

**MEETING
IONIA COUNTY ROAD COMMISSION
SEPTEMBER 18, 2019**

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

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

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

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add 7.b.) Payroll Voucher 11569 - \$86,327.29 and Item 8.d) Support for House Bill 4476. Motion by Karen Bota and seconded by Nick Bowerman to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the September 4, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Ken Gasper and seconded by Karen Bota to approve the minutes as presented. Motion carried.

The following vouchers were presented:

- a.) 11568 – Payables - \$ 1,055,681.86
- b.) 11569 – Payroll - \$ 86,327.29

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

The Board reviewed and discussed the August 2019 monthly financial statements. Most of the 2018 carryover monies and the millage proceeds have now been spent on primary paved road projects. Budget to actual numbers are reasonable for this time of year and we are keeping an eye on routine maintenance expenditures on the primary and local system. Staff is brainstorming ways to change the traditional gradall agreement process for the future since these projects are getting larger and more costly to make permanent improvements. We will work on more ideas for the next year's budget. Motion by Karen Bota and seconded by Nick Bowerman 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 2019 information provided by Blue Cross and our third -party administrator, Brown & Brown, the Road Commission can certify that medical benefits offered to the transportation employees are in accordance with MCL 247.668j. Motion by Robert Dunton and seconded by Nick Bowerman to authorize the Board Chairman and Chief Financial Officer to sign the Annual Certification showing compliance with (1)(b). Motion carried.

The Board reviewed and discussed the Annual Title VI Sub-Recipient Annual Certification Form. Motion by Karen Bota and seconded by Ken Gasper to approve Title VI Annual Certification. Motion carried.

The Board reaffirmed the Road Commission's Title VI Policy 33 to ensure that the fundamental principles of equal opportunity are upheld in all decisions involving our employees and contractors/consultants, and to ensuring that the residents of our county are afforded access to our programs and services. Motion by Ken Gasper and seconded by Karen Bota to reaffirm Policy 33 – Title VI. Motion carried.

The Board discussed Representative Eisen's House Bill 4476 that would raise the limit from \$100,000 for road projects to \$500,000 before a competitive bidding process must be implemented. This is a County Road Association legislative priority. This would allow the road commissions to do force account work with their employees and equipment on projects up to the higher limit. This bill would assist with better, more efficient utilization of winter maintenance staff and equipment during the non-winter months. Motion by Karen Bota and seconded by Ken Gasper to support House Bill 4476. Motion carried.

The Board reviewed and discussed the new Policy 66 Retiree Health Contributions. No written or verbal comments have been received regarding the policy or its implementation. Motion by Robert Dunton and seconded by Karen Bota to adopt Policy 66 beginning with the 2020 benefit year. Motion carried.

The Board discussed the comments from the September 16 and 17 County Board of Commissioners joint meeting and public hearing meeting regarding the Road Commission.

The Managing Director provided the open accounts payable report for 9/17/19 and provided BCBS claims information through July 2019.

The County Highway Engineer provided an updated project list and discussed the status of incomplete projects. RFP for Design Engineering and Construction Engineering are out for Cutler Road over Looking Glass River.

CLOSING PUBLIC COMMENT - None.

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

Motion by Karen Bota and seconded by Ken Gasper to adjourn the meeting at 10:52 a.m. Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

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

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

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

Others present –Sarah Schmid, Scott Wirtz, Dorothy Pohl, Paul Spitzley, and Patricia Loosemore

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Revise 11.) Proposed changes to Board Meeting Schedule. Motion by Ken Gasper and seconded by Karen Bota to approve the revised agenda. Motion carried.

CITIZEN REQUEST: Sarah Schmid of North M-66 expressed extreme concern over safety on a portion of M-66 from Meade Road to M-44. She asked that the Road Commission send a formal written letter to MDOT requesting that they address this issue as soon as possible.

The Chairman asked if the minutes of the September 16, 2019 and September 18, 2019 meeting that were sent electronically and distributed at the meeting were correct. Motion by Robert Dunton and seconded by Karen Bota to approve the minutes as presented. Motion carried.

The following voucher was presented:

- a.) 11570 – Payables - \$ 669,587.51

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

The Board reviewed and discussed the disposal of the old hot patcher, equipment #384. Motion by Karen Bota and seconded by Ken Gasper to approve the disposal of equipment no. 384. Motion carried.

The Board reviewed and discussed the prospective grade crossing closure of Darby Road. The County Engineer will be meeting with the township on October 10, 2019 to discuss the possibility of closure with them. This will be moved to unfinished business and be discussed further after the meeting with the township.

The Board discussed the September 24, 2019 County Board of Commissioners public hearing regarding the Road Commission.

The Managing Director provided the open accounts payable report for 10/01/19 and the August MTF. The status of the 2020 Transportation budget was discussed. The Ionia County Township Officers Association meeting is being held October 14, 2019 at the Ionia County Airport.

Updates to HB 4447 and HB 4448 aka Road Commission Pension Bill were provided. Health Insurance rates are in and a meeting is being set up with our agent to review and discuss. The County Highway Engineer provided an updated project list and discussed the status of incomplete projects. An update to the county pavement marking was provided.

