

**MEETING
IONIA COUNTY ROAD COMMISSION
JANUARY 2, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Karen Bota, and Albert Almy
Members absent – Charles Minkley

Others present - Dorothy Pohl and Scott Wirtz

The Pledge of Allegiance was recited by those present.

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

CITIZEN REQUEST: None.

Motion by Albert Almy to nominate Ken Gasper for Chairman for 2015 and to cast a unanimous ballot, seconded by Bill Weisgerber. Roll Call Vote – Almy –yes; Gasper – yes; Bota – yes; Minkley – absent; Weisgerber – yes. Motion carried.

Motion by Bill Weisgerber to nominate Albert Almy for Vice-Chairman for 2015 and to cast a unanimous ballot, seconded by Karen Bota. Roll Call Vote – Minkley – absent; Gasper – yes; Bota – yes; Almy – yes; Weisgerber – yes. Motion carried.

The Chairman asked if the minutes of the December 30, 2014 meeting that were distributed at the meeting were correct. Motion by Bill Weisgerber and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11309 - Payables Account \$ 394,884.26

11310 – Payroll Account \$ 57,600.00

Motion by Albert Almy and seconded by Bill Weisgerber to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the 2014 MIOSHA Log Forms 300 and 300A. Motion by Karen Bota and seconded by Albert Almy to approve the forms and post them as required. Motion carried.

The Managing Director updated the Board on the upcoming Ionia County Township Officer's (ICTOA) Meeting on Monday, January 12, 2015 at the Ionia Commission on Aging at 7 pm; the upcoming 7 County Council meeting on January 21, 2015 at the Ionia County Intermediate School District; Dead Deer Pickup report and the 12/30/14 and 1/2/15 Open Accounts Payable reports.

The Road Commissioners thanked Bill Weisgerber for his service as Chairman this past year.

The date and time for the next regular meeting will be Wednesday, February 11, 2015 at 9:00 a.m.

Motion by Bill Weisgerber and seconded by Karen Bota to adjourn the meeting at 9:35 a.m.
Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
FEBRUARY 11, 2015**

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

Members present - Ken Gasper, Karen Bota, and Albert Almy
Members absent – Charles Minkley, and Bill Weisgerber

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

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6. f.) Voucher 11316 – Payroll Account - \$79,722.04. Motion by Albert Almy and seconded by Karen Bota to approve the revised agenda. Motion carried.

CITIZEN REQUEST: John Read gave the Road Commission compliments on their winter maintenance service this year. He asked how much revenue the May 5 ballot package would mean for the Ionia County Road Commission. We shared that it would mean approximately one million dollars extra in 2016, two million extra in 2017 and three million more 2018 and beyond.

The Chairman asked if the minutes of the January 2, 2015 meeting that were distributed at the meeting were correct. Motion by Albert Almy and seconded by Karen Bota to approve the minutes. Motion carried.

The following vouchers were presented:

11311 – Payroll Account \$ 90,156.82
11312 - Payables Account \$ 110,469.94
11313 – Payroll Account \$ 106,659.22
11314 – Payables Account \$ 43,549.79
11315 – Payables Account \$ 169,945.18
11316 – Payroll Account \$ 79,722.04

Motion by Karen Bota and seconded by Albert Almy to approve the vouchers for payment.
Motion carried.

The Board reviewed the County Road Association of Michigan ballot for candidates for the Board of Directors. Motion by Al Almy and seconded by Karen Bota to cast our ballot for William Watkins of Hillsdale CRC. Motion carried.

The Board reviewed the Audit Engagement Letter for the review of the financial records of the Road Commission for the year ended December 31, 2014. Motion by Karen Bota and seconded by Albert Almy to accept the letter and place it on file. Motion carried.

The Managing Director presented the “almost” final December 2014 Monthly Financial Statement reports. One final correction needs to be made and the statements will be presented at the next meeting.

The County Highway Engineer presented the tabulation and recommendation for a consultant engineering firm for the preliminary engineering and design of the David Highway bridge over Libhart Creek. Motion by Albert Almy and seconded by Karen Bota to hire Cogent Civil Engineering for the project as recommended. Motion carried.

The Board reviewed the bid tabulations and recommendations for Seasonal Materials. Motion by Karen Bota and seconded by Ken Gasper to award the bids to the lowest responsive bidders in the best interest of the Road Commission. Motion carried.

The Board reviewed the recommended bid extension for Furnish and Haul 23A Limestone Aggregate. This is the first of two possible renewal options per the 2014 contract bid and specifications. Motion by Albert Almy and seconded by Karen Bota to extend the contract for Furnish and Haul 23A Limestone Aggregate for 2015 at the 2014 bid price. Motion carried.

The Board reviewed the recommended bid extension for Overband Crack Sealing. This is the second of four possible renewal options per the 2013 contract bid and specifications. Motion by Karen Bota and seconded by Albert Almy to extend the contract for Overband Crack Sealing for 2015 at the 2013 bid price. Motion carried.

**RESOLUTION FOR ADDITIONS AND DELETIONS TO COUNTY ROAD SYSTEM
MADE PRIOR TO DECEMBER 31, 2014**

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 0 miles and 0 miles in changes in primary urban mileage. Recommended changes are described as follows:

County Wide

Primary 389.48	2014 Mileage (No Change from 2013)
Local 684.14	2014 Mileage (No Change from 2013)

Urban

Primary 26.66 2014 Mileage (No Change from 2013)

Local 39.92 2014 Mileage (No Change from 2013)

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 Karen Bota and carried on a roll call vote:

Ayes, Bota, Almy, Gasper Nays, None

Absent, Weisgerber, Minkley

RESOLUTION DECLARED ADOPTED.

The Board reviewed the Fleet Manager's recommendation to dispose of Chainsaws #032, 033, 036, 037 and 229 by advertising in the Shopper's Guide for sealed bids. Motion by Karen Bota and seconded by Albert Almy to approve the equipment disposals by advertising and sealed bids. Motion carried.

The Board reviewed and discussed the proposed County ORV ordinance in anticipation of the public hearing on February 24, 2015 along with the surveys received from the townships regarding restricting ORV use on county roads for environmental reasons. Staff will prepare written testimony for the public hearing recommending that no county roads be restricted at this time.

The County Highway Engineer provided the Board with historical bridge information and the most recent bridge inspections and discussed approaching the townships regarding participation as candidates in the Local Bridge Program for the 2018 calendar year.

The County Highway Engineer provided the Board with proposed changes to our Parade and Other Special Events permit specifications and fees for public hearing at a future meeting.

The Managing Director reported that the cell tower on our property no longer has an antenna on it. She was contacted by SBA, our lessor, who has requested the Board consider a temporary lease restructure agreement and abate the rental payments for up to 36 months until they find a

new tenant. She will negotiate with SBA, but recommended we not abate the rent and that we require adherence to the terms of the lease.

The Managing Director updated the Board on the upcoming CRA New Commissioner Training and the Highway Conference on 2/17-19; Section 115 OPEB Trust Report for the year ended December 31, 2014; Dead Deer Pickup report and the 2/11/15 Open Work Order and Open Accounts Payable reports.

The date and time for the next regular meeting will be changed to Wednesday, February 25, 2015 at 9:00 a.m. The meeting scheduled for Wednesday, March 11, 2015 will be cancelled.

Motion by Karen Bota and seconded by Albert Almy to recess the regular meeting at 10:50 a.m. Motion carried.

The Board and Staff met with township supervisors or their representative to discuss the following items:

1. 2014 Gravel Resurfacing and Dust Control
2. 2015 Gravel Map Recommendations
3. 2015 Road Tour signups
4. 2015 Dust Control Procedures
5. Chipseal and Hard Surface Road Recommendation
6. Review of MDOT National Functional Classification Maps
7. May 5, 2015 Ballot Issue for Road Funding

Motion by Albert Almy and seconded by Karen Bota to return to the regular meeting and adjourn the meeting at 12:45 p.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
FEBRUARY 25, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Karen Bota, and Albert Almy
Members absent – Charles Minkley

Others present - Dorothy Pohl, Paul Spitzley, and Chad Listerman

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Remove Item 7.a.) December 2014 Monthly Financial Statements due to new Treasury requirements and Add Item 7.d.) Bid Extension – Street Sweeping. Motion by Karen Bota and seconded by Bill Weisgerber to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Chad Listerman of CL Trucking and Excavating, LLC addressed the Board regarding truck restrictions on Slade Road in Lyons Township.

The Chairman asked if the minutes of the February 11, 2015 meeting that were distributed at the meeting were correct. Motion by Karen Bota and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11317 - Payables Account \$ 168,209.62

11318 – Payroll Account \$ 74,202.20

Motion by Albert Almy and seconded by Karen Bota to approve the vouchers for payment.
Motion carried.

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:

Fixed object removal, hot mix asphalt shoulder, and intersection radii improvement work along Keefer Highway from the south village limits of Lyons to Lyons Road; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Kenneth Gasper, 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.

ROLL CALL VOTE – Weisgerber-yes; Gasper-yes; Almy-yes; Bota-yes; Minkley-absent
RESOLUTION DECLARED ADOPTED.

The Board reviewed and discussed the January 2015 Monthly Financial Statements. Motion by Bill Weisgerber and seconded by Karen Bota to accept the statements and place them on file. Motion carried.

Motion by Karen Bota and seconded by Bill Weisgerber to authorize the bid extension for Street Sweeping for 2015 at the 2014 contract price. Motion carried.

The Road Commissioners discussed the proposed letter to the County Board of Commissioners regarding the proposed ORV ordinance and agreed that the language was acceptable as drafted and that no roads should be restricted at this time.

The Managing Director updated the Board on the upcoming CRA Commissioners Seminar 4-12/14; update on Olin/Johnson/Denton Road issue; January 2015 MTF receipts chart; APWA Snow Conference in GR 4-11/15; Dead Deer Pickup report; 2-25-15 Open Work Order Report; 2-25-15 Open Accounts Payable report; and statewide 2-24-15 Road Millage results.

The County Highway Engineer presented his monthly report with January permit information; updated project information; and two additional grant awards for 2016. He explained spring weight restrictions for the commissioners and went through the process for dealing with permit issues during that time period.

Road Commissioner Karen Bota commented on her attendance at New Commissioner Training and the County Road Association Highway Conference and Road Show.

The date and time for the next regular meeting will be Wednesday, March 25, 2015 at 9:00 a.m.

Motion by Bill Weisgerber and seconded by Karen Bota to adjourn the meeting at 10:25 a.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MARCH 25, 2015**

Meeting called to order by Vice-Chairman Al Almy at 9:00 a.m.

Members present – Al Almy, Chuck Minkley, Bill Weisgerber, and Karen Bota
Members absent – Ken Gasper

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

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Remove Item 7.e.) Bid Award – H1 Limestone.
Motion by Chuck Minkley and seconded by Bill Weisgerber to approve the revised agenda.
Motion carried.

CITIZEN REQUEST: Ken Moore, resident on South M-66 asked about future construction planned for M-66.

The Vice-Chairman asked if the minutes of the February 25, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Chuck Minkley and seconded by Karen Bota to approve the minutes. Motion carried.

