

# 2001 REGULAR BOARD MEETING MINUTES

## PLEASE SCROLL DOWN TO VIEW PREVIOUS DATES

### DECEMBER 31, 2001

Chairman Way called the meeting to order at 9:05 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray.

Moved by Commissioner Saunders and supported by Commissioner Ogden to approve December 10, 2001 regular meeting minutes with the following changes:

- Page 3, line 14: remove "back" after "reverts" and remove "on" after "saves"
- Page 3, line 15: remove "and tear" before "overtime"
- Page 3, line 42: start new paragraph for Commissioner Ogden's comment.
- Page 4, line 1: insert "\$68,752.56" between "the" and "balance"
- Page 4, line 1: remove "owed"
- Page 4, line 2: change "this amount" to "same amount"

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Moved by Commissioner Saunders and supported by Commissioner Ogden to adopt the proposed 2001 year-end budget as follows:

Presented 12-31-01 Shelley Kondrat, Clerk	<b>2001 BUDGET SUMMARY</b>	Page of 1 3
Name of Governmental Unit Charlevoix County Road Commission	Name of Fund Road Fund	Fund No. 201
		Budget Year Ending Date: 12-31-01

REVENUES (AND OTHER SOURCES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION				
Page No.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YR. 12-31-00	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-01 BUDGET
2	TRANSPORTATION	2,940,323.16	3,000,000.00	2,985,554.60
2	FEDERAL REVENUE	215,589.81	210,000.00	215,589.81
2	ECONOMIC DEVELOPMENT FUND	45,231.44	0.00	0.00
2	TRUNKLINE MAINTENANCE-PRIMARY	285,000.00	350,000.00	285,000.00
2	COUNTY RAISED REVENUE	1,951,642.54	300,000.00	2,260,450.00
2	OTHER RAISED REVENUE	0.00	0.00	0.00
2	INTEREST EARNED	44,250.00	46,500.00	44,250.00
2	SALVAGE SALES	1,802.40	2,500.00	1,802.40
2	GAIN/LOSS-EQUIPMENT DISPOSALS	0.00	0.00	0.00
2	PERMIT FEES	23,500.00	25,000.00	23,500.00
2	OTHER	0.00	0.00	0.00

TOTAL REVENUES	5,507,339.35	3,934,000.00	5,816,146.81
TOTAL OTHER SOURCES	0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES	5,507,339.35	3,934,000.00	5,816,146.81

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YR. 12-31-00	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-01 BUDGET
3	HEAVY MAINTENANCE	2,316,045.34	1,000,000.00	2,316,045.34
3	REGULAR MAINTENANCE	2,197,289.43	2,150,000.00	2,197,289.43
3	TRUNKLINE MAINTENANCE-PRIMARY	320,000.00	420,000.00	320,000.00
3	ADMINISTRATIVE EXPENSE (NET)	255,000.00	200,000.00	255,000.00
3	EQUIPMENT EXPENSE (NET)	-215,000.00	150,000.00	-365,000.00
3	CAPITAL OUTLAY (NET)	248,075.25	100,000.00	398,075.25
3	DISTRIBUTIVE EXPENSE	645,876.07	144,500.00	645,876.07
3	OTHER	2,960.79	3,000.00	2,960.79
TOTAL EXPENDITURES		5,770,246.88	4,167,500.00	5,770,246.88
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		5,770,246.88	4,167,500.00	5,770,246.88

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	45,899.93
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS	1,437,709.00
PROJECTED SURPLUS AT END OF BUDGET YEAR	1,483,608.93

VOTE: Ayes - 3  
Nays - 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adopt the recommended 2002 beginning budget as follows:

Presented December 31, 2001 Shelley Kondrat, Clerk	<b>2002 BUDGET SUMMARY</b>		Page of 1 3
Name of Governmental Unit Charlevoix County Road Commission	Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-02

REVENUES (AND OTHER SOURCES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YR. 12-31-01	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-02 BUDGET
2	TRANSPORTATION	2,985,554.60	0.00	2,685,000.00

2	FEDERAL REVENUE	215,589.81	0.00	200,000.00
2	TRUNKLINE MAINTENANCE-PRIMARY	285,000.00	0.00	300,000.00
2	COUNTY RAISED REVENUE	2,260,450.00	0.00	1,000,000.00
2	OTHER RAISED REVENUE	0.00	0.00	0.00
2	INTEREST EARNED	44,250.00	0.00	44,250.00
2	SALVAGE SALES	1,802.40	0.00	2,000.00
2	GAIN/LOSS-EQUIPMENT DISPOSALS	0.00	0.00	0.00
2	PERMIT FEES	23,500.00	0.00	25,000.00
2	OTHER	0.00	0.00	0.00
TOTAL REVENUES		5,816,146.81	0.00	4,256,250.00
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		5,816,146.81	0.00	4,256,250.00

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YR. 12-31-01	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-02 BUDGET
3	HEAVY MAINTENANCE	2,316,045.34	0.00	1,300,000.00
3	REGULAR MAINTENANCE	2,197,289.43	0.00	2,240,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	320,000.00	0.00	330,000.00
3	ADMINISTRATIVE EXPENSE (NET)	255,000.00	0.00	255,000.00
3	EQUIPMENT EXPENSE (NET)	-365,000.00	0.00	-190,000.00
3	CAPITAL OUTLAY (NET)	398,075.25	0.00	400,000.00
3	DISTRIBUTIVE EXPENSE	645,876.07	0.00	0.00
3	OTHER	2,960.79	0.00	0.00
TOTAL EXPENDITURES		5,770,246.88	0.00	4,335,000.00
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		5,770,246.88	0.00	4,335,000.00

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	-78,750.00
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS	1,437,709.00
PROJECTED SURPLUS AT END OF BUDGET YEAR	1,358,959.00

VOTE: Ayes - 3  
Nays - 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to approve up to 30% fund transfer from the Primary Road Fund to the Local Road Fund, and to transfer funds from the County Road Fund to the Local Road Fund as necessary for the fiscal year ending December 31, 2001.

VOTE: Ayes - 3  
Nays - 0  
Motion carried.

Representing many residents, Chandler Township resident Jerry Matelski said a lot of local roads haven't been snowplowed since last Tuesday or Wednesday. He read the decision to not snowplow local roads on weekends in the newspaper and asked why a map isn't printed to inform residents which roads are local. Mr. Harmon said the certification map is too plentiful to print; Mrs. Kondrat suggested publishing a local road list.

Mr. Matelski said he is not here to cause problems, he just wants some answers to understand what is happening. He would like his comments in the minutes this time; he was flabbergasted when the minutes from the last meeting he attended only included 1½ sentences summarizing his statements. Mr. Matelski read the following statement he prepared:

"Here we are at the end of another year. I am sure that everyone has had tremendous changes in their lives due to recent events. Life seems to go on for each of us though. Although I must ask, did you think that we needed the extra blow to complicate our lives even more? If you do not know what I am referring to, it is to the recent decision to not plow local roads on the weekends. I am concerned, as most citizens are that our lives could be in danger each and every time that we are on the road. I personally do not want to drive on roads that are maintained to the standards of 1986. It seems to me that we have made it to the turn of the century and should have advanced to a higher level of road maintenance policies. As I have had to drive the roads in several different counties, I have noticed a problem. It seems that there is a curtain surrounding Charlevoix County. When you go through the barrier, there is pavement and maybe even one of those orange things called a snowplow. Why is it that Charlevoix County has had so many more difficulties maintaining their roads adequately? Emmet County seems to say that they will not plow local roads, but I have noticed that they have. Otsego County seems to do the same. Do you think that I should put the lives of my family in your hands as you decide what and when certain roads should be plowed? I wonder if you would change your policy on plowing if it were your family? I have noticed more activity on local roads lately; but then again we are in the tourist season with skiing, snowmobiling and the usual winter past times. I don't understand why a public run unit can be \$80,000 in the red and three days later the county can come up with \$200,000 of saved monies. If cash can fall from the sky, I wish it would fall on my house seeing that when I am broke, I am broke. Maybe you have had a couple of phone calls or possibly a bunch to complain about your new policy, I am thinking that it was probably the later though. I can only say that yes I will be back and yes I will hear yours excuses, but ever time a citizen mentions to me anything about the roads, I think that I will listen. Maybe as road commissioners you should do the same so that the citizen's complaints do not fall on deaf ears. I have decided to print this out because in my experience most things at these meetings seem to disappear in the minutes. I am also leaving you this copy to make your job much easier as you are preparing the minutes of this meeting. Your friend, Jerry (Metals) Matelski"

Commissioner Ogden suggested Mr. Matelski protest to the Governor, the State Senate and the House of Representatives where the budget cuts originated. He explained MTF revenues are down due to less travel and more economical vehicles and a recent executive order cut \$70 million from road funds. He said the fairest way and the only way to update road funds to meet present-day needs is to raise the gas tax in increments for Michigan roadway reconstruction.

Mr. Matelski said the Road Commissioners must respond to resident requests or their positions will be in jeopardy; he is only asking for 1 pass down each road to keep them opened. Chairman Way explained the snow removal cut-back is due to the Road Commission being short-funded, and the Board wishes to continue the township share gravel, 1-inch asphalt and re-seal policies, which make the Charlevoix County road system safer for the traveling public. Mr. Harmon explained weekend snow removal on local roads would be determined on a day-to-day basis; no roads will be left impassable.

Mr. Matelski heard the part-time Road Commissioners receive health insurance; the Board informed him they do not.

Mr. Harmon explained Mr. Boss (who did not show) wants the Road Commission to install monument boxes. Mr. Harmon said the Road Commission is already supplying the monument boxes (\$25.00-\$30.00 each) to the county surveyor for the remonumentation process, but setting the boxes should be done by a licensed surveyor. Mr. Vanek agrees with Mr. Harmon, adding current road reconstruction bid packets include monument box installation by the contractor.

Mr. Harmon explained Wade-Trim (who did not show) Deer Meadows Court information for Road Commission approval and acceptance. Commissioner Ogden said there are other requirements, and the Board wants Wade-Trim to attend a future meeting to correct the paperwork before the Road Commission will accept Deer Meadows Court as a certified Charlevoix County road.

Eveline Township residents John and Dominic Gibson from local Gibson Road asked if they will receive snowplow services this year because Road Commission trucks bypassed it recently and left a snow windrow at the Mountain Road intersection. Mr. Harmon will make sure the plow is out today to open it up for them. Dominic Gibson said he plans to

build at the end of Gibson Road in 2-3 years and will allow for a nice turn-around if the Road Commission wishes. Mr. Harmon accepted the offer and thanked him.

The Board members signed the Grand Traverse Band of Ottawa and Chippewa Indians winter maintenance agreement for roads in Section 32, Eveline Township.

Shop foreman Mick Luchenbill arrived, and Mr. Harmon explained the mechanic hoist requires extensive repairs estimated at \$23,500.00. Mr. Harmon received a \$30,000.00 estimate to purchase new portable hoists, which he and shop foreman Mick Luchenbill viewed at H&D, Inc. Upon investigation, H&D, Inc. and other county road commissions are very satisfied with their portable hoists. Mr. Luchenbill is currently writing specifications and would like to open bids at the January 14, 2002 regular meeting; he is writing training, option list(s), delivery information, documentation, warranty (and extended warranty), parts supplier contact, etc. into bid specifications. The Board instructed Mr. Harmon to have DEQ Representative Duke Domke inspect old hoist removal regarding environmental concerns.

Commissioner Ogden moved to open portable hoist system bids at 10:00 AM January 14, 2002, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon and Emmet County Road Commission Engineer-Manager Brian Gutowski are working with Charlevoix-Emmet-Cheboygan county emergency coordinator in applying for FEMA emergency snow money (federal money) to assist with expenses during last week's intense snowfall. He said they might reimburse for any unforeseen costs (overtime pay, equipment repairs, excess fuel usage, contractors hired to removed excess snow, etc.). Sheriff Lasater will write a letter of support, and Mr. Harmon will contact State Representative Andy Neumann for a letter of support.

Mr. Harmon said Presque Isle County Road Commission manager Eric Rose called to offer an operator with their grader with a wing for cleanup, since they didn't receive the snowfall Charlevoix and Emmet counties did. The Board said this is a management decision.

Mr. Harmon would like to see a new grader purchase in 2002 spring on the buy-back program, with wing estimate as an option.

Mr. Vanek presented construction status report, 2001-project summary and updated all present on 23A Sutliff Pit gravel situation processed by C.H. Smith, Inc. this summer.

Commissioner Price said the County Board tabled CCRC equipment funding request until the next meeting. He said the Board would like Mr. Harmon and Mr. Luchenbill to make a request presentation, along with information on DuraPatcher Road Repair Machine usage for the 2001 season because they haven't noticed much accomplishment. Mr. Harmon said the DuraPatcher repaired roads in Norwood Township, Hayes Township, Hudson Township, Chandler Township, Eveline Township and Melrose Township, as well as sealing all bridge abutments on county roads where the pavement meets the structures. He said the patches hold strong and he may hire 4 seasonal employees in each garage next summer to assist since Camp Pellston officially closed and prison crews are unavailable.

Commissioner Ogden moved to adopt wage rate ranges for the following non-union classifications effective January 01, 2002, seconded by Commissioner Saunders.

Board Clerk	14.42 - 18.08
Staff Engineer (Non-Registered)	15.38 - 19.07
Staff Engineer (Registered P.E.)	15.38 - 19.56
Payroll/Accounts Payable Clerk	9.62 - 13.13
Road Foreman	14.42 - 17.58
Skilled Foreman (Certified Mechanic)	14.90 - 18.07
Stockroom Clerk a/k/a Purchasing Agent	12.02 - 15.35

VOTE: Ayes – 3  
Nays – 0

Motion carried.

Mr. Harmon will present proposed administrative wage increases at January 14, 2002 meeting.

Mr. Harmon informed all present of Motor Carrier Division requirement for drug testing and driver's license history; he will fill drivers positions upon receipt of driver's license history. After the holidays, he and Mrs. Kondrat will interview for A/P-P/R clerk position; there were many qualified applicants.

Chairman Way, Commissioners Ogden and Saunders, Mr. Harmon and Mr. Vanek will attend January 08, 2002 37<sup>th</sup> District Meeting in Mackinaw City.

Commissioner Ogden presented Oakland CRC crew card samples which foremen keep, they are more detailed records than time cards. Mrs. Kondrat presented highlighted maps which individual Gratiot CRC drivers make each day to show their progress, along with township and maintenance type information.

The Board asked if Ice Ban was used during the recent snowfall; Mr. Harmon said it wasn't. He said the primary roads and local roads functioning as primary roads were doubled everyday, and all local roads received at least one pass.

Chairman Way received Peaine Township supervisor John W. Works, Jr. correspondence requesting beaver removal and ditch work in 2002. Mr. Harmon explained many Beaver Island roads do not have ditches, and ditch work is very, very time consuming and excess material must be hauled somewhere. He added CCRC doesn't have an extra backhoe to leave on the island, in the past they used a rental for Beaver Island projects. He plans to send the grader and trucks in the spring, as in the past, to spread township manufactured gravel.

Moved by Commissioner Saunders and supported by Commissioner Ogden to pay bills totaling \$112,637.59.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Chairman Way adjourned the meeting at 11:45 AM.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **DECEMBER 10, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat attended, along with Eveline Township supervisor Dan Skrzeczkoski and Petoskey News-Review reporter Fred Gray.

Commissioner Saunders moved to approve the November 12, 2001 regular-meeting minutes as presented, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to approve the November 26, 2001 regular-meeting minutes with the following changes, seconded by Commissioner Ogden.

Page 1, line 25: change "new State Representatives" to "Jason Allen (prospective new State Senator)"  
Page 1, line 36: change "entitles" to "entitled"  
Page 1, line 43: change "entitles" to "entitled"  
Page 1, line 50: change "entitles" to "entitled"  
Page 2, line 1: change "entitles" to "entitled"  
Page 2, line 8: change "entitles" to "entitled"

- Page 2, line 29: delete "Road" after "Wa-Ba-Noong Mi-Kun"
- Page 2, line 30: delete "Road" after "Zha-Wa-Noong Mi-Kun"
- Page 2, line 29: change "present" to "presented"
- Page 2, line 32" change "2005" to "2006"
- Page 2, line 48: change "and to accept the 2001 final budget." to ", to accept the 2002 final budget and to accept the 2002 proposed budget."

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Commissioner Ogden moved to approve the 2001 annual township meeting minutes with the following changes, seconded by Commissioner Saunders.

Melrose Township – October 15, 2001

- Page 1, line 37: delete "and" after "road,"
- Page 2, line 5: delete "after a lengthy investigation" from the end of the sentence
- Page 2, line 23: add "retirement" after "debt"
- Page 3, line 12" change "chlorine" to "chloride"

Marion Township – October 15, 2001

- Page 1, line 10: add "(from M66 to Shaw Road)." after "estimate"
- Page 1, line 28: change "resident" to "residence"

Boyne Valley Township – October 15, 2001 (as presented)

Eveline Township – October 16, 2001

- Page 1, line 24: change "rule-out" to "ruled-out"
- Page 1, line 25: delete "because he doesn't think Mr. Sorensen has even contacted them about it" after "residents"

Chandler Township – October 16, 2001

- Page 1, line 17: change "prepared" to "prepare"
- Page 1, line 20: change "were" to "where"
- Page 1, line 37: remove "He said the County Commissioners rejected his simple method and gave the numbering assignment nightmare to equalization after it had been botched up by college students the County Board originally hired to develop it."

Hayes Township – October 17, 2001

- Page 1, line 13: change "Eveline" to "Hayes"
- Page 1, line 30: change "proposed abandonment." to "possible hostile court action."
- Page 1, line 33: change "visual" to "visibility"
- Page 1, line 33: change "Burnett Road" to "Old 31"
- Page 1, line 38: change "curing" to "during"
- Page 2, line 2: change "Shores" to "Terrace"
- Page 2, line 8: remove "disagrees; she"
- Page 2, line 20: add "along US 31" after "bike path"

South Arm Township – October 17, 2001

- Page 1, line 10: change "reconstruction" to "reconstructed"
- Page 1, line 23: change "Phelps Road" to "Ranney Road and Flagg Road"
- Page 1, line 39: add "retirement" after "debt"
- Page 2, line 15: add "Ogden" after "Commissioner"
- Page 2, line 31: change "the" to "they"
- Page 2, line 31: change "family" to "families"

Wilson Township – October 23, 2001

- Page 1, line 7: change "follow" to "follows"
- Page 1, line 18: change "Reconstruction" to "Reconstruct"
- Page 1, line 20: change "section" to "sections"
- Page 1, line 37: change "continue travel well of the" to "continue to travel well over the"

Evangeline Township – October 25, 2001

Page 1, line 30: change “and they predominately won’t accept it.” to “ but did not find enough community support to pursue it.”

Hudson Township – October 25, 2001

Page 1, line 1: change “7:30 at.” to “at 7:30 PM.”  
Page 1, line 6: add line reading “The township provided the following road list.”  
Page 1, line 11: change “with tonnage.” to “and load capacity.”  
Page 1, line 13: add “reinstall” before “name sign”  
Page 1, line 25: change “here,” to “at the Road Commission storage lot,”  
Page 1, line 27: add “was built in 1915 or 1916,” before “bridge, which”  
Page 1, line 45: delete “and into the ditch?”

Bay Township – October 25, 2001 (as presented)

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Skrzeczkoski:

- Said December 11 Local Task Force Meeting conflicts with 5 township Board meetings and asked for more consideration in the future.
  - Asked if Advance Road speed study is complete, and if a lower speed limit is denied could some type of sign be placed to slow traffic. Mr. Vanek will arrange to meet with the state trooper.
  - Received correspondence from Sanderson Road residents. He will discuss a major ditching project, including tree removal, with residents next spring and update Mr. Harmon.
  - Said 2002 Eveline Township road projects include:
    - 1) Peninsula Road wedging from Ferry Road to the top of the hill, with Ferry Road intersection widened with curb and gutter and paved apron.
    - 2) Ridge Road wedging in two sections: from Lake Shore Drive to Wurn Road  
from Wurn Road to Peninsula Road
- The entire Ridge Road project will include, but is not limited to:
- ~ two undercut areas; one on hilltop west of Lake Shore Drive and one near Wangeman Road.
  - ~ paved shoulder widening on curve west of Lake Shore Drive (especially the inside curve) and on the s-curve.
- Wants uncompleted 2001 gravel project contracts fulfilled first thing in the spring of 2002, and may have more graveling requests.
  - Re-seal Peninsula Road where the pavement is starting to “spider-web.”

Mr. Harmon said due to state budget cuts and reallocation, only state highways and primary roads will be snowplowed on the weekends this winter, except for emergencies and major snow falls. This decision reverts to how weekend snowplowing was handled in the past, which saves fuel, equipment wear, overtime and double time, and sand and salt. Mr. Harmon would rather see this than jeopardize the township gravel, re-seal and 3” asphalt share policy funds. He stated with budget cuts and the new executive order taking gas tax money to balance the State budget, more fuel efficient cars using less gasoline, and salt prices escalating, Cheboygan CRC, Emmet CRC and Antrim CRC have made similar decisions. Mr. Skrzeczkoski agrees this is a wise decision and it is sensible to work together.

Recessed from 10:30 AM to 10:40 AM.

Mr. Harmon presented statewide uniform truck permit packet to all present for discussion.

Commissioner Ogden moved to hold a public hearing regarding statewide uniform cab permits for January 14, 2002 at 11:00 AM, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.



Commissioner Ogden moved to adopt the CEMEX, Inc. resolution as submitted (see attached copy), seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon:

- Suggested installing a gate at Sutliff Pit to protect Road Commission materials; all present agreed.
- Reported the 8:00 AM Friday, December 14, 2001 safety meeting.
- Presented redistricting maps for Congressional, Senator and Representative districts.  
Commissioner Ogden attended a small, round table discussion with Jason Allen (prospective new State Senator) and Ken Bradstreet (State Representative) and discussed road funding and gas tax with them.

Mr. Vanek:

- Sent Tri-county excavating a letter with pictures showing Rogers Road reconstruction unacceptable locations. \$8,000.00 has been withheld from their final bill until corrections are completed; liquidated damages may also be collected.
- Presented and explained November 20, 2001 Beaver Island road reconstruction pictures. He is very pleased with H&D, Inc. work

Commissioner Ogden moved to authorize the Clerk to pay the \$68,752.56 balance to Peterbilt-Wisconsin for the two 2002 Peterbilt Trucks (#055 & #056) purchased in 2001, and to transfer same amount from the Equipment Fund to the General Fund, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to pay bills totaling \$249,402.95 with a provision Tri-County Excavating will be held until MTF funds received, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Chairman Way proclaimed adjournment at 12:15 PM.

## **NOVEMBER 26, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat attended, along with Melrose Township supervisor Michael Webster and Petoskey News-Review reporter Fred Gray.

The Board will review November 12, 2001 regular meeting minutes at the December 10, 2001 meeting.

Mr. Webster said he read the November 23, 2001 Petoskey News-Review front-page article entitled "Group: Bureaucrats Dip into State Transportation Fund Cookie Jar." He is sympathetic with the lack of Road Commission funding, on top of having road funds cut even further. Mr. Harmon said the latest funding cut would affect routine maintenance or cost-sharing programs currently in place with 15 county townships.

Mr. Webster said Shadow Trails Melrose Township portion is taking a beating from heavy trucks working on Shadow Trails reconstruction, Evangeline Township. He said a very bad road is becoming an extremely bad road, quickly. Mr. Harmon said the Road Commission has patched the surface as best they can, and realizes it is hard on personal vehicles and also Road Commission vehicles, especially during snow removal. He said the section north of Clute Road is the worst, sinking from the ¼ crown out to the shoulder; and the muck through the swamp averages 15'-17' depths. Mr. Harmon feels reverting Shadow Trails to gravel is best bet for conditions, but there would be no future re-paving plans

unless funding became available. Mr. Webster said the Melrose Township Board and Road Committee adamantly oppose spending township road millage funds on primary road projects.

Commissioner Ogden talked with Jason Allen (prospective new State Senator) about increasing the gas tax slowly and annually to catch-up with inflation costs (politicians are holding a luncheon on December 7, 2001 at the Grey Gables Restaurant in Charlevoix). Commissioner Saunders said Wisconsin has a \$0.28 gas tax for their roads (compared to \$0.19 in Michigan), and their gasoline is no more expensive than it is in Michigan. All present understand the necessary gas tax increase will not increase with Governor Engler in office, he would definitely veto it.

Mr. Webster said Fourth Street reconstruction looks spectacular. Mr. Vanek said Glawe, Inc. employees were excellent to work with; they called if they had any questions, and the whole crew was well organized, and the project was completed within a week.

Commissioner Saunders moved to adopt amended Policy #96-4 entitled "Credit Card Policy," seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to adopt proposed Policy #01-2 entitled "Hazard Communication Program," seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to adopt proposed Policy #01-3 entitled "Equal Employment Opportunity," seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to adopt proposed Policy #01-4 entitled "Drug-Free Workplace Act," seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to adopt proposed Policy #01-5 entitled "Family and Medical Leave Act (FMLA)," seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Chairman Way asked if Road Commission vehicles hauling salt had to be marked with HAZMAT Placards. Mr. Harmon said salt isn't considered hazardous and vehicles do not have to be marked.

9:30 AM: Grand Traverse Band of Ottawa and Chippewa Indians representatives Mark Sherman and Paul Hunter were unable to attend regarding certification Wa-Ba-Noong Mi-Kun and Zha-Wa-Noong Mi-Kun. Mr. Harmon presented copies of newly acquired Inland Seas Engineering survey of said roads, which continues to be inadequate. Mr. Harmon and Mr. Vanek did on-site review last Tuesday and found roads are breaking up in areas, and neither road is built to current Charlevoix County Road Commission specifications. The Board directed Mr. Harmon to write a letter to the tribal council explaining said roads must be built to current Road Commission specifications and an adequate survey showing centerline measurements with the second road flagged out. The letter will also ask if the tribal council wishes to renew the snow maintenance contract for said roads (last year's contract expired October 24, 2001).

Mr. Harmon presented STP, Federal D and State D funding estimates from Susan Richardson for the local and rural task force meetings. The Board and Administrative Staff feel all available allocations necessary to complete the Thumb Lake Road total project should be earmarked accordingly. If the local and rural task forces agree, Thumb Lake Road could be totally reconstructed by the end of the 2006 construction season. Mr. Harmon said the Boyne River culvert under Thumb Lake Road near Hetrick Road may be replaced through the Michigan State Police Hazardous Mitigation program. Mr. Vanek has applied for the approximately \$175,000.00 grant and is awaiting approval.

