

**MEETING
IONIA COUNTY ROAD COMMISSION
APRIL 24, 2019**

Meeting called to order by Chairman Chuck Minkley at 7:00 p.m.

Members present - Robert Dunton, Nick Bowerman and Chuck Minkley

Members absent - Ken Gasper, Karen Bota

Others present –Phyllis Huver, Jerry Huver, Kevin Wadkins, Frank Selleck, Scott Wirtz, Dorothy Pohl, Paul Spitzley and Patty Loosemore

The Pledge of Allegiance was recited by those present.

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

CITIZEN REQUEST: Jerry Huver, resident of MacArthur Road discussed concerns on the condition of MacArthur Rd and Kyser Rd.

The Chairman asked if the minutes of the April 10, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Robert Dunton and seconded by Nick Bowerman to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11547 – Payroll \$ 83,844.01
- b.) 11548 - Payables \$ 338,484.75

Motion by Nick Bowerman and seconded by Robert Dunton to approve the vouchers for payment. Motion carried.

The Board reviewed and discussed the CRA Constitution and By-Laws Amendment Ballot. A motion by Robert Dunton and seconded by Nick Bowerman to approve the amendments to the CRA Constitution and By-Laws as presented. Motion carried.

The Board reviewed and discussed the March 2019 Monthly Financial Statements. Motion by Nick Bowerman and seconded by Robert Dunton to approve and place on file the March 2019 Monthly Financial Statements. Motion carried.

The Board reviewed the Fleet Manager’s recommended Equipment Disposal Schedule for Chainsaws 223, 373, 380, 471, 472 and 583 and Pole saws, 588, 589, and 650 by advertising and sealed bids. A motion was made by Robert Dunton and seconded by Nick Bowerman to approve the equipment disposals by advertising and sealed bids. Motion carried.

The Managing Director updated the Board on tandem truck purchases and obstacles that are being encountered. She provided an Open Work orders list as of 4/24/2019 and Open Accounts Payable as of 4/24/2019.

MCRSIP is working to provide New Employee Orientation for Employees. Health Insurance caps for PA152 for 2020 were provided as well as BC/BS claims thru February 2019. Gravel Road Maintenance education is being provided by Danby Township, Tuesday, April 30, 2019 at 7:00 p.m.

The County Highway Engineer said the slag for chip seal projects has been delivered. Soft ditching is taking place in some areas where millage projects will be done. The Local Bridge Applications have been submitted. Some permits are being processed through the new online permit program, Oxcart and it seems to be working well. He will be attending the Sebewa Township meeting April 30, 2019.

CLOSING PUBLIC COMMENT - Jerry Huver asked about gravel road maintenance. Frank Selleck commented on tandem truck purchases.

The date and time for the next regular meeting will be Wednesday, May 15, 2019 at 9:00 a.m. Motion by Nick Bowerman and seconded by Robert Dunton to adjourn the meeting at 7:38 p.m. Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MAY 15, 2019**

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

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

Others present –Phyllis Huver, Jerry Huver, Paul Spitzley and Patty Loosemore

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Additions to agenda- 6.c. Payroll Voucher 11551 -\$86,950.79 and 7.d. 2019 contract Extension Overband cracksealing. Motion by Ken Gasper and seconded by Nick Bowerman to approve the agenda with the additions. Motion carried.

CITIZEN REQUEST: Jerry Huver, resident of MacArthur Road inquired about the gravel workshop hosted by Danby township on April 30th. He inquired about the limestone gravel being put down in Boston Township this year and he asked how road repair priorities are determined.

The Vice-Chairman asked if the minutes of the April 24, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Nick Bowerman and seconded by Robert Dunton to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11549 – Payroll \$ 86,349.65
- b.) 11550 - Payables \$ 265,992.88
- c.) 11551 -Payroll \$ 86,950.79

Motion by Ken Gasper and seconded by Nick Bowerman to approve the vouchers for payment. Motion carried.

