

2013 CHARLEVOIX COUNTY ROAD COMMISSION MINUTES

PLEASE SCROLL DOWN TO VIEW PREVIOUS DATES

DECEMBER 23, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Frank D Wasylewski.

Commissioner MaGee moved to accept December 9, 2013 regular meeting minutes as presented, seconded by Commissioner Ogden.

➤ VOTE: Ayes –3 Nays – 0 Motion carried.

Commissioner MaGee moved to transfer \$2,754.00 from the Insurance Fund to the General Fund to pay County Road Association Self-Insurance Fund final Worker Compensation premium for year ending June 30, 2013, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes–Ogden, Way and MaGee Nays–0 Motion carried.

Boyne Mountain Resort, by letter through their attorney Neil Marzella, requested the Road Commission release (discontinue) the utility easement retained after the Road Commission abandoned a portion of Brown Road within Boyne's complex in 1989. Boyne's developer, Bluegreen, proposes building timeshare units over the existing easement. The Road Commission Manager will request Marzella get written approval from all appropriate utility companies prior to Board consideration.

Mr. Harmon: Winter's early onslaught has created many overtime hours; as a precautionary measure the monthly allocation to various budgetary funds from the general fund will not be made.

Mr. Way: Advised the Ironton Ferry deficit will result in another invoice for CCRC.

Commissioner Ogden moved to pay bills totaling \$49,597.80 seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes–MaGee, Way and Ogden Nays–0 Motion carried.

Chairman Way adjourned at 9:27 a.m.

Doug Way, Chairman

Frank D Wasylewski, Clerk

DECEMBER 9, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC clerk Frank D Wasylewski, Charlevoix County Commissioner Ron Reinhardt, Northwest Design Group (NDG) representative Lucas Porath and Charlevoix County Parks manager Ross Maxwell. Also attending, Hayes Township resident Shirlene Tripp.

Commissioner MaGee moved to accept November 25, 2013 regular meeting minutes as presented, seconded by Commissioner Ogden.

➤ VOTE: Ayes –3 Nays – 0 Motion carried.

Commissioner Ogden moved with second by Commissioner MaGee to accept and implement the Subdivision Street Maintenance agreement between CCRC and the Grand Traverse Band of Ottawa and Chippewa Indians (GTB) for the term November 1, 2013 to October 31, 2014. The agreement provides service to two short tribal roads in Eveline Township held in trust by the Government's Bureau of Indian Affairs.

➤ VOTE: Ayes –3 Nays – 0 Motion carried.

County Commissioner Reinhardt will present an updated Beaver Island Garage proposal on behalf of CCRC to County Commissioners that removes ownership clause, replaces 40 year agreement with 20 years. CCRC proposes to pay \$6,000 annual rent for 20 years while providing utilities and maintenance indefinitely.

Commissioner Ogden stated Paragraph 24 Section F of proposed agreement should state finished structure acceptance be contingent on construction adhering to architect/engineer guidelines and plans being followed.

Mr. Harmon advised CCRC portion of Ironton Ferry deficit is \$10,000.

Board Clerk requested authorization to pay invoices that offer significant early pay discounts prior to Commission meetings. Commissioner Ogden moved to authorize the Clerk, with the Manager's approval, to pay invoices with significant discounts that fall between Commission meetings, seconded by Commissioner MaGee.

➤ VOTE: Ayes –3 Nays – 0 Motion carried.

Chairman Way called for a five minute recess; resumed at 10:00a.m.

Ross Maxwell and Lucas Porath presented Boyne City to Charlevoix Non-Motorized Trail status report. All funds for Phase 1 and 2 totaling \$2,104,500 for 6.3 miles of non-motorized trail have been committed. Only 3 of 48 properties in Phase 1 have not committed to signing ROW acknowledgement forms. NDG must submit an Acceptable Grade inspection package by 12/20/13

after which a permit must be obtained from CCRC. MDOT will open Phase 1 bids May 2nd with August 2014 completion date.

Commissioner Ogden moved to pay bills totaling \$86,171.66 seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes–Way, Magee and Ogden Nays–0 Motion carried.

Chairman Way adjourned at 10:38a.m.

Doug Way, Chairman

Frank D Wasylewski, Clerk

NOVEMBER 25, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Frank D Wasylewski attended. Representing Charlevoix County: Commissioners Ron Reinhardt, Richard Gillespie, Joel Evans, George Lasater, Chris Christensen and Larry Sullivan; Clerk, Cherie Browe; Civil Counsel, Bryan Graham, Sheriff Don Schneider and Undersheriff Chuck Vondra; Transit, Jill Drury and HR, Kevin Shepard. Also present Northwest Design Group(NDG) representatives Howard Haselschwardt and Amanda Porath and Melrose resident Don Smith.

Commissioner Ogden moved to accept November 11, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes –3 Nays – 0 Motion carried.

Proposed annual meetings with township boards will be January 8, 13, 15 and 21, 2014.

The road commission received a request to relinquish jurisdiction of a portion of platted Beach Drive in Charlevoix Township. This portion (the “Subject Parcel”) is upland of the travelled portion of Beach Drive. If relinquished, jurisdiction of the Subject Parcel presumably would be provided to Charlevoix Township.

Following consultation with legal counsel, the road commission believes it is questionable whether under current law it may relinquish jurisdiction to a township a portion of a roadway that does not lie adjacent to or end at a body of water. Given limited resources and the extensive history of litigation in the vicinity of the Subject Parcel, the road commission is reluctant to take non-essential action that may lead to further controversy and litigation.

Accordingly, Commissioner Ogden moved to deny the request to relinquish jurisdiction of a portion of the platted Beach Drive in Charlevoix Township, seconded by Commissioner MaGee.

➤ VOTE: Ayes –3 Nays – 0 Motion carried.

Commissioner Ogden moved to transfer \$50,000.00 from the Construction Fund to the General Fund and \$50,000 from the Preventive Maintenance Fund to the General fund to pay general operating expenses, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes—MaGee, Ogden and Way Nays—0 Motion carried.

The Charlevoix County Commissioners opened their joint meeting with CCRC beginning 9:30a.m. to discuss the proposed lease agreement for the proposed Beaver Island garage facility which will be shared by CCRC, Sheriff and Transit. NDG representatives, Howard Haselschwardt and Amanda Porath presented agency sharing calculation figures, O&M cost estimates and an economic analysis. Building area usage by agency: road commission 42.46%, sheriff 35.29% and transit 22.25%. Estimated annual operating and maintenance costs for the entire building, less phone and internet, totaling \$22,180 annually would be the responsibility of CCRC, as will other periodic costs.

County Chairman Evans stated the annual rent dollar amount needs to be determined before the county commissioners can act upon the agreement.

Attorney, Bryan Graham, advised the county has the authority to charge rent, but it is not required.

Commissioner Reinhardt offered his support of the project stating one building to house all three agencies makes good sense and that the county must consider the needs of Beaver Island residents.

Chairman Way called for a five minute recess; resumed at 10:41a.m.

The County Commissioners will meet Tuesday, November 26th. Chairman Evans advised CCRC be present with a proposed rental agreement.

The County Commissioners adjourned their meeting at 10:45a.m.

Commissioner Ogden will present to the County Commissioners the following rent-to-own proposal: Charlevoix County Road Commission would pay the County annual rent of \$6,000 for the first 20 years of the lease term, at which time CCRC assumes joint ownership, discontinues rent payments, however continue paying utilities and maintenance indefinitely.

Commissioner MaGee moved to pay bills totaling \$309,254.13 seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes—Ogden, Way and MaGee Nays—0 Motion carried.

Chairman Way adjourned at 11:31a.m.

Doug Way, Chairman

Frank D Wasylewski, Clerk

NOVEMBER 11, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Frank D Wasylewski attended, along with Charlevoix County Commissioner Ron Reinhardt and Korthase Flinn Insurance representative, Denise Lewaniak.

Commissioner Ogden moved to accept October 28, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes –3 Nays – 0 Motion carried.

Denise Lewaniak, from Korthase Flinn Insurance presented two health care renewal proposals. December renewal increase estimated to be 10% with no policy changes. However, actual rates have not yet been provided for this plan and could be even more significant. If the annual cap level is exceeded it would result in employee out of pocket expense. Newly restructured rates for January are available and reflect an increase of only 7% in premiums and fees. The deductibles will increase \$50/single or \$100/two person and family, with changes also to the prescription plan. Total deductibles of \$1,050/person or \$2,100/family remain unchanged.

Commissioner Ogden moved to renew Blue Cross Network Insurance choosing January 1, 2014 renewal date with known 7% increase, seconded by Commission Magee.

➤ VOTE: Ayes –3 Nays – 0 Motion carried.

Commissioner Ogden moved to transfer \$3,075.29 from the Construction Fund to the General Fund to pay remaining balance to Harbor Springs Excavating for the Holmes Road culvert, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes–MaGee, Way and Ogden Nays–0 Motion carried.

Commissioner MaGee moved to transfer \$7,381.00 from the Insurance Fund to the General Fund to pay County Road Association Self-Insurance Fund third quarter Worker Compensation deposit, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes–Ogden, MaGee and Way Nays–0 Motion carried.

Commissioner MaGee moved to transfer \$768,531.57 from the Countywide Millage Fund to the General Fund to pay Rieth-Riley Construction Company for the Slashing and Chandler Hill Road paving project, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes–Ogden, Way and MaGee Nays–0 Motion carried.

Truck driver, Gary Potter retired as of September 27, 2013 and was present to receive an appreciation plaque for his twelve years and nine months of service to Charlevoix County Road Commission.

The “Agreement to Create the Charlevoix County Transportation Authority” was approved and signed by the Chairman and Clerk.

Mr. Harmon’s report:

- Ironton garage roof will need repair next summer, suggested removing and replacing the steel or spray roof with rubber coating.

- Will be attending Wednesday, November 13, 2013 County Commissioner's Meeting regarding new Beaver Island facility.

Commissioner MaGee:

- Reported that Slashing and Chandler Hill Roads are done and look good.

Commissioner Ogden moved to pay bills totaling \$903,492.11, seconded by Commissioner MaGee.

- Roll Call VOTE: Ayes–MaGee, Way and Ogden Nays–0 Motion carried.

Chairman Way adjourned at 10:16AM.

Doug Way, Chairman

Frank D Wasylewski, Clerk

OCTOBER 28, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioner Ogden, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Frank D Wasylewski attended, along with Charlevoix County Commissioner Ron Reinhardt, St Mary's Cement Inc representatives Dirk Cox and Cortney Schmidt. Commissioner MaGee absent.

Commissioner Ogden moved to accept October 11, 2013 regular meeting minutes as presented, seconded by Commissioner Way.

- VOTE: Ayes – 2 Nays – 0 Motion carried.

Dirk Cox and Cortney Schmidt from St Mary's Cement Inc. presented a concept plan for long term future development of their properties in Norwood and Charlevoix Townships which includes possible road relocations, which, at this time are undetermined.

Commissioner Ogden moved to transfer \$60,727.70 from the Preventive Maintenance Fund to the General Fund to pay Applied Pavement Markings remaining balance for 2013 overband crack fill on various Charlevoix County roads, seconded by Commissioner Way.

- Roll Call VOTE: Ayes–Way, Ogden Nays–0 Absent-MaGee Motion carried.

Draft copy of articles of incorporation for the new Transportation Authority received from Attorney, Bryan Graham. Mr. Harmon will contact Graham, updating new clerk information.

Mr. Vanek's report:

- Two local paving contractors requested asphalt testing requirements for proposed Beaver Island projects be relaxed to reduce costs. Commissioners agreed to not change requirements.

Commissioner Ogden:

- Suggested township meetings be held in January.
- Suggested trial use of Afton stone for future paving project gravel shoulders.

Commissioner Ogden moved to pay bills totaling \$184,191.45, seconded by Commissioner Way.

- Roll Call VOTE: Ayes—Ogden, Way Nays—0 Absent—MaGee Motion carried.

Chairman Way adjourned at 10:20AM.

Doug Way, Chairman

Frank D Wasylewski, Clerk

OCTOBER 11, 2013

Vice-Chairman MaGee opened the meeting at 9:00 AM.

Commissioners MaGee and Ogden, CCRC manager Patrick Harmon, and CCRC clerk Frank D Wasylewski attended, along with Charlevoix County Commissioner Ron Reinhardt. Chairman Way absent.

Commissioner Ogden moved to accept September 23, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

- VOTE: Ayes – 2 Nays – 0 Motion carried.

Commissioner Ogden moved to accept September 30, 2013 special budget meeting minutes as presented, seconded by Commissioner MaGee.

- VOTE: Ayes – 2 Nays – 0 Motion carried.

Commissioner Ogden moved to transfer \$41,189.04 from the Preventive Maintenance Fund to the General Fund to pay Applied Pavement Markings for 2013 overband crack fill on various Charlevoix County roads, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes– Magee, Ogden Nays–0 Absent– Way Motion carried.

Commissioner Ogden moved to transfer \$99,605.35 from the Countywide Road Millage Fund to the General Fund to pay Rieth-Riley Construction Co. progress billing for Slashing/Chandler Hill Roads, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes– Ogden, Magee Nays–0 Absent– Way Motion carried.

Mr. Reinhardt thanked the road commission for Barber Road improvements.

Mr. Harmon's report:

- Rogers Road culverts are plugged. Area beaver trapping should resolve problem.
- East Deer Lake Road pavement edge repairs improved drivability. Hot mix material cost approximately \$20,000.
- Chandler Hill Road and Slashing Road projects should be complete today. Liquidated damages will apply.

Commissioner Ogden:

- Attended South Arm Township meeting October 9, 2013, and will provide the Board and Manager an inter-office memorandum detailing South Arm's requests.

Commissioner Ogden moved to pay bills totaling \$245,920.77, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes– Ogden, Magee Nays–0 Absent– Way Motion carried.

Vice Chairman MaGee adjourned at 9:55 AM.

Russell MaGee, Vice Chairman

Frank D Wasylewski, Clerk

SEPTEMBER 23, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Frank D Wasylewski attended, along with county road millage steering committee member Karen Colburn.

Commissioner Ogden moved to accept September 9, 2013 regular meeting minutes as corrected, seconded by Commissioner MaGee.

Page 2, line 51: change "clerk" to "clerk, Frank Wasylewski"

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to approve CRAM constitution and bylaws amendment allowing Vacationland Council's requested name change to the "East Central Council", seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden proposed that bid openings be held Thursday afternoon before regular meetings, which would allow Jim Vanek time to proof bid tabs for the meeting.

Mr. Harmon's report:

- County Clerk, Cherie Browe, advised that the Ironton Ferry is currently in the red which by November shut down may be \$70,000.
- Michigan Cat will look at the ferry engine for possible resale.
- Went to Beaver Island last week with representatives from two paving contractors to review potential aggregate sources. There could be several paving projects on the Island next year with approximately 20,000 ton of asphalt. Both Beaver Island townships are interested in having 23A gravel stockpiled.
- Met with one landowner regarding new proposed garage for Beaver Island and will be meeting with second owner later this week to discuss potential purchase.

Mr. Vanek's report:

- Holms Road was completed last week.
- Chandler Hill Road gravel work is completed.
- Springbrook Road Bridge is completed.
- Tri County (sub for Rieth-Riley) is finishing Klooster Road gravel. Klooster Road and Popp Road should be paved this week.

Recessed at 10:02 AM; resumed at 10:30 AM.

Winter Sand bid opening:

<u>CONTRACTOR</u>	<u>PER UNIT</u>	<u>BID AMOUNT</u>	
Jim Wojan	\$14.00/cyd	\$ 5,600.00	Delivered to BeaverIsland
Rieth Riley Const	\$ 8.05/ton	\$12,075.00	Delivered to Ironton
Elmer's	\$ 7.94/ton	\$11,910.00	Delivered to Ironton

Commissioner Ogden moved to award winter sand bid for Beaver Island Garage to low bidder Jim Wojan at \$14.00/cyd delivered, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to award winter sand bid for Ironton Garage to low bidder Team Elmer's at \$7.94/ton delivered, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to pay bills totaling \$159,433.598, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Chairman Way adjourned at 10:45 AM.

Doug Way, Chairman

Frank D Wasylewski, Clerk

SEPTEMBER 9, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, and CCRC staff engineer James Vanek attended, along with CCRC shop foreman Mick Luchenbill.

Commissioner Ogden moved to accept August 26, 2013 regular meeting minutes as corrected, seconded by Commissioner MaGee.

➤ Page 2, line 84: change “requirmenets” to “requirements”

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to open Beaver Island Garage Ice Control Sand bids 10:30 AM Monday, September 23, 2013, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to open Ironton Garage Ice Control Sand bids 10:30 AM Monday, September 23, 2013, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to award Klooster Road paving bid (Marion Township, Job No. A489.009-038) to low bidder Rieth-Riley Construction for \$57,923.75 which reflects the townships request to delete a 24-Inch diameter by 55-FT long culvert (@ \$3,850.00) from the original bid of \$61,773.75, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to award Pops Road paving bid (Marion Township, Job No. A489.009-039) to low bidder Rieth-Riley Construction for \$93,055.00, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Harmon and Mr. Luchenbill recommend purchasing a small used asphalt paving roller and trailer from Team Elmer's totaling \$6,300.

Commissioner Ogden moved to transfer \$6,300.00 from the Equipment Fund to the General Fund to purchase the above asphalt paving roller and trailer from Team Elmer's, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Harmon:

- He and Mr. Vanek will meet next week with Boyne Valley Township Supervisor to review a proposed campground development accessing Cherry Hill Road (north side across from Cherry Hill Greenhouse).
- Flying to Beaver Island next week (with Payne & Dolan and Rieth-Riley representatives) to review aggregate sources for the future Kings Highway paving project.
- New Road Commission clerk Frank Wasylewski will start September 16, 2013.

Recessed at 9:50 AM; resumed at 10:20 AM.

Commissioner Ogden moved to change the 9:00 AM Monday, October 14, 2013 regular meeting to 9:00 AM Friday, October 11, 2013 to observe Columbus Day, seconded by Commissioner MaGee.

Bids opened at 10:30 AM for:

Stolt Road Paving Project (Hayes Township)

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Rieth-Riley Const.	\$103,930.00*

*NOTE: Rieth-Riley noted a \$3,000 deduct from "Traffic Control" pay item if completion dated extended to November 1, 2013.

Commissioner MaGee moved to pay bills totaling \$54,978.37, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Chairman Way adjourned at 10:58 AM.

AUGUST 26, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, and CCRC staff engineer James Vanek attended, along with City of Boyne City Fire Chief Dennis Amesbury, MDC Contracting Representative Vince Carpenter, Northwest Design Group Vice President and Engineer Lucas Porath, Korthase Flynn Health Care Insurance representative Denise Lewaniak and Hayes Township resident Shirlene Tripp.

Commissioner Ogden moved to accept August 12, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to award Bear River Road Afton stone application (Melrose Township, Job No. 076.3-010.28) to low bidder Sackrider Companies for \$32,670.75, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to open Stolt Road Paving project bids (Hayes Township) 10:30 AM Monday, September 9, 2013, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to allow Lakeshore Drive closure (from Marshall Road to Advance Road) October 5, 2013 for the “Charlevoix Area Humane Society 5K Run Benefit” from 8:00 AM to 9:30 AM (the sheriff department will provide traffic control), seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Harmon explained he was contacted by State Representative Greg MacMaster requesting an updated Ellsworth Road Reconstruction estimate. The State has approximately \$350-Million for local government road work. Harmon prepared and presented to Greg MacMaster a request to fund the Ellsworth Road project through the above mentioned available State money.

Boyne City Fire Chief Dennis Amesbury requested Korthase Road closure between Deer Lake Road and Rogers Road for Charlevoix County Fire Association Tanker Drill.

Commissioner Ogden moved to allow Korthase Road closure (from Deer Lake Road to Rogers Road) September 8, 2013 for the “Charlevoix County Fire Association Tanker Drill for ISO Certification purposes” from 8:00 AM to 11:00 AM (the fire department will provide traffic control), seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Recessed at 9:45 AM; resumed at 10:30 AM.

Bids opened at 10:30 AM as follows:

Holms Road over Hay Marsh Creek Culvert Replacement Project (Melrose Township)

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>	<u>ALT. PAVING BID</u>
MDC Contracting	\$28,422.00*	\$4,800.00
Harbor Springs Exc.	\$43,874.15	\$7,266.40
Tri-County Exc.	\$48,749.00	\$9,000.00
Elmer’s	\$88,689.00	\$7,280.00

*NOTE: MDC Contracting bid did not meet specifications (see following page for award action).

2013 Overband Crack Fill Project (The following is a rebid due to recent original low bidder unable to obtain required bonds)

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
APM	\$101,917.00
Scodeller Construction	\$136,395.00

Fahrner Asphalt Sealers

\$146,185.50

Since time is of the essence, Vanek requested overband crack fill bid be awarded to low bidder.

Commissioner Ogden moved to award 2013 overband crack fill bid (on various roads throughout Charlevoix County) to low bidder APM for \$101,917.00, contingent upon the Staff Engineers review and acceptance that low bidder meets bid specifications, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Korthase Flynn Health Care Insurance representative Denise Lewaniak presented estimated health care premiums having a January 1, 2014 and December 1, 2013 renewal.

Commissioner MaGee moved to change the Road Commission Health Care Insurance renewal date from January 1, 2014 to December 1, 2013 to take advantage of significant cost savings under the "Obama Care" requirements requirements, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Northwest Design Group Vice President (and engineer) Lucas Porath reviewed the recent 10:30 AM bids for the Holms Road culvert replacement, having a September 27, 2013 completion date. Porath stated MDC Contracting did not meet the completion date requirement, which was necessary to insure compliance with the DEQ installation permit. Porath therefore recommended award to Harbor Springs Excavating, who did meet all specifications.

Commissioner Ogden moved to award Holms Road over Hay Marsh Creek Culvert Replacement Project (Melrose Township) to the lowest bidder meeting specifications Harbor Springs Excavating for \$43,874.15, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to pay bills totaling \$118,816.08, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Chairman Way adjourned at 12:12 AM.

AUGUST 12, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, and CCRC staff engineer James Vanek attended, along with Northwest Design Group President Howard Haselschwardt and Vice President Lucas Porath, Michigan Appraisal Company representative Jeff Kirby, Charlevoix County Parks Manager Ross Maxwell, Michigan Chloride Sales representative Brad Harkness and Korthase Flynn Health Care Insurance representative Denise Lewaniak.

Commissioner Ogden moved to accept July 22, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

stockpile on St. Mary's property off Block Road. \$5.65/Ton hauled to existing 23A stockpile, which exceeds the \$4.90/Ton crushing price (\$10.55/Ton crushed & hauled). Board agreed to not proceed.

Vanek updated the Board on various ongoing construction projects.

Commissioner MaGee moved to pay bills totaling \$132,660.13, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – MaGee, Ogden, Way Nays – 0 Motion carried.

Chairman Way adjourned at 12:18 AM.

JULY 22, 2013

Chairman Way opened the meeting at 9:05 AM.

Chairman Way, Commissioners MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, and CCRC staff engineer James Vanek attended, along with Rieth-Riley Construction representative Mark Wagner and Great Lakes Striping & Sealing Representative Bryan Frank. (Absent: CCRC clerk Shelley Kondrat).

Commissioner Ogden moved to accept July 8, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Northwest Design Group Vice President (and engineer) Lucas Porath presented Holms Road culvert replacement site plan and engineers estimate. Construction is anticipated to be completed this fall.

Commissioner Magee moved to accept proposed changes to Policy #03-1 entitled "HIPPA Compliance" as follows, seconded by Commissioner Ogden.

Page 2 of 7, III. Minimum Necessary Standard, (a): replace "Clerk Shelley Kondrat" with "Accounts Payable-Payroll Clerk Debra Taylor"; and change "Administrative Assistant" to "Office Assistant" before Ina Heaton.

Page 5 of 7, 4. Adequate Separation Between the Employer (Plan Sponsor) and the Plan, (a): replace "Clerk Shelley Kondrat" with "Accounts Payable-Payroll Clerk Debra Taylor" ; and change "Administrative Assistant" to "Office Assistant" before Ina Heaton.

➤ Roll Call VOTE: Ayes – MaGee, Ogden, Way Nays – 0 Motion carried.

Commissioner Ogden moved to correct Ina Heaton's job title from "administrative assistant" to "office assistant" on any past Charlevoix County Road Commission documents, and from this date forward, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to authorize Chairman Way to sign the Michigan Employees' Retirement System (MERS) Defined Benefit Plan initial Adoption Agreement for the C-1 New Plan

with a V/6 rider for new Charlevoix County Road Commission hires on or after January 1, 2013, seconded by MaGee.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Commissioner Ogden moved to open Stolt Road project bids (Hayes Township) 11:00 AM Thursday, August 8, 2013, contingent upon final Hayes Township authorization on July 23, 2013, seconded by Commissioner MaGee (project was subsequently delayed).

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to open Klooster Road and Pops Road (Marion Township) project bids 11:00 AM Thursday, August 8, 2013, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried

Recessed at 9:27 AM; resumed at 9:32 AM.

Mr. Harmon:

- Shop Mechanic and Clerk applications are currently being accepted.
- Boyne City Road Foreman and Shop Foreman will be inspecting two used rollers from Elmer's for possible purchase.
- Presented Poquette Leasing quote for \$10.23/Ton to haul 100-200 Tons Afton Stone to the Boyne City garage; Vanek will get a second quote from Sackrider.
- Presented Poquette Leasing quote for crushing/stockpiling approximately 4,000 – 6,000 Tons of St. Mary's Cement Plant overburden meeting the 23A Aggregate specifications as follows:
 1. \$4.90/Ton crushed & stockpiled in St. Mary's shale pit.
 2. \$5.25/Ton crushed & hauled to existing 23A stockpile on St. Mary's property off Block Road.

The Board authorized Mr. Harmon to proceed.

Mr. Harmon and Shop Foreman Mick Luchenbill stated the shop hoist broke last week and discussed repair options. Luchenbill stated he is reviewing a rear dual piston hoist (\$20,885.00 estimated material costs). Road Commission forces may perform prep work for new hoist installation, including concrete removal and replacement work.

Bids opened as follows:

2013 Overband Crack Fill projects (various roads and townships).

<u>CONTRACTOR:</u>	<u>BID AMOUNT:</u>
Great Lakes Striping & Sealing	\$52,966.00
APM	\$97,700.00

Magee and Stafford Roads 6-inch Afton stone application projects, Hudson Township:

- Magee Road (project # 076.3-008.17, 0.51-mile).
- Stafford Road (project # 076.3-008-18, 1.29-miles)

CONTRACTOR:

Sackrider
Poquette Leasing, Inc.
Rieth-Riley Construction

BID AMOUNT:

\$50,398.25
\$52,839.50
\$56,962.50

Bear River Road Afton stone application (project # 076.3-010.28, 0.64-mile, Melrose Township).

CONTRACTOR:

Sackrider
Poquette Leasing, Inc.
Rieth-Riley Construction

BID AMOUNT:

\$32,670.75
\$37,115.75
\$35,242.50

Vanek requested overband crack fill bid be awarded to low bidder, since time is of the essence.