The following vouchers were presented:

11319 - Payables Account \$ 106,822.31

11320 – Payables Account \$ 43,691.59

11321 – Payroll Account \$ 76,122.10

11322 – Payables Account \$ 168,045.36

Motion by Bill Weisgerber and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

The Board reviewed the bid tabulation by township for 2015 Gravel Provide, Haul & Place and Gravel Haul & Place. As a result of a joint meeting with township officials earlier this year, we will be providing alternate bids for other locations and/or materials by township if they are reasonably competitive. The townships pay 100% of the contract cost and some have had issues with using the lowest bidder and/or the perceived quality of the materials. The townships can then choose the vendor and/or material they would prefer for their township contract. Motion by Chuck Minkley and seconded by Bill Weisgerber to award the bids by township in the best interest of the county and as specified in the township contracts. Motion carried.

Motion by Chuck Minkley and seconded by Karen Bota to authorize the bid extension for Roadside Mowing to J. Jablonski & Sons, Inc. for 2015 at the 2013 contract price. Motion carried.

Motion by Chuck Minkley and seconded by Bill Weisgerber to authorize the bid extension for Gravel Processing – Reynolds Pit (leased pit) to Halliday Sand & Gravel, Inc. for 2015 at the 2011 contract price. Motion carried.

The Board reviewed the bid tabulation and recommendation for Contract #15-16 for Culvert and Tile Line Jetting. Motion by Bill Weisgerber and seconded by Chuck Minkley to award the bid to C.L. Trucking & Excavating LLC as recommended. Motion carried.

No bids were received for the Attenuator so no action was necessary.

The Board reviewed the following private road name request:

1. **Oma Rd PVT**, located off MacArthur Road between Kyser and Ivan in Section 16 of Boston Township. The township has approved the name. The name does not conflict with any existing county road names. Motion by Karen Bota and seconded by Chuck Minkley to approve the private road name. Motion carried.

**STATEMENT OF AGREEMENT
FOR
NATIONAL FUNCTIONAL CLASSIFICATION UPDATE AND REVISION**

Section 470.105(b) (1) of Title 23 - Code of Federal Regulations state that “the State transportation agency [Michigan Department of Transportation] shall have the primary responsibility for developing and updating a statewide highway functional classification in rural and urban areas to determine functional usage of the existing roads and streets...The state shall cooperate with responsible local officials...in developing and updating the functional classification.” The Board hereby certifies that these provisions have been complied with and no changes in functional classification are required at this time.

Motion by Chuck Minkley and seconded by Karen Bota to authorize the Road Commissioners to sign the Statement of Agreement. Motion carried.

The Board reviewed the December 2014 Year End Monthly Financial Statements and the 2014 MDOT Annual Act 51 Financial Report. Further review and discussion will take place at the next meeting when the 2014 Annual Supplemental Report is presented. Motion by Chuck Minkley and seconded by Bill Weisgerber to accept the reports and place them on file. Motion carried.

The Board reviewed and discussed the February 2015 Monthly Financial Statements. Motion by Bill Weisgerber and seconded by Chuck Minkley to accept the statements and place them on file. Motion carried.

The Board discussed the recent request from C.L. Trucking & Excavating, LLC to remove the trucking restrictions on Slade Road in Lyons Township that were originally put in place in 1988. They agreed that the public hearing should be advertised to take place at the next Board meeting to review and take public comment on the issue. The public hearing is scheduled for 9:15 a.m. on Wednesday, April 8, 2015 and will be advertised in the local paper and on the website.

The Managing Director updated the Board on the upcoming CRA Commissioners Seminar on 4/12-4/14/15; 7 County Council meeting on 4/21/15; January 2015 MTF charts; CRASIF trustee opening; APWA Snow Conference in GR 4-11/15-15; Dead Deer Pickup report; 3-25-15 Open Work Order Report; and 3-25-15 Open Accounts Payable report.

Road Commissioner Chuck Minkley asked that the Proposal 1 ballot language be forwarded to each road commissioner along with information on the CRA weekly conference call.

The date and time for the next regular meeting will be Wednesday, April 8, 2015 at 9:00 a.m.

Motion by Chuck Minkley and seconded by Karen Bota to adjourn the meeting at 10:30 a.m. Motion carried.

Al Almy, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
APRIL 8, 2015**

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

Members present – Ken Gasper, Al Almy, Chuck Minkley, Bill Weisgerber, and Karen Bota

Others present - Dorothy Pohl, Paul Spitzley, Jack Shattuck, Charles Babcock, Larry Listerman, Fred Charles, Max Darling, Robert Scheurer, Jackie Hartman, Ron Moyer and Gary Platte

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.c.) Payroll Voucher 11325 - \$82,468.45 and Item 7.h.) Resolution of Support for Local Bridge Program Applications. Motion by Bill Weisgerber and seconded by Chuck Minkley to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None. All visitors were present for the public hearing at 9:15 a.m.

The Chairman asked if the minutes of the March 25, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Albert Almy and seconded by Chuck Minkley to approve the minutes. Motion carried.

The following vouchers were presented:

11323 – Payroll Account \$ 69,276.15

11324 – Payables Account \$ 145,106.74

11325 – Payroll Account \$ 82,468.74

Motion by Chuck Minkley and seconded by Karen Bota to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the Resolution of Support for Proposal 15-1, a statewide ballot to increase transportation funding.

Resolution of Support for Proposal 1 – May 5, 2015

WHEREAS, Michigan drivers deserve a safe and reliable road and bridge network. Investing more in our roads will improve safety, giving residents peace of mind that roads will see their families safely to work and school; and

WHEREAS, 85 percent of Ionia County's paved Primary road system is currently in poor condition; and

WHEREAS, Michigan has relied on Band-Aid, short-term fixes for our roads instead of investing enough money to fix our roads for the long term; and

WHEREAS, Michigan invests less per capita in transportation than any state in the U.S.; and

WHEREAS, Every \$1 invested today to keep our roads in good condition will save \$6 to \$14 later as conditions deteriorate. The longer we wait to fix Michigan's roads, the more it will cost; and

WHEREAS, Michigan's roads are vital to business and economic development, to families and schools, to public safety and health care, to agriculture and tourism, and to every aspect of our lives; and

WHEREAS, Proposal 1 on the May 5 ballot would provide sorely needed revenue to fix roads with funds that politicians can't divert somewhere else – while also supporting Michigan's long-term future by investing in our public schools and local communities. Every penny paid at the pump for taxes will be guaranteed in the constitution to go to transportation.

WHEREAS, The Ionia County Road Commission will receive almost \$6.4 million in new revenue within three years if Proposal 1 is adopted by Michigan voters.

NOW THEREFORE BE IT RESOLVED; The Ionia County Road Commission Board resolves to support Proposal 1, a broad-ranging road funding proposal that goes before Michigan voters on May 5, 2015.

Motion by Albert Almy and seconded by Chuck Minkley.

ROLL CALL VOTE: Bota – yes; Almy – yes; Weisgerber – yes; Minkley – yes; Gasper – yes.
RESOLUTION DECLARED ADOPTED.

Motion by Chuck Minkley and seconded by Bill Weisgerber to recess the regular meeting and open the Public Hearing at 9:17 a.m. Motion carried.

Chairman Ken Gasper announced that the Public Hearing regarding the Truck Restriction signs on Slade Road was now open. He shared some of the history regarding the issue and explained that we had received requests from both sides requesting the restrictions be removed or left in place and that is why we are now having a public hearing. The record of the comments received is attached as the Record of Public Hearing on the Slade Road Truck Restriction Signs.

Chairman Ken Gasper closed the Public Hearing at 9:40 a.m. after all comments were taken.

Road Commissioner Al Almy stated that since the current signing on Slade Road could not and would not be enforced it made no sense to leave the signs in place. Motion by Al Almy and

seconded by Karen Bota to rescind the 1988 resolution to put No Truck signs on Slade Road. The Chairman called for a Roll Call Vote – Bota – yes; Almy – yes; Weisgerber – yes; Minkley – yes; Gasper – yes. Motion carried.

The Board reviewed the bid tabulation and recommendation for Contract #15-31 for H-1 Limestone Stockpile. Motion by Chuck Minkley and seconded by Karen Bota to award the bid to low bidder for delivered material to C.L. Trucking & Excavating LLC as recommended. Motion carried.

The Board reviewed the late bid received for Contract #15-32 for monthly rental of a Trailer-Mounted Attenuator. No other bids were received by the due date and time. After discussion with our MDOT Maintenance Coordinator, it was agreed we should award the bid to Give ‘Em A Brake Safety (GEBS) at \$487 per month for 2015. This price is actually \$8 per month lower than last year. Motion by Karen Bota and seconded by Al Almy to award the bid for monthly rental of a Trailer-Mounted Attenuator to GEBS for 2015. Motion carried.

The Board reviewed the bid tabulation and recommendation for 2015 Materials Sampling and Testing Consultants. The Engineer is recommending award to two firms who will be able to provide testing services for local work and for Federal-State projects. Motion by Chuck Minkley and seconded by Bill Weisgerber to award the contracts to both Andrews Material Testing for most testing work and Professional Service Industries (PSI) when State technician and laboratory requirements dictate as determined by the Engineer. Motion carried.

The Board reviewed the bid tabulation and recommendation for Contract #15-20 for Chip and Fog Sealing for 2015. Motion by Chuck Minkley and seconded by Bill Weisgerber to award the bid to low bidder, C & C Contracting, as recommended by the Engineer. Motion carried.

The Board reviewed the 2014 Supplemental Annual Report to be distributed at the 4-13-15 Ionia County Townships Association meeting. Motion by Bill Weisgerber and seconded by Al Almy to accept the report and place it on file. Motion carried.

RESOLUTION OF SUPPORT FOR LOCAL BRIDGE PROGRAM APPLICATIONS

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

WHEREAS, these four bridges are as follows:

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

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

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

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

WHEREAS, this Board has considered the applications for Local Bridge Program Funds and authorizes the submission of the applications for the Local Bridge Program Funds for 2018.

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.

Motion by Karen Bota and seconded by Chuck Minkley.

ROLL CALL VOTE: Bota – yes; Almy – yes; Weisgerber – yes; Minkley – yes; Gasper – yes.
RESOLUTION DECLARED ADOPTED.

The Managing Director updated the Board on the upcoming CRA Commissioners Seminar on 4/12-4/14/15; 7 County Council meeting on 4/21/15; February 2015 MTF charts; March 2015 Cash Flow Report; 4-8-15 Open Work Order Report; and 4-8-15 Open Accounts Payable report.

The County Highway Engineer updated the Board on March 2015 permit activity – 43 permits and 156 seasonal move permits; discussed seasonal weight restrictions and surrounding county data; new gas main going in on Divine Hwy and Marsalle; bike marathon scheduled for 4-11 in Keene & Otisco Twps; David Hwy Bridge over Grand River preventive maintenance project recently had a grade inspection; E. Main/Stage construction to begin next week; Keefer Safety project starting June; Gr River Safety project in May letting and provided a listing of all of the township and local chip/fog seal projects along with a list of all awarded future projects.

The date and time for the next regular meeting will be Wednesday, April 22, 2015 at 9:00 a.m.

