

PLEASE SCROLL DOWN TO VIEW PREVIOUS MINUTES

DECEMBER 31, 2008

Chairman Way opened the meeting at 9:05 AM.

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Shirley Roloff and Ron Reinhardt, Patrick Harmon and Ina Heaton attended, along with Northwest Design Group (NDG) Engineers Howard Haselschwardt and Amanda Porath, Petoskey News Review reporter Christina Rohn, Zaremba Equipment, Inc. representative Roger Hansen, Charlevoix Township resident John E. Haggard and Truck & Trailer representative Nadine Baker.

Commissioner Saunders moved to accept December 5, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Chairman Way invited Shop Foreman Mr. Luchenbill to review Heavy Duty Work Ready Truck bid tabs. Mr. Luchenbill presented the following:

<u>BIDDER:</u>	<u>DESCRIPTION:</u>	<u>BID for Two trucks:</u>	<u>TOTAL:</u>
Zaremba Equipment, Inc. (Cummins ISX Engine)	5500i SFA International (2009)	\$364,333.10	\$363,763.10
Zaremba Equipment, Inc. (CAT C13 Engine)	5500i SFA International (2009)	\$368,415.26	-
Dermody Truck Sales, Inc.	Peterbilt 367 (2010)	\$365,546.00	\$364,438.00
Peterbilt-Wisconsin	Peterbilt 367 (2010)	\$370,276.16	\$369,554.16

Mr. Luchenbill explained the adjusted price from each best bid was calculated by deducting amount offered to accept 201 stainless steel in place of 304 stainless steel (applicable to dump box and slide-in sander) and adding the amount offered to upgrade to aluminum wheels in place of steel wheels. The deduction/addition was part of the bid package specifications as "options". The adjusted price also includes deduction offered by Zaremba Equipment, Inc. and Peterbilt-Wisconsin to pay chassis portion of bid upon arrival of trucks, and the deduction offered by Dermody Truck Sales Inc. to remove inside/outside air system, making bids more comparable.

Commissioner Ogden moved to accept Zaremba Equipment, Inc. low bid and to purchase two Heavy Duty Work Ready Trucks 5500i SFA International (2009) with Cummins ISX engine with aluminum wheels and substitute 201 stainless (in lieu of 304ss) in upper structure equipment (total cost \$363,763.10), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Mr. John E. Haggard proposed to use Concrete Pavement for future Boyne City/Charlevoix Road project to stimulate local business using St. Mary's Cement Company production facilities, which pays significant property tax in Charlevoix County and employs many county residents. He added that concrete pavement quality is good, citing US 31 as an example.

Commissioner Ogden explained concrete pavement in high traffic volume urban areas, when placed at 10-12" thick is appropriate, but is unnecessarily expensive in Northern Michigan where pavement depth of 4" of asphalt will suffice. He also pointed out that after ten years or so, concrete pavement joints begin failing, which requires additional expensive maintenance, and asphalt pavement is much better at absorbing winter sun than the lighter colored concrete; the result being the darker pavement does not form surface ice as quickly as concrete, and it thaws quicker when it does, thereby improving driving surface safety conditions. Commissioner Reinhardt also noted rough concrete joint problems.

Mr. Haselschwardt informed all present the Boyne City/Charlevoix Road & Ellsworth Road soil borings are finished and NDG is in the pavement design process and presumes some Federal funds and County Road Millage money will be used. Chairman Way and Commissioner Ogden offered to discuss using concrete pavement when funding sources are determined and alternative design information is provided by NDG.

Recessed at 10:00; resumed at 10:15.

Mr. Haselschwardt presented Ellsworth Road design proposal. The estimated cost to construct the East Jordan-Ellsworth Road is about \$1,7000,000.00 -\$1,9000,000.00.

Mr. Haselschwardt also presented a proposal and brief site plan layout for constructing a new Road Commission maintenance garage at a new location on Beaver Island. The Beaver Island garage proposal will be submitted to CRAM office and to the Michigan Department of Transportation as a request to fund this long standing need under the possible expanded Federal Stimulus package. Commissioner Roloff agreed that the Beaver Island garage facility should be reconstructed to modern standards as a means of improving services to Beaver Island's residents.

Mr. Harmon presented the Clerks Fiscal Year January 1 to December 31, 2008 estimated year-end Budget.

Commissioner Ogden moved to accept the Clerks Fiscal Year January 1 to December 31, 2008 Estimated Year-end Budget (Amendment 6) as follows, seconded by Commissioner Saunders.

Presented 12/30/08 Shelley Kondrat, Clerk	2008 BUDGET SUMMARY (AMENDMENT 6)			Page of 1 3
Name of Governmental Unit Charlevoix County Road Commission	Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-08	

FISCAL YEAR JANUARY 1 TO DECEMBER 31, 2008

REVENUES (AND OTHER SOURCES)				
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED	RECOMMENDED 12-31-08 BUDGET
2	TRANSPORTATION	3,167,414.73	3,510,230.68	3,068,599.95
2	FEDERAL & STATE REVENUE	416,078.24	0.00	0.00
	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00
2	TRUNKLINE MAINTENANCE-PRIMARY	449,682.27	504,132.98	549,132.98
2	COUNTY RAISED REVENUE	2,107,697.81	1,750,000.00	1,956,435.15
2	OTHER RAISED REVENUE	2,551.18	0.00	188,752.00
2	INTEREST EARNED	43,999.73	34,150.00	33,625.00
2	SALVAGE SALES	1,886.57	4,828.54	4,828.54
2	GAIN/LOSS-EQUIPMENT DISPOSALS	77.86	-125,745.20	-125,745.20
2	PERMIT FEES	25,139.50	28,000.00	28,624.00
2	OTHER	46,441.44	843.13	944.10
TOTAL REVENUES		6,260,969.33	5,706,440.13	5,705,196.52
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		6,260,969.33	5,706,440.13	5,705,196.52

EXPENDITURES (AND OTHER USES)				
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED	RECOMMENDED 12-31-08 BUDGET
3	HEAVY MAINTENANCE	2,334,775.44	1,893,676.52	2,265,603.20
3	REGULAR MAINTENANCE	3,247,524.54	2,490,000.00	3,235,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	431,333.09	444,132.98	549,132.98
3	ADMINISTRATIVE EXPENSE (NET)	438,843.73	229,700.00	266,700.00
3	EQUIPMENT EXPENSE (NET)	-51,008.17	-335,000.00	-895,000.00
3	CAPITAL OUTLAY (NET)	-457,816.26	-504,287.39	-503,559.45

3	DISTRIBUTIVE EXPENSE	0.00	800,000.00	0.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		5,943,652.37	5,018,222.11	4,917,876.73
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		5,943,652.37	5,018,222.11	4,917,876.73

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	787,319.79
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS(DEFICIT) FROM PRIOR YEARS	0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR	787,319.79

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Mr. Harmon presented the Clerks Fiscal Year January 1 to December 31, 2009 Recommended Beginning Budget (which reflects CRAM's recommended 5% MTF funds reduction from 2008)

Commissioner Saunders moved to accept the Clerks Fiscal Year January 1 to December 31, 2009 Recommended Beginning Budget as follows, seconded by Commissioner Ogden.

Presented 12/30/08 Shelley Kondrat, Clerk	2009 BUDGET SUMMARY (BEGINNING)			Page 1 of 3
Name of Governmental Unit Charlevoix County Road Commission	Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-09	

FISCAL YEAR JANUARY 1 TO DECEMBER 31, 2009

REVENUES (AND OTHER SOURCES)				
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-08)	PREVIOUSLY APPROVED	RECOMMENDED 12-31-09 BUDGET
2	TRANSPORTATION	3,068,599.95	0.00	2,926,000.00
2	FEDERAL & STATE REVENUE	0.00	0.00	879,264.75
	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00
2	TRUNKLINE MAINTENANCE-PRIMARY	549,132.98	0.00	380,000.00
2	COUNTY RAISED REVENUE	1,956,435.15	0.00	81,000.00
2	OTHER RAISED REVENUE	0.00	0.00	0.00
2	INTEREST EARNED	33,625.00	0.00	27,500.00
2	SALVAGE SALES	4,828.54	0.00	3,500.00
2	GAIN/LOSS-EQUIPMENT DISPOSALS	-125,745.20	0.00	-132,265.00
2	PERMIT FEES	28,624.00	0.00	25,000.00
2	OTHER	944.10	0.00	1,000.00
TOTAL REVENUES		5,516,444.52	0.00	4,190,999.75
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		5,516,444.52	0.00	4,190,999.75

EXPENDITURES (AND OTHER USES)				
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-08)	PREVIOUSLY APPROVED	RECOMMENDED 12-31-09 BUDGET
3	HEAVY MAINTENANCE	2,265,603.20	0.00	1,006,805.00

3	REGULAR MAINTENANCE	3,235,000.00	0.00	2,425,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	549,132.98	0.00	380,000.00
3	ADMINISTRATIVE EXPENSE (NET)	266,700.00	0.00	254,700.00
3	EQUIPMENT EXPENSE (NET)	-895,000.00	0.00	-665,905.25
3	CAPITAL OUTLAY (NET)	-503,559.45	0.00	-9,600.00
3	DISTRIBUTIVE EXPENSE	0.00	0.00	800,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		4,917,876.73	0.00	4,190,999.75
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		4,917,876.73	0.00	4,190,999.75

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

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Commissioner Ogden mentioned that County Road Millage money is not included in 2009 Recommended Beginning Budget.

Mr. Harmon presented CCRC December 31, 2008 Financial Statement.

Commissioner Ogden moved to pay bills totaling \$146,930.06, seconded by Commissioner Saunders.

➤ VOTE: Ayes – Ogden, Way, Saunders Nays – 0 Motion carried.

Chairman Way adjourned the meeting at 11:15 AM

DECEMBER 5, 2008

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Shirley Roloff and Ron Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Northwest Design Group (NDG) engineer Howard Haselschwardt.

Commissioner Saunders moved to accept November 24, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Commissioner Saunders moved to accept December 1, 2008 special meeting minutes as corrected, seconded by Commissioner Ogden.

Page 1, line 4: enter "County deputy" before "clerk"
Page 1, line 12: add "and perform the work" after "quote"

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

Mr. Harmon read Northwest Michigan Council of Government (NWMCOG) representative Sarah Merz email requesting eligible road project information for proposed Federal Stimulus program. She needs this information no later than Wednesday, December 10, 2008. Mr. Harmon will request that NWMCOG consider the Boyne City-Charlevoix Road project, and the Ellsworth Road project as Charlevoix County's highest priority projects that should be funded through the Federal Stimulus package.

Mr. Haselschwardt presented a detailed summary of the Boyne City-Charlevoix Road and Ellsworth Road rehabilitation projects and provided fact sheets and location maps.

Boyne City-Charlevoix Road rehabilitation (13.65 miles Boyne City limits to Western Avenue):

- Traffic count is over 3,000 vehicles per day, 8% commercial.
- Existing roadway is two 11 ft. wide asphalt lanes (constructed in the 1950's).
- Proposed project is two 12 ft. wide paved lanes with 4-8 ft. paved shoulders.
- Includes storm sewer through Horton Bay.
- Engineer's Estimate: \$6,826,800.

Ellsworth Road rehabilitation (3.79 miles from East Jordan city limits to the Antrim county line):

- Traffic count is over 2,000 vehicles per day, 11% commercial.
- Existing roadway is two 11 ft. wide asphalt lanes.
- Proposed project is two 12 ft. wide paved lanes with 3-8 ft. paved shoulders.
- Engineer's Estimate: \$1,879,400.

Both rehabilitation projects:

- Are classified as Rural Minor Arterials, same as nearby M75, M32 and M66.
- Will bring routes up to all-season standards, providing year-round access for commercial traffic.
- Will be designed to meet current AASHTO AND MDOT 3R standards.
- Will have drainage improvements.
- Will reduce maintenance costs.
- Will, most importantly, enhance public safety by constructing wider pavement, correcting curve super elevations & side-road intersection geometry, and adding guardrail.

Commissioner Saunders moved to authorize manager Patrick Harmon to sign Northwest Design Group \$152,000 Boyne City-Charlevoix Road engineering contract, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to elect CCRC manager Patrick Harmon voting member for 1:00PM January 08, 2009 SAFETEA-LU Sub-Task Force 10-A Meeting at Emmet County Friendship Center on Anderson Road, seconded by Commissioner Saunders.

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

Mr. Vanek reported Holy Island bridge replacement pre-construction meeting was Wednesday, December 3, 2008, attended by contractor Davis Construction, MDOT resident engineer Judy Browning and NDG engineer Amanda Porath. Project onset is January 5, 2009 with a May 28, 2009 completion date. The super structure will be completed 8-10 weeks after Mrs. Porath approves the shop drawings.

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

Mr. Harmon:

- Requested CCRC purchase a 30' lift to aid CCRC employees when trimming trees, conducting building maintenance, changing traffic lights, etc. Two options are an electrically lifted platform with stabilizer legs that is pulled behind a pickup truck, or 1-ton 4WD truck equipped with a lift, utility box, hydraulic controls and a hydraulic chainsaw, pruning saw and post pounder (approximately \$100,000-\$110,000).
- Reported the County Road Association of Michigan (CRAM) legal council said, as long as Michigan Transportation Funds (MTF) are not utilized, CCRC can lease the County a pickup truck and snowplow for County building and sheriff department parking lot winter maintenance. The County would have to reimburse CCRC 100% for equipment use and maintenance, insure borrowed equipment and list CCRC as a named insured on their liability and comprehensive insurance policy.
- Said CRAM legal council and Charlevoix Township are supporting CCRC in the Beach Drive lawsuit by sending rebuttals to Appellate Court.

Commissioner Ogden moved to pay bills totaling \$124,227.18, seconded by Commissioner Saunders.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Chairman Way adjourned at 11:00 AM.

NOVEMBER 24, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Shirley Roloff and Ron Reinhardt, Patrick Harmon, James Vanek, Mick Luchenbill and Shelley Kondrat attended, along with Michigan Cat representative Chris Overmire.

Commissioner Saunders moved to approve November 10, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to approve October 23, 2008 Bay & Hudson Annual Township meeting minutes, as well as October 28, 2008 Marion, Norwood & Wilson Annual Township meeting minutes and October 29, 2008 Hayes & Melrose Township Annual meeting minutes as presented, seconded by Commissioner Saunders.

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

Commissioner Saunders moved to change regular 9:00 AM December 22 meeting to 9:00 AM December 31, 2008 to allow year-end financial preparation, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to transfer \$1,820 from the Construction Fund to the General Fund to pay CCRC portion of township matching monies (Dixie Highway project #A459.011-006 and Harris & Lake Streets project #A489.011-007), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Commissioner Ogden moved to accept the Clerks Fiscal Year January 1 to December 31, 2008 budget amendment 5 as follows, seconded by Commissioner Saunders.

Presented November 24, 2008 Shelley Kondrat, Clerk		2008 BUDGET SUMMARY (AMENDMENT 5)			Page 1 of 3
Name of Governmental Unit Charlevoix County Road Commission		Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-08	
FISCAL YEAR JANUARY 1 TO DECEMBER 31, 2008					
REVENUES (AND OTHER SOURCES)					
DEPARTMENT OR CLASSIFICATION		AMOUNT			
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET	
2	TRANSPORTATION	3,075,896.89	2,975,000.00	3,510,230.68	
2	FEDERAL & STATE REVENUE	387,239.93	180,500.00	0.00	
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00	
2	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	460,000.00	504,132.98	
2	COUNTY RAISED REVENUE	2,024,384.16	1,875,213.37	1,750,000.00	
2	OTHER RAISED REVENUE	0.00	0.00	0.00	
2	INTEREST EARNED	44,020.00	35,700.00	34,150.00	
2	SALVAGE SALES	1,886.57	4,828.54	4,828.54	
2	GAIN/LOSS-EQUIPMENT DISPOSALS	77.86	-131,073.50	-125,745.20	
2	PERMIT FEES	25,864.50	25,000.00	28,000.00	
2	OTHER	1,403.45	1,000.00	843.13	
TOTAL REVENUES		5,985,773.36	5,426,168.41	5,706,440.13	
TOTAL OTHER SOURCES		0.00	0.00	0.00	
TOTAL REVENUES AND OTHER SOURCES		5,985,773.36	5,426,168.41	5,706,440.13	
EXPENDITURES (AND OTHER SOURCES)					
DEPARTMENT OR CLASSIFICATION		AMOUNT			
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET	
3	HEAVY MAINTENANCE	2,520,652.08	1,893,676.52	1,893,676.52	
3	REGULAR MAINTENANCE	3,018,650.00	2,277,450.00	2,490,000.00	
3	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	375,000.00	444,132.98	
3	ADMINISTRATIVE EXPENSE (NET)	302,491.30	254,700.00	229,700.00	
3	EQUIPMENT EXPENSE (NET)	-178,200.00	-315,000.00	-335,000.00	

3	CAPITAL OUTLAY (NET)	-370,599.56	-376,813.89	-504,287.39
3	DISTRIBUTIVE EXPENSE	0.00	800,000.00	800,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		5,717,993.82	4,978,145.61	5,018,222.11
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		5,717,993.82	4,978,145.61	5,018,222.11
CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)				688,218.02
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS				0.00
PROJECTED SURPLUS (DEFICIT) AT END OF BUDGET YEAR				688,218.02

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

Mr. Harmon:

- Informed all present the Local Task Force meeting is 7:00 PM December 11, 2008; Mr. Harmon will chair the meeting as in the past.
- Reported first countywide road millage collection will be on December 2009 tax statements.
- Requested Trails Council share Boyne City-Charlevoix Road topographical aerial survey; the Trails Council director agreed if CCRC pays an \$8,000 fee. Mr. Harmon feels if CCRC shares its base plan and soil boring results in return, there should be no fees involved; additionally the aerial survey isn't as accurate as a manual survey. He presented Northwest Design Group \$8,960 survey estimate; and will obtain Ferguson & Chamberlain Associates, Inc. estimate as well.
- Presented State Representative Kevin Elsenheimer letter regarding HB 5808, Section 395 which reads "It is the intent of the legislature that the department (MDOT) assume jurisdiction of county road C-56 (Boyne City-Charlevoix Road) between US-31 at Charlevoix and M-75 at Boyne City in Charlevoix County."
- Explained 2009 Melrose Township Walloon Lake public boat launch reconstruction project, which includes a paved parking area, sidewalks, a catch basin installation, and curbing & repaving a portion of Winsor Street in Walloon Lake Village (funded by a DNR grant & township local match).
- Will visit Beaver Island in early December; Commissioner Roloff may accompany him.