Commissioner Ogden moved to award 2013 overband crack fill bid (on various roads throughout Charlevoix County) to low bidder Great Lakes Striping & Sealing for \$52,966.00, contingent upon the Staff Engineers review and acceptance that low bidder meets bid specifications, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Vanek updated the Board on the following:

- Poquette Leasing started Dutchman’s Bay Road Afton Stone project today.
- J & N (Rieth-Riley Construction subcontractor) will start Chandler Hill Road earthwork this week.
- Rieth-Riley Construction should finish Old State Road this week.

Commissioner Ogden moved to pay bills totaling \$95,071.58, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes – MaGee, Ogden, Way Nays – 0 Motion carried.

Chairman Way adjourned at 11:11 AM.

JULY 8, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, and CCRC clerk Shelley Kondrat attended.

Commissioner MaGee moved to accept June 24, 2013 regular meeting minutes as presented, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to open overband crack fill project bids on various county roads at 10:30 AM July 22, 2013, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to open Magee Road and Stafford Road Afton stone application bids (Hudson Township) at 10:30 AM July 22, 2013, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to award Dutchman's Bay Road Afton stone application (South Arm Township) to low bidder Poquette Leasing for \$48,337.50, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to award Pleasant Valley Road and Zink Road Afton stone application (Wilson Township) to low bidder Sackrider Companies for \$36,810, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to allow Boyne City-Charlevoix Road closure September 2, 2013 for the "Horton Bay Labor Day Bridge Walk" from 9:00 PM to 10:00 PM (the sheriff department will provide traffic control), seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

The proposed "Agreement to Create the Charlevoix County Transportation Authority" was discussed. The Transportation Committee will meet again before officially presenting the document to the County Board.

Commissioner Ogden moved to approve and implement the Fiscal Year October 1, 2012 to September 30, 2013 Budget Amendment 1 listed below as recommended by the Clerk, seconded by Commissioner MaGee.

Presented 06/24/13 Shelley Kondrat, Clerk		Oct. 1, 2012 to Sept. 30, 2013 RECOMMENDED BUDGET			Page of 1 3
		AMENDMENT 1 PRESENTED JUNE 24, 2013			
Name of Governmental Unit Charlevoix County Road Commission		Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 09-30-13	
FISCAL YEAR OCTOBER 1, 2012 THROUGH SEPTEMBER 30, 2013					
REVENUES (AND OTHER SOURCES)					
DEPARTMENT OR CLASSIFICATION		AMOUNT			
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (09-30-11)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-12 BUDGET	
2	TRANSPORTATION	2,905,332.63	2,830,000.00	2,831,410.32	
2	FEDERAL & STATE REVENUE	920,928.03	0.00	0.00	
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00	
2	TRUNKLINE MAINTENANCE-PRIMARY	471,229.47	345,000.00	450,000.00	
2	COUNTY RAISED REVENUE	1,774,146.81	500,000.00	1,476,207.16	
2	OTHER RAISED REVENUE	3,876,710.31	1,000,000.00	847,122.80	
2	INTEREST EARNED	4,459.00	4,459.00	4,459.00	
2	SALVAGE SALES	4,335.11	4,000.00	7,000.00	
2	EQUIPMENT RETIREMENTS	0.00	0.00	0.00	
2	GAIN/LOSS-EQUIPMENT DISPOSALS	0.00	120,000.00	120,000.00	
2	PERMIT FEES	26,037.50	25,000.00	18,000.00	
2	OTHER	132.64	0.00	29.00	

TOTAL REVENUES	9,983,311.50	4,828,459.00	5,754,228.28
TOTAL OTHER SOURCES	0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES	9,983,311.50	4,828,459.00	5,754,228.28

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION		ESTIMATED PRIOR	PREVIOUSLY	RECOMMENDED
Page No.	ACCOUNT DESCRIPTION	YEAR (09-30-11)	APPROVED	09-30-12 BUDGET
3	HEAVY MAINTENANCE	6,679,000.00	1,500,000.00	2,060,000.00
3	REGULAR MAINTENANCE	2,356,400.00	1,950,000.00	2,313,186.53
3	TRUNKLINE MAINTENANCE-PRIMARY	460,534.60	345,000.00	475,000.00
3	ADMINISTRATIVE EXPENSE (NET)	408,036.92	314,800.00	289,800.00
3	EQUIPMENT EXPENSE (NET)	195,700.00	-65,000.00	75,000.00
3	CAPITAL OUTLAY (NET)	-214,849.50	0.00	-94,756.26
3	DISTRIBUTIVE EXPENSE	0.00	700,000.00	860,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		9,884,822.02	4,744,800.00	5,978,230.27
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		9,884,822.02	4,744,800.00	5,978,230.27

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	-224,011.99
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS	0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR	-224,001.99

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Lasater:

- Said Commissioner Ron Reinhardt (liaison) represents the Road Commission well. If there are complaints or questions arising at County Board meetings, he always provides a knowledgeable answer.
- Feels the Horton Bay Labor Day Bridge Walk is the most dangerous of all the Charlevoix County festivals and activities because it is at night on a main road.
- Received few local resident complaints regarding the Ironton Ferry delays.
- Noted he attends all township meetings he represents, and hears only positive comments regarding the Road Commission. He thanks Mr. Harmon and Mr. Vanek.
- Receives many compliments on Boyne City-Charlevoix Road reconstruction.
- Extended his appreciation to Chairman Way for his high standards of community involvement and personal integrity.

Commissioner Ogden explained complaints are down due to major road project completions, thanks to 11 of the 15 townships having road millages, and the countywide road millage.