The County Highway Engineer presented 2019 Budget Adjustment #1. Budgeted Revenues are being increased by \$316,223 due to Additional State and Federal Aid. Budget Expenditures are being increased by \$1,282,570 mainly due to the addition of the actual chip/fog/crackseal/wedge costs, increasing of winter maintenance to cover the overrun, an increase in fuel costs and additional State and Federal Aid costs. Motion by Ken Gasper and seconded by Nick Bowerman to accept 2019 Budget Adjustment #1 with revenues of \$15,058,293 and expenditures of \$15,967,851. Motion carried.

The Board reviewed and discussed the April 2019 Monthly Financial Statements. Motion by Nick Bowerman and seconded by Ken Gasper to approve and place on file the April 2019 Monthly Financial Statements. Motion carried.

The Board reviewed and discussed the Fleet Manager's list of obsolete equipment that has been scrapped/junked and is recommended for disposal. Motion by Ken Gasper and seconded by Nick Bowerman to approve the disposal of equipment no. 255, 257, 258, 259, 391-1, 391-3,391-4,391-7. Motion carried.

The Board reviewed and discussed the recommended 2019 contract extension for overband crack sealing with Asphalt Restoration Inc. This is the third of four possible contract extensions. Motion by Ken Gasper and seconded Nick Bowerman to approve the contract extension of Overband crack sealing with Asphalt Restoration Inc. Motion carried.

The Fleet Manager arrived at the meeting at 9:45 a.m. to provide an equipment update.

The County Highway Engineer provided an update on gravel road conditions and brining. An open Accounts Payable report as of 5/15/2019, the dead deer report and the March MTF report were provided. A copy of the press release for the Ionia County Road Commission 100-year Anniversary Open House scheduled for May 31st from 11:00 a.m. to 4:00 p.m. was distributed. The County Highway Engineer will be attending the County Board Meeting on May 21, 2019 at 3:00 pm to provide the Board with a 6-month update. The County Highway Engineer complimented Karen Bota on her narrative of the History of the Ionia County Road Commission.

The County Highway Engineer provided an updated 2019 project list. Sunfield Highway paving work to begin this week. Grand River from Kelsey to Jordan Lake drainage work is near completion. Whites Bridge project is delayed until fall 2019. He discussed the State Funded left turn lane and traffic signal being constructed at Grand River and M-66.

CLOSING PUBLIC COMMENT - None.

The date and time for the next regular meeting will be Wednesday, May 29, 2019 at 9:00 a.m. Motion by Nick Bowerman and seconded by Ken Gasper to adjourn the meeting at 10:16 a.m. Motion carried.

Robert Dunton, Vice-Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
MAY 29, 2019**

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

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

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

The Pledge of Allegiance was recited by those present.

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

CITIZEN REQUEST: Vance Kaufman, resident of Ionia Township inquired about debris and garbage left in the roadway. He inquired about the chip seal being done on Prairie St.

The Chairman asked if the minutes of the May 15, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Ken Gasper and seconded by Robert Dunton to approve the minutes as presented. Motion carried.

The following voucher was presented:

- a.) 11552 – Payables -\$231,492.44

Motion by Robert Dunton and seconded by Karen Bota to approve the voucher for payment. Motion carried.

The Board reviewed the MDOT Annual Act 51 Engineering Reimbursement Request. Motion by Karen Bota and seconded by Ken Gasper to authorize the Chairman and two Road Commission Board members to sign the Request and submit it to MDOT. Motion carried

The Board reviewed and discussed the OPEB Actuarial Report for period ending 12/31/2018. Motion by Karen Bota and seconded by Robert Dunton to accept and place on file the OPEB Actuarial Report for period ending 12/31/2018. Motion carried.

The Managing Director provided an overview of plans for the Road Commission's Friday, May 31st 100 Year Anniversary Open House.

The Managing Director updated the Board on the 2019-2020 Workers Compensation Renewal, the open accounts payable as of 5/22/2019, open work orders and first quarter Health Insurance Claims. Employees had Safety training last week and effective May 1, 2019 the EAP has a new provider.

The County Highway Engineer provided an updated project list and discussed several on going projects in the county.

CLOSING PUBLIC COMMENT - None.

