

The regular meeting of the Midland County Road Commission was called to order by Chairman Atton on Thursday, December 14, 2017 at 8:30 a.m. at the Road Commission office.

Present: Mike Atton, Chairman  
Don Terwillegar, Vice Chairman  
Al Kloha, Commission Member  
Terry Palmer, Managing Director  
Sam SanMiguel, Superintendent  
Brenda Gordert, Finance Director  
Russ Inman, Design Engineer  
Ben Mead, Facilities Manager  
Art Buck, Design Technician

Absent: None

Moved by Commissioner Terwillegar and seconded by Commissioner Kloha to enter into closed session to discuss union contract and administrative wages.

Roll Call.

Yeas: Commissioners Terwillegar, Kloha, Atton

Nays: None

Motion Carried

Discussion ensued.

Moved by Commissioner Terwillegar and seconded by Commissioner Kloha to adjourn closed session at 9:07 a.m. and resume regular board meeting.

Roll Call.

Yeas: Commissioners Kloha, Atton, Terwillegar

Nays: None

Motion Carried

Public Present: Jeanette Snyder, Midland County Board of Commissioners; Laura Dawson, Lee Township Clerk

### **The Pledge of Allegiance was said**

### **Additions to Agenda:**

None

### **Approval of Minutes:**

Moved by Commissioner Kloha and seconded by Commissioner Terwillegar to approve the minutes of the November 30, 2017 meeting.

Roll Call.

Yeas: Commissioners Kloha, Terwillegar, Atton

Nays: None

Motion Carried

### **Public Comment:**

Laura Dawson discussed Lee Township Section 19 approval letter for Funding from the State Disaster Contingency Fund for roads damaged during the flooding in June.

Jeanette Snyder discussed line stripping on new sealcoat roads.

### **Approval of Open Accounts:**

The pre-pay for December 14, 2017 was discussed.

Moved by Commissioner Kloha and seconded by Commissioner Terwillegar to approve payment for the payroll and open accounts for December 14, 2017, 2017 in the amount of \$855,475.28

Roll Call.

Yeas: Commissioners Terwillegar, Kloha, Atton

Nays: None

Motion Carried

**Correspondence and Items of Information:**

None

**Permit listing was reviewed**

**Unfinished Business:**

Discussion was held on extending the union contract. The current contract ends on November 30, 2018. The proposal is a four-year extension beginning December 1, 2018 and ending November 30, 2022. A letter was received from the union asking for consideration of a one-time \$500 signing bonus.

Moved by Commissioner Terwillegar and seconded by Commissioner Kloha to approve the union contract extension and the \$500.00 one-time signing bonus.

Roll Call.

Yeas: Commissioners Kloha, Terwillegar, Atton

Nays: None

Motion Carried

Discussion was held on Administrative wages. Managing Director recommended increases based on wage study conducted by the County Road Association and a 2% wage increase.

Moved by Commissioner Terwillegar and seconded by Commissioner Kloha to approve wage increases recommended by Managing Director along with one additional week of vacation for Managing Director.

Roll Call.

Yeas: Commissioners Atton, Terwillegar, Kloha

Nays: None

Motion Carried

**New Business:**

A proposal from SkyHawk was received to install GPS on 6 snow plow trucks in the amount of \$10,960.98. The mechanics will work with the SkyHawk technician for training on future installations.

Roll call.

Yeas: Commissioners Terwillegar, Atton, Kloha

Nays: None

Motion Carried

A request was received from Spicer Group requesting a bid extension for surveying/inspection. Discussion ensued. Managing Director recommends extending all bids for engineering services from 2017 to the 2018 construction season.

Moved by Commissioner Kloha and seconded by Commissioner Terwillegar to accept bid extensions for the 2018 construction season.

Roll Call.

Yeas: Commissioners Terwillegar, Atton, Kloha

Nays: None

Motion Carried

Moved by Commissioner Terwillegar and second by Commissioner Atton to offer the following resolution:

Contract No. 17-5529 was received from the Michigan Department of Transportation regarding:

Preliminary engineering activities for hot mix asphalt resurfacing work along Poseyville Road from Brooks Road to Gordonville Road; including shoulder widening, fixed object removal, slope flattening, permanent signing, and pavement marking work; and all together with necessary related work.

WHEREAS, at the request of requesting party, the project is programmed with the Federal Highway Administration, for implementation with the use of Federal Funds under the High Rural Risk Roadway Program.

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the work and desires to set forth this understanding in the form of a written contract.

THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners, County of Midland, authorizes Terence Palmer, Managing Director and Michael Atton, Board Chairman to sign Preliminary Engineering Contract No. 17-5529.

Roll Call.

Yeas: Commissioners Terwillegar, Kloha, Atton

Nays: None

Resolution Adopted.

Moved by Commissioner Terwillegar and second by Commissioner Atton to offer the following resolution:

Contract No. 17-5528 was received from the Michigan Department of Transportation regarding:

Preliminary engineering activities for center left-turn lane construction work along Eastman Road from approximately 700 feet south of Shaffer Road northerly to approximately 700 feet north of Shaffer Road; including enclosed drainage, concrete curb and gutter, ground-mounted flashing beacon installation, and rumble strip installation work; and all together with necessary relate work.

WHEREAS, at the request of requesting party, the project is programmed with the Federal Highway Administration, for implementation with the use of Federal Funds under the High Rural Risk Roadway Program.

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the work and desires to set forth this understanding in the form of a written contract.

THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners, County of Midland, authorizes Terence Palmer, Managing Director and Michael Atton, Board Chairman to sign Preliminary Engineering Contract No. 17-5528.

Roll Call.

Yeas: Commissioners Terwillegar, Kloha, Atton

Nays: None

Resolution Adopted.

**Miscellaneous:**

Discussion was held on office hours. The hourly employees work 7:00 am – 3:30 pm and the office is open from 8:00 am – 4:30 pm. The phones are busier and employees have questions in the morning and office personnel are not in yet. It is not as busy in the afternoon. Managing Director recommends changing office hours to 7:30 am to 4:00 pm.

Moved by Commissioner Kloha and seconded by Commissioner Terwillegar to change office hours effective Monday, December 18, 2017.

Roll Call.

Yeas: Commissioners Atton, Kloha, Terwillegar

Nays: None

Motion Carried

The annual safety luncheon will be held on December 15.

Moved by Commissioner Terwillegar and seconded by Commissioner Kloha to purchase \$15 gift cards for turkeys for all employees.

Roll Call.

Yeas: Commissioners Kloha, Terwillegar, Atton

Nays: None

Motion Carried

**Staff Reports:**

Art stated the 9 Mile Road bridge is open to traffic. Pyramid Paving stayed open late to complete paving. Anlaan Corporation, Nashville Construction and Grand River Construction all did a great job on the emergency bridge projects.

Russ stated he spoke with Mr. Kruger regarding the Bradford Road McNitt ROW gate and will follow up with him again next month.

He stated we should have a credit from the purchase of the RTF funding from Gladwin County Road Commission.

Russ is going to update the website with mailbox policies and snow plow policies.

He is working with Ashley on 5-year plan maps for each of the townships.

Brenda stated the Public Hearing for the 2018 Budget will be held December 21, 2018 at 9:30 am.

Terry discussed construction budget for next year and went over list of proposed projects and costs.

Sam attended the Warren Township meeting and discussed allocations funds.

The Dow emergency siren will be moved to the south on Sasse Road.

He is working on a spreadsheet for the FEMA funding on the progress of the projects.

He stated Jim Stamas will be here for a meeting on Monday.

He stated Art was elected the secretary-treasurer for the Superintendents Association and the local meeting will be held here in March. Discussion will be on frost laws with the weighmaster.

Ben stated the brine tank containment pit is completed. Michigan Chloride will be hauling brine to fill tanks.

He is waiting on a second quote for the boiler for the shop.

The landscaping on the new sign will wait until spring.

Meeting was adjourned by Commissioner Atton at 10:30 a.m. until Thursday, December 21, 2017.

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Brenda Gordert, Finance Director

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Mike Atton, Chairman