Commissioner MaGee moved to pay bills totaling \$140,061.81, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Chairman Way, Commissioners MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, and CCRC clerk Shelley Kondrat attended.

Commissioner MaGee moved to accept May 13, 2013 regular meeting minutes as corrected, seconded by Commissioner Ogden.

Page 2, line 73: change "Commission" to "Commissioner"
Page 3, line 98: remove "for" after "Wilson Road"
Page 3, line 104: remove "for" after "Wilson Road"

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to open Slashing Road and Chandler Hill Road project bids 10:30 AM Monday, June 10, 2013, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to permit Arbutus Road closure between Central and Western Roads, Pine Point Subdivision, ~~Evangeline~~ Charlevoix Township Saturday, July 6, 2013 from 9:00 AM to dusk to allow residents to celebrate the associations 100th year anniversary, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to close Addis Road between the two seasonal road signs, Boyne Valley Township from noon to 5:00 PM Sunday, June 16, 2013 to accommodate Irish Road Bowling Fundraiser event for the Great Lakes Chamber Orchestra, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mike Skop (CCRC foreman) thru Jim Vanek stated Deer Lake Road required patching every 3 days and asked if CCRC could place "No Thru Truck" signs on both ends. Mr. Harmon explained road commissions cannot but townships can, though law personnel cannot enforce the sign's intention.

Commissioner Ogden moved to enter closed session at 9:45 AM to discuss attorney-client privileges, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Commissioner MaGee moved to adjourn the closed meeting at 10:15 AM and re-enter regular session, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – MaGee, Ogden, Way Nays – 0 Motion carried.

Commissioner MaGee moved to pay bills totaling \$150,723.02, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Chairman Way adjourned at 10:20 AM.

MAY 13, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, and CCRC clerk Shelley Kondrat attended.

Commissioner MaGee moved to accept April 22, 2013 regular meeting minutes as presented, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Harmon said the Charlevoix/Otsego County Road Commission annual safety meeting is scheduled 8AM to 2:30 PM Tuesday, April 30, 2013 at the Wisconsin Street Hall, 610 S. Wisconsin Street, Gaylord, MI 49735.

Commissioner Ogden moved to open bids 10:30 AM Wednesday, May 8, 2013 as follows, seconded by Commissioner MaGee.

- a. Camp Daggett Road paving, Bay Township.
- b. Eagle Island Road paving, Bay Township.
- c. Dutchman's Bay Road Afton stone, South Arm Township.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Porath explained MDOT's Local Bridge Program applications must be submitted by May 1, 2013 for fiscal year 2016 projects. He presented an application packet and needs authorization to proceed. The program funds 95% of selected projects; the local share is 5%.

Commissioner Ogden moved to apply to MDOT's Local Bridge Program for 2016 funds to reconstruct the Springvale Road Bridge over Bear River, Section 10 and 15, Melrose Township; the Road Commission will fund the local share, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Harmon said Conservation Resource Alliance (CRA) is applying for grants to replace Fuller Road and Marvon Road culverts.

Commissioner Ogden moved to pay bills totaling \$123,863.17, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Chairman Way adjourned at 10:20 AM.

APRIL 8, 2013

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC Boyne City road foreman Mike Skop, CCRC shop foreman Mick Luchenbill, and CCRC clerk Shelley Kondrat attended.

Commissioner Ogden moved to accept March 25, 2013 regular meeting minutes as corrected, seconded by Commissioner MaGee.

Page 1, line 28: change "Attorney" to "Civil Council"

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to transfer \$129,847 from the Insurance Fund to the General Fund to pay invoice #4205 dated 04/01/2013 from Michigan County Road Commission Self Insurance Fund (MCRCSIP) for CCRCs annual insurance premium, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – MaGee, Ogden, Way Nays – 0 Motion carried.

Commissioner Ogden moved to open the following bids at 10:30 AM Thursday, April 25, 2013, seconded by Commissioner MaGee.

- a. Addis Road and Transfer Station paving over gravel, Boyne Valley Township.
- b. Clute Road paving, Evangeline Township.
- c. Old State Road paving, Evangeline and Melrose Townships.
- d. Ridge Road paving, Eveline Township.
- e. Sequanota Road paving over gravel, Eveline Township.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Vanek presented the 2013 annual bid tabulations.

Commissioner Ogden moved to accept all bids and for the manager or his designee to purchase materials from the 2013 bidder list as necessary, in the best interest of the road commission, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Harmon noted the newest Asset Management Report indicates Charlevoix County road rating has improved by 13% from 2011 to 2012, mainly due to the countywide road millage. This rating has improved steadily since 2010, which included 2009 road projects.

Foreman Mike Skop is coordinating with the DNR extensive tree removal for the 2013 Slashing and Chandler Hill project which will require temporary day-time road closures to protect motorists from falling trees.

Commissioner Ogden moved that the manager is hereby authorized to close those parts of Slashing Road and Chandler Hill Road affected by the 2013 countywide road millage project, as necessary to safely remove trees, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Recessed at 10:22 AM; resumed at 10:30.

Commissioner MaGee moved to pay bills totaling \$74,010.06, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Chairman Way adjourned at 10:58 AM.

FEBRUARY 25, 2013

Chairman Way opened the meeting at 9:00 AM.

Commissioners Way, MaGee and Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, and CCRC staff engineer James Vanek attended. (Absent: CCRC clerk Shelley Kondrat).

Commissioner Ogden moved to accept February 11, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

All present reviewed and discussed the draft license agreement between the Road Commission and David Vermeesch (Storage Plus business owner), allowing a portion of his existing 4-FT x 8-FT business sign to encroach approximately 3-FT onto Road Commission owned property (Parcel No. 010-009-018-00) at the corner of U.S.-131 and State Street, Melrose Township. The Board authorized Mr. Harmon to sign the License Agreement.

Commissioner Ogden moved to transfer \$75,000.00 from the Equipment Fund to the General Fund to adequately fund payroll, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes –MaGee, Ogden, Way Nays – 0 Motion carried.

Commissioner MaGee moved to pay bills totaling \$170,137.34, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes –MaGee, Ogden, Way Nays – 0 Motion carried.

Chairman Way adjourned at 9:50 AM.

FEBRUARY 11, 2013

Vice-Chair MaGee opened the meeting at 9:00 AM.

Vice-Chair MaGee, Commissioner Ogden, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended. (Absent: Chairman Way).

Commissioner Ogden moved to accept January 28, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 2 Absent – 1 Nays – 0 Motion carried.

All present reviewed Lynn Murray January 31, 2013 email regarding Boyne City-Charlevoix Road proposed “Jerry Matelski Memorial Highway” sign. Mr. Murray has obtained a quote to fabricate the sign, and will subsequently seek funding to pay for it.

Commissioner Ogden moved to accept Northwest Design Group amended contract and authorize the manager to sign the necessary documents to transfer the engineering agreement from the Road Commission to the Charlevoix County Board for constructing a new service facility (building) on Beaver Island, seconded by Vice-Chair MaGee.

➤ VOTE: Ayes – 2 Absent – 1 Nays – 0 Motion carried.

Commissioner Ogden moved to pay bills totaling \$126,700.87, seconded by Vice-Chair MaGee.

➤ Roll Call VOTE: Ayes – MaGee, Ogden Absent – Way Nays – 0 Motion carried.

Vice-Chair MaGee adjourned at 10:58 AM.

JANUARY 28, 2013

Commissioner Way opened the meeting at 9:00 AM.

Commissioners Way, Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended.

Commissioner Ogden moved to accept January 14, 2013 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Harmon requested Northern Lakes Economic Alliance representative Jan Kellogg and the County Road Association of Michigan representative Monica Ware to investigate grants for the proposed Beaver Island multi-modal transportation building; neither succeeded. Mr. Harmon, Charlevoix County Transit manager Jill Drury and Northwest Design Group engineers Howard Haselschwardt and Amanda Porath will attend the February 6, 2013 Charlevoix County Board meeting to answer questions about the building. NDG feels the building shell could be constructed in late 2013 with indoor completion in 2014 (if all issues are resolved by the end of Feb. 2013).

Commissioner MaGee moved to transfer \$29,559 from the Construction Fund to the General Fund for various contract engineering services, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – MaGee, Ogden, Way Nays – 0 Motion carried.

Commissioner Ogden moved to pay bills totaling \$126,348.97, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way Nays – 0 Motion carried.

Chairman Way adjourned at 9:50 AM.

JANUARY 14, 2013

Commissioners Way, Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended.

Clerk Shelley Kondrat opened the meeting at 9AM and requested 2013 Chairman nominations.

Commissioner Ogden moved to nominate Commissioner Way for 2013 Chairman and to close nominations, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to cast a unanimous ballot electing Commissioner Way 2013 Chairman, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Chairman Way opened the floor for 2013 Vice-Chairman nominations.

Commissioner Ogden moved to nominate Commissioner MaGee for 2013 Vice-Chairman and to close nominations, seconded by Chairman Way.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to cast a unanimous ballot electing Commissioner MaGee 2013 Vice-Chairman, seconded by Chairman Way.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

The Board uses Roberts Rules of Order as a general guideline.

Chairman Way opened the meeting for general business.

Commissioner Ogden moved to accept December 24, 2012 regular meeting minutes as presented, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner MaGee moved to open 2013 Annual Material Bids at 11:00 AM Friday, March 1, 2013 for March 11, 2013 Board review, seconded by Commissioner Ogden.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Commissioner Ogden moved to appoint Commissioner MaGee as voting delegate and Commissioner Ogden as alternate voting delegate at the March 2013 County Road Association of Michigan (CRAM) annual meeting, seconded by Commissioner MaGee.

➤ VOTE: Ayes – 3 Nays – 0 Motion carried.

Mr. Harmon presented Patrick McNamara's January 2, 2013 letter regarding "Correction to Comments in December 10, 2012 CCRC meeting minutes as posted" (lines 51-62). Mr. McNamara states his family has placed nothing in the limited 22-foot Sumner Road easement other than orange stakes for winter maintenance; the in-ground sprinkler system and curb are outside the easement. Also, Mr. Harmon stated the Resler family has agreed to remove the boulders in the spring, and relocate the split rail fence outside the easement. If further reconciliation is necessary, Mr. Harmon will recommend the involved parties work through Northern Community Mediation to reach agreement.

Mrs. Kondrat reported CCRC contracted Auditor Brett Luplow will begin October 1, 2011 1st through September 30, 2012 audit this afternoon.

Mr. Vanek reported Northwest Design Group completed biennial bridge inspections. Four culverts together on Springvale Road qualify as a bridge. One of these culverts is deflected and further load testing will be performed in the spring.

At a recent meeting with State Senator Howard Walker (which Chairman Way and Manager Harmon attended) the Mackinac County Road Commission manager pointed out that after his county opted out of the state highway maintenance contract, MDOT had to hire 12 drivers to perform the same work Mackinac did with 6.

Commissioner Ogden moved to pay bills totaling \$61,817.03, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes – Ogden, MaGee, Way

Nays – 0

Motion carried.

Chairman Way adjourned at 10:50 AM.