Commissioner Roloff reported a large pothole in Boyne City-Charlevoix Road westbound lane, ¼ mile west of Maple Grove Road intersection.

Mr. Vanek informed all present Holy Island Bridge replacement preconstruction meeting is 9:00 AM December 3, 2008. The dredging portion outside the right-of-way will be approximately \$28,000, rather than \$92,000 originally estimated. CCRC 5% local match will be less than anticipated as well.

Commissioner Saunders asked if a Boyne City garage truck driver has been reassigned to the Ironton garage for the winter; Mr. Harmon replied yes.

Recessed at 10:07AM; resumed at 10:20AM.

Mr. Luchenbill stated Wolverine Tractor & Equipment offering the Volvo G940 Motor Grader was low bidder meeting specifications at \$64,150 (\$199,200 bid less \$137,000 trade-in allowance, plus \$1,950 for the 11-speed transmission). After checking bid submission and references, he recommends the Board award the bid to Wolverine Tractor for the Volvo G940 contingent upon an in-house warranty option, if the wing plow (salvaged from the trade-in grader) will fit the Volvo G940 and if the performance bond is included. Mr. Luchenbill will report his findings to the Board December 1, 2008 for the Boards further review and probable award.

Commissioner Saunders moved to pay bills totaling \$636,589.68, seconded by Commissioner Ogden.

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Chairman Way adjourned at 10:50 AM.

NOVEMBER 10, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Chris Christensen, Shirley Roloff and Ron Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Eveline Township supervisor John Vrondran, Friends of Charlevoix County Roads representatives Jerry Matelski & Ken Allen, St. James Township residents

Tova Kopperud & Mark Lynn, Michigan Cat representative Chris Overmire and Wolverine Tractor & Equipment representative Gary Piper.

Commissioner Ogden moved to accept October 27, 2008 regular meeting minutes with the following changes, seconded by Commissioner Saunders.

Page 2, line 82: change "Commission" to "Chairman"

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

Commissioner Saunders moved to accept October 20, 2008 Boyne Valley, Charlevoix & South Arm Annual Township meeting minutes, as well as October 22, 2008 Evangeline & Eveline Annual Township meeting minutes as presented, seconded by Commissioner Ogden.

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

Mr. Vrondran requested Holy Island Bridge replacement project #A489.006-027 update (engineer estimate: \$884,466.75). Mr. Harmon said MDOT received the following bids:

	<u>BIDDER</u>	<u>AS SUBMITTED</u>
1.	Davis Construction, Inc.	\$656,805.00
2.	Milbocker and Sons, Inc.	\$671,827.77
3.	J. E. Kloote Contracting, Inc.	\$693,436.15
4.	Anlaan Corporation	\$698,927.20
5.	L. W. Lamb, Inc.	\$723,029.20
6.	E. T. MacKenzie Company	\$754,208.35
7.	S. L. & H. Contractors, Inc.	\$799,708.75
8.	R. B. Lyons, Inc.	\$879,136.58

Bid tabulations will be received soon to determine cost for channel dredging outside the right-of-way.

Mr. Allen requested countywide road millage update; how projects will proceed. Chairman Way said a committee will be formed to prioritize projects, which will remain flexible in the event grant money becomes available for a particular project. Mr. Vrondran feels 2009 projects should be chosen and bids let by February 2009 when the funds are available. Commissioner Christensen noted the County Board will discuss the countywide road millage at their November 12, 2008 Board meeting. Mr. Harmon informed all present the Breezeway Committee is moving forward as well by submitting the Ellsworth Road Category A grant paperwork. He added the Federal Government will offer a \$60 billion stimulus program, which will fund road projects 100%. Since this program is a "very short window of opportunity", he requested permission to hire Northwest Design Group (NDG) to begin Boyne City-Charlevoix Road & Ellsworth Road soil borings immediately (see proposals attached).

Commissioner Ogden moved to allow the manager to authorize Northwest Design Group to begin Boyne City-Charlevoix Road & Ellsworth Road soil borings, seconded by Commissioner Saunders.

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

Mrs. Kopperud requested seasonal Indian Point Road (Peaine Township) be snowplowed. In October, Commissioner Ogden sent her an extensive letter explaining seasonal road designation and restrictions. He explained CCRC has 160 miles of seasonal roads and if the Board approves snowplowing for one, they would have to approve it for them all. He stated there are provisions to build a seasonal road to all-season status (Mrs. Kopperud was given a copy of the seasonal road upgrade policy). Mr. Harmon explained a public hearing was held in the early 1990's when the Legislature allowed seasonal road designation.

An organizational meeting to discuss the countywide road millage will be held in the Charlevoix County Road Commission boardroom at 9:00 AM Monday, December 1, 2008. Mr. Christensen will notify prospective members and Mr. Harmon will contact city and village representatives.

Recessed at 10:05 AM; resumed at 10:20 AM.

Commissioner Ogden moved to transfer \$5,060 from the Construction Fund to the General Fund to pay CCRC portion of township matching monies (Shadow Trails project #A459.005-006 [Evangeline Township]-\$440; Maple Grove Road

project #A459.007-002 [Hayes Township]-\$2,200; Pincherry Road project #A489.007-025 [Hayes Township]-\$820; Shadow Trails project #A459.010-004 [Melrose Township]-\$1,600), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Mr. Harmon will call Boyne City Hall to schedule 2008 Local Task Force meeting in early December.

Commissioner Roloff requested CCRC Boyne City garage recycling center lighting update; Mr. Harmon signed Consumer's Energy and Rob's Electric proposals; next step is to set the pole.

10:30 AM – 2009 Tandem Axle Motor Grader bid opening:

<u>BIDDER:</u>	<u>DESCRIPTION:</u>	<u>BID:</u>	<u>TRADE-IN:</u>	<u>TOTAL:</u>
Wolverine Tractor & Equipment: (guaranteed buy-back: \$77,740)	Volvo 930 Grader	\$175,243	(\$137,000)	\$ 44,040
Wolverine Tractor & Equipment: (guaranteed buy-back: \$84,000)	Volvo 940 Grader	\$192,400	(\$137,000)	\$ 62,200
Michigan Cat: (guaranteed buy-back: \$131,900)	CAT 140H	\$223,788	(\$108,000)	\$127,138
JDE		NO BID		

Commissioner Ogden moved to authorize the manager to sign the Grand Traverse Band of Ottawa and Chippewa Indians 2008-09 winter road maintenance contract, seconded by Commissioner Saunders.

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

Mr. Vanek:

- Reported all paving projects are complete, including Wildwood Harbor mill and repaving.
- Presented CCRC Boyne City garage recycling center paving estimates to Commissioner Roloff; Option #1 (110-ft X 24-ft paved area) \$18,250; Option #2 (110-ft X 38-Ft paved area) \$25,750. She will present estimates to the recycling committee.

Commissioner Saunders moved to pay bills totaling \$35,938.67, seconded by Commissioner Ogden.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Commissioner Ogden moved to pay Truck & Trailer Specialties, Inc. invoice for new Boss Super Duty Poly 8'0" straight blade plow (equipment #458) totaling \$3,077.20, seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Chairman Way adjourned at 11:30 AM.

OCTOBER 27, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Ron Reinhardt and Shirley Roloff, Patrick Harmon and James Vanek attended. Clerk Shelly Kondrat was absent.

Commissioner Ogden moved to approve October 14, 2008 regular meeting minutes as presented, seconded by Commissioner Saunders.

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

Commissioner Saunders and Manager Harmon will attend the 37th Road Commission Association November 4, 2008 meeting at Audie's Restaurant in Mackinaw City.

Commissioner Ogden moved to pay Signature Ford invoice #BJ261 totaling \$41,810.00 to purchase two new 2009 Ford F350 Regular Cab 4x4 SD Pickup Trucks (\$20,905.00 each), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

The Board reviewed and had no recommended changes to the draft 2009-2010 County Road Association of Michigan Policies document.

Commissioner Ogden moved to transfer \$5,731 from the General Fund to the Construction Fund to repay Shadow Trails (Melrose Township) 10% retainage which was mistaken by the Clerk for CCRC portion of township matching monies (see original motion [page 3, line 99 through 103] in October 14, 2008 regular Board meeting minutes), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Shop Foreman Mick Luchenbill summarized the 2009 Class 8 Heavy-Duty Work-Ready Truck bid tabulations (opened October 20, 2008) as follows:

- None of the bidders met bid specifications.
- Bid specifications were written around the DD15 engine (which is available), but engine manufacturers do not yet offer a front PTO unit, as required.
- Bid prices reflect 16% steel price increase.
- Suggested adding language to future truck bids regarding joint check or separate check paid to equipment installer/dealer to ensure they receive timely payment.
- Discussed various methods to procure properly equipped trucks.

The Board suggested rejecting all bids and rebid the two Class 8 heavy-Duty Work-Ready Trucks later this year in hopes steel prices decrease and directed the shop foreman to revise and expand the engine section of the bid specifications for a proposed December bid letting.

Commissioner Ogden moved to reject all 2009 Class 8 Heavy-Duty Work-Ready Truck bids due to bidders not meeting specifications, seconded by Commissioner Saunders.

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

Luchenbill informed Board the Motor Grader specifications will be complete today and requests a November 10, 2008 bid opening date.

Commissioner Ogden moved to open bids to purchase a 2009 Work-Ready Tandem Drive Motor Grader at 10:30 AM, November 10, 2008, seconded by Commissioner Saunders.

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

Commissioner Reinhardt:

- Asked if overturned log truck damaged Barber Road; Harmon stated very little damage was done to the road.
- Resident on seasonal Sloop Road appreciated recent road maintenance, but requested road be snowplowed.
- Wolverine Power Company will be presenting property purchase offer to build an electrical substation on the Reinhardt property adjacent to the Boyne City-East Jordan Road.

Commissioner Roloff:

- Requested update on overhead light installation near the recycling bins. Harmon stated Consumers Energy was here last week to review the site and is preparing a cost estimate to install a new electrical pole and provide power for a security light.

Recessed at 10:20 AM; resumed at 10:30 AM.

Mr. Harmon presented Beaver Island ice control sand invoice (1,000 CYD's of ice control sand) from Schwartzfisher Stoneworks totaling \$9,500.00.

Mr. Vanek updated the Board on the following:

- Maple Grove Road (Hayes Twp.) wedge & overlay project is complete. Rieth-Riley was assessed four days of "Liquidated Damages" for not completing the project on time.
- Tri-County Excavating completed Shadow Trails.

- Payne & Dolan, Inc. plans to pave Dixie Highway, Lake and Harris Streets (Norwood Township) later this week.

~~Commissioner~~ Chairman Way was surprised townships at the recent annual township meetings haven't requested an update on the Road Commissions 2009 policies (gravel share, paving, sealcoat, etc.).

Commissioner Ogden moved to pay bills totaling \$221,506.01 and to pay Schwartzfisher Stoneworks \$9,500.00 for Beaver Island ice control sand (\$231,006.01 grand total), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Chairman Way adjourned the meeting at 11:10 AM.

OCTOBER 14, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioner Shirley Roloff, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with CCRC attorney Joel Wurster, H&D, Inc. (a Division of Rieth-Riley) representative Jim Pemberton, Bay Township resident Bob Taylor and CCRC part time employee & Boyne City resident Clark Rouse.

Commissioner Saunders moved to accept September 22, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Regarding Pincherry Road relocation project #A489.007-026, Mr. Wurster explained:

- CCRC will receive new Pincherry Road right-of-way title free of liens and will retain present utility easements on the abandoned old right-of-way, when the new road is built on the new alignment. See minutes of September 22, 2008 for abandonment details.
- Property taxes on both parcels will be paid in full before transaction.
- Cheboygan Title Company will hold documents in escrow until project completion.

Commissioner Ogden moved to authorize the manager to sign necessary Pincherry Road relocation project documents, seconded by Commissioner Saunders.

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

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

**UNIFORM RESOLUTION FOR ADOPTING BENEFIT
PROGRAM "E" INCREASE TO BE EFFECTIVE
ON ADJUSTMENT DATE JANUARY 1, 2009**

**Must be filed with MERS by November 25, 2008,
to be effective for Calendar Year 2009**

Note: Numbers 1 and 2 must be completed.

1. As authorized by Section 20 of the MERS Plan Document as revised the **CHARLEVOIX COUNTY ROAD**

(Participating Municipality)

COMMISSION **1501** adopts for the following (circle **only** A or B):
(Municipality No.)



All retirees and beneficiaries.

or

B. Retirees and beneficiaries in Divisions: _____
Specify Division Number(s)

2. The increase will be (Traditional E or Flexible E – choose either A **or** B):

A. Traditional E (For all who retired on or before December 31, 2007, 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.

or

B. Flexible E (Complete the following.)

1. Type of increase _____% or flat dollar amount per month \$_____.
2. Increase applies in the following manner:
 - (a) Only those retired on or before _____, _____.
 - (b) Number of years for adjustment _____.

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

I certify this is a true Resolution copy adopted at the **OCTOBER 14, 2008 CHARLEVOIX COUNTY ROAD COMMISSION**
(Governing Body)

BOARD regular meeting.

Dated: **OCTOBER 14, 2008**

Signature of Authorized Official

Title

Commissioner Ogden moved to transfer \$31,061 from the Insurance Fund to the General Fund (CRASIF January 31, 2008 invoice totaling \$11,743, May 5, 2008 invoice totaling \$9,659 and August 1, 2008 invoice totaling \$9,659), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Commissioner Saunders moved to transfer \$45,306 from the Equipment Fund to the General Fund to balance the 2007-08 MDOT Equipment Advance (invoice #CC-309573), seconded by Commissioner Ogden.

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Commissioner Ogden moved to transfer \$47,293.20 from the Equipment Fund to the General Fund (\$22,108 per pickup #216 and #217 and \$3,077.20 for plow #458), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Commissioner Ogden moved to transfer \$7,791 from the Construction Fund to the General Fund to pay CCRC portion of township matching monies (Sugarbush Knoll subdivision-\$2,060 and Shadow Trails-\$5,731), seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Recessed at 10:00 AM; resumed at 10:08 AM.

Commissioner Ogden moved to authorize the manager and the staff engineer to sign MDOT Holy Island Road over the South Arm of Lake Charlevoix (Eveline Township) structure replacement project #A489.006-027 (MDOT: Contract # 08-5405; Job #86346; Structure #B01 of 15-06-10) upon Northwest Design Group engineer Howard Haselschwardt approval, seconded by Commissioner Saunders.

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

Commissioner Roloff:

- Noted the Charlevoix County Sheriff Department will hold an ORV training class.
- Requested Highridge Court (Peaine Township) update. Mr. Harmon said Port of St. James Association resident Kirk McBride continues complaints and opposes abandonment due to turn around issues, though abandonment language would require a proper turn around.
- Requested light fixture update for CCRC Boyne City garage recycling center. Mr. Harmon reported CCRC purchasing agent Ken Howard will have the light, a meter and a waterproof outlet attached to the pole to be set just behind the present fence; he met with Consumer's Energy last week and discussed power connection. Monthly billings will be sent directly to Charlevoix County Recycling Committee, c/o Charlevoix County Clerk, 203 Antrim Street, Charlevoix, MI 49720.
- Requested quote for pavement addition (24' wide and full length) abutting existing concrete at CCRC Boyne City garage recycling center. Mr. Vanek will get quote for spring/summer 2009.

10:30 AM-open ice control sand bids:

BIDDER:	UNIT PRICE PER TON:	TOTAL PRICE:
Drenth Brothers, Inc.	\$4.28	\$6,420.00
Hilltop, Inc.	\$4.70	\$7,050.00
MDC Contracting, LLC	\$5.52	\$8,280.00
H&D, Inc. (a Division of Rieth-Riley)	\$6.15	\$9,225.00

Commissioner Saunders moved to award 1,500 tons ice control sand bid (delivered to CCRC Ironton garage) to low bidder Drenth Brothers, Inc. for \$4.28/ton (total \$6,420), seconded by Commissioner Ogden.

