

January 8, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke and Board Clerk Brandy Curtis

Guests: Bruce Reetz, Ogemaw County Commissioner

Chairman Winter called the meeting to order at 9:00 a.m.

Past minutes of December 26, 2019, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2014 and payable voucher #2015 in the total amount of \$140,214.90. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

The Board held the election of officers for 2020. Motion by Sheltroun, supported by Winter, to nominate Winter as Chairman and Marshall as Vice-Chairman. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

A discussion was held on East Central Council meeting luncheons. Consensus of the Board was to have East Central Council collect yearly dues from Road Commissions to provide for meeting luncheon expenses.

At 9:15 a.m., the bituminous paving bid opening was held. Upon reading all bids, motion by Sheltroun, supported by Marshall, to allow staff to review and accept low bidder, Pyramid Paving Company at \$463,095.15. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to approve administrative wage increase for 2020 consistent with union contract at 2.5%. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to contract with Lapham Associates for 2020 engineering service. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Winter maintenance expenditures were reviewed with 24.50% of the budget spent.

The next East Central Council meeting is scheduled for January 16, 2020, Bay County. Reinke, Winter, and Sheltroun will attend.

County Engineer's Workshop is scheduled for February 4-6th, 2020, Little River Casino.

There being no further business, meeting adjourned at 10:12 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

January 22, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke and Board Clerk Brandy Curtis

Guests: Bruce Reetz Ogemaw County Commissioner; Jim Allen Mills Township Resident

Chairman Winter called the meeting to order at 9:00 a.m.

Past minutes of January 8, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2016 and payable voucher #2017 in the total amount of \$ 219,644.67. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

The CRA Board of Directors ballot was reviewed. After selecting choice, motion by Sheltroun, supported by Winter, to authorize Manager to complete CRA Board of Directors ballot. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

A township agreement was received from Klacking Township for reconstruction of Scribner Road for an estimated cost of \$275,000, township portion estimated at \$192,500. Motion by Marshall, supported by Sheltroun, to approve and sign contract. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Township agreements were received from City of Rose City and Klacking Township for the reconstruction of Townline Road and culvert replacement for an estimated cost of \$182,000, Klacking Township's estimated portion of \$63,700 and City of Rose City's estimated portion of \$63,700. Motion by Marshall, supported by Sheltroun, to approve and sign contract. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to authorize Chairman to sign 2020 bituminous paving contract with Pyramid Paving Company for \$463,095.15. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Ogemaw County Road Certification Map as of January 1, 2020 was presented. County primary mileage of 247.38 miles and county local mileage of 587.36 miles, for a total mileage of 834.74. Motion was made by Marshall, supported by Sheltroun authorizing Chairman Winter to sign certification map as of January 1, 2020. Motion carried by the following vote: Ayes: Marshall, Sheltroun, Winter Nays: None. Motion carried.

Reinke updated the Board on recent East Central Council meeting.

Reinke informed Board he, Bill Sperow, and Gary Kaiser were invited to a Kiwanis club luncheon where Reinke discussed general maintenance and operations with the group.

Reinke informed the Board he and Bill Sperow attended Edwards Township's January board meeting and discussed gravel upgrades.

Winter maintenance expenditures were reviewed with 35.37% of the budget spent.

County Engineer's Workshop is scheduled for February 4-6th, 2020, Little River Casino.

Commissioner Sheltroun requested a current year census of MERS retiree participant list. Reinke or Curtis will follow up.

Jim Allen, Mills Township resident, informed the Board of an obstructed stream south of Cabin Lake Road. Reinke will follow up.

Commissioner Reetz updated the Board Ogemaw County's Workers Compensation and new County administrator status.

Commissioner Marshall discussed culvert locations on O'Neil Road with the Board.

There being no further business, meeting adjourned at 9:40 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

February 05, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke and Board Clerk Brandy Curtis

Guests: Bill Sperow State/Construction Foreman; Gary Kaiser County Foreman; Ken Buss Goodar Township Resident

Chairman Winter called the meeting to order at 9:00 a.m.

Past minutes of January 22, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2018 and payable voucher #2019 in the total amount of \$142,721.36. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Additions to the agenda: USDA Contract Modification
 Newman Road, Churchill Township
 State Road Project, Logan Township

Motion by Sheltroun to approve the additions to the agenda, supported by Marshall. Carried by all.

Ken Buss, Goodar Township resident, approached the Board regarding tree removal in the road right of way on Au Sable Drive. Reinke and Kaiser answered questions of the Board. A discussion was held on safety, increased vision, and vehicle clearance along Au Sable Drive.

Resolution 2020-01

Commissioner Sheltroun offered the following resolution and moved its adoption, supported by Marshall.

WHEREAS, the Ogemaw County Road Commission recognizes the value of selling their Federal Aid dollars;

WHEREAS, the Ogemaw County Road Commission is planning on selling Federal Aid dollars for the 2020 construction season;

NOW THEREFORE IT BE RESOLVED that the Board of Commissioners for the Ogemaw County Road Commission agree to begin negotiations with potential Road Commission buyers of Federal Aid for the 2020 construction season.

Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Proposed budget adjustments for the 2nd quarter 2020 were reviewed to include capital outlay schedule and construction schedule. Motion by Sheltroun, supported by Marshall, to approve the changes as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to approve and authorize manager to sign the contract modification between the Ogemaw County Road Commission and the USDA Forest Service Huron-Manistee National Forests for improvements and maintenance of certain Forest Roads in Ogemaw County with an increase in funding of \$55,000. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Reinke informed the Board of sinking guardrail and slope failure along Maes Road near Gray Road. Topic will be tabled until next meeting to allow staff to obtain more information on possible remedies and pictures.

Commissioner Marshall informed the Board, Churchill Township would like a gravel and ditch estimate on the south section of Newman Road. Reinke will follow up.

A discussion was held on muck and sand material pertaining to State Road project.

Reinke informed the Board MERS does have monthly processes in place to identify deceased participants and an annual process to identify deferred vested or DB beneficiary recipients. A vendor is used to compare lists of retirees and beneficiaries against available death records and report validated

and potential matches that in some instances require MERS follow-up. In the event a participant/beneficiary passes away and MERS is not notified in a timely manner, MERS staff will follow-up to recover or recoup the overpayment amount.

Winter maintenance expenditures were reviewed with 44.67% of the budget spent.

Annual CRA Conference is scheduled for March 10-12th, Lansing Center. Reinke and Curtis will attend.

2020 Annual Materials and Services bid opening is scheduled for March 18, 2020.

Logan Township board meeting is scheduled for February 5, 2020. Reinke will attend. Reinke, Marshall and Sheltroun will attend.

Reinke updated the Board on the recent loggers meeting in Roscommon.

Reinke informed the Board he and Curtis met with Diebold Agency and are working on updating the current Workers Compensation incident reporting process. Reinke and Curtis will meet with Diebold Agency and Mid-Michigan Health Park to discuss the possibility of Mid-Michigan Health Park overseeing the Road Commission's claims.

There being no further business, meeting adjourned at 10:30 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

February 19, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke and Board Clerk Brandy Curtis

Guests: Bill Sperow State/Construction Foreman; Gary Kaiser County Foreman; Bruce Reetz Ogemaw County Commissioner; Dave Ryan Mills Township Supervisor; Bill Cliff Richland Township Supervisor; Lee Brown Richland Township Trustee; John Wiegerink Logan Township Trustee

Chairman Winter called the meeting to order at 9:00 a.m.

Past minutes of February 5, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Additions to the agenda: Bill Cliff, Maintenance for Logan, Richland and Mills Township and Cranberry Lake Culvert
West Branch Township Contract for Gallagher Road
Edwards and Horton Township Proposal for Channel Lake Road

Motion by Marshall, supported by Sheltroun, to approve the additions to the agenda. Carried by all.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2020 and payable voucher #2021 in the total amount of \$267,023.80. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Bill Cliff, Richland Township Supervisor, and Lee Brown, Richland Township Trustee, approached the Board regarding general maintenance of Richland, Logan and Mills Township. Reinke provided documentation from Richland, Logan and Mills Township from residents over the prior 40 years of general concerns of the same issues that were brought to the Board today. Reinke, Sperow and Kaiser answered questions of the Board.

Bill Cliff approached the Board regarding Cranberry Lake culvert. Reinke informed Mr. Cliff that a lake level was never established, an EGLE permit is required and 50/50 cost sharing.