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

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
APRIL 22, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Karen Bota, Chuck Minkley, and Albert Almy

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

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.b.) Payroll Voucher - \$71,990.24 and Item 7. c.) Road Abandonment petition and Add Item 7.d.) Policy Review. Motion by Chuck Minkley and seconded by Albert Almy to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the April 8, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Chuck Minkley and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The Board reviewed the Public Hearing notes from the April 8, 2015 Public Hearing on the Truck Restrictions on Slade Road. Motion by Karen Bota and seconded by Chuck Minkley to accept the public hearing record and place it on file.

The following vouchers were presented:

11326 - Payables Account \$ 107,290.76

11327 – Payroll Account \$ 71,990.24

Motion by Albert Almy and seconded by Karen Bota to approve the vouchers for payment. Motion carried.

The Board reviewed the Bid Tabulation and Recommendation for 2015 Roadside Brush Spraying. Motion by Chuck Minkley and seconded by Karen Bota to award the bid to low bidder, The Daltons, Inc. for 2015 Roadside Brush Spray. Motion carried.

The Board reviewed and discussed the March 2015 Monthly Financial Statements. Motion by Karen Bota and seconded by Chuck Minkley to accept the statements and place them on file. Motion carried.

The Road Commission has received a completed Highway Abandonment Petition and Highway Abandonment Affidavit for the Denton Road Right of Way, Highway by User, located on the Line Common to Sections 29 and 32, T7N, R8W, Keene Township, Ionia County, Michigan: Commencing at the West Corner post common to Sections 29 and 32; thence Easterly to the East Corner Post Common to Sections 29 and 32, with 33 feet of land lying both North and South of

said line. Nine freeholders of Keene Township have signed the petition, however, two of the abutting property owners have not signed the petition. One of the current landowners would be landlocked by the abandonment (Eifert) and the other has ingress and egress on Marble Road (State of Michigan DNR). This item will be considered at next regular meeting.

Road Commissioner Al Almy commented on a recent educational session on board policy at the CRA Commissioner's Seminar. He asked about considering a formal in-house review of the Road Commission's policies on a regular basis. Staff will compile a summary of current policies for discussion on the concept at the next regular meeting. This item will become a standing item on the agenda under Unfinished Business until removed by the Board.

The Managing Director updated the Board on the recent correspondence regarding Kent Street; upcoming Transportation Asset Management Conference 4-30-15; meeting with Sebewa Twp on 4-28-15 at 7 pm; 4-21-15 Open Work Order Report; 4-21-15 Open Accounts Payable report; and new cell tower information.

Fleet Manager, Don Chubb, presented information on our vehicle fleet and equipment.

Road Commissioner Al Almy commented that at a recent Orleans Twp meeting there had been discussion regarding possible advance warning signing on Long Lake Road at Shiloh regarding the church entrance. He indicated that the township supervisor would be contacting us.

The date and time for the next regular meeting will be Wednesday, May 6, 2015 at 9:00 a.m.

Motion by Bill Weisgerber and seconded by Karen Bota to adjourn the meeting at 10:25 a.m.
Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MAY 6, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Karen Bota, and Albert Almy
Members absent – Chuck Minkley

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

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.b.) Payroll Voucher 11329 - \$66,481.04 and Delete Item 7. a.) December 2014 Audit Report. Motion by Bill Weisgerber and seconded by Albert Almy to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the April 22, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Karen Bota and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11328 - Payables Account \$ 303,034.90

11329 – Payroll Account \$ 66,481.04

Motion by Albert Almy and seconded by Karen Bota to approve the vouchers for payment.
Motion carried.

The Board reviewed the proposed signature resolution for the Grand River Safety Project. The County Highway Engineer shared that bids had been received and were 18% over the engineer's estimate. Because this is a capped project with a specified maximum amount of Federal funds, any overrun will have to be covered with local funds. We may need to revise the project and remove the chip and fog seal. Motion by Karen Bota and seconded by Bill Weisgerber to table action on the Resolution until we have determined our next step. Motion carried.

The Road Commission has received a completed Highway Abandonment Petition and Highway Abandonment Affidavit for the Denton Road Right of Way, Highway by User, located on the Line Common to Sections 29 and 32, T7N, R8W, Keene Township, Ionia County, Michigan: Commencing at the West Corner post common to Sections 29 and 32; thence Easterly to the East Corner Post Common to Sections 29 and 32, with 33 feet of land lying both North and South of

said line. Nine freeholders of Keene Township have signed the petition, however, two of the abutting property owners have not signed the petition. Motion by Karen Bota and seconded by Bill Weisgerber to set the public hearing on the Abandonment Resolution for Wednesday, June 24, 2015 at 9:00 a.m. at the regular board meeting. Motion carried.

The Board reviewed the 2014 Act 51 Annual Financial Report and discussed the year-end data and current status.

The Board reviewed the Summary of Current Policies that was compiled by staff. Since the Freedom of Information policy needs updates for new laws effective in July, it will be the first policy to be reviewed. Staff will bring the current policy and any necessary/suggested revisions to the next meeting for discussion.

The Managing Director updated the Board on April 2014 Cash Flow; March 2015 MTF receipts and distributions; 3/31/15 Section 115 OPEB report; 5-6-15 Open Accounts Payable report; and new cell tower information.

The County Highway Engineer updated the Board on April 2015 permit activity; Superior Asphalt pit has been approved by Danby Twp – will need commercial drive permit; updated on projects and bids; bridge applications were submitted last week; and talked about the bid overrun on the Grand River Safety project and its effect on 2015 work.

The date and time for the next regular meeting will be Wednesday, May 20, 2015 at 9:00 a.m.

Motion by Bill Weisgerber and seconded by Albert Almy to adjourn the meeting at 10:30 a.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MAY 20, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Karen Bota, Chuck Minkley, and Albert Almy

Others present – Dale Hansen, Ken Felice, Dorothy Pohl, Jack Shattuck, and Bud White

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.b.) Payroll Voucher 11332 - \$62,806.32 and Item 7. c.) 2015 Budget Adjustment #1. Motion by Chuck Minkley and seconded by Bill Weisgerber to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Ken Felice addressed the Board regarding a proposed township local road project on Frank Road. The proposed project is in very early stages of planning and an estimate has been sent to the township for engineering the possible project. He asked that residents be kept in the loop regarding plans for the area in the future.

The Chairman asked if the minutes of the May 6, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Albert Almy and seconded by Karen Bota to approve the minutes. Motion carried.

The following vouchers were presented:

11330 - Payables Account \$ 161,504.20

11332 – Payroll Account \$ 62,806.32

Motion by Karen Bota and seconded by Bill Weisgerber to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the April 2015 Monthly Financial Statements. Motion by Chuck Minkley and seconded by Karen Bota to accept the statements and place them on file. Motion carried.

The Board reviewed the MDOT Annual Act 51 Engineering Reimbursement Request. Motion by Karen Bota and seconded by Bill Weisgerber to authorize the Chairman and two members to sign the Report and submit it to MDOT. Motion carried.

The Board reviewed the Summary Budget Adjustment #1 for 2015. The Managing Director explained the changes to revenues and expenditures were due mainly to postponing a 2015 Safety project to 2016; adding an additional 4.5 miles of chip and fog seal if it can be scheduled with an adjoining county; and correcting the amount of State general funds booked in 2015 due to Treasury accounting rules. Motion by Albert Almy and seconded by Chuck Minkley to

approve 2015 Budget Adjustment #1 as attached with revenues of \$9,910,973 and expenditures of \$9,985,818. Motion carried.

The Board reviewed our current Freedom of Information policy ADM 01-4 and compared it to another county's Freedom of Information policy based on recent law changes. They discussed the new requirements and agreed that the simple two page policy with the included form was concise and easy to understand and should be considered to replace our current policy. Staff will post the proposed policy for employee comments and bring them back to the next regular meeting for possible adoption of the replacement policy.

Operations Superintendent Bud White updated the Board on spring maintenance work and planned maintenance and township projects for the coming summer.

The Managing Director updated the Board on the CRASIF Worker's Comp premium renewal and our lower modification factor; UP Road Builders summer meeting information; May 2015 County Board update and project list; rebidding the Grand River Safety project; Federal transportation funding update; 5-20-15 Open Work Order and Open Accounts Payable reports; House transportation plan; TRIP article regarding rural road conditions and maintenance revenue and expense by township.

Road Commissioners discussed the need to begin thinking about future townshipwide or countywide millage requests for transportation funding. The next regular countywide election will be in August 2016.

The date and time for the next regular meeting will be Wednesday, June 3, 2015 at 9:00 a.m.

Motion by Chuck Minkley and seconded by Albert Almy to adjourn the meeting at 10:38 a.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JUNE 3, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Karen Bota, and Albert Almy
Members absent – Chuck Minkley

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

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.b.) Payroll Voucher 11333 - \$63,246.70 and Item 7. i.) Postpone June 24, 2015 Public Hearing on Denton Road abandonment and Revise Item 7.h.) to 2014 Audited Financial Statements. Motion by Albert Almy and seconded by Karen Bota to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the May 20, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Albert Almy and seconded by Karen Bota to approve the minutes. Motion carried.

The following vouchers were presented:

11331 - Payables Account \$ 122,073.17

11333 – Payroll Account \$ 63,246.70

Motion by Karen Bota and seconded by Bill Weisgerber to approve the vouchers for payment.
Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Karen Bota 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:

Chip seal and fog seal along Potters Road from Marble Road easterly to Johnson Road, Jefferson Street from Nickel Plate Road southerly to the north city limits of Ionia, Riverside Drive from the east village limits of Saranac to Ainsworth Road, David Highway from Jordan Lake Road easterly to Highway M-66, and Kelsey Highway from Tuttle Road southerly to David Highway; including, pavement marking and traffic control work; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Kenneth Gasper, 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 Bill Weisgerber.

ROLL CALL VOTE – Weisgerber-YES; Bota-YES; Almy-YES; Gasper-YES; Minkley-Absent

RESOLUTION DECLARED ADOPTED.

The Board reviewed the bid extension for 2015 Pavement Marking based on the 2012 bid prices. Motion by Bill Weisgerber and seconded by Al Almy to extend the bid for 2015 pavement marking with M&M Pavement Marking Inc. Motion carried.

The Board reviewed MDOT's request to rescind the March 25, 2015 bid award for Culvert and Tile Line Jetting. Motion by Karen Bota and seconded by Bill Weisgerber to rescind the bid award to C.L. Trucking & Excavating, LLC of Ionia (lowest overall bid cost) for State Trunkline work only. Motion carried with one voting no.

Motion by Karen Bota and seconded by Ken Gasper to re-award the bid for Culvert and Tile Line Jetting for State Trunkline work only to United Resource LLC of Livonia (lowest hourly rate bid cost). Motion carried with one voting no.

The Board reviewed and discussed the County Road Association Self-Insurance Fund (CRASIF) ballot for 3 Director vacancies. Motion by Karen Bota and seconded by Bill Weisgerber to cast our ballot for Ken Hulka, Mike Larrabee and Dale Linton. Motion carried.

The Board reviewed and discussed the Michigan County Road Commission Self Insurance Pool (MCRCSIP) ballots for 2 Southern Director vacancies and 2 At-Large Director Vacancies. Motion by Al Almy and seconded by Bill Weisgerber to case our Southern ballot for Tim Haagsma and Bill Watkins. Motion carried. Motion by Karen Bota and seconded by Al Almy to cast our At-Large ballot for Darrel Spragg and Russ Gronevelt. Motion carried.