CLOSING PUBLIC COMMENT - None.

Motion by Ken Gasper and seconded by Nick Bowerman to amend the board meeting schedule as follows:

A board meeting has been scheduled for **Wednesday, October 16, 2019 at 3:00 p.m.**

The regularly scheduled board meeting for Wednesday, October 23, 2019 at 9 a.m. has been rescheduled to **Wednesday, October 30, 2019 at 9:00 a.m.**

The regularly scheduled board meeting for Wednesday, November 6, 2019 at 9 a.m. has been rescheduled to **Wednesday, November 13, 2019 at 9:00 a.m.**

Motion carried.

The date and time for the next regular meeting is Wednesday, October 16, 2019 at 3:00 p.m.

Motion by Ken Gasper and seconded by Robert Dunton to adjourn the meeting at 10:31 a.m.
Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk

**MEETING
IONIA COUNTY ROAD COMMISSION
OCTOBER 16, 2019**

Meeting called to order by Chairman Chuck Minkley at 3:00 p.m.

Members present – Chuck Minkley, Nick Bowerman, and Ken Gasper

Members Absent - Karen Bota and Robert Dunton

Others present –Scott Wirtz, Dorothy Pohl, Paul Spitzley, Patricia Loosemore, Howard White, Travis Stemler, Blaine Lowetz, Brayden Castle, Jason Patten, Tanner Roe, Trent Wolverton, Scott Teaker, Wes Shafer, Chris Bredice, Scott Clark, Chris Perry, Bob Hammond, Ken Olson, Janet Olson, Brian Simon, Alison Batchelder, Jonnie Dalton, Larry Williams, Ken Frost

The Pledge of Allegiance was recited by those present.

Additions, Deletions & Corrections to Agenda: Add 6. d). Voucher 11574-Payroll -\$90,753.51. Motion by Ken Gasper and seconded by Nick Bowerman to approve the revised agenda. Motion carried.

CITIZEN REQUEST: None.

The Chairman asked if the minutes of the October 1, 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.) 11571– Payroll - \$ 92,867.51
- b.) 11572 – Payables - \$ 352,086.07
- c.) 11573 – Payables - \$ 194,546.85
- d.) 11574 – Payroll - \$ 90,753.51

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

The Board reviewed and discussed the bid results for preliminary engineering services on the Cutler Road Bridge over Looking Glass River to be constructed in 2021. Motion by Ken Gasper and seconded by Nick Bowerman to award the contract for preliminary engineering services to Williams and Works, being the low bidder. Motion carried.

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

The Board reviewed and discussed the 2020 Budget. The Managing Director reviewed personnel and labor costs, fund balances and equipment costs. She discussed primary paved road strategies, a future township match program for local roads, routine and winter maintenance

projections, possible equipment purchases and a \$600,000 additional payment to MERS toward the unfunded liability. Employees present at the meeting participated in the discussion and offered the following input: the need for new signs and stands, tractors/mowers for mowing (the current ones are old and break down continually). Replacement of motor graders was deemed very important. Discussion of equipment rental rates and the I-96 plow trucks took place. The chip seal process and the appropriate time for chip sealing was debated. The Board will continue to review and discuss the 2020 budget for the next two months, with the public hearing scheduled for Wednesday, December 18th at 7:00 p.m. after which the 2020 budget will be adopted.

The Board reviewed and discussed Policy No. 34, Use of Drugs, Narcotics & Alcohol, this is a duplicate of Policy No. 59-Drug Free Workplace. The recommendation is to rescind Policy No. 34-Use of Drugs, Narcotics & Alcohol. Motion by Ken Gasper and seconded by Nick Bowerman to rescind Policy No. 34- Use of Narcotics & Alcohol as it is a duplicate to Policy No. 59-Drug Free Work Place. Motion carried.

The County Engineer attended the Campbell Township Meeting on October 10, 2019 to discuss the possibility of closing the Darby Road railroad crossing. The public sentiment is to keep the railroad crossing open.

The Managing Director provided the open accounts payable report for 10/15/19 and a copy of the CRA dues. The Road Commission has received a safety grant from CRASIF. She provided information on recent MERS correspondence regarding paying down the unfunded accrued liability as well as information on costs to terminate the MERS program. Preliminary rates for 2020 BCBS renewal are in and being reviewed.

The County Highway Engineer reported that pavement marking and crack sealing are complete for the year. Cutler Road and Whites Bridge construction continues. At the recent Grand Region Bridge Program Selection Committee meeting the Bell Road over Duck Creek Bridge project was awarded for 2022.

Chairman Minkley commented about a presentation he attended regarding strategically placed emergency buttons. Commissioner Bowerman commented on job descriptions and his disagreement regarding security.

CLOSING PUBLIC COMMENT - Ken Frost spoke on an issue he is having with his contract thru MDOT for Barry County Woodland Roadside Park maintenance stemming from the M-66 road closure due to road construction.

The date and time for the next regular meeting is Wednesday, October 30, 2019 at 9:00 a.m. Motion by Ken Gasper and seconded by Nick Bowerman to adjourn the meeting at 5:04 p.m. Motion carried.

Chuck Minkley, Chairman

Dorothy G. Pohl, Clerk