

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

October 20, 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 3:05 p.m.

ROLL CALL

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

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

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

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 September 22, 2015. Motion carried unanimously.

COMMUNICATIONS

A. Straits Area Council, notice dated October 5, 2015, of next regular meeting of the Straits Area Council being held Tuesday, November 3, 2015, at Mackinaw City.

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

CITIZENS APPEARING BEFORE THE BOARD

Paul Wolne, 19087 Reider School Road, came before the Board to express his appreciation for the brush hog work performed by Road Commission crews.

Pat Gallagher, 205 W. Fletcher Street, thanked Chairman Spragg for the dumpster placed on Hamilton Road for the roadside cleanup. He also thanked the staff for grading the road.

Lois Hall, 2553 Hobbs Drive, also thanked Chairman Spragg for having the dumpster delivered to Hamilton Road for the roadside cleanup.

Ken Lobert, Ossineke Township Supervisor, was in attendance to check on the status of the Scott Road resurfacing project. He thanked Chairman Spragg and Larry Orcutt for attending the recent Michigan Township Association chapter meeting and noted the next meeting will be held on the third Monday in February at the Sanborn Township Hall.

MANAGING DIRECTOR REPORT

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

- Scott Road resurfacing project in Ossineke Township is in progress. Earthwork is being performed.
- MDOT presented a winter maintenance training session for Road Commission supervisors and crew. The level of service on state highways and salting techniques were reviewed.
- An equipment training day was held at one of the gravel pits to allow employees to operate various pieces of Road Commission equipment.
- Water damage repairs following a boiler pipe leak in the lower level of the Road Commission office building are in progress. Also, one of the boiler pumps has seized up and is being rebuilt.
- Design work is in progress for the resurfacing of Nicholson Hill Road from Bushey Road to Wolf Creek Road and for the reconstruction of Werth Road from US-23 to Piper Road. Both projects are being scheduled for 2016. Chairman Spragg inquired about the cost effectiveness of constructing the Werth Road project with nine inches of asphalt versus nine inches of concrete. Managing Director Larry Orcutt will research the issue.

COUNTY ROAD REPORT

The Managing Director presented the County Road Report for the period September 14, 2015, through October 9, 2015.

SEPTEMBER FINANCIAL REPORT

The Finance Director presented the Cash/Cash Equivalents Financial Report for the month ended September 30, 2015.

BUDGET STATUS REPORT

The Finance Director presented the Budget Status Report through September 30, 2015, and a projected Budget Status Report through December 31, 2015.

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

COMMISSIONERS' COMMENTS

There were no Commissioners' comments.

BIDS

**66,000 LB. GVWR HEAVY DUTY
TANDEM AXLE TRUCK BIDS**

The following three bids were opened Friday, October 16, 2015, for furnishing two 66,000 lb. GVWR truck chassis:

	<u>Unit Price</u>	<u>Total</u>
Grand Traverse Diesel Service	\$117,000	\$234,000
JX Peterbilt	\$122,099	\$244,198
Zarembo Equipment	\$123,275	\$246,500

Moved by Sterns, seconded by Heise, to purchase two 66,000 lb. GVWR truck chassis from Grand Traverse Diesel Service at their bid price of \$117,000 each. Motion carried unanimously.

SEPTEMBER BILLS

Moved by Sterns, seconded by Heise, to approve the September bills in the amount of \$427,424.11. Motion carried unanimously.

PURCHASES

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

<u>Item</u>	<u>PO/Inv.</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
1	T81009	09/22/15	AIS Construction Equipment, conveyor hitch for shoulder machine No. 378A.	\$ 1,212.34
2	T82349	10/08/15	AIS Construction Equipment, new belt and side rubbers for shoulder machine No. 378A.	\$ 1,246.43
3	21761	10/16/15	Alpena Oil Company, 2599 gals. no-lead gasoline @ \$1.6495/gal.	\$ 4,287.05
4	I86808	09/29/15	Alta Equipment Company, drawbar, wear plates, and filters for Volvo Grader No. 128.	\$ 764.41
5	6511	10/16/15	Artic Elevator, shop elevator repair.	\$ 1,521.00
6	17626	09/29/15	Beavers Automotive and Radiator Repair, A/C repair, transmission service, and brakes for GMC Pickup No. 3.	\$ 779.04