The Board discussed planned grant projects for 2016 and local match requirements for those grants. Motion by Al Almy and seconded by Bill Weisgerber to request a county appropriation of \$200,000 for 2016 toward our \$908,000 match requirements on approved grant projects. Motion carried.

The Board reviewed and discussed the 2014 Audited Financial Statements. The Road Commission received an Unqualified Audit Opinion, which is the highest level of opinion for a financial statement audit. Motion by Karen Bota and seconded by Al Almy to accept the report and place it on file. Motion carried.

The Managing Director reported that our attorney on the Denton Road abandonment case had called and recommended postponing the June 24, 2016 Public Hearing on the Road Abandonment until the other parties provided requested documents. Motion by Bill Weisgerber and seconded by Al Almy to cancel the June 24, 2016 Public Hearing and postpone any further action at this time. Motion carried.

The Board reviewed the revised Freedom of Information that was distributed for employee comment after the last board meeting. Some minor corrections were incorporated in the Motion by Al Almy and seconded by Karen Bota to adopt the revised Policy xx and post it on the Road Commission website. Motion carried.

County Highway Engineer Paul Spitzley updated the Board on May permit activity; progress on Sparrow Drive/David Hwy turn lane; David Hwy (Shotwell) bridge project in August letting; State/federal chip/fog seal in Friday's state letting; E. Main/Stage project open to traffic and almost complete; Keefer Hwy safety project to begin mid-June; spring maintenance work and planned maintenance and township projects for the coming summer.

The Managing Director updated the Board on the Cutler Road ribbon cutting ceremony; May 2015 Cash Flow report; May Dead Deer Report; Equipment Disposal Gain Report; 2015 township gravel contracts; draft June 2015 newsletter; 2015 Insurance Conference information; 6/3/15 Open Work Order Report; 6/3/15 Open Accounts Payable Report and discussed the 2016/2017 state budget and proposed General fund contribution.

County Commissioner Jack Shattuck asked if the planned Consumers Energy project on Keefer Highway might assist us with tree removal for our planned future Safety project.

The date and time for the next regular meeting will be Wednesday, June 24, 2015 at 9:00 a.m.

Motion by Bill Weisgerber and seconded by Albert Almy to adjourn the meeting at 11:13 a.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JUNE 24, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Chuck Minkley, and Albert Almy
Members absent – Karen Bota

Others present – Carolyn Mayhew, Bill Hudson, Dorothy Pohl, Jack Shattuck, Don Chubb, 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 as presented. Motion carried.

CITIZEN REQUEST: Bill Hudson and Carolyn Mayhew representing Friends of the Jordan Lake Trail reported on their progress since we last met. They have raised over \$142,000 of their \$300,000 goal to match Phase 1 of the TAP Grant in the village of Lake Odessa. They requested that the Road Commission apply for a TAP Grant to pave the shoulders on Jordan Lake Road from Grand River to David Highway to provide connectivity to the Ionia State Park.

The Chairman asked if the minutes of the June 4, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Albert Almy and seconded by Chuck Minkley to approve the minutes with minor corrections noted. Motion carried.

The following vouchers were presented:

11334 - Payables Account \$ 146,998.39

11335 – Payroll Account \$66,590.81

11336 – Payables Account \$ 234,837.25

Motion by Bill Weisgerber and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

RESOLUTION TO APPROVE PUBLIC ROAD NAME CHANGES

Kelsey Woods Subdivision – Ionia Township

Commissioner Chuck Minkley moved the adoption of the following resolution:

WHEREAS, Ms. Tina Wolbers is the proprietor over the entirety of the lots within the Kelsey Woods Subdivision in Ionia Township, Ionia County, MI; and

WHEREAS, Ms. Wolbers has requested to the Board of Road Commissioners for Ionia County that within said subdivision the road names be changed; and

WHEREAS, in accordance with the Land Division Act, MCL 560.256, this Board, by resolution can change the name of an existing street; and

WHEREAS, Road Commission staff has reviewed the requested new road names and have confirmed the acceptable alternatives; and

WHEREAS, the requested road name changes would be as follows:

Lookout Drive to Gavin Lane

Woodvale Drive to McGwire Way

Ramblewood Drive to Bianca Way

Hillwood Drive to Michael Lane

NOW, THEREFORE, BE IT RESOLVED that the Road Commission for Ionia County does approve the road name changes in accordance with the adjacent property owner's request as indicated above.

The motion was supported by Commissioner Albert Almy.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the bid tabulation and recommendation for 2015 Catch Basin Cleaning. Motion by Chuck Minkley and seconded by Bill Weisgerber to award the bid to Pollution Control Services, Inc., low bidder. Motion carried.

The Board reviewed and discussed the May 2015 Monthly Financial Statements. Motion by Chuck Minkley and seconded by Bill Weisgerber to accept the statements and place them on file. Motion carried.

The Board reviewed the Proposal for Patient Protection and Affordable Care Act (ACA) IRS 1094/1095 Reporting Services for the Road Commission and the County of Ionia for our self-insured health care plan. Motion by Chuck Minkley and seconded by Bill Weisgerber to authorize the County Board of Commissioners to sign the agreement on behalf of the Road Commission. Motion carried.

Motion by Albert Almy and seconded by Chuck Minkley to go in to closed session at 9:50 a.m. to discuss information from our attorney regarding the Denton Road litigation. Motion carried.

Motion by Albert Almy and seconded by Bill Weisgerber to come out of closed session at 10:11 a.m. Motion carried.

Motion by Chuck Minkley and seconded by Albert Almy to authorize the Managing Director to sign the proposed Settlement Agreement and Mutual Release of Claims on behalf of the Road Commission and provide it to our attorney to hold until all parties have signed their agreements. Motion carried.

As a result of the adoption of the revised Freedom of Information policy, our current Policy 16 - Document Copies and Policy 29 – Board Minute Subscription are now obsolete and should be rescinded. Motion by Albert Almy and seconded by Chuck Minkley to rescind Policy 16 and Policy 29. Motion carried.

The Board agreed that the next policies to be reviewed would be 17 – Transparency and 21 – Public Involvement. The policies will be posted for input until July 8 and be reviewed and re-adopted on July 9, 2015.

The Managing Director updated the Board on the 2014 MERS Annual Actuarial Valuation Report; April 2015 MTF Charts; June 2015 Cash Flow report; upcoming 7 County Council meeting; 2015 Insurance Conference information; Equipment specifications for Tandem Dump trucks (2016); 4WD Motor Grader and 3 Crew Cab Pickups; 6/24/15 Open Work Order Report; 6/24/15 Open Accounts Payable Report and discussed the tornado that destroyed the Portland garage.

County Highway Engineer Paul Spitzley updated the Board on 2015 project activity and discussed the work on David Highway for the Sparrow Drive access.

County Commissioner Jack Shattuck asked if the planned Consumers Energy project on Keefer Highway might assist us with tree removal for our planned future Safety project.

The date and time for the next regular meeting will be Wednesday, July 8, 2015 at 9:00 a.m.

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

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JULY 27, 2015**

Meeting called to order by Chairman Ken Gasper at 2:00 p.m.

Members present - Ken Gasper, Bill Weisgerber, Chuck Minkley, Karen Bota and Albert Almy
Members absent – None

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 Albert Almy to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the June 24, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Albert Almy and seconded by Chuck Minkley to approve the minutes. Motion carried.

The following vouchers were presented:

11337 - Payroll Account \$ 71,968.32

11338 – Payables Account \$ 152,068.85

11339 – Payroll Account \$ 66,439.66

11340 – Payables Account \$ 184,738.36

Motion by Karen Bota and seconded by Chuck Minkley to approve the vouchers for payment.
Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Chuck 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:

Rehabilitation work for the structure B01 of 34-14-22 (#4024), which carries David Highway over the Grand River, Section 10, T06N, R05W, Portland Township, Ionia County, Michigan; including concrete deck repairs, downspout extensions, structure steel cleaning and coating, scour repairs at piers, and maintaining traffic work; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Ken Gasper, Road Commissioner and 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.

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

RESOLUTION DECLARED ADOPTED.

The Board reviewed the ballot for the Association of Southern Michigan Road Commissions Board of Directors and for by-law changes recommended by the Directors. Motion by Chuck Minkley and seconded by Karen Bota to cast our ballot for Deb Kestner, Saginaw County Road Commissioner and to vote “yes” to the by-law change. Motion carried.

The Board reviewed and discussed the June 2015 Monthly Financial Statements. Motion by Chuck Minkley and seconded by Bill Weisgerber to accept the statements and place them on file. Motion carried.

The Board reviewed the bid tabulation and recommendation for I-96 Concrete Repairs. Motion by Chuck Minkley and seconded by Karen Bota to award the bid to C & D Hughes, Inc. subject to State Administrative Board approval. Motion carried.

The Road Commission has received a completed Highway Abandonment Petition and Highway Abandonment Affidavit for the Denton Road Right of Way, Highway by User, located on the Line Common to Sections 29 and 32, T7N, R8W, Keene Township, Ionia County, Michigan: Commencing at the West Corner post common to Sections 29 and 32; thence Easterly to the East Corner Post Common to Sections 29 and 32, with 33 feet of land lying both North and South of said line. Thirteen freeholders of Keene Township have signed the petition, including all of the abutting property owners. Motion by Chuck Minkley and seconded by Karen Bota to set the public hearing on the Abandonment Resolution for Wednesday, August 12, 2015 at 9:00 a.m. at the regular board meeting. Motion carried.

The Board reviewed Policy 21 – Public Involvement and the employee comment on the policy. Minor changes were made to keep the language consistent throughout and the policy was reaffirmed. Policy 17 – Transparency was found to need no changes and was re-affirmed. Motion by Albert Almy and seconded by Chuck Minkley to re-affirm Policy 17 and make a minor change to wording and re-affirm Policy 21. Motion carried.

The Managing Director updated the Board on the Michigan Department of Treasury Qualifying Statement approval for 2015; inclusion on CRASIF honor roll and plaque received for having a worker’s compensation experience modification factor less than one; May 2015 MTF Charts; June 2015 MTF cash graph; CRA Supt Conference 9/30-10/2; June 2015 Dead Deer Report; 7/27/15 Open Work Order Report; 7/27/15 Open Accounts Payable Report; ASMRC/NMARC

Joint Conference 9/15-17; Frank Road petition update memo; SBA Tower update and discussed the Portland garage and tornado damage costs.

County Highway Engineer Paul Spitzley updated the Board on 2015 project activity. He has been in contact with the engineer and contractor regarding our non-acceptance of the work that has been done on David Highway for the Sparrow Drive access.

Road Commissioner Al Almy reported on the CRA Commissioner's Committee meeting and said that the Commissioner's Handbook was going to be updated by a committee he is working on.

The date and time for the next regular meeting will be Wednesday, August 12, 2015 at 9:00 a.m.

Motion by Karen Bota and seconded by Albert Almy to adjourn the meeting at 3:25 p.m.
Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
AUGUST 12, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Chuck Minkley, Karen Bota and Albert Almy
Members absent – None

Others present – Jack Shattuck, Brad Potter, Dean Olin, Mr. & Mrs. Frank Johnson, Jon Damon, attny, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Delete Item 7.d.) 2017 Safety Project Resolution as no resolution is necessary. Motion by Chuck Minkley and seconded by Bill Weisgerber to approve the revised agenda as presented. Motion carried.