Curtis reviewed the ACT 51 report with the board. Motion by Sheltroun, supported by Marshall, to approve 2019 ACT 51 Financial Report and authorize Board Clerk and Chairman to sign the attest page. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board of the Road Commission’s failing well and provided the Board estimates from three local well drillers, one estimate for a new well and one estimate for well repair. Reinke answered questions of the Board. Motion by Sheltroun, supported by Marshall, to enter into contract with Roy Simmons and Son Well Drilling for a new well at an estimated cost of \$14,003.54 to include a seven-year warranty and to abandon old well. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.
As a follow up from last Board meeting, a discussion was held on Maes Road guardrail. Consensus of the Board was to have Reinke contact guardrail company for possible solutions and report back to Board. Reinke will follow up.

Motion by Marshall, supported by Sheltroun, to approve Gallagher Road upgrade contract with West Branch Township for an estimated cost of \$106,000 with Township’s portion being an estimated cost of \$53,000 and the Road Commission’s, \$53,000. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board Horton and Edwards Township requested an estimate for the reconstruction of Channel Lake Road. Consensus of the Board was to remain with the current cost split of 70% township and 30% Road Commission.

Winter maintenance expenditures were reviewed with 53.60% of the budget spent.

Reinke updated the Board on recent Logan Township board meeting held on February 5, 2020.

Reinke informed the Board he and Curtis met with Diebold Agency and Mid-Michigan Health regarding workers compensation and occupational therapy. The Road Commission will be contracting with Mid-Michigan Health for future workers compensation claims.

2020 Annual Materials and Services bid opening is scheduled for March 18, 2020.

A discussion was held on summer help. Consensus of the Board was to advertise for summer help for non-CDL holders at \$12.50/hour and CDL holders at current union starting rate with no benefits.

There being no further business, meeting adjourned at 11:25 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

March 4, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke and Board Clerk Brandy Curtis

Guests: Gerald Guessor, Mills Township Resident; Laura Finerty, Mills Township Resident

Chairman Winter called the meeting to order at 9:00 a.m.

Past minutes of February 19, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Additions to the agenda: Cranberry Lake Culvert Contact, Richland Township
Maes Road Guardrail Proposal
Michigan State Police Post New Post Plans on Fox Estate
Northeast Michigan Trade Education Coalition
Heavy Load Limit Permits

Motion by Sheltroun, supported by Marshall, to approve the additions to the agenda. Carried by all.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2022 and payable voucher #2023 in the total amount of \$121,307.42. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Gerald Guessor, Mills Township resident, approaches the Board regarding maintenance of Woodwill Road in Mills Township. A discussion was held on road funding, township participation and private road maintenance.

Laura Finerty, Mills Township resident, approached the Board requesting a sign placement for Mills Road off of Lucinda Drive. Reinke informed Ms. Finerty, the township is required to pay for the initial installation of the sign and the Road Commission will continue maintenance on the sign.

Motion by Marshall, supported by Sheltroun, to approve and sign the agreement with Richland Township for the Cranberry Lake Culvert upgrade for an estimated cost of \$15,000 with the township's portion estimated at \$7,500 and Road Commission's estimated at \$7,500. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Curtis reviewed the financials from MDOT's Office of Commission Audits results from fiscal year 2018.

Reinke informed the Board of incentive payment received from Consumers Energy in the amount of \$6,085 for lighting upgrades made to the interior and exterior of building.

Motion by Marshall, supported by Sheltroun, to approve Action Traffic Maintenance's proposal for Maes Road guardrail height adjustment at an estimated cost of \$5,500. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Reinke reviewed Michigan State Police's post plan reviews on Fox Estate. Consensus of the Board was to completely remove the island or request a driveway to M-55 through the MDOT. Reinke will contact MDOT permit representative and follow up with Board.

Reinke updated Board on the Northeast Michigan Trades Education Coalition.

A discussion was held on overweight permits and Oxcart.

There being no further business, meeting adjourned at 11:05 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

March 18, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke and Board Clerk Brandy Curtis

Absent: Chairman Winter

Guests: Allen Wangler, Wangler & Sons Trucking

Commissioner Marshall called the meeting to order at 9:00 a.m.

Past minutes of March 4, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Additions to the agenda: Coronavirus update, effects on Road Commission operations.

Motion by Sheltroun, supported by Marshall, to approve the addition to the agenda. Carried by all.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2024 and payable voucher #2025 in the total amount of \$472,220.98. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall. Nays: None. Motion carried.

At 9:15 a.m. the annual material bid opening was held. Upon reading all bids, motion by Sheltroun, supported by Marshall, to allow staff to review and present recommendations at the next meeting. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun. Nays: None. Motion carried.

Reinke reviewed Volunteer Energy Services and DTE Energy natural gas rates. Motion by Sheltroun, supported by Marshall, to change from Volunteer Energy Services to DTE Energy based on rates. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall. Nays: None. Motion carried.

Two township agreements were received from Logan Township, one for gravel and ditch along Beach Road for estimated cost of \$50,000 with 50/50 cost share with Road Commission, and the other for gravel and lift on State road approximately ½ mile from Sage Lake Road for an estimated cost of \$52,270.26 with a 50/50 cost share with the Road Commission. Motion by Marshall, supported by Sheltroun, to approve and sign contracts. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall. Nays: None. Motion carried.

Reinke updated the Board on the effects of the coronavirus on Road Commission operations.

Reinke reported that 61.32% of the winter maintenance budget has been used to date.

There being no further business, meeting adjourned at 10:15 a.m.

Signed: _____
Klint Marshall, Commissioner

Countersigned: _____
Brandy Curtis, Board Clerk

April 1, 2020

The Ogemaw County Road Commission lobby doors were opened at 8:15 am for public attendance on the date indicated above for the regularly scheduled board meeting at 1250 S. M-33 West Branch, Michigan.

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting.

In attendance by phone: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun

Also in attendance: Managing Director Pat Reinke and Board Clerk Brandy Curtis

Guests: No guests were present

Brandy Curtis proceeded with roll call and a quorum was established.

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Seal Coat
 Summer Help
 Scribner Road Design Contract

Motion by Marshall, supported by Sheltroun, to approve the additions to the agenda. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Past minutes of March 18, 2020, were reviewed. There being no additions or corrections, Motion by

Marshall, supported by Sheltroun, the minutes stand as submitted. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2026 and payable voucher #2027 in the total amount of \$93,304.09. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

A summary of the annual material and services bids opened at the last meeting were reviewed. Motion by Sheltroun, supported by Marshall, to accept the bids as recommended by staff to include the rejection of the seed and mulch. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Discussion was held on coronavirus pandemic and effect on the Ogemaw County Road Commission operations, staff and employees. Reinke informed the Board, changes have been set in place as recommended by the CDC (Center for Disease Control and Prevention) and all staff and employees have been informed of the changes and revised procedures. Commissioner Sheltroun recommended a special meeting be held if an employee reports on themselves or employee reports they have had direct contact with someone in order to discuss any further actions that need to be made, agreed by Chairman Winter and Commissioner Marshall.

Motion by Sheltroun, supported by Marshall, to modify the Managing Director’s Authority during the coronavirus pandemic by authorizing the Managing Director, Pat Reinke, to approve and pay all necessary bills and all regular and approved budgeted items, including Commissioners’ special requests for per diem if there wasn’t a quorum of Road Commissioners available. Motion carried by the following roll call vote: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, authorize \$300,000 for seal coat projects. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

A discussion was held on summer help. Commissioner Sheltroun recommended to continue with summer help and was agreed upon by Chairman Winter and Commissioner Marshall.

Reinke informed the Board he received estimates for Scribner Road Design, Lapham and Associates for \$10,000 and SSI for \$13,500. Reinke recommended to accept the low bid from Lapham and Associates. Motion by Marshall, supported by Sheltroun, to authorize Manager to sign design contract for Scribner Road with Lapham and Associates for an estimated cost of \$10,000. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

A discussion was held on holding the April 15, 2020, board meeting via teleconference. A decision was not made at this time, it will be reviewed in the coming days.

There being no further business, meeting adjourned at 9:45 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

April 15, 2020

The Ogemaw County Road Commission lobby doors were opened at 8:00 am for public attendance on the date indicated above for the regularly scheduled board meeting at 1250 S. M-33 West Branch, Michigan.

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting.

