure from a group fund to a mutual.
- B. Dan Gouin, letter dated August 17, 2015, regarding Monaghan Point Road improvements.

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

**CITIZENS APPEARING BEFORE THE BOARD**

No citizens came before the Board.

**MANAGING DIRECTOR REPORT**

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

- Scott Road resurfacing project, from 1.5 mi. east of Hubbard Lake Road to Lytle Road, has been advertised for bids. Bids will be opened at 2 p.m. Wednesday, August 26, 2015.
- Segment of Halley Road is ready for paving by Everett Goodrich Paving. Preparation work performed by Alpena County Road Commission crew is completed.
- Obtaining estimates from contractors to submit to insurance company for repairs to a broken boiler heating line in the lower level of the Road Commission offices.
- Preliminary costs for November 1 health insurance renewal have been received and new rates are being reviewed and analyzed.
- Mr. Orcutt and other Northern Michigan local road transportation officials attended a meeting in Cheboygan with Rep. Peter Pettalia to discuss transportation funding issues.
- The automotive dealer is looking for an available 2015 GMC Acadia to purchase through the MiDeal purchasing program to replace the 2006 GMC Envoy.
- Options discussed by Road Commission staff for utilization of additional transportation funding being allocated by the Michigan legislature were presented to the Board for their consideration.

**COUNTY ROAD REPORT**

The Superintendent presented the County Road Report for the period July 27, 2015, through August 9, 2015.

**JULY FINANCIAL REPORT**

The Finance Director presented the Cash/Cash Equivalents Financial Report for the month ended July 31, 2015.

**BUDGET STATUS REPORT**

The Finance Director presented the Budget Status Report through July 31, 2015.

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

**COMMISSIONERS' COMMENTS**

No Commissioners' comments.

**PURCHASES**

Moved by Sterns, seconded by Heise, to approve the following purchases:

<b><u>Item</u></b>	<b><u>PO/Inv.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
1	40512216	07/31/15	Asphalt Materials, Inc., 39,893 gals. HFRS-2 @ \$1.9179/gal.	\$76,510.78
2	PO21754	08/05/15	Cadillac Culvert, miscellaneous sizes culverts, bands and end sections for inventory and MDOT TWA projects.	\$13,146.40
3	5945	08/01/15	County Road Association Self-Insurance Fund, second quarter premium for workers' compensation insurance.	\$10,012.00
4	820165	07/31/15	Elmer's Crane & Dozer, trucking 622.42 tons 29A to Wilson School @ \$2.80/ton.	\$ 1,742.78
5	424321	08/16/15	Elmer's Crane & Dozer, 169.42 tons 23A road gravel @ \$4.30/ton.	\$ 728.49
6	150105	07/24/15	Lorie J. Hoppe, payment for vehicle damages resulting from Road Commission truck plowing snow.	\$ 3,046.00
7	5506208	08/10/15	Michigan CAT, repair air conditioning in 2011 CAT Grader No. 114.	\$ 1,196.23
8	51097	08/12/15	R. S. Scott Associates, soil borings for Nicholson Hill Road from Wolf Creek Road to one mile east of Hubbard Lake Road.	\$ 1,437.00
9	2054261	07/29/15	Specification Stone Products, 622.42 tons 29A @ \$7.85/ton.	\$ 4,886.01
10	2056401	08/05/15	Specification Stone Products, 488.43 tons 29A @ \$7.85/ton.	\$ 3,834.19
<b>Total Purchases:</b>				<b><u>\$116,539.88</u></b>

Motion carried unanimously.

**CONTRACT PAYMENTS**

Moved by Sterns, seconded by Heise, to approve the following contract payments:

<b><u>Item</u></b>	<b><u>PO/Inv.</u></b>	<b><u>Date</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
1	1096	08/05/15	Huron Engineering & Surveying, Inc., design engineering services for Scott Road resurfacing project.	\$ 880.00
2	1099	08/05/15	Huron Engineering & Surveying, Inc., Bolton Road curve analysis.	\$ 1,595.00
3	1097	08/05/15	Huron Engineering & Surveying, Inc., design engineering services for Nicholson Hill Road and Spruce Road guardrail improvements.	\$ 560.00
<b>Total Contract Payments:</b>				<b><u>\$ 3,035.00</u></b>

Motion carried unanimously.

**MONAGHAN POINT ROAD**

As a follow-up to the correspondence received from Dan Gouin, Managing Director Larry Orcutt informed the Board of a discrepancy of approximately 125 feet in the certified length of Monaghan Point Road and the location of the existing turnaround. He noted that there is no benefit to changing the location of the turnaround and the Road Commission has no intention to do so.

The fence that was located in the right-of-way has been removed by the property owner following the issuance of an encroachment removal order. A garage is also located within the road right-of-way but its removal will not be required at this time as there is no existing proposal to widen the road.

Attorney Jim Mazrum clarified there should be no expectation that the road will be widened as a result of the tree cutting and stump removal work being performed by MacArthur Construction for Alpena Township.

**ROAD AGREEMENT**

Moved by Sterns, seconded by Heise, to approve the following Road Agreement pending approval by the Alpena Township Board:

	<u>Township Match</u>	<u>ACRC Match</u>	<u>Total Estimate</u>
<b><u>ALPENA TOWNSHIP:</u></b>			
<b><u>Clearing and Grubbing:</u></b>			
Monaghan Point Rd 0.90 mi. east of Anderson Rd thence 0.80 mi. easterly thereof	\$ 8,250	\$ 4,125	\$12,500
	<u>          </u>	<u>          </u>	<u>          </u>
<b><u>TOTAL ALPENA TOWNSHIP:</u></b>	<b><u>\$ 8,250</u></b>	<b><u>\$ 4,125</u></b>	<b><u>\$12,500</u></b>

Motion carried unanimously.

**ACT 51, MCL 247.668J**  
**ANNUAL CERTIFICATION OF EMPLOYEE-RELATED CONDITIONS**

Moved by Sterns, 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. Motion carried unanimously.

**MANAGING DIRECTOR EVALUATION**  
**EMPLOYEE SURVEY RESULTS**

Moved by Heise, seconded by Sterns, to acknowledge the Board's receipt of the results of a survey given to Road Commission employees on August 4, 2015, on the performance of the Managing Director. Motion carried unanimously.

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**NEXT MEETING DATE**

The next regularly scheduled meeting of the Board will be 3:00 p.m., Tuesday, September 1, 2015.

**ADJOURNMENT**

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 3:55 p.m.

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Darrel A. Spragg  
Chairman

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Susan D. Crowell,  
Board Secretary