<u>Item</u>	<u>PO/Inv.</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
7	26744936	09/21/15	Belle Tire, (4) 315/80R22.5 tires for Truck No. 86 and stock.	\$ 1,817.92
8	47709534	10/11/15	Bentley, MicroStation Select software subscription.	\$ 877.00
9	56375	10/15/15	Cogitate, Inc., quarterly software support.	\$ 1,481.38
10	71384173	09/23/15	Compass Minerals, 1111.29 tons county salt @ \$57.00/ton.	\$63,343.53
11	821209	09/30/15	Elmer's Crane and Dozer, 2284.20 tons 23A tailgate @ \$8.64/ton.	\$19,735.49
12	430795	10/06/15	Elmer's Crane and Dozer, 518.73 tons 23A @ \$4.30/ton.	\$ 2,230.60
13	430993	10/09/15	Elmer's Crane and Dozer, 448.16 tons 23A @ \$4.30/ton.	\$ 1,927.09
14	431143	10/12/15	Elmer's Crane and Dozer, 577.84 tons 23A @ \$4.30/ton.	\$ 2,484.72
15	15-103	09/30/15	Environmental Excavating & Cont., Inc., excavation and intersection alterations at US-23 and Gutches Road intersection.	\$16,022.25
16	62442	09/29/15	Mac Tools, ¾-inch impact wrench.	\$ 659.99
17	4645	10/16/15	Michigan County Road Commission Self-Insurance Pool, Elaine Fortier vehicle damage.	\$ 1,000.00
18	382208	09/30/15	Michigan Dept. of Transportation, adjusted 2015 capital equipment advance.	\$17,920.00
19	142117	09/26/15	Michigan Paving & Materials Co., 1162.32 gals. AMS Seal SP @ \$2.1288/gal.	\$ 2,474.35
20		09/28/15	Presque Isle County Road Commission, 40 hours labor and fringes for distributor operator for sealcoat projects.	\$ 1,566.52
21	1527-02	09/21/15	Ryan Bros., Inc., B-2 curb Gutches Road @ US-23.	\$ 7,625.00
22	57470	08/21/15	Servicemaster, water damage restoration.	\$ 1,976.21
23	PO21762	10/20/15	Signature Ford, 2016 Ford F450 diesel service truck.	\$57,411.00
24	97494270	10/07/15	State Chemical Solutions, paint for road equipment.	\$ 577.74
25	15-561	10/13/15	Thunder Bay Tree Service, roadside spraying on Werth Rd and Wolf Creek Rd.	\$ 2,120.00
Total Purchases:				<u>\$213,061.06</u>

Motion carried unanimously.

CONTRACT PAYMENTS

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

<u>Item</u>	<u>PO/Inv.</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
1	Est. 1	10/20/15	Elmer's Crane and Dozer, Construction Pay Estimate No. 1 for Scott Road Resurfacing Project.	\$152,190.91
2	1185	10/09/15	Huron Engineering & Surveying, Inc., construction engineering services for Scott Road project.	\$ 2,615.00
3	1186	10/09/15	Huron Engineering & Surveying, Inc., design engineering services for Werth Road, Diamond Road to Piper Road.	\$ 2,205.00
4	2829	09/21/15	M & M Pavement Marking, traffic markings for sealcoat projects.	\$ 6,746.53
Total Contract Payments:				<u><u>\$163,757.44</u></u>

Motion carried unanimously.

REGION 9 RURAL TASK FORCE PROPOSED PROJECTS

Moved by Sterns, seconded by Heise, to hold a public hearing at 3:00 p.m., Tuesday, November 3, 2015, to hear comments on proposed projects eligible for funding under the Federal Surface Transportation Authorization Bill, the "Moving Ahead for Progress in the 21st Century Act" (MAP-21) during the period 2016 through 2020. Motion carried unanimously.

STAFF WAGE ADJUSTMENTS

Moved by Sterns, seconded by Heise, to approve a 1.5% wage increase for non-union staff employees, including the Managing Director and the Superintendent, effective November 1, 2015. Motion carried unanimously.

**COUNTY ROAD ASSOCIATION SELF-INSURANCE FUND
CONVERSION RESOLUTION**

Moved by Sterns, seconded by Heise, to adopt the following resolution:

WHEREAS, the undersigned is a member in good standing of County Road Association Self-Insurance Fund, or CRASIF.

WHEREAS, the undersigned Member is aware that the Board of Trustees of CRASIF is working to convert CRASIF from a self-insurers' fund governed under the Worker's Disability Compensation Act of 1969 into a mutual insurance company governed under the Michigan Insurance Code, referred to below as the Conversion, and is recommending that CRASIF proceed with the Conversion.

WHEREAS, the Board of Trustees has requested that CRASIF members act on a resolution to provide a preliminary indication to the Board of Trustees of the members' willingness to move forward with the proposed Conversion.

WHEREAS, the undersigned Member wishes to support the efforts of the Board of Trustees to implement the Conversion by approving the following non-binding resolution.

