

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

January 17, 2017

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 Vice-Chairman, Tom Heise, at 3:00 p.m.

**ROLL CALL**

Present: Commissioners Tom Spaulding and Tom Heise.  
Absent: Commissioner Fred Sterns.

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

Others present: Ken Lobert, Ossineke Township Supervisor; Susan D. Sanford, CPA, Road Commission Auditor.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**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 January 3, 2017. Motion carried unanimously.

**COMMUNICATIONS**

- A. Beaver Lake area residents, letter dated January 1, 2017, expressing appreciation for road maintenance over the last year.
- B. Straits Area Council, announcement dated January 13, 2017, of the next regular meeting of the Straits Area Council being held Tuesday, February 7, 2017, at Mackinaw City.

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

**CITIZENS APPEARING BEFORE THE BOARD**

**Ken Lobert, Ossineke Township Supervisor**, was in attendance to invite the Road Commission to the quarterly Michigan Township Association chapter meeting on Monday, February 20, 2017 at the Ossineke Township Hall. Mr. Lobert asked if Managing Director Larry Orcutt would inform the attendees of the new projected federal revenue.

**MANAGING DIRECTOR REPORT**

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

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- Bids will be opened February 3, 2017 for Motor Grader and Tandem Truck.
- Prepared bid documents for annual material requirements. Bids will be opened February 16, 2017.
- Working on township sealcoat projects for this year.
- Received a proposal from R.S. Scott & Associates for a cost per hour for bridge repair project planning.
- Long Rapids Road resurfacing project, West of M-65 to Collins, federal funds are now obligated and should be advertised for a March 2017 bid opening through MDOT.
- Contract has been awarded to Huron Engineering and Surveying, Inc. to begin design and finish the survey for Carr Road, between Leer and Posen Roads.
- The Managing Director and Engineering Technician will be attending the County Engineers Workshop January 31 - February 2, 2017, in Sault Ste. Marie, Michigan.

**COUNTY ROAD REPORT**

The Superintendent presented the County Road Report for the period December 26, 2016, through January 8, 2017.

**FINANCIAL REPORT**

The Finance Director presented the Cash/Cash Equivalents Financial Report for the month ended December 31, 2016.

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

**COMMISSIONERS' COMMENTS**

Commissioner Spaulding inquired if there are any plans for crack sealing Werth Road from Wegmeyer Road West. Managing Director, Larry Orcutt responded that there is nothing planned at this time.

Commissioner Heise commented how good the roads in Alpena County were compared to other counties that he drove through when he was traveling through the state.

**PURCHASES**

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

**10B PURCHASES**

Item	PO/Inv	Date	Description	Amount
1	S52031	1/9/17	Alpena Diesel Service, replace EGR Valve on Truck #086	\$1,356.27
2	21809	1/11/17	Alpena Oil Co., 2,000 gallons nolead gas @ \$1.6495/gal.	\$3,299.00
3	J06599	1/5/17	Alta Equipment Co., rebuild circle blade on Grader #128.	\$770.23
4	57776	1/17/17	Cogitate Inc., quarterly software support.	\$1,481.38
<b>TOTAL PURCHASES</b>				<b>\$6,906.88</b>

Motion carried unanimously.

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

**CONTRACT PAYMENTS**

Item	PO/Inv	Date	Description	Amount
1	1814	1/5/2017	Huron Engineering & Surveying, Design Engineering for for Long Rapids Road: M-65 to Collins Rd.	\$737.50

Motion carried unanimously.

**QUOTATIONS**  
**WELDER**

Two quotations were received for a welder:

DESCRIPTION	Quantity	Airgas USA, LLC Alpena, MI		Baker's Gas & Welding Lincoln Park, MI	
		Unit Price	TOTAL	Unit Price	TOTAL
<b>Welder Millermatic 350P 60HZ 200/230/460V 1 or 3 phase</b>	<b>1</b>		\$4,365.00		\$4,425.40
<b>Gun Pistol Grip Spoolmatic</b>	<b>1</b>		\$1,313.00		\$1,331.25
<b>TOTAL</b>			<b>\$5,678.00</b>		<b>\$5,756.65</b>

Moved by Spaulding, seconded by Heise, to accept the quotation submitted by Airgas USA, LLC., in the amount of \$5,678.00 for a Millermatic Welder and Gun Pistol Grip. Motion carried unanimously.