CITIZEN REQUEST: All meeting attendees were present for the public hearing.

The Chairman asked if the minutes of the July 27, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Bill Weisgerber and seconded by Albert Almy to approve the minutes changing “re-affirmed” to “approved” in regard to Policy 21. Motion carried.

The following vouchers were presented:

11341 - Payroll Account \$ 71,703.19

11342 – Payables Account \$ 694,851.49

11343 – Payroll Account \$ 71,767.26

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

The Board reviewed the bid tabulation and Fleet Manager’s recommendation for tandem axle dump trucks. Motion by Chuck Minkley and seconded by Karen Bota to award the bid to D & K Truck Company in Lansing for one Western Star 4900SB at \$213,768, the lowest responsive bid received. Motion carried. We may purchase a second truck off these bids once we tie down the 2016 budget figures.

The Board reviewed Traffic Control Order (TCO) P34-41-15 restricting parking on Ingalls Road in Otisco Township dated July 29, 2015. Otisco Township had requested that the area be reviewed last summer and the MSP is now issuing the order. Motion by Albert Almy and seconded by Bill Weisgerber to approve the TCO P34-41-15 and designate the Chairman to sign on behalf of the Road Commission. Motion carried.

The County Highway Engineer discussed submitting an application for a 2017 Safety grant to help pay for additional necessary work in the 2017 Divine Highway Small Urban project limits.

The Board reviewed the Amendment to the Option and Ground Lease Agreement with SBA Towers IV, LLC to abate rental for up to 48 months or until a successor tenant can be contracted and to allow the Road Commission to place one antenna on the tower. The alternative is to have the Lessor remove the tower permanently. Motion by Chuck Minkley and seconded by Karen Bota to approve the Amendment and authorize the Managing Director to execute the agreement on behalf of the Road Commission. Motion carried.

The Chairman opened the Public Hearing on the Abandonment of Denton Road at 9:30 a.m. The Managing Director explained that the Abandonment Petition had been signed by all property owners of record except for the State of Michigan Department of Natural Resources. No comments had been received prior to the meeting. The property sale had been closed and the deed was reviewed. No property owners will be landlocked if the abandonment is approved. Keene Township resident Brad Potter commented that it was a good idea so long as no one is left without access to their property. The Public Hearing was closed at 9:40 a.m.

RESOLUTION OF ABANDONMENT

Decertified Denton Road

From Whites Bridge Road to Marble Road, Keene Township, Ionia County

Road Commissioner Albert Almy moved the adoption of the following resolution:

WHEREAS, this Board being advised of the sale and transfer by warranty deed of fee simple title to real property located in Keene Township, Ionia County, Michigan, more particularly described as:

PROPERTY ID#: 34-070-032-000-010-00 and 34-070-032-000-015-00

and;

WHEREAS, this Board being advised that the purchaser of this real property is the record owner of real property located in Keene Township, Ionia County, Michigan, more particularly described as:

PROPERTY ID#: 34-070-029-000-045-01 and 34-070-029-000-045-03

and;

WHEREAS, this Board being satisfied that the consummation of this sale and transfer of these parcels to a common owner eliminates the necessity of the public highway known as Denton Road, more particularly described as:

PART OF SECTIONS 29 AND 32, TOWN 4 NORTH, RANGE 8 WEST, KEENE TOWNSHIP MICHIGAN, FOR THE PURPOSES OF COUNTY ROAD RIGHT-OF-WAY; SAID PART BEING 33 FEET NORTH AND SOUTH OF THE SOUTH LINE OF SAID SECTION 29.

and;

WHEREAS, that absolute abandonment and discontinuance of Denton Road will not deprive any parcel or record title owner of access to a public highway,
and;

WHEREAS, in accordance with the provisions of Act 283 of the Public Acts of 1909, as amended, having received proof of the above described sale and transfer, this Board determines that the abandonment of Denton Road as described above is in the best interests of the public and this Board wishes to absolutely abandon and discontinue the above described Denton Road,
NOW, THEREFORE, BE IT RESOLVED, by the Board of County Road Commissioners of the County of Ionia, Michigan, that having supplied proper notice and after public hearing, and having received satisfactory proof of the consummation of the above described sale and transfer, the majority of this Board hereby votes to absolutely abandon the above described Denton Road, and hereby adopts this Resolution of Abandonment.

Road Commissioner Chuck Minkley seconded the resolution
ROLL CALL VOTE – Bota-yes; Minkley-yes; Gasper-yes; Almy-yes; Weisgerber-yes

RESOLUTION DECLARED ADOPTED.

The Board reviewed and discussed the July 2015 Monthly Financial Statements. Motion by Chuck Minkley and seconded by Karen Bota to accept the statements and place them on file. Motion carried.

The Managing Director updated the Board on June 2017 MTF receipts; CRASIF loss control visit; historical letter from A. Williams; CRA Supt Conference 9/30-10/2; July 2015 Dead Deer Report; 8/12/15 Open Accounts Payable Report; ASMRC/NMARC Joint Conference 9/15-17; Road Commission picnic date of 9-13-15 at Pewamo Park and discussed the budgeted generator project and recent quotes.

County Highway Engineer Paul Spitzley updated the Board on 2015 project activity; bids received on Grand River safety project; and the status of fog seal on the chip seal projects. He has been in contact with the engineer and contractor regarding our non-acceptance of the work that has been done on David Highway for the Sparrow Drive access. He handed out updated Specifications for Commercial Drives for review.

The date and time for the next regular meeting will be Wednesday, September 2, 2015 at 9 a.m.

Motion by Karen Bota and seconded by Chuck Minkley to adjourn the meeting at 10:20 a.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
SEPTEMBER 2, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Chuck Minkley, Karen Bota and Albert Almy
Members absent – None

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 Bill Weisgerber to approve the agenda as presented. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the August 12, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Karen Bota and seconded by Albert Almy to approve the minutes. Motion carried.

The following vouchers were presented:

11344 – Payables Account \$ 183,865.54

11345 – Payroll Account \$ 68,771.23

11346 – Payables Account \$ 90,333.30

Motion by Chuck Minkley and seconded by Karen Bota to approve the vouchers for payment. Motion carried.

The Board discussed the recent request by the Friends of the Jordan Lake Trail group for the Road Commission long-term plan to include paving shoulders on Jordan Lake Road. While we cannot commit to doing that work in the current funding environment, we are supportive of the group's efforts to identify and apply for grants to expand trails in the county. Staff will send a letter to the group explaining this.

RESOLUTION TO APPROVE INSTALLMENT-PURCHASE FINANCING

The following preamble and resolution were offered by Member Karen Bota and supported by Member Albert Almy:

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 John Deere 772GP All-Wheel Drive Motor Grader with Wing at a purchase price of \$314,469.64 from AIS Equipment and by motion adopted September 2, 2015 awarded the contract for financing the Equipment in the amount of \$220,000 to Mercantile Bank – 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: Gasper, yes; Weisgerber, yes; Almy, yes; Bota, yes; Minkley, yes NAYS: None
ABSENT: None

RESOLUTION DECLARED ADOPTED.

Motion by Bill Weisgerber and seconded by Chuck Minkley to authorize the Board members to sign the Unanimous Written Consent of the Board of Directors of the Board of County Road Commissioners of the County of Ionia, Michigan to acknowledge that the Managing Director/Clerk of the Board, Dorothy G. Pohl, is the authorized signatory for the SBA Lease Amendment approved at the last meeting. Motion carried.

RESOLUTION TO AUTHORIZE SIGNING CONTRACT

Commissioner Chuck 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:

Hot mix asphalt shoulder and intersection improvement work along East Grand River Avenue from 2,000 feet southeasterly of Cutler Road northwesterly to Clintonia Road; and all together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that Kenneth Gasper, 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 Karen Bota.

ROLL CALL VOTE – Weisgerber, yes; Bota, yes; Minkley, yes; Gasper, yes; Almy, yes

RESOLUTION DECLARED ADOPTED.

The Fleet Manager is recommending the disposal of Equipment 735, 736 and 727 (old sign truck and attachments) along with miscellaneous tools that are obsolete via online auction. Motion by Karen Bota and seconded by Albert Almy to approve the disposal of the equipment. Motion carried.

The Board reviewed the Annual Agreement for Maintenance and Improvement of Roads in Portland Township. Motion by Chuck Minkley and seconded by Bill Weisgerber to authorize the Managing Director/Clerk to sign the annual agreement on behalf of the Road Commission. Motion carried.

RESOLUTION FOR STATE DISASTER CONTINGENCY FUND GRANT

Commissioner Albert Almy moved the adoption of the following resolution:

WHEREAS, Ionia County, Michigan, is a political subdivision within the State of Michigan with an official Emergency Operations plan in compliance with Section 19 of the Emergency Management Act, Act 390, Public Acts of 1976, as amended.

WHEREAS, the Ionia County Road Commission sustained severe losses of major proportions brought on by Portland tornado resulting in extreme tree damage and closed roads.

WHEREAS, the Ionia County Road Commission certifies that the Ionia County Emergency Operations Plan was implemented at the onset of the disaster on June 22, 2015 and all applicable disaster relief forces identified therein were exhausted.

WHEREAS, as a direct result of the disaster, public damage and expenditures were extraordinary and place an unreasonably great financial burden on the Ionia County Road Commission totaling \$3,785.

NOW, THEREFORE, BE IT RESOLVED, that the Ionia County Road Commission requests the Governor authorize a grant to the Ionia County Road Commission from the State Disaster Contingency Fund pursuant to Section 19, Act 390, Public Acts of 1976, as amended.

FURTHERMORE, Kenneth G. Gasper, Chairman and Dorothy G. Pohl, Clerk of the Board, are authorized to execute for and on behalf of the Ionia County Road Commission the application for financial assistance and to provide the State any information required for that purpose.

The motion was supported by Commissioner Karen Bota.

ROLL CALL VOTE – Weisgerber, yes; Almy, yes; Gasper, yes; Minkley, yes; Bota, yes.

RESOLUTION DECLARED ADOPTED.

The Board reviewed the bid tabulation and recommendation for 2NS Sleet Sand. Motion by Albert Almy and seconded by Chuck Minkley to award the bid to low bidder, Ken Coryell Trucking, Inc. Motion carried.

The Managing Director and Fleet Manager both recommend that the Board purchase a second Western Star tandem axle truck for delivery in 2016 from the recent bid. We are still behind on truck replacements and we need capacity if we are going to use additional winter drivers in the future. Motion by Chuck Minkley and seconded by Albert Almy to order a second truck for 2016 delivery. Motion carried.

The Board reviewed and discussed the two policies that had been sent out for the Board Policy Review project. Motion by Albert Almy and seconded by Chuck Minkley to table any action on Policy PERS 1-96 and ENGR 1-96 until changes are made. Motion carried. Staff passed out the ICRC Title VI Policy and noted that we would spend time at the next meeting going over the policy and procedure.