Members present: Chairman Winter, Commissioner Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke

Absent: Board Clerk Brandy Curtis

Guests: Steve Simmons, Roy Simmons & Sons Well Drilling

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Roy Simmons & Sons Well Drilling Invoice, Brine Participation, Auto Owners Proxy

Motion by Marshall, supported by Sheltroun, to approve the addition to the agenda. Carried by all.

Past minutes of April 1, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2028 and payable voucher #2029 in the total amount of \$257,317.16. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Steve Simmons discussed the variations encountered and the extra work performed due to the permitted well location and plumbing of the well tanks inside the building.

Motion by Sheltroun, supported by Marshall, to approve and immediately pay Roy Simmons & Sons Well Drilling for the installation of repairs to the existing well in the amount of \$18,283.05. Motion carried by the following roll call votes: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Motion by Marshall, supported by Sheltroun, to approve and authorize manager to sign the forest agreement between Ogemaw County Road Commission and the USDA Forest Service. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Discussion was held on the upcoming brine for the townships, with commissioners in concurrence to keep the current brine participation on all three brine applications

Discussion was held on the Auto Owner's proxy

Discussion was also held on Coronavirus countermeasures currently in place.

There being no further business, meeting adjourned at 10:47 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Pat Reinke, Managing Director

April 29, 2020

The Ogemaw County Road Commission lobby doors were opened at 8:00 am for public attendance on the date indicated above for the regularly scheduled board meeting at 1250 S. M-33 West Branch, Michigan.

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting.

Members present: Chairman Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: None

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Blue Cross Blue Shield Proxy
Cranberry Lake Culvert
MCRCSIP Training

Motion by Sheltroun, supported by Marshall, to approve the addition to the agenda. Carried by all.

Past minutes of April 15, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2030 and payable

voucher #2031 in the total amount of \$274,562.98 Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to authorize manager to sign temporary 10 ft grading easement on I-75 business loop heading towards Flowage Lake for the creation of a future walking path provided by West Branch Township. Motion carried by the following roll call votes: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

The following township agreements were presented to the board for approval.

Mills Township for gravel upgrade to Jackpine Drive from Greenwood Road to Fourth Oak Street 0.42 miles at an estimated cost of \$12,925.61, 50%-50% cost share.

Mills Township for gravel upgrade to West 3rd Street from Skunk Hollow to North Chippewa Trail 0.45 miles at an estimated cost of \$14,611.40, 50%-50% cost share.

Mills Township for gravel upgrade to West 4th Street from Skunk Hollow to North Chippewa Trail 0.70 miles at an estimated cost of \$23,827.07, 50%-50% cost share.

Mills Township for gravel upgrade to Woodwill Lane from Greenwood Road to end of Maintenance 0.24 miles at an estimated cost of \$8,974.96, 50%-50% cost share.

Motion by Marshall, supported by Sheltroun, to approve the above gravel upgrade contracts with Mills Township. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Consensus of the Board was to authorize manager to complete Blue Cross Blue Shield proxy and submit.

Discussion was held on Coronavirus countermeasures currently in place.

Reinke informed the Board of virtual safety training MCRC SIP is offering employees. Reinke suggested offering employees the opportunity to complete the 5-5 ½ hours of training on their own time in exchange for vacation hours. The Board was in agreement.

Reinke updated the Board on the Cranberry Lake culvert project.

MTA for May 2020 has been cancelled.

There being no further business, meeting adjourned at 9:38 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

May 13, 2020

The Ogemaw County Road Commission lobby doors were opened at 8:00 am for public attendance on the date indicated above for the regularly scheduled board meeting at 1250 S. M-33 West Branch, Michigan.

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting.

Members present: Chairman Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Chairman Winter called the meeting to order at 9:00 a.m.
Additions to the agenda: Edwards Township Meeting Update
Temporary Employees Update

Motion by Sheltroun, supported by Marshall, to approve the addition to the agenda. Carried by all.

Past minutes of April 29, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2032 and payable voucher #2033 in the total amount of \$140,095.74. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Reinke reviewed revised MCRC SIP COVID-19 Preparedness and Response Plan. Board was in concurrence with the changes recommended by Reinke. Reinke will provide each employee a COVID-19 Preparedness and Response Plan.

Chairman Winter updated the Board on the recent Edwards Township board meeting. Edwards Township is interested in gravel upgrades and will provide a list to the Road Commission for estimates.

Reinke informed the Board two temporary employees have been hired. Two prior summer help employees will be returning this year and will begin work on Monday, May 18, 2020.

Due to the Governor's Executive Orders, the annual audit review has been changed to June 10, 2020.

Reinke updated the Board on construction to date and township brine applications began Monday, May 11, 2020.

There being no further business, meeting adjourned at 9:50 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

May 27, 2020

The Ogemaw County Road Commission lobby doors were opened at 8:00 am for public attendance on the date indicated above for the regularly scheduled board meeting at 1250 S. M-33 West Branch, Michigan.

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting.

Members present: Chairman Dan Winter, Commissioner Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Ogemaw County Commissioner Bruce Reetz

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: St. Helen Trail, Ron Cassizzi
Esmond and Townline Road Engineering

Motion by Sheltroun, supported by Marshall, to approve the addition to the agenda. Carried by all.

Past minutes of May 13, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2034 and payable voucher #2035 in the total amount of \$243,170.76. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Commissioner Sheltroun informed the Board he received a complaint from Foster Township resident, Ron Cassizzi, pertaining to the drainage and condition of St. Helen Trail. Sheltroun suggested Mr. Cassizzi contact his township and request an upgrade to the road, such as gravel lift in which the township would pay 50% and the Road Commission 50%.

Reinke updated the Board on the final accounting of Cranberry Lake culvert. Due to unexpected circumstances and requests specified by EGLE, the project came in over the estimated amount. Reinke will provide a cost breakdown of the project during the June 10, 2020, meeting.

Reinke informed the Board he received an email from Karen Maxwell, Logan Township Supervisor, stating the Logan Township Board had decided not to go forward with the Stahlbush Road culvert repairs, the Board felt it was too much money at this time. Reinke suggested allowing Logan Township to make payments towards the project over a span of two years. The Board was in concurrence and requested Reinke to contact Logan

Township to see if they would agree to the two-year payment plan at zero interest. Reinke will follow up.

Reinke informed the Board the current janitorial service provider will be transferring company ownership to his dependent. The Board was in concurrence in remaining with the current janitorial service provider with the understanding of the change in ownership, janitorial services will not be sent out for bid.

Reinke updated the Board on the recent May 2020 storm damage.

The Board was in concurrence in renewing the postage meter contract for two years.

Reinke reviewed bids for preliminary engineering and surveying for Esmond Road and Townline Road. Motion by Sheltroun, supported by Marshall, to approve low bidder, Lapham and Associates, at a bid of \$9,500. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board a check was received from Road Commission of Oakland County for the sale of 2019 federal aid.

June MTA has been cancelled.

Cindy Scott with Stephenson and Company will review the 2019 audit during the June 10, 2020, board meeting.

Ogemaw County Commissioner Bruce Reetz informed the Board a new County Administrator has been hired.

There being no further business, meeting adjourned at 10:05 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

June 10, 2020

The Ogemaw County Road Commission lobby doors were opened at 8:00 am for public attendance on the date indicated above for the regularly scheduled board meeting at 1250 S. M-33 West Branch, Michigan.

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: State/Construction Foreman Bill Sperow, Richland Township Supervisor Dale Bronson, Rose Township Resident Walt Tarnaze

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Hill Township Stewart Road Contract
Edwards Township Gravel Projects
Executive Order Updates

Motion by Marshall, supported by Sheltroun, to approve the addition to the agenda. Carried by all.

Past minutes of May 27, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2036 and payable voucher #2037 in the total amount of \$144,226.42. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Cindy Scott and Nathan Miller of Stephenson and Company presented the financial audit report for 2019. After reviewing the information, Cindy and Nathan answered questions of the Board. Motion by Sheltroun, supported by Marshall, to approve audit and presented. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Dale Bronson, Richland Township Supervisor, approached the Board regarding Cranberry Lake Culvert

construction project. A discussion was held on the estimated cost overrun due to EGLE regulations. Reinke and Sperow answered questions of the Board.

Board requested Reinke to contact attorney regarding township contract language and township participation per ACT 51. Reinke will follow up.

Walt Tarnaze approached the Board regarding the condition of Dyer Road. Reinke will follow up with County Foreman.

A discussion was held on proposed 2020-2021 township participation rates.

Motion made by Marshall, supported by Sheltroun, to request the MDOT \$10,000 licensed professional engineer reimbursement for the year 07/01/2019 through 06/30/2020. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Proposed budget adjustments for the 2nd quarter 2020 were reviewed to include capital outlay schedule and construction schedule. Motion by Sheltroun, supported by Marshall, to approve the changes as presented. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

A township agreement was received from Hill Township for the paving of Stewart Road from Rose City Road south for approximately 0.96 mile with an estimated cost of \$103,300.40 township's portion \$77,475.30 and Road Commission's portion \$25,825.10. Motion by Marshall, supported by Sheltroun, to approve and sign contract. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke reviewed recent Governor's Executive Orders.

Reinke reviewed State funding and transportation revenue predictions with Board.
Reinke updated the Board on recent storm damage.

Reinke informed the Board Edwards Township had agreed to seven gravel upgrade projects and township contracts have been sent to Edwards Township.

There being no further business, meeting adjourned at 10:50 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

June 24, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Ogemaw County Commissioner Bruce Reetz

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Arenac County Road Commission-Brine Request on Dobler Road
 Todd Zettle, Request to Purchase Rocks at Pit
 Mills Township Board Meeting, June 30th

Motion by Marshall, supported by Sheltroun, to approve the addition to the agenda. Carried by all.

Past minutes of June 10, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2038 and payable voucher #2039 in the total amount of \$333,155.20. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Motion by Marshall, supported by Sheltroun, to approve and sign the agreement with Cumming Township for the cross-road culvert on Sage Lake Road east of Grand Jean for an estimated cost of \$16,867.02 with the township’s portion estimated at \$8,433.51 and Road Commission’s estimated at \$8,433.51. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Seven gravel upgrade contracts were received from Edwards Township:

Road	Estimate	Twp Estimate	RC Estimate
McCauley Road	\$21,654.50	\$10,827.25	\$10,825.25
Kartes Road	\$19,214.73	\$9,607.37	\$ 9,607.37
Fournier Road	\$21,654.50	\$10,827.25	\$10,827.25
Greed Road	\$10,289.66	\$5,144.83	\$ 5,144.83
Tee Lake Road	\$16,151.74	\$8,075.87	\$ 8,075.87
Priddy Road	\$20,450.41	\$10,225.21	\$10,225.21
Lehman Road	\$21,991.28	\$10,995.64	\$10,995.64

Motion by Winter, supported by Marshall, to approve all seven gravel upgrade projects with Edwards Township. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to allow Manager to complete the CRA Board of Ballots selecting incumbents. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board Hill Township board would like the Road Commission to attend their July 7, 2020, board meeting. Reinke will attend and verify prior to meeting if any commissioner would be interested in attending as well.

Motion by Marshall, supported by Sheltroun, to approve the 2021 Capital Outlay draft as presented. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

A discussion was held on Western Star Dump Truck include in 2021 Capital Outlay draft and truck availability. Motion by Sheltroun, supported by Marshall, to order 2021 chassis from Grand Traverse Diesel with 2018 price extension. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to approve participation rates of 50/50 cost sharing with townships on solid brine for all 3 brine applications and 1/3-Road Commission and 2/3-Township cost sharing on spot brine for all 3 brine applications in fiscal year 2021. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Consensus of the Board was to remain with current construction cost sharing rates from 2020 into 2021. Primary reconstruction 40% road commission 60% township; primary paving 45% road commission 55% township; local reconstruction to 70% township 30% road commission; local paving 75% township 25% road commission; gravel and ditching local heavy maintenance 50% road commission 50% township; culverts 36” and over 50% road commission 50% township.

Motion by Sheltroun, supported by Marshall, to approve Protecting Local Government Retirement and Benefits Act Application for Waiver and Plan: Defined Benefit Pension Retirement Systems as presented. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Curtis provided Board 2019 MERS Annual Actuarial Valuation Report and informed the Board, Matt Taylor with MERS will attend the July 22, 2020, board meeting to review actuarial and discuss additional funding options in effort to increase funding level.

The Board reviewed proposed budget adjustment and construction schedule for 3rd quarter 2020. Motion by Sheltroun, supported by Marshall, to approve adjustments as presented. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board Arenac County Road Commission would like Ogemaw County Road Commission to cost share in brining of Dobler Road due to increased traffic from Henderson Lake Road failure due to storm damage. Consensus of the Board was 50/50 cost sharing with Arenac County Road Commission for the brining of Dobler Road.

Reinke informed the Board Todd Zettel requested to purchase rocks from the Road Commission gravel pit. Consensus of the Board was not to sell any rocks at this time and if decided in the future, to bid out the sale.

Reinke informed the Board Mills Township would like the Road Commission to attend their meeting on June 30, 2020, pertaining to the upgrade and maintenance contracts for private roads. Reinke will attend and verify prior to meeting if any commissioner would be interested in attending as well.

Reinke updated Board on attorney correspondence pertaining to township contract language, township participation per ACT 51 and public meetings relating to private road maintenance agreements. Reinke is working on reviewing township contract language. Townships can now hold public hearing pertaining to private road upgrades and maintenance contracts. A discussion was held on township participation per ACT 51 and Stahlbush culvert in Logan Township. Board requested Reinke to contact attorney for clarification pertaining to failing Stahlbush culvert in Logan Township, Logan Township’s reluctances to contribute to the cost sharing of replacing the culvert, and cost sharing responsibilities per ACT 51. Reinke will follow up.

Reinke updated the Board on the status of Townline Road, Esmond Road, Henderson Lake Road and Gallagher Road.

Ogemaw County Commissioner Bruce Reetz approached the Board regarding condition of seasonal Knoch Road and correspondence with DNR. Reinke requested Commissioner Reetz to have DNR contact the road commission.

There being no further business, meeting adjourned at 10:25 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

July 8, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Ronald Kraatz, Hill Township Resident

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Brush Spray 2020
 Truck #302020

Motion by Sheltroun, supported by Marshall, to approve the addition to the agenda. Carried by all.

Past minutes of June 24, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2040 and payable voucher #2041 in the total amount of \$612,437.57. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Ronald Kraatz, Hill Township resident, approached the Board requesting a hardship variance of twelve inches for water well installation at his home of residence located on Sage Lake Road in Francis subdivision, lot 1. Mr. Kraatz has shared a well and continues to share the well with two other neighbors. A discussion was held on other well options, such as removing the soffit from his house to allow for equipment, boring a new well, and updating the existing well working with the two neighbors. Consensus of the Board was to have Mr. Kraatz exhaust all other options and report back to the Board.

A discussion was held on 2020 brush spray. Motion by Marshall, supported by Sheltroun, to authorize \$30,000 for brush spray in fiscal year 2020. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

A discussion was held on Stahlbush Road culvert, township participation, and PA 283 of 1909. Reinke reviewed attorney correspondence with Board. Motion by Marshall, supported by Sheltroun, to authorize Manager to bid out and purchase culvert for Stahlbush Road. Motion carried by the following roll call vote: Marshall, Sheltroun, Winter. Nays: None. Motion carried.
Reinke, Marshall and Sheltroun attended the recent Hill Township board meeting. A discussion was held on the

894
meeting.

MTA is cancelled until further notice.

Reinke informed the Board truck 302020 will go out for auction soon.

Reinke updated the Board on Gallagher Road and Henderson Lake Road projects.

Reinke attended the recent Mills Township board meeting. A discussion was held on the meeting.

There being no further business, meeting adjourned at 10:20 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

July 22, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltrown, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Bruce Reetz, Ogemaw County Commissioner; Matt Taylor, MERS Representative; Karen Maxwell, Logan Township Supervisor; Jon Wiegerink, Logan Township Trustee

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: No additions to the agenda

Past minutes of July 8, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltrown, to approve and pay payroll voucher #2042 and payable voucher #2043 in the total amount of \$210,153.35. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltrown. Nays: None. Motion carried.

Matt Taylor with MERS, Municipal Employees’ Retirement System, presented the annual MERS Actuarial Valuation to the Board. Taylor answered questions of the Board.

A discussion was held on township participation, current and prior practices, Stahlbush Road culvert, and structure failures. Reinke informed the Board the culvert replacement options for Stahlbush Road have been discussed since 2017 with Logan Township, EGLE permit has been obtained, culvert has been ordered, and Consumers Energy has been contacted regarding power lines in the area. November 2019 Ogemaw County Road Commission obtained a culvert from Gladwin County Road Commission on loan for Stahlbush Road. Maxwell, Logan Township Supervisor, will meet with her Board regarding participation for culvert replacement and follow up with Reinke.

Sperow and Kaiser will attend Mills Township special meeting for private road contracts LaPlante and Lake Ridge.

Reinke updated Board on construction to date.
There being no further business, meeting adjourned at 10:30 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

August 5, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltrown, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Bill Sperow, State/Construction Foreman

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Steve Simmons-M-55 Ditch/Drainage
2021 Gravel Crushing
Greenwood Road-Section of New Pavement
O’Neil and Peters Road Intersection-Safety Concern

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

Past minutes of July 22, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2044 and payable voucher #2045 in the total amount of \$259,648.42. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

A discussion was held on the MERS recommended additional contribution of \$338,111 that is needed to bring the funding level to the required minimum of 60%. The Road Commission’s current funded ratio calculated by MERS as of 12/31/19 is 57%. Motion by Sheltroun, supported by Marshall to make an additional contribution of \$400,000 to the employer liability of MERS defined benefit plan with \$240,000 towards non-union and \$160,000 towards union. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

A discussion was held on the Road Commission’s Hybrid plan funding level as of 12/31/19. Motion by Sheltroun, supported by Marshall, to make an additional contribution of \$5,000 to the employer liability of the MERS Hybrid plan. Motion carried by the following roll call votes: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Road upgrade and maintenance agreements were received from Mills Township for the following private Roads:

- Lakeridge: Tree trimming and chipping, place and shape 150 tons of 23A processed road gravel on Lakeridge in the plat of Feeding Grounds Heights for an estimated cost of \$5,697.86.
- LaPlante: Tree trimming and chipping, place and shape 150 tons of 23A processed road gravel on LaPlante in the plat of North Shores Heights for an estimated cost of \$5,250.44.

Motion by Sheltroun, supported by Marshall, to approve private road maintenance agreements for Lakeridge and LaPlante in Mills Township for 5 years, 2020-2025, and approve private road upgrade agreements for Lakeridge and LaPlante in Mills Township. Motion carried by the following roll call vote: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Curtis reviewed Blue Cross Blue Shield COVID-19 relief credit with the Board.

Commissioner Sheltroun offered the following resolution and moved its adoption, supported by Marshall.

RESOLUTION 2020-02
TRAFFIC CONTROL ORDER NO. 538-KL OGEMAW COUNTY

WHEREAS, under the provisions of Chapter VI of Act No. 300, Public Acts of Michigan 1949, as amended. (Michigan Vehicle Code), this Board is authorized to place and maintain traffic control devices and traffic control signals on any highway under its jurisdiction for purpose of regulating, warning, or guiding traffic: and

WHEREAS, Houghton Creek and Fairview in Klacking Township, are county roads under the jurisdiction of this board and, in the interest of public safety, it is deemed necessary to place and maintain certain traffic control devices and/or signals on said roads to regulate, warn, or guide traffic.

NOW, THEREFORE BE IT RESOLVED that all traffic on Houghton Creek west bound shall stop before entering Fairview.

BE IT FURTHER RESOLVED, that signs shall be erected to give notice of the regulation hereinbefore established; and

BE IT FURTHER RESOLVED, that any Traffic Control Orders heretofore made with respect to the foregoing are hereby rescinded and superseded; and

BE IT FURTHER RESOLVED, that a certified copy hereof be filed with the County Clerk of the County of Ogemaw, Michigan.

Motion carried by the following roll call votes: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke updated Board on construction to date.

Chairman Winter informed the Board he was contacted by Steve Simmons regarding drainage to a section of ditch near his place of residence located on M-55. Reinke and Sperow answered questions of the Board. Reinke informed the Board the jurisdiction is MDOT's and MDOT had contacted Mr. Simmons concerning the situation. Reinke will follow up with MDOT.

Motion by Sheltroun, supported by Marshall, to approve gravel crushing for fiscal year 2021. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Chairman Winter informed the Board he was contacted by a resident regarding the condition of the recently paved section on Greenwood Road. Reinke will review the location.

Commissioner Marshall informed the Board about safety concerns at the intersection of O'Neil and Peters Road. Reinke will review location and upgrade signs.

There being no further business, meeting adjourned at 9:50 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

August 19, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Karen Maxwell, Logan Twp Supervisor; Tonya Schagel, Logan Twp Clerk; John Wiegernk, Logan Twp Trustee; Jim Allen, Mills Twp Resident

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Oak Road-Rose Twp

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

Past minutes of August 5, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2046 and payable voucher #2047 in the total amount of \$637,851.81. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Tonya Schagel, Karen Maxwell and John Wiegernk of Logan Township approached the board regarding road funding, township contributions, construction and general maintenance. Reinke answered questions of the Board.

Motion by Marshall, supported by Winter, to authorize Chairman and Manager to sign MDOT form 2067, Section 18j, Annual Certification of Employee-Related Conditions, affirming the Road Commission has abided by the requirements contained in PA 506. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Curtis presented drafts of 2021 construction schedule, capital outlay and budget. Motion by Sheltroun, supported by Marshall, to approve drafts as presented. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to contribute flat dollar employer monthly contribution of \$55,000 with \$33,000 towards NonUnion and \$22,000 towards Union beginning with billing period October 1, 2020, versus \$33,307 flat dollar amount as suggested by MERS. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Reinke discussed 2021 federal aid options with Board. Reinke will provide additional details to Board during next meeting.

A discussion was held on Esmond Road reconstruction project. Motion by Sheltroun, supported by Marshall, to authorize Manager to compensate \$500 for a 0.48 acres easement on Esmond Road from property owner Bernita M. Bonnell for Esmond Road reconstruction project in Cumming Township. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Motion by Marshall, supported by Sheltroun, to approve the following private road upgrade agreement and maintenance agreement for five years starting December 1, 2020, and ending December 1, 2025, for Rose Township:

Oak Road, 2020 upgrade includes tree trimming, chipping, and shape approximately 75 tons of 23a processed road gravel on Oak Road in the plat of Island Lake Club No. 3 subdivision. Maintenance agreement for 2020-2025.

Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

There being no further business, meeting adjourned at 11:00 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

September 2, 2020, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Jim Allen, Mills Twp Resident

Chairman Winter called the meeting to order at 9:00 a.m.

Past minutes of August 19, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2048 and payable voucher #2049 in the total amount of \$455,149.92. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Reinke reviewed federal aid funding with the Board. Reinke will send out request for proposals for Sage Lake Road and report back to Board.

Reinke reviewed Edenville Dam EGLE report with Board.

A refund was received from MCRCSIP in the amount of \$33,949.

A dividend check was received from Accident Fund in the amount of \$1,164.60.

Reinke updated the Board on construction to date.

Reinke updated the Board on daily screening protocols for COVID-19.

There being no further business, meeting adjourned at 10:00 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

September 16, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Bruce Reetz, Ogemaw County Commissioner; Norm Rockwell and Pat Peterson, Ogemaw Hills Snowmobile Club

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Ogemaw Hills Snowmobile Club, Knoch Road
Ogemaw County Fairgrounds Improvements
Office Hours

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

Past minutes of September 2, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2050 and payable voucher #2051 in the total amount of \$270,504.88. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Gravel crushing bids were received for 20,000 C.Y. of 22A and 50,000 C.Y. of 23A. One bid was received by Halliday Sand and Gravel for \$4.34 per yard for both 22A and 23A. Motion by Sheltroun, supported by Marshall to approve the bid for \$4.34 per C.Y. for both 22A and 23A with Halliday Sand and Gravel, work completed by May 27, 2021. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Norm Rockwell and Pat Peterson from the Ogemaw Hills Snowmobile Club approached the Board regarding the condition of Knoch Road. Reinke informed the Board, Knoch Road is part of the seasonal road system, routine maintenance of general grading is done approximately twice a year between May-October. A discussion was held on cost sharing 50/50 for a gravel upgrade and recent maintenance.

Reinke shared with the Board MCRC SIP ballot request consisting of bylaw changes. The Board will review the changes and the topic will be tabled until the next board meeting.

Reinke informed the Board of a request received from Klacking Township for the placement of a "Stop" sign on Sage Lake Road, west of Fairview Road. The section of Sage Lake Road in which the "Stop" sign would be placed is not certified by the Ogemaw County Road Commission. Motion by Sheltroun, supported by Marshall, to authorize the installation of a "Stop" sign on Sage Lake Road, west of Fairview Road, at 100% cost of the project invoiced to Klacking Township and the Road Commission will not maintain the "Stop" sign. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board the trail committee is interested in installing bicycle route signs in Ogemaw County and would like to know if the Road Commission would be interested in cost sharing. Reinke will gather estimated cost information and report back to the Board.

