

OGEMAW COUNTY ROAD COMMISSION

MEETING MINUTES OF

Wednesday, October 25, 2023

The regular meeting of the Board of County Road Commissioners of Ogemaw County, Michigan, was held at its office 1250 S M-33 West Branch, Michigan, and was called to order at 9:00 a.m.

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Klint Marshall

Staff Present: Managing Director Pat Reinke, Board Clerk Brandy Curtis

In Attendance: Ogemaw County Commissioner Charlie Wiltse, AIS Dan Novak, Mills Township Resident Jim Allen, Rose Township Residents Gary Lyp and Nick Martin

Additions to the Agenda:

None

Approval of Minutes:

Past minutes on October 11, 2023, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Approval of Payroll and Payable Accounts:

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2402 and payable voucher #2403 for \$363,371.83. Roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Public Comment:

Jim Allen approached the Board commending how well the Road Commission employees have been pulling the shoulders.

Unfinished Business:

Gary Lyp approached the Board requesting the Board's consideration in renewing the private road maintenance agreement for Ogemaw Road in Rose Township. A lengthy discussion was held on private road maintenance, the operations of various other road commissions, and the township's ability to oversee private road maintenance agreements with private contractors.

Motion by Marshall, supported by Winter, to rescind the motion adopted at the September 13, 2023, board meeting regarding the private road maintenance agreement for Ogemaw Road in Rose Township. Roll call vote: Ayes: Winter, Marshall. Nays: Sheltroun. Motion carried.

Motion by Winter, supported by Marshall, to extend the private road maintenance agreement with Rose Township for Ogemaw Road until September 30, 2024, cease maintenance thereafter, and inform Rose Township the contract will not be renewed. Roll call vote: Ayes: Winter, Marshall. Nays: Sheltroun. Motion carried.

Curtis will revise the private road maintenance contract template for Ogemaw Road in Rose Township and provide the document for board review during the next regularly scheduled board meeting.

New Business:

Motion by Marshall, supported by Sheltroun, to update the Ogemaw County's all-season routes to include Quigley Road from State Road south 1.5 miles, State Road from Henderson Lake Road to Sage Lake Road, and Sage Lake Road from State Road to M-55. Roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke reviewed the Sage Lake Road-Schemp Road intersection upgrade cost estimate with the Board. Motion by Sheltroun, supported by Marshall, to cost share 50/50 with Hill Township on the upgrade to Sage Lake Road-Schemp Road intersection at an estimated cost of \$538,000. Roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board that estimates for guardrail installation on State Road were sent to three separate contractors. Reinke reviewed the estimates received from Action Traffic-\$81,365 and G&J-\$91,053.44, a bid was not received from Dale Duke. Motion by Marshall, supported by Sheltroun, to award the guardrail installation on State Road to low bidder

Action Traffic at an estimated cost of \$81,365. Roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None Motion carried.

Reinke reviewed the Winter Maintenance Guidelines with the Board. Motion by Marshall, supported by Sheltroun, to approve 2023-2024 Winter Maintenance Guidelines as presented. Roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke reviewed the MESP 529 Savings Plan with the Board and requested the Board to offer an educational session to employees. Reinke and Curtis answered questions of the Board. Motion by Sheltroun, supported by Marshall, to authorize staff to offer an educational session on the MESP 529 Savings Plan to active employees. Roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke reviewed the capital outlay schedule with the Board. Motion by Sheltroun, supported by Marshall, to include in the 2024 capital outlay schedule spray foam the shop area at an estimated cost of \$9,560 and brine tank repairs at an estimated cost of \$22,000. Roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Curtis reviewed the proposed Petty Cash Policies and Procedures. Motion by Sheltroun, supported by Marshall, to approve the Ogemaw County Road Commission Petty Cash Policies and Procedures as presented. Roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to approve and sign private road maintenance agreement and upgrade agreement with Foster Township for Oak Drive (North Ogemaw Shores Drive) in St. Charles Plat. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Reinke updated the Board on current construction projects.

Information:

Reinke and Curtis reported on the MERS educational session held October 16th.

Curtis is working to arrange a Lincoln Financial educational session on the 457 plans offered by Lincoln Financial.

The annual financial audit is scheduled to begin October 30th.

Public Comment:

Ogemaw County Commissioner Charlies Wiltse updated the Board on Ogemaw County's budget and current layoffs.

Dan Novak with AIS reported that he would no longer be the local rep for our location and Ben Meade would be taking over.

Adjournment:

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 11:15 a.m.

Signed: _____
Dan Winter, Chairman

Attest: _____
Brandy Curtis, Board Clerk