Commissioner Saunders moved to hold the 2001 Local Task Force Meeting at 7:00 PM Tuesday, December 11, 2001 at the Boyne City Chambers senior citizens center and to designate CCRC manager Patrick Harmon as the 2001 Local Task Force Meeting Road Commission voting delegate, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to change the December 24, 2001 regular meeting to 9:00 AM Monday, December 31, 2001 to pay all 2001 accounts payable invoices received, to accept the 2001 final budget and to accept the 2002 proposed budget.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon presented note from Ron Willis, thanking the Board for purchasing the 2002 Ford Pick-up trucks for the road foremen.

Mr. Harmon and Mr. Vanek visited Beaver Island last Tuesday and reported the Main Street project looks excellent. There are some final touch-ups that will be done next spring, and the tip-up curb on 3 sides of the Road Commission garage sand/salt pad will also be done next spring.

Mr. Harmon said Evangeline Township Shadow Trails project looks real nice; the gravel work will be done this year, with paving in 2002. Mr. Harmon, Mr. Vanek, Chairman Way and Commissioner Saunders will view Shadow Trails and Fourth Street projects today after the meeting.

Mr. Harmon presented CRAM fax showing Governor Engler executive order taking MTF funds from the Michigan Department of Transportation budget (Charlevoix will lose approximately \$83,987.00). This decrease along with the 2% reduction because of fuel shortage will decrease road maintenance statewide. Mr. Harmon said financial loss for Charlevoix County means either limiting weekend snow removal to state trunklines and main primary roads, or limiting/deleting township share policies. Mr. Harmon will pole surrounding county administrators for their decisions.

Mr. Vanek said the contractor ran out of asphalt cement and propane to fuel the plant during Rogers Road paving last week. They are attempting to put a paving crew together for completion today, weather permitting.

10:30 AM: Wade-Trim representatives did not show.

Commissioner Ogden asked Commissioner Price when the Road Commission should request funding for a Shoulder Maintainer (\$110,000.00 to \$115,000.00) and a DuraPatch Road Repair Machine and HFRS2 Tank (\$85,000.00 to \$90,000.00). Mr. Harmon presented pictures of Shoulder Maintainer to Commissioner Price, explaining it is a small grader with a windrow eliminator on the back and a broom on the front. Commissioner Price will present request to County Board, but feels the 2001 County Budget can better accommodate the request than the 2002 budget.

Commissioner Ogden recommended the Board review the administrative (non-union) salary and wage ranges to give the Manager guidelines to work with when proposing 2002 raises.

Commissioner Ogden moved to pay bills totaling \$338,061.20, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Chairman Way adjourned the meeting at 11:30 AM.

## **NOVEMBER 12, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, manager Patrick Harmon and clerk Shelley Kondrat attended, along with Eveline Township supervisor Dan Skrzeczkoski, Evangeline Township planning and zoning administrator Chuck Stewart and Petoskey News-Review reporter Fred Gray. CCRC engineer James Vanek is absent.

Commissioner Saunders moved to accept the October 22, 2001 regular-meeting minutes with the following corrections, seconded by Commissioner Ogden.

Page 3, line 6: change "ICSA." to "Ice Control Sand (ICSA)."  
Page 3, line 11: change "use" to "used"  
Page 3, line 19: change "lack material." to "lack of material."  
Page 3, line 27: change "resident" to "residents"  
Page 3, line 45: change "reach, the drainage commissioner" to "reached, the Drain Commissioner"

Vote: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Skrzeczkoski received letter from Sanderson Road resident complaining of mudding condition. Eveline Township had Sanderson Road graveled in 2000 and felt road was in good shape. Mr. Harmon has driven it and said the roadbed is smooth and in nice shape. Residents were just used to the original sandy surface, which isn't as muddy as a gravel surface containing clay. Mr. Harmon added the gravel is good material and met specifications during application. Mr. Skrzeczkoski will call and talk with resident.

Mr. Skrzeczkoski presented pictures and said the resident in the last house on the right on Bracey Road was upset over snowplowing last season, which tore-up his lawn. Mr. Harmon explained their lawn goes to the edge of the road, and will have the driver stay in the driving portion of the road this winter and not snowplow the shoulder. Mr. Skrzeczkoski wished Eveline Township could have completed Bracey Road reconstruction all the way through, but funding was unavailable.

Mr. Skrzeczkoski received many complaints from residents about the Ironton Ferry closing for the season on Thanksgiving Eve. He asked about extending the Ironton Ferry closing date, weather permitting. He understands the Ironton Ferry Board (IFB) decides this, but asked if the Road Commission had any input. Commissioner Saunders explained it is not cost effective, and liability is higher due to inclement weather.

Mr. Stewart received and reviewed resolution to relinquish portion of Nelson Road, Evangeline Township. He feels comfortable with the draft and is glad to finally see this on-going situation resolved. Commissioner Saunders verified the Road Commission would no longer assume liability after relinquishment procedure.

### **CHARLEVOIX COUNTY ROAD COMMISSION RESOLUTION/CERTIFICATION**

Commissioner Ogden moved to adopt the following Resolution, seconded by Commissioner Saunders.

At a regular meeting of the Charlevoix County Road Commission for the County of Charlevoix, Michigan held at 1251 Boyne Avenue located at Boyne City, Michigan, on the 12<sup>th</sup> day of November, 2001.

### **BACKGROUND**

The portion of South Shore Drive (also known as Nelson Road) in the plat of New Pinehurst Shores which is described below dead ends at Kim Park and serves no other public benefit; Usage of this portion of the road has caused problems with the adjoining property owners; adjoining property owner has agreed to deed to Evangeline Township any land which the property owner receives as a result of the Road Commission relinquishing jurisdiction of this portion of the road; the Township has passed a resolution requesting that the Road Commission relinquish jurisdiction of that portion of the road; and the Township will use, maintain, and assume responsibility for that portion of the subject road as part of Kim Park.

**RESOLUTION**

**BE IT RESOLVED** that the Charlevoix County Road Commission relinquishes to Evangeline Township jurisdiction over the following portion of South Shore Drive (also known as Nelson Road), to-wit: that portion of South Shore Drive (also known as Nelson Road) from the west line of Cedar Street to Kim Park according to the plat of New Pine Hurst Shores according to the records of the Charlevoix County Register of Deeds.

AYES: Way, Ogden Saunders

NAYS: None

**RESOLUTION DECLARED ADOPTED.  
CHARLEVOIX COUNTY ROAD COMMISSION**

By: \_\_\_\_\_  
Doug Way, Chairman

I, the undersigned, the Clerk for the Charlevoix County Road Commission, Charlevoix County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Charlevoix County Road Commission Board at its regular meeting held on November 12, 2001, relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Shelley Kondrat, Clerk

Mr. Harmon explained to all present the Road Commission would remove the barricade as soon as Evangeline Township places fence and signs.

9:30 AM: Steve Voice (fax # 582-5300) arrived and requested Road Commission support of DEQ shoreline protection permit for 1800' of Lake Shore Drive near the Clevenger Development, Eveline Township. He specified this support is only mental, not financial. He showed maps indicating area, and pictures of portion already completed (which he received an approved DEQ permit for). Additionally, he feels there is a major safety issue for pedestrians on foot, bicycles, etc. He is also proposing shoulder widening to park vehicles further off the driving portion of Lake Shore Drive. Mr. Skrzeczkoski said Eveline Township long-range plan is to wedge Lake Shore Road, which will add one-paved-foot to each side of the road. Mr. Voice will attend next Eveline Township Board meeting. The Road Commission will obtain CCRC attorney guidance and notify Mr. Voice.

Mr. Skrzeczkoski receives many complaints on Ferry Road culvert replacement site, which is still gravel. Mr. Harmon said a portion of the material was replaced because it was too wet, and paving will be done tomorrow morning.

Chairman Way asked if the Road Commission properly signed the decertified portion of Bells Bay Road. Mr. Harmon said a "Road Ends" sign, a square red placard and guardrail were placed to warn motorists, but all the survey stakes have vanished. Chairman Way will ask CEMEX to move boulders 100' north of current location.

**RESOLUTION TO DECERTIFY PART OF BELLS BAY ROAD**

Commissioner Ogden moved to adopt the following RESOLUTION, seconded by Commissioner Saunders.

**WHEREAS**, the Charlevoix County Road Commission has jurisdiction of Bells Bay Road in Sections 28 & 29, Charlevoix Township;

**AND WHEREAS**, the Road Commission has analyzed public transportation requirements, and, as said road portion is an unused dead-end seasonal road that does not provide access to any dwellings, this Board has determined it is in the best public interest to decertify the following part of Bells Bay Road:

The portion of Bells Bay Road located north of the south eighth line of Sections 28 & 29, Charlevoix Township, Charlevoix County T.34N. -R.8W., consisting of 1.30 road miles.

**THEREFORE, BE IT RESOLVED**, this Board decertifies the above described road portion from the county road system effective Monday, November 12, 2001.

**BE IT FURTHER RESOLVED**, the Charlevoix County Road Commission Clerk shall provide Resolution copy to the Charlevoix County Register of Deeds, to the proper highway authorities, and to the Charlevoix Township Supervisor and Clerk.

Resolution adopted by the following vote:

**YEAS:** WAY, OGDEN, SAUNDERS  
**NAYS:** -NONE-

I certify this to be a true **RESOLUTION** copy made and adopted at the Charlevoix County Board of Road Commissioners November 12, 2001 regular meeting.

\_\_\_\_\_  
Shelley Kondrat, Clerk

The Board instructed Mr. Harmon to decertify this portion of Bells Bay Road and Nelson Road end on MDOT certification map in January 2002.

Recessed from 10:20 to 10:30 AM.

10:30 AM-Wade-Trim representatives Dave Drews and Chuck Christy to present Deer Meadows Road for Charlevoix County Road Commission certification acceptance. Charlevoix County Soil Erosion Officer Wendy Armstrong faxed approval letter this morning to CCRC and to Wade-Trim. Mr. Drews presented Mylar plans for review, pointing-out the 12' wide utility easement all the way around the road, and the storm water and retention easement areas. Mr. Harmon questioned why there wasn't a date by signature of Boyne USA representative Ed Grice. Mr. Drews said Mr. Grice wasn't available this morning to fill-in the date. Mr. Harmon will make sure Mrs. Armstrong has updated plans with changes and corrections and Mr. Vanek check that the easement(s) and road(s) meet CCRC specifications. He suggested acceptance at November 26, 2001 regular meeting to allow completion of all necessary items (i.e. plans, inspections, etc.).

All present discussed Highway rights-of-way release for the Grand Traverse Band of Ottawa and Chippewa Indians, development off Ranney Road, Eveline Township. At an October 31, 2001 meeting, Mr. Harmon requested a written legal survey from Tribal Representative Mark Sherman (which he has yet to receive), and explained the State will not certify the roads with the materials received to date. Commissioner Ogden requested a "Cad" drawing showing the 2 roads and their respective mileages. The Board directed Mr. Harmon to invite Tribal representatives Mark Sherman and Paul Hunter to attend the November 26, 2001 regular meeting.

Mr. Harmon:

- Said Camp Pellston is closing permanently. The prisoners cleaned the garages, swept the floors, cleaned and insulated the windows, painted, assisted with yard work, shoveled snow, cleared brush from obscured road signs, mowed road side parks, etc., and there are no extra CCRC employee(s) to fulfill these needs; a building maintenance-type person may be hired in the future. Camp Pellston may be purchased for use as a 4-county jail (Charlevoix, Cheboygan, Emmet and Otsego).
- Said CCRC Ironton garage truck driver Pat Whitley will be off until at least February 2002.
- Is posting and running an advertisement in the Petoskey News-Review this week for two (2) road maintenance worker/truck driver positions.
- Requested November 14, 15 & 16, 2001 of as vacation days. The Board approved.
- Said Mr. Vanek is overseeing the paving of Fourth Street in the Village of Walloon today.
- Said Rogers Road has 1<sup>st</sup> coat of pavement, and will receive 2<sup>nd</sup> layer this week. He informed all present the wet, soggy area noticed by Commissioner Ogden was removed and replaced with drier material.
- Met with MDOT and Boyne USA November 09, 2001 and grant funds are allocated for a new road off M75, which will be built at least to CCRC specifications and become a certified county road.
- Said H&D, Inc. completed Sutliff Pit gravel production November 10, 2001.

Mrs. Kondrat:

- Reviewed financial statement.

- Said CCRC personal auditor Fred Gardner did inventory audit on Friday, November 09, 2001 and some road materials (brine, gravel, etc.) had negative balances. Mr. Howard and Mr. Vanek will assist to adjust inventory amounts to actual for a "fresh" start; Mrs. Kondrat will send information to Mr. Gardner.

Commissioner Saunders moved to make the following fund transfers, seconded by Commissioner Ogden.

<b><u>TRANSFER</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
\$150,000.00	Construction Fund	Salt Storage Building Fund
\$ 3,401.77	Construction Fund	General Fund
\$ 11,884.83	Re-seal Fund	General Fund

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Commissioner Saunders moved to transfer \$59,089.54 from the Equipment Fund to the General Fund to pay for the 2-2002 Ford Pick-up trucks being delivered tomorrow.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Commissioner Saunders moved to present \$18.00 Glen's Market gift certificates to employees for Thanksgiving Turkey or Ham purchase, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Commissioner Ogden:

- Asked Commissioner Price if the Charlevoix County Board would have \$100,000.00 available in their 2002 budget to purchase a shoulder maintainer. Commissioner Price said their 2002 budget is already approved, but suggested sending written request.

Commissioner Saunders:

- Saw former CCRC grader operator Lester McGeorge, who complained to Ron and Pat about problems (plugged culverts, signs down, etc.) and nothing is being done. Mr. Harmon recalls no complaints from Mr. McGeorge except for a plugged culvert, which was taken care of.
- Said there are four (4) Charlevoix County stream crossings to be replaced with Soil & Water Conservation District grant money. He said one (1) is on Thumb Lake Road and questioned the location. Mr. Harmon thinks the grant money is for the Lake Charlevoix Watershed and is four (4) locations on the Boyne River (one being near the Metros/Greiger Road intersection).

Commissioner Way:

- Requested Main Street reconstruction update, St. James Township, Beaver Island. Mr. Harmon said the blacktop was done last week and the project should be concluded by Thanksgiving. He and Mr. Vanek will do on-site review next week (November 20<sup>th</sup>).

Commissioner Saunders moved to pay bills totaling \$83,107.77, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

The meeting adjourned at 12:10 PM.

## **OCTOBER 22, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat, along with Evangeline Township residents Bill McMullen and Chuck Stewart, and Petoskey News-Review reporter Fred Gray.

Commissioner Saunders moved to accept the October 09, 2001 regular-meeting minutes with the following corrections, seconded by Commissioner Ogden.

- Page 1, line 49: change "14" to "15N"
- Page 2, line 12: add "correspondence from" after "reviewed"
- Page 3, line 3: change "interviewed" to "interview"
- Page 3, line 20: add "asphalt" after "and"
- Page 3, line 40: change "2001" to "2000"
- Page 3, line 45: change "screw" to "overcharge"
- Page 3, line 47: delete "Beckman isn't going to "screw" anybody"
- Page 3, line 51: replace "Charlevoix County owns" with "St. James Township and the stockholders own"
- Page 4, line 23: add "townships" after "the"
- Page 4, line 36: add "to" after "adjust"
- Page 4, line 39: add "chloride" after "calcium"

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. McMullen was here regarding Nelson Road end abandonment. Mr. Harmon explained he didn't receive the proper paperwork this week, but Nelson Road discussion will be added to Monday, November 12, 2001 regular meeting agenda.

Mr. Harmon meets with Glenwood Beach property owners this afternoon, after which he will take the latest Road Commission resolution to CCRC attorney Joel Wurster for review. Mr. Stewart said the Glenwood Beach property owners are filing a friendly lawsuit in circuit court to abandon platted Glenwood Beach subdivision roads. Mr. Harmon said this procedure is necessary to abandon platted roads, and the Road Commission will not object.

## RESOLUTION

### **CHARLEVOIX COUNTY ROAD COMMISSION CAFETERIA PLAN AMENDMENT**

Commissioner Ogden moved to adopt the following Resolution, seconded by Commissioner Saunders.

**WHEREAS**, the Charlevoix County Road Commission Board adopted a cafeteria plan within the Internal Revenue Code Section 125 context for the eligible Charlevoix County Road Commission employees benefit plan at their regular August 14, 2000 Board meeting,

**AND WHEREAS**, the Board now offers dental benefits to employees as explained in the Agreement between the Board of County Road Commissioners, Charlevoix County and Teamsters Local No. 214 ARTICLE 55. HEALTH & DENTAL INSURANCE, Section 3. Dental Insurance.

**AND WHEREAS**, the Board understands that by amending the Flexible Benefits plan document to include group dental coverage, the employees financial obligation will be deducted tax exempt from their individual payroll checks,

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby amends the Flexible Benefits plan (consisting of the flexible benefits plan document, the Adoption Agreement and component benefit plans and Policies) for the Road Commission by adding Group Dental Coverage effective November 01, 2001.

Resolution adopted by the following voice vote:

VOTE: Ayes – WAY, OGDEN, SAUNDERS  
Nays – NONE

I certify this is a true Resolution copy adopted at the October 22, 2001 Charlevoix County Road Commission Board regular meeting.



**RESOLUTION**

**ADOPTION OF MICHIGAN EMPLOYEES RETIREMENT SYSTEM (MERS) BENEFIT PROGRAM "E"  
INCREASE TO BE EFFECTIVE ON ADJUSTMENT DATE JANUARY 01, 2002**

Commissioner Saunders moved to adopt the following Resolution, seconded by Commissioner Ogden.

1. As authorized by Section 20 of the MERS Plan Document as revised, the Charlevoix County Road Commission, Municipality No. 1501, adopts for the following:

A. All retirees and beneficiaries.

2. The increase will be:

A. Traditional (For all who retired on or before December 31, 2000, as computed in the actuary's cost analysis).

Two percent (2%) of the retirement allowance payable immediately prior to the adjustment date, for each complete calendar year since the last adjustment date for which Benefit E was adopted, or effective date of retirement allowance, whichever is shorter.

Resolution adopted by the following voice vote:

VOTE:           Ayes – WAY, OGDEN, SAUNDERS  
                  Nays – NONE

I certify this is a true Resolution copy adopted at the October 22, 2001 Charlevoix County Road Commission Board regular meeting.

Mr. Harmon presented Bells Bay Road legal description prepared by John E. Ferguson for decertification. Commissioner Ogden noted the description is solely for the portion of Bells Bay Road that will remain county certified. He said a description of the portion to be abandoned is required for the abandonment resolution. After all present discussed situation, it was agreed Mr. Harmon will prepare a resolution using the aforementioned legal description and will have MDOT approve resolution before CCRC Board adoption.

9:30 AM-Dow Chemical representative John Schemke to explain Dow Armor Liquid Dow de-icer, which he quoted at \$0.55 per gallon. He said other road commissions and cities apply 15-17 gallons per lane mile before a snowfall (good for 2-3 days), which prevents snow from bonding to the pavement and the roads are clear after only one pass with the plow truck. This alone saves money on blades and material costs as well as labor and equipment costs. Mr. Harmon said CCRC doesn't own the proper equipment to spread deicer alone, so would have to use liquid deicer to pre-wet the ice control sand (ICSA). Mr. Schemke presented and explained the "Peladow" pellet, which increases water temperature by 100 degrees. He recommended using this pellet to pre wet ICSA or pure salt (350 lbs. per mile), and if spread at any temperature on the centerline, it works its way outward to clear the entire driving surface of a paved roadway. He said anti-icing is the snow and ice removal of the future. Mr. Schemke said he spread "Peladow" pellets on his driveway, and after 10 days without snow removal, he used a shovel to dig down and the snow popped out in chunks because it never bonded to the driveway. He said Washington State, getting approximately 1,000 inches of snow each winter, spread the pellets on their paved roadways in December and it worked all winter, saving them 2 weeks of labor in end of the winter clean up. Mr. Schemke (telephone number 231-633-7083) said his company tries to deliver an order within 24 hours of the request, but would be no longer than 2 days. He then suggested CCRC contact Truck & Trailer Specialties of Boyne Falls for possible 30-day trial on anti-icing adapter machine.

Mr. Harmon said bulk rock salt prices were very high this year due to lack of material. Mr. Schemke said if a contractor sells salt to a company the year before, they have to supply salt to the same company the following year. The Board instructed Mr. Harmon to contact the County Road Association of Michigan (CRAM) representative Ron DeCook to find

out if salt companies are deliberately not processing enough salt to make it look like there is a shortage. Mr. Harmon said last year most companies used their winter salt quota plus their complete back-up supply and the mining people simply could not keep up.

Mr. Harmon presented thank-you letter from seasonal Zink Road resident regarding recent gravel addition, which residents funded but greatly appreciated.

Mr. Harmon meets with Michigan County Road Commission Self-Insurance Pool (MCRCSIP) attorney Chip Beeler and an Indiana professor who specializes nationwide in reenacting accidents at 1:00 PM today at the Boyne City airport to review October 12, 2001 Boyne City-East Jordan Road accident review.

Mr. Vanek presented Marshall Road Drainage improvement engineer estimates. From Trapper Wood subdivision to Anderson Road estimate is \$51,124.50 and from Anderson Road to Lake Charlevoix estimate is \$102,200.00. And the engineering expenses are estimated at \$15,000.00 for both phases, which is CCRC expense. He gave copies to city of Boyne City street superintendent Denny Jason for review. Presently, Mr. Vanek doesn't know what percentage each party is responsible for, an engineer will be hired for calculations. He explained the drainage problem was created in the past under lesser ordinances than those of today. The city of Boyne City may have to establish a drainage district, which is very expensive for the County Board, and would name the County Board, the city of Boyne City, the Road Commission and the Marshall Road and Trapper Woods subdivision residents as financially responsible parties. And the financial obligation to all parties continues for any future maintenance costs. Mr. Harmon, Mr. Vanek and Mr. Jason are attempting to create a solution without having to establish a drainage district, and agree the replacement system should be completely underground. If a solution isn't reached, the Drain Commissioner can settle the matter and access property owner taxes without anyone else's input.

Commissioner Price asked about Old 31 repair progress. Mr. Harmon informed Hayes Township that H&D, Inc. milling machine is now available, but he instructed them to complete Old 31 milling next spring because of recent rains and the season being late.

Commissioner Ogden noticed a wet and spongy area about a car length long on Rogers Road just west of the Lutheran Church in the westbound lane. Mr. Vanek will investigate, and if there is an undercut required, it can be corrected prior to paving.

Commissioner Saunders asked about equipment addition progress on CCRC newly purchased Peterbilt trucks. Mr. Harmon doesn't know, but said they are at Truck and Trailer Specialties, Inc. and will be ready for 2001-02 winter maintenance.

Chairman Way asked if H&D, Inc. are producing Sutliff Pit 23A gravel yet. Mr. Harmon said they are and all is going well.

Commissioner Saunders moved to pay bills totaling \$366,992.31, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to adjourn the meeting at 11:30 AM, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **OCTOBER 9, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Shirley Roloff, Manager Patrick Harmon, Engineer James Vanek and Beaver Island leadman Joe Timsak attended, along with Peaine Township supervisor John Works and St. James Township supervisor Don Vyse. Clerk Shelley Kondrat was unable to attend due to illness. Mr. Vanek took notes and tape-recorded the meeting.

Commissioner Saunders moved to accept the September 24, 2001 regular meeting minutes with the following corrections, seconded by Commissioner Ogden.

Page 3, line 35: Remove “, which articulates in the center and has a bucket (like a backhoe).” from the sentence

Page 3, line 37: Change “equipment purchases” to “fleet manager”

Page 3, line 38: Change “mall” to “mold”

Page 3, line 42: Remove entire paragraph (lines 42 through 50)

Page 4, line 1: Add “for 2 mechanic openings.” to end of sentence

VOTE: Ayes – 3

Nays – 0

Motion carried.

Commissioner Saunders moved to adopt the following into the State Highway Maintenance Contract, seconded by Commissioner Ogden.

#### **4. HIGHWAY MAINTENANCE SUPERINTENDENT**

The Board hereby designates Patrick Harmon as Maintenance Superintendent on State trunkline highways and Patrick Harmon on bridges, who shall supervise all work covered by this contract. In the event that the Board desires to replace a Maintenance Superintendent, the Board shall notify the department in writing.

#### **5. SUPERVISION**

The Board hereby designates Melvyn Thayer and Ron Willis or others functioning in the same capacity as Highway Maintenance Foremen, hereinafter referred to as the “foremen,” who shall oversee all work covered by this contract and be responsible to the Maintenance Superintendents.

The Board hereby designates James Vanek as Assistant Maintenance Superintendent to assist the Maintenance Superintendent in supervising the activities of foremen. The Board shall notify the department in writing of any changes in the above personnel. The Board shall be reimbursed for actual time worked by foremen and, Assistant Maintenance Superintendent on trunkline maintenance when supported by daily time tickets signed by their immediate supervisor.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Commissioner Ogden asked if MDOT would sign the maintenance contract even though CCRC elected to delete section 15N from it. Mr. Harmon said MDOT would accept them the way they're turned in. Commissioner Ogden explained disagreements between Road Commissions and MDOT, and about salt storage building requirements and funding, and environmental clean up that MDOT doesn't want to share, and most of contamination was from MDOT salt.

Mr. Harmon presented Michigan County Road Commission Self Insurance Pool (MCRCSIP) training meeting for managers, supervisors and commissioners regarding loss prevention and violence in the workplace, adding this statewide issue is very serious and should be attended. Chairman Way, Commissioners Ogden and Saunders, Mr. Harmon and Mr. Vanek will attend.

Mr. Harmon presented The Grand Traverse Band of Ottawa and Chippewa Indians correspondence stating process is underway to get requested legal descriptions and surveys for CCRC so Eveline Township tribal roads can be certified.

All present reviewed financial statement and Mr. Harmon explained Mrs. Kondrat sent township billings the end of last week. Chairman Way questioned the \$7,951.00 federal money owed on Bingham Road culvert project; Mr. Harmon said the Road Commission would likely absorb the expense.

All present reviewed correspondence from CCRC truck driver Pat Whitley, the employee-voting delegate who attended the Michigan Employees Retirement System (MERS) annual meeting. He said the meeting was very informative and enjoyable, and the questions he had answered were priceless. MERS stressed how young people should start retirement savings early, which he will convey to his fellow employees. He suggested everyone retiring within 5-6 years should consider attending future meetings.

Mr. Vanek:

- Said Bracey Road would be completed this week.
- Said Rogers Road project is beginning this week and completed next week.
- Said he and Mr. Harmon met with Melrose Township supervisor and road committee to discuss 4<sup>th</sup> Street reconstruction. Melrose Township agreed to make up the \$20,000.00 balance and will get township approval tonight at their meeting so Mr. Vanek can award the contract tomorrow. There will be a pre-construction meeting this week.