Reinke informed the Board he will be attending the Ogemaw County Board of Commissioners Committee of the Whole meeting, September 17th, to discuss Stahlbush culvert in Logan Township and cost sharing options. Sheltroun will attend as well.

Reinke updated the Board on the status of Townline Road project.

Final budget adjustments for year end September 30, 2020, were reviewed to include capital outlay and construction schedules. Motion by Sheltroun, supported by Marshall, to approve the final budget adjustments, capital outlay schedule and construction schedule as presented. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

After review of 2020 final budget adjustments, motion by Marshall, supported by Sheltroun, to allow the transfer of necessary funds from primary road fund to local road fund as allowed per ACT 51. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board of a request received from Ogemaw County Fairgrounds for services upgrading the fairgrounds camp area by providing labor and equipment. Consensus of the Board was to not offer services at this time.

Reinke informed the Board a request was received to revise winter office hours to 7am - 3:30pm consistent with fellow departments. Surrounding road commission winter office hours were discussed. Consensus of the Board was to accept request.

Ogemaw County Commissioner Bruce Reetz informed the Board of recent 2020 budget adjustments, upcoming 2021 budget presentation, in addition to millage for EMS and millage for 24-hour road patrol that will be included in the upcoming November general election.

There being no further business, meeting adjourned at 10:35 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

September 30, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Fox Run-State Police Entrance

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

Past minutes of September 16, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2052 and payable voucher #2053 in the total amount of \$442,782.89. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to approve MCRC SIP proposed bylaw changes as presented and authorize manager to sign official ballot. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Curtis reviewed proposed Fund Balance Policy with Board.

Ogemaw County Road Commission
Fund Balance Policy

Purpose

The Board recognizes that the maintenance of fund balance is essential to the preservation of the financial integrity of the Ogemaw County Road Commission (OCRC). This policy establishes goals and provides guidance concerning the desired level of fund balance maintained by the OCRC to mitigate financial risk that can occur from significant economic downturn, unforeseen revenue fluctuations, unexpected expenditures, emergencies, and similar circumstances.

To define the components of fund balance in accordance with Governmental Accounting Standards Board (“GASB”) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, and provide the Board and staff guidelines for the appropriate level, the use and replenishment, and the designation of certain categories.

Definition:

Fund Balance is the balance of assets in excess of liabilities available for spending, unless otherwise restricted and is reported on the audited financial statements. GASB No. 54 defines five categories of fund balance:

- Nonspendable Fund Balance – the amount of fund balance that cannot be spent because the assets are either not in spendable form or legally or contractually required to be maintained intact. Examples include inventory, prepaid items, non-current financial assets.
- Restricted Fund Balance – the amount of fund balance that can only be spent for specific purposes where the

legally enforceable restrictions have been placed on its use externally by creditors, grantors, contributors, laws and regulations, legislation or constitutional provisions.

- Committed Fund Balance – the amount of fund balance that can be spent for limited uses set by formal action of the Board; which remain binding unless formal action is taken to remove applicable limitations.
- Assigned Fund Balance – the amount of fund balance that can be spent for intended uses, designated in a less formal manner. The Board of County Road Commissioners delegates the authority to assign fund balances to the Managing Director or their designee.
- Unassigned Fund Balance – the amount of fund balance not classified in any of the other four categories and is the residual classification of the general fund only.

Policy

Classifying fund balance amounts – the general fund may include non-spendable resources as well as amounts that are restricted, committed, assigned, unassigned, or any combination of those classifications.

Prioritization of fund balance use – when both restricted and unrestricted resources are available for use, it is the ORCR’s policy to use restricted resources first, then unrestricted resources-committed, assigned, and unassigned-in order as needed.

The Minimum Level:

The OCRC will strive to achieve and maintain a fund balance in the general fund at fiscal year-end of not less than a four months average of regular operating expenditures.

Replenishment:

The OCRC will seek to replenish within two years of use with budget or year-end surpluses should fund balance be depleted below minimum level.

Motion by Marshall, supported by Sheltroun, to approve Fund Balance Policy as presented. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Motion by Sheltroun, supported by Marshall, to contribute \$25,000 to the Ogemaw County Road Commission OPEB Trust with Constellation Trust Company for fiscal year 2021. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Curtis reviewed correspondence from Treasury regarding Defined Benefit waiver.

Reinke updated the Board on the status of Stahlbush Road culvert project.

The following two contracts from Rose Township were presented for approval:

Campbell Road gravel upgrade between Oyster Road and Borden Road for an estimated cost of \$28,974 and Township’s portion of estimate \$14,487.

Campbell Road gravel upgrade from Borden to dead end for an estimated cost of \$12,973 and the Township’s portion of estimate \$6,487.

Motion by Marshall, supported by Sheltroun, to approve and sign the above contracts with Rose Township. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

A discussion was held on the boulevard entrance near the new State Police post on Fox Run Road. Reinke informed the Board the contractor that is handling the project is responsible for removing the curb as stated in the contractor’s plans included with their right of way permit.

Chairman Winter recessed the regular meeting at 9:30 am to hold a public hearing for the 2021 construction schedule, 2021 capital outlay schedule, and 2021 proposed budget.

Motion by Sheltroun, supported by Marshall, to open public hearing for the 2021 construction schedule, 2021 capital outlay schedule, and 2021 proposed budget. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Reinke and Curtis reviewed the 2021 construction and capital outlay schedules. Curtis reviewed the 2021 proposed budget.

Motion by Marshall, supported by Sheltroun, to close public hearing and return to regular session at 9:55 am. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Motion by Marshall, supported by Sheltroun, to adopt the 2021 construction schedule, 2021 capital outlay schedule, and 2021 proposed budget as presented. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke requested payment of \$5,500 issued October 1, 2020, to Burdick Truck Parts for the purchase of the hydroseeder for upcoming projects. Motion by Sheltroun, supported by Marshall, to allow payment on October 1, 2020, to Burdick Truck Parts in the amount of \$5,500 for the hydroseeder. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

There being no further business, meeting adjourned at 10:10 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

October 14, 2020

The Board of County Road Commissioners met at 9:00 a.m. for a regular meeting at 1250 S. M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Bruce Reetz, EMS Board/Ogemaw County Commissioner; Jim Allen, Mills Township Resident

Chairman Winter called the meeting to order at 9:00 a.m.

Additions to the agenda: Michigan CLASS Voting
Federal Aid Discussion

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

Past minutes of September 30, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2100 and payable voucher #2101 in the total amount of \$244,574.88. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Curtis reviewed MERS Defined Benefit Corrective Action Plan with the Board.

BOARD RESOLUTION
2020-03

Commissioner Sheltroun offered the following resolution and moved for its adoption, supported by Commissioner Marshall:

WHEREAS, the Ogemaw County Road Commissioners have completed the Michigan Department of Treasury, Protecting Local Government Retirement and Benefit Act Corrective Action Plan as developed by administration dated October 14, 2020;

THEREFORE, BE IT RESOLVED that the Board of Ogemaw County Road Commissioners approve the Michigan Department of Treasury, Corrective Action Plan for its MERS Defined Benefit Retirement System Plan dated October 14, 2020.

Carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun Nays: None Motion Carried

Private road upgrade agreements and maintenance contracts were received from Hill Township:

Maintenance Contracts:

- Maple Street in Adj to Kenyons Landing subdivision for 0.85 miles-Contract terms October 1, 2020 - October 1, 2025
- Lakeshore Drive in Norway Shores subdivision for 0.54 miles-Contract terms November 1, 2020 – November 1, 2025.

Upgrade Contracts:

- Maple Drive upgrade of cross road culvert replacement, tree trimming, chipping, brushing, place and shape of approximately 90 tons of 23A processed road gravel, estimate township cost \$4,412.74.
- Lakeshore Drive upgrade of tree trimming, chipping and place and shape approximately 75 tons of

23A processed road gravel, estimated township cost of \$2,794.15.

