

# 2011 CHARLEVOIX COUNTY ROAD COMMISSION MINUTES

## PLEASE SCROLL DOWN TO VIEW PREVIOUS DATES

### DECEMBER 27, 2011

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Northwest Design Group (NDG) engineer Jason Fate.

Commissioner Ogden moved to accept December 12, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

Mr. Fate explained the two Boyne City-Charlevoix Road projects as follows:

- Presented status report and plan documents for 2.48 miles federally funded portion from Sumner Road to Stephens Road (#A459.001-005 Bay Township and #A459.007-007 Hayes Township) and 7.52 miles countywide road millage funded portion from Western Avenue to Stephens Road (#A459.004-004 Charlevoix Township and #A459.007-003 Hayes Township).
- Said total engineer's estimate is \$5,179,554 for both projects; federal portion is \$1,780,944 and countywide road millage portion is \$3,398,610; both include 5% estimate contingency and 5% construction contingency.
- Will conduct field review (Western Avenue to Stephens Road) with Mr. Harmon and Mr. Vanek 9AM Wednesday, December 28, 2011.
- NDG intends to advertise for bids by week's end. Bids for both sections will be opened February 3, 2012, and awarded by mid-March 2012. Federal portion completion date is June 29, 2012; millage portion is September 28, 2012.
- Noted radius widths on heavily traveled intersections are 50-feet with curbs parallel to 225-foot incoming tapers and 100-foot outgoing tapers.
- Reported concrete gutters will be placed through Horton Bay, with a storm sewer.
- Said minimal recycled materials will be used to insure asphalt integrity.

Commissioner Ogden moved to open 7.52 mile Boyne City-Charlevoix Road countywide road millage project (Western Avenue to Stephens Road, Charlevoix Township project #A459.004-004 and Hayes Township project #A459.007-003) bids at 3:00 PM Friday, February 3, 2012, seconded by Commissioner MaGee.

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

Commissioner Ogden moved to approve up to 30% fund transfer from the Primary Road Fund to the Local Road Fund, and to transfer funds from the County Road Fund to the Local Road Fund as necessary for the fiscal year ending September 30, 2011, seconded by Commissioner MaGee.

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

Commissioner MaGee moved to renew (yearly) compliance with Public Act 2 of 1968 as amended, seconded by Commissioner Ogden, as follows:

1. Patrick Harmon, Manager, is designated Chief Administrative Officer, and Shelley Kondrat, Clerk, is designated Chief Financial Officer for the fiscal year 2012.
2. Any change to an established budget must have Board approval.

MOTION APPROVED by roll call vote:

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

Commissioner Ogden moved to authorize Chairman Way and Mr. Harmon to sign MDOT 2012 Boyne City-Charlevoix Road Reconstruction Project Contract ID # 11-5677, control section # EDDF 15555, job # 102487 (from Sumner Road to

Stephans Road; 2.48 miles), seconded by Commissioner ~~Ogden~~ MaGee. (NOTE: Bid for the federally funded portion will be opened in Lansing by MDOT, February 3, 2012).

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

Mr. Harmon explained unbuildable lots in Springbrook Hills Subdivision were given to CCRC for snow storage in 1969. Somehow the subdivision developer sold these unbuildable lots, which were reverted to the county due to unpaid taxes. One lot is 30' X 60' and goes straight up hill, the other is 30' X 100' and heavily wooded; both are at the end of cul-de-sacs. Mr. Harmon requested Charlevoix County GIS coordinator Brian Kelly to map properties and terrain so CCRC has good file information on location, **for these free lots.**

### **RESOLUTION**

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

**WHEREAS**, the Charlevoix County Land Bank Authority has offered quit claim deeds in favor of the Charlevoix County Road Commission for two unbuildable lots in Springbrook Hills No. 1 Out Lot A, parcel # 010-600-000-00, and Springbrook Hills No. 1 Out Lot B, parcel # 010-600-000-10,

**AND WHEREAS**, Out Lots A & B were originally dedicated to the County Road Commission for snow storage purposes as recorded by the Charlevoix County Register of Deeds at 9:30 AM October 22, 1969, (but apparently improperly sold to private party(s) by the developer at some time in the past, and subsequently the 2 lots reverted to the Land Bank for non payment of taxes).

**THEREFORE, BE IT RESOLVED**, the Road Commission hereby reaccepts ownership of Springbrook Hills No. 1 Out Lots A & B by quit claim deed from the Charlevoix County Land Bank Authority.

Resolution adopted by the following voice vote:

AYES: Ogden, MaGee, Way

NAYS: None

I certify this is a true Resolution copy made and adopted at the Charlevoix County Road Commission December 27, 2011 regular Board meeting.

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

Mr. Harmon:

- Explained CCRC needs to replace two patch wagons (new Falcons are \$16,838 each through MiDeal with 3 wall construction and a 10-year warranty). No motion is required because the State already took bids and we are buying through them.
- Said the fleet is short one pickup, so would like to replace Mr. Vanek's and assign his current truck to the fleet. He, Mr. Vanek and CCRC shop foreman Mick Luchenbill visited Bob Mathers Ford and are considering a 4-door crew cab Ford F150, which can handle a front plow and has the capacity to haul a patch wagon.
- Said Mr. Luchenbill reported tire costs will increase 40% in January 2012.

Commissioner Ogden moved to pay bills totaling \$105,819.74, seconded by Commissioner MaGee.

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

Chairman Way adjourned at 10:30 AM.

## **DECEMBER 12, 2011**

Chairman Way opened the meeting at 9:00 AM.

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

Commissioner Ogden moved to accept November 28, 2011 regular meeting minutes as corrected, seconded by Commissioner MaGee.

Page 2, Line 78: change "Kern" to "Krenn" in two places

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

Mr. Harmon presented quit claim deeds for unbuildable lots abutting Springvale Road in Melrose Township (Charlevoix County Register of Deeds Liber 0975, Page 0338 and Liber 0975, Page 0339). He explained both properties have been in foreclosure for over 20 years and the County Treasurer asked the Road Commission to assume ownership so she can remove the properties from her books. Mr. Harmon asked Charlevoix County's GIS coordinator Brian Kelly to locate these properties and report.

The Board directed Mrs. Kondrat to request the Land Bank Authority Board minutes authorizing these transactions, and to have the County Treasurer correct the Road Commission's address on both quit claim deeds. Commissioner Ogden asked if there are any liability issues (i.e. underground storage tanks); Mr. Harmon said no.

The Board and Mr. Harmon may attend the 3:00 PM Monday, December 19, 2011 meeting with Senator Howard Walker at the Emmet County Road Commission to discuss legislation that would potentially eliminate Road Commissions.

Commissioner Ogden moved to approve and implement the Fiscal Year October 1, 2011 to September 30, 2012 Beginning Budget listed below as recommended by the Clerk, seconded by Commissioner MaGee.

<b>Presented 12/12/11</b>		<b>2011-12 RECOMMENDED BEGINNING BUDGET</b>			Page of
<b>Shelley Kondrat, Clerk</b>					1 3
Name of Governmental Unit		Name of Fund	Fund No.	Budget Year Ending	
Charlevoix County Road Commission		Road Fund	201	Date: 09-30-12	
<b>FISCAL YEAR OCTOBER 1, 2011 THROUGH SEPTEMBER 30, 2012</b>					
<b>REVENUES (AND OTHER SOURCES)</b>					
DEPARTMENT OR CLASSIFICATION		AMOUNT			
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (09-30-11)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-12 BUDGET	
2	TRANSPORTATION	2,249,785.19	0.00	2,835,332.63	
2	FEDERAL & STATE REVENUE	527.06	0.00	987,259.00	
	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00	
2	TRUNKLINE MAINTENANCE-PRIMARY	316,271.58	0.00	400,000.00	
2	COUNTY RAISED REVENUE	1,375,219.58	0.00	225,000.00	
2	OTHER RAISED REVENUE	1,309,431.50	0.00	3,185,053.00	
2	INTEREST EARNED	3,952.76	0.00	3,430.00	
2	SALVAGE SALES	1,147.25	0.00	1,500.00	
2	EQUIPMENT RETIREMENTS	0.00	0.00	0.00	
2	GAIN/LOSS-EQUIPMENT DISPOSALS	119,355.68	0.00	84,000.00	
2	PERMIT FEES	22,647.00	0.00	20,000.00	
2	OTHER	30.76	0.00	200.00	
TOTAL REVENUES		5,398,368.36	0.00	7,741,774.63	
TOTAL OTHER SOURCES		0.00	0.00	0.00	
TOTAL REVENUES AND OTHER SOURCES		5,398,368.36	0.00	7,741,774.63	

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION		AMOUNT		
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (09-30-11)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-12 BUDGET
3	HEAVY MAINTENANCE	2,571,212.28	0.00	4,172,312.00
3	REGULAR MAINTENANCE	1,889,598.65	0.00	1,950,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	3158,287.58	0.00	400,000.00
3	ADMINISTRATIVE EXPENSE (NET)	316,246.83	0.00	314,800.00
3	EQUIPMENT EXPENSE (NET)	212,882.36	0.00	70,000.00
3	CAPITAL OUTLAY (NET)	1,166.81	0.00	275,000.00
3	DISTRIBUTIVE EXPENSE	0.00	0.00	960,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		5,306,394.51	0.00	8,142,112.00
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		5,306,394.51	0.00	8,142,112.00

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	-400,337.37
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS	0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR	-400,337.37

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

Commissioner Ogden moved to accept Gardner, Provenzano, Schauman & Thomas, CPA submission for a 3-year audit agreement and further authorize the manager to sign the agreement, seconded by Commissioner MaGee.

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

Commissioner MaGee moved to change 9:00 AM Monday, December 26, 2011 regular meeting to 9:00 AM Tuesday, December 27, 2011, seconded by Commissioner Ogden.

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

Mr. Vanek reported the DNR received 2012 Boyne City-Charlevoix Road project (Sumner Road to Stephens Road) State Historic Preservation Office (SHIPO) clearance; bids will be opened February 3, 2012. SHIPO assures historic features within project limits remain undisturbed. (Special note: go to <http://www.michigan.gov/mshda> for SHIPO information). Mr. Harmon said 2012 Boyne City-Charlevoix Road project bids will be opened near same date for countywide road millage portion from US131 to Stephens Road. Mr. Vanek noted road millage funds may not allow full completion from US131 to Stephens Road; a special provision will require contractors to not increase unit costs if the project is reduced.

Mrs. Kondrat said CCRC auditors Fred Gardner and Brett Luplow conducted audit of CCRC financial statements last week; presentation to CCRC is planned for January 23, 2012, and to the County Board on February 8, 2012. Mr. Harmon talked to Mr. Gardner regarding HB 5125 and 5126 allowing county boards to abolish road commissions; Mr. Gardner stated road commission auditing is completely different from county auditing, and is very time consuming. Wayne County took over their road commission and are currently being investigated due to misappropriation of road funds.

Commissioner MaGee said HB 5125 and HB 5126 were discussed in great detail at last week's Association of Southern Michigan Road Commissions (ASMRC) Annual Meeting. Mr. Harmon said Speaker of the House Jase Bolger (R-Calhoun) dislikes Road Commissions and didn't support the County Road Association of Michigan (CRAM) amendments to HB 5125 and HB 5126. So when the Representatives voted for the bills, they were led to believe the amendments were included and the bills were passed, without the amendments. CRAM hopes to persuade the Senators to include the amendment in their December 18, 2011 Senate vote.

Amendment information: In a November 29, 2011 press release, CRAM president John Niemela stated, "A governmental body that was created by a vote of the electorate in each county should not be eliminated by resolution of another elected governmental entity. Road Commissions were created by a vote of the people and should only be eliminated, regionalized or consolidated by a vote of the electorate." He continued, "Townships are an essential partner of road commissions. Michigan townships provide more than \$90 million annually toward road and bridge improvements, and deserve to have a voice in this process." CRAM feels county boards be required to do a full audit of their road commission needs before putting it on a ballot for public vote. County Boards could also reestablish their road commission if consolidation wasn't successful.

Chairman Way asked if consolidating would benefit the county. Mr. Harmon believes consolidating would cost the county more money than the road commission now spends because, 1) the county would have to cover liability because the road commission could no longer belong to the liability pool (which is very cost efficient), 2) the county would have to assume cost of continuing employee benefits, 3) road commission garages would be required to service and park vehicles, etc. Depending on the county employment history, the "road commission" could possibly stay on their current workman's compensation plan. Mr. Harmon said the northern counties do not favor consolidation.

At the ASMRC meeting last week, Commissioner Ogden learned of Act188, a special assessment procedure which offers several ways to fund roads, garbage pick up, etc. township or countywide. For example, Texas Township in Kalamazoo County funded roads (excluding industrial roads) through a special assessment at \$60 per parcel per year, rather than based on the State Equalized Values (S.E.V.) like Charlevoix County's countywide road millage. Commissioner Ogden noted public hearings are required; he will get a copy of the law to distribute.

Commissioner MaGee moved to pay bills totaling \$72,958.14, seconded by Commissioner Ogden.

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

Mr. Harmon reported beavers have plugged Shadow Trails culvert again; CCRC crew will attempt to remove debris this week.

Chairman Way adjourned at 10:12 AM.

## **NOVEMBER 28, 2011**

Chairman Way opened the meeting at 9:00 am.

Chairman Way, Commissioners Ogden & MaGee, County Commissioners Ron Reinhardt and Shirlene Tripp, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC shop foreman Mick Luchenbill and CCRC clerk Shelley Kondrat attended.

Commissioner Ogden moved to accept November 14, 2011 regular meeting minutes as corrected, seconded by Commissioner MaGee.

Page 3, line 132: change "\$97,575" to \$84,000"  
Page 4, line 152: delete ", which would eliminate the old, problematic engine and underwater cables"

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

Commissioner MaGee moved to accept 2011 Annual Township meeting minutes as follows, seconded by Commissioner Ogden.

### **AS PRESENTED:**

Melrose Township

### **AS CORRECTED:**

Peaine Township: Page 1, line 28: change "\$97,575" to "\$84,000"

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

Mr. Harmon presented a November 22, 2011 email from Boyne City manager Michael Cain, which read:

"As I mentioned before I would like to explore with the Road Commission to see if there is any advantage for us to work jointly in the future on vehicle maintenance and repair issues. If this is something you and the Commission would be willing to look into, please let me know."

Mr. Harmon will arrange a meeting with Mr. Cain; Commissioner Ogden and Mr. Luchenbill will attend as well. Discussion will include CCRC vehicle needs being priority, liability issues, if CCRC would perform routine servicing as well as major repairs, what vehicles would be included (i.e. police vehicles, fire trucks, ambulances, mowers, pickup trucks, dump trucks, sidewalk snow blower, vacuum truck), and the need for Boyne City to purchase required parts directly.

Mr. Luchenbill:

- Said CCRC could be named in traffic accident lawsuits in which a Boyne City vehicle is involved.
- Noted a CCRC mechanic is planning to retire in 2012, and would only have to be replaced if CCRC agrees to Boyne City vehicle service/repairs. Chairman Way asked if CCRC mechanics have slow-time. Mr. Luchenbill answered there was some extra time this summer because dump truck use was reduced, requiring less repairs. But normally CCRC mechanics are busy non-stop year around, and during this past summer slow-time the mechanics performed much needed building maintenance.

The three Board members signed the 2011/2012 winter maintenance agreement between CCRC and the Grand Traverse Band of Ottawa and Chippewa Indians.

Commissioner Reinhardt said Barber Road Afton stone is getting thin through the swamp; he will attend Wilson Township meeting and request additional application in 2012.

Commissioner Tripp:

- Praised Burgess Road paving project; many residents share her feelings.
- Said the Parks and Recreation Committee are beginning Phase II of the proposed non-motorized trail along the Boyne City-Charlevoix Road corridor, beginning at US31. She said if the Charlevoix County Board desires an April 2012 bid letting, they must approve the project in March 2012.
- Noted funding is earmarked to build a gravel trail in 2012 on the old railroad bed from the city of Charlevoix to Fisherman's Island State Park.
- Asked if the cities of Boyne City and Charlevoix would dedicate their 2012 countywide road millage funds toward Boyne City-Charlevoix Road reconstruction so the full length can be completed. Mr. Harmon will talk to both city managers.

Commissioner Reinhardt asked if CCRC can post a load limit on deteriorating Deer Lake Road, which is traveled heavily by speeding log trucks. Mr. Harmon answered no, adding the federal government may raise weight limits and Michigan is already the heaviest in the nation.

Mr. Harmon:

- Met with Mr. Vanek, Conservation Resource Alliance (CRA) project manager & biologist Kim Balke, and ~~Kern~~ Krenn Bridge representative Bob ~~Kern~~ Krenn on Springbrook Road (crossing the Boyne River, Boyne Valley Township, \$299,000 engineer's estimate). Mrs. Balke has secured over \$200,000 in grants, which must be spent in 2012. The Charlevoix Community Foundation may contribute \$15,000 to \$20,000, and Friends of the Boyne River may donate as well. Mr. Harmon will ask Boyne Valley Township officials if they wish to contribute. He explained the structure and the installation will be bid separately.
- Said the four part time snowplow drivers began this morning; one at the Ironton garage and three at the Boyne City garage. They are each being shown their routes today, and will cut brush tomorrow and blade gravel roads later this week.

Commissioner Ogden moved to pay bills totaling \$175,983.06, seconded by Commissioner MaGee.

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

Chairman Way adjourned at 10:17 AM.

## NOVEMBER 14, 2011

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioners Ron Reinhardt, Richie Gillespie and Shirlene Tripp, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC road foremen Darcy Phelps & Randy Thompson and CCRC clerk Shelley Kondrat attended, along with CCRC retiree Bernie Kondrat and Petoskey News-Review reporter Sheri McWhirter.

Commissioner Ogden moved to accept October 21, 2011 regular meeting minutes as corrected, seconded by Commissioner MaGee.