The Managing Director updated the Board on the August 2015 Cash Flow Report; September 2015 MTF cash graph; Detail financial reports for July 2015; CRA Supt Conference 9/30-10/2; August 2015 Dead Deer Report; 9/1/15 Open Accounts Payable Report; ASMRC/NMARC Joint Conference 9/15-17; 2016 budget discussion; labor agreement update; and 9/13 picnic reminder.

County Highway Engineer Paul Spitzley updated the Board on 2015 project activity; pavement repairs at Sparrow Drive have been completed to specifications; commercial drive and Emery Road construction is complete; SW quadrant pavement marking should start next week; fact sheet for Boston Twp road millage question; and shared his comparison of costs and quality of chipseal work done this summer.

Road Commissioner Al Almy reported on Haynor Road questions at the last Orleans Township meeting.

The date and time for the next regular meeting will be Wednesday, September 23, 2015 at 9:00 a.m.

Motion by Karen Bota and seconded by Albert Almy to adjourn the meeting at 11:25 a.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
SEPTEMBER 23, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Chuck Minkley, Karen Bota and Albert Almy
Members absent – None

Others present – Jack Shattuck, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.d.) Voucher 11350 – Payroll - \$67,705.96 and Closed Session between Items 9 and 10 to discuss labor contract negotiations. Motion by Chuck Minkley and seconded by Bill Weisgerber to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the September 2, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Albert Almy and seconded by Chuck Minkley to approve the minutes with a correction to delete “Vice” before Chairman from the title in Item 5 of the Resolution to Approve Installment Purchase Financing. Motion carried.

The following vouchers were presented:

11347 - Payables Account \$ 402,705.82

11348 – Payroll Account \$ 68,939.04

11349 – Payables Account \$ 170,793.26

11350 – Payroll Account \$ 67,705.96

Motion by Karen Bota and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the August 2015 Monthly Financial Statements. There was discussion regarding routine maintenance costs and some questions regarding specific cost categories. Staff will check on Primary gravel maintenance and report at next meeting. Motion by Albert Almy and seconded by Chuck Minkley to accept the statements and place them on file. Motion carried.

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 are in accordance with MCL 247.668j. Motion by Bill Weisgerber and seconded by Karen Bota to authorize the Board

Chairman and Chief Financial Officer to sign the Annual Certification showing compliance with (b). Motion carried.

The Board reviewed and discussed the Title VI Policy and Procedures and the Annual Compliance Certification submitted to MDOT. After a thorough review and discussion, Albert Almy made the motion to re-affirm Policy 33 – Title VI and Chuck Minkley seconded the motion. Motion carried.

Motion by Albert Almy and seconded by Karen Bota to remove PERS 1-96 and ENGR 1-96 policies that were tabled at the last meeting. Motion carried.

The Managing Director presented the updated PERS 1-96 – Personal Protection Equipment Replacement. The policy was renumbered to 31 and minor grammatical changes were made by management; we updated the amount provided for Safety shoe replacement based on the labor agreement; reinforced employee responsibility to provide prescription safety glasses and boots at hire; reinforced employee responsibility to take care of PPE they are provided; and noted the change to the prescription Safety Glass Replacement due to our annual Vision insurance benefit. The Board asked that the revised Policy 31 be posted for employee comment and included on the next meeting agenda for adoption.

The Managing Director presented the updated ENGR 1-96 – Pavement Marking. The only change was to remove the Mission Statement from the policy and renumber the policy to 32. The Board asked that the revised Policy 32 be posted for employee comment and included on the next meeting agenda for adoption.

The Managing Director updated the Board on July 2017 MTF receipts; Ingalls Rd property sale request; final Proof of Loss for Portland garage and discussed a process for selling the Union Street property; MCRCSIP insurance refund was received and will be deposited with MERS before year end; CRA Public Relations Workshop will be held in Clare on 11/6/15; reviewed our BCBSM renewal rates for 2016 and discussed a 24/7 online health care option for 2016; and reviewed the 9/23/15 Open Accounts Payable Report.

County Highway Engineer Paul Spitzley updated the Board on 2015 project activity; Grand River project has started and has lane reductions, flagging, and delays; David Hwy bridge work is going slow – waiting on beam painting and deck epoxy; southwest quad pavement marking is almost complete except for some touch-up; DEQ has plans and permit application for Frank Rd – township indicates they will hold another public hearing once DEQ reviews the plans; PE has begun for White's Bridge and discussed chip seals.

Motion by Bill Weisgerber and seconded by Albert Almy to go into closed session at 10:50 a.m. to discuss labor contract negotiations. Motion carried.

Motion by Karen Bota and seconded by Chuck Minkley to return to open session at 11:15 a.m.
Motion carried.

Road Commissioner Chuck Minkley talked about the speaker at the ASMRC/NMARC Conference possibly providing preventive maintenance training to our employees in the future.

The date and time for the next regular meeting will be Wednesday, October 14, 2015 at 9 a.m.

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

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
OCTOBER 14, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Chuck Minkley, Karen Bota and Albert Almy
Members absent – None

Others present – Joyce Hamp, Jack Shattuck, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Closed Session between Items 9 and 10 to discuss labor contract negotiations. Motion by Chuck Minkley and seconded by Karen Bota to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Joyce Hamp addressed the Board regarding her family's history with the Road Commission. Four generations of Hamp men have worked for the Road Commission over the past 92 years. Her grandfather, her father, her husband and her son have all worked at the Road Commission up until 2014. She told us that her father made \$1.35 per hour when he started working here. She shared how a quick ride in her father's truck to deliver gasoline during a snow storm turned into an all-nighter stuck in the snow. The Board thanked her for her information and for her family's many years of work and dedication.

The Chairman asked if the minutes of the September 23, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Karen Bota and seconded by Albert Almy to approve the minutes with a correction to delete "are" before offered in the second line from the bottom of page 1 and change "remove" to "consider" in line 7 of page 2. Motion carried.

The following vouchers were presented:

11351 - Payables Account \$ 550,013.84

11352 – Payroll Account \$ 74,832.48

11353 – Payables Account \$ 714,283.95

Motion by Bill Weisgerber and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the non-binding resolution submitted by the County Road Association Self-Insurance Fund, our worker's compensation pool. They are recommending that the "fund" become a mutual insurance company after a thorough review of the pros and cons. They are asking that each member pass the non-binding resolution if we support the change and then an election will be scheduled before the fiscal year end for members to actually vote to implement the change.

RESOLUTION OF COUNTY ROAD ASSOCIATION SELF-INSURANCE FUND

Commissioner Chuck Minkley moved the adoption of the following resolution:

WHEREAS, the Ionia County Road Commission is a member in good standing of the County Road Association Self-Insurance Fund, or CRASIF;

WHEREAS, the Ionia County Road Commission is aware that the Board of Trustees of CRASIF is working to convert CRASIF from a self-insurers' fund governed under the Worker's Disability Compensation Act of 1969 into a mutual insurance company governed under the Michigan Insurance Code, referred to below as the Conversion, and is recommending that CRASIF proceed with the Conversion;

WHEREAS, the Board of Trustees has required that CRASIF members act on a resolution to provide a preliminary indication to the Board of Trustees of the members' willingness to move forward with the proposed Conversion;

WHEREAS, the Ionia County Road Commission wishes to support the efforts of the Board of Trustees to implement the Conversion by approving the following non-binding resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Ionia County Road Commission supports the efforts of the Board of Trustees to implement the Conversion, and currently intends to vote in favor of the Conversion when proposed to CRASIF's members for final approval and, if the Conversion is completed, to apply for a worker's compensation insurance policy written by CRASIF that would become effective July 1, 2016.

The motion was supported by Commissioner Albert Almy.

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

RESOLUTION DECLARED ADOPTED.

The Board reviewed the Fleet Manager's recommendation to dispose of equipment that is old and no longer used by posting for sale online on Ranger Bid. There is no cost to the Road Commission to use Ranger Bid as fees are paid by the buyer. Motion by Albert Almy and seconded by Bill Weisgerber to approve the disposal of Equipment Numbers 309, 315, 702, 314, 214, 445-1, 445-2, and 723. Motion carried.

The Board reviewed and discussed the September 2015 Monthly Financial Statements. Motion by Albert Almy and seconded by Bill Weisgerber to accept the statements and place them on file. Motion carried.

Policy 31 – Personal Protection Equipment Replacement and Policy 32 – Pavement Marking were circulated for 2 weeks for employee comment. No comments were received. Motion by Albert Almy and seconded by Karen Bota to re-adopt Policy 31 and Policy 32. Motion carried.

The Managing Director passed out copies of Policy PERS 1-94 Use of Drugs, Narcotics, and Alcohol and PERS 3-95 Drug Free Work Place Policy Statement for Board review for next meeting.

The Managing Director updated the Board on the 10-20 7 County Council meeting; Central Dispatch Open House; October 2015 cash MTF chart; CRA Public Relations Workshop; CRASIF Training visit summary; reviewed 10-15-15 Open Accounts Payable Report; PA 152 Hard Cap updates with 2016 rates; and shared funding information from CRA and Oakland County and a copy of the Crossroads magazine.

County Highway Engineer Paul Spitzley updated the Board on 2015 project activity; Grand River project has paving continuing today and should be complete next week; David Hwy bridge work- beam painting on east side is complete and epoxy overlay is scheduled for next week; Top Grade Aggregate will be constructing Sprague Road to their gravel pit entrance from the end of pavement; PE is ongoing for David Hwy over Libhart and Whites' Bridge; Frank Rd DEQ permit has been approved; and the Regional Bridge Council has funded the Hastings Rd over Duck Creek bridge for 2018 construction.

Motion by Karen Bota and seconded by Bill Weisgerber to go into closed session at 10:25 a.m. to discuss labor contract negotiations. Motion carried.

Motion by Albert Almy and seconded by Karen Bota to return to open session at 10:46 a.m. Motion carried.

Road Commissioner Albert Almy commented that the CRA Commissioner's Committee will be updating the County Road Commissioner's Handbook.

The date and time for the next regular meeting will be Wednesday, October 28, 2015 at 9 a.m.

Motion by Karen Bota and seconded by Albert Almy to adjourn the meeting at 10:49 a.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
OCTOBER 28, 2015**

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

Members present - Ken Gasper, Bill Weisgerber, Karen Bota and Albert Almy
Members absent – Chuck Minkley

Others present – John Read, Jack Shattuck, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

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

CITIZEN REQUEST: John Read, Orleans Township resident, addressed the Board regarding his satisfaction with the work the Road Commission has done this year. He thanked the Board and the employees for a job well done on the roads we worked on. He asked about future projects and how they were selected. The County Highway Engineer explained how pavement ratings and traffic counts are used to select future projects. John commented that it was very unfortunate that we cannot seem to get anything done on transportation funding at the state level. He did say we did a great job with what we do get.

The Chairman asked if the minutes of the October 14, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Karen Bota and seconded by Albert Almy to approve the minutes with a correction to change “father” to “husband” on Line 5 in the Citizen Request paragraph. Motion carried.

The following vouchers were presented:

11354 – Payroll Account \$ 69,506.90

11355 – Payables Account \$ 464,310.58

Motion by Albert Almy and seconded by Karen Bota to approve the vouchers for payment.

Motion carried.

The Board reviewed the previously approved Amendment to Option and Ground Lease Agreement with SBA Towers IV, LLC. Motion by Karen Bota and seconded by Albert Almy to authorize the Managing Director to sign the Acknowledgment of the Amendment on behalf of the Board of Road Commissioners. Motion carried.

The Board reviewed the following private road name request:

1. **Lake Creek Dr PVT**, located off Portland Road between Jackson and Morrison Lake Rd in Section 25 of Boston Township. The township has approved the name. The name does not conflict with any existing county road names. Motion by Albert Almy and seconded by Karen Bota to approve the private road name. Motion carried.

The County Highway Engineer presented the results of the 2015 Biennial Primary bridge inspections. The bridge inspection engineer is recommending that two bridges be posted for less than full loads as follows:

David Highway over Libhart Creek, Orange Twp east of Sunfield Hwy from no limit to 22/25/37
Borden Road over Prairie Creek, Ronald Twp west of Hayes Rd from no limit to 23/28/39

He recommends that the postings be implemented as recommended by the inspector. Motion by Karen Bota and seconded by Bill Weisgerber to approve the above load limit postings and new signing. Motion carried.

The Managing Director presented the recommended rates for 2016 Health, Dental and Vision coverage for payment to the County for costs and claims. The 10% Reserve we have built up is currently funded, so the rates do not include any additional reserve funding. Motion by Albert Almy and seconded by Karen Bota to continue paying the current 2015 rate for 2016 unless the reserve falls substantially. Motion carried.

Forms were handed out for the 2015 Managing Director's Performance Evaluation. The Managing Director will complete the self evaluation before the next meeting and distribute copies to all board members. Board members will complete their evaluations and submit them to Albert Almy for compilation before November 10, 2015.

Policy PERS 1-94 – Use of Drugs, Narcotics and Alcohol and PERS 3-95 Drug-Free Workplace Policy Statement were lightly reviewed. More research needs to be done as to why we have two very similar numbered policies and whether they can be combined into one.

The Board had some budget discussion for the 2016 year, including the estimated routine maintenance costs and the effects of additional funding from the state. They spent time discussing possible capital outlay type projects and will review the listing and prioritize them for more discussion.

The Managing Director updated the Board on the recent MERS Experience Study; upcoming Road Funding 101 training; November 2015 cash MTF chart; CRA Public Relations Workshop; reviewed 10-28-15 Open Accounts Payable Report; and discussed inspection on FEMA projects.

County Highway Engineer Paul Spitzley updated the Board on 2015 project activity; Grand River project is complete; David Hwy bridge work- epoxy overlay is completed and they are cleaning up; Top Grade Aggregate will not be constructing Sprague Road to their gravel pit entrance from the end of pavement; Frank Rd DEQ permit has been approved; and the Regional Bridge Council has funded the Hastings Rd over Duck Creek bridge for 2018 construction.

Road Commissioner Bill Weisgerber asked about updates on Federal and State funding. No progress has been made at either level as of this date.

Road Commissioner Albert Almy commented on the most recent 7 County Council meeting and asked about ideas for different program types.

The date and time for the next regular meeting will be Tuesday, November 10, 2015 at 9 a.m.

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

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
NOVEMBER 10, 2015**

Meeting called to order by Vice-Chairman Albert Almy at 9:00 a.m.

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

Others present – Jack Shattuck, Dorothy Pohl and Paul Spitzley

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.b.) Voucher 11357 - \$271,052.11 and correct Item 8.a.) to PERS 1-94. Motion by Chuck Minkley and seconded by Karen Bota to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Vice-Chairman asked if the minutes of the October 28, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Bill Weisgerber and seconded by Karen Bota to approve the minutes. Motion carried.

The following vouchers were presented:

11356 – Payroll Account \$ 67,863.72

11357 – Payables Account \$ 271,052.11

Motion by Bill Weisgerber and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

The Board reviewed the Bid Extension for 2016 Dust Control. Motion by Karen Bota and seconded by Chuck Minkley to approve the one year renewal at the 2013 pricing for S&M Liquid Tire Fill, Inc. for Dust Control. Motion carried.

The Board reviewed and discussed the newly numbered Policy 34 – Use of Drugs, Narcotics and Alcohol to replace PERS 1-94 and ADM 3-95 Drug-Free Workplace Policy Statement. Policy 34 will be circulated for staff comment before the next board meeting. Current Policy ADM 3-95 is the new employee handout detailing DOT rules and requirements and is not a policy.

The Board continued their discussion on 2016 Capital Outlay and possible future projects in light of the new Transportation Funding package. The new revenue will not become available until sometime in 2017.

The Vice-Chairman noted that the Managing Director's self-evaluation had been sent out to each of the Road Commissioners. Each Commissioner should complete the performance evaluation and send them to the Vice-Chairman before the next regular meeting.

The Managing Director updated the Board on the Transportation Funding Package recently passed by the Legislature; discussed the county board presentation scheduled for 11-17-15; shared a state report on gas tax and license plate revenues; upcoming Road Funding 101 training; October 2015 cash flow chart; update on Denton Road issue; and reviewed 11-10-15 Open Accounts Payable Report.

County Highway Engineer Paul Spitzley updated the Board on 2015 project completion; Frank Rd design work is complete and a township public hearing has been scheduled; preliminary engineering is complete for David Hwy bridge over Libhart and Whites Bridge and grade inspections will be scheduled soon.

The date and time for the next regular meeting will be Wednesday, November 25, 2015 at 9 a.m.

Motion by Bill Weisgerber and seconded by Karen Bota to adjourn the meeting at 10:25 a.m.
Motion carried.

Albert Almy, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
NOVEMBER 25, 2015**

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

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

Others present – Jack Shattuck, Dorothy Pohl and Howard White

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.c.) Voucher 11360-Payroll-\$11,455.74. Motion by Chuck Minkley and seconded by Bill Weisgerber to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the November 10, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Albert Almy and seconded by Chuck Minkley to approve the minutes. Motion carried.

The following vouchers were presented:

11358 – Payroll Account \$ 68,084.67

11359 – Payables Account \$ 187,922.28

11360 – Payroll Account \$ 11,455.74

Motion by Bill Weisgerber and seconded by Chuck Minkley to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the October 2015 Monthly Financial Statements and our financial position. Motion by Bill Weisgerber and seconded by Albert Almy to accept the October 2015 Monthly Financial Statements and place them on file. Motion carried.

The Managing Director presented 2015 Budget Adjustment #2. The consensus was to table the item to the next meeting in order to allow commissioners more time to review the adjustments.

Updated Policy 34 was circulated for comments and one was received to re-word Item 1 in the policy to state “Employees are prohibited from the manufacture, possession, distribution, sale, or use of illegal drugs, alcohol, or any other controlled substances on Ionia County Road Commission premises, facilities, and work sites. Employees may be subject to disciplinary action if off duty use of any controlled substance (including alcohol) effect on duty job performance and safety.” The Board agreed with the change to make it clear the policy makes it clear all premises, facilities and work sites remain drug free. The Board asked that the change be

posted for additional review and comment and will consider approval of Policy 34 at the next regular meeting.

The Board reviewed and discussed the CRA recommended policy on Communications and Social Media and agreed it was more detailed and stringent than should be necessary. Staff will work on making it fit how we communicate to the public and prepare a re-write.

The Board agreed to discuss the Managing Director's Annual Performance Review at the next meeting when all commissioners can be present.

Superintendent Howard White updated the Board on this past summer's projects and how we have prepared for winter. He reported that we received a budget increase from MDOT for I-96 cable guardrail since we will pick up an additional 11.5 miles of guardrail on I-96 west of M-66. We are working on reviewing work and staffing to see if we can pick up additional winter maintenance work for MDOT. The commissioners thanked him for his report.

Motion by Chuck Minkley and seconded by Bill Weisgerber to go into closed session to discuss labor contract negotiations. Roll Call Vote – Minkley-yes; Gasper-yes; Weisgerber-yes; Almy-yes; Bota-absent. Motion carried.

The Board discussed labor contract negotiations and progress.

Motion by Chuck Minkley and seconded by Bill Weisgerber to return to open session at 10:24 am. Motion carried.

The Managing Director updated the Board on the Transportation Funding Package recently passed by the Legislature and its possible impact on our future revenues; presented the 2015 Cash Basis MTF Chart for review; results of the 2013 MDOT State Trunkline audit and the upcoming Safety Day; and distributed the 11-25-15 Open Accounts Payable Report.

County Commissioner Jack Shattuck commented on the good condition of gravel roads. Road Commissioner Ken Gasper reported that Ionia Township held a public hearing on the Frank Road project that he attended.

The date and time for the next regular meeting will be Friday, December 4, 2015 at 9 a.m.

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

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
DECEMBER 4, 2015**

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

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

Others present – Jack Shattuck, Dorothy Pohl, Paul Spitzley, and Chris Belding

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.a.) Voucher 11361-Payroll-\$73,793.49 and remove Item 6.b.) Voucher 11362. Motion by Albert Almy and seconded by Bill Weisgerber to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Chris Belding stated he was attending for the Janitorial bid recommendation.

The Chairman asked if the minutes of the November 25, 2015 meeting that were sent electronically and distributed at the meeting were correct. Ken Gasper noted that he did not attend the Frank Rd public hearing as noted in the minutes. Motion by Chuck Minkley and seconded by Bill Weisgerber to remove “that he attended” in the 3rd to last paragraph and to approve the minutes. Motion carried.

The following voucher was presented:

11361 – Payroll Account \$ 73,793.49

Motion by Chuck Minkley and seconded by Karen Bota to approve the voucher for payment. Motion carried.

The Board reviewed and discussed the Bid Extension for Dead Deer Removal for 2016. Motion by Albert Almy and seconded by Chuck Minkley to approve the extension of the 2015 contract with Hartman Refuse Removal for 2016. Motion carried.

The Board reviewed the Summary Budget Adjustment #2 for 2015. The Managing Director explained the changes to revenues and expenditures were due mainly to additional contracted work; routine maintenance expenditures; lower fuel costs and minor corrections. Motion by Bill Weisgerber and seconded by Karen Bota to approve 2015 Budget Adjustment #2 as attached with revenues of \$10,881,939 and expenditures of \$10,871,638. Motion carried.

The Managing Director updated the Board on the October 2015 MTF charts; upcoming CRA training on 12-8-15; draft 2016 budget information for the public hearing and distributed the 12-4-15 Open Accounts Payable Report.

The County Highway Engineer updated the Board on this past summer's projects and how we are getting ready for next year's projects; upcoming Ionia County Rural Task Force meeting on 12-11-15 at ICRC; preliminary engineering is completed for David Bridge over Libhart, Whites Bridge and Keefer safety project and grade inspections are being scheduled; Frank Rd project will be bid out next week; and the Senate and House have passed a 5 year Federal transportation package "the FAST act" and it will go to the president for signature soon.

Motion by Chuck Minkley and seconded by Karen Bota to go into closed session at 9:58 am. to discuss labor contract negotiations. Roll Call Vote – Minkley-yes; Gasper-yes; Weisgerber-yes; Almy-yes; Bota-yes. Motion carried.

The Board discussed labor contract negotiations and progress.

Motion by Karen Bota and seconded by Albert Almy to return to open session at 10:21 am. Motion carried.