Motion by Marshall, supported by Sheltroun, to approve and sign the above private road maintenance contracts and upgrade contracts with Hill Township. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

A township agreement was received from Richland Township for Black Road gravel upgrade at an estimated cost of \$28,626.85, Township portion \$14,313.43, and Road Commission portion \$14,313.43. Reinke informed the Board, in the contract there is language explaining that upon start of project a sum of allowable funds within the Township budget will be allocated as a deposit, at final accounting the Township will be billed their remaining share of actual construction cost and the Road Commission understands the Township will submit final payment in Spring 2021 as Township funds become available. Motion by Marshall, supported by Sheltroun to approve and sign contract. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board, Logan Township board voted down the Stahlbush Road culvert project 4-1. A discussion was held on township participation per ACT 51, Logan Township’s reluctance to contribute to cost sharing of Stahlbush Road culvert replacement and numerous conversations over the years held with Logan Township pertaining to Stahlbush Road culvert replacement, along with difficulties in dealing with Logan Township. Reinke also discussed attorney correspondence from Logan Township’s attorney stating it is illegal to use public money on public roads.

Reinke informed the Board he will be meeting with the local task force to discuss federal aid funding. The Board was interested in funding a county wide project, such as overlays, with federal funds received versus pursuing Sage Lake Road in 2021. Reinke will follow up with the Board.

Reinke informed the Board Oakland County Road Commission is interested in purchasing federal aid in 2022.

Winter Maintenance Guidelines, White Shoulder Policy, and on-call sheet were reviewed. Motion by Marshall, supported by Sheltroun, there being no corrections or additions, the 2020-2021 winter maintenance guidelines stand as read. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke will be attending the 7D Regional Task Force meeting scheduled for October 28, 2020, at 10:00 am in Arenac County, the same day as a regularly scheduled board meeting. Motion by Sheltroun, supported by Marshall, to change the regularly scheduled board meeting from 9:00 am October 28, 2020, to 2:00 pm October 28, 2020. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke reviewed Michigan CLASS Board of Trustees Ballot with Board. Motion by Sheltroun, supported by Marshall, to authorize Board Clerk to complete Michigan CLASS Board of Trustees Ballot. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board of the East Central Council meeting tomorrow at 10 am via Zoom.

A discussion was held on hot in-place recyclers and culvert concerns on Diebold Ranch Road east of Stillwagon Road. Reinke will inform district foreman of culvert.

Bruce Reetz, Ogemaw County Commissioner/EMS Board Member, spoke to the Board about the upcoming EMS millage renewal.

There being no further business, meeting adjourned at 10:25 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

Chairman Dan Winter 2:00 p.m. at 1250 S M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Jim Allen, Mills Township Resident

Additions to the agenda: COVID-19 Update
Fairgrounds Equipment Request
MCRCSIP Vote Results
2021 Federal Aid Program

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

Past minutes of October 14, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2102 and payable voucher #2103 in the total amount of \$224,662.76. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Reinke updated the Board on the current total for the Stahlbush Road culvert project and informed the Board the project will come under estimated cost. Reinke reviewed Logan Township attorney correspondence with Board noting the inaccuracy of the following excerpt, "Townships are statutorily not allowed to spend public monies on public roads". Reinke reviewed documents provided by OCRC's attorney consisting of MCLS 247.670 and 1961 Michigan Attorney General LEXIS 75 legal opinion pertaining to township, levy, county road, highway and budget. A discussion was held on Logan Township's road millage and funding.

Reinke informed the Board The Dalton's had offered to extend their bid prices of 2020 to 2021 for vegetation control. Motion by Sheltroun, supported by Marshall, to accept the bid extension from The Dalton's for vegetation control. Motion carried by the following roll call votes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board Michigan Paving & Materials Company had offered to extend their bid prices of 2020 to 2021 for asphalt emulsions and noted the bid extension referenced minimum 5,000 gallons and original bid stated 1,500 gallon minimum. Reinke will contact Michigan Paving & Materials Company on discrepancy.

Reinke reported on the revised COVID-19 Preparedness and Ready Plan and COVID-19 Daily Screening Protocol with Board. Reinke answered questions of the Board. The Board was in concurrence in selecting the Manager as the designated COVID-19 Coordinator for the Ogemaw County Road Commission. Reinke will provide and review the updated COVID-19 Preparedness and Response Plan with all employees.

Reinke updated the Board on the results of the MCRCSIP proposed bylaw changes.

Reinke informed the Board the Ogemaw County Fairgrounds requested use of the scraper/pan. Consensus of the Board was to verify that all other sources have been contacted prior to authorize use. Reinke will follow up.

Reinke informed the Board the 2021 federal aid funding has changed from Sage Lake Road to an overlay program.

There being no further business, meeting adjourned at 2:40 p.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

November 11, 2020

The regular meeting of the Board of County Road Commissioners of Ogemaw County was called to order by
Chairman Dan Winter 9:00 a.m. at 1250 S M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Absent: Commissioner Klint Marshall

Guests: Jim Allen, Mills Township Resident; Paul Wilber, Tom’s Trenching; Gloria Neubecker and Tara Walsh, Cumming Township

Past minutes of October 28, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Winter, to approve and pay payroll voucher #2104 and payable voucher #2105 in the total amount of \$159,981.52. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter. Nays: None. Motion carried.

Paul Wilber with Tom’s Trenching approached the Board regarding a variance request for Tara Walsh on Houghton Creek Road off of M-33, legal address of property is 2498 North M-33 Rose City, MI. A discussion was held on the current open permit for Tara Walsh, parcel number 002-007-009-00. Mr. Wilber shared plan documents with the Board. Consensus of the Board was to include a clause in the permit stating the property owner has five (5) years from the date the permit is approved to upgrade driveway with curb and gutter.

Motion by Sheltroun, supported by Winter, to accept Highway Maintenance & Construction the bid extension for chip seal and fog being in the best interest of the Ogemaw County Road Commission. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun. Nays: None. Motion carried.

Motion by Sheltroun, supported by Winter, to accept Michigan Paving & Materials Co bid extension of 2020 to 2021. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter. Nays: None. Motion carried.

Reinke updated the Board on the status of the Stahlbush culvert project. Reinke has not received any contact from Logan Township and Lapham and Associates are working on guardrail design.

Motion by Sheltroun, supported by Winter, to approve 2021 board calendar as presented. Motion carried by following roll call vote: Ayes: Sheltroun, Winter. Nays: None. Motion carried.

The Board was in agreement to give a ham at Christmas as has been past practice.

Curtis reviewed MERS 2020 third quarter “Statement of Fiduciary Net Position” with Board.

There being no further business, meeting adjourned at 9:45 p.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

November 16, 2020

The Board of County Road Commissioners met at 12:00 p.m. for a special meeting at 1250 S M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Members present via telephone: Commissioner Klint Marshall

Chairman Winter called the meeting to order at 12:00 p.m. to discuss COVID-19 procedures, protocol and receive updates.

Reinke updated the Board on current COVID-19 statuses pertaining to the Ogemaw County Road Commission, reviewed Emergency Sick Paid Leave, and current procedures that are followed.

Reinke informed the Board MCRC SIP will be providing a summary and advice either later today or tomorrow morning with respect to the new MDHHS orders, MIOSHA and working from home.

A discussion was held on additional cloth mask purchases for employees, mutual aid agreements with surrounding counties and the City of West Branch, and requesting retiree assistance as temporary employees during winter season.

Reinke will purchase additional cloth face masks for employees, contact the City of West Branch and retirees. Reinke has a web conference this Thursday, November 19, 2020, with MDOT to discuss mutual aid.

There being no further business, meeting adjourned at 12:35 p.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

November 25, 2020

The regular meeting of the Board of County Road Commissioners of Ogemaw County was called to order by
Chairman Dan Winter 9:00 a.m. at 1250 S M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Members present via telephone: Commissioner Klint Marshall

Guests: Jim Allen, Mills Township Resident

Additions to the agenda: 2022 Capital-Outlay Truck Purchase

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

Past minutes of November 11, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Past minutes of November 16, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2106 and payable voucher #2107 in the total amount of \$186,244.06. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Reinke updated Board on COVID-19 Preparedness and Response Plan, Remote Work Policy, mutual aid assistance, and maintenance support from retirees during the winter season.

Motion by Sheltroun, supported by Marshall, to approve the COVID-19 Preparedness & Response Plan and Remote Work Policy as presented. Motion carried by the following roll call votes: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board Foster Township would like to cost share in upgrading the Foster Township transfer station road, County Road 234. The Board agreed to propose the standard cost sharing, 70-30 split for reconstruction, 75-25 paving and require curb and gutter. Reinke will follow up with Foster Township.

Due to service of mail delivery, Curtis was informed two members did not receive their board packets. Curtis

provided the two Board members with copies of the Board Michigan Department of Treasury Protecting Local Government Retirement and Benefit Act Corrective Action Plan Monitoring Application for Certification of Compliance. Further discussion on this topic will be tabled until next meeting to allow members to review documents.

A discussion was held on tandem truck availability and current fleet status. Reinke informed the Board, to purchase a new Western Star tandem there is nearly a year’s wait and would then be included in the 2022 capital outlay. Motion by Sheltroun, supported by Marshall, to authorize Manager to contact vendors on pricing for the purchase of a new Western Star dump truck and equipment. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Reinke updated the Board on the status of Stahlbush Road culvert. Logan Township’s attorney has not contacted the Road Commission as requested. Reinke did send Logan Township supervisor and clerk copies of LexisNexis Michigan Law and Practice, Transportation 21 provided by the Road Commission’s attorney.

Curtis informed the Board on November 17, 2020, Michigan Department of Treasury approved MERS Defined Benefit Corrective Action Plan.

There being no further business, meeting adjourned at 10:00 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

December 9, 2020

The regular meeting of the Board of County Road Commissioners of Ogemaw County was called to order by Chairman Dan Winter 9:00 a.m. at 1250 S M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Members present via telephone: Commissioner Van Sheltroun

Guests: Bill Sperow, State/Construction Foreman

Additions to the agenda: MCSCSIP COVID-19 Preparedness Plan and Daily Screening Protocol

Motion by Marshall, supported by Winter, to approve additions to the agenda. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Past minutes of November 25, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Sheltroun, supported by Marshall, to approve and pay payroll voucher #2108 and payable voucher #2109 in the total amount of \$147,719.09. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Motion by Marshall, supported by Winter, to approve and sign private road maintenance agreement and private road upgrade agreement with Edwards Township for Jack Morris and Irene Morris Drive in Jack Morris Highlands motion carried by the following roll call vote: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Resolution 2020-05

Motion by Marshall, supported by Winter to adopt the following Resolution Number 2020-05 which reads as follows:

WHEREAS, the Board of Ogemaw County Road Commission has been requested by MERS, Municipal Employees’ Retirement System, to update the administering of the Defined Benefit Plans Division 65030101 and 65030110 and Hybrid Plan Division 650301HA;

WHEREAS, the Board of Ogemaw County Road Commission is required to submit an updated Adoption Agreement Addendum to MERS indicating changes and/or provision clarifications based on selected modifications pertaining to plan eligibility, leave of absence, definition of compensation and service credit qualifications that set the standard number of hours worked in a month;

WHEREAS, the Board of Ogemaw County Road Commission has reviewed the Defined Benefit Plan Adoption Agreement Addendum Division 65030101, Defined Benefit Plan Adoption Agreement Addendum Division 65030110 and Hybrid Plan Adoption Agreement Addendum Division 650301HA;

BE IT RESOLVED, that the Defined Benefit Plan Adoption Agreement Addendum Division 65030101, Defined Benefit Plan Adoption Agreement Addendum Division 65030110 and Hybrid Plan Adoption Agreement Addendum Division 650301HA are hereby approved effective January 1, 2021;

NOW THEREFORE IT BE RESOLVED, that the Manager, Pat Reinke, is authorized to execute the legal documents necessary to adopt the plan addendums.

Roll call vote: Ayes: Sheltrown, Marshall, Winter. Nays: None. Resolution 2020-05 is hereby adopted.

Reinke informed the Board the administrative staff are working on their individual employee contracts to present to the board. Commissioner Sheltrown requested the topic of negotiated adjustments for employee contracts to be discussed during next board meeting on December 23, 2020.

Reinke updated the Board on revised COVID-19 Preparedness and Response Plan and Daily Screening Protocols.

Motion by Marshall, supported by Winter, to approve updated COVID-19 Preparedness and Response Plan and to have Manager approve and authorize any subsequent changes and/or revisions mandated by MIOSHA, MDHHS, MCRCSIP, and/or OCRC attorney that he determines to be in the best interest of the Road Commission. Said changes and/or revisions in OCRC's COVID-19 Preparedness and Response Plan will be brought forth to the Board at the next regularly scheduled Board meeting. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltrown. Nays: None. Motion carried.

BOARD RESOLUTION 2020-04

Commissioner Marshall offered the following resolution and moved for its adoption, supported by Commissioner Winter

WHEREAS, the Ogemaw County Road Commission provides retiree health insurance benefits to employees specified in its Collective Bargaining Agreement (CBA) and the Road Commission's Administrative Policy; and

WHEREAS, the Ogemaw County Road Commission has established in 2009 a Retiree Health Care Plan (Plan) to receive payments from the Road Commission and earn a return on Plan's investments; and

WHEREAS, PA 2020 of 2017 established criteria by which the State Treasurer determines the funding status of a municipality's Retiree Health Care Plan, a process of annual reporting of its status to the Michigan Department of Treasury, and actions be taken if determined to be underfunded; and

WHEREAS, in 2017 the Ogemaw County Road Commission's Retiree Health Care Plan was funded at 2.9% and triggered underfunded status and required a Corrective Action Plan be completed; and

WHEREAS, the Ogemaw County Road Commission has followed the Corrective Action Plan for Retiree Health Care Plan and has increased funding level from 2017 of 2.9% to 18.08% in 2020 and will continue to remain proactive in reaching the required 40% funding level by 2028; and

WHEREAS, the Administrative staff of the Ogemaw County Road Commission has completed the Corrective Action Plan Monitoring: Application for Certification Compliance for Retiree Health Care Plan as required by Michigan Department of Treasury;

NOW THEREFORE, BE IT RESOLVED, The Ogemaw County Road Commissioners approve the Corrective Action Plan Monitoring: Application for Certification of Compliance for Retiree Health Care Plan as presented.

Carried by the following roll call vote: Ayes: Winter, Marshall, Sheltrown Nays: None Motion Carried

Reinke updated the Board on the Status of Stahlbush Road culvert. Logan Township's attorney, as of this morning, has not contacted the Road Commission as requested by Reinke. Reinke and Sperow answered questions of the Board. Reinke reviewed Lapham and Associates report on guardrail locations for Stahlbush Road and Gallagher Road. According to Lapham and Associates, based on the observations made in the field, review of the MDOT standards, and common engineering standards, it is recommended that guardrail be installed in all three location: On Gallagher Road where Peach Lake Creek runs alongside, Gallagher Road at the new culvert for Peach Lake Creek, and on Stahlbush Road at the culvert for the AuGres River. Motion by Marshall, supported by Winter, to authorize Manager to contact West Branch Township requesting cost sharing for the installation of guardrail on two locations of Gallagher Road and contact Action Traffic requesting installation of guardrail on Stahlbush Road as recommended by Lapham and Associates. Motion carried by the following roll call vote: Ayes: Winter, Sheltrown, Marshall. Nays: None. Motion carried.

Reinke reviewed winter maintenance expenditures with the Board. It was reported to date, 2.14% of the

winter maintenance budget has been used to date.

There being no further business, meeting adjourned at 9:45 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

December 23, 2020

The regular meeting of the Board of County Road Commissioners of Ogemaw County was called to order by Chairman Dan Winter 9:00 a.m. at 1250 S M-33 West Branch, Michigan.

Members present: Chairman Dan Winter, Commissioner Klint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Additions to the agenda: MDOT 2019 Audit Review

Motion by Sheltroun, supported by Marshall, to approve the addition to the agenda. Motion carried.

Past minutes of December 9, 2020, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2110 and payable voucher #2111 in the total amount of \$205,687.36. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board he had received an estimate for 2021 Licensed Engineer Services from Lapham and Associates and is awaiting an estimate from SSI. Motion by Marshall, supported by Sheltroun, to allow staff to review both bids when received and accept low bidder. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Employee earnings and pension payments were discussed. Reinke reviewed pension funding levels and employee earnings from road commissions with similar MTF revenue. Motion by Winter, supported by Marshall, to approve administrative wage increase for 2021 consistent with union contract at 2.5%. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Curtis reviewed 2019 MDOT audit. It is reported the Ogemaw County Road Commission will receive an overall adjustment of \$30,501.

Reinke reviewed revised COVID-19 updates provided by MCRC SIP.

Reinke updated the Board on the status of Stahlbush Road culvert. Reinke is coordinating with Action Traffic and Lapham and Associates on guardrail placement.

Reinke reviewed winter maintenance expenditures. It was reported to date, 11.02% of the winter maintenance budget has been used to date.

There being no further business, meeting adjourned at 10:42 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk