

The regular meeting of the Board of County Road Commissioners of the Shiawassee County Road Commission was held on Tuesday, October 24<sup>th</sup>, 2017 at 8:00 a.m. in the boardroom of the Shiawassee County Road Commission, 701 West Corunna Avenue, Corunna, MI 48817-1229.

The pledge of allegiance was led by Chairman, Mike Constine.

Commissioners Present: Mike Constine, Stephen A. Zemcik and John A. Michalec.

Staff Present: Managing Director, Brent Friess, Director of Finance and Human Resources/Clerk, Jennifer Rosser, Superintendent of Operations, Troy Howes, Garage Superintendent, Jeremy Dietz, and Engineer's Assistant, Christopher Cannon.

VISITORS:

There were no visitors.

AGENDA:

A motion was made by Commissioner Zemcik, supported by Commissioner Michalec, to approve the agenda.

All Ayes.

Motion Carried.

MINUTES:

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to approve the minutes from October 9<sup>th</sup>, 2017.

All Ayes.

Motion Carried.

A motion was made by Commissioner Zemcik, supported by Commissioner Michalec, to approve the minutes from October 19<sup>th</sup>, 2017.

All Ayes.

Motion Carried.

COMMUNICATIONS:

The following communications were received: A) Materials for review from the Seven County Council Meeting on Tuesday, October 17<sup>th</sup>, 2017 B) Thank you letter from Sally Dikos regarding brush removal on Brooks Road in Lennon.

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to accept the communications as presented and place them on file.

All Ayes.

Motion Carried.

PUBLIC COMMENTS:

There were no public comments.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

2018 BITUMINOUS PAVING BID AWARD:

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to award the 2018 bituminous paving bid to Michigan Paving & Materials Company, based upon price and availability, for the Juddville Road project from Meridian Road to M-13.

All Ayes.

Motion Carried.

2017-2018 FUEL BID AWARD:

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to authorize Chairman, Mike Constine to abstain from voting on the 2017-2018 Fuel bid award.

All Ayes.

Motion Carried.

A motion was made by Commissioner Zemcik, supported by Commissioner Michalec, to award the 2017/2018 fuel bid to J & H Oil Company for pick-up and delivery and Coffield Oil Company, Incorporated for station pick-up only, based upon price and availability.

Commissioner Michalec, Commissioner Zemcik, Ayes.

Chairman, Mike Constine abstained from voting.

Motion Carried.

MDOT AMENDMENT TO THE STATE TRUNKLINE CONTRACT:

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to approve and authorize the Managing Director, Brent Friess, to sign the amendment to the County State Trunkline Maintenance Contract number 2017-0198.

All Ayes.

Motion Carried.

MTA Annual Meeting:

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to authorize two supervisory and up to three Commissioners to attend the 2017 MTA Annual Meeting on November 2<sup>nd</sup>, 2017, at a cost not to exceed \$18.00 per attendee.

All Ayes.

Motion Carried.

SUCCESSFUL ADMINISTRATION OF RIGHT-OF-WAY AND LOCAL PAVEMENT WARRANTIES COURSE:

A motion was made by Commissioner Zemcik, supported by Commissioner Michalec, to authorize the Managing Director, Engineer's Assistant and Engineering Technician to attend the Successful Administration of Right-of-Way and Local Pavement Warranties course at the Comfort Inn & Suites on Tuesday, December 5<sup>th</sup>, 2017 in Mt. Pleasant, Michigan.

All Ayes.

Motion Carried.

LOCAL ROAD AGENCY BUDGETING & FINANCIALS COURSE:

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to authorize the Managing Director, Director of Finance & Human Resources/Clerk and two Commissioners to attend the Local Road Agency Budgeting & Financial Course at the Comfort Inn & Suites on Tuesday, December 5<sup>th</sup>, 2017 in Mt. Pleasant, MI.

All Ayes.

Motion Carried.

ACCOUNTING MANUAL MEETING:

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to authorize one night stay at the Comfort Inn & Suites in Mt. Pleasant, Michigan for the Director of Finance & Human Resources/Clerk to attend the Accounting Manual Meeting on Monday, December 4<sup>th</sup>, 2017 and Tuesday morning, December 5<sup>th</sup>, 2017.

All Ayes.

Motion Carried.

PA 152 HARD CAP RATES:

A motion was made by Commissioner Zemcik, supported by Commissioner Michalec, to adopt the hard cap method of compliance for PA 152 for 2018.

All Ayes.

Motion Carried.

STAFF REPORTS:

Managing Director, Brent Friess, reported on the following: A) Annual Township Supervisors Meeting B) 2018 Juddville Road Project C) Township Cost Share and D) Petition for Jason Lee Drive.

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to authorize hosting the Annual Township Meeting on Tuesday, December 12<sup>th</sup>, 2017 at 7:00 p.m.

All Ayes.

Motion Carried.

Director of Finance and Human Resources/Clerk of the Board reported on the following: A) September 2017 Financial Statements B) Health Care Committee Meeting, Monday, October 23<sup>rd</sup>, 2017 C) Benistar 2018 Retiree Supplemental Insurance Rates D) Open Enrollment Meeting, Wednesday, November 8<sup>th</sup>, 2017 E) Delta Dental rates and F) Precision Software.

Superintendent of Operations, Troy Howes, reported on the following: A) Maintenance Update B) Gradall Update C) Grading Update D) Brine is ordered for 2018 E) County & State Salt Delivered.

Engineer's Assistant, Christopher Cannon, reported on the following: A) ACT 51 B) 2018 Estimates for projects C) Bridge Update D) Annual Township Projects for 2018 and E) Education Courses.

Superintendent of Equipment, Jeremy Dietz, reported on the following: A) Equipment Update B) Winter Maintenance Meeting.

#### CLOSED SESSION:

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to enter into closed session at 8:56 a.m. to review the minutes of the closed session meetings on October 9<sup>th</sup>, 2017 and October 19<sup>th</sup>, 2017.

Roll Call Vote

Ayes, Commissioner Constine, Michalec and Zemcik

Nays, None

Motion Carried.

A motion was made by Commissioner Zemcik, supported by Commissioner Michalec, to leave closed session and enter into regular session at 9:02 a.m.

Roll Call Vote

Ayes, Commissioner Constine, Michalec, and Zemcik

Nays, None

Motion Carried.

A motion was made by Commissioner Michalec, supported by Commissioner Zemcik, to approve the closed session meeting minutes of October 9<sup>th</sup>, 2017.

All Ayes.

Motion Carried.

A motion was made by Commissioner Zemcik, supported by Commissioner Michalec, to approve the closed session meeting minutes of October 19<sup>th</sup>, 2017.

All Ayes.

Motion Carried.

#### ACCOUNTS PAYABLE:

CLINTON COUNTY ROAD COMMISSION	39.00
44 NORTH	709.90
BLUE CROSS BLUE SHIELD	28,420.28
CCP INDUSTRIES	367.49
CINTAS CORPORATION	168.45
CITY OF CORUNNA	2,653.71
COFFIELD OIL CO INC	6,508.51
CONSUMERS ENERGY	1,940.99
CONSTRUCTION FASTENERS	62.01
DALTON ELEVATOR	288.90
DAYSTARR COMMUNICATIONS	253.57
DEISLER OUTDOOR POWER EQUIPMENT	61.99

DELTA DENTAL PLAN OF MICHIGAN	2,886.77
DETROIT SALT COMPANY LLC	44,783.85
DORNBOS SIGN & SAFETY	1,551.60
FASTENAL COMPANY	270.46
FIRST BANKCARD	2,541.70
GENESEE COUNTY ROAD COMMISSION	13.67
GILBERT'S DO IT BEST HARDWARE	25.23
GREENSCAPE	2,100.00
HANES GEO COMPONENTS	5,050.00
HENN LESPERANCE PLC	259.00
HOTSY OF MID-MICHIGAN	651.61
HUBBARD SUPPLY CO	295.86
J&H OIL COMPANY	4,176.35
KENNEDY'S AUTO REPAIR	432.79
KIMBALL MIDWEST	1,088.27
MICHAEL R KLUCK & ASSOCIATES	2,706.00
L&D CAREY AND SONS TRUCKING CO	29,217.02
CTT/MTU	80.00
MAPLE RAPIDS LUMBER MILL INC	212.00
MY-CAN LLC	175.00
KEVIN ONDRUS	196.88
QUALITY A-1 CLEANING	425.00
RICOH USA INC	74.61
RIETH-RILEY CONSTRUCTION CO INC	1,957.76
ROSE PEST SOLUTIONS	55.00
ROWE PROFESSIONAL SERVICES COMPANY	5,096.50
SAFETY-KLEEN CORPORATION	174.25
ACE-SAGINAW PAVING COMPANY	4,658.28
TRUCK & TRAILER SPECIALTIES INC	1,471.95
VISION SERVICE PLAN	248.73
WE PRINT EVERYTHING	22.00
44 NORTH	1,354.32

A motion was made by Commissioner Zemcik, supported by Commissioner Michalec, to approve Accounts Payable Voucher #5617 (Check numbers 15416 – 15459), totaling \$155,661.69.

Roll Call Vote

Ayes, Commissioner Constine, Michalec and Zemcik.

Nays, None.

Motion Carried.

#### COMMISSIONERS COMMENTS:

There were no Commissioner comments.

#### ADJOURN:

Motion by Commissioner Zemcik, supported by Commissioner Michalec, to adjourn at 9:08 a.m.

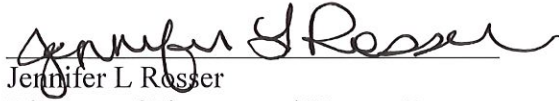
All Ayes.


Motion Carried.

The next Regular Board Meeting is Thursday, November 9th, 2017, at 8:00 a.m.

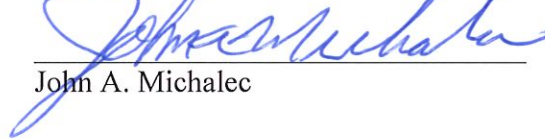
Respectfully Submitted,

  
Brent P. Friess, Managing Director

  
Jennifer L. Rosser  
Director of Finance and Human Resources  
Clerk of the Board

  
Mike Constine, Chairman

  
Stephen A. Zemgik

  
John A. Michalec