

January 6, 2021

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 Clint Marshall, Commissioner Van Sheltroun, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Jim Allen, Mills Township Resident

The floor was opened up for nominations for Chairman.

Motion by Sheltroun, supported by Marshall, to nominate Winter as Chairman. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

The floor was opened up for nominations for Vice Chairman.

Motion by Marshall, supported by Winter, to nominate Sheltroun as Vice Chairman. Motion carried by the following roll call vote: Ayes: Marshall, Winter. Nays: Sheltroun. Motion carried.

Additions to the agenda: Edwards Township Board Meeting

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

Past minutes of December 23, 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 #2112 and payable voucher #2113 in the total amount of \$114,318.08. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

A discussion was held on weighmaster position. Consensus of the Board was to continue with Road Commission employee versus contracting out to State or County police.

Reinke informed the Board the Family First Coronavirus Act expired on December 31, 2020. A discussion was held on employee leave during 2021 due to COVID-19 protocols. Motion by Sheltroun, supported by Marshall, to allow employees to retain health care coverage during leave without pay as a result of exhausting all personal, vacation, and sick time relating to COVID-19 protocols until March 31, 2021. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke reviewed the “Amicus Brief in Ingham County v MCRC SIP” with the Board. Concurrence of the Board was not to act at this time.

Reinke updated the Board on COVID-19 Preparedness & Response Plan and Daily Screening Protocols. Motion by Marshall, supported by Sheltroun, to approve the COVID-19 Preparedness & Response Plan as presented. Motion carried by the following roll call votes: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board, on December 24, 2020, he had scheduled a time and date with Logan Township’s attorney for Monday, January 4, 2021. After an hour of waiting for the attorney on Monday, January 4th, Reinke attempted to contact the attorney via telephone and email and was unsuccessful. Logan Township’s attorney had contacted the Road Commission office after Reinke had left. Reinke attempted to follow up.

The next East Central Council meeting is scheduled for January 21, 2021, and will be held via Zoom.

Reinke reviewed winter maintenance expenditures. It was reported as of January 2, 2021, 24.33% of winter maintenance budget has been used.

Reinke informed the Board, Edwards Township Board would like the Road Commission to attend their next meeting, January 11, 2021. Reinke and Winter will attend.

A discussion was held on pension funding and employee contribution.

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

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

January 20, 2021

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

Past minutes of January 6, 2021, 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 #2114 and payable voucher #2115 in the total amount of \$231,501.89. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter. Nays: None. Motion carried.

The Engineering bid opening was held for 2021 Federal Aid Ultrathin Overlay project. Upon reading all bids, motion by Sheltroun, supported by Winter, to award engineering services for 2021 Federal Aid Ultrathin

Overlay project to SSI as recommended by staff for a bid price of \$7,575. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun. Nays: None. Motion carried.

Ogemaw County Road Certification Map as of January 1, 2021, 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 by Sheltroun, supported by Winter, authorizing Chairman Winter to sign certification map as of January 1, 2021. Motion carried by the following vote: Sheltroun, Winter. 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: Winter, Sheltroun. Nays: None. Motion carried.

Administrative employee contracts for Reinke, Curtis, Sperow, Kaiser and Schwenkler were reviewed. Motion by Winter, supported by Sheltroun, to approve contracts as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun. Nays: None. Motion carried.

A discussion was held on employer contribution to MERS defined benefit plan. According to MERS 2019 actuary, No Phase-In recommended amount beginning October 1, 2020, is \$16,784-Union and \$16,523-NonUnion. The Road Commission currently contributes above the MERS recommended No Phase-In amount of \$22,000-Union and \$33,000-NonUnion. Motion by Sheltroun, supported by Winter, to increase employer contribution to the MERS defined benefit plan a flat dollar amount of \$70,000 with \$28,000 towards 01-Union and \$42,000 towards 10-NonUnion beginning with billing period February 1, 2021. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter. Nays: None. Motion carried.

Reinke reviewed winter maintenance expenditures. It was reported as of January 17, 2021, 37.26% of winter maintenance budget has been used.

Reinke updated the board on the status of Logan Township Stahlbush culvert. The Board requested Reinke to contact Ogemaw County Administrator to update him on the status of Stahlbush culvert.

