

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION MARCH 17, 2017

Chairman D. Brown called the Regular Meeting of the Cheboygan County Road Commission to order at 9:00 A.M.

Clerk D. Stempky took roll call and a quorum was present

Pledge of Allegiance was recited

PRESENT: D. Brown, D. Brandt, C. O'Connor, H. Ginop, K. Paquet, Engineer/Manager B. Shank and Clerk D. Stempky

VISITORS: C. Muscott, S. Hoskins, G. Bunker, T. Horrocks, J. Moore, F. Cribb, S. Redmond, K. Hahn, T. Olson, C. Veneros, and G. Archambo

MOTION by K. Paquet seconded by H. Ginop to approve minutes of last regular meeting of 3/2/2017 as mailed. 5 Years **CARRIED**

MOTION by D. Brandt seconded by C. O'Connor to approve for payment current payroll voucher #17-11-\$82,019.85 and accounts payable voucher #17-12-\$189,113.82. 5 Years **CARRIED**

MOTION by D. Brandt seconded by C. O'Connor to approve agenda as presented. 5 Years **CARRIED**

Scot Hoskins- Stewart Beauvais and Whipple-Audit Presentation

- Unmodified Opinion (clean) on fair presentation in accordance with GAAP
- General Fund, fund balance increased \$452,000, unassigned is 2.6 million and non spendable 1.1 million
- Average monthly operations \$773k , approximately 3.5 months of operations
- Employee Health Care Benefit Trust Fund, net position increased \$145k made an additional contribution of \$117k
- Employee Benefit Plans: Pension Plan Defined Benefit Plan, Pension expense \$1.5m, funded at 44% also Defined Contribution for new hires with Employee contribution up to 3% and CCRC mandatory 5% plus match up to the 3% of employee.
- Post Employment Benefits (OPEB)-Last valuation 2014 AAL approximately \$14 million, another valuation is due 2017, GASB 74 becomes effective 12/31/2017 and will modify the disclosure and ass RSI to report for OPEB. Phase in the next 2 years with disclosure in 2017 and recording the Liability on government wide statement in 2018
- No difficulties in dealing with management, no disagreements with management. GASB 34 entries proposed were accepted by management
- No unadjusted audit differences were identified
- Able to complete the audit in a couple days onsite due to the excellent job by Office Staff in preparing the required information
- Performance Audit is required for this year, since 2012 the State has been talking about requiring and now has come to light.

Engineer/Manager Shank had Attorney Kluck review the Work Rules and presented revised to discuss. O'Connor and D. Brandt had a few recommendations, wanted to make sure the Group 2 was not an automatic discharge, Engineer/Manger Shank noted was not and all the offences are up to maximum and not actual. Each situation is looked at on an individual basis. Group 3 questioned whether automatic discharge and they do not feel should be, each should be looked at on an individual basis. Feel Insubordination should be a Group 2. No time limit on past practice information. Engineer/Manager Shank will make revisions and bring back to next meeting for review.

Mullett Burt Road Millage Project Title Sheet

MOTION by K. Paquet seconded by C. O'Connor to approve Title Sheet for Mullett Burt Road Millage Project and authorize Chairman Brown and Engineer/Manger Shank to sign the same, Section 11, 12, 13 and 14, T 36N R 3 W, Burt Township, Cheboygan County. 5 Yeas CARRIED

Requesting to hire Temporary-Part Time Help for summer, total of 6 with 3 HTD and 3 laborers

MOTION by D. Brandt seconded by H. Ginop to authorize Management to advertise and hire 6 temporary-part time summers employees, 3 HTD and 3 Laborers. 5 Yeas CARRIED

Engagement agreement for Performance Audit required under PA 298 of 2012 for year end 12/31/2016

MOTION by K. Paquet seconded by C. O'Connor to approve Agreement to perform Performance Audit with Stewart Beauvais and Whipple for year ended 12/31/2016 and allow Clerk to sign the same. 5 Yeas CARRIED

Annual Bids were opened on March 14, 2017 and on file in office.

Aggregate Material #17-01- 3 Bids received, Engineer/Manger recommends award in best interest due to availability and location of product.

MOTION by K. Paquet seconded by H. Ginop to accept all Aggregate Material bids and awards in the best interest of the Cheboygan County Road Commission. 5 Yeas CARRIED

Bituminous Emulsion #17-02-2 bids received, Engineer/Manager recommends to award in best interest of the Road Commission

MOTION by D. Brandt seconded by C. O'Connor to accept all Bituminous Emulsion bids and award in the best interest of the Cheboygan County Road Commission due to availability of product. 5 Yeas CARRIED

Cold Patch #17-03-3 bids received, Engineer/Manger recommends award in the best interest

MOTION by K. Paquet seconded by D. Brandt to accept all Cold Patch bids and award in the best interest of the Cheboygan County Road Commission due to availability of product. 5 Yeas CARRIED

Culvert Material-#17-05-5 bids received, Engineer/Manager recommends to award in best interest, prices varied per size and this gives us the ability to purchase from different vendors based on prices.

MOTION by K. Paquet seconded by H. Ginop to accept all bids for culvert material and award in the best interest of the Cheboygan County Road Commission. 5 Yeas CARRIED

Dust Control and Brine Material #17-06-5 bids received, Engineer/Manager recommends to award in best interest of Cheboygan County Road Commission due to the Townships having their choice of suppliers as well as scheduling.

MOTION by D. Brandt seconded by C. O'Connor to accept all bids for Dust Control and Brine Material bids and award in the best interest of the Cheboygan County Road Commission. 5 Yeas CARRIED

REGULAR MEETING OF THE CHEBOYGAN COUNTY ROAD COMMISSION MARCH 17, 2017

Grader Blade Material #17-07-5 bids received, Recommended by Mechanic Foreman to award to Truck and Trailer Specialties

MOTION by D. Brandt seconded by H. Ginop to accept all Grader Blade Material Bids and award to Truck and Trailer Specialties. 5 Yeas **CARRIED**

Hot Mix Asphalt #17-08-3 bids were received and Engineer/Manager recommends awards in best interest.

MOTION by C. O'Connor seconded by K. Paquet to accept all bids for Hot Mix Asphalt and award in the best interest of the Cheboygan County Road Commission. 5 Yeas **CARRIED**

Lubricants and Solvents Material #17-10-5 bids received recommendation of Mechanic Foreman to award to Northern Energy.

MOTION by D. Brandt seconded by K. Paquet to accept all Lubricant and Solvent Material Bids and award to Northern Energy. 5 Yeas **CARRIED**

Pavement Markings #17-11-3 bids received, Engineer/Manager recommends to award to PK contracting

MOTION by H. Ginop seconded by C. O'Connor to accept all pavement marking bids and award to PK Contracting.. 5 Yeas **CARRIED**

Plow Shoes and Wing Shoes #17-12-3 bids received and recommendation of Mechanic Foreman to award to Truck and Trailer Specialties.

MOTION by K. Paquet seconded by H. Ginop to accept all bids for Plow Shoes and Wing Shoes and award to Truck and Trailer Specialties. 5 Yeas **CARRIED**

Road Signs #17-13, 4 bids received and Engineer/Manager recommendation to award to Dornbos signs.

MOTION by K. Paquet seconded by H. Ginop to accept all Road sign bids and award to Dornbos Signs. 5 Yeas **CARRIED**

Tire Service #17-15-2 bids received and Engineer/Manager Shank recommends to award to Boyne City Tire and Brake.

MOTION by K. Paquet seconded by D. Brandt to accept all tire service bids and award to Boyne City Tire and Brake. 5 Yeas **CARRIED**

Aggregate Processing #17-16-3 bids received and Engineer/Manager recommends to award to Halliday Sand and Gravel

MOTION by K. Paquet seconded by C. O'Connor to accept all bids for Aggregate Processing and award to Halliday Sand and Gravel. 5 Yeas **CARRIED**

MOTION by D. Brandt seconded by C. O'Connor to receive and file the following correspondence: Township Meetings: Ellis 1/10/17, Aloha 1/9/17 Beaugrand 1/11/17 and 2/8/17, Mackinaw 2/21/17, Munro 1/10/17, Mullett 3/7/17, Ellis 2/14/17, Koehler 2/13/17 and Tuscarora 2/7/17; February State Maintenance; and MCRC SIP soliciting candidates for Board of Directors Positions. 5 Yeas **CARRIED**

Engineer/Manager Updates:

- Motor Carrier contract for seasonal weight restrictions will need to be extended due to restrictions extending into April. Approximate cost is \$1,563.80.

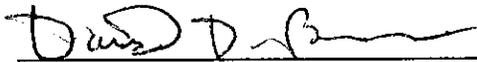
MOTION by K. Paquet seconded by C. O'Connor to extend Motor Carrier Seasonal Weight Restriction Patrol at an additional approximate cost of \$1,563.80 for the remainder of the restricted season. 5 Years **CARRIED**

- Have completed cost estimate for business loop signs and it is estimated at \$7,500.00 for signage plus additional cost for the Exit signs which do not have a cost estimate at this time, as well as approximately \$2,000 to \$2,500 for in house process to complete application as well as reviews for the request. Will send a letter to Carl Muscott to that effect.
- Legal Council is drafting a letter for Temporary Employees employment
- Update on the proposed local projects so far this year: Rondo Road, Hatch Road Bridge, Stoney Creek, Wurm Road, Brutus and Indian Point Road, Canton and West Black Lane as well as some Safety Projects.
- Safety Projects are going to be in the April Letting

Commissioners Update:

- Ken-attended CRA Conference-Break out sessions attended-Logging/Timber session-want Road Commissions to work with logging industry. Federal Aid buy back session-receive 75-80 on a dollar but can do more without federal regulations for a project.
- Brandt-would like us to see a laminate or vinyl flooring installed in office and also not replace the carpet in Board Room-he will clean when the weather turns nicer
- Brown-Thank you to crew for pot hole patrol and brushing, especially Tower Garage
- Ginop-Pot hole fixes looking good as well as brushing

Chairman Brown adjourned regular meeting at 10:08 A.M. being no further business to come before the Board.



David D. Brown, Chairman



Dana S. Stempky, Clerk