The date and time for the next regular meeting will be Wednesday, June 12, 2019 at 9:00 a.m.
Motion by Nick Bowerman and seconded by Robert Dunton to adjourn the meeting at 10:01 a.m.
Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JUNE 12, 2019**

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

Members present – Ken Gasper, Robert Dunton, Nick Bowerman and Karen Bota

Members absent - Chuck Minkley

Others present – Vance Kaufman, Joyce Hamp, Dorothy Pohl, Paul Spitzley, Bud White and Patty Loosemore

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add 6.b. Voucher 11554-Payables \$213,347.72 and 6.c. Voucher 11555-Payroll \$91,296.76. Motion by Karen Bota and seconded by Ken Gasper to approve the agenda with the additions. Motion carried.

CITIZEN REQUEST: Joyce Hamp expressed gratitude to the Road Commission and complimented Commissioner Bota on the article she wrote in Senior Lifestyles about her family's history with the Road Commission.

The Vice-Chairman asked if the minutes of the May 29, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Ken Gasper and seconded by Nick Bowerman to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11553 – Payroll \$93,584.05
- b.) 11554 – Payables \$213,347.72
- c.) 11555 – Payroll \$91,296.76

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

The Board reviewed the ballot and candidates for the Michigan County Road Commission Self-Insurance Pool Board of Directors. Motion by Robert Dunton and seconded by Ken Gasper to cast our ballot for Dorothy Pohl, Ionia County Road Commission for the MCRCSIP Board of Directors. Motion carried.

The Board reviewed and discussed the 12/31/2018 MERS Annual Actuarial Valuation Report and the chart showing data since inception. Motion by Ken Gasper and seconded by Karen Bota to accept and place on file the 12/31/2018 MERS Annual Actuarial Valuation and the chart showing data since inception. Motion carried.

The Board discussed issues with debris on the roads and in the right away. Commissioner Bota and Commissioner Bowerman are going to set up a meeting to discuss the ongoing issue with county officials and report back to the Board.

The Board discussed the Road Commission's 2020 appropriation request to the County Board of Commissioners. It was decided that in light of the recently passed millage and additional funds received from the state that there would be no 2020 appropriation request made to the County Board of Commissioners.

The Board discussed the recent 100 Year Road Commission open house. Everyone thought it was very organized and went well.

The Managing Director provided the May 2019 Cash Flow report. The MCRCSIP Annual Meeting is scheduled for July 17-18, 2019 in Mt Pleasant. Seven County Council is scheduled for July 16, 2019 in Clinton County. Ionia County Township Officers meeting will be held July 8, 2019 at 7:00 p.m. in Bertha Brock Park. CRASIF is looking for candidates to run for their Board of Directors. The Road Commission received a worker's comp refund from CRASIF. The chainsaws that were put out to bid are sold. April MTF chart and open accounts payable at 6/12/19 were presented. Building security recommendations will be forth coming. Three Road Commission employees have received subpoenas in a lawsuit in which the Road Commission is not a party.

The County Engineer said the Grand River project paving which includes two new left turn lanes is complete. Keefer Highway skip paving is complete. Many projects are in process throughout the county. The Road Commission maintenance crews have been doing a great job of prepping the roads prior to the start of the projects. Chip seal may start next week if the weather cooperates.

CLOSING PUBLIC COMMENT - Joyce Hamp reported she moved her mailbox into her driveway.

The date and time for the next regular meeting scheduled for Wednesday, June 26, 2019 at 9:00 a.m. has been changed to Monday, June 24, 2019 at 9:00 a.m.

Motion by Karen Bota and seconded by Nick Bowerman to adjourn the meeting at 10:43 a.m. Motion carried.

Robert Dunton, Vice- Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
JUNE 24, 2019**

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

Members present – Ken Gasper, Robert Dunton, Nick Bowerman and Karen Bota

Members absent - Chuck Minkley

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

The Pledge of Allegiance was recited by those present.

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

CITIZEN REQUEST: Kurt Wolthuis inquired about ditching work on Riverside Dr and commented on hauling of concrete slabs.

The Vice-Chairman asked if the minutes of the June 12, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Karen Bota and seconded by Nick Bowerman to approve the minutes as presented. Motion carried.

The following voucher was presented:

- a.) 11556 – Payables \$135,461.51

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

The Board reviewed and discussed the May 2019 Monthly Financial Statements. Motion by Karen Bota and seconded by Ken Gasper to accept the statements and place them on file. Motion carried.

The Managing Director presented the 2018 Audited Financial Statements. She noted that the audit opinion was “Unqualified” and the highest level of opinion available for an audit engagement. Motion by Ken Gasper and seconded by Karen Bota to approve and place on file the 2018 Audited Financial Statements. Motion carried.

The Board reviewed and discussed the 2018 PA 202 Pension and Health Care OPEB Report. Motion by Karen Bota and seconded by Nick Bowerman to accept and place on file the 2018 PA 202 Pension and Health Care OPEB Report. Motion carried.

The Board reviewed and discussed Draft Policy 66 – Medical Benefit Plan Contributions. The policy will be discussed further at future Board Meetings.

The Board discussed issues with debris on the roads and in the right of way. Commissioner Bota and Commissioner Bowerman along with Superintendent White are in the process of setting up a meeting to discuss this issue further.

The County Engineer updated the Board on road projects going on throughout the county. Many projects are behind schedule due to the number of rain days in the past month.

The Managing Director provided information regarding the purchase of a patcher thru MiDeal. A reminder that the MCRCSIP Annual Meeting is scheduled for July 17-18, 2019 in Mt Pleasant. Ionia County Township Officers meeting will be held July 8, 2019 at 7:00 p.m. in Bertha Brock Park. The Ionia Salt Shed roof replacement agreement with MDOT has been received. The open invoices as of 6/24/2019 were distributed for review.

The Superintendent provided an update on Township brining. He said that both STL and County Primary mowing should be done by July 4th. Sanisweep has completed sweeping on the state highways and is now working on the county bridge decks. The gravel contractor is hoping to start hauling after July 4th. Road Maintenance crews have been working on culverts, berms, tree removal and trimming.

CLOSING PUBLIC COMMENT - None.

The date and time for the next regular meeting is Wednesday, July 10, 2019 at 9:00 a.m.

Motion by Ken Gasper and seconded by Robert Dunton to adjourn the meeting at 11:04 a.m.
Motion carried.

Robert Dunton, Vice- Chairman

Dorothy G. Pohl, Clerk

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

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

Members present – Ken Gasper, Robert Dunton, Nick Bowerman and Karen Bota

Members absent - Chuck Minkley

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

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add 6.c. Amount for voucher 11559 Payroll-\$100,836.37 and 6.d. Voucher 11560-\$145,911.56. Motion by Karen Bota and seconded by Ken Gasper to approve the agenda with the additions. Motion carried.

CITIZEN REQUEST: None.

The Vice-Chairman asked if the minutes of the June 24, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Ken Gasper and seconded by Karen Bota to approve the minutes with one typographical correction. Motion carried.

The following voucher was presented:

- a.) 11557 –Payroll \$98,340.61
- b.) 11558 –Payables \$735,599.45
- c.) 11559 -Payroll \$100,836.37
- d.) 11560 -Payables \$145,911.56

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

The Board reviewed and discussed the Employee Compensation and Retirement Contribution Resolution. Commissioner Karen Bota moved the adoption of the following resolution:

WHEREAS, Ionia County Road Commission has historically maintained a Compensation and Benefits program that was consistent between all regular full-time employees; and

WHEREAS, Ionia County Road Commission approved complex changes that touch both full-time employee compensation and employee retirement benefits during 2018 when the last labor contract was ratified; and

WHEREAS, the compensation changes were tied to specific actions at the state level as shown

Hourly rates for each classification will increase by \$1.00 per hour as of August 1, 2018, with a \$.60 per hour increase effective August 1, 2019 and a \$.60 per hour increase effective

August 1,2020. In the event that the State of Michigan deposits as per Public Act 179 of 2015 \$325million in the MTF for the 2019/2020 fiscal year, hourly rates will increase an additional \$.40 on October 1, 2019. In the event that the State of Michigan deposits \$600 million in the MTF for the 2020/2021 fiscal year, hourly rates will increase an additional \$.40 on October 1, 2020.

WHEREAS, the benefit changes were tied to specific actions at the state level as shown

Each employee's contribution to the MERS DB plan will be seven percent (7%) of their wages, increasing to 8% as of August 1, 2018. The employee contribution will increase by 1% to 9% as of October 1, 2019 if the State of Michigan deposits \$325,000,000 additional revenue in the MTF as per P.A. 179 of 2015 and another 1% to 10% as of October 1, 2020 if the State of Michigan includes the \$600,000,000 additional revenue in the MTF. Effective November 1, 2016, the pension plan for all new hires changed to a 401a Governmental Money Purchase Plan. Employees hired after this date will participate in this plan. The employer match contribution to the 401a Governmental Money Purchase Plan will increase by 1% as of August 1, 2018 with an equal increase to the employee match. Similar 1% increases will take place (with equal employee match) at October 1, 2019 and October 1, 2020 if the State of Michigan makes the additional deposits to the MTF for 2019 and 2020 (PA 179 of 2015). The maximum employer contribution will match employee contributions up to 8% by the end of the contract.

NOW, THEREFORE, BE IT RESOLVED, that the Ionia County Road Commission approve the compensation and benefit changes for 2019 and 2020 for all full-time regular nonunion employees; and that MERS accept and program the changes as shown above to employee contributions for all (both union and non-union) employees as per this board action.

The motion was supported by Commissioner Robert Dunton and carried on a roll call vote.

AYES: Ken Gasper, Karen Bota, Robert Dunton, Nick Bowerman

NAYES: None

ABSENT: Chuck Minkley

The Board reviewed and discussed the Accounts receivable write-offs and removal from the balance sheet recommended by the auditor. Motion by Karen Bota and seconded by Robert Dunton to write off and remove from the balance sheet, 4/7/2015 Invoice 600015 Capitol Barricading, Inc. for \$63.12. Motion carried.

The Board reviewed and discussed the bid tabulation and recommendation for the salt shed repair for the Ionia salt shed. Motion by Ken Gasper and seconded by Karen Bota to award the bid for the salt shed repairs for the Ionia salt shed to Michigan Steel & Trim, Inc., being the low bidder. This award is subject to MDOT approval and financing. Motion carried.

The Board reviewed and discussed the bid tabulation and recommendations for the 2019 pavement marking. Motion by Karen Bota and seconded by Robert Dunton to award the bid for 2019 pavement marking in Ionia County to Michigan Pavement Marking LLC with PK Contracting Inc. as an alternative contractor. Motion carried.

The Board reviewed and discussed the MDOT Statement of Comparative Receipts and Distributions and accompanying reports.

The Managing Director discussed the 100-year Anniversary and Kids Day at the Free Fair.

The Board reviewed and discussed Draft Policy 66 Medical Benefit Plan Contributions.

A meeting with other County officials to discuss debris on the roads and in the right of way is scheduled for July 10, 2019.

The Managing director updated the Board on the 7 County Council Meeting scheduled for Tuesday, July 16th in Clinton County. She provided the 7/09/2019 Open Invoice report. She provided information on legislation within the state.

The County Engineer updated the Board on road projects going on throughout the county. Paving is behind by about a month due to the rainy weather. Chip sealing is ahead of schedule and crack sealing in the county is complete. He provided a tentative paving schedule and said that fog sealing has begun.

CLOSING PUBLIC COMMENT - Frank Selleck inquired about the standards for the crown on a gravel road.

The date and time for the next regular meeting is Wednesday, July 24, 2019 at 9:00 a.m.

Motion by Ken Gasper and seconded by Nick Bowerman to adjourn the meeting at 10:38 a.m.
Motion carried.

Robert Dunton, Vice- Chairman

Dorothy G. Pohl, Clerk