Mr. Harmon:

- Said concrete planks delivered to the Walloon Harbor road ending and Manthei will hopefully be in there this week to complete boat ramp project for Bay Township.
- Reported C.H. Smith, Inc. has not contacted him whatsoever.
- Will present Nelson Road end abandonment information at the October 22, 2001 regular meeting.

Commissioner Ogden:

- Asked about seasonal Bells Bay Road resolution. Mr. Harmon said John Ferguson continues to work on the survey, which is difficult to complete because one of the monuments was either destroyed or moved.

Commissioner Saunders:

- Said Farm Bureau legislative resolution requesting restoration of State C & D funding and 25% critical bridge funding, which was sent to the county and is now in route to the State.

Chairman Way:

- Said Richardson Road shoulders look good except just west of US31.
- Asked about Ferry Road culvert progress. Mr. Harmon explained the undercut, the concrete pipe removal and the problems all the rain has caused with the surface gravel. He said it would be fine once the weather cooperates and the paving and shoulder restoration is complete.
- Attended transportation committee meeting last week, and they requested CCRC to pay approximately \$603.00 for Ironton Ferry parking area improvements. Mr. Vanek explained 8" of sod and dirt will be removed from the approximately 12' wide X 60' long area and be replaced with 23A gravel. Mr. Harmon said Road Commission Ironton Ferry maintenance is 100% reimbursed, and this should be too. All present agreed.

Commissioner Saunders moved to pay bills totaling \$132,060.60, seconded by Commissioner Ogden.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Mr. Harmon reported CCRC truck driver Ed Nachazel filled one of the mechanic positions. The only qualified applicant for the other position cancelled his interview last week. The other applicants didn't qualify, but CCRC may possibly interview some of the others and give them a time frame to obtain their certification. Commissioner Ogden feels CCRC mechanic wages are very low, but noted most places don't offer a retirement plan like Road Commissions. Mr. Harmon said the union contract dictates the hourly wages, but the mechanics actually make about \$20.00 per hour when benefit costs paid by the Road Commission are figured into their \$14.19 current hourly wage.

### **PEAINE TOWNSHIP ANNUAL TOWNSHIP MEETING**

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Shirley Roloff, Manager Patrick Harmon, Engineer James Vanek and Beaver Island leadman Joe Timsak attended, along with Peaine Township supervisor John Works and St. James Township supervisor Don Vyse. Clerk Shelley Kondrat was unable to attend due to illness.

Mr. Works thanked Board for holding meeting on Beaver Island. He had requested cost to pave per mile of road from Mr. Harmon and Mr. Vanek since H&D, Inc. paving machine will be on Beaver Island through next summer. He said south Kings Highway is deteriorating and requested a repair estimate. Mr. Harmon met with H&D, Inc. representative and asphalt cost will most likely be \$50.00-\$60.00 per ton, but there is no commitment. Mr. Vanek figured 775 ton per 1" per mile at 24' wide; 22' wide would be a little less. Mr. Works said what are the basics and what is ideal. Commissioner Ogden said new construction specifications require 3" of asphalt and reminded all present of the pavement policy. Mr. Harmon said applying 3" of asphalt to Kings Highway would hold up for years. Mr. Vanek figured rough estimate of \$846,000.00 for 6 miles of 3" asphalt, and 2'-3' gravel shoulders would be additional. Mr. Works said Kings Highway is already paved; all he asked for was adding another layer. Mr. Harmon said triple seal material costs would be between

\$50,000.00 and \$60,000.00 (including shipping charges), but stressed 1 ½" asphalt addition would greatly increase the longevity. Mr. Works asked if there were grants available; Mr. Vanek has unsuccessfully investigated several grants, but presently is unaware of any.

Mr. Works said equalization requires townships to approve new road names. The problem is developers come in and quickly request a road name to slap on proposed plans, not allowing time for township review. Mr. Harmon said the township has a lot of leverage regarding the specifications and told Mr. Works to call Wilson Township supervisor Todd Sorenson, who is experienced with these requests. He said this is part of the Land Divisions Act, which Mr. Works should review. Mr. Vanek will send Mr. Works CCRC road requirements to build or upgrade a road to county specifications.

Mr. Works is very satisfied with 2001 dust control applications and asked if service would continue in future years. Mr. Harmon said prices might be much higher next year depending on Beaver Island Boat Company (BIBC) freight charges. The Beckman Company obtained 2000 BIBC freight quote over the telephone to figure their 2001 bid quotes, but actual BIBC invoices reflected increased freight costs. Mr. Harmon requested Margo Marks from BIBC to investigate possibly lowering or not charging freight to contractors who provide a very successful and pleasing service to the entire population of Beaver Island. Chairman Way agrees BIBC should absorb the shipping costs as a courtesy to island townships, residents and tourists. Mr. Works feels if Beckman is going to overcharge the townships, then CCRC should send their personal brine truck for Mr. Timsak to apply brine. Chairman Way they are just trying to recuperate their costs. Mr. Harmon said CCRC truck isn't available because it is used every day on the mainland.

Mr. Vyse informed all present he wrote BIBC a letter last year stating his idea of how the company should be operated to benefit everybody. He said St. James Township and the stockholders own the boat, but the operating money comes through the transportation authority, which is part of the township. Mr. Harmon said dust control benefits 100% of island taxpayers and BIBC should give a lot of consideration towards lowering freight charges because it benefits everybody on the island. His other suggestion is the two townships pay freight costs directly to BIBC and bid documents will inform contractors they do not have to include freight in their quotes for Beaver Island.

Mr. Works said the drain commissioner has never visited Beaver Island and there are major beaver problems causing flooding and back-ups and damaging the roads. Mr. Harmon said the mainland has the same problem this time of year; to eliminate the problem is to eliminate the beavers. Mr. Works inquired if there is a county drain map; Mr. Harmon didn't know, but suggested he call the drain commissioner.

Mr. Works requested Mr. Vanek visiting the island more in the future, especially to oversee road projects (gravel, re-seal, etc.) and possibly correct future problems.

Mr. Vanek will send Mr. Works a CCRC concrete boat ramp specification sheet.

The Peaine Township annual township meeting adjourned.

### **ST. JAMES TOWNSHIP ANNUAL TOWNSHIP MEETING**

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Shirley Roloff, Manager Patrick Harmon, Engineer James Vanek and Beaver Island leadman Joe Timsak attended, along with Peaine Township supervisor John Works and St. James Township supervisor Don Vyse. Clerk Shelley Kondrat was unable to attend due to illness.

Mr. Vyse:

- Thanked CCRC for supporting the Donegal Bay Road bike trail grant application.
- Thanked CCRC for allowing the townships electrical junction to be placed on the Road Commission garage.
- Thanked CCRC for funding approximately \$44,000.00 towards paving the Back Highway and Donegal Bay Road.
- Asked if their road paving projects are meeting CCRC specifications. Mr. Harmon said everything he's seen looks fine. Mr. Vanek said he hasn't inspected the project and is relying on Moore and Bruggink, Inc. inspections.
- Is concerned with snow removal in the newly constructed downtown area, especially on the sidewalks. Mr. Harmon said CCRC doesn't plow sidewalks anywhere in Charlevoix County, but CCRC loader will push snow back at the intersections. Mr. Vyse and Mr. Timsak will meet to discuss this.
- Said the largest Main Street reconstruction complaint is the lack of parallel parking in front of the museum and the church hall. Gary Vogt met with St. James Township and residents to explain the narrowness. Mr. Vyse asked if traffic control for parking on only one side or perhaps making that section of Main Street one-way. Mr. Harmon said in time people will adjust to this different situation.
- Said the St. James Township may pass an ordinance to post "No Overnight Parking from November to April" signs on Main Street.

- Is concerned about the dust control and would like to continue with liquid calcium chloride on the roads, along with roadside mowing. Mr. Harmon is planning to send a crew over next spring for 4 weeks to spread gravel and assist with general maintenance.

The St. James Township annual township meeting adjourned.

The regular meeting adjourned at 11:40 AM.

## **SEPTEMBER 24, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray.

Commissioner Saunders moved to accept the September 10, 2001 regular meeting minutes with the following corrections, seconded by Commissioner Ogden.

- Page 4, line 31: add, "Commission support." to the end of the line.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to accept the September 14, 2001 special meeting minutes with the following corrections, seconded by Commissioner Saunders.

- Title: Add "to Award Bids" to title following "Special Meeting"

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden shared David Buttrick correspondence with all present, along with Commissioner Ogden's reply.

Mr. Harmon presented St. James Township supervisor Don Vyse correspondence requesting junction box and meter placed on the outside of the CCRC Beaver Island garage as part of a new street lighting project on Main/Michigan Street, Beaver Island.

Commissioner Ogden moved to allow St. James Township to place a junction box and meter on the Charlevoix County Road Commission Beaver Island garage building, noting that the township will remove and relocate the box off-site if CCRC ever lists the building for sale, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to pay the Road Commission portion for Back Highway, St. James Township paving improvement under the pavement policy, (engineers estimate for paving: \$107,055.00; CCRC 1/3 contribution: \$35,685.00), seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to pay the Road Commission portion for Donegal Bay Highway, St. James Township paving improvement under the pavement policy, (engineers estimate for paving: \$25,175.00; CCRC 1/3 contribution: \$8,625.00), seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Chairman Way has received a lot of praise for Richardson Road project, Norwood Township. H&D, Inc. reported CCRC heavy equipment operator John Fratrack did an excellent job on the final grade, which decreased project costs.

Mr. Harmon:

- Reported culvert collapsing under Ferry Road driving surface between Wurn Road and Peninsula Road. The 24" concrete culvert is located 20-25 feet below the road surface. Water back up is endangering 3 homes. Sackrider Excavating was hired in this emergency situation
- Sent a letter to the Grand Traverse Band of Ottawa and Chippewa Indians requesting road legal descriptions and surveys before the end of the year if they wish to certify their roads. He has received no response to date.
- Has not received a Marshall Road drainage estimate from Boyne City street superintendent Denny Jason, but he and Mr. Vanek feel confident with their \$150,000.00-\$160,000.00 engineers estimate. He said most of the required work is in Boyne City limits, but county certified Anderson Road and Trapper's Woods roads contribute more than 50% of the run-off.
- Met at Deer Meadows Road with Mr. Vanek, soil erosion officer Wendy Armstrong and Wade-Trim Engineering representatives. Wade-Trim asked if CCRC would like retention run-off pond responsibility. Mr. Harmon told them absolutely not, the property owners or Boyne USA will have to maintain them. The Board agreed.

Mr. Vanek:

- Phelps Road paving is complete.
- Did on-site review of Main Street, St. James Township, Beaver Island. Curb and gutter need completion in the downtown area. The project is moving along slow but sure.
- Northwest Design Group (NDG) results from Sutliff Pit 23A cross-sections are completed and he has a topographical map. Stockpile in question will not be touched.

10:00 AM-Open 4<sup>th</sup> Street reconstruction bids, Melrose Township. (Engineer estimate not available).

<u>CONTRACTOR</u>	<u>TOTAL BID</u>
Glawe, Incorporated:	\$44,302.50
Tri-County Excavating:	\$45,878.50
Manthei Development Corporation:	\$50,185.75

Mr. Vanek said the project would be built using \$20,018.00 grant funds, leaving a \$24,000.00 balance. Melrose Township approved \$7,000.00 for 4<sup>th</sup> Street reconstruction, but he and Mr. Harmon meet with Melrose Township supervisor Mike Webster and road coordinator Errol Lee this week. They will ask if the township can fund the 4<sup>th</sup> Street reconstruction project balance. He explained the dirt work would be done in 2001 and the paving will be done during the 2002-paving season.

Commissioner Saunders moved to award 4<sup>th</sup> Street reconstruction project to low bidder Glawe, Inc. for \$44,302.50, pending Melrose Township agreeing to fund difference (CCRC will pay 1/3 asphalt costs under policy). If Melrose Township doesn't approve funding, project will not be completed. Seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

10:15 AM-Open 7,000 tons Ironton garage ice control sand bids, attended by H & D, Inc. representative Don Griffin.

<u>CONTRACTOR</u>	<u>PER TON</u>	<u>TOTAL BID</u>
H&D, Inc.	\$3.85/ton	\$26,950.00 (approx. \$4.35/cyd)

Commissioner Saunders moved to award 7,000 tons Ironton garage ice control sand delivery to low bidder H&D, Inc. for \$26,950.00, seconded by Commissioner Ogden.

VOTE: Ayes – 3

Nays – 0  
Motion carried.

10:30 AM-open 20,000-cyd 23A gravel produced and stockpiled at Sutliff Pit bids, attended by H & D, Inc. representative Don Griffin.

<u>CONTRACTOR</u>	<u>PER CYD</u>	<u>TOTAL BID</u>
H&D, Incorporated	\$3.36	\$67,200.00
Manthei Development Corporation	\$3.74	\$74,800.00

Commissioner Ogden moved to award 20,000 cyd 23A Sutliff Pit gravel production to low bidder H&D, Inc. for \$67,200.00, seconded by Commissioner Saunders (November 14<sup>th</sup> or 15<sup>th</sup>, 2001 completion date).

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon asked if there is any ice control sand CCRC could purchase from the Beaver Island 23A gravel manufactured for the Main Street reconstruction project. Mr. Griffin feels there is about 5,000 cyd available. Mr. Harmon will contact Welke's Airport owner to request stockpile storage on their property.

Chairman Way asked if H&D, Inc. is set-up at CEMEX. Mr. Griffin said they set-up last Tuesday or Wednesday, but could produce nothing due to heavy rains.

Commissioner Saunders asked about Old 31 Road repairs. Mr. Harmon talked with H&D, Inc. representative Jim Pemberton who said the project will be done in 2001 when the special milling machine is available.

All present discussed possible shoulder maintainer with a windrow eliminator purchase for shoulder maintenance. Mr. Harmon sent for shoulder maintainer information. He talked with Road Commission of Oakland County (RCOC) fleet manager Russ Curl about their Champion C60 single drive wheel with a 10' mold board and hydrostatic drive. RCOC is pleased with the machine, which cost RCOC approximately \$90,000.00. Commissioner Saunders asked if leasing a shoulder maintainer would be feasible. Mr. Harmon said it would not since the lease is \$5000.00-\$6,000.00 per month.

Commissioner Saunders moved to allow Mr. Harmon, Mr. Vanek & Mrs. Kondrat to attend any necessary educational meetings and training in 2001, seconded by Commissioner Ogden. All others employees require Mr. Harmons authorization.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon said one of CCRC mechanics quit to move to Florida, leaving 2 mechanic opening. Shop foreman Mr. Luchenbill is reviewing resumes received to date for 2 mechanic openings.

Mr. Harmon reported the new telephone system is being replaced next week. CCRC attorney Joel Wurster is handling the existing troublesome telephone system situation.

Commissioner Saunders moved to pay bills totaling \$130,528.77, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Meeting adjourned at 12:00 noon.

## **SEPTEMBER 10, 2001**

Chairman Way called the meeting to order at 9:00 AM.



Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray.

Commissioner Saunders moved to accept the August 27, 2001 regular meeting minutes with the following corrections, seconded by Commissioner Ogden.

Page 2, line 16: Delete "Commissioner Ogden will discuss provisions, errors and omissions with Mr. Vanek today."

Page 2, line 19: Delete "Commissioner Ogden will discuss provisions, errors and omissions with Mr. Vanek today."

Page 2, line 28: Delete "Commissioner Ogden will discuss provisions, errors and omissions with Mr. Luchenbill today."

Page 4, line 51: Change "installed in time for the 2002 Ironton Ferry season." to "installed on the Ironton Ferry in time for the 2002 season."

Page 5, line 8: Remove the last sentence, which reads "He agrees too much salt was wasted last winter being spread in below freezing weather."

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to change the Monday, October 8, 2001 regular meeting to 9:00 AM Tuesday, October 9, 2001 to honor Columbus Day. The meeting will be held at the Peaine Township Hall, Beaver Island. Seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon presented and explained proposal to vacate City of Boyne City alley near Park Street and State Street intersection. This only pertains to the City of Boyne City, but CCRC was named in the suit, requiring a response.

Commissioner Ogden moved to sign Circuit Court Case No. 01-1022-19-CH acknowledging the Road Commission received a copy of the Summons and Complaint filed in the above entitled matter and hereby consent to a judgment vacating the alley and vesting fee simple title therein in Charlevoix Area Hospital, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to open 4<sup>th</sup> Street reconstruction bids at 10:00 AM September 24, 2001, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to open 7,000 tons Ironton garage Ice Control Sand bids at 10:15 AM September 24, 2001, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Chairman Way, Mr. Harmon and Mr. Vanek will make on-site visit to Beaver Island Main Street reconstruction project on Thursday, September 13, 2001. County Commissioner Roloff will be invited.

Commissioner Ogden moved to support St. James Township efforts to seek a TEA-21 Grant to develop a bicycle/pedestrian pathway on Donegal Bay Road, beginning at Beaver Lodge Drive and continuing into the St. James Township Campgrounds (approximately 1 mile), seconded by Commissioner Saunders.

VOTE: Ayes – 3

Nays – 0  
Motion carried.

Mr. Vanek reported:

- Richardson Road paving is going very well, but he is concerned that the section between US31 and private Turkey Run Road will experience edge failure if gravel shoulder isn't placed immediately.
- Phelps Road should be paved later this week.
- South Arm Township meets Wednesday, September 12, 2001 to decide on Rogers Road reconstruction bid award. CCRC may hold a special meeting Friday, September 14, 2001 to award bid so contractor can proceed.
- MDOT resident engineer Judy Browning will conduct final Huffman Lake Road reconstruction inspection Tuesday, September 11, 2001 with Mr. Vanek and NDG engineer Howard Haselschwardt.

Commissioner Saunders:

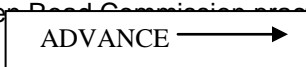
- Asked if Old 31 repairs were complete. Mr. Vanek said H&D, Inc. has to wait for their 3' wide milling machine to become available. He called last week for an estimated completion date, but has not received a response.

Commissioner Price had nothing to report.

At 9:40 AM Eveline Township supervisor Dan Skrzeczkoski arrived. He:

- Asked about sign installation in Advance Road to slow traffic. Mr. Harmon has ordered a speed study for the State Police speed limit determination. Mr. Harmon suggested placing a sign reading "Community of Advance, Reduce Speed" if the speed limit isn't changed.
- Asked if a sign reading "Community of Ironton, Reduce Speed" could be placed on M66. Mr. Harmon will ask MDOT if sign is acceptable on a state highway.
- Said residents have asked if the "Ironton" sign could be replaced on Ferry Road just east of Woodbury's driveway (west of M66). Mr. Harmon said the area will be brushed and a new sign and post will be installed.
- Said resident requested "Duck Crossing" signs on M66 at south end of Ironton at resident expense. Mr. Harmon will ask MDOT if sign is acceptable on a state highway.
- Asked if Gaunt Road and Loomis Road would be graveled this year. Mr. Harmon said there is a gravel shortage and projects may be postponed until next spring.
- Said the Eveline Township Board would like surveyed road lake endings improved. Residents have volunteered to clean-up public lake accesses temporarily until funds to upgrade are available. Mr. Harmon said these clean-ups would be acceptable if permit applications were filled-out.
- Said Eveline Township Board adopted a policy to upgrade through-roads servicing motorists before dead-end road upgrades. However, the policy will share 1/3 township funding to 2/3 resident funding for dead-end road upgrades.

Mr. Harmon said Advance store renter has requested signs notifying travelers where the Community of Advance is placed at various Charlevoix County intersections. Mr. Harmon instructed them to ask the local Chambers of Commerce for possible funding because this expense has never been paid by the local Chamber of Commerce. Example:



10:00 AM-Open 2002 Heavy Duty 4WD Pick-up Truck bids, attended by CCRC Shop Foreman Mick Luchenbill. Tallberg Chevrolet-Olds-GEO sent letter thanking CCRC for bid opportunity but were unable to meet specifications.

<u>DEALER</u>	<u>DESCRIPTION</u>	<u>BID AMOUNT ~ SINGLE PURCHASE</u>	<u>BID AMOUNT ~ DOUBLE PURCHASE</u>
Bob Mathers Ford	Ford F250	\$29,544.77	\$59,089.54
Gaylord Ford	Ford F250	\$30,124.17	\$60,248.34
Jorgensen	Ford F250	\$30,599.47	\$61,198.94
Signature Ford	Ford F250	\$30,789.47	\$61,578.94

Mr. Luchenbill will review bids and make recommendation.

10:15 AM-Open "Shadow Trails reconstruction" bids. (Engineer's estimate: \$180,000.00).

<u>CONTRACTOR</u>	<u>TOTAL BID</u>
Tri-County Excavating	\$133,762.50

H&D, Inc.	\$146,267.45
Manthei Development, Inc.	\$152,755.00

Mr. Vanek will present bid tabulations at Evangeline Township meeting tonight.

10:30 AM-Open "2001-02 Winter Salt" re-bid tabulations. IMC Salt sent a letter thanking CCRC for bid opportunity. They were unable to submit a bid at this time, but requested to be kept on future bid lists.

<u>VENDOR</u>	<u>BID</u>
Morton Salt	Early salt to Boyne City garage: \$44.75
	Early salt to Ironton garage: \$44.75
	Late salt to Boyne City garage: \$44.75
	Late salt to Ironton garage: \$44.75
Cargill Salt	Early salt to Boyne City garage: \$36.89
	Early salt to Ironton garage: \$36.89
	Late salt to Boyne City garage: \$39.95
	Late salt to Ironton garage: \$39.95

Commissioner Saunders moved to purchase 2001-02 Winter Salt from low bidder Cargill Salt, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

After reviewing pick-up truck bids, Mr. Luchenbill recommended awarding bid to Bob Mathers Ford.

Commissioner Ogden moved to purchase two Ford F250 2002 Work-ready Heavy Duty 4WD Pick-up Trucks from low bidder Bob Mathers Ford and to transfer the total cost from the Equipment Fund to the General Fund when billing received, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Chairman Way called the Annual Snowmobile meeting to order at 10:45 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat attended, along with Charlevoix County Sheriff George Lasater, Jordan Valley snowmobile council representative Scott Way and Eveline Township supervisor Dan Skrzeczkoski.

Sheriff Lasater expressed appreciation to Charlevoix, Antrim and Emmet County Road Commissions for their support in monitoring the snowmobile trail system. Chairman Way said the snowmobile club takes pride in their trail system, which requires a lot of volunteer maintenance. Sheriff Lasater said, "with the trail system keeping snowmobiles off the road system, the county can put more funding into patrolling the snowmobile trails," (there will be a full-time officer for the 2001-02 winter season). Scott Way said the snowmobile council receives many compliments on the trail, which is kept as wide as possible for safety and visibility, and is signed well. The snowmobile council has received another grant to purchase a new groomer and to upgrade other necessary safety related equipment.

Mr. Harmon said the main problems are on the county's east side where the groomer crosses public roads and leaves a ridge of snow, especially on weekends. Scott Way said groomer drivers have shovels and are supposed to clear this off.

Mr. Skrzeczkoski receives many complaints about 6-8" ice build-up from snowmobiles on road edges. Mr. Harmon said graders are sent out in warmer temperatures to scrape ridges, but nothing can be done in below freezing temperatures.

Sheriff Lasater:

- Stated the following 2000-01 winter snowmobile patrol statistics: 4 complaints/citations for driving with a suspended license, 9 personal injury accidents, 1 fatality, 5 property damage accidents, 1-snowmobile/deer accident, 6 failing to stop for law enforcement officer, 30 riding trail system without trail permits, 47 property owner complaints of trespassing on private property, 6 citations issued for operating on public roadway (driving down center of road), 10 citations for riding on a state highway, 3 lost snowmobilers (which required a search and rescue team) and 3 stolen snowmobiles
- Said anyone operating a snowmobile under 16 years of age must have a special snowmobile license, otherwise a driver's license is required.
- Said his department has requested the county board allow them to apply for a Department of Natural Resources (DNR) grant and asked for Road Commission support.

Commissioner Ogden moved to allow snowmobiles on Charlevoix County road rights-of-way for a 12-month period, meeting Michigan State statutes and penalties as listed below. Also, to support the Sheriff Department efforts to seek a DNR grant, seconded by Commissioner Saunders.

Sec. 82119. A person shall not operate a snowmobile upon a public highway, land used as an airport or street, or on a public or private parking lot not specifically designated for the use of snowmobiles except under the following conditions and circumstances:

(a) A snowmobile may be operated on the right-of-way of a public highway, except a limited access highway, if it is operated at the extreme right of the open portion of the right-of-way and with the flow of traffic on the highway. However, a snowmobile may be operated on the right-of-way of a public highway against the flow of traffic if the right-of-way is a snowmobile trail designated by the department in the plan developed pursuant to section 82106(2) and is approved by the state transportation department and the department. Snowmobiles operated on the right-of-way of a public highway, as provided in this subdivision, shall travel single file and shall not be operated abreast except when overtaking and passing another snowmobile. In the absence of a posted snowmobile speed limit, a snowmobile operated on the right-of-way of a public highway, as provided in this subdivision, shall be limited to the speed limit posted on the public highway.

(b) A snowmobile may be operated on the roadway or shoulder when necessary to cross a bridge or culvert if the snowmobile is brought to a complete stop before entering onto the roadway or shoulder and the driver yields the right-of-way to an approaching vehicle on the highway.

(c) In a court action in this state where competent evidence demonstrates that a vehicle that is permitted to be operated on a highway pursuant to the Michigan vehicle code, Act No. 300 of the Public Acts of 1949, being sections 257.1 to 257.923 of the Michigan Compiled Laws, is in a collision with a snowmobile on a roadway, the driver of the snowmobile involved in the collision shall be considered prima facie negligent.

(d) A snowmobile may be operated across a public highway other than a limited access highway, at right angles to the highway, for the purpose of getting from 1 area to another when the operation can be done in safety and another vehicle is not crossing the highway at the same time in the same general area. An operator shall bring his or her snowmobile to a complete stop before proceeding across the public highway and shall yield the right-of-way to all oncoming traffic.

(e) Snowmobiles may be operated on a highway in a county road system that is not normally snowplowed for vehicular traffic and on the plowed right-of-way or shoulder when no right-of-way exists on a snowplowed highway in the county road system, outside the corporate limits of a city or by the county road commission having jurisdiction. Upon the request of a county road commission that has designated all county roads outside the corporate limits of a city or village for snowmobile use, the state transportation department shall erect at county road commission expense and shall maintain, in accordance with the Michigan manual of uniform traffic control devices standards, the basic snowmobile sign unit together with a supplemental panel stating "permitted on right-of-way or shoulder of all Charlevoix County roads - Act 74 of P.A. 1968" at the county line on all state trunk line highways and county roads.

(f) A duly constituted law enforcement officer of a local unit of government or the state may authorize use of a snowmobile on a public highway or street within his or her jurisdiction when an emergency occurs and conventional motor vehicles cannot be used for transportation due to snow or other extreme highway conditions.

(g) A snowmobile may be operated on a highway or street for a special event of limited duration conducted according to a prearranged schedule only under permit from the governmental unit having jurisdiction. The event may be conducted on the frozen surface of public waters only under permit from the department.

(h) A city or village by ordinance may designate 1 or more specific public highways or streets within its jurisdiction as egress and ingress routes for the use of snowmobiles. A city or village acting under the authority of this subdivision shall erect and maintain, in accordance with the Michigan manual of uniform traffic control devices standards, a sign unit giving proper notice of the designation.

VOTE: Ayes - 3  
 Nays - 0  
 Motion carried.

The snowmobile meeting ended at 11:00 AM.

Commissioner Saunders moved to accept Mrs. Kondrat's recommended budget proposal as follows, seconded by Commissioner Ogden.

Presented September 10, 2001 Shelley Kondrat, Clerk	<b>2001 BUDGET SUMMARY</b>			Page 1 of 3
Name of Governmental Unit Charlevoix County Road Commission	Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-01	

**USED AUGUST 31, 2001 MONTH-END FIGURES**

REVENUES (AND OTHER SOURCES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YR. 12-31-00	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-01 BUDGET
2	TRANSPORTATION	2,973,585.77	3,000,000.00	3,000,000.00
2	FEDERAL REVENUE	219,794.76	250,000.00	210,000.00
2	ECONOMIC DEVELOPMENT FUND	32,602.06	0.00	0.00
2	TRUNKLINE MAINTENANCE-PRIMARY	401,099.49	350,000.00	350,000.00
2	COUNTY RAISED REVENUE	908,476.22	500,000.00	300,000.00
2	OTHER RAISED REVENUE	0.00	0.00	0.00
2	INTEREST EARNED	36,277.08	30,000.00	46,500.00
2	SALVAGE SALES	2,561.81	2,500.00	2,500.00
2	GAIN/LOSS-EQUIPMENT DISPOSALS	54,993.28	0.00	0.00
2	PERMIT FEES	33,380.00	35,000.00	25,000.00
2	OTHER	341.00	0.00	0.00
TOTAL REVENUES		4,663,111.47	4,167,500.00	3,934,000.00
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		4,663,111.47	4,167,500.00	3,934,000.00

EXPENDITURES (AND OTHER USES)				
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YR. 12-31-00	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-01 BUDGET
3	HEAVY MAINTENANCE	1,255,125.81	1,000,000.00	760,000.00
3	REGULAR MAINTENANCE	2,420,261.33	2,150,000.00	2,150,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	425,015.40	420,000.00	420,000.00
3	ADMINISTRATIVE EXPENSE (NET)	325,517.72	200,000.00	199,500.00
3	EQUIPMENT EXPENSE (NET)	59,052.66	0.00	0.00
3	CAPITAL OUTLAY (NET)	-7,238.57	250,000.00	320,000.00
3	DISTRIBUTIVE EXPENSE	0.00	144,500.00	440,000.00
3	OTHER	2,971.15	3,000.00	3,000.00
TOTAL EXPENDITURES		4,480,705.50	4,167,500.00	4,292,500.00
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHERS USES		4,480,705.50	4,167,500.00	4,292,500.00

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	-358,500.00
ACCUMULATED AVAILABE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS	1,437,709.00
PROJECTED SURPLUS AT END OF BUDGET YEAR	1,079,209.00

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to authorize the manager to sign the Cogitate Software Contract, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

11:30 AM: Wade-Trim Engineering representatives Chuck Christy and Dave Drews arrived to discuss Deer Meadows Lane, an approximately .25 mile Boyne USA project. The original plans had grass shoulders to the pavement, but CCRC specifications state gravel shoulders. Mr. Drews and Mr. Harmon agree grass shoulders are best for erosion control since the grade is fairly steep, and cosmetically would look better than gravel shoulders. Mr. Drews said this small subdivision with approximately 7 residential building sites has a 22' wide entrance off Boyne City-East Jordan Road with a 5' shoulder/curve area. The Board feels the subdivision road policy should be updated in 2002. Mr. Drews will secure right-of-way deed for the Road Commission. Mr. Harmon and Mr. Vanek will conduct on-site review at 10:30 AM Friday, September 14, 2001.

Recessed at 12:00 noon for lunch ~ Resumed at 12:45 PM

CCRC employee Laverne (Clark) Rouse asked the Board to reconsider opening a Michigan Employees Retirement System (MERS) retirement window allowing him to retire on March 1, 2002 (he will be 63-years-old at that time). He realizes he will be eligible to retire on that date under the MERS B2 Retirement Plan (B2), but really would like to retire under the MERS B3 Retirement Plan (B3). He recently had partial knee replacement surgery and doesn't know if he can

wait until January 1, 2004 to retire under the B3. The Board explained opening a window is a negotiated item; there is no other choice. Teamsters 214 union representative Butch Carmien should have negotiated this during recent union negotiations instead of faxing a request letter the day the contract was signed. Mr. Rouse realizes this and expressed his dissatisfaction with Mr. Carmien.

Commissioner Ogden:

- Asked if the Tribal letter had been sent. Mr. Harmon said it hasn't, but he will surely send it this week.
- Asked for Bells Bay Road update. Surveyor John Ferguson informed Mr. Harmon the monument they were basing the survey on is missing and is holding-up the survey process.
- Asked if Mr. Harmon obtained Marshall Road drainage cost figures. Mr. Harmon said city of Boyne City did gather quotes, which he will present at the September 24, 2001 CCRC Board meeting.

Commissioner Saunders:

- Asked if sundry accounts on financial statement were assets. Mrs. Kondrat confirmed they are Road Commission assets.
- Asked about progress of Sutliff Pit gravel production by C.H. Smith, Inc. Mr. Harmon said Northwest Design Group (NDG) hasn't done cross-section survey yet, but he will call and ask Mr. Haselschwardt for schedule. All present discussed staking-off C.H. Smith, Inc. produced gravel and having a whole new 23A gravel pile produced in a different Sutliff Pit location.

Commissioner Ogden moved to open "20,000 cyd. 23A gravel produced and stockpiled at Sutliff Pit" bids at 10:30 AM September 24, 2001, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Chairman Way:

- Gave all present hand out with figures from Emmet County Road Commission (ECRC) manager Brian Gutowski showing ECRC actual savings using liquid de-icer. In 1999, using 1 truck in 22 storms, they saved \$7,800.00 on salt and ice control sand; if all 13 sanders had been used, they would have saved \$101,000.00 on salt and ice control sand.
- Asked if Boyne City garage flashing will be completed this fall. Mr. Harmon said the steel has been cut for contractor installation.
- Asked if Beck Road is open to school buses year around because it is quite narrow. Mr. Harmon said yes, Beck Road is an all-season road.
- Asked if John Schemke was invited to today's meeting. Mr. Harmon didn't have a chance to invite him, but said he will invite him to attend the September 24, 2001 regular meeting.

The annual township meetings will be held October 15, 16, 17, 23 & 25, 2001 at 6:30 PM, 7:30 PM and 8:30 PM.

Commissioner Saunders moved to pay bills totaling \$220,479.67, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to adjourn at 1:40 PM, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **AUGUST 27, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, manager Patrick Harmon, engineer James Vanek and clerk Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray.

Commissioner Saunders moved to approve August 13, 2001 regular meeting minutes with the following corrections, seconded by Commissioner Ogden.

- Page 1, line 32: change "gravel support" to "gravel to support"
- Page 1, line 52: change "Norwood Township and Banks Township each only have \$42,000.00 (\$84,000.00 total) for Richardson Road project," to "Richardson Road paving project, Norwood Township and Banks Township have a balance of \$47,000.00, plus \$6,000.00 taxpayer dollars for a total of \$53,000.00,"
- Page 4, line 28: change "the John Deere 644H he presented for bid, with no deductible on the power train or the engine." to "the currently owned John Deere 644H loader."
- Page 4, line 38: change "requesting abandoned State Street" to "requesting State Street"
- Page 5, line 12: change "meet" to "meets"
- Page 5, line 21: add ", seconded by Commissioner Saunders" to end of motion.

VOTE: Ayes-3  
Nays-0  
Motion carried.

Commissioner Saunders moved to adopt the "Charlevoix County Road Commission Employee Handbook," seconded by Commissioner Ogden. If a conflict exists between the collective bargaining agreement between the Charlevoix County Road Commission and the Teamsters State, County and Municipal Workers-Local Union No. 214 and the Employee Handbook, the union contract will prevail.

VOTE: Ayes-3  
Nays-0  
Motion carried.

Commissioner Ogden moved to award Bracey Road reconstruction bid to low bidder Sackrider Construction for \$73,567.50, seconded by Commissioner Saunders.

VOTE: Ayes-3  
Nays-0  
Motion carried.

Commissioner Saunders moved to award bid to produce 15,000 cubic yards 23A MDOT specified gravel at CEMEX Cement Plant to H&D, Inc. for \$4.14 per cubic yard, and a total of \$62,100.00, seconded by Commissioner Ogden.

VOTE: Ayes-3  
Nays-0  
Motion carried.

Commissioner Ogden moved to award primary Richardson Road 3" asphalt paving bid to low bidder H&D, Inc. for \$103,839.00, seconded by Commissioner Saunders.

VOTE: Ayes-3  
Nays-0  
Motion carried.

Commissioner Saunders moved to hold annual snowmobile meeting at 10:30 AM September 10, 2001 to discuss snowmobiles using county road rights-of-way, seconded by Commissioner Ogden.

VOTE: Ayes-3  
Nays-0  
Motion carried.

All present reviewed 4<sup>th</sup> Street reconstruction bid specifications (Melrose Township).

All present reviewed Shadow Trails reconstruction bid specifications (Evangeline Township).



Commissioner Saunders moved to open Shadow Trails reconstruction bids at 10:15 AM September 10, 2001, seconded by Commissioner Ogden.

VOTE: Ayes-3  
Nays-0  
Motion carried.

All present reviewed pick-up truck purchase bid specifications.

Commissioner Ogden moved to open pick-up truck bids at 10:00 AM September 10, 2001, seconded by Commissioner Saunders.

VOTE: Ayes-3  
Nays-0  
Motion carried.

The Christian Community requested a meeting to discuss Magee Road relocation at 9:00 AM August 29, 2001 with Patrick Harmon, Charlevoix County Parks & Recreation chairman Ralph Harmon and surveyor Wayne Boss. Patrick Harmon requested Chairman Way attend since he sits on the Parks & Recreation Board. Commissioner Price cannot attend due to conflicting meetings.

Mr. Harmon reported C.H. Smith, Inc. produced Sutliff Pit gravel, but pile quantities and specifications cannot be determined because they are in a "hodge-podge" mess. Mr. Harmon and Mr. Vanek met on-site with Northwest Design Group (NDG) engineer Howard Haselschwardt, who recommended getting survey shots for cross-section to enter into NDG computer which will determine actual quantity (survey cost: \$1,000.00-\$1,500.00). Mr. Vanek said in-specification gravel is mixed with out-of-specification gravel, so CCRC cannot utilize gravel produced; and regarding billing, C.H. Smith, Inc. owes about \$11,000.00 for liquidated damages. Chairman Way asked why out-of-spec. gravel couldn't be used. Mr. Vanek explained too much clay in the mix causes roads to become very slippery and dangerous during rains, and if too much sand in the mix, it won't pack and will wash away during rains. He presented August 20, 2001 Road Commission correspondence to C.H. Smith, Inc. (see copy attached). CCRC attorney Joel Wurster feels the Road Commission has a good argument and should not pay C.H. Smith, Inc. at this time. Mr. Harmon added Mr. Smith had removed belt scale and equipment from site before Mr. Harmon and Mr. Vanek could get the final belt reading. When asked about this, Mr. Smith changed the subject. The Board approved of NDG survey, and instructed Mr. Harmon not to tamper with the gravel produced.

10:00 AM-"Winter 2001-02 County Road Salt" bid opening. (CCRC estimate: \$250,000.00).

<u>BIDDER</u>	<u>AMOUNT PER TON</u>	
Morton Salt Company	\$42.75 early salt	(Boyne City garage)
	\$42.75 early salt	(Ironton garage)
	\$42.75 late salt	(Boyne City garage)
	\$42.75 late salt	(Ironton garage)

Above bid totals approximately \$325,000.00; \$75,000.00 more than estimated. Mr. Howard said IMC sold all of their salt to MDOT this year, and Detroit Salt informed him they would never get the salt quantity they sold last year out of the mine in time. Mrs. Kondrat recommended bidding 2002-03 winter salt in May 2002.

10:15 AM-"Rogers Road reconstruction" bid opening. (Engineer's estimate: \$155,000.00).

<u>BIDDER</u>	<u>BID AMOUNT</u>
Precision Grading-Petoskey (Jim Wilde)	\$162,090.00
Tri-County Excavating	\$133,363.00
H&D, Inc.	\$135,357.40

Mr. Vanek will send bid tabulation to South Arm Township promptly so they can hopefully make a decision before the September 10, 2001 CCRC Board Meeting. Briefly reviewing bids, Mr. Vanek noted gravel prices as the main cost difference.

Commissioner Ogden moved to rescind motion to hold annual snowmobile meeting at 10:30 AM September 10, 2001. The "Winter 2001-02 Bulk Road Salt" re-bid opening will be at 10:30 AM September 10, 2001, with the annual snowmobile meeting at 10:45 AM September 10, 2001, seconded by Commissioner Saunders.

VOTE: Ayes—3  
Nays—0  
Motion carried.

Mr. Vanek:

- Reported Phelps Road reconstruction project is going well.
- Flew to Beaver Island on Friday, August 24, 2001. He presented pictures and said Main Street is paved by the lighthouse, the remainder will be paved when the curb & gutter is complete. He said the storm and sanitary sewer system is mostly done, and the marina owner agreed to have his existing boat ramp completely reconstructed so rainwater can be directed down the new boat ramp.

Commissioner Ogden moved to transfer \$150,000.00 from the Salt Storage Building Fund to the General Fund to cover expenses until township monies are received from road projects, seconded by Commissioner Saunders.

VOTE: Ayes—3,  
Nays—0  
Motion carried.

Commissioner Saunders moved to pay H&D, Inc. invoice #36213 totaling \$39,048.30 for 15,135 cyd. 23A gravel processed and stockpiled at Keyes Pit, seconded by Commissioner Ogden.

VOTE: Ayes—3  
Nays—0  
Motion carried.

Commissioner Ogden:

- Asked what decision Mr. Harmon made about the loader bids. Mr. Harmon and shop foreman Mick Luchenbill agreed to postpone purchase until next year, when older loader will be traded-in.
- Asked if Mr. Harmon has sent correspondence to the Tribal Council explaining their responsibilities in having requested roads certified. Mr. Harmon said he would send letter yet this week.
- Attended August 24, 2001 safety meeting and feels it is well worth his while. He commended Mr. Harmon on his moderating.
- Asked what decision Mr. Harmon made about selling the CCRC Boyne City parcel. Mr. Harmon said the City of Boyne City will grant CCRC an easement, and suggested keeping the property, which would be ideal to mitigate for wetland in the event future reconstruction elsewhere in the county required building in currently established wetland (DEQ now requires such a trade).

Commissioner Ogden moved to reject all July 23, 2001 CCRC property bids, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders:

- Inquired about Boyne City/Road Commission drainage problems. Mr. Harmon said Boyne city street supervisor Denny Jason will add contingency factor to figures and have estimates for September 10, 2001 presentation, at which time a cost division may be determined.
- Asked if MDOT responded to maintenance contract alteration. Mr. Harmon hasn't heard anything from MDOT, but CRAM survey received showed the majority of responding road commissions duplicated CCRC elimination, with 4 or 5 signing it as written, and 4 or 5 not signing it at all.

Attorney James Young informed Mr. Harmon there are major Walloon Lake public access problems, and is sure there are major Lake Charlevoix public access problems because paper streets with county road rights-of-way to lakes are being privately used by landowners. Mr. Young said Road Commissions have riparian rights if subdivisions are platted and

roads are certified, but Road Commissions may not have riparian rights if residents are using paper streets for their personal and private use.

Chairman Way:

- Reported roof-mounted air condition unit will be installed on the Ironton Ferry in time for the 2002 season.
- Reported Ironton Ferry revenues are up about 12%.
- Said salt costs are quickly rising, and asked if liquid de-icing will be used more often in the coming winter season to curb CCRC budget. He said it is a proven fact liquid de-icing saves 20-30% in costs, is less corrosive, and does a better job clearing roads in below freezing temperatures. He suggested inviting John Schemke to attend Road Commission meeting to explain survey results and savings (Mr. Harmon will try to arrange for September 10, 2001 meeting). Mr. Harmon said MDOT hasn't approved using liquid de-icer on state highways, but CCRC can use on county roads. He talked with road foremen last week and instructed them to monitor winter pure salt usage closely by staying in charge of their respective salt sheds.

Commissioner Saunders moved to pay bills totaling \$164,356.52, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to reject all August 13, 2001 loader bids, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to adjourn at 12:10 AM, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

NOTE: After the meeting, Mr. Harmon took Chairman Way, Commissioner Saunders and Commissioner Price for Huffman Lake Road on-site review. Commissioner Ogden will view on way to U.P. this afternoon.

## **AUGUST 13, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, manager Patrick Harmon, engineer James Vanek and clerk Shelley Kondrat attended, along with Melrose Township supervisor Mike Webster and road committee representative Errol Lee, Lynda's Real Estate Service representative Lynda Christensen, Evangeline Township resident Tim Moyer, Petoskey News-Review reporter Fred Gray and Norwood Township supervisor Wayne Boss.

Commissioner Saunders moved to approve July 23, 2001 regular meeting minutes with the following corrections, seconded by Commissioner Ogden:

Page 2, line 30: change "CONTRACTOR" to "BIDDER"

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to transfer \$138,636.00 from the Equipment Fund to the General Fund to pay for two (2) Peterbilt cab and chassis delivered in July 2001, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

All present reviewed MDOT (ISTEA) STP, FED-D and STATE-D financial projection through 2005. Mr. Harmon will schedule October 2001 Local Task Force Meeting.

Mr. Webster presented Third Street survey, Watson's Addition to the Village of Talcott, Melrose Township, Charlevoix County and requested it be added to the certification map as a certified county road to protect future access to state land. He said residents placed a "cattle gate" there, which has never been locked and is fully accessible to anyone wishing to travel upon it. Mr. Webster added loggers are currently using Third Street, and have placed processed gravel to support their trucks. Commissioner Saunders and Mr. Lee agreed detailed, documented road maintenance should be kept. Chairman Way suggested contacting adjacent landowner (currently in nursing home) to obtain legal right-of-way or easement for future protection. Mr. Webster said Melrose Township would fund all costs for obtaining the right-of-way.

Mr. Webster and Mr. Lee inquired about county upgrade specifications to make Zoë Street (Lee Street) all-seasonal roads so they can be added to the county road system. Mr. Harmon gave them CCRC policy copies, which explain requirements.

Mr. Lee requested Padgett Road upgrade quote some time ago. Mr. Harmon talked with resident representative Mr. Wylie last week; Mr. Vanek will give estimate to township for residents to discuss a special assessment.

Mr. Moyer and Mrs. Christensen inquired about the status of CCRC property, Section 27, City of Boyne City bids, which were opened July 23, 2001. The Board feels the property is worth more than \$2,500.00, so their decision is pending. But Mr. Harmon will contact Mrs. Christensen with their final decision.

Mr. Boss stated Norwood Township wishes to reject all Richardson Road seal-coat bids, which were higher than spring 2001 private company quotes to the township. For Richardson Road paving project, Norwood Township and Banks Township have a balance of \$47,000.00, plus \$6,000.00 taxpayer dollars for a total of \$53,000.00, which will not cover total improvement costs. Mr. Boss used H&D, Inc. figures for total to place 1 ½" asphalt. Commissioner Ogden warned him not to tamper with Road Commission specifications; the Board feels they are firm and fair. Mr. Boss spoke with a downstate supervisor and said Norwood Township annual budget couldn't even pay the interest on that townships yearly budget. He argued that Charlevoix County specifications are too stringent for the smaller, rural townships, and reminded Commissioner Ogden, "we cannot be compared to downstate road commissions and townships, or their standards." Mr. Boss added 1 ½" asphalt isn't adequate, but would hold together better than re-sealing would. Commissioner Ogden said county specifications are not too tight and recommended working together financially to complete the Richardson Road project. Mr. Boss honestly believes CCRC specifications are too stringent, but if the specifications aren't relaxed, could the Road Commission assist financially to complete said project. The Board agreed, and also reminded Mr. Boss the gravel and asphalt policy can assist if the policies are met.

Commissioner Saunders moved to financially assist Norwood Township in primary Richardson Road 3" asphalt over and above the present Gravel and Asphalt Policy (approximately \$7,500.00), seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

10:00 AM-opened bids to manufacture 30,000-cyd MDOT 23A gravel at CEMEX, Inc.

<u>BIDDER</u>	<u>PER CUBIC YARD</u>	<u>TOTAL BID</u>
H&D, Inc.	\$4.14/cyd	\$124,200.00

Decision pending until August 27, 2001 Regular Board Meeting.

10:15 AM- Bracey Road reconstruction bid opening, attended by Eveline Township supervisor Dan Skrzeczkoski, Tri-County Excavating representative Phil Sackrider and Manthei Development Corporation representative Elizabeth Manthei. (Engineer's Estimate \$83,000.00).

<u>BIDDER</u>	<u>TOTAL BID</u>
---------------	------------------

Tri-County Excavating	\$73,567.50
Manthei Development Corp.	\$78,637.50
H&D, Inc.	\$89,847.75

Mr. Skrzeczkoski:

- Asked about Phelps Road asphalt schedule; Mr. Vanek said it is too early in the project to schedule.
- Said Eveline Township is going to place 1 ½" asphalt on formerly asphalted Phelps Road section (which already had 2" asphalt funded by Eveline Township and placed in the past). He feels, under CCRC Asphalt policy, the Road Commission should pay for 1" asphalt even though the thickness requirement was met in 2-stages. He also noted the asphalt will be 3 ½" thick when completed, exceeding the 3" policy specification, and the road will hold up better, requiring lower maintenance costs in the future to the Road Commission. The Board will discuss further and inform Mr. Skrzeczkoski of their decision.

Commissioner Ogden moved to elect Commissioner Saunders County Road Commission Self-Insurance Fund (CRCSIF) voting delegate at the September 05, 2001 meeting, seconded by Chairman Way.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Commissioner Ogden moved to elect Chairman Way CRASIF alternate voting delegate at the September 05, 2001 meeting, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

**RESOLUTION**

Commissioner Ogden moved to adopt the following **RESOLUTION**, seconded by Commissioner Saunders.

**WHEREAS**, the Charlevoix County Road Commission (CCRC) maintains State Highways within Charlevoix County per Michigan Department of Transportation (MDOT) maintenance contract.

**AND WHEREAS**, MDOT proposed maintenance contract is effective July 1, 2001 through September 30, 2003.

**AND WHEREAS**, the County Road Association of Michigan (CRAM) Negotiation Committee has completed its review of the new maintenance contract, dated 07/27/01, and believes paragraph 15N, page 18 of the contract, limits MDOT's participation to an unreasonable level and recommends that language be stricken from the contract.

**THEREFORE, BE IT RESOLVED**, the Charlevoix County Road Commission Board (the Board) authorizes contract acceptance contingent on the elimination of paragraph 15 N.

**BE IT FURTHER RESOLVED**, CCRC manager Patrick Harmon shall strikeout paragraph 15 N with a single line and shall initial adjacent to the paragraph. Upon doing so, the contract shall be signed and returned to MDOT.

**RESOLUTION** adopted by the following vote:

**YEAS:** WAY, OGDEN, SAUNDERS  
**NAYS:** -NONE-

I certify this to be a true **RESOLUTION** copy made and adopted at the Charlevoix County Board of Road Commissioners August 13, 2001 regular meeting.

\_\_\_\_\_  
 Shelley Kondrat, Clerk

Mr. Harmon presented and explained Northwest Design Group (NDG) Thumb Lake Road reconstruction total design work estimate of \$26,100.00, plus \$4,000.00 for soil borings if MDOT doesn't perform them. The total engineering for the complete project is estimated at \$50,000.00, which is fair at 10% of the total project estimate.

Commissioner Ogden moved to accept NDG Thumb Lake Road reconstruction engineering proposal and to authorize manager Patrick Harmon to sign proposal, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders moved to accept H&D, Inc. Old 31-edge trimming & patching proposal, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to award Old Horton Bay Road wedging/widening project, Bay Township, to H&D, Inc. totaling \$45,913.20, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to award the Wildwood Drive Boat Ramp installation job, Bay Township, to Manthei Development Group for \$6,825.00, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

CCRC shop foreman Mick Luchenbill presented 4 cyd. Loader bid tabulations (see attached copy) and recommended the Caterpillar 950G 4-cyd loader from Michigan Cat, which is the best buy. Chairman Way said Rush Equipment representative Bud Klooster informed him an extended warranty could be purchased for the currently owned John Deere 644H loader. The warranty would cost \$1,400.00 extra through July 23, 2002, or \$2,600.00 extra through July 23, 2003. Mr. Luchenbill would like to see a 6-year turn-around on graders and loaders, but the older loader has no trade-in value. He will re-evaluate and present recommendation at August 27, 2001 regular meeting.

Mr. Harmon reported the mechanic advertisement has been run twice for 3 days each time, and only 2 unqualified applications were received. Mr. Luchenbill recommended advertising through Ferris State College.

Mr. Harmon presented letter from Walloon Lake residents requesting State Street barricade be moved to allow access to their newly constructed garage and driveway. The Board approved move, but said residents must reimburse CCRC for all costs.

Mr. Vanek presented Rogers Road reconstruction (between M32 and M66) estimate, explaining South Arm Township would like project completed this fall. He requested setting August 27, 2001 bid date.

Commissioner Saunders moved to open Rogers Road (between M32 and M66) reconstruction bids, South Arm Township at 10:15 AM August 27, 2001, seconded by Commissioner Ogden.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Recessed at 12:10 PM for lunch.  
Resumed at 1:10 PM.

Mr. Harmon said if Board decides to accept Eveline Township tribal roads, it must be done with a resolution before December 31, 2001 to be added to CCRC certification map and certified road miles. CRAM legal council Mike LaVerne said Bureau of Indian Affairs request letter substitutes for rights-of-way, and he is drafting an explanation letter to CCRC explaining the County Road Association of Michigan's (CRAM) views.

Mr. Vanek updated all present on Huffman Lake Road project, which should soon be completed. He said Old Horton Bay was wedged Saturday, and shoulder gravel will be added soon.

Commissioner Ogden asked if cable guardrail in Ironton (which is nostalgic) meets modern specifications. If so, would restoration be feasible. Mr. Harmon will investigate and report at August 27, 2001 meeting.

Mr. Harmon reported Ferguson & Chamberlain had to re-check a portion of Bells Bay Road survey before completed and sent to CCRC.

Mrs. Kondrat will present Employee handbook acceptance resolution at August 27, 2001 regular meeting.

Commissioner Ogden moved to deny letter from Teamster's representative Butch Carmien requesting window opening for Mr. Rouse since it is a negotiable item, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to provide wage adjustments to all non-union positions effective the first full payroll period after the indicated dates as follows, seconded by Commissioner Saunders:

January 1, 2000 - 4%  
January 1, 2001 - 3%

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved adopt wage rate ranges for the following non-union positions effective the first full payroll period of September 2001, seconded by Commissioner Saunders:

Board Clerk	14.42 – 17.55
Staff Engineer (Non-Registered)	15.38 – 18.51
Staff Engineer (Registered P.E.)	15.38 - 18.99
Payroll/Accounts Payable Clerk	9.62 – 12.75
Road Foreman	14.42 – 17.07
Skilled Foreman (Certified Mechanic)	14.90 – 17.55
Stockroom Clerk a/k/a Purchasing Agent	12.02 – 14.90

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to adopt Manager's annual salary of \$59,500 effective the first full payroll period of September 2001. This position is Federal Labor Standards Act (FLSA) exempt. The Board will review the Manager's salary annually, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to have the Manager annually provide the Board with a recommended wage rate for each non-union position. This recommendation will be within the then prevailing wage rate ranges adopted by the Board, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to establish hourly wages effective the first full payroll period after September 1, 2001 for personnel currently holding the following non-union positions, seconded by Commissioner Saunders.

Board Clerk	\$17.26
Staff Engineer (Non-Registered)	\$18.26
Payroll/Accounts Payable Clerk	\$12.75
Road Foreman	\$16.07
Skilled Foreman (Certified Mechanic)	\$17.16
Stockroom Clerk a/k/a Purchasing Agent	\$13.95

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Saunders requested gravel addition in low shoulder areas at and near Barnard Road and Klooster Road intersection.

Chairman Way asked if any further Flagg Road ditch cleaning would be performed, Mr. Harmon said it would not.

Commissioner Ogden moved to pay bills totaling \$161,650.53, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden moved to adjourn at 2:15 PM, seconded by Commissioner Saunders.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **JULY 23, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, manager Patrick Harmon, engineer James Vanek and clerk Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to approve July 09, 2001 regular meeting minutes with the following corrections:

Page 2, line 18: change "Barnard" to "Loeb"  
Page 3, line 23: removed "and material" after "permit"  
Page 4, line 4: change "set" to "unit"  
Page 4, line 19: change "etc.)" to "etc."

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to award the Eveline Township Phelps Road reconstruction project to low bidder Sackrider Construction for \$182,508.35.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to award Norwood Township Richardson Road ditch work project to low bidder Paul Grapp Landscaping for \$14,950.00.



VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and seconded by Commissioner Ogden to approve Horton Bay Labor Day Bridge walk permit to close bridge as requested.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to set 10:00 AM August 13, 2001 bid date to manufacture 30,000-cyd MDOT specification 23A gravel at CEMEX pit.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and seconded by Commissioner Ogden to open bids for 2001-02 county road salt at 10:00 AM August 27, 2001.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and seconded by Commissioner Ogden to set Eveline Township Bracey Road reconstruction bid date for 10:15 AM August 13, 2001.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon explained Beaver Island mowing work has not commenced because the contractor is unable to obtain insurance. St. James Township may add him to their insurance, but will keep Mr. Harmon informed. Mr. Harmon stated roadside mowing shall not begin until the contractor is insured.

The Road Commission received a bill for 15,000-cyd Suttiff Pit reprocessed gravel from C.H. Smith, Inc. Mr. Vanek reported reprocessed gravel failed Northwest Design Group (NDG) wash test, revealing excessive sand and clay in the mixture. Mr. Vanek informed Mr. Smith payment shall not be made until gravel meets MDOT 23A specifications.

Chairman Way, Commissioners Ogden and Saunders and Mr. Harmon will attend the September 5-7, 2001 Northern Michigan Association of Road Commissions 77<sup>th</sup> Annual Meeting at Shanty Creek Resort in Bellaire. The Board approved Mrs. Kondrat to attend the Finance and Human Resource Committee (F&HR) meeting to be held in conjunction with aforementioned meeting.

Commissioner Price said the Charlevoix County Commission Board met on Beaver Island last week and felt it was the best Beaver Island meeting they've had. He reported Peaine Township and St. James Township are happy with the Road Commission.

10:00 AM-Open bids for sale of CCRC property, Section 27, City of Boyne City, attended by Lynda Christensen of Lynda's Real Estate Service, representing Tim Moyer.

<b><u>CONTRACTOR</u></b>	<b><u>TOTAL</u></b>
Tim Moyer	\$2,500.00

The Road Commission Board may have further discussion at their August 13, 2001 regular meeting.

Commissioner Ogden:

- Enjoyed attending the July 2001 Road Commission Safety Committee Meeting, and plans to continue attending. He said Mr. Harmon is doing a good job coordinating all safety aspects.
- Witnessed about 40 cars parked very dangerously on Thumb Lake Road shoulders by the public boat launch because the parking lot was completely full. He suggested posting signs addressing the issue; Mr. Harmon will contact the Michigan State Police regarding a traffic control order.
- Asked if Mr. Harmon has had any response from CRAM regarding accepting jurisdiction of tribal roads in Eveline Township, as proposed by the Grand Traverse Band of Ottawa and Chippewa Indians council. Mr. Harmon said CRAM has not yet responded, but he will attempt to have all information to report at August 13, 2001 regular meeting.

Commissioner Saunders:

- Asked about administrative fees not exceeding 10% of budget as per performance audit rules. Mrs. Kondrat will investigate and report to the Board.
- Asked Mr. Vanek when his engineering exam will be. Mr. Vanek will take an exam in October 2001, and another in April 2002, at which time he will almost have his four (4) years working under the direction of a Professional Engineer (P.E.).

10:15 AM-Open Work-Ready Wheel Loader bids, attended by Rush Equipment representative Bud Klooster, Northern Michigan Equipment Company representative Scott Kniss, Michigan Cat representative Vern Bauer and AIS Construction Equipment Corporation representative Mark Kelso.

10:30 AM-Open Richardson Road triple-seal with optional bituminous asphalt project bids, attended by H&D, Inc. representative Chris Spreitzer.

Mr. Harmon explained 1½” and 2” bituminous and poundage bids were submitted to compare triple-seal and bituminous prices per mile on a fairer scale, and bituminous life expectancy is 15-20 years compared to the 3-year triple-seal life expectancy. All present agreed there is no comparison to bituminous quality or longevity, bituminous would cost less in the long run, plus the Road Commission would participate under the 3” inch layer asphalt policy.

10:40 AM- Eveline Township supervisor Dan Skrzeczkoski arrived and...

- Inquired about Bracey Road reconstruction bid opening; Mr. Vanek confirmed 10:15 AM August 13, 2001.
- Said Sackrider Construction is ready to start Phelps Road reconstruction project as soon as the Road Commission award notification letter is received. Mr. Vanek said Sackrider must first turn in their bond.
- Asked when gravel projects would begin. Mr. Harmon said Norwood Township gravel projects are currently underway and re-seal projects begin tomorrow. CCRC will complete as many projects as possible; incomplete projects will be finished in 2002.
- Feels Marshall Road reconstruction project will happen in 2002 if a financial agreement is reached.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to pay bills totaling \$143,669.35.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Chairman Way sits on the Charlevoix County Transportation Board and reported the Ironton Ferry is transporting more cars per day due to new road improvements increasing ramp speed.

11:30 AM-City of Boyne City manager Eric Strahl and street superintendent Denny Jason arrived to discuss water problems at various city limit road locations. The Road Commission and the city of Boyne City will work together to improve Pleasant Valley Road and Marshall Road drainage problems. Court Street drainage problem, which is under city jurisdiction, may be discussed at a later date.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to adjourn at 12:15 PM.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

## **JULY 9, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioners Carl Price and James Behling, manager Patrick Harmon, engineer James Vanek and clerk Shelley Kondrat attended, along with Marion Township supervisor Wilson "Bud" Boss.

Moved by Commissioner Saunders and seconded by Commissioner Ogden to approve June 25, 2001 regular meeting minutes with the following changes:

Page 1, line 26: change "two" to "2"

Page 1, line 27: change "surfacing on the road." to "the road is resurfaced."

Page 2, line 43: change "bath" to "bathe"

Page 3, line 5: change "hiring of another heavy truck mechanic hired" to "hiring another heavy truck mechanic"

Page 3, line 13: change "River)." to "River."

Page 3, line 41: change "Century Tel building," to "Great Lakes Gas building,"

VOTE: Ayes – 3

Nays – 0

Motion carried.

All present discussed Work-Ready Wheel Loader specifications prepared by CCRC shop foreman Mick Luchenbill. Commissioner Ogden complimented well-written specifications.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to open Work-Ready Wheel Loader bids at 10:15 AM July 23, 2001.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to exchange quit claim deeds with Boyne USA and Mr. and Mrs. Leatherman to facilitate the requested realignment of the existing Boyne Mountain Road with the new Cliffdwellers Road in Sections 16 and 21, Boyne Valley Township.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Mr. Harmon spoke with Commissioner Behling last week regarding the city of Boyne City filing for a drainage district earlier this year on city streets by Hawk Ridge Condominium Development, which is out of CCRC jurisdiction.

In the past, Mr. Harmon has approached Boyne City street superintendent Denny Jason regarding CCRC and Boyne City correcting Marshall Road and Pleasant Valley Road drainage problems without establishing drainage districts, which would save time and money for both municipalities. He told Mr. Jason both roads require city work completion before CCRC begins. Mr. Jason requested Mr. Vanek calculate storm water run-off, but he cannot due to busy construction season. The Board instructed Mr. Harmon to send written request to Mr. Jason regarding required city work (with copies sent to each County Commissioner and clerk Jane Brannon). Mr. Behling asked more than once, "Whose water is it?" He suggested the Road Commission is responsible since the water originates from certified county roads and property. Mr. Harmon shall arrange for Mr. Jason and Commissioner Behling to attend July 23, 2001 Board meeting for discussion.

Commissioner Behling has heard Marshall Road reconstruction project funding is in place. Mr. Harmon informed Eveline Township resident Tom Mannes he must work through Eveline Township and Wilson Township, who will then contact the Road Commission.

Mr. Boss:

- Requested Klooster Road seasonal portion upgrade since Marion Township needs crossroads during winter months. Commissioner Ogden said Charlevoix County has 160 seasonal road miles, and upgrading Klooster Road seasonal portion would mean upgrading all Charlevoix County seasonal roads. The Road Commission Policy #84-1 was written in part to protect CCRC employees and equipment from dangerous situations. Mr. Boss argued said policy should be adjusted to accommodate year round maintenance. Commissioner Ogden replied the seasonal road upgrade policy is rigid, yet firm and fair to all townships. Mr. Harmon and Mr. Vanek will conduct Klooster Road

seasonal portion on-site inspection this summer for possible 2002 improvements, (but cannot upgrade from seasonal status due to 18% grade).

- Asked why Ferry Road seasonal portion (between Loeb Road and Black Road) couldn't be upgraded to year round maintenance. Mr. Harmon said Ferry Road would be the easiest and most cost effective Marion Township seasonal road to upgrade, requiring mainly gravel addition. Mr. Boss said Marion Township General Fund could assist in Ferry Road upgrade, but their Road Fund is restricted to local road improvements. He asked if Federal funding would assist as in the past; Mr. Harmon explained FAS money is no longer available. Mr. Boss will check into acquiring Ferry Road 66' right-of-way (which must be obtained before improvements begin), and contact Mr. Harmon with results.
- Thanked the Road Commission for a job well done on Marion Township gravel projects.
- Asked for Gregory Road and Boss Road re-seal estimates; Mr. Vanek will calculate quotes.
- Said Marion Township is trying to save money for asphalt surfaces (Elmers Asphalt price is \$26.-\$27. this year, compared to \$35.-\$40.00 quoted by other companies).

10:00 AM: Richardson Road ditch work project bid opening attended by Manthei Development, Inc. representative Elizabeth Manthei and H&D, Inc. representative Chris Spreitzer.

<u>CONTRACTOR</u>	<u>BID PRICE</u>
PAUL GRAPP LANDSCAPING	\$14,950.00
TRI-COUNTY EXCAVATING	\$16,974.10
MANTHEI DEVELOPMENT CORP.	\$23,070.25
H&D, INC.	\$51,786.75

Richardson Road triple-seal project specifications presented and discussed by all present. The Board instructed Mr. Harmon and Mr. Vanek to encourage townships to blacktop roads, utilizing CCRC 3<sup>rd</sup> layer asphalt share policy and CCRC doing fine grading, saving township money. Mr. Vanek said he requested triple-seal with alternate 3" bituminous pavement in bid package.

Moved by Commissioner Saunders and seconded by Commissioner Ogden to open Richardson Road triple-seal with alternate 3" bituminous pavement project bids at 10:30 AM July 23, 2001.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

10:15 AM: Bid opening to produce and stockpile 15,000 cyd MDOT specification 23A gravel at Keyes Pit, Chandler Township, attended by H & D, Inc. representative Don Griffin.

<u>CONTRACTOR</u>	<u>PRICE PER CYD</u>	<u>TOTAL BID PRICE</u>
C.H. SMITH COMPANY, INC.	\$2.33/cyd	\$34,950.00
H & D, INC.	\$2.58/cyd	\$38,700.00

Moved by Commissioner Saunders and seconded by Commissioner Ogden to accept H&D, Inc. \$38,700.00 bid to produce 15,000 cyd MDOT specification 23A gravel at Keyes Pit, Chandler Township (\$2.58/cyd).

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Mr. Harmon and Mr. Vanek said C.H. Smith Company, Inc. has crushed approximately 15,000 ton gravel per contract award at Sutliff Pit, but has failed every test to date performed by Northwest Design Group (NDG). There is excess clay, testing as high as 20% (9-16% is usual). Mr. Harmon and Mr. Vanek wrote letter to Steve Smith stating C.H. Smith, Inc. is 3 weeks past the completion date; well into the \$200.00 per calendar day liquidated damages.

Mr. Vanek said the DEQ performed a surprise inspection at Sutliff Pit on Thursday, July 05, 2001, issuing C.H. Smith Company, Inc. a ticket for permit non-compliance. The DEQ showed Mr. Vanek the ticket along with a rules and regulations list; Mr. Vanek will be sent a copy for future reference. Mr. Vanek said when the DEQ left, Mr. Smith ordered production to begin again without correcting citation items.

Mr. Griffin praised Mr. Vanek on well-written bid packages, which specify exact details required to bid.

The union requested a MERS B-3 retirement window opening in March 2002 allowing LaVerne "Clark" Rouse to retire under the B-3. Board decision is pending while Mrs. Kondrat obtains information from MERS (comparing B-2 and B-3 rates for Mr. Rouse specifically).

11:00 AM-Teamsters State, County and Municipal Workers - Local Union No. 214 representative Butch Carmien, chief union steward Bernie Kondrat, Ironton garage union steward Ed Nachazel and Board members signed union contract agreement effective January 1, 2000 to December 31, 2003.

- Mr. Harmon:
  1. Said Bob's Equipment Company quoted \$50.00 per hour to mow Beaver Island road rights-of-way (includes liability insurance), and he won't charge for his travel time to and from the job. Chairman Way asked if he would quote per mile. Mr. Harmon said he would 't, adding most contractors normally don't. The Board agreed to award a small test job to Bob's Equipment Company.
  2. Presented a letter requesting Magee Road realignment, but address isn't on correspondence. He will attempt to contact the resident by mail, referring him to the County Board and the Parks & Recreation Board. Chairman Way, who sits on the Parks & Recreation Board, said funding is available for park improvements but not for road realignment, so the project may not evolve.
  3. Is refusing to pay three telephone company invoices totaling \$1,068.00. The phone system has never been right from the beginning and has caused consistent problems. He left a telephone message for the main contact, but hasn't received a return call.
  4. Melrose Township agreed to pay for Babcock Street gravel, Village of Clarion, under the gravel share policy. On July 08, 2001 a resident came to the Road Commission requesting an application for abandonment. Babcock Street is platted through a subdivision, so Mr. Vanek will call and inform her she must go through Circuit Court.
  5. Said the DuraPatch machine works great and suggested the County Commissioners consider purchasing another unit for Ironton garage.
- Mr. Vanek:
  1. Reported Huffman Lake Road paving is complete. Contractor is currently completing gravel shoulders, slope restoration and seed & mulch. Mr. Vanek and NDG engineer Howard Haselschwardt did on-site review and gave contractor a "punch list" to complete before the job is considered done.
- Commissioner Price:
  1. Asked about Old 31 Road repair progress, Hayes Township. Mr. Harmon said he met with H&D, Inc. representative Glen Hodgkiss and both agreed not to saw out pavement portions. Mr. Hodgkiss recommended black basing large areas, which is a thick asphalt layer, and applying hot rubber pour to cracks. Both will look bad cosmetically, but will hold up much better.
- Commissioner Ogden:
  1. Asked when new trucks will be delivered. Mr. Harmon said sometime this week or next.
  2. Asked about pick-up purchase progress? Mr. Harmon said Mr. Luchenbill is currently writing specifications. He said Dodge pick-ups have been lemons from the start, requiring high cost transmission and brake repairs, etc.
  3. Will attend CCRC Safety Meeting at 8:00 AM July 11, 2001.
  4. Inquired about Thumb Lake Road design. Mr. Harmon and Mr. Vanek have a meeting July 13, 2001 with NDG engineer Howard Haselschwardt to review designs and files from last Thumb Lake Road construction project.
  5. Reminded Mr. Harmon to give attention to all issues Commissioner Ogden stated in the June 25, 2001 minutes.
- Commissioner Saunders:
  1. Asked if Eveline Township recommended Phelps Road contractor. Mr. Vanek said Eveline Township Board will recommend a contractor at their July 10, 2001 meeting.
- Chairman Way:
  1. Asked if employees are going to start the 4-day workweek; he heard some "grumbling" about it. Mr. Harmon said it is too late in the season for implementation.
  2. Asked if CCRC has received any response regarding the July 23, 2001 property sale. Mr. Harmon has not.
  3. Requested administrative staff evaluations for July 23, 2001 Board meeting review.

Moved by Commissioner Saunders and seconded by Commissioner Ogden to pay bills totaling \$69,236.02.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to adjourn at 11:50 AM.

VOTE: Ayes – 3

Nays – 0  
Motion carried.

## **JUNE 25, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, manager Patrick Harmon, engineer James Vanek and clerk Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray.

Moved by Commissioner Saunders and seconded by Commissioner Ogden to approve June 12, 2001 regular meeting minutes with the following changes:

Page 2, line 25: replace "Robert Road" with "Roberts Road"

Page 3, line 46: replace "recommendations to rectify union contract." to "recommendations regarding current negotiations between CCRC and the Teamsters Local 214."

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and seconded by Commissioner Ogden authorizing all Board Members and the Clerk to sign July 01, 2000 through June 30, 2001 MDOT Engineering Reimbursement form.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon and Mr. Vanek spoke with Norwood Township supervisor Wayne Boss regarding 2 very wet areas on Richardson Road. Mr. Boss said Norwood Township wants 2 drains placed in the roadway, allowing the water to drain before the road is resurfaced. Ditching, gravel placement and triple-seal coat will be completed following drainage installation.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to open Richardson Road ditch work project bids at 10:00 AM Monday, July 09, 2001.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Vanek said any contractors interested in Keyes Pit gravel production shall attend a mandatory, on-site meeting.

Moved by Commissioner Saunders and seconded by Commissioner Ogden to open bids to produce and stockpile 15,000 cyd of MDOT specification 23A gravel at Keyes Pit in Chandler Township at 10:15 AM July 09, 2001.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Marion Township supervisor Bud Boss was unable to keep his appointment with the Board this morning. Mr. Harmon reported he had talked with Mr. Boss about the Seasonal Road Policy. He requested year-around maintenance on Klooster Road seasonal portion, between S. Barnard Road and Black Road (.02 miles). Mr. Vanek investigated and found Klooster Road has an 18% grade at the west end, and a 14% grade at the east end. There is a home with the driveway almost at the bottom of the two, steep hills (the property owner has been snowplowing in the winter). The Board sympathized with the property owner, but agreed the Seasonal Road Policy shall not be changed since it was written to protect Road Commission employees and equipment.

Eveline Township supervisor Dan Skrzeczkoski arrived at 9:55 AM.

10:00 AM: Old Horton Bay Road project bid opening, attended by H&D, Inc. representative Chris Spreitzer and Bay Township resident Helen Bergmann.

**CONTRACTOR**

H&D, Inc.:

**BID AMOUNT**

\$ 45,913.20

10:15 AM: Phelps Road project bid opening, attended by Eveline Township supervisor Dan Skrzeczkoski, H&D, Inc. representative Chris Spreitzer, Sackrider Construction representative Phil Sackrider, C.H. Smith, Inc. representative Troy Smith and Manthei Development, Inc. representative Josh Manthei.

**CONTRACTOR**

Tri-County:

C.H. Smith, Inc.:

Manthei Development, Inc.:

H & D, Inc.:

Glawe, Inc. (Alpena):

**BID AMOUNT**

\$182,508.35

\$211,710.25

\$219,441.25

\$268,389.00

\$296,483.75

Mr. Skrzeczkoski:

- Requested DuraPatcher road repair machine for 1) Mountain Road hill off Ferry Road; 2) burn spot from accident on Peninsula Road; 3) Poplar Lane intersection at Lake Shore Road; 4) west end of Ridge Road. Mr. Harmon explained DuraPatcher busy schedule, but promised Mountain Road and Peninsula Road would be done this summer. He suggested normal cold patch for Poplar Lane, and Ridge Road is seal-coat, which exceeded its life expectancy and is disintegrating.
- Requested Wilson Road needs blading BADLY.
- Said Loomis Road needs patching and Phelps Road residents want road touched-up, but not too good so as to invite more traffic.
- Asked if Ferry Road is a DuraPatcher candidate; stating in a few years Eveline Township would like to wedge road. Many residents are requesting improvements due to increased bike and foot traffic. Mr. Harmon suggested paving shoulders, but Mr. Skrzeczkoski noted this is too expensive.
- Requested sand removal from 3 or 4 Eveline Township intersections (Bracey Road at Peninsula Road is the only one he can remember at this time).
- Invited all present to the Eveline Township Annual Meeting June 26, 2001 at 7:00 PM, Commissioner Saunders will represent the Road Commission.
- Said Eveline Township would like to improve 1 or 2 Lake Charlevoix road ending public access sites per year for public usage and asked if this is a township expense. Mr. Harmon said it is. He said tree and brush removal can be done, but boat ramps require a DEQ permit. There can be a township dock placed for public use, but private docks are not allowed because Riparian Rights are for public usage. On the other hand, Michigan law states a person cannot sun bathe, camp, picnic, etc. at these public sites because townships own the Riparian Rights. The Road Commission may only have Riparian Rights if the road ending at a lake is in a platted subdivision.
- Said Eveline Township Marshall Road property owners met and feel each can pay approximately \$1,000.00 towards Marshall Road improvements, but Mr. Skrzeczkoski still hasn't heard from Wilson Township. Mr. Harmon suggested Eveline Township Marshall Road property owners approach Wilson Township Marshall Road property owners to explain the situation.

Mr. Harmon:

- Said the DNR won't quit claim deed Nelson Road ending property, but will title property to Evangeline Township. Then a public hearing will be held for abandonment, and Evangeline Township can then use it for an extension to Kim Park.
- Said shop foreman Mick Luchenbill has requested hiring another heavy truck mechanic for the shop. The Board said this is a management decision, but supported the request.

Mr. Vanek:

- Said Huffman Lake Road is paved except for 2 small sections (Coash Road intersection and road end at Otsego County line).
- Said Michigan State Police and Hazardous Mitigation culvert replacement grant applied for in March has made it through Step I only one crossing could be used, he and Mr. Harmon chose to apply for Thumb Lake Road crossing the Boyne River. Now he must attend a mandatory meeting June 27, 2001 in Lansing for Step 2. He originally applied for \$175,000.00, but this can be restated if more is required (grant is a 75/25 match).

Commissioner Ogden:

- Asked about the 4-day workweek. Mr. Harmon will address the issue when the contract is buttoned-up, noting it is already the end of June.
- Pointed-out corrections required to the proposed union contract. Mr. Harmon said percent proposed is 11.7% increase over the 4-year proposed contract. Upon final agreement, Mr. Harmon will arrange to have union representative Butch Carmien present at a regular Board meeting for signatures.
- Was approached by safety committee coordinator Vern Kassuba to be Board alternate for safety committee liaison. The Board agreed.
- Requested Babcock Street in community of Clarion, Melrose Township updates. Mr. Harmon talked with CCRC attorney Joel Wurster, who recommended placing gravel on roadway and maintaining year-around. Mr. Harmon will have surveyor John Ferguson survey and place stakes so CCRC crew can gravel on proper road right-of-way.
- Requested Brown Road, Boyne Valley Township, relocation update. Mr. Harmon talked with Mr. Wurster regarding options; CCRC doesn't necessarily have to abandon right-of-way, it can be vacated and a new right-of-way can be quit claim deeded between property owners (CCRC and Boyne USA).
- Requested CRAM update regarding Native American property and web site link. Mr. Harmon said expected letter from CRAM attorney before today's meeting wasn't received, but CRAM Deputy Director Ron DeCook feels CCRC is doing right by asking for deeded right-of-way before accepting any road into the county system. He continues investigation on the web site link with CRAM.
- Asked how Northwest Design Group (NDG) is progressing on the Thumb Lake Road project scheduled for 2003. Mr. Vanek spoke with NDG president Howard Haselschwardt, who will address issue no later than next week. Commissioner Ogden said curbing and paving each and every intersection, addressing possibility of McGee Road relocation, entrances to Christian Community and Great Lakes Gas building, Lake Louise public access site and snowmobile crossing should be thoroughly analyzed. Mr. Harmon totally agrees with curb & gutter at all intersections, as well as paving shoulders. He said Emmet CRC snowmobile-crossing repair is staying in excellent condition, so CCRC will duplicate it. At a recent Parks & Recreation Meeting, Chairman Way (who sits on the Parks committee) suggested selling 1 or 2 lake lots to fund McGee Road relocation. Christian Community representative Chet Mahan agreed and will discuss with their Board. Also, most foundations (including the Frye Foundation) will fund parks, but not road relocations.

Commissioner Saunders:

- Reported at a recent Soil and Water Conservation Meeting, he was told the Planning Commission is having a problem with two CCRC permit applications. Mr. Harmon said they are for culvert replacement on seasonal Detour Road, South Arm Township and on seasonal Howard Road, Chandler Township. He reported the DEQ is satisfied with the proposed culvert replacements, and doesn't know why the Planning Commission would have a problem, let alone an interest in them.
- Will meet Mr. Harmon and Mrs. Kondrat at 7:30 AM July 6, 2001 at the Boyne City office to attend the Blue Cross Blue Shield of Michigan seminar in Traverse City.

Chairman Way:

Feels the most dangerous road in the county is currently US31 North, by the Boyne City-Charlevoix Road intersection. He witnessed a car pulling-out directly in front of a van full of people recently, very nearly causing an accident (which would have involved a lot of people).

Moved by Commissioner Ogden and seconded by Commissioner Saunders to pay bills totaling \$97,697.64.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Mr. Harmon explained Beaver Island residents questioning brine being applied. CCRC Beaver Island lead man Joe Timsak brought sample to Boyne City, where CCRC engineer Jim Vanek tested it with the mud scale and it tested at 11.7 lbs. per gallon, which is better than 38%, which is between 11.2 and 11.4 lbs. per gallon. A portion of the sample has also been sent to Traverse City lab for testing.

Moved by Commissioner Ogden and seconded by Commissioner Saunders to adjourn at 12:20 PM.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

**JUNE 12, 2001**



Chairman Way called the meeting to order at 9:07 AM.

Chairman Way, Commissioners Ogden and Saunders, manager Patrick Harmon and clerk Shelley Kondrat attended, along with Eveline Township supervisor Dan Skrzeczkoski and Petoskey News-Review reporter Fred Gray. CCRC engineer James Vanek overseeing Huffman Lake Road project and unable to attend.

Moved by Commissioner Saunders and supported by Commissioner Ogden to approve May 29, 2001 regular meeting minutes with the following change:

- Page 1, line 30: change "1.0%" to "1.0"

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Chairman Way to elect Commissioner Saunders as Voting Delegate at July 2001 County Road Association Self-Insurance Pool (CRASIP) Meeting.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Chairman Way and supported by Commissioner Saunders to elect Commissioner Ogden as Alternate Voting Delegate at July 2001 CRASIP Meeting.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to open Old Horton Bay Road project bids at 10:00 AM June 25, 2001 and to open Phelps Road project bids at 10:15 AM June 25, 2001.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon presented certified Babcock Street photographs in community of Clarion, Melrose Township. A homeowner has requested year-around maintenance, though he has access from Main Street. Babcock Street is a Charlevoix County certified public road and is not a seasonal road. The Board directed Mr. Harmon to contact Melrose Township regarding gravel placement, and to acquire recommendation from CCRC attorney Joel Wurster regarding Babcock Street decertification and report at June 25, 2001 meeting.

Moved by Commissioner Saunders and supported by Commissioner Ogden to open bids at 10:00 AM July 23, 2001 for sale of CCRC property, Section 27, City of Boyne City.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon reported C.H. Smith, Inc. representative Steve Smith has not begun Sutliff Pit gravel production. Mr. Harmon, Mr. Vanek and Mr. Smith met for a pre-bid award meeting to discuss terms and conditions (including June 15, 2001 completion date). Agreement letter was composed by Mr. Vanek and signed by Mr. Smith and Mr. Vanek at 3:20 PM May 20, 2001. At that time Mr. Smith was given a copy, along with a copy of CCRC minutes awarding the bid to C.H. Smith, Inc. (see attachments).

Mr. Harmon recently reminded Mr. Smith of completion date and liquidated damages (\$200.00 per day). Mr. Smith said he never received a letter to proceed with gravel production. Mr. Harmon asked him to come to the Road Commission office to pick-up duplicate copies, but Mr. Smith hasn't shown. Mr. Harmon will call Mr. Smith again to ask what his intentions are before contacting CCRC attorney Joel Wurster regarding contract cancellation immediately after original

completion date, awarding bid to another contractor, and legal letter to send registered to Mr. Smith withdrawing him from the bid award.

The DNR told Mr. Skrzeczkoski the "Riparian Right Law" is one of the most confusing laws ever. Mr. Harmon said Riparian Rights are currently a "hot issue" downstate regarding who owns the right-of-way into water at public access sites, and if the public can legally moor their boats at these sites. Mr. Harmon suggested Mr. Skrzeczkoski contact Bellaire attorney Jim Young, whose expertise is Riparian Rights. He said if Road Commissions own Riparian Rights, CCRC should implement a new policy stating no docks, no mooring of watercraft, no encroachments whatsoever at public access sites. Mr. Skrzeczkoski said township zoning stops at the high water mark; the DNR, DEQ and Core of Engineers control zoning from that point on. He will contact Mr. Young and report to Mr. Harmon.

Mr. Skrzeczkoski:

- Requested Phelps Road brush trimming at Jesson Lane intersection.
- Said both CCRC truck and Beckman truck brined Roberts Road east off Sequanota Road on Friday, June 08, 2001. Mrs. Kondrat will investigate and make sure township is not double charged.
- Received letter from Sheriff Lasater stating resident is upset and requests 25-mph speed on Shaw Road from M66 to Sequanota Road. Mr. Harmon said it is against Michigan State law to post a speed limit on a gravel road because driving conditions can change drastically at any given time. The Michigan State Police set speed limits on non-gravel roads at the 85<sup>th</sup> percentile of a speed study, which is uniform throughout the United States.
- Asked if Bracey Road, Peninsula Road, Ridge Road and Gaunt Road estimates were completed. Mr. Harmon will inquire with Mr. Vanek and have estimates sent to Mr. Skrzeczkoski.

All present will attend County Board 7:00 PM June 20, 2001 meeting @ the county building Pine Room to discuss Charlevoix County roads. The Charlevoix County Board has also invited Senator Walter North, Representative Andy Neumann, and all Charlevoix County township supervisors.

Mr. Harmon will attend Main Street, St. James Township 11:00 AM June 15, 2001 pre-construction meeting on Beaver Island.

Moved by Commissioner Saunders and supported by Commissioner Ogden authorizing manager and clerk to prepare resolution opposing HB 4022. Resolution copies will be faxed to elected state officials.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon presented property description and quit claim deeds involved with Brown Road relocation, Boyne Valley Township. CCRC attorney Joel Wurster reviewed and all is in order. Commissioner Ogden instructed Mr. Harmon to notify Boyne Valley Township.

Mrs. Kondrat presented estimated cash flow statement for review.

Mr. Harmon would like to check into replacing the 1998 John Deere loader (#160), which has close to 1,100 hours usage and has recently required two expensive repairs. Mr. Luchenbill would like to keep #160 and replace older loaders. Mr. Harmon argues there is no cash value in older loaders, and #160 could be used as a trade-in toward a new loader with a guaranteed buy-back program every 4 or 5 years.

Moved by Commissioner Saunders and supported by Commissioner Ogden authorizing the manager and shop foreman to proceed with loader specifications.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

At the June 25, 2001 meeting, Commissioner Ogden would like to:

1. Receive answer about linking the Charlevoix County proposed web site to the CRAM web site.
2. Receive CRAM answer on accepting tribal property roads into the Charlevoix County road system, which would mean year around maintenance (Mr. Harmon is expecting answer back from CRAM this week).

3. Receive Mr. Vanek's construction status report and list of 5 worst primary Charlevoix County roads from Mr. Harmon and Mr. Vanek, (Mr. Harmon mentioned Shadow Trails soil borings showed 17' deep muck, 150' long at bridge).
4. Discuss DuraPatcher road repair machine.
5. Discuss union contract (Mr. Harmon will request closed session later today).

Moved by Commissioner Ogden and supported by Commissioner Saunders to pay bills totaling \$132,392.94.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Mr. Harmon requested closed session to discuss union negotiations.

Moved by Commissioner Ogden and supported by Commissioner Saunders to enter closed session to discuss union negotiations at 12:30 PM.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Re-entered regular session at 1:05 PM.

Moved by Commissioner Ogden and supported by Commissioner Saunders to accept the fact finders' recommendation regarding current negotiations between CCRC and the Teamsters Local 214. The manager shall forward the information to CCRC attorney Michael Kluck, who will make the appropriate changes and notify the union that the Charlevoix County Road Commission Board has accepted the fact finders' recommendations.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Mr. Harmon recommended decertifying Bells Bay Road starting at the north end of the seasonal portion south 1.27 miles, Sections 28 & 29, Charlevoix Township. After decertification, a "Dead-end Road" sign will be placed at the beginning of the remaining seasonal portion and a "Road Ends" sign and guardrail will be placed in front of the boulders currently in the roadway. This would leave .30 miles on certification within Fisherman's Island State Park.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adjourn at 1:10 PM.

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

## **MAY 29, 2001**

Chairman Way called the meeting to order at 9:03 AM.

Chairman Way, Commissioners Ogden and Saunders, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat attended, along with County Road Association Self-Insurance Fund (CRASIF) CEO Mack Rabourn and Petoskey News-Review reporter Fred Gray.

Moved by Commissioner Ogden and supported by Commissioner Saunders to approve May 14, 2001 regular meeting minutes with the following corrections.

- Page 1, line 19: add "yearly maintenance" after "MDOT"
- Page 1, line 34: change "popal" to "poplar"
- Page 1, line 35: change "would have" to "should"
- Page 1, line 52: change "journaled" to "journal"
- Page 2, line 34: remove "is very" after "Duke Domke"
- Page 2, line 38: change "assistant" to "assistance"

Page 2, line 50: add "off Boyne City-Charlevoix Road" after "North Boyne property"  
Page 3, line 5: change "charged" to "funded"  
Page 3, line 9: change "3X-4X" to "3 or 4 times"

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Rabourn thanked the Board for participating in the County Road Association Self-Insurance Fund (CRASIF), adding the 70 member counties make the fund successful. He explained CRASIF uses the National Council on Compensation Insurance (NCCI) calculation formula, but the actual rates are based on CRASIF actuary, which is prepared annually by a large national accounting firm. CRASIF uses a 4-year window based upon each payroll classification level to determine the modification factor formula. CCRC current figures are \*1997-98 @ \$2,259,00, 1998-99 @ \$380.00, 1999-00 @ \$169.00, plus the current year. CCRC is presently rated 33% less than the 1.0 average due to recently computed modifications (CCRC 2000 rate was .903, dropping to .67 in 2001). The dramatic decrease was mostly due to the 1996-97 year (with a \$50,506.00 claim) being dropped from CCRC individual calculations. Other factors include:

1. CRASIF adopting the newest NCCI 1998 Experienced Rating Adjustment (ERA) formula (no lost time claim values went from 100% to 30%), which changed the modification factor formula across the books.
2. CCRC faithfully reporting small claims, which some members don't report until a claim goes bad (fall under #1 above).
3. \*CCRC losses were very low the last several years.
4. Discount up front for prior year dividends.

Mr. Rabourn said the Board should be proud their employees have the right attitude toward safety. He recommended the employees be told of CCRC going "in the right direction...straight down hill," along with the Board reviewing management decisions on future lost time accidents because many big settlements are being paid downstate for "stress" claims because management ignored employee complaints. Mr. Rabourn would like to meet with the Board annually for an informative talk, and will continue to forward any important information. (NOTE: Maximum used in the calculation formula is \$79,500.00 per claim.

Mr. Vanek presented Eveline Township Phelps Road reconstruction and Bay Township Old Horton Bay Road wedging plans. Commissioner Ogden suggested minor changes to all present, which he and Mr. Vanek will discuss this afternoon.

Mr. Vanek explained Bill Brooks liability consent form to store and remove minerals from his property, adding form relinquishes his liability to CCRC crew and equipment while on his property. The Board directed Mr. Harmon to have CCRC Attorney Joel Wurster review consent form and report at the June 12, 2001 regular meeting.

Mr. Vanek met NDG Engineer Howard Haselschwardt and M&M contractor at Huffman Lake Road reconstruction site. M&M Contracting has signed 3 necessary contract modifications, and were granted a 7-day extension.

Mr. Vanek and Commissioner Way attended the May 22, 2001 Main Street (St. James Township) pre-bid meeting on Beaver Island. Mr. Vanek reported Mr. Vogt:

- Said the Main Street reconstruction project is funded 110%.
- Encouraged contractors to hire local sub-contractors, since it is their livelihood.
- Informed contractors of Beaver Island's very limited housing.

Mr. Harmon is awaiting a call from County Road Association of Michigan Deputy Director Ron DeCook to discuss CIS link to CRAM web site, tribal funds and developers funding necessary road improvements.

Mr. Harmon reported the DuraPatcher Road Repair Machine was put into service last week, and is presently patching River Road.

Moved by Commissioner Ogden and supported by Commissioner Saunders to change the 9:00 AM Monday, June 11, 2001 regular meeting to 9:00 AM Tuesday, June 12, 2001 due to Mr. Harmon attending a June 11, 2001 management training session.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to pay bills totaling \$112,135.35.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon requested closed session to discuss union negotiations.

Moved by Commissioner Ogden and supported by Commissioner Saunders to enter closed session at 10:53 AM to discuss MERC Fact Finder recommendations to settle union contract.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

The Board returned to regular session at 11:30 AM.

Moved by Commissioner Ogden and supported by Commissioner Saunders to accept MERC Fact Finder Michael P. Long May 15, 2001 report between the Charlevoix County Road Commission and Teamsters Local 214 as submitted.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and supported by Commissioner Ogden to adjourn at 11:31 AM.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **MAY 14, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray.

Moved by Commissioner Ogden and supported by Commissioner Saunders to approve April 25, 2001 regular meeting minutes with the following corrections.

Page 1, line 4: change “reported” to “reporter”  
Page 3, line 7: replace “what is going on,” with “any abandonment procedure,”  
Page 3, line 8: change “must” to “should”  
Page 3, line 13: add “(applicable only to 3” construction).” to end of sentence.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders authorizing CCRC manager to sign MDOT yearlong maintenance contract 3-month extension.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and supported by Commissioner Ogden to accept Gardner, Provenzano & Schauman, P.C. proposal to audit the general purpose financial statements for fiscal years ending December 31, 2001, 2002 and 2003.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

9:25 AM - Bay Township resident Helen Bergmann arrived and, inquiring for her neighbor, asked who is responsible for removing old poplar trees in the power lines in Church Road right-of-way. Mr. Harmon said the Road Commission couldn't remove trees in the power lines, adding the landowner should contact the power company directly.

Mrs. Bergmann asked if Sho-Sho-Nie Beach Road 4-6 inch gravel addition bid would be placed on the existing surface, or if it would be moved to its original location. Mr. Harmon said it would stay on the current driving surface, and would only be moved if Bay Township chooses to fund the relocation 100%.

Mr. Vanek met Glen Hodgkiss, H&D, Inc. representative, this morning on Old 31 to view various locations, which are cracking since 1999 reconstruction. Mr. Hodgkiss said H&D, Inc. has a small rented milling machine and will repair areas (including 6" hot mix addition) before Memorial Day. H&D, Inc. will pay for locations originally requiring undercuts, but CCRC or Hayes Township will have to fund other locations.

Mr. Vanek talked with M&M Construction Company (M&M) project manager Ken Nowicki, who said Huffman Lake Road reconstruction will resume this week or next (completion date is July 1, 2001). Mr. Vanek said federal law requires guardrail in steep section, but M&M would not negotiate guardrail placement cost. Mr. Vanek said M&M is very uncooperative, and he has experienced many problems working with them. MDOT engineer Judy Brown stepped in and is forcing M&M to place guardrail using MDOT unit prices. Mr. Vanek has kept very detailed journal throughout the project.

Mr. Vanek presented Richardson Road reconstruction plan draft from Norwood Township supervisor Wayne Boss. He suggested addressing the driveway culverts, and Commissioner Ogden suggested an 18" minimum cross culvert on any road project. Mr. Vanek explained some ditch work is required, and 6" gravel placement will be 28' wide. All present reviewed Moore & Bruggink, Inc. final Main Street plans, Beaver Island. Mr. Vanek already reviewed and said plans meet specifications except where the right-of-way only allows 22' width. He said the incorrect curb radius has been corrected, & paving around the flagpole by the lighthouse is included.

10:00 - Open "Walloon Lake Boat Launch Improvements at Wildwood Harbor Road" bids (completion date July 31, 2001), attended by Bay Township resident Helen Bergmann.

<u>CONTRACTOR</u>	<u>TOTAL BID:</u>
Manthei Development Corporation	\$ 6,825.00
Tri-County Excavating:	\$12,950.00
Koteskey Brothers Excavating	\$ 9,800.00
Allied Land Services:	\$18,150.00
H & D, Inc.	\$ 8,607.00

Mr. Vanek will tabulate bids for Bay Township Board review. Bay Township will notify Mr. Harmon or Mr. Vanek as soon as possible so CCRC can order slabs for project.

There will be a Main Street, St. James Township, Beaver Island pre-construction meeting May 21, 2001 at 12:00 noon for all contract owners and interested parties, and at 2:00 PM with the contractors. Bid opening is May 30, 2001 at 11:00 AM, which full Board, Mr. Harmon and Mr. Vanek will attend.

Mr. Harmon said a crew has been sent to Beaver Island to assist with spreading township gravel, hauling clay, etc. for the next 3-4 weeks. Mr. Harmon discovered traffic control orders must be reviewed every 10 years. Mr. Harmon, Mr. Vanek and Sgt. Sholton have completed the review for compliance.

Mr. Harmon and Mr. Vanek will put together a road reconstruction list for June presentation to Board.

Mr. Vanek said Evangeline Township may do Shadow Trails reconstruction in 2-phases, doing the dirt work late summer/early fall of 2001, and paving in 2002. Errol Lee informed Mr. Harmon Melrose Township Board discussed

Shadow Trails reconstruction funding, but didn't make a decision. Mr. Harmon explained Northwest Design Group (NDG) would bore Shadow Trails at stream crossing for material review and to assist with possible replacement plans. He said the DEQ might require replacement with a natural bottom, like Ferry Road crossing Porter Creek project. DEQ Gaylord representative Duke Domke supports the project, but Lansing office controls permit processing and authorization.

10:30 AM - Eveline Township supervisor Dan Skrzeczkoski arrived. He has been trying to contact the Grand Traverse Band of Ottawa and Chippewa Indians for possible Phelps Road funding assistance, but hasn't received return phone calls to date. This evening he and the Eveline Township Board are conducting a drive around review to determine east-side township project(s), and will inform Mr. Harmon or Mr. Vanek of their decision. Mr. Harmon recommended Ridge Road and/or Bracey Road (west of Peninsula Road) improvements.

Mr. Skrzeczkoski said May 15, 2001 @ 7:00 PM, Eveline Township Board, the Planning Commission and Wolverine Power Supply are conducting a work session regarding future plans for the Advance plant. If there is development (condominiums, homes, etc.) they will review possible traffic concerns, and he would like the Road Commission involved.

Moved by Commissioner Saunders and supported by Commissioner Ogden authorizing the Manager to have CCRC North Boyne property off Boyne City-Charlevoix Road surveyed and staked.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mrs. Kondrat presented the budget review as of April 30, 2001, recommending no change at this time.

All present discussed gas tax distribution formula, for which road maintenance revenue is taxed per gallon, not per dollar. The State maintains 8% of Michigan roads, while Road Commissions maintain 92%.

All present discussed gas tax distribution formula and how it is funded solely on gallons sold. Then money is shaved-off the top for administrative, state police, DNR, and other State expenses before Road Commissions percentage is figured. Mr. Harmon noted MDOT is responsible for only 8% of Michigan roadways, leaving 92% to Road Commissions for maintenance. Financially, MDOT receives approximately 3 or 4 times more per road mile than Road Commissions do. Mr. Skrzeczkoski said the Michigan Township Association is concerned about funding issues, and support Road Commissions 100%. He asked if developers have to pay for necessary road construction due to development, (i.e. turn lanes, curb & gutter, etc.).

Commissioner Ogden inquired about setting bid date for Chandler Township gravel production. Mr. Harmon explained his on-site review with contractors prior to setting bid date.

Commissioner Saunders asked if Main Street reconstruction in the City of East Jordan is still scheduled for 2001; Mr. Harmon said it is.

Chairman Way inquired about the faulty Beaver Island fuel pump; Mr. Harmon stated Oscar Larson Company has ordered a new, replacement pump.

Chairman Way noticed the brine tanks are in and asked about the old brine tank. Mr. Harmon would like to see it replaced someday, because the 20,000-gallon portable tanks don't meet CCRC needs. A new tank is unfortunately very expensive, and CCRC must fund most of the salt storage building replacement in 2003.

Moved by Commissioner Ogden and supported by Commissioner Saunders to pay bills totaling \$59,816.74

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adjourn at 11:20 AM.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## APRIL 25, 2001

Vice-Chairman Ogden called the meeting to order at 9:00 AM.

Vice-Chairman Ogden, Commissioner Saunders, Manager Patrick Harmon, Engineer James Vanek and Clerk Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray. Chairman Way was unable to attend.

Moved by Commissioner Saunders and supported by Vice-Chairman Ogden to approve April 09, 2001 regular meeting minutes with the following corrections.

Page 1, line 55: change "Ironton Ferry Board" to "Charlevoix County Transportation Board"

Page 1, line 56: add "Ironton Ferry" before "entrances"

Page 2, line 30: change "23A gravel" to "36A asphalt"

Page 2, line 30: change "1100" to "1120"

Page 2, line 33: change "33A" to "36A"

Page 2, line 35: change "Downtown St. James has 66' right-of-way, which over exceeds" to "Downtown St. James proposed pavement width exceeds"

Page 2, line 41: change "side" to "sides"

Page 2, line 51: change "back highway" to "Back Highway"

Page 2, line 51: add "(tribal funds and possibly township funds)"

Page 2, line 57: change "2001" to "2000"

Page 3, line 22: change "Bays – 1" to "Nays – 0"

Page 3, line 33: change "a \$125.00 DEQ permit will now be required" to "the DEQ will require a \$125.00 permit effective 2003"

Page 3, line 34: change "1.3" to "1.75"

Page 4, line 1: changes "Ayes – 1" to "Ayes – 3"

Page 4, line 16: add "relocation possibilities" after "investigating"

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

All present reviewed Michigan Department of Transportation (MDOT) and County Road Association of Michigan (CRAM) State Maintenance Contract extension correspondence and the Board chose not to sign extension at this time per CRAM recommendation.

Mr. Harmon talked with MDOT regional representative Tom Irwin, who received CCRC 1998-99 State Audit dispute letter. Mr. Irwin will schedule Disputed Audit Review Team (D.A.R.T.) hearing in Lansing for appeal, which Mr. Harmon and Mrs. Kondrat will attend.

Mr. Harmon said at a recent managers meeting, several Road Commissions reported they are sending letters to MDOT stating MDOT equipment and material can no longer be stored on their private Road Commission property due to liability and possible environmental contamination.

Moved by Commissioner Saunders and supported by Vice-Chairman Ogden to approve Horton Bay 2001 permit application to close Boyne City-Charlevoix Road from 12:15 PM to 2:15 PM for their annual July 4<sup>th</sup> parade. Mr. Harmon has all correspondence and written approval from Charlevoix County Sheriff Lasater.

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



All present discussed "Power Cold Storage Building and Emulsion Storage Tank" bid tabulations, which were opened at 1:00 PM April 20, 2001. Mr. Harmon said neither contractor could complete the work by the deadline, so he informed them liquidated damages wouldn't be charged as long as the emulsion storage tank is wired and heated by May 11, 2001. Mr. Harmon said he would not pay for any of the work until the job is complete, and recommended awarding the bid to Sky Electric.

Moved by Commissioner Saunders and supported by Vice-Chairman Ogden to award the Power Cold Storage Building and Emulsion Storage Tank project to low bidder Sky Electric for \$14,700.00.

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

Mr. Vanek, Mr. Harmon and C.H. Smith Company representative Steve Smith met April 24, 2001 to discuss Sutliff Pit gravel manufacturing. Mr. Smith said he understands all material stays at the site as Road Commission property, the job must be completed by the due date or liquidated damages will be charged, and there will be only 2 billings from C.H. Smith Company to CCRC. Mr. Harmon recommended awarding bid to C.H. Smith Company.

Moved by Commissioner Saunders and supported by Vice-Chairman Ogden to award C.H. Smith Company bid to process 30,000 cyd 23A MDOT specified gravel at Sutliff Pit at \$1.94 per cubic yard, contingent upon signing agreement letter as presented.

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

10:00 AM-"Heavy-duty, Work-ready Single-Axle Truck" bid opening, attended by CCRC Shop Foreman Mick Luchenbill, Truck & Trailer Specialties of Boyne Falls, Inc. representative Butch Cone, Peterbilt-Wisconsin representative Dan Brunner, Hyde Equipment representatives Scott Bachelor and Roger Rensel.

Mr. Harmon read Zarembo Equipment, Inc. correspondence thanking CCRC for allowing them to bid, but due to specifications they were unable to comply. They did, however, enclose literature on new International 4000/7000 Series Government to begin 2001 production.

VENDOR	MAKE / MODEL	DESCRIPTION	BID AMOUNTS
Brecheisen Diesel-Gaylord	Western Star 4942FX	1 & 2 <sup>nd</sup> Truck (total)	\$199,999.54
	Western Star 4942FX	3 <sup>rd</sup> Truck	\$ 99,999.77
	Western Star 4942FX	4 <sup>th</sup> Truck	\$ 99,999.77
Motor City Ford	Sterling L9511	1 <sup>st</sup> & 2 <sup>nd</sup> Truck (total)	\$202,780.00
	Sterling L9511	3 <sup>rd</sup> Truck	\$101,390.00
	Sterling L9511	4 <sup>th</sup> Truck	\$101,390.00
Dermody Truck Sales, Inc.	Peterbilt 357	1 <sup>st</sup> & 2 <sup>nd</sup> Truck (total)	\$206,992.00
	Peterbilt 357	3 <sup>rd</sup> Truck	\$102,996.00
	Peterbilt 357	4 <sup>th</sup> Truck	\$102,996.00
Peterbilt-Wisconsin	Peterbilt 357	2 Trucks	\$207,188.56
	Peterbilt 357	3 Trucks	\$310,782.84
	Peterbilt 357	4 Trucks	\$414,377.12
Hyde Equipment Company	Peterbilt 357	1 <sup>st</sup> & 2 <sup>nd</sup> Truck (total)	\$209,334.00
	Peterbilt 357	3 <sup>rd</sup> Truck	\$104,667.00
	Peterbilt 357	4 <sup>th</sup> Truck	\$104,667.00
Truck & Trailer Specialties of Boyne Falls, Inc.	EQUIPMENT ONLY	(per truck)	\$ 34,026.28
Van-Kal			NO BID
Zarembo Equipment, Inc.			NO BID

Mr. Luchenbill will review all bids for compliance and make recommendation around 1:15 PM today.

Recessed at 10:15 AM for break. Resumed at 10:45 AM.

Boyne USA has received legal descriptions for Brown Road relocation and Cliffdweller Road project. Vice-Chairman Ogden said, by law, Boyne Valley Township must be notified as to any abandonment procedure, and the Road Commission should receive written correspondence from the township.

Eveline Township supervisor Dan Skrzeczkoski contacted Mr. Harmon requesting Phelps Road reconstruction bid document preparation (from Ranney Road to Sequanota Road ~ .98 mile), and to also include Phelps Road 1" to 1¼" blacktop overlay (from Ranney Road to M66). Mr. Harmon said CCRC pavement policy portion would be approximately \$25,000 to \$30,000. (applicable only to 3" construction).

Vice-Chairman Ogden directed Mr. Harmon and Mr. Vanek to present 5 county road projects with rough estimates for prioritization and consideration at future Board meeting (possibly respective township will assist financially).

Mr. Harmon reported 10 of 15 Charlevoix County Townships have a voted road mileage.

<u>Township</u>	<u># of Mils</u>	<u>Approximate Amount per Year</u>	<u># of Years</u>
Bay	1	\$ 70,000.00	2
Evangeline	2	\$ 80,000.00	4
Eveline	1	\$137,000.00	2
Hayes	1	\$100,000.00	5
Hudson	2	\$ 43,000.00	4
Marion	1.5	\$ 42,000.00	3
Melrose	1	\$ 60,000.00	3
Peaine	0.9646	\$ 36,000.00	5
St. James	2	\$ 51,000.00	4
Wilson	0.9587	\$ 31,000.00	3

Moved by Commissioner Saunders and supported by Vice-Chairman Ogden to change 9:00 AM May 28, 2001 regular meeting to 9:00 AM May 29, 2001 to observe Memorial Day holiday.

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

Mr. Harmon:

- Requested setting June 11, 2001 bid date for 23A gravel processing on Arthur Keyes property, Chandler Township.
- Found original reconstruction and paving Thumb Lake Road file. All blue prints, plans, survey work, alignment changes, cross-sections, etc. are there, which will save CCRC a lot of money.
- Would like to see 2 mowers at each of the mainland garages, and contract Beaver Island mowing.
- Would like to purchase 1 or 2 new pick-ups in 2001.

Mrs. Kondrat presented and explained 1999-2000 Administrative Expense comparisons and differences.

Recessed at 12:15 PM for lunch.  
Resumed at 1:30 PM (Chairman Way arrived).

Mr. Luchenbill reviewed all truck bids and said only Peterbilt-Wisconsin met specifications.

Moved by Chairman Way and supported by Commissioner Saunders to purchase two (2) Peterbilt 357 Heavy-duty, Work-ready Single-Axle trucks for \$207,188.56 from Peterbilt-Wisconsin (lowest bidder meeting specifications).

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Vice-Chairman Ogden attended April 19, 2001 County Information System (CIS) Meeting with Mr. Harmon to discuss countywide web site development, chaired by Charlevoix County Commissioner Don Smith. Vice-Chairman Ogden reported future CIS Meetings require only staff attendance.

Moved by Commissioner Saunders and supported by Chairman Way to pay bills totaling \$209,135.57.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Vanek gave Bingham Road timber box culvert update. Charlevoix County Drain Commissioner Joan Beeman called him this week and had no clue on how to establish a legal lake level. Mr. Vanek suggested she investigate Deer Lake legal lake level establishment for possible assistance. The project must be completed June 30, 2001 or grant may be irredeemable.

Moved by Chairman Way and supported by Commissioner Saunders to adjourn at 2:45 PM.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **APRIL 9, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, Patrick Harmon and Shelley Kondrat attended, along with Hayes Township representative Paul Richards, Marion Township representative Bob Mossman, Eveline Township Clerk Don Hayden and Petoskey News-Review reporter Fred Gray. James Vanek was not present due to vacation.

Moved by Commissioner Saunders and supported by Commissioner Ogden to approve March 26, 2001 regular meeting minutes as presented/with the following changes:

- Page 2, line 19: change “blueprints” to “surveys:
- Page 2, line 38: change “Commissioner Ogden also discussed Phelps Road reconstruction with Mr. Harmon and Mr. Vanek,” to “Mr. Harmon also discussed Phelps Road reconstruction (in Marion Township) with all present,”
- Page 2, line 42: change “by the \_\_\_\_ Country Club.” to “submitted by the Walloon Lake Country Club.”
- Page 2, line 45 strike “not for alcohol transportation across the roadway”
- Page 2, line 51: strike “and Norwood Township supervisor”
- Page 2, line 55: add “As Norwood Township supervisor,” before Wayne Boss

Vote: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon will hold a meeting with Steve Smith regarding Sutliff Pit 23A gravel processing. Mr. Smith will be asked to sign the meeting minutes, stating “I agree to all the above,” then Mr. Harmon will make an award recommendation to the Board at the regular April 25, 2001 meeting.

Mr. Mossman and Mr. Richards are concerned about Veenstra Road off Marion Center Road near the new Charlevoix High School location. Mr. Richards said the culvert is plugged, causing excess water from the school construction to run across Veenstra Road, turning it into a quagmire and flooding onto the Martinchek’s property. Mr. Mossman said there is water standing all along the edge of Veenstra Road. Mr. Harmon explained that during construction, the contractor water must be contained on-site, which is clearly stated in the Storm Water Ordinance; it cannot run into a county ditch or into

neighboring properties. He added there should be retention pond(s) to control the water run-off. Mr. Mossman said there are retention ponds, but they are completely full.

Mr. Richards asked if the Road Commission has any plans to improve Veenstra Road. Mr. Harmon said there are not, local road maintenance is Road Commission responsibility, but local road improvements are township responsibility.

Mr. Richards asked if the school bus should be going through seasonal portion of Veenstra Road. Mr. Harmon said Road Commission policy states seasonal roads are not maintained November to April of each year and are not opened to public travel. He added some seasonal road residents use them to get to their homes, and snowmobiles use them.

Mr. Mossman asked if a countywide millage was being considered. County Commissioner Price stated the county would have to propose this since Road Commissions cannot levy taxes by law. Commissioner Saunders explained Road Commissions are solely funded by the gas and weight tax. Mr. Harmon said some townships have road millages, but the respective township controls the money and the projects.

Mr. Hayden asked for a speed study on East Jordan-Advance Road from Shaler Road to Lake Shore Drive. Mr. Harmon explained the procedure and will order a speed study when the weather gets nicer. He will inform State Police Sgt. Sholton of the request when he is at the CCRC next week.

Mr. Hayden asked when the Ironton Ferry would open. Chairman Way sits on the Charlevoix County Transportation Board and said the Ferry Road Ironton Ferry entrances need improvement due to low water, but construction is presently held-up due to seasonal weight restrictions. Hopefully opening will be approximately the end of April.

Mr. Hayden said the Ridge Road culvert was plugged forcing water to cross road. Mr. Harmon said the culvert was cleared and is now working fine.

Mr. Harmon presented proposed Walloon Lake Country Club easement agreement prepared by CCRC Attorney Joel Wurster, which will be perpetually evaluated every 5 years. Mr. Harmon said country club representative John Kirk has been great to work with. He agreed Walloon Lake Country Club would pay all legal expenses and underwrite the Road Commission on their \$5 million insurance policy.

Moved by Commissioner Ogden and supported by Commissioner Saunders to authorize CCRC Chairman to sign the Walloon Lake Country Club easement agreement.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon presented bid to power cold storage building and emulsion storage tank for Board review.

Moved by Commissioner Ogden and supported by Commissioner Saunders to open “300 Amp Cold Storage Electrical Service” bids at 1:00 PM April 20, 2001.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon presented Moore and Bruggink Engineering (M&B) Main Street, St. James Township, Beaver Island construction plans for discussion (project is approximately 1 ¼ miles including intersections). Chairman Way, Mr. Harmon and Mr. Vanek met with M&B representatives, including Gary Voogt, on Beaver Island April 04, 2001. The 2 important topics were:

ASPHALT MIX: It would be tough to produce 36A asphalt using Beaver Island aggregate, but 1120 triple A mix (60% crushed aggregate) can be produced, which is used by many Michigan Road Commissions. The mix contains more aggregate stone and is very coarse and more durable than 36A.

CROSS SECTIONS: Downtown St. James proposed pavement width exceeds CCRC pavement policy widths. But from McDonoughs Market south to the lighthouse the right-of-way drops to 50'. M&B proposed 20' width pavement, but Mr. Harmon informed them it would have to be at least 22' wide (20' for driving lanes with 1' paved shoulder on each side). Commissioner Ogden said this is an archaic and peculiar problem; an existing non-conformity situation because lot splits

were done before Michigan State Survey & Lot Division Laws were enacted. Mr. Harmon explained there would be sidewalks and lights on both sides of Main Street through town, then only on the west side at McDonoughs Market. M&B have requested State permission to pave a larger (turn-around) area by the lighthouse; approval is pending. The Board instructed Mr. Harmon to address curbing and turn around by lighthouse issues before approving the 22' width roadway.

Mr. Harmon explained the 5 parts of the \$4 million contract:

- Part A Main Street project (\$1.4 mil)
- Part B Township Airport project (\$2 mil.)
- Part C Main Street sanitary sewer system
- Part D Beaver Island Boat Company parking improvements
- Part E Pave the Back Highway (tribal funds and possibly township funds)

Chairman Saunders said this is a beautiful project, which will be attractive for the residents, the businesses and the tourists.

11:00 AM – CCRC CPA & Auditor Fred Gardner, arrived and gave a Power Point presentation for the Road Commission fiscal year ended December 31, 2000 Audit Report.

The Board informed Mr. Gardner the Charlevoix County Board highly suggested CCRC to purchase used equipment. Mr. Gardner said the State uses equipment information to determine MDOT Schedule C rental rates used by Road Commissions statewide. He recommended the Road Commission try to spend as much each year as the depreciation is for that same year; and spending more on equipment purchases in a year than depreciation is even better. In terms of the vehicles themselves, newer equipment is more reliable and maintenance costs are much lower. He suggested getting information from MDOT.

Mr. Gardner is an independent auditor, which means he independently comes to view, compare and observe standardized procedures and present fairly the financial statements. On GASB 34, he explained equipment and infrastructure values will be included in the fund balances, but the cash isn't really available. The Government just wants the value of all Road Commission assets; the difficult part is they have no set guidelines to follow. A sub-committee involving Road Commissions and State auditors was formed to figure a uniform reporting system statewide. "Phase II-Government Entities with assets between \$10 million and \$100 million," will be required to begin reporting infrastructure assets in 2003.

Moved by Commissioner Ogden and supported by Commissioner Saunders to accept Gardner, Provenzano & Schauman P.C. Charlevoix County Road Commission fiscal year December 31, 2000 Auditors Report.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon:

- Presented Community Information System (CIS) from County Commissioner Don Smith, which will meet April 20, 2001. CIS is to develop a Charlevoix County web site, which will be available on the Internet.
- Explained Insurance Fund safety meeting from 8:30 AM to 2:30 PM April 20, 2001 at the Grayling Holiday Inn. Mr. Harmon will be attending, along with safety coordinator Vern Kassuba, shop foreman Mick Luchenbill and road foremen Ron Willis and Melvyn Thayer. The Board all declined to attend.
- Informed all present the DEQ will require \$125.00 permit effective 2003 for each road project disturbing the earth and consisting of 5 or more acres (approximately 1.75 road miles); ditch work does not qualify, only driving surfaces.
- Bay Township would like competitive bids for Walloon Lake boat launch improvement on Wildwood Harbor Road; they allocated funding for 2001.

Moved by Commissioner Ogden and supported by Commissioner Saunders to open Walloon Lake boat launch improvements at Wildwood Harbor Road bids, Bay Township, at 10:00 AM May 14, 2001.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and supported by Commissioner Ogden to pay Michigan County Road Commission Self-Insurance Pool \$111,258.93 for fiscal year April 2, 2001 to April 1, 2002 insurance renewal with April 25, 2001 bills.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and supported by Commissioner Ogden authorizing Clerk Shelley Kondrat to attend the Northern Clerk's Association meeting April 24, 2001 in Ludington and to attend the Finance and Human Resource Business Seminar May 16 & 17, 2001 in Traverse City.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Commissioner Ogden inquired about Huffman Lake level. Mr. Harmon said Mr. Vanek is working with the county, which is procedure.

Chairman Way

- Reported Norwood Township supervisor Wayne Boss informed him Norwood Township and Banks Township, in Antrim County, are planning (in unison) to reconstruct Richardson Road in 2001.
- Said telephone company tore-up the culverts when installing underground telephone cables were being installed, water is now bubbling into the center of Paddock Road, making it impassable. One culvert portion was torn out of the ground and protrudes 3' into the air.
- Reported the Beaver Island garage and property size is insufficient. The garage is too narrow to house the trucks with snowplows on, so they must be removed each night and reattached each morning. Beaver Island leadman Joe Timsak is investigating relocation possibilities and will report.

Mr. Harmon said CCRC stock clerk Ken Howard is pricing a gas pig with a pump and scales. He explained patch wagon gas was \$700.00 last week alone. If CCRC has a gas pig, propane would be \$1.50 per gallon.

Moved by Commissioner Saunders and supported by Commissioner Ogden to pay bills totaling \$63,538.73.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Saunders and supported by Commissioner Ogden to adjourn at 1:45 PM.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **MARCH 26, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, Patrick Harmon, James Vanek and Shelley Kondrat attended.

Moved by Commissioner Saunders and supported by Commissioner Ogden to approve February 26, 2001 regular meeting minutes with the following changes:

Page 2, line 49: change "overhead rate is 1.22% (significantly under the industry standard of 1 ½% to 2%)" to "overhead rate factor is 1.22 (significantly under the industry standard rate factor of 1.5 to 2)"

Page 2, line 54: change "loose" to "lose"

Page 2, line 54: change "State D money to Build Michigan III," to "State D money per year for 10 to 15 years to pay Build Michigan III debt,"

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

9:05 AM-Marion Township supervisor Wilson "Bud" Boss arrived and presented Marion Township gravel and re-seal project written requests for 2001 to be covered under CCRC gravel and re-seal policies. CCRC will pay labor, fringes and equipment, while Marion Township will pay for all materials required. (Note: gravel and re-seal policies are contingent on available Road Commission funds, and re-seal policy covers existing hard surface roads only). Marion Township Board wants cost estimates on all, but for sure want all requests done. Mr. Harmon said re-sealing would be approximately \$7,000.00-\$7,500.00 per mile, but Mr. Vanek will send estimates for review.

Bud Boss requested continuous brine when weather permits. Mr. Harmon explained he has commitments to Boyne Valley Township and Melrose Township carried over from 2000, but Marion Township would follow. He said annual low bid was \$0.365 per gallon spread by contractor truck and \$0.345 per gallon spread by CCRC truck (in addition to labor, fringes and equipment charges). Bud Boss wants a Marion Township resident to ride with the brine truck drivers. Mr. Harmon said hiring retired residents usually works well. He added brine would probably have to be spread a second time at Marion Township expense on roads being graveled in 2001.

Bud Boss asked if Barnard Road cracks will be repaired in 2001. Mr. Harmon informed him of the DuraPatcher Road Repair Machine CCRC acquired and will repair Barnard Road towards summers end so the crew has a chance to get used to running the machine (Barnard Road is more detailed work). He added there would be a Boyne City garage crew trained and an Ironton garage crew trained, and possibly the Road Commission will purchase another DuraPatcher Road Repair Machine in the future.

Bud Boss asked if any other Marion Township maintenance was scheduled for 2001. Mr. Harmon said just the standard maintenance...fixing potholes, ditch work, blading, etc.

Moved by Commissioner Ogden and supported by Commissioner Saunders to accept all 2001 Annual Material bids and for the manager to make purchases in the Road Commissions best interest.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders authorizing manager Patrick Harmon to sign the State Maintenance Contract Extension effective through September 30, 2001 after the following changes are made and initialed:

Change "nine" to "twelve" in 1.

Change "June" to "September" in 2.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

9:40 AM-Eveline Township supervisor Dan Skrzeczkoski entered, stating he talked with Mr. Harmon regarding the culvert grant application. Mr. Vanek explained only 1 project is allowed per county, and the Boyne River culvert crossing Thumb Lake Road (C48) was selected.

Mr. Skrzeczkoski held a meeting with Eveline Township Marshall Road residents to explain possible 2002 reconstruction-funding ideas. He explained everything to them, including the worst case scenario, and they were very receptive and positive through it all.

9:50 AM-CCRC attorney Joel Wurster arrived.

Mr. Skrzeczkoski stated John Ferguson surveyed all Eveline Township roads ending on Lake Charlevoix, and Mr. Skrzeczkoski is concerned with Holy Island Road end. He said John Ferguson is discussing all surveys at the 7:00 PM April 10, 2001 Eveline Township meeting. Mr. Skrzeczkoski asked Mr. Harmon to attend and he accepted. Mr. Harmon requested copies of all blueprints when they are registered with the Charlevoix County Register of Deeds office.

10:00 AM-bid openings for 30,000/cyd 23A MDOT specified gravel processed at Sutliff Pit, attended by Sackrider Construction representative Vicky Hartman, H&D, Inc. representative Don Griffin and C.H. Smith, Inc. representative Steve Smith.

<u>CONTRACTOR</u>	<u>PRICE PER CYD</u>	<u>TOTAL AMOUNT</u>
C.H. SMITH, INC.	\$1.94	\$ 58,200.00
H & D, INC.	\$2.44	\$ 73,200.00
SACKRIDER CONSTRUCTION	\$3.75	\$112,500.00

Chairman Way said Mr. Harmon and Mr. Vanek will review bid tabulations, and make recommendation at the April 09, 2001 Board Meeting.

Commissioner Ogden viewed and roughly estimated Ranney Road portion in South Arm Township reconstruction, along with Mr. Harmon and Mr. Vanek. The South Arm Township supervisor informed Commissioner Ogden the Board would discuss sending grant application to Grand Traverse Band of Ottawa and Chippewa Indians. Mr. Skrzeczkoski feels Phelps Road would qualify for like funds due to tribal subdivision growth and newly built "exercise building." Mr. Harmon also discussed Phelps Road reconstruction (in Marion Township) with all present, explaining Phelps Road right-of-way varies considerably. One area, for instance, has a 66' right-of-way, which drops to a 33' right-of-way.

Mr. Wurster discussed the requested Country Club Road easement, Melrose Township, by the Walloon Lake Country Club. The country club asked for a lifetime easement, but the Board decided the agreement shall require renewal every 10 years. The agreement shall specifically state the Road Commission is granting an easement for a golf cart path only, and the agreement shall be revocable upon written notice. Stop signs shall be placed on each side of the golf cart path, along with crossing signs on Country Club Road on either side of the golf cart path. Mr. Wurster explained the country club has provided legal proof the Charlevoix County Road Commission will be underwritten on their \$5 million liability insurance policy.

10:45 AM-Surveyor Wayne Boss arrived to discuss Magee Road realignment (in Hudson Township), stating the funding situation isn't good, causing the projects postponement until further notice.

As Norwood Township supervisor Wayne Boss discussed cost sharing Spade Road, Paddock Road and Warner Road gravel addition, and possibly Warner Road seal-coating with Marion Township. He will inform the Road Commission when agreement is met.

Wayne Boss said township officials have been urged to attend Act 51 meetings and speed limit law meetings to learn many problems Road Commissions are facing and to support statewide Road Commission consistency.

Shop Foreman Mick Luchenbill presented 2001 "Heavy-duty, Work-ready Truck" specifications for Board review.

Commissioner Saunders asked if used truck bids would have similar specifications. Mr. Luchenbill said they would be very much alike and it would be hard to find many conforming to specifications. If pressure continues to purchase used



vehicle, Mr. Luchenbill will write a specification, go out for bids, and present results to the Charlevoix County Board of Commissioners.

Moved by Commissioner Ogden and supported by Commissioner Saunders to change 9:00 AM April 23, 2001 regular meeting to 9:00 AM April 25, 2001 due to April 22-24, 2001 Road Commissioners' Seminar.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to open bids for (2) work-ready trucks at 10:00 AM April 25, 2001.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Mr. Harmon presented Peaine Township letter of appreciation regarding CCRC Beaver Island employee assistance in recent airplane crash. The letter thanked both Joe Timsak and Dave Adams profusely, stating they worked all night and into the following day, working tirelessly so emergency equipment could reach the crash sight.

Recessed at 11:45 AM for lunch.

Resumed at 12:30 PM.

Mr. Vanek said Huffman Lake requires legal lake level establishment to control water level during timber box culvert installation. The County Board is responsible to set the legal lake level, and the Drain Commissioner processes the order. Mr. Vanek has begun the process and said DNR consent isn't required, but the Conservation Resource Alliance has volunteered to be on-site to assist during installation. Mr. Vanek will keep CCRC Board updated.

Mr. Vanek presented Beaver Island garage fuel dispenser quote summary. He spoke with Oscar W. Larson Co. representative Dan Gallagher, who said their quote is higher than expected due to the unit requiring not only a pump, but also expensive dispensing equipment, a submersible pump, electrical work and extra travel expenses. The Board directed Mr. Vanek to award job to Oscar W. Larson Co. with job not costing a penny over the quote.

Mr. Vanek received a call from Moore and Bruggink designer questioning CCRC specifications. He is designing Main Street reconstruction plans, St. James Township, Beaver Island, which should be completed this week. Gary Voogt and aforementioned designer will be on Beaver Island March 28 & 29, 2001 to discuss plans, drive Main Street and view the Back Highway. Chairman Way, Mr. Harmon and Mr. Vanek will attend the March 28, 2001 meeting on Beaver Island and obtain a plan copy for review. Northern Lake Economic Alliance representative Sherry Rhodes offered to assist Mr. Vanek with procedures since it is the same type of job as 1999 Skop Road reconstruction project was. She said the Road Commissions only responsibility is to make sure Main Street is built to Road Commission specifications, and for Mrs. Kondrat to obtain and record all infrastructure expense from St. James Township Clerk Jean Palmer. The Road Commission will obtain a written understanding with Moore & Bruggink and St. James Township that CCRC is not liable for any monetary expenses.

Mrs. Kondrat presented 1998 and 1999 state audit results, stating she is preparing a letter of dispute for areas that aren't agreeable.

Commissioner Ogden presented March 07, 2001 Grand Traverse Band of Ottawa and Chippewa Indians correspondence to Mr. Harmon, requesting tribal roads off Ranney Road, Eveline Township, become certified and the Road Commissions' responsibility. Commissioner Ogden prepared and presented a drafted reply letter stating MDOT requires a survey copy with the legal description(s), proof the Road Commission has obtained right(s)-of-way, and a Road Commission certification resolution accepting new roads into the county road system.

Moved by Commissioner Ogden and supported by Commissioner Saunders to pay bills totaling \$148,391.01.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to enter closed session at 2:05 PM to discuss union negotiations.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Returned to regular session at 2:26 PM.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adjourn at 2:27 PM.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **MARCH 12, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, County Commissioner Carl Price, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with H&D, Inc. representative Mike Skop, Checker Service, Inc. representative Mitch Winfield and Petoskey News-Review reporter Fred Gray.

Moved by Commissioner Saunders and supported by Commissioner Ogden to approve February 26, 2001 regular meeting minutes with the following changes:

Page 1, line 15: add "letter that the" before Economic and change "correspondence" to "sent"  
Page 1, line 20: change "overage costs" to "cost overruns"  
Page 1, line 29: change "construction" to "construct"

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Skop is exploring the possibility of establishing driveway to H&D, Inc. gravel pit in Hudson Township through State property, basically following an old 2-track roadbed and exiting onto Thumb Lake Road. He considered this driveway because Thumb Lake Road will be built to Class A specifications from the county line to Slashing Road (4.29 miles) in 2003, and to keep heavy vehicles off newly paved Woodward Road hill and rapidly deteriorating Camp Ten Road.

Mr. Skop has met with DNR representative Greg Gatesy, and will be meeting with DNR representative Bill O'Neill. Mr. Gatesy informed Mr. Skop that Lansing will require good, rational evidence as to why H&D, Inc. wishes to build driveway through State property, and that he must gather support to include with the application. He is here today only to explain the situation and to gain CCRC support, but will require written support at a later date. Mr. Skop will also approach Hudson Township Board and other local agencies for support. Commissioner Saunders pointed-out gravel is a valuable resource, greatly depended upon by Road Commissions for road maintenance.

Commissioner Ogden said the Road Commission is only concerned with rights-of-way, asking if curbs and substantial entryways would be used. Mr. Skop said nothing has been ruled out since they must first gain DNR approval, but suggested the Road Commission attach driveway permit requirements.

Moved by Commissioner Saunders and supported by Commissioner Ogden to open 30,000 cubic yards MDOT manufactured 23-A gravel processed at Sutliff Pit bids at 10:00 AM March 26, 2001.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Chairman Way to designate Commissioner Saunders voting delegate for C.R.A.M. policies during March 22, 2001 Annual Business Meeting.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Bill Harmon from Peninsular Equipment informed Mr. Harmon the Dura Patch machine and emulsion storage tank would be delivered March 14, 2001 AM. Mr. Harmon acquired Rob Behling to unload the tank with his crane, adding the tank won't be filled with emulsion for 28-30 days so the concrete can cure properly.

Mr. Vanek stated he received the Critical Bridge application and will apply for the Springvale Road culvert crossing, which encompassed 3 culverts.

Mr. Vanek reported CCRC received Michigan State Police notice that the Hazard Mitigation Program has \$15 million in Federal Funds available, which restricts each agency to one (1) project and requires a 25% local match. After discussion, he and Mr. Harmon agreed to submit Thumb Lake Road crossing Boyne River's east branch, adding it would be ideal if replacement coincides with Thumb Lake Road reconstruction project. Mr. Vanek estimated anywhere from \$40,000.00 to open cut and replace existing culverts, to around \$250,000.00 if the DNR requires a like situation to Ferry Road crossing Porter Creek. Mr. Harmon said a small, non-cumbersome detour would be required, and added the crossing will qualify for Road Commission bridge inventory upon completion.

Engineer Gary Voogt spoke with Mr. Harmon and Mr. Vanek to report St. James Township Main Street survey didn't coincide with property pins and had inconsistent rights-of-way. The survey crew marked it the best they could and sent the information to the design crew last week. Mr. Voogt would like to present the completed design to the Road

Commission at a convenient date and time. He understands the grant specifies a September 30, 2002 completion date and hopes to open bids this fall and begin reconstruction in spring of 2002.

Commissioner Ogden, Mr. Harmon and Mr. Vanek viewed South Arm Township Ranney Road portion, estimating reconstruction at approximately \$275,000.00. South Arm Township may approach the Grand Traverse Band of Ottawa and Chippewa Tribal Council for funding assistance, but may not be willing to pay the match. Commissioner Ogden will present estimate to South Arm Township.

10:00 AM-Annual 2001 Material Bid Opening, attended by Checker Services representative Mitch Winfield, Drenth Brothers representatives Jerroll Drenth, Al Veenstra, Beckman Production Services, representative Ron Brouwer, C. H. Smith representative Steve Smith, Jensen Bridge representative Randy Orr, Premarc representative Mike Crowley, Michigan Aggregate representative Chris Peters, Liquid Dustlayers representative H. John Schimke, and Koch Materials representative Tim Murphy.

Checker Services representative Mitch Winfield explained their brine is not 38%, but is permitted as an Oil Field brine. He said the brine is not run through an evaporator, and each truck is weighed to determine the percentage, which has stayed consistent at approximately 32-33% for 4 or 5 years. Mr. Winfield added Cheboygan CRC, Presque Isle CRC and Kalkaska CRC are satisfied with their product, and noted Otsego CRC and Antrim CRC use brine from their own wells, which compare to Checker Services wells (located in Coldsprings Township, Kalkaska County).

After using and comparing truck and grader blades, Mr. Harmon explained flame hardened blades outlive regular carbon steel blades by 2-3 days.

11:00 AM-Engineer Howard Haselschwardt presented Northwest Design Group (NDG) "Qualifications Summary," stating 2001 is the company's 20th anniversary and their mission statement is:

"Northwest Design Group is a civil consulting firm committed to the highest quality of professional service and technical excellence. By focusing our team efforts, we achieve our clients' goals and the public's needs, and our employees share in the pride, respect, and growth which result from our company's success."

Mr. Haselschwardt informed all present NDG is financially a very conservative company with little debt, so their overhead rate factor is 1.22 (significantly under the industry standard rate factor of 1.5 to 2). He added NDG is highly experienced with road reconstruction & funding, and employs a very skilled technical staff, the highest qualified bituminous testing inspector in Northern Michigan, and very highly qualified technicians.

The County Road Association of Michigan (CRAM) informed Mr. Harmon the Road Commission would lose approximately \$14,000.00 in State D money per year for 10 to 15 years to pay Build Michigan III debt, even though the Charlevoix County Road Commission is not a Build Michigan III Program recipient. Commissioner Saunders feels the CRAM letter noted 18%, which he figures is approximately \$180,000.00. Mr. Harmon stated Senator North and Representative Neumann do not support Governor Englers proposal.

Mr. Luchenbill should have truck specifications completed for March 26, 2001 Board review.

Moved by Commissioner Ogden and supported by Commissioner Saunders to pay bills totaling \$61,839.77.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adjourn at 11:30 AM.

VOTE: Ayes – 3

Nays – 0

Motion carried.

## **FEBRUARY 26, 2001**

Chairman Way called the meeting to order at 9:08 AM.

Chairman Way, Commissioners Ogden and Saunders, Charlevoix County Commissioner Carl Price, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Eveline Township supervisor Dan Skrzeczkoski & zoning administrator Dave Willson, and Petoskey News-Review reporter Fred Gray.

Moved by Commissioner Saunders and supported by Commissioner Ogden to approve February 12, 2001 regular meeting minutes with the following changes:

Page 2, line 34: change “the first of March” to “early March”

Page 2, line 37: change “\$1.6 million” to “\$1.4 million”

VOTE: Ayes – 3

Nays – 0

Motion carried.

Mr. Vanek presented and explained the letter that the Economic Development Corporation sent to Charlevoix County Clerk Jane Brannon regarding the Beaver Island Infrastructure Project. He explained the \$1.4 million funding for Main Street reconstruction, St. James Township, Beaver Island will be 100% Economic Development Corporation funded. Mr. Harmon said overages and many other items would be addressed in writing before the project begins. The Board wishes the responsible project engineer determined so that person can address issues such as: lateness, failures, cost overruns, overseeing project, etc. Mr. Harmon said engineering costs are included. He will arrange a meeting with St. James Township supervisor Don Vyse and engineer Gary Voogt.

Commissioner Ogden reported meeting with the South Arm Township Board, and they have requested information regarding Grand Traverse Band of Ottawa and Chippewa Indians grants for Ranney Road continuation south from the Eveline Township line. Mr. Willson presented Ranney Road North reconstruction correspondence and application copy, which required a 1/3 local match. Mr. Skrzeczkoski would like to know soon if South Arm Township plans to apply. If not, Eveline Township is going to apply for a grant to reconstruct Phelps Road.

Mr. Skrzeczkoski reported Eveline Township Board discussed and supported Marshall Road project, but need cost estimates. Eveline Township may be able to fund 50%, if Wilson Township and the Clevenger Development residents can pay the remaining 50%. If there is a drainage district required, it should be made in conjunction with the road reconstruction. The next Marshall Road reconstruction meeting is set tentatively for March 07, 2001, weather permitting.

Black Road from Marion Center Road to Klooster Road, Marion Township Northwest Design Group (NDG) engineer estimate is \$359,142.15; CCRC engineer Jim Vanek engineer estimate is \$340,040.00. Mr. Vanek said an undercut is required (approximately 932') before project completion.

Mr. Vanek and Mr. Harmon presented Boyne City garage Lawn Tractor quotations. The current lawn tractor threw a rod last fall, and repair costs are “sky-high.” They received quotes from several different businesses, i.e. Husqvarna, Grasshopper, Scag, Bush Hog, Cub Cadet and Gravely. Husqvarna and Grasshopper didn't quote with grass collection

systems. Mr. Harmon, Shop Foreman Mick Luchenbill and Stock Clerk Ken Howard went to Larks Lawn & Garden open house in Traverse City and unanimously recommend the Gravely 260 Z with a 25 H.P. Kohler engine with a 60" deck, grass collection system and shop manuals.

Moved by Commissioner Saunders and supported by Commissioner Ogden to purchase a Gravely 260 Z with a 60" deck with zero turn radius, a 25 hp Kohler engine, a grass collection system and shop manuals for \$8,074.00 as recommended by Mr. Harmon.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Commissioner Price reported not knowing for sure where Thumb Lake Park project stands. Commissioner Ogden said there are pros and cons: leaving relocated Magee Road gravel for one season to determine stability, or paving at the risk of locating an area requiring an undercut. Liability was discussed, and Mr. Harmon said the old roadway would remain open until the new roadway is completed. Berms, trees and grass will be placed in the old roadway to discourage motorized vehicles. Mr. Harmon feels about 6" of aggregate can be taken from the existing roadbed for use in the new parking lot.

All present discussed doing the project in 2003 in conjunction with the Thumb Lake Road reconstruction project. Commissioner Price would like to see the entire Magee Road relocation and Thumb Lake Park reconstruction completed together, and beginning in 2002.

Mr. Harmon presented recommended response letter for Howard Street, Plat of Walloon Village, Melrose Township lawsuit, due February 28, 2001 and prepared by CCRC Attorney Joel Wurster.

Mr. Harmon presented Walloon Lake Country Club correspondence, explaining they have applied for a liquor license and wish to serve alcoholic beverages on both sides of Country Club Road. The State Liquor Control Division won't approve their license until the country club has obtained a Road Commission easement to transfer alcoholic beverages across Country Club Road. The Board instructed Mr. Harmon to ask Mr. Wurster and Michigan County Road Commission Self-Insurance Pool (MCRCSIP) president Tom Brouwer if CCRC can be completely and legally exempt from liability at said easement. Commissioner Ogden feels Walloon Lake Country Club should reimburse any of our legal fees related to Country Club Shores easement, and suggested asking Mr. Wurster for requirements, including signage, that would reduce Road Commission liability, if the Road Commission is truly liable.

The Board asked at the February 12, 2001 meeting if project engineering had to be let for bids. Mr. Harmon read portions of 224.10, Section 3 from Act 283, Public Acts 1909, as amended, a part of Michigan Highway Law. Mr. Harmon concluded professional services don't require the bid process.

Mr. Harmon reported CCRC Labor Attorney Michael Kluck met for a pre fact-finding meeting with Teamsters President Joe Valente and the Fact-Finder on Friday, February 23, 2001. Fact-finding will begin 11:00 AM April 30, 2001 and conclude May 01, 2001 at 12:00 noon. What the Fact-Finder recommends is not binding until both parties come to an agreement.

Mrs. Kondrat praised Charlevoix County Treasurer Joan Balch for investigating and finally placing Road Commission investment funds into a 5.5% fixed interest rate account.

Chairman Way now sits on the Ironton Ferry Board, and it should be up and running by April 15, 2001. He reported the estimated \$80,000.00 reconstruction for Ferry Road approaches will be going out for bids and the new ramp hydraulics will work differently.

Mr. Harmon reported Eastwood Road resident, Melrose Township, will no longer allow CCRC to turn-around in his driveway. Mr. Harmon "heard" a judge granted a 20' easement across his property to his neighbor. Mr. Harmon said the Road Commission can clear the whole 66' right-of-way at the certified road end to develop a new turn-around for future winters.

Moved by Commissioner Saunders and supported by Commissioner Ogden to pay bills totaling \$89,889.66.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adjourn at 12:05 PM.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

## **FEBRUARY 12, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioner Ogden, County Commissioner Carl Price, Patrick Harmon and James Vanek attended, along with Petoskey News-Review reporter Fred Gray. Shelley Kondrat and Wayne Saunders were absent. James Vanek recorded minutes.

Moved by Commissioner Ogden and supported by Chairman Way to approve January 22, 2001 regular meeting minutes with the following changes:

Page 1, line 24: change "advice" to "advise"  
Page 1, line 26: insert "The Board requested Mr. Skrzeczkoski's thoughts about whether or not a county local road that functions as a primary road should be built to primary road standards" at beginning of paragraph  
Page 1, line 47: change "roads" to "road"  
Page 2, line 50: change "county" to "count"  
Page 3, line 12: change "feel" to "feels"  
Page 3, line 33: change "project" to "projects"  
Page 3, line 34: change "counties "to" county's"  
Page 3, line 35: change "Road Commissioner" to "manager"  
Page 4, line 3: change "Work" to "Works"  
Page 4, line 8: change "Work" to "Works"

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

Mr. Harmon presented attorney Joel Wurster letter stating "Irrevocable Letter of Credit" cannot, by law, replace Road Commission Performance and Payment Surety Bonds for road construction projects.

Mr. Harmon presented 2001 policy extension and revision memo, to be sent to each Charlevoix County Township Clerk, along with a complete Road Commission Policy Manual copy. The Board concurred.

Mr. Harmon presented pending lawsuit to vacate Howard Street in the Walloon Heights plat, Melrose Township, explaining it is an unopened street unaccepted by the Road Commission. CCRC Attorney Joel Wurster will examine papers and give recommendation. The Board agreed to support Melrose Township, but will not assist financially.

Mr. Harmon presented the 2001 Road Certification Map revisions.

- Part of Norwegian Road was removed in South Arm Township
- Melrose wanted 3<sup>rd</sup> Street in the Village of Walloon Lake recertified. Ferguson & Chamberlain surveyed the wrong part of 3<sup>rd</sup> Street so it will be recertified in 2002.

Moved by Commissioner Ogden and supported by Chairman Way for the Chairman to sign the 2001 certification map as presented.

VOTE: Ayes – 2

Nays – 0

Absent - 1

Motion carried.

Mr. Harmon gave Commissioner Price a DNR letter copy addressing various issues regarding Thumb Lake County Park. Commissioner Price said the County Board would like to see lower costs for Magee Road relocation and suggested eliminating the asphalt. Mr. Harmon discouraged this and feels complete construction cost should be applied for, postponing paving only if necessary. Commissioner Price said the Parks & Recreation Committee has contacted Great Lakes Energy “Operation Round-up” and the “Frey Foundation” regarding grant applications as a means to fund the entire project, including pavement.

Mr. Harmon presented February 7, 2001 Traverse City Record-Eagle article regarding the Grand Traverse Band of Ottawa and Chippewa Indians announcing grants to local governmental units in Leelenau, Benzie, Antrim, Charlevoix and Grand Traverse counties. St. James Township on Beaver Island, the Charlevoix County entity, will receive about \$50,000.00 for street and parking lot paving in the village.

Mr. Harmon said a pre-fact finding meeting is scheduled for later this month, with the actual fact finding in March, April or May.

Mr. Harmon suggested hiring an engineering firm to assist Mr. Vanek with 2003 Thumb Lake Road reconstruction project, emphasizing design engineering should begin soon. Commissioner Ogden asked if engineering services require bid solicitation. Mr. Harmon will investigate and report at February 26, 2001 meeting.

Mr. Vanek informed Board Beaver Island garage fuel dispenser upgrade contractor choices are limited. The Board instructed him to meet with Oscar Larson Company to explain quote.

Commissioner Ogden gave Marshall Road reconstruction meeting review, attended by Boyne City Manager Eric Strahl & Street Superintendent Denny Jason, Eveline Township Supervisor Dan Skrzeczkoski, Wilson Township Supervisor Todd Sorenson and Clevenger property representative Tom Mannes.

- Denny Jason reported that a Drainage District might need to be established.
- Eveline and Wilson Township Supervisors will research their SEV for their portions of Marshall Road cost sharing.
- Tom Mannes will contact Clevenger Property residents regarding a Special Assessment District.



- The first section of Marshall Road (Boyne City Limits to Clevenger Subdivision west property line) is estimated at approximately \$150,000.00. Both township supervisors agreed to assist, but project cost sharing must first be established.
- Another meeting is scheduled for early March.

Commissioner Way inquired about Beaver Island Main Street Reconstruction. Mr. Harmon said County Clerk received a letter from the State allocating \$1.4 million to Main Street reconstruction. Township engineer Gary Voogt has yet to forward construction plans to the Road Commission for review.

Moved by Commissioner Ogden and supported by Chairman Way to pay bills totaling \$113,969.06.

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

Moved by Commissioner Ogden and supported by Chairman Way to adjourn at 10:40 AM.

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

## **JANUARY 22, 2001**

Chairman Way called the meeting to order at 9:00 AM.

Chairman Way, Commissioners Ogden and Saunders, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Eveline Township supervisor Dan Skrzeczkoski and Petoskey News-Review reporter Fred Gray.

Moved by Commissioner Saunders and supported by Commissioner Ogden to approve January 08, 2001 regular meeting minutes with the following changes:

Page 2, line 1: change “haven’t” to “hasn’t”

VOTE: Ayes – 3  
 Nays – 0  
 Motion carried.

Proposed policy and policy changes presented.

Policy 86-1, #3 was discussed, which reads: “All Contractor work, unless otherwise stated in proposal or contract, shall be done in accordance with current MDOT Standard Specifications for Construction, as amended.” Commissioner Ogden reported he and Mr. Harmon met with CCRC Attorney Joel Wurster to discuss bond issues, irrevocable letters of credit and escrow account requirements. Mr. Wurster said bonds are required on public buildings and public works, but irrevocable letters of credit and escrow accounts may not be legal in public entities. Mr. Wurster continues to check bond requirements and will advise the Road Commission.

The Board requested Mr. Skrzeczkoski’s thoughts about whether or not a county local road that functions as a primary road should be built to primary road standards. Mr. Skrzeczkoski said each project should be discussed and studied separately because high traffic counts and heavy vehicle weights weren’t originally considered. Commissioner Ogden stated current edge failure is due to “too narrow roads.” Mr. Skrzeczkoski agreed, but feels it should be flexible enough for case-by-case consideration, also taking into account pedestrian traffic (walkers, bicyclists, etc.). Commissioner Way

agrees written standards would support Road Commission decisions. Mr. Harmon noted there are currently no Charlevoix County gravel roads affected.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adopt the following policy and policy changes:

74-1: #3-change "school bus" to "local"

76-3: As presented.

77-4: As presented.

86-1: As presented.

87-6: #3 - Change entire sentence to read "Upon receipt of the above, the Road Commission will request a Michigan State Police traffic and speed study."

88-1: delete completely (is covered under policy #99-2).

92-2: #3 - Add ", at 98% maximum density."

99-2: #I, #5 - Add "concrete" before "curbed" and delete "and have a typical 35-foot radius."

99-2: #II, #5 - Add "concrete" before "curbed" and delete "and have a typical 35-foot radius."

99-2: Add "IV. LOCAL ROADS FUNCTIONING AS PRIMARY ROADS: When a local road functions as a primary road, due to higher traffic volume or primary road interconnection(s), that local road when reconstructed must meet primary road construction standards."

01-1: Accepted as submitted.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Saunders and supported by Commissioner Ogden to offer gravel policy for the year 2001 to Charlevoix County townships, contingent upon gravel availability. CCRC will pay labor, fringes and equipment, while respective township will pay for all materials required. Roads will be done on a "first come, first service" basis. Said policy is contingent on available Road Commission funds.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Saunders and supported by Commissioner Ogden to offer re-seal policy for the year 2001 to Charlevoix County townships on existing hard surface roads only. CCRC will pay labor, fringes and equipment, while respective township will pay for all materials required. Roads will be done on a "first come, first serve" basis. Said policy is contingent on available Road Commission funds.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to offer Charlevoix County townships an asphalt pavement cost sharing policy for the year 2001. The Road Commission will pay one-third the cost of placing a new full width three-inch thick asphalt pavement, when the township pays the remaining construction costs. Said policy is contingent on available Road Commission funds.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders that the Road Commission will fund preliminary engineering on 2001 township funded road construction and reconstruction projects.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to open 2001 annual bids at 10:00 AM March 12, 2001.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Mr. Skrzeczkoski:

- said Eveline Township road projects would be discussed and prioritized at their February meeting. He would like to approach the tribal council for Phelps Road reconstruction funding assistance, but doesn't want to if South Arm Township plans to request tribal council financial help on Ranney Road continuation. Commissioner Ogden suggested he call South Arm Township supervisor Bob Christensen regarding this issue.
- said Marshall Road would be eastside priority if Wilson Township and residents agree to cost-share, otherwise, Ridge Road would be eastside top priority for reconstruction. Mr. Vanek will do Ridge Road traffic count this year. Mr. Harmon will arrange an early February meeting to discuss Marshall Road reconstruction with Road Commission, city of Boyne City, Eveline Township, Wilson Township and property owner representation. Commissioner Ogden will also attend.
- asked to have 2001 calcium chloride and lignon sulfate comparison tests in Eveline Township; he heard lignon sulfate is more expensive, but holds up much better and longer than calcium chloride. Mr. Harmon said this would be fine, but Eveline Township would have to hire contractor and pay directly for lignon sulfate application. He asked that Mr. Skrzeczkoski let CCRC know which roads they are testing so CCRC doesn't apply calcium chloride. Chairman Way said Beckman would most likely be able to furnish brine storage tanks once again this year.
- said Lake Shore Drive wedging is being considered in three stages (Boyne City to Advance, Advance to Whiting County Park and Whiting County Park to the Ironton Ferry), along with widening for pedestrian traffic.
- asked if blacktop cap would hold on roads breaking up, for instance Ridge Road, and also Bracey Road from Peninsula Road to Lake Charlevoix. Mr. Harmon said fixing broken-up areas and placing a 1 ¼" blacktop overlay would be ideal.
- doesn't support a countywide millage, but suggested impact fees. Commissioner Saunders feels impact fees aren't legal and Commissioner Ogden explained the Road Commission can't implement fees, but townships can. All agreed contractor/builder/developer fees would greatly assist road reconstruction on higher traveled roads due to development.

Mr. Harmon presented 2000 CCRC shoulder maintenance expenditures (4.77%) compared to Antrim CRC (3.69%). He explained Emmet CRC and Otsego CRC do not break their routine maintenance down to shoulder maintenance). He will attempt to get one other comparison and report to the Board.

Mr. Harmon presented 1999-00 winter expenditures (\$573,142.35) and 2000-01 year-to-date winter expenditures (\$417,950.92), explaining January materials haven't been added to date (see attachment).

Mr. Harmon and Mr. Vanek presented and explained road reconstruction/improvement costs as requested by GASB-34 sub-committee:

<b>PRIMARY ROADS</b>		
<b>Type</b>	<b>Current Construction Cost per Lane Mile</b>	<b>Life Expectancy in Years</b>
Gravel	\$ 12,500.00	8-10
Seal Coat	\$ 7,500.00	3-5
Asphalt	\$112,500.00	15-25
Concrete	N/A	

<b>LOCAL ROADS</b>		
<b>Type</b>	<b>Current Construction Cost per Lane Mile</b>	<b>Life Expectancy In Years</b>

Gravel	\$ 11,000.00	8-10
Seal Coat	\$ 5,000.00	3-5
Asphalt	\$ 95,000.00	15-25
Concrete	N/A	

Mrs. Kondrat explained the Government viewing roads as Road Commission assets and wanting them valued and capitalized. This is the first step the GASB34 sub-committee and State Treasury chose to come up with statewide uniformity.

Mr. Vanek presented and explained 2000 construction summarization, including reconstruction, overlay, wedged, re-seal and gravel addition (6" on all projects listed). All present discussed lack of gravel in Charlevoix County. Mr. Harmon said Chandler Township special use permit is still pending for county east side gravel site. He added Sutliff Pit still has unmanufactured gravel, and the manager continues to explore the west side for a new pit, and Drenth Brothers has gravel available.

Mr. Vanek presented and explained Resolution required for the Charlevoix County surveyor to receive grant money to continue her remonumentation.

**RESOLUTION**

Moved by Commissioner Ogden to adopt the following Resolution, supported by Commissioner Saunders.

**WHEREAS**, the Charlevoix County Road Commission has county primary and local road jurisdiction; and

**WHEREAS**, the Charlevoix County Road Commission accepts all East Jordan Iron Works manufactured monument boxes for use on the county primary and local road system;

**NOW, THEREFORE, BE IT RESOLVED**, the Charlevoix County Road Commission Board hereby recognizes and complies with P.A. 34, 2000, an amendment to P.A. 74, 1970 (Corner Recordation Act) by accepting all East Jordan Iron Works manufactured monument boxes; and

**BE IT FURTHER RESOLVED**, Resolution copy be sent to Bureau of Construction Codes, Maynard R. Dyer, P.S., Survey and Remonumentation Section Manager, P.O. Box 30704, Lansing, MI 48909.

Resolution adopted by the following voice vote:

AYES – Way, Ogden, Saunders

NAYS – None

I certify this is a true Resolution copy adopted at the January 22, 2001 Charlevoix County Road Commission regular meeting.

\_\_\_\_\_  
Shelley Kondrat, Clerk

Mr. Vanek presented Beaver Island fuel pump quote, The Hale Company at \$11,157.49 and Oscar Larson between \$9,000.00 and \$10,000.00. Mr. Harmon explained the new pump system actually has the pump down in the tank. Due to high quotes, Mr. Vanek will continue checking company availability for further quotes and installation.

Commissioner Ogden noted Governor Engler signed HB 5940, which has to do with tightening the abandonment law and requires more from the Road Commission.

Chairman Way now sits on the Ironton Ferry Board, and said the members would like an itemized bill. Mrs. Kondrat said each bill sent to County Clerk Jane Brannon is itemized, along with a print out showing details and copies of purchase invoices. He said the Board hopes the Ferry will open April 15, 2001, but the water level is down another foot.

Mr. Harmon said US31 North is set for total reconstruction in 2003, but MDOT is supposed to grind the joints today. He added Northwest Design Group is doing the plans and may recommended MDOT move the project to 2002.

Moved by Commissioner Saunders and supported by Commissioner Ogden to pay bills totaling \$82,585.02.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adjourn at 11:40 AM.

VOTE: Ayes – 3

Nays – 0

Motion carried.

## **JANUARY 8, 2001**

Mrs. Kondrat called the meeting to order at 9:00 AM.

Commissioners Saunders, Way and Ogden, Charlevoix County Commissioner Carl Price, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Petoskey News-Review reporter Fred Gray.

Mrs. Kondrat opened the floor to 2001 Chairman nominations.

Commissioner Ogden nominated Commissioner Way for 2001 Chairman.

Moved by Commissioner Saunders and supported by Commissioner Ogden to close nominations and cast a unanimous ballot electing Commissioner Way 2001 Chairman.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Chairman Way opened the floor to 2001 Vice-Chairman nominations.

Commissioner Saunders nominated Commissioner Ogden for 2001 Vice-Chairman.

Moved by Chairman Way and supported by Commissioner Saunders to close nominations and cast a unanimous ballot electing Commissioner Ogden 2001 Vice-Chairman.

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to approve December 29, 2000 regular meeting minutes with the following changes:

Page 1, line 18: change “shoulder” to “pavement”

Page 1, line 24: change “prove shoulder and curb widening advantages.” to “study pavement widening and curb placement advantages.”

Page 1, line 50: add “reduced” before repairs,

Page 1, line 52: add “snowplow” before “trucks” and “trucks”

Page 3, line 9: change “zoning administrator” to “assessor”

Page 3, line 9: add “Willson” after “Dave”

Page 3, line 14: strike complete last sentence

Page 4, line 48: add “to be” before “held”

Page 5, line 7: strike “and skee.” after “automation”

Page 5, line 20: add “March 04, 1968” before “abandonment motion.”

Page 5, line 25: change “gas pig.” to “propane tank.”

Page 5, line 52: strike “and/or St. James Township” and “before the job is awarded.”

Page 6, line 3: add “program” after “Field Manager”

Page 6, line 5: add “idea of a” before “contract”

VOTE: Ayes – 3

Nays – 0

Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to pay 2001 customary \$250.00 mechanic tool allowance to each of the mechanics.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Vanek mailed Beaver Island fuel pump quotes to contractors, but hasn't received any responses to date.

Moved by Commissioner Ogden and supported by Chairman Way to elect Commissioner Saunders as voting member for 1:00 PM January 11, 2001 10-A Task Force meeting at Boyne City city hall.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Mr. Harmon spoke to Antrim CRC, Emmet CRC and Otsego CRC regarding shoulder maintenance expenditure request. Antrim CRC and Emmet CRC will respond, but Otsego CRC cannot because they log three categories together in routine maintenance.

Mr. Vanek presented and explained traffic count graph. Commissioner Ogden requested dates traffic counts done be added to graph, and suggested Mr. Vanek do same roads at same time of year in the future.

Commissioner Saunders received 4 complaints lately regarding the shoulders being torn-up, by residents who have manicured lawns. Mr. Harmon explained CCRC no longer has equipment with a wing on it to push banks back, and drivers must put pressure on the blade or the snow will kick right back into the driving lanes. Mr. Harmon will direct foremen to talk with crews and make sure they are not using their full blade pressure.

The Board decided policy review would be at the January 22, 2001 regular CCRC Board meeting.

Moved by Commissioner Ogden and supported by Commissioner Saunders to pay 2000 year-end accounts payable bills totaling \$74,451.55.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to pay bills totaling \$29,753.72.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.

Moved by Commissioner Ogden and supported by Commissioner Saunders to adjourn at 10:05 AM.

VOTE: Ayes – 3  
Nays – 0  
Motion carried.