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

Mr. Harmon viewed Camp 3 Road (Beaver Island) last week and reported the roadbed is in excellent condition; gravel addition from DNR pit will not be charged to CCRC.

Mr. Taylor doesn't support the 15-year countywide road millage or a bond (though he would support a 2-5 year proposal with no bonding), and he is concerned about roads in worse condition than the Boyne City-Charlevoix Road. Mr. Harmon pointed out that primary Camp Ten Road and Slashing Road (Hudson Township) are worse than the Boyne City-Charlevoix Road. Commissioner Ogden and Commissioner Roloff informed him there will not be a bond, and Mr. Harmon pointed out the two roads mentioned above are among several on the 61.34 mile road repair list. Mr. Taylor heard Eveline Township supervisor John Vrondran say they have bid Ferry Road reconstruction project, which is on the road list; Mr. Harmon noted the job has not been bid, nor has an estimate been generated.

Mr. Vanek:

- Reported Shadow Trails paving is done; restoration and seed & mulch will be completed this week.
- Reported Maple Grove Road will be paved this week.
- Reported Norwood Township project undercuts will begin this week, followed by paving next week.
- Received call from H&D, Inc. representative Vince Carpenter last weekend reporting a subgrade water problem at Pincherry Road relocation jobsite. Plans are currently being redone to include an additional 3'-4' sand lift, which will resolve the problem. Commissioner Ogden instructed Mr. Vanek to assure all project work is done properly.

Commissioner Saunders moved to accept the Clerks Fiscal Year January 1 to December 31, 2008 budget amendment 4 as follows, seconded by Commissioner Ogden.

Presented October 14, 2008 Shelley Kondrat, Clerk		2008 BUDGET SUMMARY (AMENDMENT 4)			Page 1	of 3
Name of Governmental Unit Charlevoix County Road Commission		Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-08		
FISCAL YEAR JANUARY 1 TO DECEMBER 31, 2008						
REVENUES (AND OTHER SOURCES)						
DEPARTMENT OR CLASSIFICATION		AMOUNT				
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET		
2	TRANSPORTATION	3,075,896.89	2,975,000.00	2,975,000.00		
2	FEDERAL & STATE REVENUE	387,239.93	180,500.00	180,500.00		
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00		
2	TRUNKILINE MAINTENANCE-PRIMARY	425,000.00	460,000.00	460,000.00		
2	COUNTY RAISED REVENUE	2,024,384.16	1,636,476.84	1,875,213.37		

2	OTHER RAISED REVENUE	0.00	0.00	0.00
2	INTEREST EARNED	44,020.00	34,000.00	35,700.00
2	SALVAGE SALES	1,886.57	2,500.00	4,828.54
2	GAINB/LOSS-EQUIPMENT DISPOSALS	77.86	-131,073.50	-131,073.50
2	PERMIT FEES	25,864.50	25,000.00	25,000.00
2	OTHER	1,403.45	1,000.00	1,000.00
TOTAL REVENUES		5,985,773.36	5,183,403.34	5,426,168.41
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		5,985,773.36	5,183,403.34	5,426,168.41
EXPENDITURES (AND OTHER SOURCES)				
DEPARTMENT OR CLASSIFICATION		AMOUNT		
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET
3	HEAVY MAINTENANCE	2,520,652.08	1,692,378.57	1,893,676.52
3	REGULAR MAINTENANCE	3,018,650.00	2,809,800.00	2,277,450.00
3	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	400,000.00	375,000.00
3	ADMINISTRATIVE EXPENSE (NET)	302,491.30	304,700.00	254,700.00
3	EQUIPMENT EXPENSE (NET)	-178,200.00	-440,000.00	-315,000.00
3	CAPITAL OUTLAY (NET)	-370,599.56	-225,000.00	-376,813.89
3	DISTRIBUTIVE EXPENSE	0.00	835,000.00	800,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		5,717,993.82	5,376,878.57	4,909,012.63
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		5,717,993.82	5,376,878.57	4,909,012.63
CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)				517,155.78
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS				0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR				517,155.78

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

Commissioner Ogden moved to pay bills totaling \$352,898.91, seconded by Commissioner Saunders.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Chairman Way adjourned at 11:30 AM.

SEPTEMBER 22, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioner Ron Reinhardt, Patrick Harmon, James Vanek, Mick Luchenbill and Shelley Kondrat attended, along with H&D, Inc. (a Division of Rieth-Riley) representative Vince Carpenter, Hayes Township resident Carl Price and Eveline Township supervisor John Vron dran.

Commissioner Saunders moved to accept September 08, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

PINCHERRY ROAD (HAYES TOWNSHIP) ABANDONMENT RESOLUTION

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

A petition to abandon and discontinue a portion of Pincherry Road public right-of-way (as it exists September 18, 2008), located in the Southeast ¼ of Section 12 of Hayes Township, has been received. A legal description of the property that is the subject of the petition is attached as Exhibit "A". The petition is part of a proposed relocation of the subject portion of Pincherry Road.

Said petition has been made by all of the owners of record and occupants of land abutting the described portion of the subject road.

The Charlevoix County Road Commission Board has considered this petition and has determined that it is in the best public interest that the described portion of road right-of-way be absolutely abandoned and discontinued subject to the

reservation of an easement for utility purposes. Furthermore, the Road Commission Board has determined that such abandonment shall only become effective upon the dedication and transfer to the Road Commission of a newly constructed and relocated portion of Pincherry Road to replace the portion being abandoned.

THEREFORE, pursuant to MCL 224.18(5), it is resolved by the Road Commission Board of Charlevoix County, Michigan, that the above described portion of the Charlevoix County road system covered by the petition be abandoned and discontinued as a county road, subject to the reservation by the Road Commission of a public and private utility easement within the abandoned right-of-way, whereby utility companies, their agents and contractors have the right to use any manpower and equipment necessary to install, maintain and repair their utilities.

Because this abandonment is part of the proposed relocation of the subject portion of Pincherry Road, this Abandonment Resolution is expressly contingent upon fulfillment of the following conditions:

1. **Construction of Relocated Portion of Roadway.** Construction by Rieth-Riley Construction Co., Inc. ("Rieth-Riley"), at its cost and risk, of the relocated portion of Pincherry Road that will replace the portion of Pincherry Road that is the subject of this abandonment. The typical cross-section standards for construction of the relocated portion of the roadway are indicated on the three (3) pages of drawings prepared by Benchmark Engineering, Inc., dated December 3, 2007, that are on file with the Road Commission and made a part of these conditions
2. **Dedication of Relocated Portion of Roadway.** Upon completion of such construction, the receipt of Warranty Deeds from Rieth-Riley, Carl Price and Judith Price, husband and wife, and any other necessary parties, conveying and dedicating to the Road Commission the newly-constructed, relocated portion of Pincherry Road and the property on which said portion of the roadway is located. The location and legal descriptions of the relocated portion of the roadway are indicated on the three (3) pages of drawings prepared by Benchmark Engineering, Inc., dated December 3, 2007, that are on file with the Road Commission and made a part of these conditions.
3. **Conveyance Free from Liens and Encumbrances.** The Grantors of the real estate being conveyed to the Road Commission pursuant to condition #2 above, shall obtain the satisfaction, resolution, discharge, or release of any liens, encumbrances, or other title conditions affecting title to the subject property.
4. **Land Division Approval.** The Grantors shall obtain any land division approval from Hayes Township needed for the conveyance of the real estate to the Road Commission pursuant to condition #2, above.

This Abandonment Resolution shall be held in escrow pending the satisfaction of these conditions and shall only be effective upon satisfaction of these conditions and the release from escrow of a certified copy of this Resolution bearing the seal of the Road Commission and the original signature of the Clerk of the Road Commission on the Clerk's Certification indicated below. Upon satisfaction of these conditions and the release of the certified copy of this Resolution from escrow, said certified copy shall be recorded in the office of the Charlevoix County Register of Deeds. However, in the event the conditions indicated in this Resolution are not satisfied by June 30, 2009, this Resolution shall not become effective and any certified copy in escrow shall remain unrecorded and shall be immediately returned to the Road Commission Clerk.

It is further resolved that a certified copy of this Resolution shall be recorded in the office of the Charlevoix County Register of Deeds upon its release from escrow.

CLERK'S CERTIFICATION

I hereby certify this Abandonment Resolution was adopted by the Charlevoix County Road Commission Board at their September 22, 2008 regular meeting by the following vote:

AYES:	Saunders, Ogden, Way
NAYS:	None

Shelley Kondrat, Clerk

EXHIBIT A

Property

Parcel B – Relocated Pincherry Road
(from Benchmark Engineering's Lot Split Survey dated/last revised December 3, 2007 (Job # 07-257)

Part of the North ½ of the Southeast ¼ of Section 12, T34N, R7W, Hayes Township, Charlevoix County, Michigan, described as:

Commencing at the East ¼ corner of Section 12, T34N, R7W, Hayes Township, Charlevoix County, Michigan: thence along the east line of said Section 12 and the centerline of Townline Road S 1°20'00"W 773.06 feet to the intersection of the centerline of Townline Road and the north right of way line of Pincherry Road as relocated in 2007 and the PLACE OF BEGINNING; thence continuing along the centerline of Townline Road S 1°20'00"W 66.00 feet; thence N 88°49'56"W 95.11 feet; thence 301.72 feet along the arc of a circular curve to the right, radius 710.62 feet, delta 24°19'36", chord N 76°40'08" W 299.46 feet; thence N 64°30'19" W 273.64 feet; thence 571.57 feet along the arc of a circular curve to the left, radius 595.00 feet delta 55°02'23", chord S87°58'29"W 549.85 feet; thence S60°27'17"W 140.58 feet; thence 348.75 feet along an arc of a circular curve to the left, radius 1167.00 feet, delta 17°07'22" chord S 51°53'36" W 347.46 feet; thence S 43°19'56" W 132.39 feet; thence N 1°15'29"E 98.49 feet; thence N 43°19'56" E 59.28 feet; thence 368.48 feet along the arc of a circular curve to the right, radius 1233.00 feet, delta 17°07'22", chord N 51°53'36" E 367.11 feet; thence N60°27'17"E 140.58 feet; thence 634.97 feet along the arc of a circular curve to the right, radius 661.00 feet, delta 55°02'23", chord N 87°58'29"E 610.84 feet; thence S 64°30'19" E 273.64 feet; thence 273.69 feet along the arc of a circular curve to the left, radius 644.62 feet, delta 24°19'36" chord S 76°40'08" E 271.64 feet; thence S 88°49'56" E 95.30 feet to the Place of Beginning, containing 2.8 acres more or less.

The property address and tax parcel number listed below are provided solely for informational purposes, without warranty as to accuracy or completeness. If the information listed below is inconsistent in any way with the legal description listed above, the legal description listed above shall control.

Property Address: Vacant land to become relocated Pincherry Road
Tax Parcel No.: Part of 15-007-112-030-00; 15-007-112-033-00; & 15-007-112-035-10

EXHIBIT A

Property

Parcel G – Relocated Pincherry Road

(from Benchmark Engineering's Lot Split Survey dated/last revised December 3, 2007 (Job # 07-257)

Part of the North ½ of the Southeast ¼ of Section 12, T34N, R7W, Hayes Township, Charlevoix County, Michigan, described as:

Commencing at the East ¼ corner of Section 12, T34N, R7W, Hayes Township, Charlevoix County, Michigan: thence along the East line of said Section 12 and the centerline of Townline Road S 1°20'00"W 818.69 feet to the centerline intersection of Townline Road and Pincherry Roads; thence S 84°30'26" W 1248.98 feet; thence 92.81 feet along the arc of a circular curve to the left, radius 805.30 feet, delta 6°36'11", chord S 81°12'21"W 92.76 feet; thence continuing 236.53 feet along the arc of a circular curve to the left, radius 805.30 feet, delta 16°49'43", chord S 69°29'24" W 235.68 feet; thence S 61°04'33"W 131.87 feet and the PLACE OF BEGINNING; thence continuing S61°04'33" W 325.34 feet; thence N28°55'27"W 33.00 feet; thence 206.56 feet along the arc of a circular curve to the left, radius 667.00 feet, delta 17°44'37", chord N52°12'14"E 205.74 feet; thence N43°19'56"E 206.03 feet; thence S 1°15'29"W 147.52 feet to the Place of Beginning, containing 0.5 acres.

The property address and tax parcel number listed below are provided solely for informational purposes, without warranty as to accuracy or completeness. If the information listed below is inconsistent in any way with the legal description listed above, the legal description listed above shall control.

Property Address: Part of 10467 Pincherry Road, Charlevoix, Michigan
Tax Parcel No.: 15-007-112-036-30

Commissioner Saunders moved to transfer \$8,040 (Bay-\$1,920; Evangeline-\$1,480; Eveline-\$4,640) from the Construction Fund to the General Fund and \$14,440 (Hayes-\$12,080; Marion-\$2,360) from the Preventive Surface Maintenance Fund to the General Fund, seconded by Commissioner Ogden.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

MDOT CONTRACT NO. 2003-370/A1 DAB EXTENSION RESOLUTION

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

WHEREAS, the Michigan Department of Transportation (MDOT) and the Charlevoix County Road Commission (CCRC) hold State Highway Maintenance Contract No. 2003-370 DAB effective October 1, 2003; and

WHEREAS, MDOT and CCRC desire to extend the contract term by 12 months to provide sufficient time for CCRC to perform the services; now

THEREFORE, BE IT RESOLVED, MDOT and CCRC agree to accept contract number 2003-370/A1 DAB extension through September 30, 2009; and the Board hereby authorizes the manager to sign the amended contract, and

BE IT FURTHER RESOLVED, CCRC Clerk shall provide Resolution copy to MDOT and the County Road Association of Michigan.

Resolution adopted by the following vote:

AYES: Saunders, Ogden, Way
NAYS: None

I certify this to be a true RESOLUTION copy made and adopted at the Charlevoix County Road Commission September 22, 2008 regular Board meeting.

Shelley Kondrat, Clerk

Mr. Harmon reported Beach Drive lawsuit will be scheduled to appear in Appellate Court in Lansing in spring 2009; Mr. Harmon will attend with CCRC Attorney Joel Wurster. Mr. Wurster will request written support from entities such as Michigan Department of Natural Resources (DNR), County Road Association of Michigan (CRAM), Attorney General's Office and Michigan Township Association (MTA). The hearing outcome could set statewide precedent and affect all public property around any body of water in Michigan.

Commissioner Saunders moved to set 10:30 AM October 14, 2008 Ironton garage winter ice control sand (1,500 tons) bid opening, seconded by Commissioner Ogden.

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

Mr. Luchenbill:

- Said pick up trucks will be delivered by September month-end.
- Presented proposed tandem truck bid specifications, discussing in detail mandatory engine changes to meet new Federal emission standards.

Commissioner Ogden moved to open bids to purchase two 2009 Class 8 Heavy-Duty Work-Ready Trucks at 10:30 AM October 20, 2008, seconded by Commissioner Saunders.

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

Commissioner Reinhardt:

- Received complaints that CCRC applies ice ban to snow covered roads, but doesn't return to blade off the slush; Mr. Harmon said the material works for several hours and isn't bladed off until the process is complete.
- Said trees are causing visual problems when turning right off Korthase Road onto Deer Lake Road (Boyne Valley Township); Mr. Harmon will have crew trim trees.
- Said seasonal Rogers Road slag addition is excellent.
- Said CCRC should use public relations to inform residents of expenses (salt, ice control sand, fuel costs, equipment breakdowns, lawsuits, etc.).

Recessed at 10:08 AM; resumed at 10:20 AM.

Mr. Harmon:

- Received quotes for 1,000 yards of Beaver Island ice control sand; Mrs. Kondrat will prepare a purchase order following this meeting.
- Received quote for Beaver Island clay production, but will postpone until spring 2009 due to lack of funds.
- Inspected completed DNR boat ramp at Lake Louise on Thumb Lake Road with Mr. Vanek; J&N Construction will remove the tip-up curb from the 100' taper from the grass line to the existing pavement edge (removal is necessary to insure safety of operators and our equipment from conflict during snow removal operations).
- Reported Boyne Valley Township Afton stone application is complete.
- Reported July 2008 Michigan Transportation Funds (MTF) were down 9.5% from last year.

- Said Mr. Vanek received Holy Island Bridge replacement DNR permit extension, an MDOT requirement before bids are let this week.

Mr. Vanek reported:

- Shadow Trails project earth excavation is complete and was less involved than anticipated.
- H&D, Inc. (a Division of Rieth-Riley) will pave Pincherry Road this week.
- County Line Road (Hudson Township) Afton stone application completion date is September 23, 2008; Mr. Vanek will remind the contractor.

Commissioner Ogden asked if the shoulder maintainer is being used regularly; Mr. Harmon said it is except during breakdowns.

Commissioner Ogden moved to pay bills totaling \$280,516.05, seconded by Commissioner Saunders.

- VOTE: Ayes –Ogden, Saunders, Way Nays – 0 Motion carried.

Chairman Way adjourned at 11:30 AM.

SEPTEMBER 08, 2008

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

Vice-Chairman Saunders, Commissioner Ogden, County Commissioners Shirley Roloff and Ron Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended (Chairman Way ill).

Vice-Chairman Saunders moved to accept August 25, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to set Annual Township meetings at 6PM, 7PM and 8PM October 20, 22, 23, 28 & 29, 2008, seconded by Vice-Chairman Saunders.

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

Commissioner Ogden moved to award Dixie Highway (project #A459.011-006) and Lake Street & Harris Street (project #A489.011-007) construction and paving project (Norwood Township) to low bidder Payne & Dolan, Inc. for a total of \$252,565.60, seconded by Vice-Chairman Saunders.

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

Commissioner Ogden moved to change the 9:00 AM Monday, December 8, 2008 regular Board meeting to 9:00 AM Friday, December 5, 2008 due to the Southern Michigan Association of Road Commissions (SMARC) December 8, 9 & 10, 2008 Annual Meeting, seconded by Vice-Chairman Saunders.

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

Mr. Harmon:

- Will meet 10:00 AM Tuesday, September 9, 2008 with the county sheriff, under-sheriff and Charlevoix County Board chairman to discuss whether or not the sheriff department intends to enforce a county ORV ordinance if adopted.
- Requested authorization to attend October 8-10, 2008 Superintendent's Seminar with three CCRC foremen; the Board approved.
- Changed the safety meeting from 8AM September 11, 2008 to 8AM September 12, 2008.
- Will attend 2010 diesel engine emission update requirements at Ferris State University September 11, 2008 with shop foreman Mick Luchenbill.
- Presented north Sanderson Road river rock application pictures.
- Said dump truck specifications should be ready for next Board meeting.

Commissioner Roloff asked if advisory speed signs were placed in Port of St. James Association subdivision on Beaver Island; Mr. Harmon said they were, but some are missing.

Mr. Vanek reported:

- Pinehurst Shores Subdivision paving (Evangeline Township) is complete.
- Sugarbush Knoll paving (Marion Township) is complete.
- Shadow Trails reconstruction (Evangeline/Melrose Townships) began last week.

Commissioner Ogden:

- Requested Beach Drive (Charlevoix Township) update; Mr. Harmon reported mediation continues without CCRC involvement.
- Suggested adding Behling Road centerline crack seal (near Pleasant Valley Road) to bid list, when and if crack sealing work is scheduled.

Commissioner Reinhardt reported Wolverine Power will build a sub station on Boyne City-East Jordan Road near his farm.

Commissioner Ogden moved to pay bills totaling \$489,066.39, seconded by Vice-Chairman Saunders.

➤ VOTE: Ayes – Ogden, Saunders Nays – 0 Absent – Way Motion carried.

Vice-chairman Saunders adjourned at 10:07 AM.

AUGUST 25, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioner Shirley Roloff, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Norwood Township trustee Denny Way, Eveline Township supervisor John Vron dran and Holy Island Homeowners Association representatives Dave Burnett, Preston Parish and Bess Hall, Bay Township resident Terry Marrs (of Curtis Lane), Melrose Township residents Phil, Valerie, Angelique, Cassidy and Trevor Meeker, Northwest Design Group (NDG) engineer Amanda Porath and Payne & Dolan, Inc. representative Roger Perttu.

Commissioner Saunders moved to accept August 11, 2008 regular meeting minutes with the following changes, seconded by Commissioner Ogden.

Page 2, line 77: change “St. James” to “Peaine”

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

Commissioner Saunders moved to accept August 14, 2008 special meeting minutes to award Shadow Trails reconstruction project with the following changes, seconded by Commissioner Ogden.

Page 1, line 21: change “exclude” to “excluded”

Page 1, line 23: change “exempt” to “excluded”

Page 1, line 32: change “exempt” to “excluded”

Page 1, line 42: change “St. James” to “Peaine”

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

Mr. Meeker opposes House Bill #4323, legislation allowing Off-Road Vehicle (ORV) travel on public roadways. Mr. Harmon said the County Board or individual townships have authority to adopt or reject ORV use on public roads.

Mr. Marrs said Curtis Lane (Bay Township) has 19 residents, 16 of which are interested in a special assessment with the township to pave this .27 mile road. He requested a variance from CCRC specified 22’ width to Curtis Lanes current 18’ width. Commissioner Ogden said CCRC will not relax its 22’ minimum standard because larger traffic (school buses, garbage trucks, etc.) cannot safely pass when approaching from opposite directions. In fact, CCRC encourages 23’ width for township local road projects and 25’ width for township primary road projects. Mr. Marrs argued Curtis Lane is a dead end road and there are no school aged children on this road. Commissioner Ogden said Afton stone could be applied with proper drainage. Mr. Vanek will suggest Afton stone road locations for Mr. Marrs to view, after which Mr. Marrs will talk with other homeowners and report.

Mrs. Meeker said CCRC (unnecessarily in her opinion) recently cut trees, trimmed brush and graded seasonal Holmes Road, damaging the roadway. Mr. Harmon said CCRC owns 66’ by statute and has since sent a grader operator to repair

said damage. She and Mr. Meeker feel this was a waste of money. Chairman Way stated CCRC must grade seasonal roads so they are not lost from the county system.

Mrs. Meeker added they have problems with dirt bikes and 4-wheelers cutting around the gate across Holmes Road (they own the property on both sides of the road) to get to the highway. Mr. Harmon said they can petition to abandon that portion of roadway, but suggested they get written permission from the Department of Natural Resources (DNR) before they pay the \$350 CCRC public hearing fee. Until then, Mr. Harmon will have "Dead End, No Outlet" sign placed.

Mrs. Porath presented Holy Island Bridge replacement project final plans for signatures and explained plans in detail. The plans must be received by MDOT this week for a November 7, 2008 bid letting (project onset January 2009; completion date May 28, 2009).

Commissioner Ogden moved to change the 9:00 AM Monday, October 13, 2008 regular Board meeting to 9:00 AM Tuesday, October 14, 2008 to observe Columbus Day, seconded by Commissioner Saunders.

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

Mr. Harmon:

- Presented Northern Lakes Economic Alliance (NLEA) fax regarding proposed "East Jordan to Atwood Breezeway project". Mr. Harmon explained NLEA is applying for a grant to sign C48 as a scenic route, and has requested a letter of support from CCRC.
- Said Ferry Road and Thumb Lake Road require overband crack fill before the 2008-09 winter season. Commissioner Saunders noted Barnard Road overband crack fill is holding up well.
- Said Wilson Township may pay for Afton stone placement on Hull Street (weather permitting).
- Said Sanderson Road (Eveline Township) river rock application will be done this season.

Commissioner Ogden moved to accept the Clerks Fiscal Year January 1 to December 31, 2008 budget amendment 3 as follows, seconded by Commissioner Saunders.

Presented August 25, 2008 Shelley Kondrat, Clerk		2008 BUDGET SUMMARY (AMENDMENT 3)			Page 1	of 3
Name of Governmental Unit Charlevoix County Road Commission		Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-08		
FISCAL YEAR JANUARY 1 TO DECEMBER 31, 2008						
REVENUES (AND OTHER SOURCES)						
DEPARTMENT OR CLASSIFICATION		AMOUNT				
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET		
2	TRANSPORTATION	3,075,896.89	2,975,000.00	2,975,000.00		
2	FEDERAL & STATE REVENUE	387,239.93	180,500.00	180,500.00		
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00		
2	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	460,000.00	460,000.00		
2	COUNTY RAISED REVENUE	2,024,384.16	1,617,857.65	1,636,476.84		
2	OTHER RAISED REVENUE	0.00	0.00	0.00		
2	INTEREST EARNED	44,020.00	34,000.00	34,000.00		
2	SALVAGE SALES	1,886.57	2,500.00	2,500.00		
2	GAINB/LOSS-EQUIPMENT DISPOSALS	77.86	-131,073.50	-131,073.50		
2	PERMIT FEES	25,864.50	25,000.00	25,000.00		
2	OTHER	1,403.45	1,000.00	1,000.00		
TOTAL REVENUES		5,985,773.36	5,164,784.15	5,183,403.34		
TOTAL OTHER SOURCES		0.00	0.00	0.00		
TOTAL REVENUES AND OTHER SOURCES		5,985,773.36	5,164,784.15	5,183,403.34		
EXPENDITURES (AND OTHER SOURCES)						
DEPARTMENT OR CLASSIFICATION		AMOUNT				
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET		
3	HEAVY MAINTENANCE	2,520,652.08	1,617,857.65	1,692,378.57		
3	REGULAR MAINTENANCE	3,018,650.00	2,809,800.00	2,809,800.00		
3	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	460,000.00	400,000.00		
3	ADMINISTRATIVE EXPENSE (NET)	302,491.30	304,700.00	304,700.00		
3	EQUIPMENT EXPENSE (NET)	-178,200.00	-200,000.00	-440,000.00		
3	CAPITAL OUTLAY (NET)	-370,599.56	-225,000.00	-225,000.00		
3	DISTRIBUTIVE EXPENSE	0.00	835,000.00	835,000.00		
3	OTHER	0.00	0.00	0.00		
TOTAL EXPENDITURES		5,717,993.82	5,602,357.65	5,376,878.57		
OTHER USES		0.00	0.00	0.00		

AMOUNTS NEEDED FOR CONTINGENCIES	0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES	5,717,993.82	5,602,357.65	5,376,878.57
CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)			-193,475.23
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS			0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR			-193,475.23

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

The above budget amendment is to recognize new township monies and less than anticipated direct equipment expense & MDOT routine maintenance expense to date.

Recessed at 10:20 AM; resumed at 10:30 AM.

10:30 AM-open Dixie Highway (project #A459.011-006) and Lake Street & Harris Street (project #A489.011-007) construction and paving project bids, Norwood Township (engineer's estimate: \$262,500):

<u>BIDDER:</u>	<u>AMOUNT:</u>
Payne & Dolan, Inc.	\$252,565.50
H&D, Inc. (a Division of Rieth-Riley)	\$277,786.75

Commissioner Roloff requested update regarding High Ridge Court resident encroachment (Peaine Township, Beaver Island). Mr. Harmon met with property owner August 13th, who was cooperative about his right-of-way encroachments and will petition Circuit Court to abandon the cul-de-sac. Mr. Harmon said CCRC will not oppose proposed plat alteration if resident provides a Road Commission turn around.

Mr. Harmon:

- Reported he is awaiting call from Consumers Power Company to install light at recycling center at CCRC Boyne City garage.
- Presented proposed ORV letter to Charlevoix County Board members; after adding reasons CCRC is requesting closures the letter will be sent.
- Said MDOT approved 2008 certification map.
- Presented and explained Blue Cross Blue Shield of Michigan insurance savings of \$113,388 or 25% due to May 2007 plan change.
- Requested safety meeting be set for 8:00 AM Thursday, September 11, 2008.
- Said CCRC Attorney Joel Wurster held a Beach Drive conference call with the mediator and Scott Beatty (attorney for the lakefront property owners). If CCRC prevails in the appeal the lawsuit will go no further.

Mr. Vanek:

- Presented updated Construction Status Report.
- Said H&D, Inc. (a Division of Rieth-Riley) completed Pinehurst Shores (Evangeline Township) paving last week; seed and mulch will be done this week.
- Said Tri-County Excavating will begin Shadow Trails reconstruction this week.

Commissioner Ogden moved to pay bills totaling \$126,686.80, seconded by Commissioner Saunders.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Chairman Way adjourned at 11:34 AM.

AUGUST 11, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Shirley Roloff, and Ron Reinhardt, Patrick Harmon, James Vanek attended, along with Norwood Township trustee Denny Way, H&D, Inc. (a Division of Rieth-Riley) representative Don Griffin, Friends of Charlevoix County Roads representative Ken Allen and Sanderson Road representatives Bob Knoll and Howard Colthurst.

Commissioner Ogden moved to approve July 24, 2008 special meeting minutes with the following changes, seconded by Commissioner Saunders.

Page 2, line 33: change "November 8, 2008" to "November 4, 2008"

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

Commissioner Saunders moved to approve July 28, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Mr. Allen thanked the Board for their assistance on the proposed countywide road millage and stated the groups officially registered “assumed” name with the county clerk is “Friends of Charlevoix County Roads”.

Mr. Colthurst:

- Presented map showing Sanderson Road north gravel section mileage (Hemingway Point north to his subdivision entrance) and culvert locations.
- Received quotes from H&D, Inc. to pave this road section 18-foot wide, 2” thick for \$36,000 and from Hilltop, Inc. to place crushed recycled asphalt 18-foot wide for \$30,000. Mr. Vanek will obtain additional quote from H&D, Inc. for crushed asphalt placement, along with other gravel types (crushed limestone and crushed natural stone).

Commissioner Ogden moved to set 10:30 AM August 25, 2008 Dixie Highway (Norwood Township) construction and paving project #A459.011-006 and Lake Street and Harris Street (Norwood Township) construction and paving project #A489.011-007 bid opening dates, seconded by Commissioner Saunders.

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

Commissioner Ogden moved to award bid for two 2009 4WD pickups to low bidder Signature Ford for \$41,180 (2-2009 Ford F350 4X4 SD) removing the bed mat option and adding Tough Bed spray-in liner (and the manual will be replaced with service discs), seconded by Commissioner Saunders.

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

Recessed at 10:05 AM; resumed at 10:13 AM.

Commissioner Ogden moved to award Maple Grove Road paving project # A459.007-002 (Hayes Township) bid to low bidder H&D, Inc. (a Division of Rieth-Riley) for \$182,461.43 (contingent upon receiving concurring township letter), seconded by Commissioner Saunders.

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

Commissioner Ogden moved to award County Line Road gravel project #076.3-008.7 (Hudson Township) to low bidder meeting specifications H&D, Inc. (a Division of Rieth-Riley) for \$55,660 per Hudson Township written request, seconded by Commissioner Saunders.

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

All present reviewed 2006 State Audit report #2008-220; MDOT owes CCRC \$66,092.

Commissioner Saunders moved to hold a special meeting at 1:00 PM Thursday, August 14, 2008 to award Shadow Trails Reconstruction project #A459.005-006 (Evangeline Township) and project #A459.010-004 (Melrose Township) bids, seconded by Commissioner Ogden.

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

Commissioner Roloff asked if advisory speed signs were placed in Port of St. James Association subdivision on Beaver Island; Mr. Harmon said the locations have been agreed upon but the association hasn’t installed them to date.

Mr. Harmon:

- Presented CRAM Negotiating Committee email suggesting road commissions not sign 6-month extension for MDOT maintenance contract.
- Will meet with High Ridge Court, ~~St. James~~ Peaine Township, Beaver Island property owner on August 13th to tell him to remove encroachments or petition Circuit Court to abandon said cul-de-sac.

Commissioner Ogden:

- Met with Northwest Design Group engineer Howard Haselschwardt and Mr. Harmon regarding Road Commission design requirements for Bear River Road reconstruction.
- Attended Beach Drive meeting and reported Charlevoix Township and CCRC are of like mind.

Commissioner Saunders requested Holy Island Bridge replacement update of which there is no new information.

Commissioner Saunders moved to pay bills totaling \$64,712.38, seconded by Commissioner Ogden.

➤ VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Mr. Harmon received phone call from Charlevoix County Prosecuting Attorney John Jarema who said draft road millage language is finalized and will be presented to County Commissioners at their Wednesday, August 13, 2008 regular meeting.

Chairman Way adjourned at 11:08 AM.

JULY 28, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Shirley Roloff, Ron Reinhardt and Shirlene Tripp, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Bay Township resident Bob Taylor, Pat McKeown salesperson Ken Weller, Melrose Township road committee member Bob Keeler, H & D, Inc. (a Division of Rieth-Riley) representative Steve Makela and Payne & Dolan, Inc. representative Roger Perttu.

Commissioner Saunders moved to accept July 14, 2007 regular meeting minutes with the following changes, seconded by Commissioner Ogden.

Page 2, line 89: delete “for” and enter “to purchase the following used Road Commission equipment;”

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

Mr. Taylor:

- Commended Eagle Island Road wedge, widen and overlay project and recommended mailbox relocation; Mr. Harmon and Mr. Vanek agree with proposed relocation.
- Doesn't support a countywide road millage because his township (Bay) already has a road millage.

Commissioner Tripp:

- Is concerned new Lake Charlevoix home at Maple Grove road end will hinder public access usage; Mr. Harmon assured her CCRC owns 66' right-of-way.
- Asked why so many chips were left along Old US31 shoulders after sealcoat project; Mr. Harmon explained there must be enough chips or the tar will bleed through and adhere to vehicles.

Commissioner Saunders moved to accept the Clerks Fiscal Year January 1 to December 31, 2008 proposed budget amendment as follows, seconded by Commissioner Ogden.

Presented July 28, 2008 Shelley Kondrat, Clerk		2008 PROPOSED BUDGET SUMMARY (AMENDMENT 2)			Page 1 of 3
Name of Governmental Unit Charlevoix County Road Commission		Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-08	
FISCAL YEAR JANUARY 1 TO DECEMBER 31, 2008					
REVENUES (AND OTHER SOURCES)		AMOUNT			
DEPARTMENT OR CLASSIFICATION					
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET	
2	TRANSPORTATION	3,075,896.89	2,975,000.00	2,975,000.00	
2	FEDERAL & STATE REVENUE	387,239.93	180,500.00	180,500.00	
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00	
2	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	460,000.00	460,000.00	
2	COUNTY RAISED REVENUE	2,024,384.16	1,550,000.00	1,617,857.65	
2	OTHER RAISED REVENUE	0.00	0.00	0.00	
2	INTEREST EARNED	44,020.00	34,000.00	34,000.00	

2	SALVAGE SALES	1,886.57	2,500.00	2,500.00
2	GAIN/LOSS-EQUIPMENT DISPOSALS	77.86	0.00	-131073.50
2	PERMIT FEES	25,864.50	25,000.00	25,000.00
2	OTHER	1,403.45	1,000.00	1,000.00
TOTAL REVENUES		5,985,773.36	5,228,000.00	5,164,784.15
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		5,985,773.36	5,228,000.00	5,164,784.15

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION				
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET
3	HEAVY MAINTENANCE	2,520,652.08	1,638,355.62	1,617,857.65
3	REGULAR MAINTENANCE	3,018,650.00	2,809,800.00	2,809,800.00
3	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	460,000.00	460,000.00
3	ADMINISTRATIVE EXPENSE (NET)	302,491.30	304,700.00	304,700.00
3	EQUIPMENT EXPENSE (NET)	-178,200.00	-200,000.00	-200,000.00
3	CAPITAL OUTLAY (NET)	-370,599.56	-225,000.00	-225,000.00
3	DISTRIBUTIVE EXPENSE	0.00	835,000.00	835,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		5,717,993.82	5,622,855.62	5,602,357.65
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		5,717,993.82	5,622,855.62	5,602,357.65
CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)				-473,573.50
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS				0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR				-473,573.50

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

Commissioner Ogden moved to increase MERS monthly contribution by 5%, seconded by Commissioner Saunders.

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

Mr. Harmon presented Highridge Court (Port of St. James Association, St. James Township, Beaver Island) survey. He shared pictures of the many encroachments within this platted right-of-way. Mr. Harmon will meet with CCRC Beaver Island leadman Dave Adams and property owner to discuss either removing encroachments, or pursuing abandonment through Circuit Court action. CCRC attorney Joel Wurster will draft a letter to said property owner if he doesn't comply with verbal instructions.

Mr. Vanek presented Sugarbush Knoll Subdivision paving project (Marion Township) bid tabulations, stating Marion Township requested bid be awarded to Payne & Dolan, Inc.

Commissioner Ogden moved to award Sugarbush Knoll Subdivision Paving project #A489.009-022 (Marion Township) to low bidder Payne and Dolan, Inc. for \$115,610.00, seconded by Commissioner Saunders.

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

Commissioner Roloff asked if 35-mph speed limit signs were installed in the Port of St. James Association subdivision (St. James Township, Beaver Island). Mr. Harmon said sign locations are designated and installation will be within the week.

Recessed at 10:20 AM; resumed at 10:30 AM.

10:30 AM-bid openings for the following:

Shadow Trails reconstruction project # A459.005-006 (Evangeline Township):

<u>BIDDER:</u>	<u>AMOUNT:</u>
Tri-County Excavating	\$ 66,050.93
H&D, Inc. (a Division of Rieth-Riley)	\$ 79,851.50

Shadow Trails reconstruction project # A459.010-004 (Melrose Township):

<u>BIDDER:</u>	<u>AMOUNT:</u>
Tri-County Excavating	\$206,637.34
H&D, Inc. (a Division of Rieth-Riley)	\$252,262.00

Maple Grove Road paving project # A459.007-002 (Hayes Township):

<u>BIDDER:</u>	<u>AMOUNT:</u>
H&D, Inc. (a Division of Rieth-Riley)	\$182,461.43
Payne & Dolan, Inc.	\$192,898.25

Two (2) Heavy-Duty 4WD Pick-up Trucks:

<u>BIDDER:</u>	<u>AMOUNT:</u>
Signature Ford	\$ 41,180.00
Jorgensen Ford	\$ 42,494.00
Bob Mathers Ford	\$ 43,172.28
Pat McKeown Ford	\$ 44,000.00
Dave Kring Chevrolet	\$ 49,392.00

Mr. Keeler asked if Shadow Trails dimensions were determined between Evangeline and Melrose Townships. Mr. Vanek said aerial photographs were used to establish boundaries. He added the project completion date is October 25, 2008.

Mr. Vanek noted Mercer Road and Old Orchard Road (Charlevoix Township), and Sequanota Road (Eveline Township) wedge, widen and overlay projects are finished; Sequanota Road shoulders will be completed this week.

Commissioner Ogden requested a meeting with Mr. Harmon, Mr. Vanek and Northwest Design Group (NDG) engineer Howard Haselschwardt to discuss Bear River Road design. They will meet next week.

Chairman Way asked if Whitmere Road (Norwood Township) will receive centerline painting this year; Mr. Vanek will add it to the list and explained it will only be done if CCRC has the funds.

Commissioner Saunders moved to pay bills totaling \$98,055.89, seconded by Commissioner Ogden.

- VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Chairman Way adjourned at 11:00 AM.

JULY 14, 2008

Chairman Way called the meeting to order at 7:00 PM.

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Shirley Roloff and Ron Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Eveline Township supervisor John Vron dran and residents Howard Culthurst (also Club at Lake Point Association vice president) and Bob Noll, Melrose Township supervisor Mike Webster, Melrose Township road committee chairman Errol Lee and members Gerry Londal and Bob Keeler.

Commissioner Saunders moved to accept June 23, 2007 regular meeting minutes with the following changes, seconded by Commissioner Ogden.

- Page 1, line 26: add "(MDOT requested and authorized the Road Commission to administer the above project #A518-)" after "project"
- Page 1, line 33: add "#076.3-008.7" after "project"
- Page 2, line 42: add "#A489.009-022" after "project"
- Page 2, lin3 50: add "#A489.005-008" after "project"
- Page 2, line 59: add "#A489.001-023" after "project"
- Page 3, line 64: add "#A489.007-025" after "project"
- Page 3, line 70: change "road" to "roads"
- Page 3, line 70: add "project #076.2-007.24" after "chip seal"
- Page 3, line 77: change "road" to "roads"
- Page 3, line 77: add "project #076.2-009.21" after "chip seal"
- Page 3, line 83: add "project #076.3-009.25" after "application"
- Page 3, line 84: add "project #076.3-009.26" after "application"

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

Mr. Culthurst said 2007 Sanderson Road gravel addition (north of Ferry Road to the seasonal portion) is mostly sand and clay, sticking to residents vehicles, dirtying their driveways and clogging their garage drains. Mr. Harmon said gravel met specifications and has been applied to other Charlevoix County roads without complaints. Mr. Culthurst requested a paving estimate for the Club at Lake Point Association August 16, 2008 meeting so they can discuss a special assessment; Mr. Vron dran noted Eveline Township would probably assist in paving costs as well. Mr. Culthurst feels Sanderson Road wouldn't require widening; Commissioner Ogden explained liability issue if widening isn't included in road improvements. Mr. Vanek will prepare estimate for the associations August 16th meeting.

Commissioner Ogden informed Mr. Londal and Mr. Keeler that Shadow Trails Road plans are prepared (Evangeline and Melrose Townships) and bids will be opened at 10:30 AM July 28, 2008.

Mr. Harmon explained CCRC Municipal Employees Retirement System (MERS) current funded percentage is 76% (paying 15.06% of payroll monthly). To reach 100% funding, CCRC would have to pay an addition 7.29% for 10 years. Mr. Harmon will present an increased percentage proposal at the July 28, 2008 regular meeting.

Commissioner Ogden moved to delegate Commissioner Saunders as voting delegate and Commissioner Ogden as alternate voting delegate at the July 17, 2008 Michigan County Road Commission Self-Insurance Pool's (MCRCSIP) Annual Business meeting and at the September 3, 2008 County Road Association Self-Insurance Fund (CRASIF) Annual Business meeting, seconded by Chairman Way.

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

Commissioner Ogden moved to delegate Commissioner Saunders as voting delegate at the September 4, 2008 Northern Association of Road Commissions (NMARC) Annual Business meeting, seconded by Chairman Way.

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

Commissioner Ogden moved to award Pinehurst Shores Subdivision Phase II paving project #A489.005-008 (Evangeline Township) to low bidder Tri-County Excavating for \$167,290.50 and Nelson Road end parking lot (a special township project) to low bidder Tri-County Excavating for \$6,856.50, seconded by Commissioner Saunders.

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

7:30 PM – opened bids for the following:

County Line Road (Hudson Township) gravel project #076.3-008.7 (Engineer's estimate: \$64,400):

<u>BIDDER:</u>	<u>AMOUNT:</u>
Sackrider Trucking	\$53,130.00
H&D, Inc. (a Division of Rieth-Riley)	\$55,660.00
Poquette Leasing	\$57,270.00

Sugarbush Knoll (Marion Township) Subdivision streets overlay project #A489.009-022 (Engineer's estimate: \$102,780):

<u>BIDDER:</u>	<u>AMOUNT:</u>
Payne & Dolan, Inc.	\$115,610.00
H&D, Inc. (a Division of Rieth-Riley)	\$119,187.20

Mr. Harmon presented used equipment bid tabulations and recommended awarding the three items bid upon and re-bidding the remainder this fall.

Commissioner Ogden moved to accept Jim Swains bid ~~for~~ to purchase the following used Road Commission equipment; **Item #2** (equipment # 025 - 1973 Ford L-9000 tandem axle cab and chassis [VIN # U902VR97051] with 6-71 Detroit Diesel, Fuller 13 speed transmission, 12,000 lb. steer axle, 34,000 lb. tandems, under cab fuel tank, and horizontal exhaust. Most hydraulics are removed) for \$2,025; **Item #4** (equipment # 033 – 1989 International S2500 tandem axle cab and chassis [VIN # 1FDYK90JXEVA54048] with Cummins NTC-315 engine, Fuller RTOF12513 transmission, 16,000 lb. steer axle, 40,000 lb. tandems, behind cab fuel/hydraulic tanks, vertical exhaust, in-cab hydraulic controls and Dickey John spreader control) for \$2,530; **Item #6** (approximately 1993 Gallion Model 502F 10-12 yd. dump body with hoist [S/N 944507] removed from equipment # 036) for \$330, seconded by Commissioner Saunders.

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

All present discussed Shadow Trails reconstruction; letter will be sent to residents explaining the project. The Road Commission will do the majority of tree trimming; contractor tree removal is minimal. Payment issues were discussed and will be written into specifications.

Commissioner Ogden moved to open Shadow Trails Road reconstruction bids (Evangeline Township project #A459.005-006 and Melrose Township project #A459.010-004) at 10:30 AM July 28, 2008, seconded by Commissioner Saunders.

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

Commissioner Saunders moved to open Maple Grove Road wedge, widen and overlay bids (Hayes Township project #A459.007-002) at 10:30 AM July 28, 2008, seconded by Commissioner Ogden.

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

Commissioner Ogden and Mr. Harmon met with CCRC attorney Joel Wurster to discuss Beach Drive lawsuit. Mediation is scheduled for August.

Mr. Vanek presented Little Traverse Bay Band of Odawa Indians (LTBB) Bear River Road reconstruction cooperative agreement for signatures. The Bureau of Indian Affairs (BIA) has allocated \$350,000 for this project, with Melrose Township paying the 20% match (Engineers estimate: \$275,000). Mrs. Kondrat explained paperwork requirements involved to receive BIA Federal funding.

Commissioner Ogden moved to authorize the chairman and the manager to sign LTBB cooperative agreement number #AGF2008007 (Bear River Road reconstruction project, Melrose Township), seconded by Commissioner Saunders.

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

Commissioner Reinhardt inquired about Boyne City-Charlevoix Road Concerned Citizens Group and their ballot proposal for road millage. Mr. Harmon talked with Chairman Jerry Matelski, who was finalizing group registration paperwork with the clerk's office today. The group plans to present the ballot proposal at the next County Board meeting.

Commissioner Roloff:

- Asked if Port of St. James Association (Beaver Island) requested 35 mph speed limit signs, posts and hardware were received; Mr. Harmon said they are at the Road Commission and will be shipped this week to Beaver Island and installed next week under the supervision of CCRC Beaver Island leadman Dave Adams.
- Feels sized of the paved parking pad by recycling bins at CCRC Boyne City garage doesn't need to be as large as proposed. Mr. Harmon explained if the pavement size isn't increased as specified, trucks will continue to carry dirt into the bin area. Mr. Vanek will revise the bid estimate and present to Commissioner Roloff before July 16th recycling committee meeting.

Mr. Harmon:

- Presented Sheriff Lasater letter describing Ironton Ferry deputy assignment.
- Presented Northwest Design Group (NDG) Bear River Road reconstruction project engineering proposal (design work estimated at \$20,000.00).

Commissioner Ogden moved to authorize the manager to sign NDG Bear River Road reconstruction project engineering proposal, seconded by Commissioner Saunders.

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

Mr. Vanek presented NDG Holy Island bridge replacement schedule, with a November 11, 2008 bid letting date. Mr. Vrondran presented fourteen property owner signatures supporting a special assessment for the \$94,000 dredging expense outside the road right-of-way.

Commissioner Ogden reminded Mrs. Kondrat to add Bear River Road reconstruction project to the next budget amendment.

Commissioner Saunders inquired about Sequanota Road drainage problems. Mr. Harmon said Drain Commissioner Mark Seelye was scheduled to attend tonight's meeting, but cancelled when new information developed. He will attend a future meeting to discuss the issue.

Chairman Way:

- Asked why loose chips were spread on M66 edges (from US31 south); Mr. Harmon reported MDOT is conducting overband crack fill on state highways throughout the county.
- Asked if Evangeline Township requests were met (see attachment); Mr. Harmon said the majority are, but will send a letter to the township clerk explaining seeding is inappropriate where vehicles cut the corners.
- Inquired about Phelps Road open cut repair where culvert was replaced; Mr. Harmon said CCRC will purchase hot mix and borrow Charlevoix City's roller to repair this roadway.

Commissioner Ogden moved to pay bills totaling \$178,570.67, seconded by Commissioner Saunders.

- VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Chairman Way adjourned at 8:40 PM.

JUNE 23, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioner Shirley Roloff, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Gardner, Provenzano, Schauman and Thomas CPA Brett Luplow, Eveline Township supervisor John Vrondran, Bay Township resident Bill Nason and H&D, Inc. (a Division of Rieth-Riley) representative Steve Makela.

Commissioner Saunders moved to accept June 09, 2007 regular meeting minutes with the following changes, seconded by Commissioner Ogden.

- Page 1, line 26: change "July" to "June"
- Page 1, line 30: delete "bids" after "equipment"
- Page 1, line 35: change "truck" to "trucks"
- Page 1, line 36: delete "bids" after "trucks"

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

Mr. Luplow presented year ending December 31, 2007 CCRC Audit.

Mr. Vrondran reported Eveline Township attorney has prepared special assessment papers to present for a July 5th vote to the forty-six Holy Island property owners (the estimated \$94,000 local match is the extra cost for dredging beyond the right-of-way for the Holy Island Bridge replacement project).

Commissioner Ogden moved to award M32 Cold Milling and Resurfacing project (MDOT requested and authorized the Road Commission to administer this project #A518-083010) to low bidder H&D, Inc. (a Division of Rieth-Riley) for \$57,952.98, seconded by Commissioner Saunders.

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

Commissioner Saunders moved to open County Line Road gravel project #076.3-008.7 bids (Hudson Township) at 7:30 PM July 14, 2008, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to accept the Clerks Fiscal Year January 1 to December 31, 2008 proposed budget as follows, seconded by Commissioner Saunders.

Presented June 23, 2008 Shelley Kondrat, Clerk		2008 PROPOSED BUDGET SUMMARY (AMENDMENT 1)		Page of 1 3
Name of Governmental Unit Charlevoix County Road Commission	Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 12-31-07	

FISCAL YEAR JANUARY 1 TO DECEMBER 31, 2008

REVENUES (AND OTHER SOURCES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION				
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET
2	TRANSPORTATION	3,075,896.89	2,975,000.00	2,975,000.00
2	FEDERAL & STATE REVENUE	387,239.93	633,400.00	180,500.00
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00
2	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	400,000.00	460,000.00
2	COUNTY RAISED REVENUE	2,024,384.16	625,900.00	1,550,000.00
2	OTHER RAISED REVENUE	0.00	0.00	0.00
2	INTEREST EARNED	44,020.00	46,000.00	34,000.00
2	SALVAGE SALES	1,886.57	2,500.00	2,500.00
2	GAIN/LOSS-EQUIPMENT DISPOSALS	77.86	0.00	0.00
2	PERMIT FEES	25,864.50	25,000.00	25,000.00
2	OTHER	1,403.45	1,000.00	1,000.00
TOTAL REVENUES		5,985,773.36	4,708,800.00	5,228,000.00
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		5,985,773.36	4,708,800.00	5,228,000.00

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION				
PAGE NO.	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR (12-31-07)	PREVIOUSLY APPROVED BUDGET	RECOMMENDED 12-31-08 BUDGET
3	HEAVY MAINTENANCE	2,520,652.08	759,300.00	1,638,355.62
3	REGULAR MAINTENANCE	3,018,650.00	2,809,800.00	2,809,800.00
3	TRUNKLINE MAINTENANCE-PRIMARY	425,000.00	400,000.00	460,000.00
3	ADMINISTRATIVE EXPENSE (NET)	302,491.30	304,700.00	304,700.00
3	EQUIPMENT EXPENSE (NET)	-178,200.00	-200,000.00	-200,000.00
3	CAPITAL OUTLAY (NET)	-370,599.56	-200,000.00	-225,000.00
3	DISTRIBUTIVE EXPENSE	0.00	835,000.00	835,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		5,717,993.82	4,708,800.00	5,622,855.62
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		5,717,993.82	4,708,800.00	5,622,855.62

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)				-394,855.62
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS				0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR				-394,855.62

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

Commissioner Ogden moved to open Sugarbush Knoll Subdivision streets overlay project #A489.009-022 bids (Marion Township) at 7:30 PM July 14, 2008, seconded by Commissioner Saunders.

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

Recessed at 10:15 AM, resumed at 10:30 AM (Mr. Harmon left for family funeral).

10:30 AM – open Pinehurst Shores Subdivision Phase II Paving project #A489.005-008 bids (engineers estimate for road portion: \$192,000):

<u>BIDDER</u>	<u>AMOUNT (Road)</u>	<u>Parking Lot</u>
Tri-County Excavating	\$167,290.50	\$ 6,856.50
H&D, Inc.	\$199,065.81	\$ 6,960.00
Heeres Excavating	-0-	\$13,016.00

Commissioner Ogden moved to award modified option #2 (deleting St. Louis Club Road) various wedge and overlay paving project #A489.001-023 (Bay Township) to low bidder H&D, Inc. (a Division of Rieth-Riley) totaling \$167,015.03, seconded by Commissioner Saunders.

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

Commissioner Saunders moved to award Pincherry Road wedge and overlay project #A489.007-025 (Hayes Township) to low bidder H&D, Inc. (a Division of Rieth-Riley) totaling \$68,741.19, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to award various township roads 29A chip seal **project # 076.2-007.24** (Hayes Township – modified to delete Maple Grove Road) to low bidder Michigan Pavement Solutions, provided contractor submits letter honoring unit cost for reduced bid, seconded by Commissioner Saunders.

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

Commissioner Saunders moved to award various township roads 29A chip seal **project # 076.2-009.21** (Marion Township) to low bidder Michigan Pavement Solutions totaling \$25,932.24, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to award Blanchard Road gravel application **project #076.3-009.25** (bid: \$15,045) and Lake 26 Road gravel application **project # 076.3-009.26** (bid: \$27,885) (Marion Township) to low bidder MDC Contracting, LLC, seconded by Commissioner Saunders.

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

Commissioner Roloff talked with Port of St. James Association president Kirk McBride (St. James Township) regarding right-of-way encroachment on Beaver Island; he will e-mail plat and other information to Mr. Harmon.

Mr. Vanek presented updated Construction Status Report, explaining all projects are on target.

Commissioner Saunders moved to pay bills totaling \$177,904.03, seconded by Commissioner Ogden.

- VOTE: Ayes – Saunders, Way, Ogden Nays – 0 Motion carried.

Chairman Way adjourned at 11:00 AM.

JUNE 09, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Roloff and Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Eveline Township resident Preston Parish, H&D, Inc. (a Division of Rieth-Riley) representatives Steve Makela and Vince Carpenter, Michigan Pavement Solutions representative Holly Taylor and Fahrner Asphalt Sealers representative Jim Boggs.

Commissioner Saunders moved to accept May 27, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Mr. Harmon informed Mr. Parish the \$94,000 estimated extra cost for dredging beyond the right-of-way for the Holy Island Bridge replacement project must have a funding source before MDOT will let bids August 2008. Mr. Parish understands the Corps of Engineers and MDEQ require dredging inside and outside the right-of-way and asked what percent is outside the right-of-way. Mr. Vanek will call him with requested information. Also, Mr. Parish will talk with island residents and Eveline Township supervisor regarding needed funds.

Commissioner Roloff thanked the Road Commission who once again donated their Ironton Garage location, their loader and an employee for the Hazardous Waste Collection site; she noted CCRC is a key to their success.

Commissioner Ogden moved to open Pinehurst Shores Subdivision Phase II Paving Project (Evangeline Township) at 10:30 AM ~~July~~ **June** 23, 2008, seconded by Commissioner Saunders.

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

Commissioner Saunders moved to open bids to sell used equipment ~~bids~~ at 10:30 AM July 8, 2008, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to open bids to purchase two new heavy-duty 4WD pick-up trucks ~~bids~~ at 10:30 AM July 28, 2008, seconded by Commissioner Saunders.

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

At their last township meeting, Boyne Valley Township requested CCRC hold night meetings 1-2 nights per year.

Commissioner Ogden moved to change July 14, 2008 regular meeting from 9:00 AM to 7:00 PM, seconded by Commissioner Saunders.

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

Commissioner Roloff, Mr. Harmon, Mark Seelye, Mike Jones and Charlevoix County Under Sheriff Don Schneider visited Beaver Island last Thursday. Mr. Harmon explained to Port of St. James Subdivision residents why speed limit signs are not posted on gravel roads; they understood.

Mr. Harmon:

- Noted Port of St. James Subdivision resident encroaching on the right-of-way; he will investigate and consult CCRC Attorney Joel Wurster for remedial action.
- Said Beaver Island brine application has begun.
- Said Beaver Island stockpiled clay is depleted and reported Peaine and St. James Townships have offered to pay the royalty for the clay if CCRC pays for excavation and stockpiling (approx. 1,000 cyd.)
- Noted 4-10 hour days began today.
- Received request from Beaver Island Preservation Association to close Main Street July 1, 2008 from 11:30 AM to 1:00 PM to dedicate new Community Center.

Commissioner Ogden moved to close Main Street on Beaver Island (at the manager's discretion) July 1, 2008 from 11:30 AM to 1:00 PM to dedicate their new Community Center, seconded by Commissioner Saunders.

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

Mr. Vanek:

- Reported street sweepers are on Beaver Island today.
- Presented Commissioner Roloff with \$44,000 estimate to pave 195' X 60' (with curb and gutter) at CCRC Boyne City garage recycling center.

Recessed at 10:18 AM, resumed at 10:30 PM.

10:30 AM bid opening for the following:

Alpine Hills Subdivision, portion of Eagle Island Road, St. Louis Club and Stolt Road Paving Project, Bay Township (engineers estimate \$400,000):

	<u>Option 1 (All)</u>	<u>Option 2 (minus Stolt Road)</u>
H&D, Inc. a Division of Rieth-Riley	\$388,155.51	\$260,767.85
Payne and Dolan, Inc.	\$436,104.35	\$287,782.40

29A Slag Sealcoat on various Hayes and Marion Township Roads (no engineers estimate):

	<u>Hayes Township</u>	<u>Marion Township</u>
Michigan Pavement Solutions	\$115,389.21	\$20,274.97
Fahrner Asphalt Sealers	\$155,290.71	\$25,932.24

Pincherry Road Wedge and Overlay Project, Hayes Township (engineers estimate \$73,000):

H&D, Inc. a Division of Rieth-Riley	\$68,741.19
Payne & Dolan, Inc.	\$86,346.00

Blanchard and Lake 26 Roads Gravel Project, Marion Township (no engineers estimate):

<u>Blanchard Road</u>	<u>Lake 26 Road</u>
-----------------------	---------------------

MDC, Inc.	\$15,045.00	\$27,885.00
H&D, Inc. a Division of Rieth-Riley	\$16,660.00	\$32,340.00

Commissioner Ogden asked when grader replacement must take place; Mr. Harmon said in January 2009, costing approximately \$100,000.

Mr. Harmon said shop foreman Mick Luchenbill is working on tandem axle truck specifications as well; want to get before 2010 when next level of emissions are required.

Commissioner Ogden moved to pay bills totaling \$95,261.04, seconded by Commissioner Saunders.

- VOTE: Ayes – Ogden, Saunders, Way Nays – 0 Motion carried.

Mr. Harmon reported Melrose Township requested to bid Shadow Trails; Mr. Vanek will have bid packet ready for next meeting. He added South Shore Drive 2007 paving project has a small drainage problem; it will be corrected in conjunction with the Shadow Trails project.

Chairman Way adjourned the meeting at 11:20 AM.

MAY 27, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Roloff and Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Eveline Township supervisor John Vron dran.

Commissioner Saunders moved to accept May 12, 2008 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to award Mercer Road and Old Orchard Road shoulder paving project #A489.004-005 (Charlevoix Township) to low bidder MDC Contracting, Inc. for \$22,862.75, seconded by Commissioner Saunders.

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

Commissioner Saunders moved to award Sequanota Road wedge and overlay (Saunders to Phelps Road & M66 to Roberts Road) option #1 project #A489.006-032 (Eveline Township) to low bidder Payne and Dolan, Inc. for \$331,157.50, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to open the following bids June 9, 2008 at 10:30 AM, seconded by Commissioner Saunders:

- A. Alpine Hills Subdivision, portion of Eagle Island Road, St. Louis Club and Stolt Road Paving Project, Bay Township (with the option to exclude Stolt Road).
- B. 29A Slag Sealcoat on various Hayes and Marion Township Roads.
- C. Pincherry Road wedge and overlay project, Hayes Township.
- D. Blanchard Road and Lake 26 Road 23A Gravel Project, Marion Township.

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

Mr. Vanek:

- Attended Holy Island bridge replacement project grade inspection last week, along with MDOT Local Bridge Program representative Keith Cooper, MDOT Traverse City TSC engineer Judy Browning, Northwest Design Group Engineer Amanda Denise, and representatives from AT&T and Charter Communications utility companies. Bid letting is scheduled for October 1st; if weather permits, some work may be done this year. However, MDOT requires that prior to bid letting, the local match funding source must be identified.
- Reported H&D, Inc., a Division of Rieth-Riley will begin Pincherry Road relocation (Hayes Township H&D gravel pit area) in 2-3 weeks.

- Said Payne and Dolan, Inc. are at Ferry Road and Peninsula Road intersection this morning correcting a pavement surface drainage problem. CCRC withheld \$10,000 last year until this spot holding water is fixed.

Commissioner Roloff noted June 7, 2008 is next Household Hazardous Waste pick-up at CCRC Ironton garage; Mr. Harmon will have CCRC employee there to assist and have fork lift available.

Commissioner Ogden moved to appoint the Manager and the Clerk to discuss private workers compensation issues, seconded by Commissioner Saunders.

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

Mr. Harmon:

- Said CCRC Attorney Joel Wurster requested Mr. Harmon and a Commissioner attend Beach Drive mediation; Commissioner Ogden will attend.
- Said mainland employee, grader and trucks have been sent to Beaver Island for 3 weeks.

Commissioner Saunders moved to pay bills totaling \$116,751.99, seconded by Commissioner Ogden.

- VOTE: Ayes – Saunders, Ogden, Way Nays – 0 Motion carried.

Chairman Way adjourned the meeting at 11:00 AM.

MAY 12, 2008

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

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Roloff and Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Boyne Valley Township resident Junior Hunt, Concerned Citizens of Charlevoix County representative Ken Allen and Eveline Township supervisor John Vron dran.

Commissioner Saunders moved to accept April 28, 2008 regular meeting minutes with the following changes, seconded by Commissioner Ogden.

Page 1, line 6: add "(Chairman Way was absent due to death in family)."

Page 1, line 43: add "who" after "VanDenBerge"

Page 2, line 54: add "that the" after "sludge"

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

Mr. Hunt presented pictures showing that CCRC snowplowed 4' onto his (Boyne Valley Township) Old Mackinaw Trail property. He said Old Mackinaw Trail is off centerline anyway and would like to know when it will be rebuilt onto the actual centerline. Mr. Harmon explained this is the township responsibility and they declined the project when it was let for bids in 2005 and received a low quote of \$39,262.40 from H&D, Inc. Commissioners Reinhardt and Ogden are attending Boyne Valley Township meeting tonight and will inquire about the status of this project.

Mr. Allen said his group is closer to identifying their millage plan to support a bond to reconstruct nearly 60 miles of county primary roads. Commissioner Ogden explained the millage request should state "rebuild and repave" roads because this same language can be used on future ballots where primary and/or local roads are involved.

Mr. Allen drove all roadways proposed for reconstruction and was awed by condition of roads on county's eastside (he rated them P1-P4 just for his information). He requested traffic counts from Mr. Vanek.

PROPOSED RESOLUTION

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

The Charlevoix County Road Commission believes that future State and Federal funding will be insufficient to address the financial needs necessary to keep Charlevoix County roads in acceptable condition.

FURTHER, that local funding appears to be the best and only option for financing county road improvements,

THEREFORE BE IT RESOLVED, that the Charlevoix County Road Commission Board encourages and supports a county-wide road millage that will provide for the issuance of bonds to rebuild and repave more than 60 miles of existing roads within the county's cities, townships, and villages.

VOTE: Ayes – Ogden, Way, Saunders
Nays - none

I certify this is a true Resolution copy adopted at the May 12, 2008 Charlevoix County Road Commission Board regular meeting.

Shelley Kondrat, Clerk

Commissioner Saunders moved to approve 2008 cost share policies, seconded by Commissioner Ogden (see attached letter to townships, typical).

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

Mr. Harmon presented MDOT Transportation Economic Development Fund (TEDF) letter answering CCRC Category A request letter to reconstruct C48 (Ellsworth Road) in South Arm Township. Category A Grant would pay \$900,000, but would require a \$600,000 local match. The only way this could be completely funded is if jobs are created by two proposed businesses and road millage passes in November 2008 election.

Commissioner Ogden moved to open Coash Road (Hudson Township) gravel project bids at 10:30 AM May 27, 2008, seconded by Commissioner Saunders.

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

Recessed at 10:20 AM, resumed at 10:30 PM.

10:30 AM – opened bids for:

Mercer Road and Old Orchard Road shoulder paving (engineers estimate-\$28,000):

<u>CONTRACTOR</u>	<u>BID</u>
MDC Contracting, Inc.	\$22,862.75
H&D, Inc., a Division of Rieth-Riley	\$25,739.60
Payne & Dolan, Inc.	\$29,764.50
Elmer's	\$65,037.50

Sequanota Road wedge, widening and overlay (engineers estimate: option 1-\$415,000; option 2-\$354,500):

<u>CONTRACTOR</u>	<u>BID (OPTION 1)</u>	<u>BID (OPTION 2)</u>
Payne & Dolan, Inc.	\$331,157.50	\$288,936.50
H&D, Inc., a Division of Rieth-Riley	\$342,364.73	\$298,680.40
Elmer's	\$431,853.00	\$371,693.00

Commissioner Roloff:

- Requested asphalt placement (paving) near recycling bins at CCRC Boyne City garage before fall.
- Said she and Mr. Harmon are flying to Beaver Island (BI) June 5th to talk with St. James Township resident regarding speed limits on dirt roads; Mr. Harmon will check drain BI crew fixed last week as well.

Mr. Harmon:

- Reported CCRC was informed at Friday MDOT meeting to conduct no work on state highways, except for absolute emergencies. There may be no mowing, dead animal removal, roadside park cleanup other than Kennedy Park off US31 north of Charlevoix, etc. MDOT will inform us for sure after their Monday, May 12, 2008 meeting.
- Noted May 2008 MTF check was down 16% from 1 year ago.
- Stated first brine application is almost complete on the mainland. Beaver Island brine will be placed in June before July 4th.

Commissioner Ogden moved to change the regular 9:00 AM Monday May 26, 2008 meeting to Tuesday, May 27, 2008 to observe Memorial Day, seconded by Commissioner Saunders.

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

Mr. Vanek stated there will be a Holy Island bridge grade inspection May 22, 2008 at CCRC; he will invite Preston Parish.

Commissioner Ogden moved to pay bills totaling \$85,024.59, seconded by Vice-Chairman Saunders.

➤ VOTE: Ayes – Way, Saunders, Ogden Nays – 0 Motion carried.

Chairman Way adjourned the meeting at 11:35 AM.

TOWNSHIP LETTER

The Road Commission Board and staff recently reviewed our annual cost share policies we offer the townships. For 2008, we will provide engineering services at no cost, as we've done in the past. Our gravel policy is reduced from last years program, but we will provide a grader and operator when a township pays for gravel, and the cost of trucking the gravel to the jobsite.

Our sealcoat policy is the same as last year. We do not perform sealcoat work with our own forces as we did years ago, instead we bid the work for contractors to perform. The Road Commission contributes \$2,000 per mile when a township wants a contractor to sealcoat local hard surface roads. Any sealcoat work on primary roads will continue to be a Road Commission responsibility.

If a township prefers to have a contractor place an 1½-inch asphalt overlay, rather than sealcoat to preserve or restore an existing hard surface road, the Road Commission will contribute \$2,000 per mile toward contractor costs to perform the overlay work. To qualify for the asphalt overlay policy the road must have an existing restorable surface and solid base. Since asphalt is much more costly than sealcoat, the Road Commission wants to insure that money spent on asphalt will economically extend roadway longevity. Totally deteriorated hard surface roads would not qualify for an overlay (which is a heavy maintenance procedure) but instead, should be considered reconstruction, which the Road Commission does not cost share this year. Where a hard surface road does not meet current standards for width or crown, townships are encouraged to consider wedging and widening prior to overlay.

Due to continued funding shortfalls, the Road Commission does not have the money to offer the general asphalt share policy (where in the past the Road Commission paid for 1/3 the cost of 3-inches of asphalt during new construction). Road Commission funding throughout the state these past few years has been flat, and in some years declined; for example, state gas tax revenues were less in 2007 than they were 10 years ago. To insure a balanced budget, we've had to reduce our cost share programs accordingly. We have also reduced staff and curtailed overtime (which affects winter maintenance quality), have postponed much needed equipment replacement, and reduced material usage wherever possible. Unless the legislature provides us a funding increase, the likelihood of any future improvement in our existing cost share policies is remote.

If you have any questions about our policies, you are invited to attend one of our Board meetings, or you can call Pat Harmon.

APRIL 28, 2008

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

Vice-Chairman Saunders, Commissioner Ogden, County Commissioners Roloff and Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Concerned Citizens of Charlevoix County representative Ken Allen, Eveline Township supervisor John Vron dran, and MDOT Transportation Service Center (Traverse City) Maintenance Supervisor Jeff Hunt. (Chairman Way was absent due to death in family).

Commissioner Ogden moved to accept April 14, 2008 regular meeting minutes with the following changes, seconded by Vice-Chairman Saunders.

Page 1, line 15: delete "isn't 100% available, and the qualifying money isn't guaranteed" and add "; the letter explained that the Road Commission doesn't qualify for any funds the alliance is aware of, and further, recommended a citizens millage as the best way to generate road funds"

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

Mr. Allen reminded all to attend the Michigan Township Association (MTA) 7:30 PM meeting tonight; proposed countywide road millage (and wording) will be discussed. All present discussed original plan expansion to include road improvements in other areas (original 44.08 miles to 61.34 miles), current average annual car repair costs throughout the state of Michigan due to bad roads is \$318, cost per household for millage, presentation on general election ballot, etc.

Commissioner Ogden moved to approve the Horton Bay Parade Committee permit application request to allow Boyne City-Charlevoix Road closure in Horton Bay, July 4, 2008 between 12:15 PM and 2:30 PM, and to allow Boyne City-Charlevoix Road closure September 1, 2008 for "Horton Bay Bridge Walk" from 9:00 to 10:00 PM (Sheriff Lasater has approved both closures and will provide necessary manpower and traffic control), seconded by Vice-Chairman Saunders.

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

Commissioner Ogden moved to open Mercer Road and Old Orchard Road shoulder paving project bids (Charlevoix Township) at 10:30 AM May 12, 2008, seconded by Vice-Chairman Saunders.

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

Commissioner Ogden moved to open Sequanota Road wedge, widen and overlay project bids (Eveline Township) for 10:30 AM May 12, 2008, seconded by Vice-Chairman Saunders.

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

Mr. Harmon met with Otec Radio Communication representative Pete VanDenBerge who quoted \$4,189.80 if CCRC purchases repeater, repeater package and 4 portable radios now (originally estimated \$5,000-\$8,000). Other radio upgrades, and radio and base unit replacements will be done at a later date.

Commissioner Ogden moved to accept Otec Radio Communication quote and to prepare \$4,189.80 purchase order for radio upgrades, seconded by Vice-Chairman Saunders.

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

Commissioner Reinhardt asked if fill placed over corduroy through Barber Road swamp before Afton stone placement would hold up. Mr. Harmon said fill would force sludge that the corduroy is holding down out into the swamp, causing further problems.

Commissioner Roloff:

- Requested pavement north of recycling bins at Boyne City garage.
- Said residents are requesting speed limit signs in Port St. James Association on Beaver Island. Mr. Harmon explained speed limits cannot be posted on gravel roads due to changing surface conditions. He read quote from Michigan Basic Speed Law booklet.

Commissioner Ogden said Pearsall Road at bridge is washing out on shoulder and undermining the pavement. Mr. Harmon will have Mr. Thompson investigate.

Mr. Reinhardt said heavy trucks are traveling Deer Lake Road and breaking it up even worse; Mr. Harmon will ask Mr. Phelps to have company (Howes and Howes) drive Boyne City-East Jordan Road through to M75.

Commissioner Ogden moved to pay bills totaling \$73,649.00, seconded by Vice-Chairman Saunders.

➤ VOTE: Ayes – Saunders, Ogden Nays – 0 Absent – Way Motion carried.

Commissioner Ogden moved to purchase 1,000 cyd manufactured gravel (on Beaver Island) at \$13.00/cyd from R. Gillespie Enterprises, Inc., seconded by Vice-Chairman Saunders.

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

Recess at 10:20 AM; resumed at 10:30 AM.

10:30 AM opened following bids:

M32 cold milling and resurfacing (project number not yet assigned):

H&D, Inc. \$57,952.98
P&D, Inc. \$74,820.00

M32 bid package will be forwarded to MDOT for their review and decision.

Vice-Chairman Saunders adjourned the meeting at 10:40 AM.

APRIL 16, 2008

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

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

Commissioner Saunders moved to accept March 24, 2008 regular meeting minutes with the following changes, seconded by Commissioner Ogden.

Page 1, line 36: add "above" after "inspect"

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

Mr. Harmon:

- Presented Northern Lakes Economic Alliance (NLEA) letter explaining funding for Boyne City-Charlevoix Road reconstruction (from Boyne City limits to US31) ~~isn't 100% available, and the qualifying money isn't guaranteed; the letter explained that the Road Commission doesn't qualify for any funds the alliance is aware of, and further, recommended a citizens millage as the best way to generate road funds.~~
- Presented and explained Otec Communication Systems correspondence explaining FCC mandating changes in how mobile radio systems are licensed and used (must be met by 2011 and 2012). The new band width will be narrowed to increase capacity. Mr. Harmon and Mr. VanDenBerge (Otec representative) will conduct on-site review of CCRC mobile radios, repeaters, base stations, and Wildwood Harbor Road tower to explain required updates.

Commissioner Ogden moved to transfer \$132,669 from the Insurance Fund to the General Fund to pay Michigan County Road Commission Self-Insurance Pool (MCRCSIP) compensation insurance renewal invoice no. 3477, seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Way, Ogden Nays – 0 Motion carried.

Commissioner Ogden moved to open M-32 State Highway pavement repair project bids at 10:30 AM April 28, 2008, seconded by Commissioner Saunders.

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

Commissioner Saunders feels the Board should make a decision on township share policies; the Board directed the staff to form an outline for April 28, 2008 presentation.

Commissioner Reinhardt:

- Asked if CCRC pre-buys diesel fuel; Mr. Harmon said no, Act51 requires bids; but CCRC does buy it for \$0.04 over rack price (delivered) for a 12-month period.
- Is pleased the Afton stone is holding well on Barber Road and, Mr. Harmon added, Healey Road.
- Will attend Boyne Valley Township meeting soon; Commissioner Ogden and Mr. Harmon will as well.
- Appreciates CCRC attending township meetings with him (Commissioner Ogden attended Hudson Township meeting as well).

Commissioner Ogden moved to transfer \$100,000 from General Fund to Preventive Maintenance Fund to repay June 6, 2007 loan, seconded by Commissioner Saunders.

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

Mr. Harmon:

- Ordered all backup salt plus 30% allowable increase.

- Said Mr. Vaneks pickup truck transmission needs replacement and the body is physically falling apart; the road foremen pickup trucks have over 100,000 miles on them. Mr. Harmon would like to purchase two new pickup trucks for the road foremen, give Mr. Vanek one of the road foremen trucks and put the other road foremen truck into the fleet. The Board directed Mr. Harmon to have shop foreman Mick Luchenbill prepare specifications.
- Reported the loader needs new tires, costing \$1,000 each.
- Weight restrictions will probably be lifted next Tuesday or Wednesday, for sure west of US131, but hopefully countywide.
- He and Mr. Vanek will attend all-day asset management training in Gaylord tomorrow.

Mr. Vanek reported he, Commissioner Ogden and Mr. Harmon met with H&D representative Todd Colberg (retiree Glen Hodgkiss' replacement) to discuss center joint construction failures on various past projects. Future CCRC centerline joint construction specifications will be changed.

Commissioner Ogden:

- Asked if CCRC was committed to Coash Road gravel project; Mr. Harmon said Coash Road was never bid, only Woodward Road gravel project was bid in 2007, after which it was agreed McGregor Road (an extension of Woodward Road) gravel application could be done for the same price. Mr. Vanek will explain situation to Hudson Township clerk Frank Wasylewski and bid Coash Road gravel application to comply with Act51.
- Talked with Wilson Township supervisor Todd Sorenson after the March MTA meeting, who said Wilson Township only plans gravel and brine projects in 2008. The township hopes to pave Pleasant Valley and/or Jaquay Road in 2009.

Mr. Harmon updated Board on Beach Drive lawsuit. Judge Pajtas ruled in CCRC favor to date and denied plaintiffs appeal for reconsideration. He ordered mediation before August 1st and instructed all parties to work out their differences. The plaintiffs have filed in Appellate Court to hear the case prior to a final ruling.

Chairman Way said the Coastguard has added a new inspection which must be done before the Ironton Ferry can be returned to the water. The inspection is Tuesday, April 22, 2008 so the ferry should be ready for use hopefully by the end of next week.

Mr. Harmon reported MTA chairman and Melrose Township supervisor Mike Webster would like all CCRC Board members and manager to attend April 28, 2008 MTA meeting regarding a countywide road millage bond proposal. He has also invited the Charlevoix County Board, Chambers, Lions Clubs, etc.

Commissioner Saunders moved to pay bills totaling \$137,501.81, seconded by Commissioner Ogden.

➤ VOTE: Ayes – Saunders, Way, Ogden Nays – 0 Motion carried.

MARCH 24, 2008

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

Commissioners Saunders and Ogden, County Commissioners Ron Reinhardt, Shirley Roloff and Shirlene Tripp, Patrick Harmon and James Vanek attended. Commissioner Way and Clerk Shelly Kondrat were absent.

Commissioner Ogden moved to approve March 10, 2008 regular meeting minutes with the following corrections, seconded by Vice-Chairman Saunders.

Page 1, line 37: delete "one"

Page 1, line 37: add "Ogden" after "Commissioner"

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

Commissioner Ogden moved to change 9:00 AM, Monday April 14, 2008 meeting to 9:00 AM, Wednesday, April 16, 2008 to allow Manager to attend April 14, 2008 Beach Drive (Charlevoix Township) Circuit Court hearing, seconded by Vice-Chairman Saunders.

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

Mr. Harmon explained the Road Commission received and deposited into the Equipment Fund the Michigan County Road Commission Self-Insurance Pool (MCRCSIP) \$127,473.50 check for totaled (wrecked) Truck #52 (includes sander #352,

underbody scraper #552, front plow #652 and Kenwood/Mobile radio). Shop Foreman Mick Luchenbill will prepare bid document for two trucks; replace Truck #52 and an additional truck.

Harmon presented Beaver Island Community School expansion site plan showing proposed Kings Highway storm sewer system connection and new entrances onto Kings Highway. The Board reviewed the site plan and requires the following:

- Road Commission permit required for proposed work.
- Performance Bond may be required.
- Bituminous pavement saw-cut locations on Kings Highway shall be replaced with hot mix asphalt, not concrete as the consultant proposes.
- New entrance radii onto Kings Highway shall be 50-FT, increased from consultants proposed 18-FT.

The Board recommended having Staff Engineer Vanek inspect **above** new storm sewer installation to ensure all work within the right-of-way meets Road Commission standards for roadway integrity and longevity.

Public Comment:

- Ken Allen (Concerned Citizens of Charlevoix County representative) reviewed proposed county bond initiative to reconstruct various county roads; will be presenting this information to the County Board. Allen also suggested reconstructing Boyne City-Charlevoix Road in conjunction with the proposed bike path along Boyne City-Charlevoix Road.

Mr. Harmon:

- Presented March 17, 2008 MCRCSIP memorandum regarding available MCRCSIP Board of Director positions.
- Hired Liz Durbin to fill advertised Clerical position; Durbin will work part-time (up to 30 hrs. per week depending on need).

Commissioner Reinhardt:

- Asked if new heavy truck emission standards exhaust system placement and underbody blade conflict have been resolved; Harmon stated truck manufactures have resolved equipment conflict.
- Wolverine Power Company has narrowed property search in Wilson Township to build an electrical substation near their powerline preferably on an all-season paved road to two locations; Pleasant Valley Road (approx. 1-Mile South of Behling Rd. near Charlie Griffins property) and just off Boyne City-East Jordan Road (near Ron Reinhardt's property). Concerned Pleasant Valley Road is not an all-season road and could be damaged if a heavy transformer had to be replaced during seasonal weight restrictions.

Commissioner Roloff questioned Road Commission diesel supply at Beaver Island garage (recent gasoline rationing in effect due to limited supply and no fuel deliveries since Beaver Island Boat Company's winter shut-down). Harmon stated the Road Commission diesel supply is adequate.

Commissioner Tripp complimented road crews on keeping potholes patched.

Mr. Vanek stated Melrose Township will fund 20% local match for Bear River reconstruction project (U.S.-131 to Maple Hill Road); Little Traverse Bay Band of Odawa Indians will fund the remaining 80%, up to \$350,000.00. Pavement width will match Emmet County Road Commissions newly reconstructed portion and have a 4-Inch pavement depth.

Commission Ogden:

- Asked if County Commissioner Tripp's shoulder plowing concern near her driveway had been addressed. Commissioner Tripp stated everything is fine.
- Logging operation damaged a portion of Walker Road. Harmon will have crews repair section this spring.

Commissioner Ogden moved to pay bills totaling \$148,485.46, seconded by Vice-Chairman Saunders.

➤ VOTE: Ayes – Saunders, Ogden Nays – 0 Absent – Way Motion carried.

Vice-Chairman Saunders adjourned the meeting at 10:53 AM.

MARCH 10, 2008

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

Commissioners Saunders and Ogden, County Commissioners Ron Reinhardt, Shirley Roloff and Shirlene Tripp, Patrick Harmon and James Vanek attended. Commissioner Way and Clerk Shelly Kondrat were absent.

Commissioner Ogden moved to approve February 22, 2008 regular meeting minutes as presented, seconded by Vice-Chairman Saunders.

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

Reviewed 2008 Annual Materials bid tabulations. Mr. Harmon stated Sutliff pit 23A gravel stockpile is nearly depleted. Limited Road Commission funds do not allow processing more 23A gravel; gravel will have to be purchased on an as-needed basis from the annual bids.

Commissioner Ogden moved to accept all 2008 Annual Material bids and that the manager, or his designee, be authorized to purchase from the 2008 bidders list any necessary items; all purchases must be in the Road Commissions best financial interest, seconded by Vice-Chairman Saunders.

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

Mr. Harmon presented February 27, 2008 Department of Natural Resources letter whereby the DNR is increasing royalty rates for mineral products mined on State land as follows:

2008 Sand/Clay Royalty Rate:	\$0.2941/Ton	(\$0.22/Ton previous royalty)
2008 Bank Run or Processed Sand and Gravel:	\$0.6015/Ton	(\$0.45/Ton previous royalty)

Public Comment:

- Commissioner Tripp asked why the shoulder area near their house is not plowed, compared to the shoulder before and after their property. Harmon will investigate.

Mr. Harmon:

- Discussed top three of the final six applicants for the Clerical position. Interviews will be scheduled soon, having ~~one~~ Commissioner Ogden sit in on the interviews.
- Truck #52 (wrecked earlier this winter) has been repurchased from the Michigan County Road Commission Self-Insurance Pool (MCRCSIP) and is currently being used for parts.
- Presented proposed 2008 equipment purchases:
 1. Replace Truck #52 and include another truck in bid
 2. Replace grader #78 (guaranteed buy-back)
 3. Replace Ironton garage loader
- Recommends purchasing 100% of back-up salt (currently 70% is ordered), plus an additional 30%, as allowed by the contract. Board agreed this is justifiable due to projected fall price increase.

Commissioner Ogden:

- 2007 Road Commission audit needs to be top priority when the Clerk returns to work.

Commissioner Ogden moved to pay bills totaling \$71,584.17, seconded by Vice-Chairman Saunders.

➤ VOTE: Ayes – Saunders, Ogden Nays – 0 Absent – Way Motion carried.

Vice-Chairman Saunders adjourned the meeting at 9:50 AM.

FEBRUARY 22, 2008

Chairman Way opened the meeting at 9:03 AM.

Chairman Way, Commissioner Ogden, County Commissioner Ron Reinhardt, Patrick Harmon and James Vanek attended. Commissioner Saunders and Clerk Shelly Kondrat were absent.

