

OGEMAW COUNTY ROAD COMMISSION
MEETING MINUTES OF
Wednesday, February 25, 2026

The regular meeting of the Board of County Road Commissioners of Ogemaw County, Michigan, was held at its office, 1250 S M-33, West Branch, Michigan, and was called to order at 9:00 a.m.

Members Present: Chair Van Sheltroun, Vice-Chair Klint Marshall

Staff Present: Managing Director Pat Reinke, Board Clerk Brandy Curtis, Supervisor Justin Johnson

In Attendance: Ogemaw County Commissioner Craig Scott, Churchill Township Supervisor Ken Schnautz, Mills Twp Residents Jim Allen, In Support of Bass Lake Randy Short, Larry Denstedt, and Larry Matthews

Arrived Late: Member Dan Winter

Pledge of Allegiance:
The Pledge of Allegiance was recited.

Additions to the Agenda:
OCRC Mission and Vision Statement
Dornbos Sign Quote

Motion by Marshall, supported by Winter, to approve the additions to the agenda. Motion carried.

Approval of Minutes:
The minutes of February 11, 2026, were reviewed. There are no additions or corrections, so the minutes stand as submitted.

Approval of Payroll and Payable Vouchers:
Motion by Marshall, supported by Winter, to approve and pay payroll voucher #2620 and payable voucher #2621 for \$216,364.76. Roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Public Comment:
Larry Denstedt approached the Board requesting an update on the gate removals on Bass Lake Road.

New Business:
At 9:10 a.m. The annual materials and services bid opening was held. Upon reading bids, motion by Marshall, supported by Winter, to allow staff to review and present recommendations at the next board meeting. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Ken Schnautz, Churchill Township Supervisor, approached the Board requesting financial assistance for the reconstruction and paving of Petit Road. In response, Chair Sheltroun asked for financial details from Churchill Township prior to making any determinations. The discussion will be tabled until the next board meeting to give Schnautz the opportunity to gather the necessary information.

The CRA Board of Directors ballot was reviewed. Motion by Sheltroun, supported by Marshall, to cast a vote for Dan Winter as a write-in and have the Manager complete and submit the ballot. Roll call vote: Ayes: Sheltroun, Marshall. Nays: Winter. Motion carried.

The West Branch Township lease agreement for the transfer station has been in place since the 1970's, to be renewed every 5 years. Motion by Marshall, supported by Winter, to authorize the Chairman and Manager to sign the lease agreement for five years starting April 1, 2026. Roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Curtis updated the Board regarding the arrival of a new credit card for Manager Pat Reinke, issued by Huron Community Bank, which has a credit limit set at \$5,000. During the application process, it was determined that the Finance and HR Admin/Board Clerk would be responsible for managing the card. Curtis communicated to a representative of Huron Community Bank that the credit card was intended solely for the Manager's use. However, upon receipt, the bank sent two cards: one for Patrick Reinke and another for Brandy Curtis. According to the OCRC credit card policy, it is explicitly stated that only the Manager is authorized to hold the credit card. A discussion was held, and the Board agreed on the need to revise the credit card policy. Curtis will revise the policy and present it during the next regularly scheduled board meeting.

Reinke reviewed the Dornbos sign quote with the Board for road work ahead, bump, and water over the road signs. Motion by Winter, supported by Marshall, to approve the Dornbos sign quote for \$4,574.10. Roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Curtis discussed the importance of a mission and vision statement for the Ogemaw County Road Commission, which currently doesn't have either. To create a reliable framework for overseeing public infrastructure, she presented the Board with proposed Mission and Vision Statements and asked for their approval. Motion by Sheltroun, supported by Winter, to approve the Mission and Vision Statements are presented. Roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Unfinished Business:

Curtis informed the Board that the legal counsel for OCRC has reviewed the 2026 Road Millage Resolution and has given its approval for the ballot language. Once Ogemaw County's Equalization Department provides the estimated revenue figure, Curtis will present the resolution to the Board for their approval.

Curtis shared an updated Social Media Policy with the Board, simplifying its guidelines and stating that comments will not be permitted on the platform. Motion by Marshall, supported by Winter, to approve the Social Media Policy as presented and allow the Manager to create a Facebook account on behalf of the Ogemaw County Road Commission. Roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Information and Reports:

Reinke and Johnson reported on winter maintenance, snowfall, material usage, and employees.

Reinke informed the Board that West Branch Township will be holding a National Night Out event on August 6th from 5 pm – 8 pm, and they would like to know if the Road Commission is interested in attending. Curtis will look into a banner and PR items for such an event.

Curtis reviewed the 4th quarter 2025 MERS statement with the Board.

Chair Sheltroun and Reinke reported on the recent MTA meeting held yesterday, February 24th.

Ogemaw County Commissioner Craig Scott reported on the application status for a new County Administrator and transit millage.

Public Comment:

Jim Allen inquired on the status of the winter maintenance budget.

Adjournment:

There being no further business before the Board of Road Commissioners, Ogemaw County, Chair Sheltroun adjourned the meeting at 9:55 a.m.

Signed: _____
Van Sheltroun, Chair

Attest: _____
Brandy Curtis, Board Clerk