Page 4, line 171: change "Boards" to "Board"  
Page 4, line 176: change "vote" to "voted"  
Page 4, line 183: change "MDOT" to "CCRC"  
Page 5, line 200: change "want" to "wanted"

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

Mr. Vanek explained the low bidder for the Ironton garage ice control sand would like to start hauling the material immediately, but the bid has not yet been awarded. November 4, 2011; bid tabulations are:

<u>CONTRACTOR:</u>	<u>PER TON:</u>	<u>TOTAL BID:</u>
Team Elmers	\$4.40	\$6,160.00
Rieth-Riley Construction	\$6.15	\$8,610.00

Commissioner MaGee moved to award 1,400 tons of ice control sand delivered to CCRC Ironton garage to low bidder Team Elmers totaling \$6,160 (\$4.40 per ton), seconded by Commissioner Ogden.

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

Mr. Harmon read Mr. Kondrat's retirement plaque from CCRC; Chairman Way presented it, and thanked Bernie for his many years of service to the people of Charlevoix County.

Commissioner Ogden moved to accept 2011 Annual Township meeting minutes as follows, seconded by Commissioner MaGee.

### AS PRESENTED:

Chandler Township	Evangeline Township	Eveline Township
Hayes Township	Marion Township	South Arm Township
Wilson Township		

### AS CORRECTED:

Hudson Township: Page 1, line 15 and line 34: change "Mrs." to "Marlene"

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

Commissioner MaGee moved to transfer \$13,686 from the Insurance Fund to the General Fund to pay CRASIF for 2011 3<sup>rd</sup> quarter insurance premium statement, seconded by Commissioner Ogden.

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

Mr. Vanek and Tip of the Mitt Watershed Council (TOMWC) restoration ecologist Jennifer Gelb conducted an on-site review regarding Marsh Creek culvert rehabilitation crossing Holmes Road, Melrose Township.

- Mr. Vanek said the existing culvert is too short.
- Mrs. Gelb told Mr. Vanek a hydrology analysis is necessary because Marsh Creek is included in such a large watershed (Romaniak Road north to the Bear River in Petoskey).
- Mr. Vanek hopes to replace the culvert with a larger diameter, elliptical culvert (existing is approximately 5-feet in diameter), but the analysis findings may require a bottomless arch or a wooden box culvert.

- Mr. Vanek said the grant is capped at \$40,000 and entails a \$5,000 “soft match” for engineering, which CCRC will fund.
- Commissioner Ogden inquired if grout and riprap will be incorporated; Mr. Vanek plans to, as well as putting metal grating at each end to discourage beavers who have built dams in the existing culvert, which have caused many problems over the years.
- Mr. Vanek noted he has always had a good working relationship with TOMWC employees, and requested permission to sign the agreement; the Board approved.

Mr. Harmon:

- Stated a wooden box culvert was built to abut Shadow Trails old concrete culvert on the north side during road widening many years ago (rather than replacing the whole culvert). The addition has settled, which allows water to run over the wooden box culvert, causing the sink hole on the road shoulder which Mr. Harmon discussed at the Road Commission September 12, 2011 regular Board meeting.
- Reported there are 3 beaver dams between the culvert and Walloon Lake. The property owner, the Walloon Lake Conservancy, denied CCRC access to trap the beavers and remove their dams. The conservancy Board doesn't want the beavers harmed, so “their people” will remove the dams and continue to remove reconstructed dams.
- Said Shadow Trails culvert replacement is high on the conservancies list; they are seeking grant money, as well as Walloon Lake Association and Walloon Lake Trust donations.
- Said Mr. Patterson trapped the beavers and removed their dams in the Sturgeon River near Iron Bridge Road; it's been 3 weeks and none have been reconstructed. Robert Lee cooperated by allowing Mr. Patterson access to his private property; he and Hudson Township officials are pleased with the results.
- Presented the County Road Association of Michigan (CRAM) survey regarding addition of a staff engineer to their staff. All present didn't support the request since there are already Road Commission engineers and/or managers on the CRAM Board of Directors. Mr. Harmon feels this will be discussed at the March 2012 annual CRAM conference.
- Said Beaver Island leadman Doug Gillespie reported 82 loads of water (2,500 gallons) were spread with the “new” water wagon this summer to treat dry & bumpy gravel roads; Commissioner Gillespie complimented this permanent Beaver Island piece of equipment.
- Interviewed temporary winter snowplow drivers with road foremen Darcy Phelps & Randy Thompson, and shop foreman Mick Luchenbill. Four drivers have been selected and pre-employment physicals are scheduled for Wednesday. There are currently three plow routes without drivers due to retirees not being replaced, and the fourth will cover a CCRC employee route because he is having back surgery in mid-December (with a long recuperation period).

Commissioner Gillespie reported Central Michigan University (CMU) Beaver Island employees trigger Mark Valente's traps to save the beavers. He said there is a private owned cedar swamp nearby that flooded and destroyed the trees; Commissioner Gillespie offered to excavate the swamp for free to revive it for beaver/wildlife usage.

Commissioner Tripp said that a Charlevoix County Community Foundation grant application for the proposed non-motorized trail along the Boyne City-Charlevoix Road corridor is close to approval and requires a \$50,000 match. Projected construction (Boyne City to Park of the Pines) is 2013.

The Local Task Force Meeting is scheduled for 7:00 PM Wednesday, December 21, 2011 at the Boyne City Hall Auditorium.

Commissioner Gillespie inquired about hiring privatized sub-contractors; Commissioner Ogden said privatized contractor hired 2-years ago did a good job, but Mr. Harmon's cost study determined hiring temporary employees and using CCRC equipment costs less.

Mr. Vanek reported the 2012 Boyne City-Charlevoix Road project (Sumner Road to Stephens Road) cannot be bid until January 2012, after the DNR receives clearance from the State Historic Preservation Office (SHIPO), who assures historic features within project limits remain undisturbed. (Special note: go to <http://www.michigan.gov/mshda> for SHIPO information).

Commissioner Ogden:

- To satisfy a Chamber of Commerce request, Commissioner Ogden suggested Mr. Harmon ask CRAM to develop a one-page summary explaining road commission operations. Upon receipt, Mr. Harmon is to forward it with CCRC's construction status report.
- Requested CCRC guaranteed buy-back motor grader expirations. Mr. Harmon said the 2006 CAT motor grader (#081) is due for a buy-back of \$95,000 early October 2012, and the 2009 VOLVO motor grader (#082) is due for a guaranteed buy-back of ~~\$97,575~~ \$84,000 in 2014. He suggested keeping the 2009 VOLVO motor grader for Beaver Island use, which should be stored inside year around.



- Said Mr. Luchenbill is currently preparing pickup truck specifications, followed by dump truck specifications for 2012 purchase.

Commissioner MaGee requested Springvale Road speed study results through Springvale Hills Subdivision. Mr. Harmon reported two speed studies were conducted; the 85<sup>th</sup> percentiles were 47.7 mph and 44.9 mph respectively. He is awaiting the preliminary Traffic Control Order from State Police Sergeant Jerry Hilborn.

Commissioner MaGee moved to pay bills totaling \$324,639.44, seconded by Commissioner Ogden.

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

Ms. McWhirter noted most 2011 CCRC construction projects were under engineer's estimate.

Commissioner Gillespie said the Ironton Ferry committee met last week and discussed running an overhead high tension wire with a 120-foot clearance to operate the ferry, ~~which would eliminate the old, problematic engine and underwater cables.~~

Chairman Way adjourned at 10:20 AM.

## **OCTOBER 21, 2011**

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC attorney Joel Wurster and CCRC clerk Shelley Kondrat attended, along with Norwood Township supervisor Frank Hamilton, Norwood Township treasurer David Leusink, Norwood Road Committee member Bill Gnodtke, Norwood Township residents Tom & Christine Wagner, Pam Gnodtke, Carol Pirie, Dave & Ann Burzyck, Carol Apol, Bill Lovett, Sue Mabee, Petoskey News-Review reporter Sheri McWhirter and Charlevoix County News reporter B.J. Conley.

Commissioner MaGee moved to accept October 11, 2011 regular meeting minutes as corrected, seconded by Commissioner Ogden.

Heading: change "observe to" to "to observe"

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

Commissioner Ogden moved to accept October 11, 2011 Norwood Township public hearing minutes as corrected, seconded by Commissioner Ogden.

Page 3, line 87: change "lake shore drive" to "Lake Shore Drive"  
Page 6, line 200: change but wants the road left "as is" to ", regardless of the surface"  
Page 6, line 208: change "requested a show of hands as to who supports the designations" to "noted many hands were raised tonight supporting the designations"  
Page 6, line 209: delete "Many hands were raised."  
Page 6, line 211: change "doesn't support designation due to natural beauty road guidelines and restrictions" to "supports the natural beauty road designations and feels the Road Commission Board should base their decision on tonight's testimony addressing natural beauty road statute criteria"

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

Commissioner Ogden read his statement and requested the statement be included in today's minutes as follows:

To: Fellow Road Commissioners  
From: Keith Ogden  
Subject: Lake Shore Drive Natural Beauty Road Request.

The road commission has before us petition requests from several residents and property owners to designate two separate sections of Lake Shore Drive as Natural Beauty Roads under Michigan law. The commission held a public hearing and received public input on these requests October 11, 2011. The commissioners have also reviewed correspondence between the commission and the township regarding the roads and various prior proposals for improving

these roads. The commissioners have also individually traveled and viewed the roads and have received input from the road commission manager and the road commission engineer relative to these requests.

During my review of these requests, I have been impressed with the level of interest that area residents and property owners have shown with regard to these roadways. I also appreciate the desires of many to maintain the surroundings of these roads along with the desires of many to see the conditions of these roads improved.

Although there was some comment at the public hearing about the desire to preserve these roads in their natural or existing state, it was also evident at the public hearing that many residents and owners view the natural beauty road designation as a manner in which to have the roads improved with a hard surface that would be narrower than the current road commission standards for roadway width.

After considering all of the information available to me concerning these requests, I find the following:

1. The existing surface of these roadways is gravel. However, the majority sentiment expressed at the public hearing and in historical communications between the road commission and the township shows a strong desire by residents and landowners for the roads to be improved with a hard surface. This is contrary to the goals and objectives of a Natural Beauty Road to preserve the road in a natural, essentially undisturbed condition and to keep the roadsides as they presently exist insofar as possible. To improve the conditions of these roadways as desired by many residents and landowners would, as a minimum, require alterations and improvements to the existing drainage systems along the roads and a change in the surface of the existing roads. The ability of the road commission to make desired potential future improvements to the drainage and surface of these roadways in a durable, cost-effective, and safe manner would be hindered by designating these roads as Natural Beauty Roads, as such a designation would restrict the activities of the road commission regarding appropriate vegetation, drainage, and surface modifications and management that may be needed or desired along these sections of roadway.

2. These are both generally attractive gravel roads. However, these roads are also typical of many gravel roads located elsewhere within the county. These roads already have significant residential development along them. Even though near the lakeshore, the residential development and the vegetation and topography along these roadways do not generally provide scenic and natural vistas that set them apart from other roads as being something unique and distinct or as having unusual or outstanding natural beauty when compared to other roads within Charlevoix County. Accordingly, these requests do not meet key goals and objectives of the Natural Beauty Road designation.

3. Although area residents and landowners are justifiably proud of their homes and of the history of the area served by these roads, much of what has been said about these roads could also be said about many other roads in the county road system. To designate these roads as Natural Beauty Roads with an awareness that future road improvements are contemplated and desired would set a poor precedent that would encourage the use of a Natural Beauty Road designation in other similar situations as a way to avoid the application of the road commission's sound development and engineering standards for improving gravel roads.

Based upon the foregoing, I move that the road commission adopt these findings with regard to the subject portion of Lake Shore Drive in Sections 11 & 12 of Norwood Township, and that the road commission determine that it is not desirable to designate this portion of roadway as a Natural Beauty Road (a yes vote means that the commissioner is not in favor of the requested designation), seconded by Commission MaGee.

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

Based upon the foregoing, I further move that the road commission adopt these findings with regard to the subject portion of Lake Shore Drive in Section 34 of Norwood Township, and that the road commission determine that it is not desirable to designate this portion of roadway as a Natural Beauty Road (a yes vote means that the commissioner is not in favor of the requested designation), seconded by Commission MaGee.

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

Commissioner Ogden moved to open bids at 10:30 AM Friday, November 4, 2011 to furnish and deliver 1,400 tons of Ice Control Sand to CCRC Ironton garage, seconded by Commissioner MaGee.

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

Mr. Harmon:

- Reported storm water ordinance was discussed at the September 26, 2011 MTA meeting.
- Said the Charlevoix Area Chamber of Commerce (CACC) is holding their 2<sup>nd</sup> Annual State of the Community Luncheon January 11, 2012 at Castle Farms. CACC recognizes CCRC as a community leader and requested a one page analysis that focuses on what the road commission has accomplished in 2011, and what's ahead for 2012.

- Reported Beaver Island garage steel roof nails are “popping out”. Mr. Harmon directed leadman Doug Gillespie to obtain quotes, but quoting contractors didn’t have required workman’s compensation insurance. Mr. Harmon contacted Gillespie Enterprises, who quoted \$2,250 to replace loose nails with screws, and has liability and workmen’s compensation insurance.

Commissioner MaGee moved to hire Gillespie Enterprises to repair CCRC Beaver Island garage steel roof, seconded by Commissioner Ogden.

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

Mrs. Apol said Mr. Harmon met with Lake Shore Drive residents (off Clipperview) five years ago to discuss drainage and gravel improvements to prepare the roadway for paving when funds were available; but CCRC Board has denied Norwood Townships request for natural beauty road designations. She invited the Board and manager to view clay accumulated on her vehicle, and to drive Lake Shore Drive (south off Clipperview) today; it’s in terrible condition after the rain.

Commissioner Ogden feels Lake Shore Drives (off Lake Street and off Clipperview), are typical of many Charlevoix County gravel roads. Mrs. Apol disagreed, noting property owners have complained about Lake Shore Drive (south off Clipperview) gravel from day one. Chairman Way and Commissioner Ogden agree the road surface needs improvement. Commissioner Ogden explained this same gravel was placed successfully on other Charlevoix County gravel roads.

Commissioner Reinhardt said Barber Road (hill) previously washed out during rains until Wilson Township applied Afton stone; it’s now like a hard surface road with no wash outs. Also, the dust is minimal, which saves money because less brine is required; Hudson Township has placed Afton stone on most of their gravel roads and are very pleased. Mr. Harmon noted in 2007 he recommended Norwood Township place Afton stone rather than 23A gravel.

Mr. Hamilton wants the Road Commission to address roadway problems, rather than continuing to give alternative possibilities. He said the engineering design failed on Lake Shore Drive south off Clipperview; why wasn’t it crowned? Mr. Harmon said the lake side property owners didn’t want water running onto their property. Mrs. Apol said there was a culvert installed before gravel application so there wouldn’t be a drainage problem. Mr. Harmon held meetings at the Sheriff Department with Clipperview property owners before the 2007 gravel project, and discussed many options, including Afton stone application or paving (which would please all residents), but the township couldn’t afford paving or Afton stone. So Mr. Harmon suggested the township Board request a property owner special assessment district, but isn’t sure if the Board ever discussed it with the residents.

Mr. Hamilton said Northwest Design Group (NDG) engineered the roadway to drain away from the lake, and agrees over time vehicular traffic and grading has affected the road surface, interfering with the drainage design. Chairman Way asked if the road was built to NDG design; Mr. Hamilton answered yes, adding keeping a gravel road surface dry is most important; Mr. Harmon said trees block the sunlight from most sections of Lake Shore Drive off Clipperview, and sections of Lake Shore Drive off Lake Street.

Mr. Leusink is disappointed the Road Commission Board denied the natural beauty road designations, without any discussion. Commissioner Ogden said public input was taken at the October 11, 2011 public hearing, and today’s decisions were based on requests for natural beauty roads; neither of the proposed roads qualified. Mr. Leusink said the township road fund total is \$147,000, which wouldn’t cover CCRC paving requirements. He doesn’t remember the Afton stone option at the original meetings, but he voted for gravel addition. Mr. Leusink asked CCRC to factor in resident wishes in future natural beauty road designations. Mr. Harmon and Mr. Vanek had presented an Afton stone engineer’s estimate and proposal to the 2007 township supervisor, but don’t know if he shared it with the township Board.

Chairman Way asked what the natural beauty road designation would accomplish that isn’t available now. Mrs. Apol said the designation would be the first step toward paving, and wouldn’t have to meet **MDOT CCRC** specifications. Mr. Gnodtke agreed residents eventually want a nice, paved road with proper drainage. Mr. Lovett said the designations would allow flexibility for planning improved road surfaces with varying widths without disturbing vegetation. Mr. Gnodtke added a 35 mph or less speed limit could be posted.

Mr. Leusink noted CCRC relaxed 22-foot paving width to 20-foot for paving Lake Shore Drive, but there are currently not enough township road funds for the improvements. He feels property owners are focusing on Lake Shore Drive south off Clipperview, but requested CCRC make a decision for each section separately (note: the motions were separate for Lake Shore Drive off Lake Street, and Lake Shore Drive north & south off Clipperview).

In 1984 Mrs. Mabee moved to graveled Lake Shore Drive off Lake Street. Since then, the roadway has been “graded down to nothing.” She said the views are spectacular compared to other Charlevoix County natural beauty roads, which

have natural vegetation, but run through swamps. Mrs. Mabee wants the natural beauty road designation so the road can eventually be paved.

Mr. Lovett noted at the October 11, 2011 public hearing, the majority of property owners wanted to keep these roadways natural, and Mr. Gnodtke went through the criteria for natural beauty road designation demonstrating each requirement, then he asked if the CCRC Board had any questions. CCRC Board members did not respond, so Mr. Lovett concluded they were satisfied with the criteria shown and was surprised at today's motion to deny the natural beauty road designations when there was overwhelming property owner support. Commissioner Ogden stated neither road qualified for natural beauty road status.

Mr. Gnodtke and Mrs. Kling are disappointed CCRC Board denied the natural beauty road designations. Mr. Gnodtke feels the decision wasn't based on the statute, criteria or public testimony, but on possible future upgrades, which would allow narrower road improvements. He said both sections of Lake Shore Drive meet all statute & criteria requirements, and resident testimony was overwhelmingly supportive. Commissioner Ogden said the Road Commission Board based their decision on the natural beauty road statute and criteria. He read from the statute, Act 451 of 1994, Part 357, Natural Beauty Roads, 324.35701 Definitions, (e) "Natural means in a state provided by nature, without human-made changes, wild, or uncultivated.

Mrs. Mabee asked if today's decision could be rescinded (see appropriate motions above); Commissioner Ogden explained another public hearing would be required. Mr. Hamilton asked how Addis Road in Boyne Valley Township became a natural beauty road. Commissioner Ogden said Addis Road was designated by a prior Board; the present Board decisions are consistent. Mr. Hamilton argued Lake Shore Drive off Lake Street and off Clipperview meets all the criteria and finds it disturbing CCRC denied the natural beauty road designations; he has always supported road funding through gas tax increases, and township & countywide road millages.

After reading the statute and criteria, Mrs. Pirie feels natural beauty road designations will prohibit surface and drainage improvements. Chairman Way thanked Norwood Township officials and residents for their input at today's meeting.

Mr. Wurster encouraged CCRC Board and management to continue working with Norwood Township officials and residents toward satisfactory roadways.

Mr. Harmon:

- Suggested full Board attend the November 1, 2011 Straits Area Council quarterly meeting. County Road Association of Michigan (CRAM) director John Niemela will be discussing the Governor's transportation proposal and how it affects road commissions.
- Reported gravel production from St. Mary's Cement Company overburden is complete. Mr. Vanek tested gravel during manufacturing; it meets 23A specifications.
- Said Michigan County Road Commission Self-Insurance Pool (MCRCSIP) assistant administrator and director of loss control training Mike Shultz conducted hydraulic tool training October 19, 2011. CCRC purchased a new hydraulic chain saw, pole saw, pruner, post pounder and post puller for bucket truck #014.

Mr. Vanek reported all 2011 projects are complete, other than a few cold joint repairs and finishing touches on Springvale Road.

Commissioner Ogden moved to pay bills totaling \$321,616.95, seconded by Commissioner MaGee.

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

Chairman Way adjourned at 9:40 AM.

## **OCTOBER 11, 2011**

Chairman Way opened the meeting at 9:01 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon and CCRC clerk Shelley Kondrat attended, along with Charlevoix County Transit manager Jill Drury and Petoskey News-Review reporter Sheri McWhirter.

Commissioner MaGee moved to accept September 30, 2011 regular meeting minutes as corrected, seconded by Commissioner Ogden.

Page 1, line 15: change "and" to "an"

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

Commissioner MaGee moved to transfer \$15,234.50 from the Construction Fund to the General Fund for 2012 Boyne City-Charlevoix Road reconstruction, various contract engineering services, and Peninsula Road reconstruction final engineering, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to pay bills totaling \$61,572.73, seconded by Commissioner MaGee.

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

Commissioner Ogden moved to change the 9:00 AM Friday, October 7, 2011 rescheduled meeting (to observe Columbus Day on October 10, 2011) to 9 AM Tuesday, October 11, 2011 to the allow the manager to attend due to being at the County Road Association of Michigan Superintendants seminar, seconded by Commissioner MaGee.

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

## **SEPTEMBER 30, 2011**

Chairman Way opened the meeting at 9:01 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC shop foreman Mick Luchenbill and CCRC staff engineer James Vanek attended, along with Petoskey News-Review reporter Sheri McWhirter.

Commissioner Ogden moved to accept September 12, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

Ms. McWhirter stated that at their September 28, 2011 board meeting the County Board of Commissioners discussed the possibility of bidding the Boyne City/Charlevoix Road project in its entirety, rather than leaving ~~and an~~ unfunded gap as is currently possible.

Mr. Harmon presented Boyne City/Charlevoix Road proposed project cost and budget summary, prepared by Northwest Design Group, stating the remaining 10-Miles is estimated to cost \$5,100,400, of which approximately \$1,000,000 will come from State and Federal funds. The Boyne City/Charlevoix Road will be bid in two sections: (1) Sumner Road to Stephens Road (2.48-Miles) using State and Federal funds, and (2) Stephens Road to Western Avenue (7.52-Miles) using county wide road millage funds.

Harmon explained the first section must be bid through the Michigan Department of Transportation since State and Federal construction dollars are being used, and the second section will be bid locally; both sections will be bid simultaneously. Currently, December is the proposed bid opening date for each project.

Discussed the US-31 and Boyne City Road intersection project. Mr. Harmon stated the Michigan Department of Transportation will use "safety funds" to reconstruct the right-turn lane onto Boyne City/Charlevoix Road in 2013.

The Board agreed to schedule the annual township meetings from October 17 – 20, and November 1 – 3, three meetings per night starting at 6PM.

Commissioner MaGee moved to award Old 31 Road South Bump Grinding project number A489.004-008 bid to low bidder Elmer's Crane and Dozer, Inc. for \$18,437.00 (per Charlevoix Township request), seconded by Commissioner Ogden.

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

Commissioner Ogden moved to award Intersection Radii Paving project number A489.004-009 bid to low bidder MDC Contracting for \$8,950.00 (per Charlevoix Township request), seconded by Commissioner MaGee.

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

Mr. Harmon discussed the County Road Association of Michigan Public Relations Workshop in Mt. Pleasant on October 14, 2011; Mr. Harmon and Commissioner MaGee will attend.

Mr. Harmon explained there will be a one day Motor Grader Training class October 13, 2011 at the Boyne City Road Commission garage. Michigan Technological University Center for Technology & Training will perform the training; employees Jeremy Loper, Joshua LaCombe and Vern Kassuba will attend.

Mr. Harmon stated he, the two road foremen and shop foreman will attend the County Road Association of Michigan Superintendants Seminar in Manistee next week (October 5 – 7).

Mr. Vanek explained Springvale Road is nearly complete. The contractor is under liquidated damages since the project was not completed by the September 16, 2011 deadline. Guardrail at the Bear River stream crossing is being installed today, restoration work continues, and the laneline painting still needs to be completed.

Mr. Luchenbill discussed Truck and Trailer Specialties quote for two stainless steel spreader boxes (Monroe Heavy Duty Cross Auger Dual Discharge with Spinner Assemblies) totaling \$7,398.00. The Board approved the purchase.

Commissioner Ogden moved to change the 9:00 AM Monday, October 24, 2011 regular meeting to 9:00 AM Friday, October 21, 2011 to allow full board attendance, seconded by Commissioner MaGee.

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

Commissioner Ogden moved to pay bills totaling \$296,066.714, seconded by Commissioner MaGee.

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

Commissioner Ogden moved to change the 9:00 AM Friday, October 7, 2011 rescheduled meeting (to observe Columbus Day on October 10, 2011) to 9 AM Tuesday, October 11, 2011 to the allow the manager to attend due to being at the County Road Association of Michigan Superintendants seminar, seconded by Commissioner MaGee.

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

Chairman Way adjourned at 10:22 AM.

## **SEPTEMBER 12, 2011**

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC shop foreman Mick Luchenbill and CCRC clerk Shelley Kondrat attended, along with Norwood Township supervisor Frank Hamilton, Norwood Road Committee member Bill Gnodtke, Norwood Township resident Bill Lovett (from Lake Shore Drive, Clipperview Subdivision), and Melrose Township resident (and Charlevoix County Road Millage Steering Committee member) Karen Colburn.

Commissioner Ogden moved to accept August 22, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

Commissioner MaGee moved to transfer \$57,965.44 from the Insurance Fund to the General Fund to pay Rieth-Riley Construction Co., Inc. for 23A Road Gravel produced at St. Mary's Cement Company property (invoice # 7904623 dated 08/24/2011), seconded by Commissioner Ogden.

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

Mr. Harmon:

- Presented Conservation Resource Alliance (CRA) project manager and biologist Kim Balke email informing CCRC she has secured a grant for \$195,000 toward the \$299,000 for Springbrook Road bridge replacement (Boyne Valley Township). She is approaching Friends of the Boyne River and the Charlevoix County Community Foundation for additional grants to cover the remaining \$104,000. Mr. Harmon will ask Boyne Valley Township officials if they will contribute as well, and he will request a revised estimate from Northwest Design Group engineer Howard Haselschwardt.

- Suggested dates for Norwood Township Lake Shore Drive (below the village), and Lake Shore Drive north & south (Clipperview Subdivision) natural beauty road public hearing; Mr. Hamilton chose 7:00 PM Tuesday, October 11, 2011 at the Norwood Township Hall.
- Noted Michigan County Road Commission Self Insurance Pool (MCRCSIP) representative Mike Schultz will conduct bucket truck safety training, including the ground crew, on September 28<sup>th</sup> or 29<sup>th</sup>, 2011.

Mr. Vanek met with Charlevoix Township supervisor Dale Glass, who requested two projects bid this year (see below motion). Completion date will be in 2012 in the event the weather delays the contractor.

Commissioner Ogden moved to open Old 31 South bump grinding bids, and various intersection radii paving bids at 10:30 AM Friday, September 23, 2011, seconded by Commissioner MaGee.

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

Mr. Luchenbill:

- Explained pickup #209 (4WD Dodge) has over 266,000 miles and the transmission (among other things) is worn-out; he suggested selling #209 for scrap. He will work on replacement pickup specifications to bid in spring 2012. He will obtain a quote from J&J Auto Parts, who has already quoted \$450 to purchase pick up #016.
- Was approached by Public Surplus, an on-line company who caters exclusively to governmental entities wishing to sell surplus vehicles/equipment (CCRC minimum bid amount would be posted with the description, and the purchaser will pay Public Surplus's 7% fee). Commissioner Ogden suggested using Craig's List. Mrs. Kondrat will post a question regarding on-line vehicle/equipment sales on the County Road Association of Michigan (CRAM) Listserve, which emails all 83 county road commissions.
- Said hot patch wagon #195 has a bad axle, and hot patch wagon #199 is wearing out.

Mr. Vanek:

- Said NDG is currently completing Boyne City-Charlevoix Road grade inspection (federal/state funded project #A459.001-005, Sumner Road to Stephens Road). The estimate is \$1.5 million, but there is only \$987,000 in federal/state funds. Funding for the \$987,000 balance will be discussed after bids are opened December 2, 2011.
- Said NDG will attempt to have both 2012 Boyne City-Charlevoix Road sections done simultaneously (project #A459.004-004 and #A459.007-003).
- Said road painting is complete, including Kings Highway on Beaver Island. The contractor incorrectly painted Old 31 in Hayes Township off center (one 9-foot lane, one 11-foot lane, and crooked in areas); the owner himself will re-stripe this road section this week, at no cost to CCRC. Said same contractor had misaligned centerlines on 2010 Peninsula Road project as well, but has repainted it correctly.
- Reported Old Horton Bay Road wedge & overlay project #A489.001-028 (Bay Township); Phelps Road wedge & overlay project #A489.009-027 (Marion Township); Miles Road paving project #A489.014-010 (South Arm Township); Marshall Road crush & shape and storm sewer installation project #A489.006-038 (Eveline Township) and #A489.015-023 (Wilson Township) are complete.
- Reported undercuts, crushing and gravel is complete on Springvale Road reconstruction project #A459.010-008 (Melrose Township); paving is planned for this week (completion date is Friday, September 16, 2011). There was a problem with traffic control during the one-lane drivable road; Mr. Vanek had Rieth-Riley Construction, Inc. correct this (sub-contractor Graham Security, Bay Shore, MI supplied flagmen). Mrs. Colburn witnessed traffic flowing either way on a one-way section because flagmen weren't communicating, and were sending people through without knowledge as to traffic coming from the opposite direction. At one time, a flagman told her the other flagman wasn't at his post; both were dangerous situations.

Commissioner MaGee moved to void CCRC accounts payable check # 10030052 dated August 22, 2011 totaling \$117,688 (August 2011 fund deposits totaling \$54,000 and MCRCSIP reimbursement totaling \$63,688). The above action results in the five funds not receiving deposits in August 2011 and MCRCSIP insurance refund not being placed in the Insurance Fund so CCRC can pay remaining two September 2011 payrolls and September 30, 2011 accounts payable bills, seconded by Commissioner Ogden.

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

Commissioner MaGee moved to pay bills totaling \$144,971.69, seconded by Commissioner Ogden.

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

Commissioner Reinhardt asked if Deer Lake Road culvert will be replaced (there is a new culvert sitting alongside the road); Mr. Harmon answered yes.

Mr. Harmon said an abandoned concrete pipe beside the wooden box culvert on Shadow Trails collapsed, creating a sink hole on the road shoulder. Though CCRC filled the sink hole, the box culvert (which sits in 18-feet +/- of muck) will eventually collapse due to age and deterioration. Mr. Harmon advised Melrose Township to replace the box culvert before they paved Shadow Trails in 2008. He will request an estimate from NDG to replace the box culvert.

Chairman Way adjourned at 10:00 AM.

## **AUGUST 22, 2011**

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Bay Township residents Mindy Zaima, Chris Laimbeer, G.T. Long, Bob Taylor & Roger Conaway, Melrose Township resident (and Charlevoix County Road Millage Steering Committee member) Karen Colburn and Petoskey News-Review reporter Sheri McWhirter.

Commissioner MaGee moved to accept August 8, 2011 regular meeting minutes as corrected, seconded by Commissioner Ogden.

Page 1, line 6: change "Townships" to "Township"  
Page 1, line 20: change "levy" to "generate"  
Page 1, line 29: change "redesignate" to "designate"  
Page 2, line 51: delete ")" after "designated"  
Page 2, line 70: change "improvement" to "improve"  
Page 2, line 87: add "well" after "adhere"  
Page 3, line 95: change "Lovell" to "Lovett"  
Page 4, line 149: change "over burden" to "overburden"  
Page 4, line 161: change "officer Maggie" to "Lieutenant Gary Megge"  
Page 4, line 176: change "wish" to "with"  
Page 5, line 189: add ", especially in urban areas" after "future road building"

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

Mrs. Zaima and Mrs. Laimbeer requested adjoining property owners concerns be answered before Bay Townships Lake Street Boat Launch project commences. Mr. Harmon said project postponement isn't recommended because the contractors won't honor their bids past the 2011 construction season. Zaima/Laimbeer concerns are:

- The launch was planned without property owners knowledge. Mr. Harmon explained the Bay Township Board requested estimates, is funding the project 100%, and has voted unanimously to award the project to low bidder J&N, Inc. for \$38,559.98.
- The vast majority of Horton Bay residents (according to Mrs. Zaima and Mrs. Laimbeer) support restoring the beach rather than the boat launch, which will end in about 18-inches of water. Mr. Harmon noted water levels ebb and flow through the years, and said boat launch improvements should be done when water tables are low. He added Wildwood Harbor Road and Sumner Road boat launches at Walloon Lake (Evangeline Township) are built identical to this project, and are functioning properly.
- The launch will interfere with beach use, and has been unsuitable to launch boats for many years. Mr. Harmon explained the project simply upgrades an existing boat launch. Commissioner Reinhardt noted Deer Lake Road boat launch restoration at Deer Lake (Wilson Township) has actually increased beach use.
- Mrs. Zaima questioned the environmental impact to the stream near the water and running through her property; she requested a professional survey. Mr. Vanek said the DEQ approved the permit without conditions; the project is well within the 66-foot right-of-way (33-feet either side of the centerline). Mr. Vanek also met on-site with township supervisor Larry Moeschke and various property owners on August 15, 2011 to explain the project.
- Mrs. Laimbeer requested line painting and/or signs to alleviate parking issues; she wants it done correctly the first time. Mr. Vanek will discuss this request at the September 8, 2011 Bay Township meeting and report. Mr. Long doesn't feel the plan is complete until traffic control issues are resolved; Mr. Harmon said law enforcement will be contacted if traffic control becomes a problem.
- Mrs. Zaima asked who will supervise the project; Mr. Vanek will.

Chairman Way thanked Mrs. Zaima, Mrs. Laimbeer and Mr. Long for attending.

Mr. Taylor wasn't able to attend the August 8, 2011 CCRC Board meeting when the proposed non-motorized trail along the Boyne City-Charlevoix Road corridor was discussed. He asked if CCRC has drafted a resident "approve/disapprove"



form for affected residents to complete. Mr. Harmon explained the Road Commission won't be involved until the Charlevoix County Parks and Recreation Committee makes a formal request for this form, which will not be done until funding is in place, maintenance issues are resolved and necessary permits are in place, etc.

Commissioner Ogden moved to change the 9:00 AM Monday, September 26, 2011 regular meeting to 9:00 AM Friday, September 30, 2011 to allow for year end financial preparation, seconded by Commissioner MaGee.

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

Commissioner Ogden moved to approve and implement the Fiscal Year January 1 to September 30, 2011 Budget Amendment 4 listed below as recommended by the Clerk, seconded by Commissioner MaGee.

Presented 08/22/11 Shelley Kondrat, Clerk		2011 RECOMMENDED BUDGET AMENDMENT 4 PRESENTED AUGUST 22, 2011			Page of 1 3
Name of Governmental Unit Charlevoix County Road Commission		Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 09-30-11	
FISCAL YEAR JANUARY 1 THROUGH SEPTEMBER 30, 2011					
REVENUES (AND OTHER SOURCES)		AMOUNT			
DEPARTMENT OR CLASSIFICATION		AMOUNT			
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-10)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-11 BUDGET	
2	TRANSPORTATION	2,915,137.30	2,050,000.00	2,520,000.00	
2	FEDERAL & STATE REVENUE	368,931.30	527.06	527.06	
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00	
2	TRUNKLINE MAINTENANCE-PRIMARY	345,900.00	342,700.00	282,469.42	
2	COUNTY RAISED REVENUE	2,451,860.09	2,961,003.54	3,126,041.43	
2	OTHER RAISED REVENUE	0.00	0.00	0.00	
2	INTEREST EARNED	4,285.00	3,005.00	3,925.00	
2	SALVAGE SALES	5,176.02	3,750.00	800.00	
2	EQUIPMENT RETIREMENTS	0.00	16,244.32	16,244.32	
2	GAIN/LOSS-EQUIPMENT DISPOSALS	11,116.56	125,000.00	125,000.00	
2	PERMIT FEES	20,149.50	25,000.00	23,000.00	
2	OTHER	4,651.40	175.76	30.76	
TOTAL REVENUES		6,127,207.17	5,527,405.68	6,098,037.99	
TOTAL OTHER SOURCES		0.00	0.00	0.00	
TOTAL REVENUES AND OTHER SOURCES		6,127,207.17	5,527,405.68	6,098,037.99	
EXPENDITURES (AND OTHER USES)		AMOUNT			
DEPARTMENT OR CLASSIFICATION		AMOUNT			

Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-10)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-11 BUDGET
3	HEAVY MAINTENANCE	2,987,280.81	3,063,465.34	3,253,470.91
3	REGULAR MAINTENANCE	2,245,965.96	1,385,000.00	1,385,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	414,242.46	342,700.00	342,700.00
3	ADMINISTRATIVE EXPENSE (NET)	435,222.18	207,875.00	207,875.00
3	EQUIPMENT EXPENSE (NET)	264,637.53	10,000.00	10,000.00
3	CAPITAL OUTLAY (NET)	-236,924.46	27,018.58	27,018.58
3	DISTRIBUTIVE EXPENSE	0.00	730,000.00	690,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		6,110,424.48	5,766,058.92	5,916,064.49
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		6,110,424.48	5,766,058.92	5,916,064.49
CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)				181,973.50
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS				0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR				181,973.50

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

Commissioner MaGee moved to award Lake Street Boat Launch project # A489.001-029 bid to low bidder J&N, Inc. for \$38,559.98 (per Bay Township request), seconded by Commissioner Ogden.