**QUOTATIONS**

**DELINEATOR POSTS**

Two quotations were received for 150 delineator posts:

DESCRIPTION	Quantity	Dornbos Sign & Safety Charlotte, MI		Newman Traffic Signs Jamestown, ND	
		Unit Price	TOTAL	Unit Price	TOTAL
<b>7' Steel posts, delineator, galvanized, 1.12 lbs. per foot U-channel</b>	<b>150</b>	<b>\$8.15</b>	\$1,222.50	<b>\$6.08</b>	<b>\$912.00</b>
<b>Freight</b>			<b>\$175.00</b>		<b>\$117.75</b>
<b>TOTAL QUOTE</b>			<b>\$1,397.50</b>		<b>\$1,029.75</b>

Moved by Spaulding, seconded by Heise, to accept the quotation submitted by Newman Traffic Signs, in the amount of \$1,029.75, for 150 delineator posts plus freight. Motion carried unanimously.

**WERTH ROAD ALL-SEASON ACCESS**

At the April 19, 2016 Board meeting, the owners of Thunder Bay Concrete had requested that a segment of Werth Road be changed to an all-season road and allow them to haul overweight loads during frost law season. Larry Orcutt, Managing Director, was directed by the Board to contact Huron Engineering and Surveying to investigate the strength of the existing pavement. Huron Engineering and Surveying had submitted reports in August of 2016 that included a recommendation to resurface that segment of Werth Road with stronger asphalt or to add an additional 1" of asphalt to the existing pavement at an estimated cost of \$600,000. Mr. Orcutt was then directed to meet with the owners of Thunder Bay Concrete to discuss cost sharing options with them. In December of 2016, Mr. Orcutt met with Thunder Bay Concrete to discuss the

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recommendation and the cost sharing option and the consensus was it was not cost effective to provide funding for this portion of Werth Road at this time and therefore to not change the status of any segment of Werth Road.

Commissioner Heise expressed his appreciation to Mr. Orcutt for taking the extra time to meet with Thunder Bay Concrete to discuss the all-season request for a segment of Werth Road.

**INVESTMENT POLICY REVISION**

At the January 3, 2017 Board meeting, Julie Patterson, Finance Director, was directed by Commissioner Sterns to draft a policy that would include credit unions as a depository for certificate of deposits. Upon reviewing the Road Commission Investment Policy #63 that was adopted by the Board of Commissioners on June 6, 1998, it was discovered that credit unions were listed on page one but were omitted under Section 8 "QUALIFIED INSTITUTIONS AND DEALERS". Jim Mazrum, Road Commission Attorney, reviewed the policy and recommended to amend the current Investment Policy by including credit unions.

Moved by Spaulding, seconded by Heise, to amend Alpena County Road Commission's Investment Policy #63 to include credit unions that are members of National Credit Union Administration (NCUA), as depositories for investing surplus cash in certificates of deposit. Motion carried unanimously.

**COUNTY ROAD ASSOCIATION OF MICHIGAN  
AMENDMENT TO CONSTITUTION AND BYLAWS**

Moved by Spaulding, seconded by Heise, to approve the following proposed amendments recommended by the Board of Directors, including:

- The removal of Bay County Road Commission from the Blue Water Highway Council and add it to the East Central Council; Remove Bay County Road Commission from the Association of Southern Michigan County Road Agencies and add to Northern Michigan Association of Road Commissions. (Article VII, Section 1 and 2).
- An updated Vision and Mission for the Association, which includes right-of-way language. (Article II, Section 1).
- The addition of standing Education Committee with the focus of developing comprehensive curated educational programming. (Article V, Section 12).
- The change of Association fiscal year beginning date to reflect October 1 of each year. (Article IX, Section 1).

Motion carried unanimously.

**NEXT MEETING DATE**

The next regular meeting is scheduled for 3:00 p.m., Tuesday, February 7, 2017. Motion carried unanimously.

**ADJOURNMENT**

There being no further business to come before the Board, the Vice-Chairman declared the meeting adjourned at 3:57 p.m.

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Thomas J. Heise, Vice-Chairman

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Julia G. Patterson,  
Board Secretary