THEREFORE, IT IS:

RESOLVED, that the undersigned Member supports the efforts of the Board of Trustees to implement the Conversion, and currently intends to vote in favor of the Conversion when proposed to CRASIF's members for final approval and, if the Conversion is completed, to apply for a worker's compensation insurance policy written by CRASIF that would become effective July 1, 2016.

Motion carried unanimously.

ALPENA TOWNSHIP
ROAD AGREEMENTS

Moved by Sterns, seconded by Heise, to approve the following Road Agreements with Alpena Township:

		<u>Township Match</u>	<u>ACRC Match</u>	<u>Total Estimate</u>
Gravel Surfacing:				
Mac Avenue	Michigan Avenue then south 2600 lft.	\$ 8,900	\$ 4,450	\$13,350
Wall Avenue	Mac Ave. then south 1400 lft.	\$ 4,800	\$ 2,400	\$ 7,200
Haken Road	3750 lft. south of Lacombe Rd. then south 3300 lft.	\$10,267	\$ 5,133	\$15,400
Naylor Road	French Road then east 2000 lft.	\$ 6,081	\$ 2,119	\$ 8,200
Jensen/Henry/ Thunder Bay Ave.	Certified lengths	\$ 7,533	\$ 3,767	\$11,300
Trees, Ditching, Gravel Surfacing:				
Hamilton Road	North Point Road to Wessel Rd. Spot locations	\$ 3,333	\$ 1,667	\$ 5,000
Ditching:				
Hinckley Blvd.	Elden Dr. then north to Wilke	\$ 6,000	\$ 3,000	\$ 9,000
Hinckley Blvd.	Wayne Road to Elden Drive	\$ 2,133	\$ 1,067	\$ 3,200
Piper Road	End of bituminous to south Township line-spot locations	\$ 9,300	\$ - 0 -	\$ 9,300
TOTAL ALPENA TOWNSHIP:		<u>\$58,347</u>	<u>\$23,603</u>	<u>\$81,950</u>

Motion carried unanimously.

LONG RAPIDS TOWNSHIP
ROAD AGREEMENT

Moved by Sterns, seconded by Heise, to approve the following Road Agreement with Long Rapids Township:

		<u>Township Match</u>	<u>ACRC Match</u>	<u>Total Estimate</u>
Gravel Surfacing:				
Greenwoods Road	M-65 west 1600 lft. north 3500 lft.	\$ 5,900	\$ - 0 -	\$ 5,900
TOTAL LONG RAPIDS TOWNSHIP:		<u>\$ 5,900</u>	<u>\$ - 0 -</u>	<u>\$ 5,900</u>

Motion carried unanimously.

COMMENDATION

DANIEL T. BRUSKI

Moved by Sterns, seconded by Heise, to adopt the following resolution:

WHEREAS, Daniel T. Bruski has honorably served the citizens of Alpena County and the motoring public with distinction as an exemplary employee of the Alpena County Road Commission; and

WHEREAS, Mr. Bruski retired on October 9, 2015, after twenty-two years of dedicated service with the Road Commission as a Truck Driver; and

WHEREAS, he consistently demonstrated his commitment to his work and his diligence in the performance of his duties in providing the high level of service that the community expects from their public servants; and

NOW THEREFORE BE IT RESOLVED that the Board of County Road Commissioners of Alpena County, Michigan, does hereby make public acknowledgement of their deep appreciation and gratitude for his faithful service and wish him good health and much happiness during his retirement years.

NEXT MEETING DATE

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

BOARD RECESS

The Chairman adjourned the meeting at 4:00 p.m. for recess to address the media.

BOARD RECONVENED

The Chairman reconvened the meeting at 4:10 p.m.

ROLL CALL

Present: Commissioners Heise, Spragg and Sterns

Absent: None

Staff present: Larry Orcutt, Managing Director; Susan Crowell, Secretary; and James Mazrum, Attorney.

CLOSED SESSION

Moved by Sterns, seconded by Heise, to go into closed session at 4:11 p.m. for the purpose of discussing the Managing Director's Personnel Evaluation. Motion carried unanimously.

OPEN SESSION

Moved by Sterns, seconded by Heise, to return to open session at 4:45 p.m. Motion carried unanimously.

ROLL CALL

Present: Commissioners Heise, Spragg and Sterns
Absent: None

Staff present: Larry Orcutt, Managing Director; Susan Crowell, Secretary; and James Mazrum, Attorney.

ADJOURNMENT

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 4:46 p.m.

Darrel A. Spragg
Chairman

Susan D. Crowell,
Board Secretary