

**MEETING  
IONIA COUNTY ROAD COMMISSION  
JANUARY 3, 2019**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present - Robert Dunton, Nick Bowerman, Ken Gasper, and Charles Minkley  
Members absent - Karen Bota

Others present –Dorothy Pohl, Paul Spitzley, Patty Loosemore and Scott Wirtz

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Ken Gasper and seconded by Robert Dunton to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: None.

Motion by Ken Gasper to nominate Chuck Minkley for Chairman for 2019 and to cast a unanimous ballot, seconded by Nick Bowerman. Roll Call Vote –Dunton– yes; Bota– absent Bowerman – yes; Gasper – yes, Minkley - yes. Motion carried.

Motion by Ken Gasper to nominate Robert Dunton for Vice-Chairman for 2019 and to cast a unanimous ballot, seconded by Nick Bowerman. Roll Call Vote –Dunton– yes; Bota– absent Bowerman – yes; Gasper – yes, Minkley - yes. Motion carried.

The Chairman asked if the minutes of the December 28, 2018 meeting that were sent electronically and distributed at the meeting were correct. It was noted that the 2019 Board Meeting Schedule approved at the meeting included a typographical error and that the meeting shown for November 28 should actually be November 20, 2019. Motion by Ken Gasper and seconded by Robert Dunton to approve the minutes as corrected. Motion carried.

The Chairman asked if the minutes of the closed session held on December 28, 2018 that were sent electronically and distributed at the meeting were correct. Motion by Ken Gasper and seconded by Nick Bowerman to approve the minutes as presented. Motion carried.

The County Highway Engineer presented the Annual Bridge Inspection Posting results and recommendations from our bridge inspection consulting engineer. The biennial bridge inspection of Ionia County’s 43 Local System Bridges has been completed. The following is a list of all structures requiring a posting for load reductions:

<u>SN#</u>	<u>Road and Stream</u>	<u>Location</u>	<u>Current Posting</u>	<u>New Posting</u>
4021	David Hwy over Sessions Creek	Berlin, east of Jordan Lake Rd	42/48/77	no change
4025	Riverside Dr over Sessions Creek	Berlin, west of M-66	48/68/77	no change

4032	Borden Rd over Prairie Creek	Ronald, west of Hayes Rd	23/28/39	no change
4035	Long Lake Rd over Dickerson Cr	Otisco, east of Belding	33 ton	no change
4043	Stage Rd over Prairie Cr	Ronald, north of Nickle Plate	42/64/77	no change
4047	Hubbardston Rd over Stoney Cr	Lyons, south of M-21	42/55/67	no change
<b>4054</b>	<b>Peck Lake Rd over Lake Cr</b>	<b>Boston, west of Morrison Lake Rd</b>	<b>none</b>	<b>42/59/80</b>
4057	Bell Rd over Duck Creek	Campbell, south of M-50	3 ton	no change
<b>4059</b>	<b>Tupper Lake Rd over Sebewa Creek</b>	<b>Danby, east of Keefer Hwy</b>	<b>none</b>	<b>42/56/74</b>
4060	Cutler Road over Looking Glass	Danby, east of I-96	23/27/45	no change
4068	Prairie Creek Rd over Prairie Creek	Ionia, north of M-21 (middle crossing)	42/56/73	no change
4069	Prairie Creek Rd over Prairie Creek	Ionia, north of M-21 (north crossing)	42/56/73	no change
4073	O'Brien Rd over Stoughton Creek	N. Plains, North of Borden Rd	42/56/73	no change
<b>4078</b>	<b>Bonanza Rd over Tupper Creek</b>	<b>Odessa, East of Jordan Lake Rd</b>	<b>42/56/73</b>	<b>31/51/67</b>
4085	Reeder Rd over Libhart Creek	Orange, West of Keefer	3 ton	no change
4089	Gold Lake Rd over Seeley Creek	Otisco, W. of Whites Bridge Rd	42/57/75	no change
4094	Westbrook Road over Prairie Creek	Ronald, North of Nickle Plate Rd	42/57/75	no change

Motion by Robert Dunton and seconded by Ken Gasper to approve the Bridge Inspection results and posting recommended changes as presented. Motion carried.

The Board received the MCRSIP Harassment Policy to review and comment on.

The Board was advised of the upcoming Ionia County Township Officer's (ICTOA) Meeting to be held on Monday, January 14, 2019 at 7:00 pm at the Road Commission office.

The Managing Director updated the Board on the upcoming 7 County Council meeting on January 15<sup>h</sup> at 9:00 am; the Open Accounts Payable Report for December 2018. The Managing Director advised the Board she is putting together a list of 2019 Goals.

The County Highway Engineer updated the Board on the status of the Whites Bridge Project, the new "100 year anniversary" county road maps are now available; and he will be attending the Otisco Township meeting on Tuesday, January 8<sup>th</sup> at 7:00 pm to discuss 2019 projects.

Commissioner Gasper complimented the ICRC Transportation Maintenance Workers on their quick response to treat the ice on the road during a house fire.

The date and time for the next regular meeting will be Wednesday, January 30, 2019 at 9:00 a.m.

Motion by Robert Dunton and seconded by Ken Gasper to adjourn the meeting at 9:34 a.m. Motion carried.

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Chuck Minkley, Chairman

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Dorothy G. Pohl, Clerk

**MEETING  
IONIA COUNTY ROAD COMMISSION  
FEBRUARY 1, 2019**

Meeting called to order by Commissioner Ken Gasper at 10:30 a.m.

Members present - Nick Bowerman, Ken Gasper, and Karen Bota  
Members absent – Chuck Minkley, Robert Dunton

Others present –Dorothy Pohl, Patty Loosemore and Scott Wirtz

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add 6. d) 11536 – Payables - \$165,269.82. Add 7. i) 2018 MIOSHA year-end report. Motion by Karen Bota and seconded by Nick Bowerman to approve the agenda with the additions. Motion carried.

CITIZEN REQUEST: None.

Commissioner Gasper asked if the minutes of the January 3, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Nick Bowerman and seconded by Karen Bota to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11533–Payroll - \$141,683.98
- b.) 11534–Payables -\$207,335.24
- c.) 11535- Payroll - \$103,643.50
- d.) 11536-Payables \$165,269.82

Motion by Karen Bota and seconded by Nick Bowerman to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the County Road Association (CRA) of Michigan’s Board of Directors Ballot. Motion by Karen Bota and seconded by Nick Bowerman to cast a vote for Bradley S. Lamberg, PE, Barry County Road Commission. Motion carried.

The Board reviewed and discussed the December 2018 Preliminary Monthly Financial Statements. Motion by Karen Bota and seconded by Nick Bowerman to approve and place on file the December 2018 Preliminary Monthly Financial Statements. Motion carried.

The Board reviewed and discussed the 2018 Audit Engagement Letter. Motion by Karen Bota and seconded by Nick Bowerman to approve the Engagement Letter and authorize the Managing Director to sign on behalf of the Road Commission. Motion carried.

Vice-Chairman Robert Dunton entered the meeting at 10:50 a.m.

**Resolution Recognizing Albert A. Almy**

Commissioner Ken Gasper moved the adoption of the following resolution:

This resolution is to recognize Albert A. Almy for faithful service as a member on the Ionia County Road Commission.

WHEREAS, Albert A. Almy was appointed by the Ionia County Board of Commissioners to serve as a Member of the Ionia County Road Commission between 2012 and 2018;

WHEREAS, during his tenure on the Road Commission, Almy served as a member, vice chairman and chairman;

WHEREAS, Almy was active on the regional/council level and served as Vice-Chairman and Chairman of the Seven County Council for five years;

WHEREAS, Almy was known statewide as an active member of the CRA Commissioners Committee and did much to further the training of new and current Road Commissioners through New Commissioner Training, the Road Commissioner's Handbook, and the Annual Commissioner's Seminar and also served on the CRA Public Relations Committee;

WHEREAS, during Almy's time on the Road Commission Board, he helped the Commission convince the Legislature and the public that additional funding was a necessity if the roads were to improve and assisted in passing Ionia County's first successful countywide road millage in 2018;

THEREFORE, BE IT RESOLVED that the Ionia County Road Commission offers gratitude and appreciation to Albert A. Almy for his service and leadership during his six- year term on the Road Commission Board.

A motion in support of this resolution was made at the Ionia County Road Commission meeting on Friday, February 1, 2019, by Commissioner Ken Gasper, seconded by Commissioner Karen Bota and passed by unanimous vote of the Ionia County Road Commission. Also, that a copy of this resolution be made part of the official minutes of this meeting, and that an excerpt of this document be presented to Albert A. Almy.

Commissioner Karen Bota moved the adoption of the following resolution:

**SMALL URBAN SURFACE TRANSPORTATION PROGRAM**

**Preventative Maintenance within Ionia Urban Limits Application**

WHEREAS, Jefferson Road, Riverside Drive, David Highway, West Main Street, and Yeomans Street in Ionia, Easton, Berlin, and Orange Townships, Ionia County, Michigan are urban major collector roads within the Ionia small urban area as defined by the 2010 census; and

**WHEREAS**, the existing pavement surface of these roads are in need of preventative maintenance; and

**WHEREAS**, if these repairs are not performed the roads will deteriorate faster and eventually impair the movement of the general traffic, and the accomplishment of agricultural and other commercial activities; and

**WHEREAS**, Road Commission staff has prepared an application for Small Urban Surface Transportation Program Funds for this area-wide project; and

**WHEREAS**, this Board has considered the application for area-wide preventative maintenance and authorizes the submission of the application for the Small Urban Surface Transportation Program Funds for fiscal years 2021-2023.

**NOW, THEREFORE, BE IT RESOLVED** that the Road Commission for Ionia County does request affirmative consideration of our application for Small Urban Surface Transportation Funds and agrees to provide the necessary local matching funds for these projects if awarded.

The motion was supported by Commissioner Ken Gasper and carried on a roll call vote.

Ayes –Bota, Dunton, Bowerman, Gasper; Nayes – None

Absent – Chuck Minkley

**RESOLUTION DECLARED ADOPTED.**

Commissioner Ken Gasper moved the adoption of the following resolution:

**SMALL URBAN SURFACE TRANSPORTATION PROGRAM**

**Preventative Maintenance within Portland Urban Limits Application**

**WHEREAS**, Divine Highway, Looking Glass Avenue, Grand River Avenue, Kent Street, Keefer Highway, and Lyons Road in Portland and Danby Townships, Ionia County, Michigan are urban major collector roads within the Portland small urban area as defined by the 2010 census; and

**WHEREAS**, the existing pavement surface of these roads are in need of preventative maintenance; and

**WHEREAS**, if these repairs are not performed the roads will deteriorate faster and eventually impair the movement of the general traffic, and the accomplishment of agricultural and other commercial activities; and

**WHEREAS**, Road Commission staff has prepared an application for Small Urban Surface Transportation Program Funds for this area-wide project; and

**WHEREAS**, this Board has considered the application for area-wide preventative maintenance and authorizes the submission of the application for the Small Urban Surface Transportation Program Funds for fiscal years 2021-2023.

**NOW, THEREFORE, BE IT RESOLVED** that the Road Commission for Ionia County does request affirmative consideration of our application for Small Urban Surface Transportation Funds and agrees to provide the necessary local matching funds for these projects if awarded.

The motion was supported by Commissioner Nick Bowerman and carried on a roll call vote.

Ayes – Karen Bota, Robert Dunton, Nick Bowerman, Ken Gasper; Nayses – None  
Absent – Chuck Minkley

RESOLUTION DECLARED ADOPTED.

**RESOLUTION FOR ADDITIONS AND DELETIONS TO COUNTY ROAD SYSTEM  
MADE PRIOR TO DECEMBER 31, 2018**

Commissioner Karen Bota moved the adoption of the following resolution:

WHEREAS, the Ionia County Road Commission wishes to add or correct new roads and delete or change roads on its road system as part of the annual Act 51 Certification. Total changes include, 0.00 miles in primary miles, an increase in local miles of 0.00, with an increase in local urban 0 miles and 0 miles in changes in primary urban mileage. Recommended changes are described as follows:

**County Wide**

Primary 389.48      2018 Mileage (No Change from 2017)  
  
Local 684.14      2018 Mileage (No Change from 2017)

**Urban**

Primary 26.66      2018 Mileage (No Change from 2017)  
  
Local 39.92      2018 Mileage (No Change from 2017)

**NOW, THEREFORE, BE IT RESOLVED**, that the Managing Director shall be authorized to approve the addition and change of the above noted roads for the Ionia County Road Commission.

**BE IT FURTHER RESOLVED** that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was seconded by Commissioner Nick Bowerman and carried on a roll call vote:

Ayes - Bota, Dunton, Gasper, Bowerman      Nays - None  
Absent - Minkley

RESOLUTION DECLARED ADOPTED.

**RESOLUTION TO AUTHORIZE SIGNING CONTRACT**

Commissioner Ken Gasper moved the adoption of the following resolution:

WHEREAS, the Michigan Department of Transportation wishes to enter into a contract agreement with the Ionia County Road Commission to accomplish the following project:

PART A – EDD 34000; JOB #129678CON; STATE PARTICIPATION

Hot mix asphalt cold milling and surfacing work along Grand River Avenue from Highway M-66 to Kelsey Highway; including aggregate shoulder and traffic control work; and all together with necessary related work.

PART B – STL 34000; JOB #129679CON; 1900(097) FEDERAL PARTICIPATION

Hot mix asphalt cold milling and surfacing work along Grand River Avenue from Jordan Lake Road to Highway M-66, and along Sunfield Highway from Grand River Avenue to Clarksville Road; including aggregate shoulder and traffic control work; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Robert Dunton, Vice-Chairperson and Dorothy G. Pohl, Managing Director/Clerk shall be authorized to sign the agreement for the Ionia County Road Commission.

BE IT FURTHER RESOLVED that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was supported by Commissioner Karen Bota and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed and discussed Michigan Proposal 1, the Marijuana Legalization Initiative memo. Motion by Karen Bota and seconded by Ken Gasper to approve the memo and distribute a copy of the memo to each employee on behalf of the Board. Motion carried.

The Board discussed the Township Supervisors' Annual meeting and has tentatively decided on February 27<sup>th</sup> after the regular Board meeting as a meeting date.

The Board reviewed and discussed No. 65 Harassment Policy. The policy has been posted for review/comment. Motion by Ken Gasper and seconded by Karen Bota to approve No. 65 Harassment Policy as presented. Motion carried.

The Managing Director provided an update on the winter storm cleanup. MTF collection results for December 2018 were provided, an Open Accounts Payable register and information on the March 12-14<sup>th</sup> Highway Conference/Road Show as well as information concerning Roads Plus.

The date and time for the next regular meeting will be Wednesday, February 13, 2019 at 9:00 a.m.

Motion by Karen Bota and seconded by Ken Gasper to adjourn the meeting at 11:55 a.m. Motion carried.

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Robert Dunton, Vice-Chairman

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Dorothy G. Pohl, Clerk

**MEETING  
IONIA COUNTY ROAD COMMISSION  
FEBRUARY 13, 2019**

Meeting called to order by Vice- Chairman Robert Dunton at 9:00 a.m.

Members present - Robert Dunton, Nick Bowerman, Ken Gasper, and Karen Bota  
Members absent - Charles Minkley

Others present –Dorothy Pohl, Paul Spitzley, Patty Loosemore, Bud White and Scott Wirtz

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Addition of 7.c. Bid Extension – Emulsion and 7.d. Policy 64 – Right-of-Way Permit Policy. Motion by Ken Gasper and seconded Karen Bota to approve the agenda with the additions. Motion carried.

CITIZEN REQUEST: None.

Superintendent Bud White provided an update on the recent winter storms and winter maintenance.

The Vice- Chairman asked if the minutes of the February 1, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Ken Gasper and seconded by Karen Bota to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11537 – Payroll           \$106, 048.43
- b.) 11538 - Payables       \$ 72,181.02

Motion by Karen Bota and seconded by Ken Gasper to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the contract extension with Carrick Trucking & Gravel, LLC for Gravel Provide, Haul & Place. This is the second of four possible contract extensions. The townships pay 100% of the contract cost. The townships can accept or reject the contract extension. Motion by Karen Bota and seconded by Nick Bowerman to approve the Gravel Provide, Haul & Place contract extension for Carrick Trucking & Gravel, LLC subject to townships' acceptance. Motion carried.

The Board reviewed and discussed the contract extension with L & D Carey & Sons Trucking, Inc. for Gravel Provide, Haul & Place. This is the second of four possible contract extensions. The townships pay 100% of the contract cost. The townships can accept or reject the contract extension. Motion by Karen Bota and seconded by Nick Bowerman to approve the Gravel Provide, Haul & Place contract extension for L & D Carey & Sons Trucking, Inc. subject to townships' acceptance. Motion carried.



The Board reviewed and discussed the contract extension with Michigan Paving & Materials Co. for 2019 Fog Seal and DuraPatch Emulsion. Motion by Karen Bota and seconded by Ken Gasper to approve the bid award for the 2019 Fog Seal and DuraPatch Emulsion to Michigan Paving & Materials Co. Motion carried.

The Board review and discussed Policy No. 64-Right-Of-Way Permit Policy. The Policy has been posted for review/comment. Motion by Ken Gasper and seconded by Nick Bowerman to approve the adoption of Policy No. 64- Right-Of-Way Permit Policy as presented. Motion carried.

The Managing Director updated the Board on the January 2019 Cash Flow, 2018 Fringe Rate, 2018 BCBS Claims Report, the 2/13/2019 Open Accounts Payable Report and the upcoming Commissioners Seminar and CRA Highway Conference scheduled for March 2019.

The County Highway Engineer provided the Board with a 2019 Project list as well as updates on the status of the David Highway Project. Cutler Road design is complete and is scheduled to be bid out in March 2019. The ICRC website permits tab has been updated.

Commissioner Bota complimented the ICRC Employees on their hard work and dedication during the recent winter storms.

The date and time for the next regular meeting will be Wednesday, February 27, 2019 at 10:00 a.m.

Motion by Ken Gasper and seconded by Robert Dunton to adjourn the meeting at 10:08 a.m. Motion carried.

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Robert Dunton, Vice-Chairman

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Dorothy G. Pohl, Clerk

**MEETING  
IONIA COUNTY ROAD COMMISSION  
FEBRUARY 27, 2019**

Meeting called to order by Vice- Chairman Robert Dunton at 10:00 a.m.

Members present - Robert Dunton, Nick Bowerman, and Karen Bota

Members absent - Ken Gasper, Charles Minkley

Others present –Dorothy Pohl, Paul Spitzley, Patty Loosemore,

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Addition of 7.g. Bid Extension – 2019 Street Sweeping. Motion by Karen Bota and seconded by Nick Bowerman to approve the agenda with the addition. Motion carried.

CITIZEN REQUEST: Tom Smith, CPA, of Smith and Klaczkiewicz, PC who is at the Road Commission doing fieldwork for the 2018 audit was introduced to the board. He explained what he does when he audits the Road Commission. He encouraged the Commissioners to contact him if they had any questions or concerns.

The Vice- Chairman asked if the minutes of the February 13, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Nick Bowerman and seconded by Karen Bota to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11539 – Payroll           \$112,347.32
- b.) 11540 - Payables       \$ 134,742.64

Motion by Karen Bota and seconded by Nick Bowerman to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the January 2019 Monthly Financial Statements. Motion by Robert Dunton and seconded by Karen Bota to approve and place on file the January 2019 Monthly Financial Statements. Motion carried.

The Board received the December 2018 Final Monthly Financial Statements to review. The Financial Statements will be discussed at the next Board Meeting.

The Board reviewed and discussed the contract extension for 2019 Emergency Culvert and Tile Line Jetting with C.L. Trucking & Excavating. This is the second and final of two renewal options per 2017 contract specifications. Motion by Karen Bota and seconded by Nick Bowerman to extend the contract for Emergency Culvert and Tile Line Jetting with C.L. Trucking & Excavating for 2019. Motion carried.

The Board reviewed and discussed the contract extension with CL Trucking & Excavating LLC for the 2019 Gravel Provide, Haul & Place. This is the second of four possible contract extensions. The townships pay 100% of the contract cost. The townships can accept or reject the contract extension. Motion by Robert Dunton and seconded by Nick Bowerman to approve the Gravel Provide, Haul & Place contract extension for 2019 with CL Trucking & Excavating LLC subject to townships' acceptance. Motion carried.

The Board reviewed and discussed the contract extension with S & M Liquid Tire Fill, Inc. for the 2019 Dust Control for County Gravel Roads. This is the first of four possible renewal options. The townships pay 100% of the contract cost for dust control. Motion by Robert Dunton and seconded by Karen Bota to approve the contract extension with S & M Liquid Tire Fill, Inc. for the 2019 Dust Control for County Gravel Roads. Motion carried.

The Board received information from the liability pool to review regarding guidelines for Professional Engineers' liability. The Board will review and discuss at the next meeting.

The Board reviewed and discussed the contract extension with Sanisweep, Inc. for 2019 Street Sweeping based on the 2017 bid prices. This is the second and final of two renewal options. Motion by Karen Bota and seconded by Nick Bowerman to approve the contract extension with Sanisweep, Inc for 2019 Street Sweeping. Motion carried.

The Managing Director updated the Board on the 2/27/2019 Open Accounts Payable Report, the Citizens Research Council Report, Thank You cards received from the Public and the upcoming Commissioners Seminar and CRA Highway Conference scheduled for March 2019.

The County Highway Engineer provided the Board with an updated 2019 Project list as well as updates on the status of the David Highway Project and Cutler Road Earthwork is now out to bid.

The date and time for the next regular meeting will be Wednesday, March 20, 2019 at 9:00 a.m.

Motion by Karen Bota and seconded by Nick Bowerman to adjourn the meeting at 10:55 a.m. Motion carried.

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Robert Dunton, Vice-Chairman

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Dorothy G. Pohl, Clerk

**MEETING  
IONIA COUNTY ROAD COMMISSION  
MARCH 20, 2019**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present - Robert Dunton, Nick Bowerman, Ken Gasper, Chuck Minkley and Karen Bota

Others present –Pat Raimer, Scott Wirtz, Dorothy Pohl, Paul Spitzley and Patty Loosemore

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Addition of 6.c. Payroll Voucher 11543-\$90,158.84. Motion by Karen Bota and seconded by Ken Gasper to approve the agenda with the addition. Motion carried.

CITIZEN REQUEST: Pat Raimer, resident of Pinckney Road discussed water issues on her property on Pinckney Road.

The Chairman asked if the minutes of the February 27, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Robert Dunton and seconded by Nick Bowerman to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11541 – Payroll           \$ 94,369.76
- b.) 11542 - Payables       \$ 443,514.99
- c.) 11543 – Payroll       \$ 90,158.84

Motion by Ken Gasper and seconded by Robert Dunton to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the February 2019 Monthly Financial Statements. Motion by Karen Bota and seconded by Nick Bowerman to approve and place on file the February 2019 Monthly Financial Statements. Motion carried.

The Board reviewed and discussed the bid tabulations and recommendations for seasonal materials for 2019. Motion by Karen Bota and seconded by Nick Bowerman to award the seasonal materials bids for 2019 to the lowest responsive bidders in the best interest of the Road Commission. Motion carried.

The Board reviewed and discussed the Cutler Road Township Project from Grand River Ave to the I-96 bridge contractor bid tabulations. Danby and Portland Townships were provided the bid tabulations and recommendations and they concur. A motion was made by Ken Gasper and seconded by Karen Bota to approve CL Trucking & Excavating as the primary contractor for the Cutler Road Project from Grand River Ave to the I-96 bridge, being the low bidder. Motion carried.

The Board reviewed and discussed the Catch Basin Cleaning bid tabulations. A motion by Karen Bota and seconded by Robert Dunton to approve E-4 Solutions as the primary contractor for Catch Basin Cleaning, being the low bidder. Motion carried.

The Board reviewed and discussed the Furnish & Haul 23A Limestone Aggregate bid tabulations. A motion by Ken Gasper and seconded by Karen Bota to approve Yellow Rose Transport as the primary contractor for Furnish & Haul 23A Limestone Aggregate, being the low bidder. Motion carried.

The Board reviewed and discussed the H1 Limestone Stockpile bid tabulations. A motion by Robert Dunton and seconded by Ken Gasper to approve Verplank Trucking Company as the primary contractor for H1 Limestone Stockpile, being the low bidder. Motion carried.

The Board reviewed and discussed the December 2018 (Final) Monthly Statements. Motion by Karen Bota and seconded by Ken Gasper to accept and place on file the December 2018 (Final) Financial Statements. Motion carried.

The Board reviewed and discussed Policy 63 – Productive Work Environment. This Policy was replaced by Policy 65 and needs to be rescinded. A motion by Robert Dunton and seconded by Nick Bowerman to rescind Policy 63 – Productive Work Environment. Motion carried.

The County Highway Engineer provided the Board with an updated 2019 Project list. He attended a preconstruction meeting in Portland regarding work on I-96. Seasonal weight restrictions are now in effect and the MSP is patrolling. The Road Commission will be implementing a new online permit program called Oxcart. He recently attended township meetings in both Keene and Otisco Townships.

The Managing Director updated the Board on the 2020 Transportation Budget, the 2018 MTF per mile, the January 2019 MTF Charts, the dead deer report, the open Accounts payable at 3/19/2019, the open work orders at 3/19/2019 and provided a STL contract update.

The Fleet Manager joined the meeting to discuss specifications and bid requests for tandem truck purchases and refurbishing of trucks.

The date and time for the next regular meeting will be Wednesday, April 10, 2019 at 9:00 a.m. Motion by Karen Bota and seconded by Ken Gasper to adjourn the meeting at 11:30 a.m. Motion carried.

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Chuck Minkley, Chairman

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Dorothy G. Pohl, Clerk

**MEETING  
IONIA COUNTY ROAD COMMISSION  
APRIL 10, 2019**

Meeting called to order by Chairman Chuck Minkley at 9:00 a.m.

Members present - Robert Dunton, Nick Bowerman, Ken Gasper, Chuck Minkley and Karen Bota

Others present –Frank Selleck, Scott Wirtz, Dorothy Pohl, Paul Spitzley and Patty Loosemore

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Karen Bota and seconded by Nick Bowerman to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: None

The Chairman asked if the minutes of the March 20, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Ken Gasper and seconded by Robert Dunton to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11544 – Payables      \$ 237,635.58
- b.) 11545 - Payroll      \$ 96,159.33
- c.) 11546 – Payables      \$ 205,389.47

Motion by Ken Gasper and seconded by Karen Bota to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the MDOT Signature Resolution for David Highway.

**RESOLUTION TO AUTHORIZE SIGNING CONTRACT**

Commissioner Robert Dunton moved the adoption of the following resolution:

WHEREAS, the Michigan Department of Transportation wishes to enter into a contract agreement with the Ionia County Road Commission to accomplish the following project:

Hot mix asphalt cold milling and resurfacing work along David Highway from Libhart Creek easterly to Lyons Road; including shoulder, approach, and traffic control work; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Chuck Minkley, Chairperson and Dorothy G. Pohl, Managing Director/Clerk shall be authorized to sign the agreement for the Ionia County Road Commission.

BE IT FURTHER RESOLVED, that true copies of this resolution will be sent to the Michigan Department of Transportation.

The motion was supported by Commissioner Nick Bowerman and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed and discussed the I-96 (Portland & Saranac) Rest Area- Janitorial & Grounds Maintenance Services bid results. Motion by Karen Bota and seconded by Ken Gasper to approve Hi-Tec Building Services for the I-96 (Portland & Saranac) Rest Area- Janitorial & Grounds Maintenance Services, being the low bidder and contingent on MDOT approval. Motion carried.

The Fleet Manager, Chris Perry joined the meeting to discuss and answer questions with regards to his recommendations for the tandem axle cab & Chassis bid results.

The Board reviewed and discussed the Tandem Axle Cab & Chassis bid results. Motion by Ken Gasper and seconded by Karen Bota to award the contract for two Tandem Axle Cab & Chassis, Western Star 4700 SB to Grand Traverse Diesel Service, Inc. being the low bidder based on the specifications requested. Motion carried.

**RESOLUTION OF SUPPORT**  
**LOCAL BRIDGE PROGRAM APPLICATIONS**

Commissioner Karen Bota moved the adoption of the following resolution:

Replacement and Preventative Maintenance of Bridges in Ionia County

**WHEREAS**, there are bridges in Ionia County that are in need of repairs beyond that of general maintenance. Two of which are applicable for federal and state funds through the Local Bridge Program; and

**WHEREAS**, these three bridges are as follows:

<u>Road</u>	<u>Crossing</u>	<u>Treatment</u>	<u>Township</u>
Bell Rd	Duck Creek	Replacement	Campbell
Nickle Plate Rd	Prairie Creek	Preventative Maintenance	Ionia

**WHEREAS**, if no repairs are performed these bridges will deteriorate faster and eventually impair the movement of the general traffic, and the accomplishment of agricultural and other commercial activities; and

**WHEREAS**, Road Commission staff has prepared applications for Local Bridge Program Funds for these structures; and

**WHEREAS**, the bridges' respective townships are willing to participate in the local matching construction funds necessary for the project as well as the preliminary engineering and construction engineering if awarded; and

**WHEREAS**, this Board has considered the applications for Local Bridge Program Funds and authorizes the submission of the applications for the Local Bridge Program Funds for 2022.

**NOW, THEREFORE, BE IT RESOLVED** that the Road Commission for Ionia County does request affirmative consideration of our application for Local Bridge Program Funds and agrees to provide, along with the bridges' respective townships, the necessary local funds for these projects if awarded.

The motion was supported by Commissioner Nick Bowerman and carried on a voice vote.

**RESOLUTION DECLARED ADOPTED.**

The Managing Director presented the 2018 MDOT Act 51 Annual Financial Report to the Board along with the year-end financial position. Motion by Karen Bota and seconded by Ken Gasper to approve the 2018 MDOT Act 51 Annual Financial Report and authorize the Chairman and chief financial officer to attest and sign the report. Motion carried.

The Board reviewed and discussed the 2018 Supplemental Annual Report. Motion by Nick Bowerman and seconded by Karen Bota to accept and place on file the 2018 Supplemental Annual Report. Motion carried.

The Board received information on events scheduled for the Ionia County Road Commission 100 Year Anniversary Open House scheduled for May 31, 2019 from 11 a.m. to 4 p.m.

The Managing Director updated the Board on the county wide millage distribution, the spring county road news, the February MTF amount, the liability and property insurance renewal, open work orders on 4/10/2019 and Open invoices on 4/10/2019. Danby Twp will be hosting a Gravel Roads Basics on April 30<sup>th</sup> at 7 p.m. There is a 7 County Council meeting on Tuesday, April 16<sup>th</sup> hosted Shiawassee. A retirement open house for Joe Pulver of Clinton County Road Commission is scheduled for May 16<sup>th</sup> from 2 p.m. to 4 p.m. An update was also provided on recent arbitration.

The County Highway Engineer provided the Board with an updated 2019 Project list. Seasonal weight restrictions were lifted Wednesday, April 10 at 6:00 a.m. He provided a report on the Michigan State Police stops during weight restrictions. He discussed wind and solar ordinances within townships and provided an update on the hot mastic project on I-96 done by Kent County Road Commission and MDOT.

The date and time for the next regular meeting will be Wednesday, April 24, 2019 at 7:00 p.m. Motion by Karen Bota and seconded by Nick Bowerman to adjourn the meeting at 11:13 a.m. Motion carried.

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Chuck Minkley, Chairman

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Dorothy G. Pohl, Clerk