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

Mr. Harmon presented proposed letter to answer Roger Stokes letter requesting CCRC remove tree debris at Marguerite A. Stokes 7591 Rogers Road property (South Arm Township, between M32 and M66). Mr. Harmon said CCRC cleaned up within road right-of-way, but the remaining debris is the property owners responsibility because it is beyond road right-of-way; he offered supporting pictures.

Mr. Vanek said Overband crack fill on various Charlevoix County roads is complete.

Commissioner MaGee moved to transfer \$86,088.67 from the Preventive Maintenance Fund to the General Fund to pay Applied Pavement Markings for 2011 crack sealing on various Charlevoix County roads, seconded by Commissioner Ogden.

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

Recessed at 10:22 AM; resumed at 10:35 AM.

Commissioner Reinhardt commended the Road Commission for excellent road maintenance.

Mr. Harmon:

- Presented Charlevoix County 2000 and 2010 census comparison report; county population decreased from 26,090 to 25,949 during those ten years.
- Said CCRC gravel production on St. Mary's property is complete, totaling 42,177 cyd.

Commissioner MaGee moved to pay bills totaling \$262,705.78, seconded by Commissioner Ogden.

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

Chairman Way adjourned at 11:40 AM.

## AUGUST 8, 2011

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Norwood Township supervisor Frank Hamilton, Norwood Road Committee member Bill Gnodtke, Norwood Township residents Bill Lovett (from Lake Shore Drive, Clipperview Subdivision) & Nick Kling (from Lake Shore Drive below the village), Melrose Township resident (and Charlevoix County Road Millage Steering Committee member) Karen Colburn, MDC Contracting, LLC representative Vince Carpenter and Bayshore Contractors representative Blake Jordan.

Commissioner Ogden moved to accept July 25, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

Mr. Hamilton:

- Presented assessed valuations for all fifteen Charlevoix County townships noting Norwood Township road millage earns \$50,000 per year, less than some other townships; Mr. Harmon said other townships ~~low~~ generate lower amounts (i.e. Chandler, Hudson).
- Noted in 2008 Norwood Township funded primary Dixie Highway (\$123,760.08) and local Lake Street & Harris Street (\$110,103.42) reconstruction totaling \$233,863.51, depleting their road fund. Their road fund is now almost \$150,000, though it would be about \$275,000 if they hadn't funded primary Dixie Highway project.
- Said the township wants to pave Lake Shore Drive (Lake Shore Drive #1–south off Lake Street in Norwood Village) and Lake Shore Drive north and south (Lake Shore Drive #2–Clipperview Subdivision) less than CCRCs relaxed 20-foot width (CCRC already reduced from 22-foot specifications for these projects).
- Said Norwood Township wants to redesignate Lake Shore Drive #1 and Lake Shore Drive #2 as natural beauty roads, after which they plan to implement speed limits, and may pave these roads to existing widths. Commissioner Ogden stated paving current width would greatly increase CCRCs liability. And regarding speed limits, he read from the Guidelines for Designation of Natural Beauty Roads, page 1 of 4; Criteria for Designation, 6. Speed – Natural beauty roads are intended to be low speed roads for purposes of enjoyment. It is recommended that hard surface roads be posted for a speed of not more than 35 MPH, gravel and dirt roads, 25 MPH.
- Requested an invitation to future CCRC Board meetings if Norwood Township is discussed.

Mr. Gnodtke:

- Submitted petitions to Chairman Way, requesting Lake Shore Drive #1 (0.64 mile) & Lake Shore Drive #2 (1.28 miles; 0.92 mile south & 0.36 mile north) be designated natural beauty roads.
- Noted natural beauty road designation allows paving gravel roads to existing widths (affordable for Norwood Township); he called MDOT and surrounding Road Commissions who confirmed this. Commissioner Ogden said natural beauty road surface improvements are typically discouraged (PA451 as amended, Part 357, Guidelines for Designation of Natural Beauty Roads, page 2 of 4; 8. Road Surfacing – The existing road surface at the time of designation should normally be continued. Necessary changes in surface to improve safety, drainage, reduce maintenance problems, etc., may be cause for redesignating roads if such changes disturb the natural beauty characteristics for which the road was designated). Commissioner Ogden added natural beauty road qualifications state a road must have unique, natural features along its borders (PA451 as amended, Part 357, Guidelines for Designation of Natural Beauty Roads, page 1 of 4; 1. Character of Road – To qualify as a natural beauty road, a road must have outstanding natural features along its borders, including native trees and other native vegetation such as shrubs, wildflowers, grasses, and ferns, and open areas with scenic or natural vistas, which, singly or in combination, set this road apart from other roads as being something unique and distinct).

Commissioner Ogden proposed Lake Shore Drive #2 abandonment so property owners may prohibit school buses, garbage trucks, etc., and Afton stone addition (recommending Norwood Township representatives and residents view other Afton stone surfaced county roads).

Mr. Kling and his wife walk along Lake Shore Drive #1 daily, and rarely see vehicles. And there are wildflowers, cedar trees, and 3 vistas with Lake Michigan views. He feels this road easily qualifies as a natural beauty road, and questioned why CCRC requires a 20-foot width. Chairman Way explained the township requested the reduced 20-foot width, which CCRC approved (allows vehicles driving in opposite directions to pass, a lesser width would not).

In 2007 when Norwood Township chose to improve~~ment~~ Lake Shore Drive #1 and Lake Shore Drive #2, Mr. Harmon attended informational meeting(s) and notified all present Lake Shore Drive #2 paving was the only good solution; Mr. Lovett confirmed this. Now, Mr. Harmon said only Afton stone addition or pavement on Lake Shore Drive #2 would satisfy the people. Mr. Gnodtke said residents were surveyed in 2007, and they didn't support pavement. Mr. Lovett said virtually every Lake Shore Drive #2 resident supports a natural beauty road designation, as do (per Mr. Kling) Lake Shore Drive #1 residents.

Mrs. Colburn asked if the funds are taken from a specific account if the county loans money to a township. Commissioner Reinhardt said no, and explained signed township agreements borrowing money from a county is non-binding, unlike countywide road millage projects where the millage is collected and distributed by the county. And when the County Board purchases anything for the Road Commission, it must benefit the whole county (i.e. equipment, salt, gravel). Mr. Gnodtke commended the County Board for items purchased for the Road Commission.

Mr. Kling inquired about seal coating; Mr. Harmon said current tar contains 30% water and would not adhere ~~well~~ to gravel surfaces, but will adhere to pavement. He added, road line paint is required to contain a high water content as well, which is why it only lasts one, maybe two, seasons. Mr. Gnodtke said seal coat would be viable on low traffic volume Lake Shore Drive #1; Mr. Harmon disagreed.

Commissioner Ogden asked if Lake Shore Drive #2 residents would consider a special assessment. Mr. Gnodtke said no because they already pay high road millage tax. Mr. Lovett stated most Lake Shore Drive #2 residents don't want pavement, just a 25 mph or 30 mph posted speed limit. Mr. ~~Lovell~~ Lovett asked if Norwood Township is unique from other townships in terms of funding primary road projects; Mr. Harmon said no.

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

10:30 AM bid openings for:

**Lake Street Boat Launch** reconstruction project, Bay Township (project #A489.001-029; no engineer's estimate; October 21, 2011 completion date):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
J&N Construction	\$38,559.98
Team Elmer's	\$41,635.00
Rieth-Riley Construction Co., Inc.	\$45,660.00
MDC Contracting, LLC	\$47,316.00
Lakeshore Marine	\$63,570.37
Bayshore Contractors	\$82,720.21

Used vehicles/equipment offered for sale by the Charlevoix County Road Commission:

<b>ITEM #1:</b> Equipment # 016: 1992 Dodge D350 pick up truck. Minimum bid: \$ 400.00	<b>NO BID SUBMITTED</b>
<b>ITEM #2:</b> Equipment # 018: 1978 Ford L-9000 single axle dump truck. Minimum bid: \$3,500.00	<b>NO BID SUBMITTED</b>
<b>ITEM #3:</b> Equipment # 026: 1989 International S2500 tandem axle truck. Minimum bid: \$4,500.00	<b>NO BID SUBMITTED</b>
<b>ITEM #4:</b> Equipment # 021: 1981 Ford L-9000 single axle dump truck. Minimum bid: \$3,500.00	<b>NO BID SUBMITTED</b>

Mr. Harmon suggested selling pick up #016 for scrap, but keeping the dump trucks for parts.

Commissioner Ogden moved to delegate Commissioner MaGee as voting delegate and Commissioner Ogden as alternate voting delegate at the September 7, 2011 County Road Association Self Insurance Fund (CRASIF) Annual Business meeting, seconded by Chairman Way.

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

Commissioner MaGee moved to delegate Commissioner Ogden as voting delegate and Commissioner MaGee as alternate voting delegate at the September 8, 2011 Northern Association of Road Commissions (NMARC) Annual Business meeting, seconded by Chairman Way.

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

Commissioner MaGee moved to transfer \$13,686 from the Insurance Fund to the General Fund to pay for 2011 2<sup>nd</sup> quarter premium statement, seconded by Commissioner Ogden.

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

Mr. Harmon said Rieth-Riley Construction Company has manufactured about 50% (20,000 cyd) of 23A MDOT specification gravel from St. Mary's Cement Company **overburden** (pitrun gravel).

Commissioner Reinhardt supports CCRCs decision to not lower Lakeshore Drive #1 and Lakeshore Drive #2 road improvements paving widths as requested by Norwood Township (CCRC has already reduced pavement widths from 22-feet to 20-feet). Mr. Harmon noted Great Lakes Energy has two power poles along Lakeshore Drive #1 (no easement); paving to these pole bases would be very dangerous to the motoring public.

Mr. Harmon:

- Will attend Melrose Township 7:00 PM August 9, 2011 Board meeting with Michigan Department of Transportation (MDOT) Traverse City TSC manager Rise´ Rasch, P.E. and Michigan State Police ~~officer Maggie~~ Lieutenant Gary Megge (from the Lansing post) to discuss the 25 mph speed limit sign placed without a traffic control order for Walloon Lake Village (a settlement, not incorporated).
- Will attend 7:00 PM August 16, 2011 Parks and Recreation Committee public forum meeting at Boyne City Hall Auditorium to discuss the proposed non-motorized trail along the Boyne City-Charlevoix Road corridor.
- Will attend August 16-18, 2011 annual asset management road rating on roads qualifying for federal funding.
- Will conduct on-site Cummins Road review with Mr. Vanek this week to prepare an engineer's estimate; contractors will bid on dirt removal.
- Said he and Mr. Vanek signed the Boyne City-Charlevoix Road (Sumner Road to Stephens Road) MDOT contract, with a December 2011 bid opening.

Mr. Vanek reported:

- Springvale Road costs are staying consistent with the bid. Undercuts should be completed this week, ~~wish~~ with preparation and paving next week.
- Miles Road paving project began today; the contractor started after the July 28, 2011 completion date, so \$150/day liquidated damages are being implemented with no contractor dispute.

Commissioner Ogden moved to change 9:00 AM Monday, October 10, 2011 regular meeting to 9:00 AM Friday, October 7, 2011 to observe Columbus Day, seconded by Commissioner MaGee.

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

Commissioner Ogden:

- Gave Mr. Vanek the most recent Federal ADA requirements (dated July 26, 2011), which may affect future road building, **especially in urban areas**.
- Informed all present South Arm Township treasurer Cele´ Malpass is retiring after 26 years; her replacement is their deputy treasurer, Shelly Raymond.
- Presented letter to Road Commission for Oakland County managing director Brent Bair regarding their upcoming study of bike lanes along county roads.
- Requested CCRC Attorney Joel Wurster attend public hearing for Norwood Township, who propose Lakeshore Drive (south off Lake Street in Norwood Village) and Lakeshore Drive north and south (Clipperview Subdivision) redesignation to natural beauty roads. Mr. Harmon agreed, and will ask Mr. Wurster for a public hearing requirement check list.

Commissioner MaGee moved to pay bills totaling \$124,815.86, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to transfer \$11,665.38 from the Preventive Maintenance Fund to the General Fund to pay Applied Pavement Markings for 2011 crack sealing on various Charlevoix County roads, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes – Magee, Ogden, Way Nays – none Motion carried.

Chairman Way adjourned at 11:30 AM.

## **JULY 25, 2011**

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioners Ron Reinhardt and Shirlene Tripp, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Petoskey News-Review reporter Sheri McWhirter.

Commissioner Ogden moved to accept July 11, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

Commissioner MaGee moved to transfer \$42,166 from the Equipment Fund to the General Fund to pay Grand Equipment Company for 2011 Superior, DT80CT Work-Ready Self-Propelled Road Sweeper, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Magee, Ogden, Way Nays – none Motion carried.

Commissioner Ogden moved to transfer \$11,344 from the Construction Fund to the General Fund for 2012 Boyne City-Charlevoix Road reconstruction contract engineering, seconded by Commissioner MaGee.

➤ Roll Call VOTE: Ayes – Ogden, Magee, Way Nays – none Motion carried.

Commissioner MaGee moved to transfer \$29,681.78 from the Preventive Maintenance Fund to the General Fund to pay Applied Pavement Markings for 2011 crack sealing on various Charlevoix County roads, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Magee, Ogden, Way Nays – none Motion carried.

Commissioner Ogden moved to open Lake Street Boat Launch (Bay Township) reconstruction bids at 10:30 AM Monday, August 8, 2011, seconded by Commissioner MaGee.

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

Commissioner Reinhardt recently traveled to Canada and noticed recycled asphalt is applied to the shoulders of the same reconstruction project, and lasts; Commissioner Ogden said recycled asphalt is almost as good as Afton stone.

Commissioner Tripp:

1. Noted the Charlevoix County Parks & Recreation Committee (Parks & Rec) will hold another meeting August 10<sup>th</sup> or 11<sup>th</sup> to discuss the proposed non-motorized trail (trail) along the Boyne City-Charlevoix Road corridor. She has witnessed how dangerous it is when bikers travel on current Boyne City-Charlevoix Road shoulders. When grants and County Board approval are in place, Commissioner Ogden suggested Commissioner Tripp ask the Parks & Rec Committee to formally request CCRC to develop a property use permission form for any trail placement beyond the 66-foot right-of-way.
2. Complimented Burgess Road paving; Mr. Harmon has also received several compliments.

Mr. Vanek said 2011 line painting will cost approximately \$50,000 (includes Kings Highway, Peaine Township, Beaver Island); Commissioner Tripp said Old 31 lines shouldn't be painted because Hayes Township is planning 2012 reconstruction. Mr. Harmon has received many complaints regarding fading line paint; he informed people CCRC will do what they can afford.

Commissioner Tripp requested Mr. Harmon contact Charlevoix County probation officer Barry Anderson to request use of inmates requiring community service to do yard and building maintenance for the Road Commission garages (sweeping, mopping, garbage & recycle collection, lawn maintenance, etc.). Mr. Harmon said they would have to be supervised.

Mr. Vanek said Springvale Road undercut is about 50% complete.

Commissioner Ogden noted the Michigan County Road Commission Self Insurance Pool (MCRCSIP) 2010 refund to participating Road Commissions is approximately \$10 million, due to good investing (12.8% interest) by the MCRCSIP Board (elected by Road Commission).

Mr. Harmon:

- Stated the cardboard compactor being placed at CCRC Boyne City garage in the recycling area will require an operator and enclosed fencing with a lock.
- Noted recurring vandalism to the bathrooms at Kennedy Park on US31 North; the Sheriff Department is investigating.

Commissioner MaGee moved to pay bills totaling \$135,304.70, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Ogden, Magee, Way Nays – none Motion carried.

Chairman Way adjourned at 10:15 AM.

## **JULY 11, 2011**

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioners Ron Reinhardt & Rich Gillespie, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Rieth-Riley Construction Company representative Matt Stuck and Petoskey News-Review reporter Sheri McWhirter.

Commissioner Ogden moved to accept June 27, 2011 regular meeting minutes as corrected, seconded by Commissioner MaGee.

Page 4, line 87: change "Sheik" to "Scheich"

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

Mr. Vanek said Hudson Township Board recommended Jenkins Road and Studer Road Afton stone projects be awarded to low bidder.

Commissioner MaGee moved to award Jenkins Road Afton stone placement bid (0.49 mile; project #076.3-008.13, Hudson Township) to low bidder Poquette Leasing Co., Inc. for \$23,174.40, and to award Studer Road Afton stone placement bid (0.47 mile; project #076.3-008.14, Hudson Township) to low bidder Poquette Leasing Co., Inc. for \$19,801.60 (totaling \$42,976.00), seconded by Commissioner Ogden.

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

Commissioner Ogden moved to open used vehicles/equipment bids at 10:30 AM Monday, August 8, 2011 as listed below (for sale by the Charlevoix County Road Commission), seconded by Commissioner MaGee.

Bid Item #1: Equipment #016	1992 Dodge D350
Bid Item #2: Equipment #018	1978 Ford L-9000 Single Axle Dump Truck
Bid Item #3: Equipment #026	1989 International S2500 Tandem Axle Dump Truck
Bid Item #4: Equipment #021	1981 Ford L-9000 Single Axle Dump Truck

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

Mr. Harmon, Mr. Vanek and St. Mary's Cement Company quarry manager Bill Scheich held a 10:00 AM July 5, 2011 informational meeting (mandatory for all bidders) at St. Mary's location for gravel processing. Representatives from Team Elmer's, Rieth-Riley Construction Company, Inc. and Manthei Development Company, LLC (MDC) attended. Mr. Harmon expects 40,000 tons of gravel produced will last three to four years. Commissioner Way explained to Commissioner Gillespie this is the third time St. Mary's Cement Company has donated their overburden (pit run gravel) to the Road Commission for 23A MDOT specified gravel production, which is spread mainly on county road shoulders.

Commissioner Reinhardt said Fall Park Road crack sealing began this morning; Commissioner MaGee noted Thumb Lake Road crack seal was completed last Sunday.

Mr. Harmon will meet CCRC attorney Joel Wurster, Charlevoix County drain commissioner Mark Seelye, property owner Kimberly Sayre (residing at 11106 Ferry Road) and her attorney Allen Telgenhof at 10:30 AM Wednesday, July 13, 2011 to discuss Ferry Road intersecting Sequanota Road drainage problems (Eveline Township). Mr. Harmon noted this area has flooded, historically, for years.

Commissioner Gillespie met with Norwood Township officials and residents to:

- Discussed paving Lake Shore Drive (off Clipperview); 35 of 40 people attending supported paving.
- Discuss Norwood's request to pave Lake Shore Drive (south off Lake Street) less than CCRC specified 20-feet. Commissioner Gillespie said he wouldn't support widths less than 20-feet because there wouldn't be room for larger vehicles heading in opposite directions to pass (i.e. school buses, ambulances, garbage trucks).

Mr. Vanek reported:

- Anderson Road is complete.
- Springvale Road culvert replacement(s) and undercut(s) have begun; paving should be done before Labor Day.

Commissioner Ogden:

- Asked about Cummins Road upgrade; Mr. Harmon said upgrade will be sometime this year.
- Said the Charlevoix County Parks & Recreation Committee should request from CCRC a proposed legal document that would release Boyne City-Charlevoix Road right-of-way (outside the 66-foot right-of-way) for the proposed non-motorized trail along the Boyne City-Charlevoix Road corridor.

Recessed at 10:18 AM; resumed at 10:30 AM.

10:30 AM: Bid opening to manufacture 40,000 tons 23A MDOT specification gravel using St. Mary's Cement Company over burden (pitrun gravel):

<b><u>BIDDER</u></b>	<b><u>PRICE PER TON</u></b>	<b><u>TOTAL BID</u></b>
Rieth-Riley Construction Company	\$2.56	\$102,400.00
MDC Contracting, LLC	\$4.15	\$166,000.00
Team Elmers	\$5.50	\$220,000.00

Commissioner Ogden moved to award the processing of 23A MDOT specification gravel production bid (using St. Mary's Cement Plant donated material) to low bidder Rieth-Riley Construction Company for \$2.56/ton (totaling: \$102,400), seconded by Commissioner MaGee.

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

Commissioner MaGee moved to pay bills totaling \$99,590.52, seconded by Commissioner Ogden.

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

Chairman Way adjourned at 10:50 AM.

## **JUNE 27, 2011**

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

Vice-Chairman Ogden & Commissioner MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Bay Township residents Bob Taylor & Roger Conaway, Northwest Design Group (NDG) engineers Howard Haselschwardt & Lucas Porath, and Petoskey News-Review reporter Sheri McWhirter. (Absent: Chairman Doug Way).

Commissioner MaGee moved to accept June 13, 2011 regular meeting minutes as corrected, seconded by Vice-Chairman Ogden.

Page 1, line 5: add "County" between "Charlevoix" and "Road"

Page 2, line 54: change "Mike" to "Mark"

Page 2, line 54: change "have" to "has"



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

Mr. Conaway feels Boyne City-Charlevoix Road and Sho-Sho-Nie Beach Road intersection “turning lane” is too narrow, compared to other intersections improved during the 2010 reconstruction. He cannot get his truck & trailer completely out of the driving lane when turning. Mr. Harmon clarified these are not turning lanes, but tapered approaches.

Mr. Haselschwardt explained a turning lane is a 12-foot paved surface beyond the 12-foot driving lane, with shoulders past that (which can be anywhere from a grassy area to pavement). And the 2010 Boyne City-Charlevoix Road construction exceeds ASHTO standards. No intersections warranted turning lanes, but the curbed & paved tapers (which exceed MDOT state trunk line specifications) were placed to preserve intersection pavement edges.

Mr. Conaway argued Sho-Sho-Nie Beach Road is a private road according to his deed, so he owns to the center of the roadway and pays taxes on it. He will be filing a letter against the County and NDG, suing for improper reconstruction. And he disagrees with ASHTO or any code which is not specific enough to include public safety; over 3,000 vehicles travel Boyne City-Charlevoix Road each day and turning lanes should be added.

Mr. Taylor said Sho-Sho-Nie Beach Road intersection is dangerous compared to other intersections. It is on a blind corner (on a sharp curve) with a double yellow line. He claimed to have been successful in lowering the speed limit in the past, and will do so again. He will prepare a letter for the Road Commission and Northwest Design Group regarding his statements today.

Mr. Porath presented project status updates on:

1. Boyne City-Charlevoix Road 2012 reconstruction project from Sumner Road to Stephans Road (current engineer's estimate is \$1,477,277.75; expected bid letting date is December 2, 2011).
2. Springbrook Road over North Branch Boyne River (replace existing two culverts with timber bridge). Preliminary engineering was funded by Conservation Resource Alliance (CRA) grants (current engineers estimate is \$298,979.45). Project onset is subject to CRA securing construction funding grants.

Mr. Vanek has Eveline Township documentation and signed contract to award Sanderson Road project to low bidder Poquette Leasing Company, Inc.

Commissioner MaGee moved to award Sanderson Road Afton stone placement bid (project #076.3-006-21, Eveline Township) to low bidder Poquette Leasing Company, Inc. for \$35,800.50, seconded by Vice-Chairman Ogden.

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

Mr. Vanek has Marion Township documentation to award Phelps Road project to low bidder Payne & Dolan, Inc.

Commissioner MaGee moved to award Phelps Road wedge and overlay bid (project #A489.009-027, Marion Township) to low bidder Payne & Dolan, Inc. for \$161,785.60, seconded by Vice-Chairman Ogden.

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

Commissioner MaGee moved to approve and implement the Fiscal Year January 1 to September 30, 2011 Budget Amendment 3 listed below as recommended by the Clerk, seconded by Vice-Chairman Ogden.

<b>Presented 06/27/11</b>		<b>2011 RECOMMENDED BUDGET</b>			Page of
<b>Shelley Kondrat, Clerk</b>		<b>AMENDMENT 3 PRESENTED JUNE 27, 2011</b>			1 3
Name of Governmental Unit		Name of Fund	Fund No.	Budget Year Ending	
Charlevoix County Road Commission		Road Fund	201	Date: 09-30-11	
<b>FISCAL YEAR JANUARY 1 THROUGH SEPTEMBER 30, 2011</b>					
<b>REVENUES (AND OTHER SOURCES)</b>					
DEPARTMENT OR CLASSIFICATION		AMOUNT			
Page	ACCOUNT DESCRIPTION	ESTIMATED PRIOR	PREVIOUSLY	RECOMMENDED	

No.		YEAR (12-31-10)	APPROVED	09-30-11 BUDGET
2	TRANSPORTATION	2,915,137.30	2,175,000.00	2,050,000.00
2	FEDERAL & STATE REVENUE	368,931.30	0.00	527.06
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00
2	TRUNKLINE MAINTENANCE-PRIMARY	345,900.00	342,700.00	342,700.00
2	COUNTY RAISED REVENUE	2,451,860.09	2,712,105.89	2,961,003.54
2	OTHER RAISED REVENUE	0.00	0.00	0.00
2	INTEREST EARNED	4,285.00	3,005.00	3,005.00
2	SALVAGE SALES	5,176.02	3,750.00	3,750.00
2	EQUIPMENT RETIREMENTS	0.00	16,244.32	16,244.32
2	GAIN/LOSS-EQUIPMENT DISPOSALS	11,116.56	125,000.00	125,000.00
2	PERMIT FEES	20,149.50	15,000.00	25,000.00
2	OTHER	4,651.40	175.76	175.76
TOTAL REVENUES		6,127,207.17	5,392,980.97	5,527,405.68
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		6,127,207.17	5,392,980.97	5,527,405.68

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION				
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-10)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-11 BUDGET
3	HEAVY MAINTENANCE	2,987,280.81	2,814,567.69	3,063,465.34
3	REGULAR MAINTENANCE	2,245,965.96	1,385,000.00	1,385,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	414,242.46	342,700.00	342,700.00
3	ADMINISTRATIVE EXPENSE (NET)	435,222.18	207,875.00	207,875.00
3	EQUIPMENT EXPENSE (NET)	264,637.53	10,000.00	10,000.00
3	CAPITAL OUTLAY (NET)	-236,924.46	25,823.68	27,018.58
3	DISTRIBUTIVE EXPENSE	0.00	730,000.00	730,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		6,110,424.48	5,515,966.37	5,766,058.92
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		6,110,424.48	5,515,966.37	5,766,058.92

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	-238,653.24
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS	0.00

PROJECTED SURPLUS AT END OF BUDGET YEAR	-238,653.24
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➤ VOTE:           Ayes – 2           Nays – 0           Absent - 1           Motion carried.

10:30 AM bid opening for:

**Jenkins Road** Afton stone placement, Hudson Township (0.49 mile; project #076.3-008.13; engineers estimate \$27,690; September 30, 2011 completion date):

**Studer Road** Afton stone placement, Hudson Township (0.47 mile; project #076.3-008.14; engineers estimate \$23,660; September 30, 2011 completion date):

<u>CONTRACTOR</u>	<u>Jenkins Road</u>	<u>Studer Road</u>	<u>TOTAL</u>
Poquette Leasing Co., Inc.	\$23,174.40	\$19,801.60	\$42,976.00
Rieth-Riley Construction Co.	\$25,027.50	\$21,385.00	\$46,412.50

Mr. Harmon said there will be a 10:00 AM Tuesday, July 5, 2011 on-site, mandatory contractor meeting so St. Mary's Cement Plant representative Bill **Sheik Scheich** can explain all details involved with this manufacturing (i.e., where to build the entry road [St. Mary's will provide rock], what material to use, where to stockpile material), and answer any questions.

Commissioner MaGee moved to set 10:30 AM July 11, 2011 bid opening date to manufacture 40,000 tons 23A gravel at St. Mary's Cement Plant property, using St. Mary's donated overburden (pit run gravel), seconded by Vice-Chairman Ogden.

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

Mr. Vanek reported:

- Camp Ten Road wedge, widen & overlay (project #A459.008-008; Hudson Township) is complete and is \$2,000-\$3,000 under bid.
- Burgess Road paving (project #A459.007-006; Hayes Township) is complete and is also under bid.
- Anderson Road paving (project #A489.015-027; Wilson Township) is in progress.
- Reith-Riley paving crew delay has postponed Marshall Road project.
- Springvale Road reconstruction (project A459.010-008; Melrose Township) culvert work will begin this week; the undercut will begin after July 4<sup>th</sup>.

Mr. Harmon:

- Presented HB 4739, "sponsored by Rep. Knollenberg (R-Oakland), would amend Act 51 by adjusting the percentage of federal aid money for MDOT's road and bridge construction to local jurisdiction's based on a local jurisdiction's ability to match federal money should MDOT not have the necessary match revenue."
- Tentatively scheduled on-site meeting at 10:30 AM July 13, 2011 with Kimberly Allen Telgenhof regarding drainage problems on her 11106 Ferry Road property; her attorney, Chairman Way and Road Commission attorney Joel Wurster will also attend.

Commissioner MaGee moved to pay bills totaling \$155,374.50, seconded by Vice-Chairman Ogden.

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

Vice-Chairman Ogden adjourned at 11:00 AM.

## JUNE 13, 2011

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Eveline Township supervisor (and Charlevoix **County** Road Millage Steering Committee Chairman) John Vron dran, Rieth-Riley Construction Company, Inc. representative Mark Wagner and Poquette Leasing Company, Inc. representative Jerry Gravedoni.

Commissioner Ogden moved to accept May 31, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

Mr. Vanek requested Phelps Road project not be awarded today, Marion Township will make a decision at their June 20, 2011 Board meeting and report. Bay Township recommended Old Horton Bay Road overlay, and Reycraft Road & Zenith Heights Road Afton stone application projects be awarded to low bidders.

Commissioner MaGee moved to award Old Horton Bay Road overlay bid (project #A489.001-028, Bay Township) to low bidder Payne & Dolan, Inc. for \$121,771.85, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to award Reycraft Road Afton stone placement bid (project #076.3-001.5, Bay Township) to low bidder Poquette Leasing Co., Inc. for \$16,797.00, and Zenith Heights Road Afton stone placement bid (project #076.3-001.6, Bay Township) to low bidder Poquette Leasing Co., Inc. for \$18,894.00, seconded by Commissioner MaGee.

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

Mr. Harmon presented permit application to close Lake Shore Drive (Eveline Township) for July 4<sup>th</sup>, 2011 event. The sheriff department will control traffic at Advance Road, and Boyne City police will control traffic within the city limits.

Commissioner MaGee moved to allow Lake Shore Drive closure (Eveline Township) from Boyne City limits to Advance Road for July 4<sup>th</sup>, 2011 10K race firework fund raiser, seconded by Commissioner Ogden.

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

Mr. Harmon presented several documents regarding Kimberly Sayre drainage problem on her 11106 Ferry Road property location (intersecting Sequanota Road, Eveline Township). Mrs. Sayre has been incorrectly informed the Road Commission replaced two culverts with one, causing her flooding problems. Mr. Harmon and Mr. Vanek were on Road Commission staff when work was performed, and there was only one culvert replaced with the same size culvert. This property has flooded for years, and adding another 24-inch culvert (costing \$15,000 per Roemer Utility Services, LLC quote for under road bore) would only cause flooding problems downstream. Mr. Harmon said the drainage ditch needs cleaning, but is not under Road Commission jurisdiction since it is well out of road right-of-way; Eveline Township last funded the ditching in the late 1980's or early 1990's.

Charlevoix County drain commissioner ~~Mike Mark~~ Seelye ~~have~~ ~~has~~ informed Mrs. Sayre a drainage district could be set up, which would be maintained by the drain commissioner with costs assessed to affected property owners. Mr. Harmon and Mr. Vanek will hold an on-site meeting to explain history to Mrs. Sayre and her attorney Allen Telgenhof. Chairman Way, Mr. Seelye, Mr. Vron dran and Road Commission attorney Joel Wurster will be invited.

Mr. Harmon and Mr. Vanek will attend 5:30 PM Wednesday, June 15, 2011 Marshall Road and Anderson Road informational meeting for property owners (Boyne City Hall).

Commissioner Ogden moved to open Jenkins Road and Studer Road Afton stone placement bids, Hudson Township, at 10:30 AM Monday, June 27, 2011, seconded by Commissioner MaGee.

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

Commissioner Reinhardt said Barber Road hill held up well during heavy rains last week, though there is a lot of road material in the ditch; Mr. Harmon said it is only sand and will be removed if drainage problems occur.

Chairman Way said St. Mary's Cement Company representative Bill Sheik asked what quantity 23A gravel the Road Commission wished to manufacture using St. Mary's donated overburden (pit run gravel). Mr. Harmon said approximately 40,000 tons, which should last 3-4 years.

Recessed at 9:45 AM; resumed at 10:20 AM.

Mr. Harmon complimented Camp Ten Road wedge and overlay project, as did Commissioner MaGee; several Rieth-Riley employees received compliments from residents as well. Mr. Vanek said final project cost will be under bid.

Mr. Vanek reported Rieth-Riley Construction Co. will begin Anderson Road paving tomorrow, followed by Burgess Road paving & shoulder gravel Thursday & Friday, then Marshall Road near the end of June, and finally the Springvale Road project. He has not heard when Payne & Dolan, Inc. plan to pave Miles Road.

Mr. Harmon presented Road Commission attorney Michael Kluck June 10 2011 email Alert regarding Termination of Collective Bargaining Agreements. Mr. Harmon explained the Road Commission has always followed the recommended guidelines.

Commissioner Ogden:

- Suggested Mr. Harmon contact Northwest Design Group Engineer Howard Haselschwardt and ask if language should be written into the two 2012 Boyne City-Charlevoix Road projects to disallow simultaneous work so funding isn't intermingled.
- Asked if hydraulic tools have been ordered for bucket truck (#014); Mr. Harmon said a post pounder will be, but suggested a lightweight gas chainsaw be used because lines on hydraulic chainsaws are cumbersome. Mr. Harmon said this truck has a new motor, is painted, has reflective tape on the bucket, and has passed all inspections.
- Requested equipment stored in the cold storage building be started up and run periodically; Mr. Harmon said all are except the snow blower.

10:30 AM bid opening for:

**Sanderson Road** Afton stone placement, Eveline Township (0.92 mile; project #076.3-006.21; engineers estimate \$49,000; September 30, 2011 completion date):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Poquette Leasing Company, Inc.	\$35,800.50
Rieth-Riley Construction Co.	\$37,635.00

Commissioner Ogden moved to pay bills totaling \$78,025.89, seconded by Commissioner MaGee.

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

Chairman Way adjourned at 10:41 AM.

## **May 31, 2011**

Chairman Way opened the meeting at 9:00AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioners Ron Reinhardt & Shirlene Tripp, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Bay Township residents Robert Taylor & Roger Conaway, Eveline Township supervisor (and Charlevoix Road Millage Steering Committee Chairman) John Vron dran, Melrose Township (and Charlevoix Road Millage Steering Committee member) resident Karen Colburn, Charlevoix CRC Auditors Fred Gardner & Brett Luplow, Rieth-Riley Construction Company, Inc. representative Mark Wagner, Payne and Dolan, Inc. representatives Matt Miller & Gary Hartman, and Poquette Leasing Company representative Jerry Gravedoni and Petoskey News-Review reporter Sheri McWhirter.

Commissioner Ogden moved to accept May 9, 2011 regular meeting minutes as corrected, seconded by Commissioner MaGee.

Page 3, line 125:            add "(pit run gravel)" after "overburden"

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

Mr. Taylor and Mr. Conaway attended a May 28, 2011 meeting at the Evangeline Township Hall run by County Commissioner Shirlene Tripp and Charlevoix County Parks Committee member Shirley Roloff to discuss the proposed non-motorized trail along the Boyne City-Charlevoix Road corridor. Mr. Taylor read a document received by all meeting attendees from the "County of Charlevoix" entitled "Non-Motorized Trail Agreement" (document). He added the shoulders should be widened to 5-feet instead of an off-road trail, then maintenance wouldn't be an issue

Mr. Conaway (regarding the May 28, 2011 meeting):

- Presented a document he received at the meeting which contained some language whereby people who signed it would transfer their property rights for trail construction beyond the 66-feet of right-of-way.

- Stated, “(the document) is a back door approach to get people persuaded to give up rights to their property.” He requested the trail be completely staked so each property owner knows how it affects them; Commissioner Tripp said this would be very costly.
- Said only CCRC can relinquish the property since they hold the property easements.
- Said Boyne City-Charlevoix Road is a road of commerce and feels the additional right-of-way may be needed in the future for additional lanes or turning lanes.

Commissioner Way informed all present the County Board of Commissioners will decide if the trail is built, not the Road Commission. Commissioner Reinhardt noted county funds will not be spent on the trail; it will be financed 100% by township monies and grants specified for non-motorized trails.

Commissioner Ogden moved to upgrade and add to Policy #77-5 entitled “Creating New Non-Subdivision Road” change as follows, seconded by Commissioner MaGee.

add: “, and May 31, 2011” after “**REVISED:** July 26, 1999”  
 change: “All work shall adhere to MDOT construction standards.” To “All work shall adhere to **CURRENT** MDOT construction standards, **AS A MINIMUM.**” in the “**STANDARDS**” section

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

Commissioner Ogden moved to delegate Commissioner MaGee as voting delegate and Commissioner Ogden as alternate voting delegate at the July 21, 2011 Michigan County Road Commission Self-Insurance Pool’s (MCRCSIP) Annual Business meeting, seconded by Commissioner MaGee.

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

Mr. Vanek said Hayes Township and Wilson Township authorized bid awards as follows:

Commissioner Ogden moved to award Burgess Road paving & drainage work bid (project #A459.007-006, Hayes Township) to Reith-Riley for \$170,076.80, seconded by Commissioner MaGee.

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

Commissioner MaGee moved to award Anderson Road paving bid (project #A489.015-027, Wilson Township) to low bidder Reith-Riley for \$193,805.75, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to award Marshall Road reconstruction (project #A489.006-038, Eveline Township and A489.015-023, Wilson Township) to Reith-Riley for \$223,203.42, seconded by Commissioner MaGee.

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

Mr. Vanek said Eveline Township requested bids be taken for Sanderson Road south Afton stone placement.

Commissioner MaGee moved to open Sanderson Road south Afton stone placement bids, Eveline Township, at 10:30 AM Monday, June 13, 2011, seconded by Commissioner Ogden.

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

10:00 AM: Fred Gardner and Brett Luplow, CPAs, presented Charlevoix CRC 2010 Audited Financial Statements. The Road Commission will present to the County Board at 9:30 AM Wednesday, June 8, 2011 meeting.

10:30 AM bid openings for:

**Phelps Road** wedge and overlay, Marion Township (1.25 miles; project #A489.009-027; engineers estimate \$185,150, September 16, 2011 completion date):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Payne & Dolan, Inc.	\$161,785.60
Rieth-Riley Construction Co.	\$163,790.10
Team Elmer’s	\$170,875.00

**Old Horton Bay Road** overlay, Bay Township (1.42 miles; project #A489.001-028; engineers estimate \$135,000, September 16, 2011 completion date):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Payne & Dolan, Inc.	\$121,771.85
Rieth-Riley Construction Co.	\$122,832.75

**Reycraft Road** Afton stone application, Bay Township (0.25 mile; project #076.3-001.5; engineers estimate \$16,825; August 31, 2011 completion date):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Poquette Leasing, Co., Inc.	\$16,797.00
Rieth-Riley Construction Co.	\$17,391.25

**Zenith Heights Road** Afton stone application, Bay Township (0.43 mile; project #076.3-001.6; engineers estimate \$21,775, August 31, 2011 completion date):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Poquette Leasing, Co., Inc.	\$18,894.00
Rieth-Riley Construction Co.	\$20,518.75

Recessed at 10:45 AM; resumed at 10:50 AM.

Commissioner Tripp said Commissioner Christensen and Northwest Design Group (NDG) engineer Lucas Porath attended the May 28, 2011 trail meeting as well (additional informative meetings will be held this fall). Mr. Porath talked to a few concerned property owners; he said property owners will be satisfied before the trail is built.

Commissioner Ogden moved to allow Boyne City-Charlevoix Road closure September 5, 2011 for the "Horton Bay Labor Day Bridge Walk" from 9:00 PM to 10:00 PM, seconded by Commissioner MaGee.

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

Mr. Harmon and Commissioner Way met with Rieth-Riley and St. Mary's Cement Company representatives to discuss manufacturing overburden (pit run gravel) into 23A limestone; Mr. Harmon suggested manufacturing 40,000 cubic yards (a 3-4 year supply). Manufacturing cost is estimated at \$80,000-\$100,000; competitive bids will be taken.

Mr. Vanek:

- Said Camp Ten Road project is going well. There were two small undercuts, and paving is planned to begin at Thumb Lake Road intersection tomorrow.
- Met with Norwood Township supervisor Frank Hamilton & Road Committee representative Bill Gnodtke May 25, 2011 regarding:
  1. **Lake Shore Drive off Clipperview** engineers estimate. Mr. Hamilton & Mr. Gnodtke suggested the following money-saving tips:
    - a. CCRC grade the surface; CCRC graders aren't equipped with automation to properly prepare the base for paving.
    - b. Take some road base gravel for shoulders; current gravel base thickness is required to pave the roadway.
    - c. Exclude restoration; property owners expect landscape restoration.
    - d. CCRC perform traffic control; CCRC doesn't have crew members to spare.
  2. **Lake Shore Drive in the Village of Norwood, over the bluff**. Mr. Hamilton & Mr. Gnodtke suggested designating it a Natural Beauty Road (requires 25 township resident signatures). Mr. Vanek noted Emmet CRC paved a Natural Beauty Road in 2010 and these gentlemen feel CCRC would do the same. But the Natural Beauty Road guidelines state a gravel Natural Beauty Road should not be paved or widened, and road flora (trees & vegetation) cannot be trimmed/removed; the road has to be left in its natural state.

Commissioner Ogden:

- Noted the South Arm Township Board didn't place their road millage renewal on the ballot.
- Asked when Miles Road paving is scheduled; Mr. Vanek said within next 2 weeks.
- Asked when Burgess Road paving is scheduled; Mr. Vanek said after Anderson Road and Marshall Road projects.

Commissioner MaGee moved to pay bills totaling \$171,403.03, seconded by Commissioner Ogden.

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

Chairman Way adjourned at 11:30 AM.

## May 9, 2011

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioners Ron Reinhardt & Shirlene Tripp, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC shop foreman Mick Luchenbill and CCRC clerk Shelley Kondrat attended, along with Bay Township residents Robert Taylor & Roger Conaway, Eveline Township supervisor (and Charlevoix Road Steering Committee Chairman) John Vron dran, Payne and Dolan, Inc. representative Matt Miller, Rieth-Riley Construction Company, Inc. representative Mark Wagner, MDC Contracting, LLC representative Josh Manthei and Petoskey News-Review reporter Sheri McWhirter.

Commissioner MaGee moved to accept April 15, 2011 regular meeting minutes as corrected, seconded by Commissioner Ogden.

Page 1, line 44: change “2010” to “2011”

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

Mr. Harmon and Mr. Luchenbill recommended purchasing the 2011 Superior, DT80CT Road Sweeper from Grand Equipment, Co.; their alternate 2010 Road Sweeper bid did not meet specifications.

Commissioner Ogden moved to award the 2011 Work-ready Self-propelled Road Sweeper bid (Superior, DT80CT) to low bidder Grand Equipment Company for \$42,166.00, seconded by Commissioner MaGee.

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

Mr. Harmon presented 04/27/11, 04/28/11 and 05/09/11 emails from Norwood Township supervisor Frank Hamilton and Charlevoix County Commissioner Richard Gillespie pertaining to Lakeshore Drive resurfacing, Clipperview Subdivision, Norwood Township. CCRC Board, manager and staff engineer responded to their resurfacing options of asphalt paving or seal coat in a letter that explained the shortcomings of seal coat.

Commissioner Ogden moved to open Phelps Road wedge and overlay bids (1.25 miles, Marion Township, project #A489.009-027, September 16, 2011 completion date, engineer’s estimate \$185,150) at 10:30 AM Tuesday, May 31, 2011, seconded by Commissioner MaGee.

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

Mr. Harmon said Bay Township requested bids for Old Horton Bay Road wedge & overlay, and Reycraft Road & Zenith Heights Road Afton stone application.

Commissioner MaGee moved to open the following Bay Township bids: Old Horton Bay Road wedge and overlay bids (1.42 miles, project # A489.001-028, September 16, 2011 completion date, engineer’s estimate \$135,000), Reycraft Road Afton stone application (0.25 mile, project # 076.3-001.5, August 31, 2011 completion date, engineer’s estimate \$17,000), and Zenith Heights Afton stone application (0.43 mile, project # 076.3-001.6, August 31, 2011 completion date, engineer’s estimate \$22,000) at 10:30 AM Tuesday, May 31, 2011, seconded by Commissioner Ogden.

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

Mr. Conaway:

- Said Camp Daggett Road surface is deteriorating fast (Mr. Vanek joined the meeting late, but said Bay Township plans to overlay said roadway in 2012 or 2013).
- Said “Complete Streets” should be added to any future road reconstruction because it is an MCL Act. Mr. Harmon explained Road Commissions are currently exempt from this Legislation because MDOT has yet to complete the plan for Road Commissions to follow; it will eventually affect all road agencies.

Mr. Reinhardt said Afton stone on Barber Road hill (Wilson Township) didn’t wash out during last weeks rain; and dust is minimal during dry spells. Mr. Harmon said CCRC will grade gravel roadways after it rains; it is currently too dry to blade.



Mr. Conaway said Sho-Sho-Nie Beach Drive gravel (Bay Township) washed out at least 3-inches. Mr. Harmon reported one grader is on Beaver Island and the other one was broken down for 2 days last week; the wash out will be fixed as soon as possible.

Mr. Harmon reported Charlevoix Township Fire Department requested Upper Bay Shore Road be closed during a “burn structure training” on May 11<sup>th</sup> in the evening, weather permitting.

Commissioner Ogden moved to close Upper Bay Shore Drive between Burgess Road and Maple Grove Road for a structural fire training on Wednesday, May 11, 2011 weather permitting. If the weather does not permit the Charlevoix Township Fire Department to conduct the fire, the manager is authorized to approve an alternate date, seconded by Commissioner MaGee.

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

Mr. Harmon presented R. Gillespie Enterprises, Inc. quote for 23A gravel stockpiled on Beaver Island at \$16.50 per yard.

Commissioner MaGee moved to purchase manufactured 23A gravel from R. Gillespie Enterprises, Inc. to be stockpiled on Beaver Island (500 cubic yards @ \$16.50 each totaling \$8,250), seconded by Commissioner Ogden.

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

Mr. Harmon:

- Reported purchasing diesel fuel for Beaver Island garage (5,000 gallons @ \$4.48 per gallon totaling \$22,400).
- Presented April 27, 2011 flooded property pictures (adjacent to Ferry Road and Sequanota Road intersection, Eveline Township), and April 28, 2011 early morning comparison pictures showing the water was gone. The property owner is requesting an additional culvert to redirect the water (as she has for several years); Mr. Harmon said this would redirect the problem to someone else’s property. CCRC and the Drain Commissioner have asked her to obtain a petition to set up a county drain, but she has not done so to date.
- Presented Metros Road and Grygier Road intersection flooding pictures (Boyne Valley Township). A large beaver dam outside the right-of-way on state owned land is directing water from the Boyne River down the Grygier Road ditch, causing this flooding.

Recessed at 10:21 AM, resumed at 10:30 AM.

10:30 AM bid openings for:

**Overband crack fill** to various roads throughout Charlevoix County (August 12, 2011 completion date):

<b><u>CONTRACTOR</u></b>	<b><u>BID AMOUNT</u></b>
APM	\$128,264.00
Fahrner Asphalt Sealers, Inc.	\$156,237.50
Scodeller Construction, Inc.	\$198,398.20

**Anderson Road** paving, Wilson Township (0.66 mile; project #A489.015-027; engineers estimate \$180,000; September 16, 2011 completion date):

<b><u>CONTRACTOR</u></b>	<b><u>BID AMOUNT</u></b>
Reith-Riley Construction Co.	\$193,805.75
Tri-County Excavating	\$194,194.50
Payne & Dolan, Inc.	\$199,904.26
MDC Contracting, LLC	\$224,377.15
Team Elmer’s	\$231,000.00

Chairman Way and Mr. Harmon will investigate 23A gravel production using St. Mary’s Cement Company donated overburden (pit run gravel).

Mr. Vanek reported Camp Ten Road wedge and overlay preparation work began this morning; paving should begin next week.

Commissioner Ogden moved to award Overband crack fill (various Charlevoix County roads) to low bidder APM for \$128,264, contingent upon bid documents being correct, seconded by Commissioner MaGee.

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

Mr. Vrondran said Eveline Township will pave Marshall Road (Eveline and Wilson Townships) even if Boyne City doesn't do their portion; Commissioner Ogden said this may have to be re-bid if the cost deviates more than 20%.

Commissioner MaGee moved to transfer \$13,686 from the Insurance Fund to the General Fund to pay CRASIF 2011 1<sup>st</sup> quarter compensation insurance invoice #CRA0003676 dated May 1, 2011, seconded by Commissioner Ogden.

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

Commissioner Ogden suggested a change to Policy #77-5; this will be addressed at a future regular Board meeting.

At a recent Commissioners meeting, Commissioner MaGee learned a County Board can re-write the ordinance so moving fines and overweight ticket fines money goes to the respective county rather than to the state library fund. Mr. Harmon said the Road Commission hires sheriff deputies and their vehicles for seasonal weight restriction patrol which in 2011 cost the Road Commission over \$12,000 without reimbursement.

Commissioner Ogden moved to pay bills totaling \$36,709.15, seconded by Commissioner MaGee.

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

Chairman Way adjourned at 11:15 AM.

## **April 25, 2011**

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioners Ron Reinhardt & Shirlene Tripp, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Bay Township residents Bob Taylor & Roger Conaway and Petoskey News-Review reporter Sheri McWhirter.

Commissioner Ogden moved to accept April 11, 2011 regular meeting minutes as corrected, seconded by Commissioner MaGee.

Page 2, line 52: change "Legislature" to Legislation"

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

Mr. Taylor is concerned that nobody has taken responsibility for liability and/or maintenance if the proposed non-motorized trail (the trail), separate from the roadway but still within the 99-foot limits of the Boyne City-Charlevoix Road right-of-way becomes a reality.

Mr. Conaway:

- Requested stakes be placed or a specific design drawn showing the exact proposed trail location before the three informational meetings are held (two on May 26 and one on May 28) so property owners know exactly how it will affect their properties.
- Asked what yellow and orange marker flags on Boyne City-Charlevoix Road represent; Mr. Harmon said Merit is placing fiber optic cable all the way to US31 (mostly aerial, but some buried).

Commissioner Way noted the trail is not a Charlevoix County Road Commission project; Mr. Taylor and Mr. Conaway should be addressing the Charlevoix County Parks & Recreation Committee, and/or the Charlevoix County Board.

Mr. Vanek is awaiting Hayes Township authorization to award Burgess Road paving bid. But he did receive South Arm Township authorization to award Miles Road paving bid.

Commissioner Ogden moved to award Miles Road paving bid (project #A489.014-010, South Arm Township) to low bidder Payne & Dolan, Inc. for \$40,376.00, seconded by Commissioner MaGee (July 29, 2011 completion date).

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

Mr. Harmon said CCRC shop foreman Mick Luchenbill would like to more thoroughly review Sweeper bids before giving his recommendation.

Mr. Harmon reported the Road Millage Steering Committee (RMSC) met last week. Chairman John Vrondran will present ~~2010~~ 2011 project recommendations (Camp Ten Road and Springvale Road) to the County Board at their April 27, 2011 regular meeting; Mr. Harmon and Mr. Vanek will attend as well.

Commissioner MaGee moved to award 2011 Camp Ten Road paving bid (project #A459.008-008, Hudson Township) to low bidder Rieth-Riley Construction Co. for \$993,269.15 and Springvale Road reconstruction bid (project #A489.003-002 and A459.010-008, Chandler Township and Melrose Township respectively) to low bidder Rieth-Riley Construction Co. for \$1,110,065.49, seconded by Commissioner Ogden. Project awards are contingent upon County Board approval.

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

Mr. Vanek requested Overband crack fill bids (various Charlevoix County roads). Also, Wilson Township has requested bidding Anderson Road paving over gravel sections through the swamp.

Commissioner Ogden moved to open bids at 10:30 AM May 9, 2011 for Overband crack fill to various roads throughout Charlevoix County and Anderson Road paving (Wilson Township), seconded by Commissioner MaGee.

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

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

Commissioner MaGee moved to approve and implement the Fiscal Year January 1 to September 30, 2011 Budget Amendment 2 listed below as recommended by the Clerk, seconded by Commissioner Ogden.

Presented 04/25/11 Shelley Kondrat, Clerk		2011 RECOMMENDED BUDGET AMENDMENT 2 PRESENTED APRIL 25, 2011			Page of 1 3
Name of Governmental Unit		Name of Fund	Fund No.	Budget Year Ending	
Charlevoix County Road Commission		Road Fund	201	Date: 09-30-11	
<b>FISCAL YEAR JANUARY 1 THROUGH SEPTEMBER 30, 2011</b>					
<b>REVENUES (AND OTHER SOURCES)</b>					
DEPARTMENT OR CLASSIFICATION		AMOUNT			
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-10)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-11 BUDGET	
2	TRANSPORTATION	2,915,137.30	2,175,000.00	2,175,000.00	
2	FEDERAL & STATE REVENUE	368,931.30	0.00	0.00	
2	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00	
2	TRUNKLINE MAINTENANCE-PRIMARY	345,900.00	342,700.00	342,700.00	
2	COUNTY RAISED REVENUE	2,451,860.09	2,500,467.05	2,712,105.89	
2	OTHER RAISED REVENUE	0.00	0.00	0.00	
2	INTEREST EARNED	4,285.00	3,005.00	3,005.00	
2	SALVAGE SALES	5,176.02	3,750.00	3,750.00	
2	EQUIPMENT RETIREMENTS	0.00	16,244.32	16,244.32	
2	GAIN/LOSS-EQUIPMENT DISPOSALS	11,116.56	125,000.00	125,000.00	
2	PERMIT FEES	20,149.50	15,000.00	15,000.00	
2	OTHER	4,651.40	145.00	175.76	

TOTAL REVENUES	6,127,207.17	5,181,311.37	5,392,980.97
TOTAL OTHER SOURCES	0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES	6,127,207.17	5,181,311.37	5,392,980.97

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION		ESTIMATED PRIOR	PREVIOUSLY	RECOMMENDED
Page No.	ACCOUNT DESCRIPTION	YEAR (12-31-10)	APPROVED	09-30-11 BUDGET
3	HEAVY MAINTENANCE	2,987,280.81	2,500,467.05	2,814,567.69
3	REGULAR MAINTENANCE	2,245,965.96	1,385,000.00	1,385,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	414,242.46	342,700.00	342,700.00
3	ADMINISTRATIVE EXPENSE (NET)	435,222.18	207,875.00	207,875.00
3	EQUIPMENT EXPENSE (NET)	264,637.53	10,000.00	10,000.00
3	CAPITAL OUTLAY (NET)	-236,924.46	-21,342.32	25,823.68
3	DISTRIBUTIVE EXPENSE	0.00	730,000.00	730,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		6,110,424.48	5,154,699.73	5,515,966.37
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		6,110,424.48	5,154,699.73	5,515,966.37

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	-122,985.40
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS	0.00
PROJECTED SURPLUS AT END OF BUDGET YEAR	-122,985.40

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

Commissioner Reinhardt said County Commissioner Gillespie asked why CCRC wouldn't relax road improvement specifications as requested by Norwood Township. Commissioner Ogden explained specifications were increased from 2-inch pavement, 20-feet wide to 3-inch pavement, 22-feet wide several years ago; projects built to these higher standards have increased road surface longevity. Commissioner Ogden stated CCRC gave Norwood Township several options, including lowering the width for Lake Shore Drive south of Norwood Village from 22-feet to 20-feet.

Commissioner Way said Norwood Township Board claims "Wynkoop Pit" gravel placed on Lakeshore Drive (south off Clipperview) is inferior. Mr. Harmon said this gravel met specifications and is fine on all roadways where it was placed. This includes Lakeshore Drive (south off Clipperview), which is ready to be paved if and when the township chooses, though most residents want it to remain gravel.

Mr. Harmon and Mr. Vanek will meet with Commissioner Gillespie to discuss the road millage, CCRC road specifications, and view the county's east side roads.

Commissioner Ogden moved to allow Waller Road closure from US31 to Old Orchard Road on June 25, 2011 for the "Good Boy Marathon" from 7:00 AM to 11:00 AM (Sheriff Schneider has approved closure and will provide necessary manpower and traffic control), seconded by Commissioner MaGee.

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

Commissioner Ogden moved to change 9:00 AM Monday, May 23, 2011 regular meeting to 9:00 AM Tuesday, May 31, 2011 to allow manager attendance, seconded by Commissioner MaGee.

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

Mrs. Kondrat reported Gardner, Provenzano, Schauman & Thomas P.C. CPA firm conducted the 2010 audit April 19-22, 2011. Fred Gardner, CPA will present audited financial statements to CCRC Board May 31, 2011.

Township cost-share policies will continue as in 2010; CCRC will provide engineering services at no cost to the township, and provide a grader and operator when a township pays for gravel, and the cost of trucking the gravel to the jobsite.

Commissioner MaGee moved to pay bills totaling \$98,274.87, seconded by Commissioner Ogden.

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

Chairman Way adjourned at 11:15 AM.

## **April 11, 2011**

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden & MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC shop foreman Mick Luchenbill and CCRC clerk Shelley Kondrat attended, along with Bay Township residents Bob Taylor & Roger Conaway, Petoskey News-Review Reporter Sheri McWhirter, Payne & Dolan representatives Gary Hartman & Matt Miller, Rieth-Riley Construction Company, Inc. representative Mark Wagner, AIS Construction Equipment Company representative Daniel Novak and Grand Equipment Company representative Terry Meyers.

Pledge of Allegiance requested by Mr. Taylor and led by Chairman Way.

Commissioner MaGee moved to accept March 28, 2011 regular meeting minutes as presented, seconded by Commissioner Ogden.

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

Mr. Taylor read the following from CCRC March 28, 2011 regular Board meeting minutes:

“The Committee will hold three property owner informational meetings at the Evangeline Township Hall (two on May 26 and one on May 28). The Committee will meet on-site with property owners who have specific issues.”

“Vice-Chairman Ogden explained that the Road Commission would approve constructing the non-motorized trail within the customary 66-feet of right-of-way. However, the Road Commission will require written permission from each affected property owner for any trail construction beyond the 66-foot limits due to use restrictions contained in the additional right-of-way wordage.”

Mr. Taylor:

- Inquired what written permission means; Commissioner Ogden said some type of release of interest form will be drafted by CCRC attorney. The release would be appropriate for every property owner along the proposed trail area.
- Noted the proposed non-motorized trail (the trail), separate from the roadway but still within the 99-foot limits of the Boyne City-Charlevoix Road right-of-way grant application has been sent for approval (due April 1<sup>st</sup>) and feels the aforementioned meetings should have been held first. Commissioner MaGee assumes the Parks & Recreation Committee want to secure funding first because the subject is unlikely without funding.
- Is concerned the additional 16 ½-foot right-of-way may be needed in the future for road widening, turning lanes, utility line installation, etc. What would happen if there is a non-motorized trail in the area?
- Asked who will own it, control it, repair it, maintain it, be liable for it?
- Has newest grant application for the trail, as well as a compact disc (CD); Mr. Harmon hasn't received either to date.

Mr. Conaway:

- Referring to Act 135 adopted in late 2010 (“Complete Streets”) dictates 5-foot paved shoulders be added to future road paving projects to accommodate non-motorized travel. (Per the Michigan Government website, the legislation defines Complete Streets as "roadways planned, designed, and constructed to provide appropriate access to all legal users...whether by car, truck, transit, assistive device, foot or bicycle."). Mr. Harmon explained Road Commissions are currently exempt from this **Legislature Legislation** because MDOT has yet to complete the plan for Legislature to follow; it will eventually affect all road agencies.
- Asked if Boyne City-Charlevoix Road survey is accurate. Mr. Harmon said the centerline wasn't changed during 2010 reconstruction but the inside curves were paved wider, increasing the width at some points. He explained monument boxes are not always the roadway centerline.

Commissioner Ogden moved to transfer \$6,734.27 from the Equipment Fund to the General Fund to pay Great Lakes Energy \$2,662 for one 2005 IHC Bucket Truck (#014) and The Wilkinson Corporation \$4,072.27 for one Norwesco Liquid Tank (#136), seconded by Commissioner MaGee.

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

Commissioner MaGee moved to transfer \$9,035 from the Insurance Fund to the General Fund to pay CRASIF 2010 4<sup>th</sup> quarter compensation insurance invoice #CRA0003394 dated February 1, 2011, and \$122,791 from the Insurance Fund to the General Fund to pay Michigan County Road Commission Self Insurance Pool (MCRCSIP) Annual Contribution invoice #2011-015 dated April 1, 2011, totaling \$131,826, seconded by Commissioner Ogden.

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

Commissioner Ogden moved to transfer \$6,144.50 from the Construction Fund to the General Fund for contract engineering for the 2010 Peninsula Road project, seconded by Commissioner MaGee.

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

Mr. Vanek:

- Presented Camp Ten Rd. wedge and overlay, Hudson Township (project #A459.008-008), Springvale Rd. reconstruction, Chandler Township & Melrose Township (project #'s A459.003-002 & A459.010-008 respectively) and Marshall Rd. reconstruction, Eveline Township & Wilson Township (project #'s A489.006.038 & A489.015.023 respectively) bid tabulations for review.
- Explained Rieth-Riley Construction Company, Inc. is actually low bidder on Marshall Road project because Tri-County Excavating estimate was incorrectly added. Mr. Harmon added this bid cannot be awarded until CCRC receives Eveline Township signed contract.
- Said Camp Ten Road project will be done as bid, but some ditching may be removed from the Springvale Road project, especially through the swamp. There may be a road millage funding shortage for these two projects (Mr. Harmon is awaiting computation from the Equalization Department); this will be discussed at the next Charlevoix County Road Steering Committee meeting.

Mr. Harmon:

- Said there may be a 1-2 mile gap in completing the Boyne City-Charlevoix Road in 2012 due to lack of millage money.
- Was approached by American Builders Quarterly (ABQ) editorial researcher Alex Bondi (a national publication from Chicago, Illinois), who would like to feature Charlevoix County Road Commission in their magazine; ABQ has never featured a Road Commission before. Mr. Bondi would need digital pictures, and would conduct telephone interviews with Mr. Harmon and one of the CCRC Board members (30-45 minutes each). CCRC will review the article before publication; The Board approved.
- Presented County Commissioner Richard Gillespie email requesting Lake Shore Drive triple sealcoat (south off Clipperview Road, Norwood Township). Mr. Harmon and Mr. Vanek agree a triple layer sealcoat is not the best choice. They will meet with Commissioner Gillespie to explain the background of this road.
- Said CCRCs March 31, 2011 Annual Safety Meeting was successful.
- Signed a contract with Darren Drayton to repair the Ironton salt shed damage.

10:30 AM bid openings for:

**Burgess Road** paving & drainage work, Hayes Township (1 mile; project #A459.007-006; no engineers estimate, carry over from 2010):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Payne & Dolan, Inc.	\$168,262.00
Rieth-Riley Construction Co.	\$170,076.80

Team Elmer's \$218,181.10

**Miles Road** paving and aggregate shoulders, South Arm Township (0.23 mile; project #A489.014-010; no engineers estimate, carry over from 2010).

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Payne & Dolan, Inc.	\$ 40,376.00
Rieth-Riley Construction Co.	\$ 45,076.00
Team Elmer's	\$ 53,567.50

**2011 Work-Ready Self-Propelled Road Sweeper:**

<u>BIDDER:</u>	<u>DESCRIPTION:</u>	<u>BID:</u>
Grand Equipment Company	Superior, DT80CT (2010)	\$ 38,500.00 (demo; 135 hrs)
Grand Equipment Company	Superior, DT80CT (2011)	\$ 42,166.00
Michigan Cat:	Roscoe, RB-40 (2011)	\$ 43,592.00
AIS Construction Equip. Co.	Broce Broom, RCT350 (2011)	\$ 44,698.00

Commissioner MaGee moved to pay bills totaling \$255,795.94 seconded by Commissioner Ogden.

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

Chairman Way adjourned at 10:45 AM.

**March 28, 2011**

Vice Chairman Ogden opened the meeting at 9:00 AM.

Vice Chairman Ogden, Commissioner MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek, CCRC shop foreman Mick Luchenbill and CCRC clerk Shelley Kondrat attended, along with Petoskey News Review reporter Sheri McWhirter, Charlevoix County Planner Larry Sullivan, Charlevoix County Steering Committee Chairperson (and Eveline Township supervisor) John Vron dran, MDC Contracting, LLC representative Vince Carpenter, Payne & Dolan representatives Gary Hartman & Matt Miller, Rieth-Riley Construction Company, Inc. representative Mark Wager and Melrose Township resident Karen Colburn. (Absent: Commissioner Way).

Commissioner MaGee moved to accept March 14, 2011 regular meeting minutes as corrected, seconded by Vice Chairman Ogden.

Page 2, line 67: replace "a bid " with "an offer to"

Page 2, line 68: add "at current scrap metal price plus towing charge, totaling \$2,662" after "bucket truck"

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

The Board feels the Northern and Southern Road Association Annual conferences should be merged; Mrs. Kondrat will email their decision to the County Road Association (CRAM).

Mr. Sullivan informed all present the Charlevoix County Non-Motorized Trail Steering Committee (the Committee) sent their final report for the proposed trail (the trail) within the Boyne City-Charlevoix Road right-of-way to the Parks & Recreation Committee, who approved it and forwarded it to the County Board of Commissioners. The Committee recommends quadra phase construction, the first section extending from Boyne City to the Evangeline-Bay Township line. The Committee will hold three property owner informational meetings at the Evangeline Township Hall (two on May 26 and one on May 28). The Committee will meet on-site with property owners who have specific issues.

Vice-Chairman Ogden explained that the Road Commission would approve constructing the non-motorized trail within the customary 66-feet of right-of-way. However, the Road Commission will require written permission from each affected property owner for any trail construction beyond the 66-foot limits due to use restrictions contained in the additional right-of-way wordage.

Mr. Sullivan said the trail will be funded with grant money, and Boyne City and/or Top O' Michigan Foundation funds. The Committee hopes to begin engineering around December 2012, with 2013 or 2014 construction.

Vice-Chairman Ogden moved to accept the proposed Motion to Dismiss counterclaim in the Beach Drive lawsuit (per Joel Wurster's recommendation) presented to the Board March 28, 2011 and to allow CCRC Attorney Joel Wurster to introduce the motion to Charlevoix County Circuit Court Judge Pajtas, seconded by Commissioner MaGee.

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

Mr. Vanek said Hayes Township requested Burgess Road be paved in 2011, and South Arm Township requested Miles Road be paved in 2011. Both roads were undercut in 2010, and are currently dry with no soft spots or winter deterioration.

Commissioner MaGee moved to open bids at 10:30 AM April 11, 2011 for Burgess Road paving & drainage work (Hayes Township) and Miles Road paving and aggregate shoulders (South Arm Township), seconded by Vice-Chairman Ogden.

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

Commissioner MaGee moved to open bids at 10:30 AM April 11, 2011 for one 2011 Work-Ready Self-Propelled Road Sweeper, seconded by Vice-Chairman Ogden.

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

Commissioner MaGee:

- Suggested notifying countywide millage funded road project residents before the projects begin, informing them the start & finish dates, the cost, and any inconveniences. Mr. Harmon said this was done on past, smaller projects (i.e. Tomkins Road, Wilson Township). On another past project, signs were placed at either end notifying residents it was a township funded project; the adjoining township didn't approve of the signs. Vice-Chairman Ogden suggested a news release which would include road names, the approximate beginning dates, the project contractor, and the funding sources (Melrose Township is paying \$225,000 towards 2011 Springvale Road project).
- Three Chandler Township residents complained the north ½-mile of Cobb Road has a low area holding water. He investigated and noted there is a large, deep hole in the roadway. Mr. Harmon said this shaded area is not ditched so the water has nowhere to go; tree removal would be necessary to insure drainage.

Commissioner Reinhardt commended CCRC 2010-11 snow maintenance.

Mr. Vanek was recertified by Michigan Aggregate Technician Certification for aggregate sampling and testing last week at Ferris State University.

Mr. Harmon reported CCRC all-day safety seminar begins 8AM Thursday, March 31, 2011 at St. Matthews Church; Otsego CRC is sending their crew again this year. Topics included are bucket truck training, defensive driving, chainsaw safety, etc., presented by Michigan County Road Commission Self-Insurance Pool (MCRCSIP) senior loss control specialist Mike Schultz. ASU Group (County Road Association Self-Insurance Fund [CRASIF] third party administrator) senior loss control consultant Barry "Buz" Haltenhoff will also conduct training.

Mr. Luchenbill recommended purchasing two new pickups to replace CCRC older Dodge pickups requiring costly maintenance. New pickups could be purchased through the bidding process or through MiDeal (State purchasing, which offers Ford, GM and Dodge). New trucks would be used to pull patch wagons and perform other road maintenance operations.

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

10:30 AM bid openings for:

**Camp Ten Rd.** wedge and overlay, Hudson Township (6.4 miles; project #A459.008-008; engineers estimate \$1.2 million):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Rieth-Riley Construction Co.	\$ 993,269.15
Payne & Dolan, Inc.	\$1,025,353.30

**Springvale Rd.** reconstruction, Chandler Township & Melrose Township (4.8 miles; project #'s A459.003-002 & A459.010-008 respectively; engineers estimate \$1.3 million): (Melrose Township is contributing \$225,000 toward this project).



<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Rieth-Riley Construction Co.	\$1,110,065.49
Payne & Dolan, Inc.	\$1,132,748.82
Team Elmer's	\$1,250,618.93

**Marshall Rd.** reconstruction, Eveline Township & Wilson Township (0.66 mile; project #'s A489.006.038 & A489.015.023 respectively; engineers estimate \$220,000):

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Tri-County Excavating	\$ 220,133.25 (incorrect addition, is actually \$225,133.25)
Rieth-Riley Construction Co.	\$ 223,203.42
MDC Contracting, Inc.	\$ 225,484.25
Team Elmer's	\$ 227,433.25

Mr. Vanek will tabulate bids and present at April 11, 2011 Board meeting.

The Board requested countywide road millage fund balance; Mr. Harmon will get this from Charlevoix County treasurer Marilyn Cousineau and report.

Commissioner MaGee moved to pay bills totaling \$74,157.06, seconded by Vice-Chairman Ogden.

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

Vice-Chairman Ogden adjourned at 10:50 AM.

## **March 14, 2011**

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

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

Commissioner Magee moved to accept February 25, 2011 regular meeting minutes as presented, seconded by Vice-Chairman Ogden.

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

Mr. Vanek presented annual materials bid tabulations, explaining RKA Petroleum is actually low bidder because their \$0.0428 bid includes the additive, and there is a discount if invoices are paid within 15 days.

Commissioner MaGee moved to accept all 2011 Annual Materials bids and to authorize the manager, or his designee, to purchase from the 2011 bidders list any necessary items; all purchases must be in the Road Commissions best financial interest, seconded by Vice-Chairman Ogden.

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

Vice-Chairman Ogden noted Charlevoix County Road Commissioners and manager attended the February 4, 2011 Emmet CRC Board meeting, along with Senator Howard Walker, Representative Frank Foster and his Legislative Aide Mike Krombeen, and representatives from the Little Traverse Bay Bands of Odawa Indians, the Emmet County Board, several Emmet County Townships, and several surrounding Road Commissions to discuss road deterioration and insufficient funding. Senator Walker explained he ran for office with a "no tax increase" promise, as did Representative Foster and many of their colleagues; a gas tax increase was not on their agenda. Senator Walker said possibly any excess Department of Natural Resources trust funds could be allocated toward road improvements.

Commissioner MaGee noted his quote in Emmet CRC minutes (page 7) should actually read: out-of-state drivers vehicles could be damaged by Michigan's deteriorating roads, and they may not want to come back.

Mr. Vanek said Eveline Township supervisor John Vrondran requested Marshall Road crush & shape/storm sewer installation bids (Eveline Township and the City of Boyne City have agreed to fund the project 100%, although the project is partially in Wilson Township).

Commissioner MaGee moved to open Marshall Road crush & shape/storm sewer installation bids at 10:30 AM Monday, March 28, 2011, seconded by Vice-Chairman Ogden.

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

Pertaining to acquiring clay for Beaver Island roads application, Peaine Township trustee Peter LoDico (in a phone call) suggested the township pay the royalty fees and CCRC pay excavation costs (approximately \$2,000-\$3,000). Mr. Harmon feels this suggestion is reasonable because CCRC Beaver Island garage does not have proper excavation equipment; the Board agreed.

Mr. Harmon noted Boyne City-Charlevoix Road blacktop near Quarterline Road is crumbling and hopes this week stays warm and sunny so the frost will leave the ground.

Mr. Harmon noted due to contract CCRC must purchase back-up salt totaling approximately \$190,000 before August 2011; purchasing agent Ken Howard will purchase about \$60,000-\$65,000 per month until 100% in received. CCRC will not require early salt in the fall.

Commissioner MaGee moved to pay bills totaling \$88,431.66, seconded by Commissioner Ogden.

➤ Roll Call VOTE: Ayes – Ogden, MaGee Nays – 0 Absent – 1 Motion carried.

Mr. Harmon noted the 2011 CCRC Annual Safety Meeting is scheduled for March 31, 2011; Otsego CRC employees will attend.

Mr. Harmon submitted ~~a bid~~ an offer to Great Lakes Energy to purchase a used bucket truck at current scrap metal price plus towing charge, totaling \$2,662; CCRC mechanics can repair and paint it before putting it into the fleet. Great Lakes Energy will give CCRC all maintenance records.

Vice-Chairman Ogden adjourned at 10:03 AM.

## FEBRUARY 25, 2011

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden and MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended, along with Petoskey News Review reporter Dave Hopkins.

Commissioner Ogden moved to accept February 14, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

Commissioner Ogden moved to approve and implement the Fiscal Year January 1 to September 30, 2011 Budget Amendment 1 listed below as recommended by the Clerk, seconded by Commissioner MaGee.

First presented 12/30/10 Shelley Kondrat, Clerk	<b>2011 RECOMMENDED BUDGET</b>			Page of 1 3
<b>AMENDMENT 1 PRESENTED FEBRUARY 25, 2011</b>				
Name of Governmental Unit Charlevoix County Road Commission	Name of Fund Road Fund	Fund No. 201	Budget Year Ending Date: 09-30-11	
<b>FISCAL YEAR JANUARY 1 THROUGH SEPTEMBER 30, 2011</b>				
<b>REVENUES (AND OTHER SOURCES)</b>				
DEPARTMENT OR CLASSIFICATION	AMOUNT			

Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-10)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-11 BUDGET
2	TRANSPORTATION	2,908,738.12	2,835,000.00	2,175,000.00
2	FEDERAL & STATE REVENUE	368,931.30	0.00	0.00
	ECONOMIC DEVELOPMENT FUND	0.00	0.00	0.00
2	TRUNKLINE MAINTENANCE-PRIMARY	356,348.96	390,000.00	342,700.00
2	COUNTY RAISED REVENUE	2,451,860.09	225,000.00	2,500,467.05
2	OTHER RAISED REVENUE	0.00	1,700,000.00	0.00
2	INTEREST EARNED	4,230.00	4,230.00	3,005.00
2	SALVAGE SALES	5,176.02	1,500.00	3,750.00
2	EQUIPMENT RETIREMENTS	0.00	179,937.39	16,244.32
2	GAIN/LOSS-EQUIPMENT DISPOSALS	11,116.56	125,000.00	125,000.00
2	PERMIT FEES	20,000.00	20,000.00	15,000.00
2	OTHER	4,651.40	200.00	145.00
TOTAL REVENUES		6,131,052.45	5,480,867.39	5,181,311.37
TOTAL OTHER SOURCES		0.00	0.00	0.00
TOTAL REVENUES AND OTHER SOURCES		6,131,052.45	5,480,867.39	5,181,311.37

EXPENDITURES (AND OTHER USES)		AMOUNT		
DEPARTMENT OR CLASSIFICATION				
Page No.	ACCOUNT DESCRIPTION	ESTIMATED PRIOR YEAR (12-31-10)	PREVIOUSLY APPROVED	RECOMMENDED 09-30-11 BUDGET
3	HEAVY MAINTENANCE	2,987,280.81	1,925,000.00	2,500,467.05
3	REGULAR MAINTENANCE	2,258,949.48	1,750,000.00	1,385,000.00
3	TRUNKLINE MAINTENANCE-PRIMARY	422,079.96	394,500.00	342,700.00
3	ADMINISTRATIVE EXPENSE (NET)	436,830.00	252,830.00	207,875.00
3	EQUIPMENT EXPENSE (NET)	180,000.00	295,000.00	10,000.00
3	CAPITAL OUTLAY (NET)	-236,924.46	74,902.00	-21,342.32
3	DISTRIBUTIVE EXPENSE	0.00	960,000.00	730,000.00
3	OTHER	0.00	0.00	0.00
TOTAL EXPENDITURES		6,048,215.79	5,652,232.00	5,154,699.73
OTHER USES		0.00	0.00	0.00
AMOUNTS NEEDED FOR CONTINGENCIES		0.00	0.00	0.00
TOTAL EXPENDITURES AND OTHER USES		6,048,215.79	5,652,232.00	5,154,699.73

CURRENT ESTIMATED OPERATING SURPLUS (DEFICIT)	26,611.64
ACCUMULATED AVAILABLE UNAPPROPRIATED SURPLUS (DEFICIT) FROM PRIOR YEARS	0.00

PROJECTED SURPLUS AT END OF BUDGET YEAR	26,611.64
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➤ VOTE:           Ayes – 3                           Nays – 0                           Motion carried.

All present discussed Don Bair February 17, 2011 letter; Mr. Harmon will respond.

Instead of purchasing a water truck as suggested in County Commissioner Rich Gillespie's February 16, 2011 email, Mr. Harmon suggested purchasing a 2,500 gallon plastic tank to attach to the tandem axle trailer CCRC owns but rarely uses. Total for tank and other materials is approximately \$5,000; the water wagon would be kept on Beaver Island and would perform the same functions as a more expensive truck.

Mr. Harmon presented 2011 MDOT Certification Map with road name changes.

Commissioner Ogden moved to approve 2011 Certification Map as presented (add names to Earl Road and Marl Creek Road, Chandler Township; change Holmes Road west of US131 to Urman Road , Melrose Township; and change Boyne City-East Jordan Road to Fall Park Road [from M75 to Deer Lake Road], Wilson Township), and to authorize the Chairman to sign the 2011 Certification Map, seconded by Commissioner MaGee.

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

Commissioner Ogden moved to open Camp Ten Road wedge and overlay bids (Hudson Township), and Springvale Road reconstruction bids (Chandler Township and Melrose Township) at 10:30 AM Monday, March 28, 2011, seconded by Commissioner MaGee.

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

Mr. Harmon presented Consent to Entry of Judgment File regarding abandoning a section of undeveloped road in Glenwood Beach Subdivision, Evangeline Township. After discussion:

Commissioner Ogden moved to approve the Consent to Entry of Judgment File # 10-09487-22-CZ and to authorize the Chairman to sign it, seconded by Commissioner MaGee.

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

All present discussed the price of gasoline and what effect it will have on the economy and the State of Michigan Road Commissions major income source. Commissioner Reinhardt attended a Farm Bureau conference recently and reported both the Republican and Democratic Parties are very cooperative with each other, more so than ever before.

Commissioner Ogden:

- Requested bucket truck purchase from Great Lakes Energy update. Mr. Harmon hasn't heard from Great Lakes fleet manager John Looze yet, though CCRC shop foreman Mick Luchenbill called and left a message again last week. Mr. Harmon said the purchase price will be approximately \$280 per ton (scrap prices).
- Asked if Mr. Luchenbill is preparing dump truck specifications. Mr. Harmon said Mr. Luchenbill is currently working on sweeper specifications; dump truck specifications will follow.

Chairman Way asked if CCRC should pursue gravel production at St. Mary's Cement Company pit. Mr. Harmon would like their insurance company and CCRC insurance company to establish a liability agreement so CCRC can have gravel produced in St. Mary's pit and hauled out by CCRC trucks.

Commissioner MaGee moved to pay bills totaling \$102,279.72, seconded by Commissioner Ogden.

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

Chairman Way adjourned at 10:10 AM.

## FEBRUARY 14, 2011

Chairman Way opened the meeting at 9:00 AM.

Chairman Way, Commissioners Ogden and MaGee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon and CCRC staff engineer James Vanek attended, along with Petoskey News-Review reporter Dave Hopkins.

Commissioner Ogden moved to accept January 24, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

All present:

- Reviewed Beaver Island resident Don Bair December 7, 2010 letter regarding island road conditions, as well as Mr. Harmon's January 28, 2011 response explaining CCRC funding shortfalls.
- Discussed the Grand Traverse Band of Ottawa & Chippewa Indians (TRIBE) road inventory map showing roads within Eveline, Marion, South and Wilson Townships the tribe would like included in their road network. This map will be submitted to the Bureau of Indian Affairs (BIA) for their review and final approval. Once the BIA approves the road inventory map, the Road Commission and TRIBE could then participate in cooperative road construction projects. Chairman Way signed the Acknowledgement of Public Authority Responsibility (APAR) agreement with the TRIBE and the BIA.
- Reviewed the two candidates for the County Road Association of Michigan Board of Director's vacancy.

Commissioner Reinhardt said the County Board will appoint a new County Road Steering Committee member to replace Mike Webster, who resigned.

Mr. Harmon presented County Commissioner Richard Gillespie email requesting a water truck on Beaver Island.

Mr. Vanek is preparing Camp Ten Road (Hudson Township) and Springvale Road (Chandler Township and Melrose Township) bids; he plans to present them in the near future.

The Board reviewed budget amendment 1; year-end dates will be corrected and budget will be reviewed February 25, 2011 meeting.

Commissioner MaGee moved to pay bills totaling \$167,540.28, seconded by Commissioner Ogden.

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

Chairman Way adjourned at 10:05 AM.

## **JANUARY 24, 2011**

Chairman Way opened the meeting at 9:00 AM.

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

Commissioner Ogden moved to accept January 10, 2011 regular meeting minutes as presented, seconded by Commissioner MaGee.

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

Mr. Harmon:

- Informed all present Emmet County Road Commission (ECRC) has invited CCRC Board and administration to attend their 8:00 AM Friday, February 4, 2011 regular Board meeting. ECRC Engineer-Manager Brian Gutowski will give a power point presentation explaining road needs, and State Senator Howard Walker & State Representative Frank Foster will attend to discuss road issues.
- Met with MDOT last week, who proposed CCRC oversee and supervise the US31 drawbridge over the channel in Charlevoix. After discussion, all present decided to not accept MDOT's proposal, due to insufficient staffing, supervision, and other resources.

Mr. Luchenbill and Mr. Harmon are investigating the purchase of a Great Lakes Energy bucket truck (a 2005 4WD International 4200 Series with approximately 100,000 miles and hydraulic controls in the bucket and at ground level). CCRC would use it to change street lights, maintain trees using a lightweight hydraulic chainsaw, install sign posts with a hydraulic post pounder, etc. Mr. Harmon and Mr. Luchenbill estimate it would cost \$20,000 or less to purchase and repair this truck. The Board approved.

CCRC Attorney Joel Wurster discussed Beach Drive encroachments (Pine Point Subdivision, Charlevoix Township) with all present. He suggested the Board make no decisions until after the scheduling conference, at which deadline dates are scheduled to resolve remaining claims in the Beach Drive case; the Board agreed.

Recessed at 10:35 AM; resumed at 10:50 AM.

Mrs. Kondrat said Fred Gardner, CPA and Brett Luplow, CPA will begin CCRC 2010 audit Monday, April 18, 2011.

Commissioner Ogden moved to change the regular 9:00 AM Monday, February 28, 2011 Board meeting to 9:00 AM Friday, February 25, 2011 to allow Chairman Way's attendance, seconded by Commissioner MaGee (see January 10, 2011 minutes, page 2, lines 59 thru 62).

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

Commissioner MaGee moved to pay bills totaling \$68,964.75, seconded by Commissioner Ogden.

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

Chairman Way adjourned at 11:00 AM.

## **JANUARY 10, 2011**

Commissioners Doug Way, Keith Ogden and Russell Magee, County Commissioner Ron Reinhardt, CCRC manager Patrick Harmon, CCRC staff engineer James Vanek and CCRC clerk Shelley Kondrat attended.

Clerk Shelley Kondrat opened the meeting at 9:00 AM and requested 2011 Chairman nominations.

Commissioner Ogden nominated Commissioner Way for 2011 Chairman.

Commissioner MaGee moved to close nominations and cast a unanimous ballot for Commissioner Way for 2011 Chairman, seconded by Commissioner Ogden.

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

Chairman Way opened the floor for 2011 Vice-Chairman nominations.

Commissioner MaGee nominated Commissioner Ogden for 2011 Vice-Chairman.

Chairman Way moved to close nominations and cast a unanimous ballot for Commissioner Ogden for 2011 Vice-Chairman, seconded by Commissioner MaGee.

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

Commissioner Way welcomed new Road Commissioner Russell MaGee to the Board (both Commissioners Way and MaGee were duly sworn to their respective terms by the County Clerk January 4, 2011).

Note: The Board follows Roberts Rules of Order.

Commissioner Ogden moved to accept December 30, 2010 regular meeting minutes as presented, seconded by Commissioner Magee.

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

Mr. Vanek:

- Presented \$1,192,530.25 2011 Camp Ten Road project engineer's estimate (6.40 miles in Hudson Township); this includes wedge & overlay, thermoplastic covering at the snowmobile crossing to protect the pavement, intersection widening and concrete curb & gutter.
- Presented \$1,307,936.80 2011 Springvale Road project engineer's estimate (4.80 miles in Melrose & Chandler Townships); this includes wedge & overlay, crush & shape, drainage improvements, undercuts through the swamp and guardrail at the Bear River stream crossing. Commissioner Reinhardt asked if there is enough countywide road millage for both projects. Mr. Harmon noted Melrose Township has offered \$225,000 toward the project, and if

millage funds are insufficient, Springvale Road project will be shortened because Camp Ten Road has heavy truck traffic due to Reith-Riley's gravel, sand and asphalt pit being located off Woodard Road.

Commissioner MaGee moved to open 2011 Annual Material Bids at 11:00 AM February 25, 2011 for March 14, 2011 Board review, seconded by Commissioner Ogden.

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

Commissioner MaGee moved to appoint Commissioner Ogden as voting delegate and Commissioner MaGee as alternate voting delegate at the March 2011 County Road Association of Michigan (CRAM) annual meeting, seconded by Chairman Way.

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

Commissioner Ogden moved to excuse Chairman Way for the February 28<sup>th</sup>, March 14<sup>th</sup> and March 28<sup>th</sup>, 2011 regular Board meetings, seconded by Commissioner MaGee.

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

Commissioner Reinhardt:

- Reported Barber Road name sign (at Boyne City-East Jordan Road) is lying in the snow bank.
- Feels the snowplow trucks are going too fast; snow is thrown almost to his house. Mr. Harmon said they shouldn't drive over 35 mph.
- Has learned a lot from the 37<sup>th</sup> District Meetings and suggested new County Commissioner Gillespie (alternate road commission liaison) attend their February 1, 2011 meeting.

Mr. Harmon:

- Said the drivers like the new tailgate sanders; these will be purchased as needed in the future.
- Informed all present an SUV lost control and hit the Road Commission motor grader last Friday; no one was hurt.
- Noted the new LED lights do not generate enough heat to keep the back up and brake lights clear. Commissioner Ogden suggested contacting Emmet CRC shop foreman Jack Jeffries and ask what they use because at least the strobes on their trucks are quite visible.
- Said CCRC Attorney Joel Wurster will attend January 24, 2011 regular Board meeting to discuss Beach Drive issues (Charlevoix Township). Commissioner Ogden suggested inviting Charlevoix Township supervisor Dale Glass.

Commissioner Ogden moved to pay bills totaling \$31,841.16, seconded by Commissioner MaGee.

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

Chairman Way adjourned at 10:20 AM.