Winter and Reinke attended the January 11, 2021, Edwards Township board meeting. Reinke informed the Board, Edwards Township sounded interested in reconstructing Green Road south of Rau Road.

The next East Central Council meeting is scheduled for January 28, 2021, and will be held via Zoom.

There being no further business, meeting adjourned at 9:25 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

February 3, 2021

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, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Jim Allen, Mills Township Resident; Frank Bartolomeo, Goodar Township Property Owner

Additions to the agenda: Bass Lake Road, Goodar Township
 Logan Township, Attorney Correspondence

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

Past minutes of January 20, 2021, 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 #2116 and payable voucher #2117 in the total amount of \$117,671.41. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Mr. Bartholomeo approached the Board regarding the condition of Bass Lake Road, the portion between section 32 and 33, Hill Township. Reinke reviewed documentation from 2016 pertaining to a notice of encroachment addressed to Mr. Bartholomeo and photos taken by Reinke. The Board suggested Mr. Bartholomeo contact Ogemaw Hills Snowmobile Club or DNR and request assistance with upgrading this section of Bass Lake Road to allow for easier ORV or snowmobile travel. A discussion was held on the makeshift wooden structures erected by Mr. Bartholomeo to allow for ORV travel. Mr. Bartholomeo informed the Board he would remove the structures immediately.

Reinke informed the Board Weatherhead Fittings are possibly being discontinued and mechanics requested looking into switching to Parker Fittings. If the Road Commission decides to switch from Weatherhead Fittings to Parker Fittings, Parker Fittings representative would provide crimper, cutter and purchase the Road Commission's stock currently on hand of Weatherhead Fittings. Consensus of the Board was to change to Parker Fittings.

Curtis and Reinke reviewed proposed budget adjustments, capital outlay and construction schedules for 2nd quarter 2021. Motion by Sheltroun, supported by Marshall, to approve adjustments as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

2021 Annual Materials and Services bid opening is scheduled for March 17, 2021.

MDOT M-33 Roadside Park-P429 Maintenance bid opening is scheduled for March 3, 2021.

Reinke reviewed winter maintenance expenditures. It was reported as of January 31, 2021, 44% of winter maintenance budget has been used.

Reinke updated the board on the status of Logan Township Stahlbush culvert and Logan Township attorney correspondence.

Reinke informed the Board of a FOIA request received pertaining to drainage in Hill Township.

Reinke is working with Bill Henn, MCRC SIP’s attorney, on the matter.

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

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

February 17, 2021

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, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Gary Klacking, Mills Township property owner

Additions to the agenda: Federal Forest Contract Modification 5
 Northern Trail, Mills Township
 COVID-19 Update

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

Past minutes of February 3, 2021, 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 #2118 and payable voucher #2119 in the total amount of \$321,276.05. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Gary Klacking, Mills Township property owner, approached the Board regarding recent winter maintenance on Northern Trail, a private road with a private road maintenance agreement. Reinke informed the Board a foreman did visit the location, Monday, February 15, 2021, and Reinke on Tuesday, February 16, 2021. Reinke provided pictures to the Board noting about an inch and a half of snow was on the road Tuesday and accessible for safe travel.

Curtis reviewed 2020 ACT 51 report with the board. Motion by Sheltroun, supported by Marshall, to approve 2020 ACT 51 Financial Report and authorize Board Clerk and Chairman to sign the attest page. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

A discussion was held on summer help. The Board was in concurrence in reaching out to prior summer help from 2020 to see if they were interested in employment for 2021. Reinke will follow up.

A discussion was held on the purchase of 2021 Skidsteer and trailer included in the approved 2021 capital outlay schedule. Reinke will gather estimates and review with Board.

CRA’s Road Commissioners Code of Conduct was reviewed. Motion by Sheltroun, supported by Marshall, to adopt CRA’s Road Commissioners Code of Conduct 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 approve and authorize Manager to sign contract modification number 5 between Ogemaw County Road Commission and USDA Forest Service Huron-Manistee National Forests. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

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. Motion by Marshall, supported by Sheltroun, to adopt revised COVID-19 Preparedness and Ready Plan and COVID-19 Daily Screening Protocol as presented. Motion carried by the following roll call vote: Ayes: Winter,

Sheltrown, Marshall. Nays: None. Motion carried.
Reinke reviewed 2021 overlay and chip seal candidates with Board. Consensus of the Board was to allow priority towards townships who participate in cost sharing with the Road Commission on overlay and chip seal projects.