Commissioner Ogden moved to approve February 11, 2008 regular meeting minutes with the following corrections, seconded by Chairman Way.

Page 1, line 18: replace “years” with “year”.

Page 1, line 38: replace “Kondrat” with “Kondrat’s”.

Page 1, line 38: delete “for medical reasons”.

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

Mr. Harmon presented 2008 Road Certification Map showing local Eagle Island Road, Bay Township 0.17 mile extension to existing Eagle Island Road; and Glenwood Drive to Glenwood Beach Drive name change, Evangeline Township.

Commissioner Ogden moved to approve 2008 Road Certification Map as presented, seconded by Commissioner Way.

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

Mr. Harmon presented February 11, 2008 Don Vyse letter (St. James Township Supervisor) regarding January 20, 2008 Charlevoix Courier newspaper article featuring the Concerned Citizens of Charlevoix County groups efforts for a proposed county wide road millage ballot proposal. Harmon will send a response letter to Mr. Vyse inviting him to a future Concerned Citizens of Charlevoix County meeting.

Discussed Citizens Research Council (CRC) of Michigan February 2008 publication regarding alternate way to distribute state transportation revenues among county road commissions from road mileage to road usage, resulting in funding loss to 65 of the 83 road commissions.

Discussed Michigan Township Association (MTA) Charlevoix County Chapter upcoming February 25, 2008 meeting, with guest speaker State Representative Kevin Elsenheimer.

Recessed from 10:12 AM to 10:18 AM.

Mr. Harmon:

- Met with City of Boyne City and Sommerset Pointe representatives regarding proposed city utility extension (sewer and water lines) along Lake Shore Drive, from the city limits to Sommerset Point condominium project in Advance. Harmon explained Sommerset Point presented three utility installation options (all options directionally drilled):
 1. Purchase 15-FT easement beyond road commission right-of-way, on south side of Lake Shore Drive, for water line installation; sewer line in ditch location (10-FT water and sewer line separation required).
 2. Water line in ditch area; sewer line in eastbound lane (towards Boyne City). This option requires eastbound lane to be pulverized at bore pit locations (approximately every 1,000-FT), with manholes spaced approximately every 1,000-FT near roadway centerline; pulverized areas would be repaved then entire road overlaid.
 3. Sewer line in eastbound lane; water line in westbound lane (least desirable option).The Board agreed that Lake Shore Drive pavement integrity would be jeopardized by removing the existing 7-Inch pavement (from ¼ crown out to paved shoulder edge) for utility installation and recommended utilities not be placed within the paved portion of Lake Shore Drive.

Commissioner Reinhardt:

- Farm Bureau supports Antrim County proposal allowing All-Terrain Vehicles (ATV's) on the county road system.
- Wolverine Power Company is searching for approximately 5-acres in Wilson Township to build an electrical substation near their powerline on an all-season paved road.

Mr. Harmon:

- County back-up salt order placed February 11, 2008. 100 ton State salt has been delivered to each garage, but is unsure if any more will be delivered. Harmon stated Michigan Department of Transportation (MDOT) salt contract is vague regarding deductions for salt contract non-compliance (it appears there may not be any more salt available this winter for agencies who order through the state purchasing program).

Commissioner Ogden moved to pay bills totaling \$110,523.18, seconded by Chairman Way.

➤ VOTE: Ayes – Way, Ogden Nays – 0 Absent – Saunders Motion carried.

Chairman Way adjourned the meeting at 11:05 AM.

FEBRUARY 11, 2008

Chairman Way opened the meeting at 9:02 AM.

Chairman Way, Commissioner Ogden, County Commissioner Ron Reinhardt, Patrick Harmon and James Vanek attended, along with Michigan County Road Commission Self-Insurance Pool (MCRCSIP) representative Mike Shultz and Petoskey News-Review reporter Fred Gray. Commissioner Saunders and Clerk Shelly Kondrat were absent.

Commissioner Ogden moved to approve January 28, 2008 regular meeting minutes as presented, seconded by Chairman Way.

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

MCRCSIP representative Mike Shultz introduced himself and stated he completed a routine Boyne City garage “loss control” visit. Shultz complimented the Board for hosting an annual spring safety meeting for road commission employees, which he feels has reduced the road commission’s exposure to liability, and has improved safety.

Mr. Shultz explained 2008-2009 insurance premiums may be lower than last year’s due to less claims being paid. Also, member road commissions may receive an insurance refund after the MCRCSIP Board of Directors actuaries are complete.

Mr. Shultz also emphasized the importance of documenting mechanics tools so they can be included in road commission insurance coverage.

Board reviewed nominees and voted for the various County Road Association of Michigan (CRAM) Board of Directors’ positions (three-year terms beginning April 1, 2008).

Commissioner Reinhardt requested weekend snowplowing policy update. Harmon explained road commission crews work weekends if weather conditions require response (blowing, drifting, 6-Inches or greater snowfall).

Mr. Harmon:

- Said Commissioner Saunders, all 3 foremen, Vern Kassuba (safety coordinator) and he will attend the May 1, 2008 Annual 2008 CRASIF Safety Meeting in Mackinac City.
- Suggested advertising for a temporary clerk, to fill in during Mrs. Kondrat’s absence. ~~for medical reasons.~~ Board agreed the position needs to be filled during her absence. Antrim County Road Commission clerk will assist this week to complete January month-end procedures.

Fred Gray requested winter budget financial update. Harmon stated increased fuel and material costs and decreased Michigan Transportation Fund (MTF) revenues have caused the Road Commission to borrow \$400,000 from various funds to pay for general daily operations.

Commissioner Ogden:

- Received Wilson Road (gravel portion) winter maintenance compliment.
- Presented proposed county wide road millage ballot and bonding language. Proposed language will be forward to the “Concerned Citizens of Charlevoix County” group leaders.

Commissioner Way reviewed 2007 Ironton Ferry revenues as compared to 2006 revenues, noting a \$127,000 year end fund balance, which will pay for ferry removal and inspection (dry dock) and engine overhaul.

Commissioner Ogden moved to pay bills totaling \$62,414.61, seconded by Chairman Way.

➤ VOTE: Ayes – Way, Ogden Nays – 0 Absent – Saunders Motion carried.

Chairman Way adjourned the meeting at 10:30 AM.

JANUARY 28, 2008

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Saunders and Ogden, County Commissioners Shirley Roloff and Ron Reinhardt, Patrick Harmon and James Vanek attended, along with Northwest Design Group Representatives Howard Haselschwardt and Lucas Porath, Northwood Township Supervisor Tim Boyko and Norwood Township Road Committee members Rod Richardson, Bill Gnodtke and Denny Way (also Norwood Township Trustee) and Petoskey News-Review reporter Fred Gray. Clerk Shelly Kondrat was absent.

Commissioner Saunders moved to approve January 14, 2008 regular meeting minutes with the following corrections, seconded by Commissioner Ogden.

Page 4, line 91: change "2007" to "2008"

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

Northwest Design Group (NDG) representatives Howard Haselschwardt and Lucas Porath presented their engineering services proposal to prepare plans and bid documents to reconstruct approximately 13 Miles of the Boyne City-Charlevoix Road. Project includes full roadway reconstruction (32-FT minimum pavement width, 4-Inch Pavement depth) with new pavement meeting all-season standards and various safety upgrades to meet American Association of State Highway and Transportation Officials (AASHTO) geometric design standards, Michigan Department of Transportation (MDOT) Local Agency Program Guidelines for Geometrics and Road Commission proposed design standards.

Haselschwardt explained an existing digital terrain model (DTM), owned by the Top of Michigan Trails Counsel, would help identify alignment, drainage and sight distance improvements, but permission is needed to use the DTM data.

The \$152,000 fee estimate (preliminary design, which is approximately 3% of the estimated construction costs) includes Road Commission Staff Engineer James Vanek assisting NDG with preliminary engineering design work and perform construction inspection and project documentation.

The Board thanked NDG for their engineering services proposal presentation and explained that once funding is secured, preliminary engineering and plan preparation will be needed.

Road Commission Board and Manager presented recent retiree Lionel McClanaghan with a plaque to recognize his 20 years of Road Commission employment. McClanaghan thanked the Road Commission Board and appreciated what the Road Commission has done for him during his 20 years of employment.

Newly appointed Norwood Township Supervisor, Tim Boyko, introduced himself and the Norwood Township Road Committee members; Rod Richardson, Bill Gnodtke and Denny Way (also Norwood Township Trustee).

Way explained Banks Township (Antrim County) plans to pave their portion of Lake Shore Drive (14-FT pavement width) and approached Norwood Township to see if a joint project was feasible (similar to the 2001 Richardson Road joint paving project). Harmon stated Banks Township 14-FT proposed pavement width does not meet current Road Commission pavement width standards (22-FT minimum) and AASHTO pavement width standards for low volume roads (18-FT minimum).

Way asked for suggestions to reduce erosion on Lake Street hill. Harmon stated paving the hill with bituminous curbs and replacing the existing undersized storm sewer near Second Street would correct drainage problems. Afton Stone gravel placement would be a good alternate in-lieu of paving.

Bill Gnodtke questioned Richardson Road pavement edge cracking. Harmon stated the pavement thickness was only 2-Inches; also water seeps under pavement edge freezing in winter causing edge cracking.

Tim Boyko questioned recent Lake Shore Drive (Clipperview Rd. south) drainage and gravel project. 23A Limestone gravel surface seemed very muddy and rutted this fall. Harmon stated the gravel surface should improve after going through a "freeze/thaw" cycle. The grader will reshape road this spring to ensure road slopes to the new ditch.

Harmon presented County Road Association's 37th Senatorial District Council committee member list, with vacancies to be discussed and decided at the 37th Senatorial District Council's February 4, 2008 meeting.

Reviewed proposed changes to the 2008-2009 CRAM draft policies. Harmon highlighted minor changes to Policy No. 8 and Policy No. 11; major proposed wordage changes would disallow CRAM member county road commissions a final vote on proposed changes at the annual business meeting. The proposed language suggests the CRAM General Policy Committee would have sole authority to approve all policy amendments.

Commissioner Roloff:

- Requested update regarding recent meeting on transferring Ellsworth Road jurisdiction to the Michigan Department of Transportation (MDOT). Harmon stated since jurisdictional transfer to MDOT is unlikely, the group is focusing on county road commissions retaining jurisdiction and finding reconstruction monies from Michigan Economic Development grant funds, along with various other grant funding sources, since an Ellsworth business proposes to expand and create new jobs.

Mr. Harmon:

- Explained there will be a retirement dinner for recently retired Presque Isle Road Commission manager Eric Rose at the Great Lakes Crossing restaurant in Cheboygan.
- Truck and Trailer Specialties is scheduling a bus trip and tour of the Monroe Truck Equipment factory in Wisconsin May 6-7, 2008.

Recessed at 10:20 AM; resumed at 10:30 AM.

Commissioner Ogden:

- Distributed a follow-up memorandum regarding simplified county wide road millage ballot wordage. Ogden recommended to County Commissioners Roloff and Reinhardt to have the proposed ballot wordage reviewed by a law firm that specializes in ballot proposals to determine if the language meets all the legal requirements.

Commissioner Saunders:

- Questioned if Lake Shore Drive (Norwood Township, from Lake St. south to the county line) could accommodate a 22-FT wide pavement. Harmon stated the existing road bed width is insufficient for a 22-FT wide pavement and there may be wetland issues near the Lake Street and Lake Shore Drive intersection if the road bed is widened.

Commissioner Way:

- Questioned various employee sick time usage. Harmon explained some employee's sick time usage was high due to various excused circumstances.

Harmon stated the Michigan County Road Commission Self-Insurance Pool (MCRCSIP) totaled (wrecked) Truck #52 and he requests purchasing the truck back from MCRCSIP for \$3,100.00 to be used for parts.

Commissioner Saunders moved to authorize the manager to purchase Truck #52 from MCRCSIP for \$3,100.00 to be used for parts, seconded by Commissioner Ogden.

➤ VOTE: Ayes – Saunders, Way, Ogden Nays – 0 Motion carried.

Commissioner Saunders moved to pay bills totaling \$118,108.91 and \$3,100.00 to purchase Truck #52, seconded by Commissioner Ogden.

➤ VOTE: Ayes – Saunders, Way, Ogden Nays – 0 Motion carried.

Chairman Way adjourned the meeting at 10:55 AM.

JANUARY 14, 2008

Commissioners Saunders, Way and Ogden, County Commissioners Roloff and Reinhardt, Patrick Harmon, James Vanek and Shelley Kondrat attended, along with Charlevoix County Concerned Citizens members Jerry Matelski & Connie Saltonstall, and Petoskey News-Review reporter Fred Gray.

Road Commission Clerk Shelley Kondrat opened the meeting at 9:00 AM and requested 2008 Chairman nominations.

Commissioner Ogden nominated Commissioner Way for 2008 Chairman.

Commissioner Ogden moved to close nominations and cast a unanimous ballot for Commissioner Way for 2008 Chairman, seconded by Commissioner Saunders.

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

Chairman Way opened the floor for 2008 Vice-Chairman nominations.

Commissioner Ogden nominated Commissioner Saunders for 2008 Vice-Chairman.

Commissioner Ogden moved to close nominations and cast a unanimous ballot for Commissioner Saunders for 2008 Vice-Chairman, seconded by Chairman Way.

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

The Board is hereby on record that all meetings will follow Roberts Rules of Order.

Commissioner Saunders moved to accept December 31, 2007 regular meeting minutes with the following changes, seconded by Commissioner Ogden.

Page 2, line 81: change "loose" to "lose"
Page 3, line 97: change "he" to "the attorney"

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

Mrs. Saltonstall thanked the Road Commission Board and manager for their effort and support at recent meetings with Congressman Stupak, State Representative Elsenheimer and MDOT regarding funding for the Boyne City-Charlevoix Road.

Mrs. Saltonstall said her committee is investigating funding options. A 10-15 year countywide road millage and possible bonding was discussed by all; the time length assuring voters other deteriorated county roads would be reconstructed as well (including Camp Ten Road, Springvale Road, Ellsworth Road, River Road, Six Mile Lake Road, Kings Highway, Deer Lake Road, Korthase Road, Marion Center Road, Shadow Trails and Old Dixie Highway). Congressman Stupak is investigating a possible Federal Government safety grant. Mrs. Saltonstall hopes Boyne City and Charlevoix will donate their city millage portion (or a percent of) toward the Boyne City-Charlevoix Road reconstruction.

Commissioner Ogden moved to open 2008 Annual Material Bids at 11:00 AM February 29, 2008 for March 10, 2008 Board review, seconded by Commissioner Saunders.

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

Commissioner Ogden moved to change 9:00 AM Monday, February 25, 2008 meeting to 9:00 AM Friday, February 22, 2008 to facilitate full Board attendance, seconded by Commissioner Saunders.

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

Commissioner Ogden moved to excuse Commissioner Saunders from the February 11th and 22nd meetings while he is in Florida, seconded by Chairman Way.

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

Commissioner Ogden moved to excuse Chairman Way the March 10th and 24th meetings while he is in Florida, seconded by Commissioner Saunders.

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

Mr. Harmon presented December 26, 2007 MDOT letter regarding Holy Island Bridge over S. Arm Lake Charlevoix, B01 of 15-06-10 stating "Due to cost overruns experienced in the 2007 fiscal year, the North region's allocation for the 2008 fiscal year was adjusted downward to approximately \$874,000. This funding amount became available to the first complete projects turned in for advertising. As of this date, all available funding for the North region has been obligated and no additional projects can be funded." Mr. Harmon explained 2008 Holy Island bridge funding is no longer available, but he recommends completing the engineering work so that MDOT could proceed with the bid work as soon as future funds are available; all present agreed.

Recessed at 10:05 AM; resumed at 10:15 AM.

Commissioner Saunders moved to accept and send to the County Board of Commissioners an explanation of the new union contract cost savings, seconded by Commissioner Ogden.

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

Commissioner Reinhardt asked if East Jordan Iron Work slag is hazardous, Mr. Harmon has a DEQ letter classifying this as non-hazardous material and will give Commissioner Reinhardt a copy.

Mr. Harmon:

- Will attend 5PM Tuesday, January 15, 2007~~8~~ meeting at Banks Township Hall regarding the possibility that the Ellsworth-East Jordan Road (continuing into Antrim County as far as US31) could be converted to an extension of M32.
- Will attend 2PM Thursday, January 17, 2008 meeting at Whiting County Park with Mr. Vanek, Gosling-Czubak engineering and Larry Sullivan to discuss new park entrance off Ferry Road, Eveline Township.

Chairman Way received call from Camp Seagull owner William Schulman (Boyne City-Charlevoix Road) requesting additional guardrail on curve; Mr. Vanek will investigate if area meets warrant for guardrail.

Commissioner Ogden moved to pay bills totaling \$33,692.94, seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Way, Ogden Nays – 0 Motion carried.

Commissioner Ogden moved to pay contractual obligation of tool allowance to the mechanics based on pro-rated share for employee Sam Strong and full \$450 for other 3 mechanics, seconded by Commissioner Saunders.

➤ VOTE: Ayes – Saunders, Way, Ogden Nays – 0 Motion carried.

The meeting adjourned at 11:25 AM.