Motion by Chuck Minkley and seconded by Bill Weisgerber to go into closed session at 10:22 am. to discuss the Managing Director's performance evaluation and compensation at her request. Roll Call Vote – Minkley-yes; Gasper-yes; Weisgerber-yes; Almy-yes; Bota-yes. Motion carried.

The Board discussed the Managing Director's annual performance evaluation and compensation.

Motion by Karen Bota and seconded by Albert Almy to return to open session at 11:53 am. Motion carried.

The date and time for the next regular meeting will be Wednesday, December 16, 2015 at 7 p.m.

Motion by Chuck Minkley and seconded by Albert Almy to adjourn the meeting at 11:58 a.m. Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
DECEMBER 16, 2015**

Meeting called to order by Chairman Ken Gasper at 7:00 p.m.

Members present – Chuck Minkley, Ken Gasper, Karen Bota and Albert Almy

Members absent – Bill Weisgeber

Others present – Jack Shattuck, Dorothy Pohl, Paul Spitzley, Chris Jensen, Greg Raffler and Chris Belding

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: Chris Jensen asked about Federal Small Urban funding and where it would be spent. Chris Belding stated he was attending for the Janitorial bid recommendation.

The Chairman asked if the minutes of the December 4, 2015 meeting that were sent electronically and distributed at the meeting were correct. Motion by Karen Bota and seconded by Chuck Minkley to approve the minutes. Motion carried.

The following vouchers were presented:

11362 – Payables Account \$ 257,858.39

11363 – Payroll Account \$ 71,175.37

Motion by Albert Almy and seconded by Karen Bota to approve the vouchers for payment.

Motion carried.

The Board reviewed and discussed the bid tabulation and recommendation for Janitorial Services for 2016. The Maintenance Supervisor is recommending Luxury Janitorial Services of Greenville for the contract as the award in the best interest of the Road Commission. Motion by Chuck Minkley and seconded by Karen Bota to award the 2016 contract to Luxury Janitorial Services based on the staff review and recommendation. Motion carried.

Motion by Chuck Minkley and seconded by Albert Almy to recess the regular meeting and open the Public Hearing on the 2016 Budget and 2016-2019 Projects at 7:17 p.m. Motion carried.

The Managing Director presented the Preliminary 2016 Budget Summary and explained the detail and project information. The Preliminary budget includes budgeted revenues of \$10,870,594 and budgeted expenditures of \$10,996,149. The budget numbers include a continuation of current revenues from state fuel taxes and license plate fees; funding and expense for approved Federal/State projects; minor increases in base routine maintenance, mid-level winter maintenance assumptions; monies for 2 tandem dump trucks and a wheel loader, and continuation of no Local cash match program. Budget expenditures are \$125,555 greater than budget revenues and will be covered by 2015 carryover. The Board discussed the preliminary

figures; proposed routine maintenance budgets; possible adjustments if winter maintenance experience is favorable; and local match requirements.

Jim Patrick, Orleans Township supervisor, had called prior to the meeting and asked to have his concerns regarding the poor pavement condition on Orleans Rd shared during the public hearing.

Chris Jensen, Portland Township supervisor, inquired about the Divine Highway project limits and planned work and the requested township contribution.

Greg Raffler, Campbell Township resident, stated he just wanted to see what the road commission budget hearing was about and thanked the Board for the evening meeting.

Motion by Albert Almy and seconded by Karen Bota to close the Public Hearing at 7:41 p.m. and return to the regular meeting. Motion carried.

Motion by Albert Almy and seconded by Karen Bota to approve the 2016 Budget Summary including budgeted revenues of \$10,870,594 and budgeted expenditures of \$10,996,149. Motion carried.

GENERAL APPROPRIATIONS ACT

Moved by Karen Bota and seconded by Albert Almy, that the 2016 Ionia County Road Fund General Appropriation Act be approved unanimously as per the 2016 Budget Summary approved at the Board meeting and Public Hearing held on December 16, 2015.

For the purpose of administering the General Appropriations Act in accordance with the provisions of Public Act 621 of 1978, as amended, the following provisions are included:

Dorothy G. Pohl, Managing Director, is designated Chief Administrative Officer and Fiscal Officer.

The chief administrative officer is authorized to transfer up to 25% of a line item amount approved in the General Appropriations Act to another line item without prior approval, but subject to approval of the Board of County Road Commissioners at their next regular Board Meeting.

The expenditure amounts approved in this General Appropriations Act for Distributive Expense shall be allocated to the various other expenditure line items in the proportion as the allocation of actual Distributive Expense at year end.

MOTION APPROVED by roll call vote:

Ayes, Minkley, Gasper, Almy, Bota
Absent, Weisgerber

Nays, None

The Managing Director reported that the union employees had ratified the proposed labor agreement. Motion by Karen Bota and seconded by Chuck Minkley to approve the agreement and authorize the Chairman and Vice-Chairman to sign on behalf of the Road Commission. Motion carried.

The Managing Director presented recommended pay/benefit changes for non-union employees for 2016. The recommendation includes a three percent salary schedule increase and an increase in the current employee MERS contribution from five (5) to six (6)% of gross salary. Effective no later than January 1, 2017, the pension plan for all new full-time non-union hires will change to a 401a Governmental Money Purchase Plan. Only full-time employees hired after the change will participate in that plan. The Commission will match employee contributions to the plan up to five percent (5%). The employer contributions will vest after five (5) years of service. She also recommended that the 2006 Wage Study be reviewed in conjunction with possible management changes during 2016. Motion by Chuck Minkley and seconded by Karen Bota to approve the recommendation. Motion carried.

Albert Almy presented the results of the evaluation of the Ionia County Road Commission Manager by the County Road Commission dated December 4, 2014. The evaluation was done in accordance with the Employment Agreement between Manager Dorothy Pohl and the Ionia County Road Commission (ICRC). The evaluation includes the relationship with the ICRC Goals and Objectives, ICRC Strategic Plan, Manager's Job Description and work effectiveness that can be measured. The evaluation can be used as an objective tool to determine compensation. The above items will be reviewed annually by the ICRC to insure appropriate content. Based on the evaluation results for the calendar year 2015 received from members of the ICRC the following recommendations are presented for consideration. Motion by Albert Almy and seconded Chuck Minkley that 1) Manager Dorothy Pohl be given an above average overall evaluation and 2) a salary increase and consistent with that given to other Road Commission personnel and 3) be required to increase her employee MERS contribution from 5 to 6% and 4) an additional \$1500 one-time lump sum increase to recognize her effectiveness and to continue the process of equalizing her salary with Road Commission Managers in Barry County and the Seven County Council composed of Clinton, Eaton, Gratiot, Ionia, Livingston, Montcalm and Shiawassee Counties. Motion carried unanimously.

The Board reviewed and discussed the November 2015 Monthly Financial Statements. Motion by Chuck Minkley and seconded by Albert Almy to accept the statements and place them on file. Motion carried.

Policy 34-Use of Drugs, Narcotics and Alcohol is in its final form with no further comments received. Motion by Albert Almy and seconded by Chuck Minkley to approve Policy 34 effective immediately. Motion carried.

The Managing Director presented a Draft of proposed new Policy 35-Communications and Social Media based on the County Road Association template and management discussions. Some discussion was had on whether the policy would pertain to Board Members. The proposed policy will be posted for comments and brought back to the next meeting.

The Managing Director updated the Board on the results of the recent online equipment bid disposals results; 12-15-16 Open Accounts Payable report; November Dead Deer Report and distributed the DRAFT 2016 Board Calendar for input.

County Commissioner Jack Shattuck said he had received some requests to scrape gravel roads.

Road Commissioner Albert Almy shared he was at a CRA meeting on Monday where they had discussed HB5016 which would require local units to pay for telecom relocations in county road right of way if at least one year notice was not given. The bill is on a fast track and has been passed out of committee. He urged each board member to contact our legislators and voice our opposition to the bill which will basically use road funds to subsidize the costs of for-profit telecoms that are using the county road right of way at no charge.

The date and time for the next regular meeting will be Wednesday, December 30, 2015 at 9 a.m.

Motion by Albert Almy and seconded by Chuck Minkley to adjourn the meeting at 8:38 p.m.
Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

Ionia County Road Commission
2016 Preliminary Budget Summary

**MEETING
IONIA COUNTY ROAD COMMISSION
DECEMBER 30, 2015**

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

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

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

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add Item 6.b.) Voucher 11365-Payroll-\$81,724.95. Motion by Karen Bota and seconded by Albert Almy to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the December 16, 2015 meeting that were distributed at the meeting were correct. Motion by Karen Bota and seconded by Bill Weisgerber to approve the minutes. Motion carried.

The following vouchers were presented:

11364 – Payables Account \$ 118,937.77

11365 – Payroll Account \$ 81,724.95

Motion by Albert Almy and seconded by Karen Bota to approve the vouchers for payment. Motion carried.

The Board reviewed the Summary Budget Adjustment #3 for 2015. The Managing Director explained the changes to revenues and expenditures were due mainly to increased MTF receipts; including Federal Aid - FEMA and State Emergency and General Funds received; and higher than normal routine primary and local maintenance due to the warmer weather in November and December. Motion by Bill Weisgerber and seconded by Albert Almy to approve 2015 Budget Adjustment #3 as attached with revenues of \$11,471,804 and expenditures of \$11,471,804. Motion carried.

The Board reviewed and discussed the draft Board Meeting Schedule for 2016. Motion by Bill Weisgerber and seconded by Karen Bota to approve the revised 2016 Board Schedule as attached. Motion carried.

The Managing Director updated the Board on the upcoming 1-19-16 7 County Council meeting in Clinton County; January 2016 cash MTF chart; Change in MERS Retire/Rehire guidelines effective 1-1-2016; CRA Crossroads magazine; November 2015 BCBSM claims totals; and distributed the 12-29-15 Open Accounts Payable Report.

The County Highway Engineer informed the Board we are requesting proposals for construction engineering on the David Highway over Libhart bridge and bids are due on the Frank Road project by 1-2-16.

The date and time for the next regular meeting will be Wednesday, January 6, 2016 at 9 a.m.

Motion by Bill Weisgerber and seconded by Albert Almy to adjourn the meeting at 9:35 a.m.
Motion carried.

Ken Gasper, Chairman

Dorothy G. Pohl, Clerk

**IONIA COUNTY ROAD COMMISSION
BOARD MEETING SCHEDULE
2016**

JANUARY	6	
	27	
FEBRUARY	17	
MARCH	23	
APRIL	13	
	27	
MAY	11	
	25	
JUNE	8	
	22	
JULY	13	
AUGUST	10	
	24	
SEPTEMBER	7	
	28	
OCTOBER	12	
	26	
NOVEMBER	9	
	23	
DECEMBER	2**	
	14	7:00 PM
	30**	

All regular scheduled meetings are held on Wednesdays, unless noted with an asterisk (**). All meetings are held at 9:00 AM unless otherwise specified above. Meetings are held at the offices of the Ionia County Road Commission located at 170 E. Riverside Drive in Ionia. Additional afternoon or evening meetings can be scheduled upon request by calling the office at (616) 527-1700 or via e-mail at pohld@ioniacountyroads.org.

Posted this 30th day of December 2015.

Dorothy G. Pohl
Managing Director/Clerk of the Board

Ionia County Road Commission
2015 Budget Adjustment #3 Summary