

April 17, 2019

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan

Members present: Chairman Dan Winter, Commissioners Klint Marshall and Van Sheltroun, Managing Director Pat Reinke and Board Clerk Brandy Curtis

Guests: State/Construction Foreman Bill Sperow; Birch Drive-Hill Twp Residents Tim Mortson and Carol Denstedt

Commissioner Winter called the meeting to order at 9:00 a.m.

Additions or Corrections to the Agenda: Ditch Close-Brookside Drive
Employment Update
Audit Review
Birch Drive

Motion to approve additions to the agenda by Sheltroun, supported by Marshall. Motion carried.

Past minutes for April 3, 2019, were reviewed. There being no corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #1928 and payable voucher #1929 in the total amount of \$175,417.66. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Tim Mortson and Carol Denstedt approached the Board regarding the certification and maintenance of Birch Drive in Hill Township. Reinke reviewed lawyer correspondence received regarding Birch Drive. The property owners must either amend the plat or establish a private road maintenance agreement. Sheltroun requested Reinke to contact drain commissioner to verify if the area in question is established as a drain district. Reinke will follow up.

A township agreement was received from Churchill Township for the paving of Gallagher Road at an estimated cost of \$95,479, the Township's portion is estimated at \$71,609. Motion by Sheltroun, supported by Marshall to approve and sign contract. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

A township agreement was received from Churchill Township for the paving of Morrison Road at an estimated cost of \$99,957, the Township's portion is estimated at \$74,967. Motion by Sheltroun, supported by Marshall to approve and sign contract. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Upon recommendation by staff, motion by Sheltroun, supported by Marshall to enter into contract with Scott Civil Engineering for the 2019 biennial bridge inspection for an estimated cost of \$2,950. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board of a CRA ballot to amend by-laws and clarification. CRA ballot will be tabled until next board meeting to allow Commissioners to review amendments.

Proposed budget adjustments for 2nd quarter 2019 were reviewed to include capital outlay and construction schedule. Motion by Sheltroun, supported by Marshall, to approve changes as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board of a request he received from Wayne Zimmerman to fill in a ditch on Brookside Drive in West Branch Township. Reinke and Sperow will review location and follow up with Board on recommendation.

A discussion was held on office security. The Board was in concurrence in allowing staff to obtain quotes for security window for front office, office door enhancements, and phone upgrade, all to possibly be included in the 2020 capital outlay schedule.

Reinke reported on two new hires and two returning employees for summer help.

Reinke informed the Board of one employee that had put in his two week notice and will cease employment with the Road Commission April 19, 2019. No official formal posting for the position has taken place at this time.

A discussion was held on 2018 audit in regards to OPEB and pension funding.

The next East Central Council meeting is scheduled for April 18, 2019, Prudenville.

The next MTA meeting is scheduled for May 9, 2019, Richland Township.

There being no further business, meeting adjourned at 11:00 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk