

**MEETING
IONIA COUNTY ROAD COMMISSION
JANUARY 2, 2014**

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

Members present - Herbert Cusack , Chuck Minkley, Ken Gasper, Bill Weisgerber, and Albert Almy

Others present - Dorothy Pohl

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 7. b.) 11251 – Payroll - \$172,018.92 and 8.d.) Emergency Succession Letter. Motion by Bill Weisgerber and seconded by Ken Gasper to approve the agenda. Motion carried.

CITIZEN REQUEST: None.

Motion by Albert Almy to nominate Bill Weisgerber for Chairman for 2014 and to cast a unanimous ballot, seconded by Ken Gasper. Roll Call Vote – Almy –yes; Gasper – yes; Cusack – yes; Minkley – yes; Weisgerber – yes. Motion carried.

Motion by Albert Almy to nominate Ken Gasper for Vice-Chairman for 2014 and to cast a unanimous ballot, seconded by Chuck Minkley. Roll Call Vote – Minkley – yes; Gasper – yes; Cusack – yes; Almy – yes; Weisgerber – yes. Motion carried.

The Chairman asked if the minutes of the December 30, 2013 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Chuck Minkley to approve the minutes. Motion carried.

The following vouchers were presented:

11250 - Payables Account \$ 211,467.98

11251 – Payroll Account \$ 172,018.92

Motion by Chuck Minkley and seconded by Herbert Cusack to approve the vouchers for payment. Motion carried.

Motion by Ken Gasper and seconded by Albert Almy to approve the Michigan Department of Transportation Performance Resolution for Governmental Agencies (Form 2207B (07/08)). Motion carried.

The Board reviewed the Bid Extension for H-1 Limestone Stockpile. Motion by Chuck Minkley and seconded by Herbert Cusack to approve the bid extension for H-1 Limestone at the 2012 contract price for 2014 with Verplank Trucking Co. Motion carried.

The Board reviewed the Bid Extension for Overband Crack Sealing. Motion by Ken Gasper and seconded by Chuck Minkley to approve the bid extension for Overband Crack Sealing at the 2013 contract price for 2014 with Wolverine Sealcoating LLC. Motion carried.

The Board discussed having the Managing Director/Clerk provide an Emergency Succession letter to the Chairman each year that would include her recommendations for operational continuity in the event of an unexpected absence. The Manager agreed to work with the Chairman to develop recommendations in the next month.

The Managing Director updated the Board on the upcoming Ionia County Township Officer's (ICTOA) Meeting on Monday, January 13, 2014 at the Danby Township Hall at 7 pm; the upcoming 7 County Council meeting on January 14, 2014 in Owosso; December 2013 Cash Flow Report and the 1/2/14 Open Accounts Payable report.

Road Commissioner Albert Almy thanked Chuck Minkley for his service as Chairman this past year.

The date and time for the next regular meeting will be Wednesday, January 15, 2014 at 9:00 a.m.

Motion by Chuck Minkley and seconded by Albert Almy to adjourn the meeting at 10:15 a.m. Motion carried.

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JANUARY 15, 2014**

Meeting called to order by Vice-Chairman Ken Gasper at 9:00 a.m.

Members present - Herbert Cusack , Chuck Minkley, Ken Gasper, and Albert Almy
Members absent – Bill Weisgerber (participating in discussion via Skype)

Others present - Dorothy Pohl, Paul Spitzley, and Karen Bota

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. a.) 11252 – Payroll - \$112,986.55.
Motion by Chuck Minkley and seconded by Herbert Cusack to approve the revised agenda.
Motion carried.

CITIZEN REQUEST: None.

The Vice-Chairman asked if the minutes of the January 2, 2014 meeting that were distributed at the meeting were correct. Motion by Chuck Minkley and seconded by Albert Almy to approve the minutes. Motion carried.

The following voucher was presented:

11252 - Payroll Account \$ 112,986.55

Motion by Chuck Minkley and seconded by Herbert Cusack to approve the voucher for payment.
Motion carried.

The Board reviewed and discussed the 2013 MIOSHA Log Forms 300 and 300A. Motion by Albert Almy and seconded by Chuck Minkley to approve the forms and post them as required.
Motion carried.

The Board reviewed the Bid Extension for Diesel Fuel. Motion by Chuck Minkley and seconded by Albert Almy to approve the bid extension for Diesel Fuel at the 2012 pricing for 2014 with Peterson Oil Company. Motion carried.

The Board reviewed the Bid Extension for Nuts, Bolts & Miscellaneous Hardware. Motion by Herbert Cusack and seconded by Chuck Minkley to approve the bid extension for Nuts, Bolts & Miscellaneous Hardware at the 2012 pricing for 2014 with Alma Bolt Company. Motion carried.

The Board reviewed the Bid Extension for Dead Deer Removal. Motion by Albert Almy and seconded by Herbert Cusack to approve the bid extension for Dead Deer Removal at the 2012 pricing for 2014 with Hartman Refuse Removal. Motion carried.

The Board reviewed the Audit Engagement Letter with Smith & Klaczkiewicz, PC for the audit of the Ionia County Road Commission for the year ended December 31, 2013. The letter

outlines the auditor's responsibilities and encourages board members to contact the auditor with any questions or concerns. Motion by Chuck Minkley and seconded by Herbert Cusack to approve the engagement letter and authorize the Managing Director to sign on behalf of the Road Commission. Motion carried.

The Board reviewed the Bid Extension for Spray Patch Mix Emulsion. Motion by Albert Almy and seconded by Chuck Minkley to approve the bid extension for Spray Patch Mix Emulsion at the 2013 contract price for 2014 with Terry Asphalt Materials Inc. Motion carried.

The Managing Director updated the Board on the upcoming Millage Workshop on Friday, February 7, 2014; new PA 152 computation; November 2013 MTF charts; and the 1/15/14 Open Accounts Payable report. The Managing Director updated the Board on recent expenditures for winter maintenance for the ice storm and polar vortex on the state and county road systems and warned that we will need to watch the budget carefully as winter continues.

County Highway Engineer Paul Spitzley reported that we are being sued for adverse possession of road right of way in Ionia Township and will be preparing a response to defend the right of way.

Road Commissioner Albert Almy commented that we should plan on a board work session to discuss road millage after the February 7 CRAM training.

The date and time for the next regular meeting will be Wednesday, February 5, 2014 at 9:00 a.m.

Motion by Chuck Minkley and seconded by Albert Almy to adjourn the meeting at 10:05 a.m. Motion carried.

Ken Gasper, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
FEBRUARY 5, 2014**

Meeting called to order by Vice-Chairman Ken Gasper at 9:00 a.m.

Members present - Herbert Cusack , Ken Gasper, and Albert Almy

Members absent – Chuck Minkley and Bill Weisgerber (participating in discussion via Skype)

Others present - Dorothy Pohl, Paul Spitzley, Don Chubb and Dale Hansen

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Herbert Cusack and seconded by Albert Almy to approve the agenda. Motion carried.

CITIZEN REQUEST: None.

The Vice-Chairman asked if the minutes of the January 15, 2014 meeting that were distributed at the meeting were correct. Motion by Herbert Cusack and seconded by Albert Almy to approve the minutes with the spelling error corrected. Motion carried.

The following vouchers were presented:

11253 – Payables Account \$ 165,917.79

11254 – Payables Account \$ 108,950.42

11255 - Payroll Account \$ 84,562.69

Motion by Albert Almy and seconded by Herbert Cusack to approve the vouchers for payment. Motion carried.

The Board discussed the candidates for the County Road Association Board of Directors. Motion by Herbert Cusack and seconded by Albert Almy to cast our ballot for John Hunt, Huron County Road Commissioner, for the CRAM Board of Directors. Motion carried.

The Board reviewed the Bid Extension for Signs, Blanks & Sheeting. Motion by Herbert Cusack and seconded by Albert Almy to approve the bid extension for Signs, Blanks & Sheeting at the 2012 pricing for 2014 with Doornbos Sign, Inc. Motion carried.

RESOLUTION TO APPROVE INSTALLMENT-PURCHASE FINANCING

The following preamble and resolution were offered by Member Albert Almy and supported by Member Herbert Cusack:

WHEREAS, the Board of County Road Commissioners of the County of Ionia (the Road Commission) is authorized by Section 224.10 of the Michigan Compiled Laws, to purchase equipment for public purposes, and to pay for such equipment in installments over the lesser of a period of five years or the useful life of such equipment; and

WHEREAS, the Road Commission utilized the State of Michigan MI-BID Program to purchase a new Gradall XL4300III at a purchase price of \$283,000 from AIS Equipment and by motion adopted February 5, 2014 awarded the contract for financing the Equipment in the amount of \$226,000 to Firstbank – West Michigan and

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The Installment Purchase Agreement by and between the Road Commission and the Vendor is hereby approved, including the Equipment financed, the principal amount, the payment terms and rate of interest as set forth therein.
2. The useful life of the Equipment is hereby determined to be not less than seven (7) years.
3. The Clerk of the Road Commission is hereby designated as the Registrar for the Installment Purchase Agreement.
4. The Installment Purchase Agreement is hereby designated as a qualified tax exempt obligation for purposes of deduction of interest expense by financial institutions under the provisions of Section 265(b)(3) of the Internal Revenue Code, it being reasonably anticipated that the aggregate amount of qualified tax exempt obligations which will be issued by the Road Commission and all subordinate entities to the Road Commission shall not exceed \$10,000,000 during calendar year 2014.
5. The Vice-Chairman and the Clerk of the Road Commission are hereby authorized and directed to execute the Installment Purchase Agreement.
6. The Chairman and Clerk of the Road Commission are hereby authorized to execute and file all documents, instruments and certificates necessary or required to effectuate the execution and delivery of the Installment Purchase Agreement.
7. The Road Commission shall at all times have control of the Equipment and shall maintain the same for public use and public purposes.
8. All resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Cusack, Almy, Gasper
ABSENT: Minkley, Weisgerber

NAYS: None

RESOLUTION DECLARED ADOPTED.

The Board reviewed the Preliminary December 2013 Monthly Financial Statements before respreads and closing entries. Motion by Herbert Cusack and seconded by Albert Almy to accept the monthly statements and place them on file. Motion carried.

The Managing Director updated the Board on the upcoming Millage Workshop on Friday, February 7, 2014; CRAM Highway Conference 3-4/6; 12/31/13 Section 115 OPEB Investment report; 10 year payroll comparison; January cash flow update; Roads & Risks project lists; 2/5/14 Open Accounts Payable; and shared recent correspondence regarding winter maintenance. The Managing Director updated the Board on recent expenditures for winter maintenance for the month of January and noted that we have spent over \$500,000 on county roads.

County Highway Engineer Paul Spitzley updated the Board on January permit activity; Long Lake bridge in March letting; Riverside and Keefer bridges in the April letting; 2014 Preventive Maintenance project low bidder is Fahrner at 7.6% above engineer's estimate; working on final design for Jordan Lake (Cargill) project; design exceptions have been approved for East Main Safety project; Ellison Road abutments are done, but weather is delaying continued work here and on 4 Mile Road.

The County Highway Engineer shared information he had put together for review and discussion on needs and funding. He will be attending the County Road Millage Workshop with Road Commissioner Almy. A board work session will be held on Thursday, February 13, 2014 at 2:00 p.m. at the Road Commission to discuss the Millage Workshop and county needs.

The date and time for the next regular meeting will be Thursday, March 6, 2014 at 2:00 p.m. The regular meeting scheduled for Wednesday, March 19, 2014 at 9:00 a.m. will be cancelled and rescheduled for Thursday, March 20, 2014 at 9:00 a.m.

Motion by Albert Almy and seconded by Herbert Cusack to adjourn the meeting at 11:00 a.m. Motion carried.

Ken Gasper, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MARCH 6, 2014**

Meeting called to order by Chairman Bill Weisgerber at 2:00 p.m.

Members present - Herbert Cusack , Bill Weisgerber, and Albert Almy
Members absent – Chuck Minkley and Ken Gasper

Others present - Dorothy Pohl, Paul Spitzley, and Jack Shattuck

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 7.h.) Bid Award – M-21 Roadside Park Maintenance. Motion by Herbert Cusack and seconded by Albert Almy to approve the agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the February 5, 2014 meeting that were distributed at the meeting were correct. It was noted that County Commissioner Scott Wirtz had attended the meeting but was not listed. Motion by Albert Almy and seconded by Herbert Cusack to approve the minutes adding Scott Wirtz as present. Motion carried.

The following vouchers were presented:

11256 – Payables Account \$ 269,572.99

11257 – Payroll Account \$ 107,948.47

11258 - Payables Account \$ 253,998.39

11259 - Payroll Account \$ 83,006.70

11260 – Payables Account \$ 236,170.56

Motion by Herbert Cusack and seconded by Albert Almy to approve the vouchers for payment.
Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Albert Almy 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 – FEDERAL AND STATE PARTICIPATION

The removal and replacement of the structure B02 of 34-13-10 (#4034), which carries Long Lake Road over the Flat River, S4ection 1, T8N, R8W, Otisco Township, Ionia County, Michigan; the reconstruction of the approaches to the structure for approximately 165 feet westerly and 217 feet easterly of the structure; and all together with necessary related work.

PART B – NO FEDERAL OR STATE PARTICIPATION

Contractor staking work for the structure B02 of 34-13-10 (#4034), which carries Long Lake Road over the Flat River; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William Weisgerber, Chairman 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 Herbert Cusack and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the Bid Extension for Signs, Blanks & Sheeting. Motion by Herbert Cusack and seconded by Albert Almy to approve the bid extension for Signs, Blanks & Sheeting at the 2012 pricing for 2014 with Doornbos Sign, Inc. Motion carried.

The Board reviewed the proposed agreement with Williams & Works, Inc. for construction engineering and inspection services on the Long Lake Road bridge over the Flat River in Otisco Township. Motion by Albert Almy and seconded by Herbert Cusack to authorize the Managing Director to sign the agreement for the road commission. Motion carried.

The Board reviewed the bid tabulation and recommendation for Seasonal Materials: Culverts, Plastic Pipe, Bituminous Mix, Steel Beam Guardrail & Posts, Geotextile Silt Fence and Blades. Motion by Albert Almy and seconded by Herbert Cusack to use the lowest responsive bidder in the best interest of the road commission as needed. Motion carried.

The Board reviewed the Bid Extension for Gravel Processing in the Bugbee pit with Halliday Sand & Gravel, Inc. Motion by Albert Almy and seconded by Herbert Cusack to extend the bid for Bugbee Pit Gravel Processing. Motion carried.

The Board reviewed and discussed the January 2014 Monthly Financial Statements, along with updated information for winter maintenance expense through February 28. Motion by Herbert Cusack and seconded by Albert Almy to accept the monthly statements and place them on file. Motion carried.

The Managing Director distributed the Final December 2013 Monthly Financial Statements and asked the Road Commissioners to review them before the next meeting when she will also present the 2013 Supplemental Annual Report information.

The Board reviewed the bid tabulation and recommendation for M-21 Roadside Park Maintenance. Motion by Albert Almy and seconded by Herbert Cusack to award to low bidder, F&K Enterprises of Ionia for 2014. Motion carried.

The Managing Director updated the Board on the highlights of the CRAM Highway Conference 3-4/6; December 2013 and January 2014 MTF Charts; 3/6/14 Open Accounts Payable; National Assn of Counties Report on county road funding nationwide; 2013 actual fringe benefit rate computed at 126.76%; and shared information on recent changes in state law regarding ORV use on public roads. The Managing Director updated the Board on recent expenditures for winter maintenance for the month of February and noted that we have spent almost \$1,000,000 on county road winter maintenance in 2014. This is going to result in budget cutbacks in 2014.

County Highway Engineer Paul Spitzley updated the Board on February permit activity; working on final design for Jordan Lake (Cargill) project and East Main Safety project; Ellison Road abutments and span are complete – backfill will occur as weight restrictions allow; but weather is delaying continued work here and on 4 Mile Road.

The Board discussed information related to a possible countywide millage election and what we need to accomplish if we move forward. We will work on a timeline, meeting schedule and other items for further discussion at the next regular meeting.

The date and time for the next regular meeting will be Thursday, March 20, 2014 at 9:00 a.m.

Motion by Albert Almy and seconded by Herbert Cusack to adjourn the meeting at 3:45 p.m. Motion carried.

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MARCH 20, 2014**

Meeting called to order by Chairman Bill Weisgerber at 1:00 p.m.

Members present - Herbert Cusack , Bill Weisgerber, Chuck Minkley, and Albert Almy
Members absent – Ken Gasper

Others present - Dorothy Pohl, Paul Spitzley, Karen Bota, and Jack Shattuck

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Delete Item 7.e.) December 2013 Final Monthly Financial Statements. Motion by Chuck Minkley and seconded by Herbert Cusack to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the March 6, 2014 meeting that were distributed at the meeting were correct. It was noted that Commissioner Albert Almy had made the motion to award bids for Seasonal Materials, not Ken Gasper, who was absent. The signatory should be Bill Weisgerber, not Ken Gasper. Motion by Albert Almy and seconded by Chuck Minkley to approve the corrected minutes. Motion carried.

The following vouchers were presented:

11261 – Payroll Account \$ 78,541.84

11262 – Payables Account \$ 245,923.97

Motion by Herbert Cusack and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Herbert Cusack 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 – FEDERAL AND STATE PARTICIPATION

The removal and replacement of the structure B02 of 34-04-33 (#4044), which carries Keefer Highway over Sebewa Creek, Section 25, T5N, R6W, Sebewa Township, and Section 30, T5N, R5W, Danby Township, Ionia County, Michigan; the reconstruction of the approaches to the structure for approximately 112 feet southerly and 138 feet northerly of the structure; and all together with necessary related work.

PART B – NO FEDERAL OR STATE PARTICIPATON

Contractor staking work for the structure B02 of 34-04-33 (#4044), which carries Keefer Highway over Sebewa Creek; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William Weisgerber, Chairman 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 Charles Minkley and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Charles Minkley 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 – FEDERAL AND STATE PARTICIPATION

The removal and replacement of the structure B01 of 34-06-10 (#4026), which carries Riverside Drive over Libhart Creek, Section 24, T7N, R6W, Ionia Township, Ionia County, Michigan; the reconstruction of the approaches to the structure for approximately 319 feet southwesterly and 318 feet northeasterly of the structure; and all together with necessary related work.

PART B – NO FEDERAL OR STATE PARTICIPATON

Simulated stone masonry and contractor staking work for the structure B01 of 34-06-10 (#4026), which carries Riverside Drive over Libhart Creek; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William Weisgerber, Chairman 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 Albert Almy and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the proposed agreements with Williams & Works, Inc. for construction engineering and inspection services on the Keefer and Riverside bridges. Motion by Herbert Cusack and seconded by Chuck Minkley to authorize the Managing Director to sign the agreements for the road commission. Motion carried.

The Board reviewed and discussed the February 2014 Monthly Financial Statements. Motion by Chuck Minkley and seconded by Herbert Cusack to accept the monthly statements and place them on file. Motion carried.

**RESOLUTION FOR ADDITIONS AND DELETIONS TO COUNTY ROAD SYSTEM
MADE PRIOR TO DECEMBER 31, 2013**

Commissioner Albert Almy 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 17.85 miles and 13.12 miles in changes in primary urban mileage. Recommended changes are described as follows:

County Wide

Primary 389.48 2013 Mileage (No Change from 2012)

Local 684.14 2013 Mileage (No Change from 2012)

Urban

Primary 14.04 2012 Mileage
 +13.12 2013 Mileage (Urban Limits Adjustment)
 27.16 **2013 Mileage**

Local 21.97 2012 Mileage
 +17.85 2013 Mileage (Urban Limits Adjustment)
 39.82 **2013 Mileage**

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 Herbert Cusack and carried on a roll call vote:
Ayes, Cusack, Minkley, Weisgerber, Almy Nays, None
Absent, Gasper

RESOLUTION DECLARED ADOPTED.

The Board reviewed the bid tabulation and recommendation for Contract #14-12 Gravel Resurfacing. The recommendations are based on discussions with the townships and their preferences. Motion by Chuck Minkley and seconded by Albert Almy to award the bids as shown, subject to confirmation by the respective township. Motion carried.

Carrick - Load, Haul, and Place from Reynolds Pit

Townships: Danby \$ 3.44; Orange \$ 2.38; Portland \$ 2.23

L&D Carey – Load, Haul and Place from their Hastings pit

Township: Campbell \$9.20

L&D Carey – Load, Haul and Place from Reynolds pit

Township: Berlin \$3.61; Boston \$4.40; Odessa \$4.25;
Otisco \$5.29; Sebewa \$3.35

CL Trucking – Load, Haul and Place from Stony Creek

Township: Ionia \$ 7.34; Lyons \$ 6.52

Carrick - Provide, Load, Haul, and Place from their Wolthuis pit

Townships: Easton \$ 7.68; Keene \$ 8.49; Lyons \$ 5.94;
North Plains \$ 5.81; Orleans \$ 7.82; Ronald \$ 6.77

The Board recessed the meeting at 2:30 p.m. in order to wish Bernard Ardis good wishes on his retirement from the Road Commission after 33 ½ years. The Board returned to the meeting at 3:30 p.m.

The Managing Director updated the Board on 2014 MDOT projects in the Grand Region; upcoming 7 County Council meeting on 4-22 in St. Johns; upcoming CRAM Commissioner's Seminary on 4-13 thru 4-15; Section 115 OPEB account annual review; and the 3/20/14 Open Accounts Payable.

County Highway Engineer Paul Spitzley updated the Board on project bid awards and schedules.

The Board discussed information related to a possible countywide road millage election for paved primary roads and a timeline and schedule for April.

The date and time for the next regular meeting will be Wednesday, April 16, 2014 at 9:00 a.m.

Motion by Albert Almy and seconded by Herbert Cusack to adjourn the meeting at 4:05 p.m.

Motion carried.

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
APRIL 16, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present - Herbert Cusack , Bill Weisgerber, Chuck Minkley, Ken Gasper, and Albert Almy

Others present - Dorothy Pohl, Paul Spitzley, Karen Bota, Dale Hansen, and Brenda Cowling-Cronk

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Ken Gasper and seconded by Chuck Minkley to approve the agenda. Motion carried.

CITIZEN REQUEST: Dale Hansen, Sebewa Township resident thanked the Road Commission for the nice job done grading gravel roads in his area.

The Chairman asked if the minutes of the March 20, 2014 meeting that were distributed at the meeting were correct. Motion by Herbert Cusack and seconded by Albert Almy to approve the corrected minutes. Motion carried.

The following vouchers were presented:

11263 – Payroll Account \$ 77,940.37

11264 – Payables Account \$ 260,949.53

11265 – Payroll Account \$ 70,047.47

11266 – Payables Account \$ 202,589.43

Motion by Albert Almy and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

**RESOLUTION OF SUPPORT FOR WHITES BRIDGE APPLICATION TO THE LOCAL
BRIDGE PROGRAM FOR 2017**

Commissioner Ken Gasper moved the adoption of the following resolution:

WHEREAS, the Whites Bridge over Flat River in Keene Township, Ionia County, Michigan, was destroyed by a fire in the summer of 2013; and

WHEREAS, residents in the area as well as across the state have lost a beloved and historic landmark: and

WHEREAS, its absence has impaired the movement of the general commuting and recreational traffic; and

WHEREAS, Road Commission staff has prepared an application for Local Bridge Program Funds to replace this structure; and

WHEREAS, Private, non-profit groups are willing to raise and donate all of the local matching construction funds necessary for the project; and

WHEREAS, Private, non-profit, groups are willing to raise and donate all of the local costs including, but not limited to: preliminary engineering, construction engineering, and non-participating construction items; and

WHEREAS, this Board has considered the application for Local Bridge Program Funds and authorizes the submission of the application for the Local Bridge Program Funds for 2017.

NOW, THEREFORE, BE IT RESOLVED that the Road Commission for Ionia County does request affirmative consideration of our application for Local Bridge Program Funds for the Whites Bridge Project.

The motion was supported by Commissioner Albert Almy and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

RESOLUTION OF SUPPORT FOR LOCAL BRIDGE PROGRAM CANDIDATES

Commissioner Herbert Cusack moved the adoption of the following resolution:

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

WHEREAS, these five bridges are as follows:

<u>Road</u>	<u>Crossing</u>	<u>Treatment</u>	<u>Township</u>
David Hwy	Libhart Creek	Replacement	Orange
Nickle Plate Rd	Prairie Creek	Preventative Maintenance	Ionia
Nickle Plate Rd	Maple River	Preventative Maintenance	North Plains
Kent St	Grand River	Preventative Maintenance	Danby
Charlotte Hwy	Grand River	Preventative Maintenance	Danby

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 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 2017.

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 Charles Minkley and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

SMALL URBAN SURFACE TRANSPORTATION PROGRAM
Divine Highway from Marsalle Rd to Portland City Limits Application

Commissioner Ken Gasper moved the adoption of the following resolution:

WHEREAS, Divine Highway in Portland Township, Ionia County, Michigan is an urban major collector within the Portland small urban area as defined by the 2010 census; and

WHEREAS, the existing pavement surface of Divine Highway is in poor condition; and

WHEREAS, if no significant repairs are performed the road 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 to reconstruct Divine Highway; and

WHEREAS, this Board has considered the application for Divine Highway and authorizes the submission of the application for the Small Urban Surface Transportation Program Funds for 2015-2017.

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 Charles Minkley and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

SMALL URBAN SURFACE TRANSPORTATION PROGRAM
Kelsey Highway from 0.10 miles south of Riverside Drive to Tuttle Road
David Highway from M-66 to Harwood Road

Commissioner Charles Minkley moved the adoption of the following resolution:

WHEREAS, Kelsey Highway and David Highway in Ionia and Berlin Townships, Ionia County, Michigan are urban major collectors within the Ionia small urban area as defined by the 2010 census; and

WHEREAS, the existing pavement surface of these segments of Kelsey Highway and David Highway are in poor condition; and

WHEREAS, if no significant repairs are 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 to reconstruct Kelsey Highway and David Highway; and

WHEREAS, this Board has considered the applications for Kelsey Highway and David Highway and authorizes the submission of the applications for the Small Urban Surface Transportation Program Funds for 2015-2017.

NOW, THEREFORE, BE IT RESOLVED that the Road Commission for Ionia County does request affirmative consideration of our applications 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 Albert Almy and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Herbert Cusack 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:

CATEGORY “A” FUNDED PROJECT

Hot mix asphalt resurfacing work along Jordan Lake Road from Henderson Road to Bonanza Road; including bypass and deceleration lane work; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William E. Weisgerber, Chairman 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 Charles Minkley and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Managing Director presented the 2013 Supplemental Annual Report and the 2013 MDOT Act 51 Annual Financial Report to the Board along with the year end financial position. Motion by Charles Minkley and seconded by Ken Gasper to accept the 2013 Final Year End Financial Reports, the 2013 Supplemental Annual Report and the 2013 MDOT Act 51 Annual Financial Report and place them on file. Motion carried.

The Board discussed the March 2014 Monthly Financial Statements. Motion by Ken Gasper and seconded by Al Almy to accept the statements and place them on file.

The Managing Director updated the Board on the upcoming 7 County Council meeting on 4/22 in St. Johns; February 2014 MTF charts; 4/16/14 Open Work Orders; and the 4/16/14 Open Accounts Payable.

County Highway Engineer Paul Spitzley updated the Board on March permit activity; 2014 project bid awards and schedules; and updated progress on Ellison and 4 Mile crossings.

The Board discussed the results from the questionnaires passed out at the April 14, 2014 Ionia County Township Officer's Association quarterly meeting regarding a countywide millage election this August. The consensus was that we would use the next 3 months to educate as many voters as we possibly can and then leave it up to the voters to see what they want done. There is always going to be "chatter" at the state level, especially in an election year, and the state solution will most likely not be adequate to tackle the problem we're facing.

**RESOLUTION RE: BALLOT PROPOSAL FOR VOTED TAX LEVY FOR COUNTY ROAD
AND BRIDGE PURPOSES**

The following preamble and resolution were offered by Ken Gasper and supported by Albert Almy:

WHEREAS, county highways, roads, streets and bridges in the County of Ionia (the "County") are in need of significant maintenance and repair; and

WHEREAS, there is no assurance that additional state and federal monies will be available to fund the cost of said needed improvements in the County; and

WHEREAS, it is appropriate to consider a voted millage increase to produce the revenue needed to perform the necessary maintenance and repair of county highways, roads, streets and bridges; and

WHEREAS, it is in the best interest of the citizens of the County that a ballot proposal be submitted to the registered electors of the County in accordance with law to provide for the following (the “Proposed Tax Levy”):

A two mill tax increase for six years for county primary paved road, street and bridge purposes within Ionia County.

NOW THEREFORE BE IT HEREBY RESOLVED:

1. The Proposed Tax Levy is hereby formally endorsed by the Board of County Road Commissioners.
2. The County Board of Commissioners is hereby requested to consider a resolution to submit the Proposed Tax Levy to the electorate of the County at the August 5, 2014 primary election.
3. The Secretary is hereby authorized and directed to deliver a certified copy of this resolution to the County Clerk.
4. All resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Ken Gasper, Charles Minkley, Herbert Cusack, Albert Almy, William Weisgerber
NAYS: None
ABSENT: None

RESOLUTION DECLARED ADOPTED.

Dale Hansen commented that he knows we need the money to fix the roads – the problem will be people having money to pay for it.

The date and time for the next regular meeting will be Wednesday, May 7, 2014 at 9:00 a.m.

Motion by Herbert Cusack and seconded by Chuck Minkley to adjourn the meeting at 11:45 a.m.
Motion carried.

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
APRIL 29, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present - Herbert Cusack , Bill Weisgerber, Ken Gasper, Chuck Minkley, and Albert Almy

Others present - Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Chuck Minkley and seconded by Ken Gasper to approve the agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the April 16, 2014 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Bill Weisgerber to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11267 – Payroll Account \$ 78,894.28

11268 – Payables Account \$ 230,423.52

Motion by Albert Almy and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

The Managing Director presented a request for approval to hire two replacement employees (our seasonal winter part-time employees) to replace our recently promoted TMW Leadworker and our soon to be retiring Mechanic. The Board agreed that the Leadworker could be replaced right away, but that we should wait until the Mechanic is no longer an active employee before replacing him. Motion by Chuck Minkley and seconded by Ken Gasper to approve hiring one of the part-time seasonals full-time at this time. Motion carried.

The Managing Director presented a request to add a new position on the Salary Schedule for an Assistant Superintendent at Grade 9. She shared the results of the review of the proposed job description and duties and noted that the position scored out in Grade 9. Motion by Chuck Minkley and seconded by Albert Almy to establish the Assistant Superintendent position in Grade 9 and to make minor edits as noted in the job description. Motion carried.

The Board reviewed the bid tabulation and recommendation for the Jordan Lake Road-Cargill EDF-A project. Motion by Ken Gasper and seconded by Chuck Minkley to award the project to low bidder, CL Trucking, Inc. Motion carried.

The Board discussed information regarding the August millage vote and reviewed calendars for attendance and presentations at upcoming township meetings during May and June. We have received some suggestions for generating local support by sharing a portion of the road millage

monies with the townships for local road improvements. This suggestion will be reviewed and discussed as we attend meetings this month and next.

The Managing Director updated the Board on the March MTF Chart and the quarterly Section 115 OPEB Trust statement.

Engineering Director Paul Spitzley updated the Board on upcoming projects for this spring and summer.

The date and time for the next regular meeting will be Wednesday, May 7, 2014 at 9:00 a.m.

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

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MAY 7, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present - Herbert Cusack , Bill Weisgerber, Chuck Minkley, and Albert Almy
Members absent – Ken Gasper

Others present - Dorothy Pohl, Jack Shattuck, Dale Hansen, and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. a.) Voucher 11269 – Payroll - \$63,595.46; Delete Item 7.a.) December 2013 Audit Report and Add new Item 7.a.) Hire part-time TMW to full-time. Motion by Chuck Minkley and seconded by Herbert Cusack to approve the agenda. Motion carried.

CITIZEN REQUEST: Dale Hansen thanked the Board for attending the Sebewa Township Board meeting on 4-29-14.

The Chairman asked if the minutes of the April 29, 2014 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Chuck Minkley to approve the minutes as presented. Motion carried.

The following voucher was presented:

11269 – Payroll Account \$ 63,595.46

Motion by Herbert Cusack and seconded by Chuck Minkley to approve the voucher for payment. Motion carried.

The Managing Director requested that the Board reconsider their previous decision regarding the approval to hire both seasonal winter part-time employees on a full-time basis. We have met with the retiring mechanic and his last working day will be August 6, 2014. We had two TMW's apply to transfer to the Mechanic position and have awarded the position to Dave Tucker. Motion by Chuck Minkley and seconded by Albert Almy to approve hiring the second part-time seasonal to a full-time TMW position to replace our August retiree. Motion carried.

The Board reviewed the bid tabulation and recommendation for Contract #14-13 Furnish and Haul 23A Limestone Aggregate. Motion by Chuck Minkley and seconded by Herbert Cusack to award the contract to low bidder, Verplank Trucking Co. Motion carried.

The Board discussed information regarding the August millage vote and reviewed the results of meetings attended during this week. Schedules were determined on calendars for attendance and presentations at upcoming township meetings during May and June. The suggestion for generating local support by sharing a portion of the road millage is going over very well with the townships. The Board agreed to set up a second meeting each month for May, June and July in order to keep up with millage education.

The Managing Director updated the Board on the upcoming Asset Management Conference, 5-7-14 Open Work Orders, 5-7-14 Open Payables, and results of 1st quarter expenses for our health plan, State police emergency management funding of half the local match on FEMA projects from the April 2013 flood, and closure over the week of July 4.

Engineering Director Paul Spitzley updated the Board on permit activity and upcoming Federal and local projects for this spring and summer.

Additional meetings dates of Wednesday, May 21, 2014, Tuesday, June 17, 2014, and Tuesday, July 22, 2014 were added to the 2014 schedule. All meetings are scheduled for 9:00 a.m. at the Road Commission office.

The date and time for the next regular meeting will be Wednesday, May 21, 2014 at 9:00 a.m.

Motion by Chuck Minkley and seconded by Albert Almy to adjourn the meeting at 10:50 a.m. Motion carried.

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MAY 21, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present - Herbert Cusack , Bill Weisgerber, Chuck Minkley, Ken Gasper, and Albert Almy

Others present - Dorothy Pohl, Jack Shattuck, Karen Bota, and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. b.) Voucher 11271 – Payroll - \$90,618.32 and Add Item 7.c.) December 2013 Audit Report. Motion by Chuck Minkley and seconded by Ken Gasper to approve the agenda. Motion carried.

CITIZEN REQUEST: None

The Chairman asked if the minutes of the May 7, 2014 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Ken Gasper to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11270 – Payables Account \$ 143,359.62

11271 – Payroll Account \$ 90,618.32

Motion by Herbert Cusack and seconded by Chuck Minkley to approve Voucher #11270 for payment. Motion carried. Motion by Ken Gasper and seconded by Albert Almy to approve Voucher #11271 for payment. Motion carried.

The Board reviewed and discussed the April 2014 Monthly Financial Statements. Motion by Chuck Minkley and seconded by Herbert Cusack to accept the statements and place them on file. Motion carried.

The Board reviewed the ballot for the trustees for the County Road Association Self Insurance Fund (CRASIF) and decided to vote at the next meeting after reviewing each candidate's nomination letter.

The Managing Director presented the 2013 Audited Financial Statements, Management Letter and Michigan Department of Treasury Accounting Procedures Report. She noted that the audit opinion was "Unqualified" and the highest level of opinion available for an audit engagement. No issues or problems were noted in the Management Letter. Chuck Minkley stated that we should thank the Managing Director and her staff for their very capable work on the financial records resulting in the excellent audit results. Motion by Chuck Minkley and seconded by Albert Almy to accept the 2013 Audit Report and place it on file. Motion carried.

The Managing Director updated the Board on the renewal premium increase for our Worker's Comp coverage and shared historical data; results of a recent loss control visit; recommended advertising for dump trucks; Engineering Dept work and job reorganization ideas; 5-21-14 Open Work Orders, and 5-21-14 Open Payables.

The Board discussed information regarding the August millage vote and reviewed the results of meetings attended the past two weeks. Schedules were determined on calendars for attendance and presentations at upcoming township meetings during late May and June. The suggestion for generating local support by sharing a portion of the road millage is going over very well with the townships. The Board needs to consider a Draft or Policy Concept statement to address the ½ mill sharing proposal at their next regular meeting. The Board reviewed the information being compiled and what was on the website and suggested some possible ideas for future information.

The date and time for the next regular meeting will be Wednesday, June 4, 2014 at 9:00 a.m.

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

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JUNE 4, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present - Herbert Cusack , Bill Weisgerber, Chuck Minkley, Ken Gasper, and Albert Almy

Others present - Dorothy Pohl, Jack Shattuck, Karen Bota, and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. b.) Voucher 11273 – Payroll - \$64,006.37. Motion by Ken Gasper and seconded by Chuck Minkley to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Karen Bota thanked the Road Commission for the daily Facebook updates on our page. She said that staff is using it very well to provide timely information for residents.

The Chairman asked if the minutes of the May 21, 2014 meeting that were distributed at the meeting were correct. Motion by Chuck Minkley and seconded by Herbert Cusack to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11272 – Payables Account \$ 185,061.53

11273 – Payroll Account \$ 64,006.37

Motion by Herbert Cusack and seconded by Albert Almy to approve Voucher #11272 for payment. Motion carried. Motion by Ken Gasper and seconded by Chuck Minkley to approve Voucher #11273 for payment. Motion carried.

The Board reviewed the ballot for the trustees for the County Road Association Self Insurance Fund (CRASIF). Motion by Chuck Minkley and seconded by Albert Almy to cast our ballot for Bob Ottenhoff, Doug Robidoux and John Strauss. Motion carried.

Road Commissioners Bill Weisgerber and Al Almy presented the final draft forms for the self evaluation and board evaluation of the Managing Director's annual performance. Board members will review and comment and approve at the next regular meeting.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Bill Weisgerber 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:

The performance of preliminary engineering activities for fixed object removal, shoulder upgrading, guardrail, and slope flattening work along East Main Street from Prairie Creek to Stage Road and along Stage Road from East Main Street to Bluewater Highway (Highway M-21); and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William E. Weisgerber, Chairman 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 Ken Gasper and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the results of the advertisement and sale of chain saws in the Shopper's Guide this past month. Motion by Albert Almy and seconded by Herbert Cusack to approve the disposal of Equipment #918, #919, #921 and #825 for a total of \$932 to the highest bidders. Motion carried.

The Managing Director presented a draft Letter of Understanding between the Ionia County Road Commission and General Teamsters Union, Local 406 regarding the issue of payment for On-Call covered in Section 7.12. The LOU would increase the amount of hours from 4 to 8 when an employee volunteers to take call duty for a one-week period and carry the pager and respond or contact other employees to respond to emergency calls on a trial basis from June 6, 2014 through November 15, 2014. Motion by Chuck Minkley and seconded by Ken Gasper to authorize the Managing Director to sign the agreement on behalf of the Commission. Motion carried. The Board asked that they receive a report on the results of this change.

The Managing Director presented 2014 Budget Adjustment #1 to the Board. She explained the reason for the large increases in revenues were due to the 2014 Roads & Risk Reserve funds, Jordan Lake-Cargill project, increased state trunkline contract revenues and private contributions. The only decrease was due to not receiving the 3rd year payment from the County Board on the Cleveland Street bridge since we saved so much on the local share. Budgeted expenditures were increased to reflect the winter maintenance overruns, the additional Fed/State projects, the MDOT STL budget increase, the carryover Gradall purchase from 2013, and increased equipment rental offsets. Motion by Herbert Cusack and seconded by Chuck Minkley to approve 2014 Budget Adjustment #1 with revenues at \$12,653,637 and expenditures at \$12,873,968 as per the attached summary. Motion carried.

The Managing Director announced that Paul Spitzley has passed his Professional Engineer exam and will now be fully licensed. She recommended that he be promoted to the County Highway

Engineer position as was discussed at the time of hire. Motion by Chuck Minkley and seconded by Herbert Cusack to approve the promotion and placement at Grade 12, Step 2 of the Salary Schedule. Motion carried. The job description needs a few minor changes and will be reviewed again at the next meeting.

The Board reviewed a Draft Concept Board Policy 26 Township “SHARE” Program for a voluntary program to share a portion of the countywide road millage should it pass this August. The program would allow the townships to select local or primary road or bridge projects to be paid with the proceeds. Motion by Ken Gasper and seconded by Albert Almy to adopt the draft concept and distribute it to the townships. Motion carried.

The Managing Director passed out a draft Memorandum of Understanding (MOU) that the Whites Bridge Historical Society is asking we consider. They will be attending our meeting on July 9 to discuss the MOU and their fundraising strategy.

The Managing Director updated the Board on the Year End Flexible Spending Program report; April 2014 MTF Charts; May 2014 Cash Flow report; 6-4-14 Open Work Orders, and 6-4-14 Open Payables.

The County Highway Engineer updated the Board on May permit activity; 2014 project activity – Long Lake bridge over Flat River – abutment construction; Jordan Lake-Cargill project has started up; 2014 Fed/State Preventive Maintenance projects have begun; 4 Mile bridge is reopened; and preliminary engineering and design is ongoing for 2015 Safety projects and Bridge Preventive Maintenance project.

The Board discussed information regarding the August millage vote and reviewed the results of meetings attended the past two weeks. Schedules were determined on calendars for attendance and presentations at upcoming township meetings during June and July. The Board reviewed the information being compiled and what was on the website and suggested some possible ideas for future information.

The date and time for the next regular meeting will be Tuesday, June 17, 2014 at 9:00 a.m.

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

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

2014 Comparison of Budget and Actual Revenue and Expenditures
Budget Adjustment #1

**MEETING
IONIA COUNTY ROAD COMMISSION
JUNE 17, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present - Bill Weisgerber, Chuck Minkley, Ken Gasper, and Albert Almy
Members absent – Herbert Cusack

Others present - Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 7. f.) 2015 County Appropriation Budget Request. Motion by Ken Gasper and seconded by Albert Almy to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the June 4, 2014 meeting that were distributed at the meeting were correct. Motion by Chuck Minkley and seconded by Albert Almy to approve the minutes as presented. Motion carried.

The following voucher was presented:

11274 – Payables Account \$ 180,713.57

Motion by Albert Almy and seconded by Ken Gasper to approve Voucher #11274 for payment. Motion carried.

The Board reviewed and discussed the monthly financial statements for May 2014. Motion by Chuck Minkley and seconded by Ken Gasper to accept the May 2014 Monthly Financial Statements and place them on file. Motion carried.

**RESOLUTION FOR ADDITIONS AND DELETIONS TO COUNTY ROAD SYSTEM
MADE PRIOR TO DECEMBER 31, 2013**

Commissioner Ken Gasper 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 17.85 miles and 12.62 miles in changes in primary urban mileage. Recommended changes are described as follows:

County Wide

Primary 389.48 2013 Mileage (No Change from 2012)

Local 684.14 2013 Mileage (No Change from 2012)

Urban

Primary	14.04	2012 Mileage
	<u>+12.62</u>	2013 Mileage (Urban Limits Adjustment)
	26.66	2013 Mileage

Local	21.97	2012 Mileage
	<u>+17.85</u>	2013 Mileage (Urban Limits Adjustment)
	39.82	2013 Mileage

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 Albert Almy and carried on a roll call vote:

Ayes, Minkley, Weisgerber, Almy, Gasper	Nays, None
Absent, Cusack	

RESOLUTION DECLARED ADOPTED.

The Board reviewed the ballot for the trustees for the Michigan County Road Association Self Insurance Pool (MCRCSIP). Motion by Chuck Minkley and seconded by Albert Almy to cast our ballot for Nick Matiash. Motion carried.

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 amendment with the Ionia County Road Commission to accomplish the following project:

CATEGORY "A" FUNDED PROJECT

Hot mix asphalt resurfacing work along Jordan Lake Road from Henderson Road to Bonanza Road; including bypass and deceleration lane work; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William E. Weisgerber, Chairman 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 Chuck Minkley and carried on a voice vote.

RESOLUTION DECLARED ADOPTED.

RESOLUTION FOR EAST MAIN/STAGE SAFETY PROJECT RIGHT-OF-WAY

Commissioner Albert Almy moved the adoption of the following resolution:

WHEREAS, additional right-of-way is needed for the construction of the East Main/Stage Safety project located in Ionia Township:

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Ionia, Michigan, that a resolution to grant Dorothy Pohl the authority to administratively approve an offer of negotiated compensation and to administer settlements in excess of actual appraisal value for all grading permits, grading easements, and warranty deeds pertaining to the above mentioned projects. The minimum value for permits and easements, if not donated, is set at \$100. Any settlement in excess of \$1,000 must be approved by the Board prior to the final offer. All settlements will be submitted to the Board for review at the next scheduled Board meeting.

BE IT FURTHER RESOLVED, this action also grants Paul Spitzley and Tom Morgan the authority to negotiate all fees for grading permits, easements, and warranty deeds pertaining to the above mentioned project.

The motion was supported by Commissioner Chuck Minkley and carried by the following vote:

Ayes, Gasper, Minkley, Weisgerber, Almy
Absent, Cusack

Nays, None

RESOLUTION DECLARED ADOPTED.

The Board reviewed and discussed the 2015 Project handout prepared by the County Highway Engineer. There was quite a discussion about the funds needed to finish the jobs after we match

them. Motion by Ken Gasper and seconded by Chuck Minkley to submit a 2015 County Appropriation Request in the amount of \$200,000 toward the local match required for the four awarded 2015 Safety projects. Motion carried.

Road Commissioners Bill Weisgerber and Al Almy presented the final draft forms for the self-evaluation and board evaluation of the Managing Director's annual performance. Motion by Chuck Minkley and seconded by Ken Gasper to accept the forms and implement them for the next evaluation period. Motion carried.

The Managing Director presented the revised job description for the County Highway Engineer with language that clarifies the at-will employment relationship. Motion by Albert Almy and seconded by Chuck Minkley to approve the revised job description. Motion carried.

The Managing Director updated the Board on the 2014 Insurance Conference; MERS 2013 Actuarial Report; recent news articles regarding transportation funding; the County Board update this afternoon; 6-17-14 Open Work Orders, and 6-17-14 Open Payables.

The Board discussed information regarding the August millage vote and reviewed the results of meetings attended the past two weeks. Schedules were determined on calendars for attendance and presentations at upcoming township meetings during June and July. The Board reviewed the information being compiled and what was on the website and suggested some possible ideas for future information.

The date and time for the next regular meeting will be Wednesday, July 9, 2014 at 9:00 a.m.

Motion by Albert Almy and seconded by Ken Gasper to adjourn the meeting at 10:55 a.m. Motion carried.

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JULY 9, 2014**

Members present - Bill Weisgerber and Ken Gasper

Members absent - Chuck Minkley, Albert Almy, and Herbert Cusack

Others present - Dorothy Pohl, Jack Shattuck, Tom Byle, Jennifer Byle, Jeff Christiansen, and Paul Spitzley

Chairman Bill Weisgerber explained that no business could be conducted today due to lack of a quorum. Two commissioners were out of state on previously scheduled trips and one commissioner was in the hospital. He stated that we could have discussion with the others present.

Jeff Christensen, Chairman of the Board of the Whites Bridge Historical Society shared an update of where the Society is in regard to the replacement of the historic Whites Bridge and requested that the Commission pass a resolution and provide a letter of support for the group for their fundraising efforts. The resolution will on the agenda at the next regular meeting on Monday, July 21, 2014.

The Managing Director updated the attendees on the upcoming Ionia County Township Officer's Association quarterly meeting at the Campbell Township Park on 7-14 at 7 pm and the 7 County Council meeting on July 15, 2014 at Eaton County Road Commission.

The County Highway Engineer updated the attendees on road and bridge construction projects and progress.

Those present discussed information regarding the August millage vote and reviewed the results of meetings attended the past two weeks. Board members reviewed the brochures being compiled and what was on the website and suggested some possible ideas for future information.

The date and time for the next regular meeting will be Monday, June 21, 2014 at 9:00 a.m.

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JULY 21, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present - Bill Weisgerber, Chuck Minkley, Ken Gasper, and Albert Almy
Members absent – Herbert Cusack

Others present - Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 7. h.) Act 51 Engineer Reimbursement Request. Motion by Albert Almy and seconded by Chuck Minkley to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None

The Chairman asked if the minutes of the June 17, 2014 and meeting notes of July 9, 2014 that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Chuck Minkley to approve the minutes and meeting notes as presented. Motion carried.

The following vouchers were presented:

11275 – Payroll Account \$66,878.87
11276 – Payables Account \$220,300.26
11277 – Payroll Account \$ 76,738.89
11278 – Payables Account \$ 174,159.59
11279 – Payroll Account \$ 67,182.14
11280 – Payables Account \$ 622,096.19

Motion by Ken Gasper and seconded by Albert Almy to approve the vouchers for payment.
Motion carried.

The Board reviewed the Memorandum of Understanding (MOU) with the Whites Bridge Historical Society, Keene Township and Fallasburg Bridge Historical Society in regard to the replacement of the historic Whites Bridge. The purpose of the MOU is to agree that the Road Commission will allow the group to construct a replica bridge approved by the Road Commission on the site if they are able to raise the funds to pay for the construction. The MOU puts no financial liability on the Road Commission. Motion by Albert Almy and seconded by Ken Gasper to have the Chairman sign the MOU. Motion carried.

The Board reviewed the addendum to the original FEMA DR-4121-MI Grant Agreement for the presidential disaster declaration made on June 18, 2013. The addendum resulted from Public Act 34 of 2014 to provide half the local share of costs or 12.5%. Motion by Ken Gasper and seconded by Chuck Minkley to authorize Dorothy G. Pohl, Managing Director to sign the FEMA Grant agreement on behalf of the Road Commission. Motion carried.

The Fleet Manager presented the bid tabulation and the recommendation for the purchase of two Western Star 4900SA Tandem Axle Dump Trucks from D&K Truck of Lansing at \$190,500 each. D&K was the lowest responsive bidder meeting all of the specifications. Motion by Chuck Minkley and seconded by Ken Gasper to award the bid for 2 Western Star 4900SA trucks to D&K Truck. Motion carried.

The Board reviewed the bid extension for Chip and Fog Seal with C&C Contractors based on the 2012 contract prices. Motion by Ken Gasper and seconded by Albert Almy to extend the 2012 bid for Chip and Fog Seal with C&C Contractors. Motion carried.

The Board reviewed the bid extension for gravel processing in the leased Reynolds Pit based on the 2011 contract prices. Motion by Chuck Minkley and seconded by Ken Gasper to extend the 2011 contract for Reynolds gravel processing for 2014. Motion carried.

The Board reviewed the ballot for the Board of Directors for the Association of Southern Michigan Road Commissions. Motion by Albert Almy and seconded by Ken Gasper to cast our ballot for 2 Commissioner candidates from Hillsdale and Huron counties and 2 Staff candidates from Lapeer and Muskegon counties. Motion carried.

The Board reviewed and discussed the June 2014 Monthly Financial Statements. Motion by Chuck Minkley and seconded by Albert Almy to accept the statements and place them on file. Motion carried.

Motion by Chuck Minkley and seconded by Ken Gasper to approve the MDOT Engineering Reimbursement (Sec. 12(2) of Act 51) Form 2044 and authorize the Commissioners and Clerk to attest and sign the form. Motion carried.

The Managing Director updated the Board on the May 2014 MTF charts; ASMRC Conference; summer/winter help advertising; Superintendent's conference; 7-21-14 Open Work Orders, and 7-21-14 Open Payables.

The date and time for the next regular meeting will be Wednesday, August 6, 2014 at 9:00 a.m.

Motion by Albert Almy and seconded by Ken Gasper to adjourn the meeting at 10:55 a.m. Motion carried.

William E. Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
AUGUST 6, 2014**

Meeting called to order by Vice-Chairman Ken Gasper at 9:00 a.m.

Members present - Chuck Minkley, Ken Gasper, and Albert Almy

Members absent – Bill Weisgerber and Herbert Cusack

Others present – Ron Moyer, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: None. Motion by Chuck Minkley and seconded by Albert Almy to approve the agenda. Motion carried.

CITIZEN REQUEST: Ron Moyer addressed the board regarding truck restrictions on Wagar and Slade Roads in Lyons Township. He asked about the sign being removed and described the problems on the road when trucking takes place. He says that the gravel pit has a Class A entrance onto M-21 and he doesn't understand why the trucks need to run on Wagar and Slade. He shared that he had been circulating a petition to be presented to the Lyons Township Board at their August board meeting. Staff will gather additional information to be reviewed at a future board meeting.

The Vice-Chairman asked if the minutes of the July 21, 2014 that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Chuck Minkley to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11281 – Payroll Account \$66,775.09

11282 – Payables Account \$768,824.18

Motion by Chuck Minkley and seconded by Albert Almy to approve the vouchers for payment.

Motion carried.

The Board reviewed the Draft Resolution Asking the Governor and State Legislators to Enact A Permanent Funding Solution that is being passed and distributed by other Road Commissions. Additional items will be added and the board will consider at a future meeting.

The Managing Director updated the Board on the June 2014 MTF charts; ASMRC Conference; Supt. Conf; 457B plan review; 2014/15 certified mileage approval; Section 115 OPEB Trust 6/30/14 report; RUSHPAC Tool Kit; 8-6-14 Open Work Orders, and 8-6-14 Open Payables.

The County Highway Engineer updated the Board on July permit activity and provided updated information on 2014 projects. All of the township chip and fog seal projects are completed and we are waiting for Fahrner to get in and do the chip and fog seal Federal aid projects. Two

bridges – Long Lake and Riverside – are a little ahead of schedule and the Keefer bridge is finally moving – the showcase is rescheduled for August 19.

Board members reviewed the early results of the countywide road millage from the August 5, 2014 ballot. More information will be available at the next meeting for further review and discussion.

The date and time for the next regular meeting will be Wednesday, August 27, 2014 at 9:00 a.m. Board members agreed to discuss alternate meeting dates for September meetings when the full board is present.

Motion by Albert Almy and seconded by Ken Gasper to adjourn the meeting at 10:40 a.m. Motion carried.

Ken Gasper, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
AUGUST 27, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present – Bill Weisgerber, Chuck Minkley, Ken Gasper, and Albert Almy

Members absent – Herbert Cusack

Others present – Carolyn Mayhew, Bill Hudson, Sue Hudson, Becky Haskins, Nancy Gassman, Carrie Johnson, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. d.) Voucher 11286 – Payroll - \$69,835.40. Motion by Chuck Minkley and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: No citizen request items. Meeting attendees were present for the Jordan Lake Trail presentation and agenda item.

The Chairman asked if the minutes of the August 6, 2014 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Chuck Minkley to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11283 – Payables Account \$ 284,068.13

11284 - Payroll Account \$65,835.92

11285 – Payables Account \$227,502.12

11286 – Payroll Account \$69,835.40

Motion by Ken Gasper and seconded by Albert Almy to approve the vouchers for payment.

Motion carried.

Members of the Jordan Lake Trail volunteer group introduced themselves. Bill Hudson gave an overview of the group's mission and progress in developing a trail in the Lake Odessa area. Most of the easements are in place for Phase I of the trail and the group is raising funds and hoping to establish a future endowment for trail maintenance. The group is asking for a letter of support from the Road Commission for the trail project. They are also requesting that the Road Commission apply for and administer a Federal Transportation Alternatives Program(TAP Grant) on behalf of the group. Only Act 51 transportation agencies can receive this type of grant. Road Commissioners agreed to provide a Letter of Support for the group at their next meeting. They asked the group to approach the village of Lake Odessa as the sponsoring agency for the TAP grant and noted that they would be happy to assist the village. The issue of sponsoring the grant will move the Unfinished Business for a later date.

The Board reviewed the Annual Certification of Employee-related Conditions for reporting compliance with Public Act 51, Section 18j, MCL 247.668j. Based on the information provided by Blue Cross and our third party administrator, Brown & Brown, the Road Commission can certify that medical benefits are offered to the transportation employees in accordance with MCL 247.668j. Motion by Ken Gasper and seconded by Chuck Minkley to authorize the Board Chairman and Chief Financial Officer to sign the Annual Certification showing compliance with (b). Motion carried.

The Board reviewed the July 2014 Monthly Financial Statements and discussed the current August cash balance. Motion by Chuck Minkley and seconded by Albert Almy to accept the July 2014 Monthly Financial Statements and place them on file. Motion carried.

The Board reviewed the list of equipment the Fleet Manager is recommending for auction and disposal. Motion by Ken Gasper and seconded by Chuck Minkley to authorize disposal of equipment numbers (pickups and vehicles) 313, 316, 109 and 607 by internet auction. Motion carried.

The Managing Director updated the Board on the 2014 Rural Task Force issue; 2014/15 salt prices up substantially – will cost almost \$100,000 more than last winter; MDOT 2012 STL Audit results; July 2014 MTF Chart; Municipal Qualifying Statement filed with MI Department of Treasury; new County Road Association (CRA) Directory; trucking restriction update; 8-26-14 Open Work Orders, and 8-26-14 Open Payables.

The County Highway Engineer provided updated information on 2014 projects.

Road Commissioner Ken Gasper asked about the bicycle race/rally that was held in the Belding area this past weekend. He stated that traffic was impacted substantially, roads were closed and it was very unorganized.

Board members reviewed the final results of the countywide road millage from the August 5, 2014 ballot and shared the comments they have been getting from residents.

The next regular meeting scheduled for Wednesday, September 3, 2014 at 9:00 a.m. is cancelled and rescheduled for Friday, September 5, 2014 at 1:00 p.m. The regular meeting scheduled for Wednesday, September 24, 2014 is cancelled and rescheduled for Wednesday, September 17, 2014 at 9:00 a.m.

Motion by Ken Gasper and seconded by Albert Almy to adjourn the meeting at 11:35 a.m. Motion carried.

Bill Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
SEPTEMBER 5, 2014**

Meeting called to order by Chairman Bill Weisgerber at 1:00 p.m.

Members present – Bill Weisgerber, Chuck Minkley, and Ken Gasper

Members absent – Albert Almy and Herbert Cusack (passed away 9-2-14)

Others present – Carolyn Mayhew, Karen Bota, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Chairman Bill Weisgerber talked about the almost 22 years that Herbert Cusack had served Ionia County as an Ionia County Road Commissioner and all of the improvements he had been a part of during his time on the Board. He asked for a moment of silence to remember Herb and his many contributions to the County.

Additions, Deletions & Corrections to Agenda: None. Motion by Ken Gasper and seconded by Chuck Minkley to approve the agenda. Motion carried. The Board agreed to take Item 8.

Unfinished Business – Lake Odessa Trail Requests out of order at the beginning of the meeting.

CITIZEN REQUEST: Karen Bota mentioned she enjoyed the years she has been working with Herb on the Road Commission board and noted his commitment to roads and bridges and the citizens of Ionia County. He will be greatly missed.

The Board reviewed the Letter of Support for the Jordan Lake Trail Project and asked Carolyn Mayhew if this is what the group was asking for. She noted that the group had really wanted the Road Commission to apply for and administer the TAP grant, but she understands our hesitation at doing so. The Board indicated that we would be willing to work very closely with the village of Lake Odessa should they apply for and administer the grant. Motion by Chuck Minkley and seconded by Ken Gasper to approve and sign the Letter of Support. Motion carried.

The Chairman asked if the minutes of the August 27, 2014 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Chuck Minkley to approve the minutes as presented. Motion carried.

The following voucher was presented:

11287 – Payables Account \$ 79,767.02

Motion by Chuck Minkley and seconded by Ken Gasper to approve the voucher for payment.

Motion carried.

The Board reviewed and discussed the bid tabulation for I-96 Concrete Repairs. Motion by Chuck Minkley and seconded by Ken Gasper to award the bid to C & D Hughes, Inc., only bidder, as recommended by our staff and MDOT staff. Motion carried.

The Managing Director updated the Board on the 2014 MCRC SIP Liability Insurance refund; August 2014 Cash Flow report; July 2014 MTF Charts; 2014-15 Salt prices; Draft 2015 project breakdowns; Commissioner contact information and terms; July 2014 insurance claim statistics; and 9-5-14 Open Payables.

The County Highway Engineer provided updated information on 2014 projects and discussed possible 2016 Safety project applications.

The next regular meeting is scheduled for Wednesday, September 17, 2014 at 9:00 a.m.

Motion by Chuck Minkley and seconded by Ken Gasper to adjourn the meeting at 2:27 p.m.
Motion carried.

Bill Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
SEPTEMBER 17, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present – Bill Weisgerber, Chuck Minkley, Albert Almy and Ken Gasper

Others present – Bradley Potter, Jack Shattuck, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 7.e.) Resolution Honoring Herbert Cusack and Item 7.f.) Bid Rejection-I-96 Turnaround. Motion by Ken Gasper and seconded by Albert Almy to approve the revised agenda. Motion carried.

The Chairman asked if the minutes of the September 5, 2014 meeting that were distributed at the meeting were correct. Motion by Chuck Minkley and seconded by Ken Gasper to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11288 – Payroll Account \$ 66,925.59

11289 - Payables Account \$ 232,164.38

Motion by Albert Almy and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

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:

Horizontal alignment work along East Main Street from Prairie Creek to Stage Road and along Stage Road from East Main to Bluewater Highway (Highway M-21); including hot mix asphalt paving; fixed object removal, guardrail, and slope flattening work; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that William Weisgerber, Chairman 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 Chuck Minkley.

ROLL CALL VOTE – Minkley-yes; Almy-yes; Gasper-yes; Weisgerber-yes.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the information on our 2015 renewal for Blue Cross Blue Shield medical, RX, dental and vision plans. The deductible for all 2015 High Deductible Health Plans will be increasing \$50 for single plans to \$1300 and \$100 for 2 person/family plans to \$2600. This deductible increase is included in the Federal Affordable Care Act and is mandatory. We are seeing a small rate decrease on most lines of coverage and groups, except Medicare retirees for supplemental coverage. The Managing Director requested the Board considering increasing the 2015 H.S.A. contributions for all employees to cover the increase in the deductible. Motion by Chuck Minkley and seconded by Albert Almy to table this item until next meeting when all financial data can be reviewed. Roll Call Vote – Minkley-yes; Weisgerber-yes; Gasper-yes; Almy – yes. Motion carried.

The Managing Director provided information on 2014 revenues and pay rates for all employee classes. She recommended a 3% base hourly rate increase for all employees, union and non-union. Motion by Chuck Minkley and seconded by Albert Almy to approve the increase for all employees including the Managing Director. Motion carried with one voting no.

The Board reviewed and discussed the August 2014 Monthly Financial Statements. Motion by Ken Gasper and seconded by Chuck Minkley to accept the August 2014 Monthly Financial Statements and place them on file. Motion carried.

RESOLUTION RECOGNIZING HERBERT CUSACK FOR 22 YEARS OF SERVICE

Motion to recognize Herbert C. Cusack for 22 years of faithful service by Albert Almy and seconded by Bill Weisgerber and carried by unanimous vote:

WHEREAS, Herbert C. Cusack was appointed by the Ionia County Board of Commissioners to serve as a Member of the Ionia County Road Commission between 1992 and 2014;

WHEREAS, during his tenure on the Road Commission, Cusack served as a member, vice chairman and chairman. He was active on both the regional level and statewide level during his twenty two years with the Commission;

WHEREAS, during Cusack's time on the Road Commission Board, he contributed to help the Commission overcome and deal with declining revenues, yet maintain essential services to the motoring public;

THEREFORE, BE IT RESOLVED that the Ionia County Road Commission offers gratitude and appreciation to Herbert C. Cusack for his service and leadership during his 22 year term on the Road Commission Board.

RESOLUTION DECLARED ADOPTED.

The Board reviewed and discussed the bid tabulation for paving the I-96 Turnaround. Motion by Ken Gasper and seconded by Albert Almy to reject the sole bid as recommended by our staff and MDOT staff. Motion carried.

CITIZEN REQUEST: Bradley Potter of Keene Township addressed the Board regarding the August millage election. He inquired whether the Board would consider putting a road millage on a future ballot since the vote was so close and the road millage is sorely needed. He also noted that Pinckney Road needs patching especially at the top of the hill.

The Managing Director updated the Board on the recent MCRCSIP Loss Control visit; and 9-17-14 Open Payables.

The County Highway Engineer provided updated information on 2014 projects and August permit activity.

The next regular meeting is scheduled for Wednesday, October 15, 2014 at 9:00 a.m.

Motion by Chuck Minkley and seconded by Ken Gasper to adjourn the meeting at 10:45 a.m. Motion carried.

Bill Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
OCTOBER 15, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present – Bill Weisgerber, Chuck Minkley, Albert Almy and Ken Gasper

Others present – Chris Thelen, Jen Wangler, Keith Salter, Christine Baird, Jack Shattuck, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 7.d.) September 2014 Monthly Financial Statements. Motion by Albert Almy and seconded by Chuck Minkley to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Christine Baird and Keith Salter addressed the Board regarding the activities of the Supporters for Whites Bridge volunteer group. They have been working on a project selling 8”x8” bricks for display somewhere near the bridge site and have talked with Keene Township regarding possible locations. We agreed to work with everyone to identify an appropriate site near the right of way. www.supportersforwhitesbridge.org

Chris Thelen, Chair and Jen Wangler, Director of the Ionia County Economic Alliance (ICEA) addressed the Board regarding the group’s history in Ionia County and their current year activities through their affiliation with The Right Place. They stressed the importance of transportation to economic development in the county. They requested the Board consider a \$1,000 investment in the ICEA in the 2015 budget.

The Chairman asked if the minutes of the September 17, 2014 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Chuck Minkley to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11290 – Payables Account \$ 216,088.07

11291 – Payroll Account \$ 65,607.81

11292 - Payables Account \$ 142,116.72

11293 – Payroll Account \$ 72,801.07

11294 – Payables Account \$ 750,534.97

Motion by Ken Gasper and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the proposed by-law changes for the County Road Association of Michigan. The changes would result in higher dues this year and in the future. Motion by Chuck Minkley and seconded by Albert Almy to cast our vote to approve the by-law changes. Motion carried.

The Board reviewed and discussed the Annual Agreement for the Maintenance and Improvement of Roads with Portland Township. Motion by Chuck Minkley and seconded by Ken Gasper to approve the agreement and authorize the Managing Director/Clerk to sign the document on behalf of the road commission. Motion carried.

The Board Committee that has been working on the Performance Appraisal and process for the Managing Director is recommending that the scope of that work be expanded to include items that are appurtenant to the whole process. The Board reviewed their ideas and agreed that would be a good idea. No formal action was taken at this time, but will be as the items are brought to the Board in the future.

The Board reviewed and discussed the financial statements for the month ended September 30, 2104. Motion by Ken Gasper and seconded by Chuck Minkley to accept the statements and place them on file. Motion carried.

Motion by Albert Almy and seconded by Ken Gasper to remove from the table the item 2015 Insurance Contributions for Employer H.S.A. from the last meeting. Roll Call Vote – Minkley-yes; Gasper-yes; Weisgerber-yes; Almy-yes. Motion carried.

The Managing Director presented additional information regarding the request to increase the employer H.S.A. contribution for 2015. The deductible for all 2015 High Deductible Health Plans will be increasing \$50 for single plans to \$1300 and \$100 for 2 person/family plans to \$2600. This deductible increase is included in the Federal Affordable Care Act and is mandatory. The increase for union employees is paid based on the union contract language. If we extend that same change for our non-union employees and non-Medicare retirees at a total cost of \$950, we are still saving over \$6,100 overall on our 2015 insurance premium costs over 2014. Motion by Albert Almy and seconded by Ken Gasper to increase the 2015 Employer H.S.A. contribution for non-union employees and non-Medicare retirees. Motion carried.

The Managing Director updated the Board on the August 2014 MTF charts; CRA PR Workshop on Nov 7 in Clare on Crisis Communications; upcoming 10-21-14 Seven County Council meeting; 2013/14 MDOT Title VI report; Representative Lisa Lyons support letter for Whites Bridge grant; 2012 MDOT STL audit report; thank you from Clarksville Steam Show; went through the new Transparency Dashboard on our website; County ORV ordinance proposal; Lyons Twp board letter regarding Slade/Wagar truck restrictions; staff changes coming; and 10-15-14 Open Payables.

The County Highway Engineer provided updated information on September permit activity; 2015 project estimates and match shortfalls; local road project progress; early 2017 bridge selections for funding; advertising for Engineering Technician and recommendation for inspection of a large culvert on Divine Highway.

The Managing Director requested a change for the next month's meeting schedule to cancel the meeting on November 12, 2014 and replace it with a meeting on Thursday, October 30, 2014 at 2:00 p.m. and another meeting on Tuesday, November 18, 2014 at 9:00 a.m. The Board agreed with the revised schedule.

Motion by Ken Gasper and seconded by Chuck Minkley to adjourn the meeting at 12:15 p.m.
Motion carried.

Bill Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
OCTOBER 30, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present – Bill Weisgerber, Chuck Minkley, Albert Almy and Ken Gasper

Others present – Jack Shattuck, Dorothy Pohl, Karen Bota, and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 7.d.) Bid Extension – Dust Control. Motion by Ken Gasper and seconded by Chuck Minkley to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the October 15, 2014 meeting that were distributed at the meeting were correct. Motion by Chuck Minkley and seconded by Albert Almy to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11295 – Payables Account \$ 166,515.15

11296 – Payroll Account \$ 66,816.25

11297 - Payables Account \$ 18,700.60

Motion by Chuck Minkley and seconded by Ken Gasper to approve the vouchers for payment. Motion carried.

The Board reviewed the Bid Extension for 2015 Janitorial Services. Motion by Ken Gasper and seconded by Chuck Minkley to approve the bid extension for 2015 Janitorial Services with Liberty Cleaning Service per the 2012 contract specifications. Motion carried.

The Board reviewed the Bid Tabulation and Recommendation for the Kellogg Road project in Ionia Township financed 100% by the township. The County Highway Engineer reported that the bids were less than the estimate and that the low bidder had pulled his bid. The Ionia Township Board met on October 28, 2014 and selected C.L. Trucking & Excavating for the project. Motion by Albert Almy and seconded by Ken Gasper to award the bid to C.L. Trucking and Excavating as recommended by Ionia Township. Motion carried.

The Board reviewed correspondence from attorney Arent Fox regarding a class action lawsuit for claims for compensation for Rail-Trail conversion of road commission property. Motion by Albert Almy and seconded by Chuck Minkley to not participate in the class action suit. Motion carried.

The Board reviewed the Bid Extension for 2015 Dust Control. Motion by Ken Gasper and seconded by Chuck Minkley to approve the bid extension for 2015 Dust Control with S & M Liquid Tire Fill, Inc. per the 2013 contract specifications. Motion carried.

The Board Committee that has been working on the Performance Appraisal and process for the Managing Director reported that they would have documents for board approval at the December 5, 2014 meeting.

The Managing Director updated the Board on the September 2014 MTF chart; CRA PR Workshop on Nov 7; update on County ORV ordinance proposal; 9/30/14 Section 115 OPEB Trust Reports; staff changes coming; and 10-30-14 Open Payables. She also discussed current cash flow problems waiting for reimbursements from MDOT.

The County Highway Engineer provided updated information on October permit activity; 2015 project estimates and match shortfalls; local road project progress; interviewing for Engineering Technician and results of the inspection of a large culvert on Divine Highway.

The next regular meeting is scheduled for Tuesday, November 18, 2014 at 9:00 a.m.

Motion by Albert Almy and seconded by Chuck Minkley to adjourn the meeting at 3:20 p.m. Motion carried.

Bill Weisgerber, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
NOVEMBER 18, 2014**

Meeting called to order by Chairman Bill Weisgerber at 9:00 a.m.

Members present – Bill Weisgerber, Chuck Minkley, Albert Almy and Ken Gasper

Others present – Jack Shattuck, Dorothy Pohl, Christine Baird, and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Delete Item 7.e.) 2014 Budget Adjustment #2. Motion by Albert Almy and seconded by Ken Gasper to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Christine Baird from the Rebuild Whites Covered Bridge Inc. group approached the Board to request permission for the brick fundraising project for the local share of the bridge replacement cost. The County Highway Engineer explained the permit process and offered to assist the group in applying for the permit. It will be necessary to get the permission of the adjoining property owner (Michigan Dept of Natural Resources) in order to install the bricks within the road right of way. The Board agreed that they support the project but need the rules followed and written permission obtained before issuing the permit.

The Chairman asked if the minutes of the October 30, 2014 meeting that were distributed at the meeting were correct. Motion by Ken Gasper and seconded by Chuck Minkley to approve the minutes as presented. Motion carried.

The following vouchers were presented:

11298 – Payables Account \$ 220,857.80

11299 – Payroll Account \$ 66,910.85

11300 - Payables Account \$ 245,014.34

Motion by Chuck Minkley and seconded by Albert Almy to approve the vouchers for payment. Motion carried.

The Board reviewed the Bid Tabulation and recommendation for 2015 Dead Deer Removal. Motion by Ken Gasper and seconded by Chuck Minkley to award the bid to Hartman Refuse Removal of Ionia. Motion carried.

The County Highway Engineer presented his review and recommendation for Consultant Engineering Services for the 2015 Local Bridge Program David Highway over Grand River Preventive Maintenance project. He recommended contracting with Williams and Works, Inc. for the Preliminary and Construction Engineering for the bridge project based on their expertise and our prior experience with the firm. Motion by Chuck Minkley and seconded by

Albert Almy to contract with Williams & Works, Inc. for engineering services for the David Highway over Grand River bridge preventive maintenance project. Motion carried.

The Board reviewed and discussed the Balance Sheet and Revenue/Expense and Budget Comparison Statement for October 2014. She also updated the Board on our current cash position. Motion by Ken Gasper and seconded by Chuck Minkley to accept the statements and place them on file. Motion carried.

The County Highway Engineer presented the results of our biennial Local Road bridge inspections and bridges that will require posting for load reductions as follows:

<u>SN#</u>	<u>Road and Stream</u>	<u>Location</u>	<u>Current Posting</u>	<u>New Posting</u>
4057	Bell Rd over Duck Creek	Campbell, south of M-50	None	12 ton
4068	Prairie Creek Rd over Prairie Creek	Ionia, north of M-21 (middle crossing)	None	42/56/73
4069	Prairie Creek Rd over Prairie Creek	Ionia, north of M-21 (north crossing)	None	42/56/73
4073	O'Brien Rd over Stoughton Creek	N. Plains, North of Borden Rd	None	42/56/73
4078	Bonanza Rd over Tupper Creek	Odessa, East of Jordan Lake Rd	None	42/56/73
4085	Reeder Rd over Libhart Creek	Orange, West of Keefer	3 ton	3 ton
4094	Westbrook Road over Prairie Creek	Ronald, North of Nickle Plate Rd	None	42/57/75

Motion by Ken Gasper and seconded by Chuck Minkley to change the load postings as noted above and install new signs as required by MDOT. Motion carried.

The Board reviewed the Winter Maintenance Policy and agreed that no changes were necessary at this time.

The Managing Director updated the Board on the 2017 Local Bridge Program approvals; township responses on proposed ORV policy; new employees; and 11-17-14 Open Payables.

The next regular meeting is scheduled for Friday, December 5, 2014. Commissioners will be present at 7:00 a.m. for the Annual Safety Program and begin their regular meeting at 8:00 a.m.

Motion by Chuck Minkley and seconded by Albert Almy to adjourn the meeting at 11:20 a.m. Motion carried.

Bill Weisgerber, Chairman

Dorothy G. Pohl, Clerk