Reinke updated Board on Bass Lake Road. Reinke did reach out to MDNR and Ogemaw Hills Snowmobile Club and was informed structures that were erected by Mr. Bartholomeo were removed.

Reinke updated Board on FOIA request pertaining to a location in Hill Township. Attorney, Bill Henn, is reviewing documents and assisting with response. Reinke will follow up with Board.

MDOT M-33 Roadside Park-P429 Maintenance bid opening is scheduled for March 3, 2021.

Mills Township board meeting is scheduled March 9, 2021, to discuss potential road upgrades.

2021 Annual Materials and Services bid opening is scheduled for March 17, 2021.

2020 audit review is scheduled for March 31, 2021.

Reinke reviewed winter maintenance expenditures. It was reported to date, 60% of winter maintenance budget has been used.

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

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

March 3, 2021

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

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

Absent: Chairman Dan Winter

Guests: Jim Allen, Mills Township Resident; Dan Morrison, Cumming Township Residents and Scott Short

Additions to the agenda: MERS Quarterly Review
 MDOT Revised MTF-2021
 COVID-19 Vaccine
 Bass Lake Road
 4-10hr days
 Cumming Township Meeting-March 4, 2021

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

Past minutes of February 17, 2021, 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 #2120 and payable voucher #2121 in the total amount of \$170,641.77. Motion carried by the following roll call vote: Ayes: Marshall, Sheltrown. Nays: None. Motion carried.

Scott Short approached the Board regarding the condition of Bass Lake Road, the portion between section 32 and 33, Hill Township. Reinke suggested Mr. Short contact Ogemaw Hills Snowmobile Club or DNR and request assistance with upgrading this section of Bass Lake Road to allow for easier ORV or snowmobile travel. Reinke informed Mr. Short he would be willing to review the location in the

920
spring.

One bid was received for MDOT M-33 Road Side Park Maintenance. Motion by Sheltroun, supported by Marshall, to approve the bid for MDOT M-33 Road Side Park Maintenance from Royal Maintenance Services with MDOT consent. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun. Nays: None. Motion carried.

The West Branch Township lease agreement for the transfer station has been in place since the 1970's, to be renewed every 5 years. Motion by Sheltroun, supported by Marshall, to authorize the Chairman and Manager to sign the agreement for five years starting April 1, 2021. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall. Nays: None. Motion carried.

Reinke reviewed Skid Steer estimates with Board. Board requested delivery time frame for estimates. Reinke will follow up.

Reinke informed the Board, Iosco County Road Commission is interested in partnering in the purchase of seal coat equipment and application process. Reinke will gather information for Board review.

Mills Township board meeting is scheduled March 9, 2021, to discuss potential road projects.

Cumming Township board meeting is scheduled March 4, 2021, via zoom to discuss potential road projects. Reinke provided zoom details.

2021 Annual Materials and Services bid opening is scheduled for March 17, 2021.

2020 audit review is scheduled for March 31, 2021.

2021 pavement bid opening is scheduled for March 31, 2021.

Reinke reviewed recent winter maintenance.

Curtis reviewed MERS Quarterly and Annual Statement of Fiduciary Net Position.

Curtis reviewed MDOT revised 2021 MTF estimated revenues.

Reinke informed the Board, all employees have been notified of COVID-19 vaccination clinic Mid-Michigan will be holding for first responders Thursday, March 4th.

Summer work hours, 4-10 hour days Monday through Thursday, will start April 5th.

A discussion was held on road work near new State Police post on M-55 and Fox Run. Reinke informed the Board of difficulties encountered with the project process and specific permits have not been obtained. Reinke has been in contact with MDOT pertaining to the project.

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

Signed: _____
Van Sheltroun, Vice-Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

March 17, 2021

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, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Sandy Miller, Foster Township Supervisor; Dean Coleman, Foster Township Resident

Additions to the agenda: Foster Township Road Complaints

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

all.

Past minutes of March 3, 2021, 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 #2122 and payable voucher #2123 in the total amount of \$184,645.01. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Sandy Miller approached the Board regarding road complaints received by residents in Foster Township and log haulers in the area. Dean Coleman approached the Board regarding winter maintenance, frost laws, and weight restrictions. A discussion was held on winter maintenance policy, route priority, garbage trucks, and frost laws. Reinke will follow up with log hauler and road conditions in Foster Township.

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

The board reviewed a request from MCRC SIP seeking candidates for the Board of Directors. There are currently no volunteers.

A discussion was held on Skid Steer with attachments that was approved on the 2021 capital outlay. Reinke reviewed skid steer estimates to include attachments with Board. Motion by Sheltroun, supported by Marshall to purchase CAT 299D3 Land Management 2 without cold plane attachment. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

A discussion was held on monthly versus annual OPEB trust employer contributions. Motion by Sheltroun, supported by Marshall, to contribute monthly to Ogemaw County Road Commission's OPEB trust with Constellation Trust Company in the amount of \$2,000 beginning April 1, 2021 versus annual payment. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Notice of retirement was received from Greg Fabera, construction foreman, effective April 30, 2021.

Reinke attended the Cumming Township meeting. A discussion was held on possible road projects.

Reinke and Sheltroun attended the Mills Township meeting. Mills Township is interested in road projects and will work with the Road Commission on suggestions.

Reinke informed the Board the office will be closed the afternoon of April 1, 2021.

2020 audit review is scheduled for March 31, 2021.

2021 pavement bid opening is scheduled for March 31, 2021.

Reinke reviewed recent winter maintenance.

A discussion was held on Logan Township Stahlbush Road culvert, communication with Ogemaw County Administrator, and legal guidance.

There being no further business, meeting adjourned at 11:55 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

March 31, 2021

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

Absent: Commissioner Klint Marshall

Guests: Nathan Miller, Stephenson & Company; Craig Scott, Ogemaw County Commissioner; Jasynn Dings, West Branch Twp Resident; Jim Allen, Mills Twp Resident

Additions to the agenda: Valley Road-West Branch Twp Contract

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

Past minutes of March 17, 2021, 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 #2124 and payable voucher #2125 in the total amount of \$180,689.38. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun. Nays: None. Motion carried.

At 9:15 a.m., the bituminous paving bid opening was held. Bolen Asphalt \$653,753.40; Rieth-Riley Construction \$754,560.00; Pyramid Paving \$662,811.85. Motion by Sheltroun, supported by Winter, to allow staff to review for accuracy and accept low bidder. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter. Nays: None. Motion carried.

Jasynn Dings approached the Board requesting a variance on Cowan Drive off State Road. Reinke advised the board of the permit policy to that authorizes the Manager to approve all permits unless a variance is requested. A discussion was held on location and low traffic volume. Motion by Sheltroun, supported by Winter, to authorize Manager to approve the permit. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter. Nays: None. Motion carried.

Nathan Miller of Stephenson & Company presented the financial audit report for 2020. Nathan informed the Board, the Road Commission had a positive ending net position of \$27,426 for fiscal year end 2020, most governments are commonly in the negative. Net pension liability and net OPEB liability both had decreased in 2020. After a review of the information, Nathan answered questions of the Board. Motion by Sheltroun, supported by Winter, to approve the audit report as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun. 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 Winter, to accept the bids as recommended by staff. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun. Nays: None. Motion carried.

A discussion was held on 2021 cost sharing for brine application. Consensus of the Board was to continue 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 as was voted on during the June 24, 2020, board meeting.

Motion by Sheltroun, supported by Winter, approve and sign contract with Royal Maintenance Services for maintenance of M-33 roadside park. Motion carried by the following roll call vote: Ayes: Winter Sheltroun. Nays: None. Motion carried.

Reinke informed the Board on March 31, 2021, employee's ability to retain employer paid health care coverage during leave without pay as a result of exhausting all personal, vacation, and sick time relating to COVID-19 protocols will expire. No further board action was taken.

A discussion was held on Logan Township Stahlbush Road culvert.

Reinke updated the Board on Foster Township road maintenance.

Reinke reviewed recent winter maintenance.

The Board received West Branch Township's contract for gravel and ditch on Valley Road between Campbell Road and Peach Lake Road at an estimated cost of \$36,641.70, township's portion estimated at \$18,320.85. Motion by Sheltroun, supported by Winter, to sign contract with West Branch Township. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter. Nays: None. Motion carried.

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

Signed: _____
 Dan Winter, Chairman

Countersigned: _____
 Brandy Curtis, Board Clerk

April 14, 2021

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, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Jim Allen, Mills Twp Resident

Additions to the agenda: Bolen Asphalt Contract
 Mills Township Meeting
 Finerty Road-Churchill Township

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

Past minutes of March 31, 2021, 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 #2126 and payable voucher #2127 in the total amount of \$369,540.04. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Upon recommendation by staff, motion by Sheltroun, supported by Marshall to enter into contract with Scott Civil Engineering for the 2021 biennial bridge inspection for an estimated cost of \$2,950. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter Nays: None. Motion carried.

A discussion was held on USDA Rural Development grants. Motion by Sheltroun, supported by Marshall, to provide a bonus to active employees who successfully obtain a USDA Rural Development grant for the benefit of the Ogemaw County Road Commission. Bonus for obtaining grant would be up to \$2,000, bonus would be based on Board approval and grant amount. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Proposed budget adjustments for 3rd quarter 2021 were reviewed to include capital outlay schedule and construction schedule. Motion by Sheltroun, supported by Marshall, to approve changes as presented. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Commissioner Marshall had attended the recent Churchill Township board meeting. A discussion was held on the maintenance of Finerty Road east of M-33 to Morrison Road. Consensus of the Board was to authorize the maintenance Finerty Road east of M-33 to Morrison on the north side of the road to correct drainage flow.

Reinke informed the Board of the change in cyber security insurance through MCRC SIP and provided quotes for cyber security coverage to the Board. Motion by Sheltroun, supported by Marshall, to approve cyber security coverage offered through Diebold Agency with Beazley Insurance Company, Inc., selecting the \$1,000,000 options and premiums of \$2,600. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Reinke updated the Board on Logan Township Stahlbush Road culvert.

Reinke reviewed recent winter maintenance.

Marshall and Reinke updated Board on recent Mills Township board meeting.

Winter updated Board on recent Edwards Township board meeting.

Reinke reported on two new hires and two returning employees for summer help.

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

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

April 28, 2021

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, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Craig Scott, Ogemaw County Commissioner; Jim Allen, Mills Twp Resident

Additions to the agenda: COVID-19 Protocols and Updates
Mills Township Meeting-Thursday April 29, 2021

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

Past minutes of April 14, 2021, 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 #2128 and payable voucher #2129 in the total amount of \$159,084.98. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

A township agreement was received from Foster Township for the paving of dump entrance, Apply 200# per square yard of bituminous pavement, 15" culvert, curb and gutter at Foster Township Dump entrance off Clear Lake Road. Curb and Pavement: 75% Township/25% Road Commission All Other Work: 70% Township/30% Road Commission with an estimated cost of \$21,558.95, township's portion \$15,841.27 and Road Commission's portion \$5,717.68. Motion by Marshall, supported by Sheltroun, to approve and sign contract. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke advised the Board of pending litigation regarding drainage on Sage Lake Road, Hill Township, near Cove View Drive.

Reinke updated the Board on revised COVID-19 protocols and response plan.

Reinke updated the Board on State Road Construction. According to Lapham and Associates, approximately fifty feet of State Road is off the south section line and would fall under highway by user statute, MCL 221.20.

Reinke informed the Board of updates he received pertaining to work along M-55, West Branch Township.

Mills Township will hold a public hearing tomorrow, April 29, 2021, 5:30 pm at Mills Township hall for private road maintenance agreements and upgrade contract renewals. Reinke will attend.

Ogemaw County Commissioner, Craig Scott, approached the Board regarding ORV sign installation. Reinke informed Mr. Scott cost and installation falls on the township.

Reinke updated Board on current road projects.

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

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

May 12, 2021

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

Absent: Commissioner Klint Marshall; Board Clerk Brandy Curtis

Additions to the agenda: Churchill Township-Finerty Road Contract

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

Past minutes of April 28, 2021, 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 #2130 and payable voucher #2131 in the total amount of \$185,395.05. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun Nays: None. Motion carried.

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

Maintenance Contracts:

- West Michael Drive in Hooks North-Woods No. 4 subdivision for 0.24 miles: Contract terms August 1, 2021- August 1, 2026
- Oaklane and Wildwood Drive in Hillstream subdivision for 0.85 miles: Contract terms August 1, 2021 – August 1, 2026.
- Scenic River Drive in Turner’s Rifle River subdivision for 0.24 miles: Contract terms August 1, 2021 – August 1, 2026

Upgrade Contracts:

- West Michael Drive upgrade: Place and shape approximately 75 ton of 23A processed road gravel, brushing, tree trimming and chipping approximately 0.24 miles, estimated Township cost \$2,451.24.
- Oaklane Drive and Wildwood Drive upgrade: Place and shape approximately 150 ton of 23A processed road gravel, brushing, tree trimming and chipping approximately 0.85 miles, estimated Township cost \$4,605.41.
- Scenic River Drive upgrade: Place and shape approximately 60 ton of 23A processed road gravel, brushing, tree trimming and chipping approximately 0.24 miles, estimated Township cost \$1,650.92.

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

The following agreement with Hill Township was presented to the Board:

Medium Volume Ultra Thin Overlay No RAP, 90 Pounds Per Square Yard, Bituminous Surface Width Varies, to Include 23A Aggregate Shoulder Gravel Placement for the following local roads listed below. At an estimated cost of \$ 214,105.80 to be paid for as follows: Township \$ 107,052.90 Road Commission \$ 107,052.90.

Primary/Local	Road Name	Length Miles	Estimated Total	Township Share	Road Commission Share
Local	Richland/Hawthorne/Sunset	1.14	\$ 62,916.60	\$ 31,458.30	\$ 31,458.30
	South of Sage Lake				
Local	Forest Drive	1.59	\$ 81,502.20	\$ 40,751.10	\$ 40,751.10
	East of Shady Shores				
Local	Lakeview	1.36	\$ 69,687.00	\$ 34,843.50	\$ 34,843.50
	West of Sage Lake				
Total		4.09	\$ 214,105.80	\$ 107,052.90	\$ 107,052.90

Motion by Sheltroun, supported by Winter, to approve ultra thin overlay agreement with Hill Township as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun. Nays:

None. Motion carried.

Reinke discussed survey and encroachment for West 4th Street in Mills Township. Consensus of the Board was no involvement beyond survey.

A discussion was held on employee past practice of vacation/sick usage for outside immediate family.

Reinke met virtually with MERS representative Matt Taylor on May 5, 2021. Reinke reviewed Regional Virtual Roundtable packet with Board.

Reinke reviewed guardrail quote for Stahlbush Road. Consensus of the Board was to install guardrail on Stahlbush Road.

The following agreement with Churchill Township was presented to the Board: Approximately 1,700 ton of 23A road gravel in place, graded, with brine on Finerty Road for approximately 1.04 miles from M-33 to Morrison Road. At an estimated cost of \$16,000 to be paid for as the following: Township \$8,000.00, Road Commission \$8,000.00. Motion by Winter, supported by Sheltroun, to approve the Finerty Road Project with Churchill Township as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun. Nays: None. Motion carried.

Reinke updated Board on current road projects.

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

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Pat Reinke, Manager

May 26, 2021

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, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Craig Scott Ogemaw County Commissioner, Tom Forton Mills Twp Business Owner, Jim Allen Mills Township Resident

Additions to the agenda: COVID Updates and Protocols
West Branch Twp-Parking Lot Permit

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

Past minutes of May 12, 2021, 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 #2132 and payable voucher #2133 in the total amount of \$226,757.80. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Tom Forton approached the Board regarding an encroachment on Rifle River Business Loop off Rifle River Trail in Mills Township, Section 3. Mr. Forton provided the Board a Mortgage Inspection Report from 1998. Board suggested Mr. Forton explore pursuing a land survey and contact the Board if further assistance is needed.

Reinke informed the Board of drainage issue in the garage, grates are not setting correctly. Board will review the site.

Motion by Sheltroun, supported by Marshall, to request the MDOT \$10,000 licensed professional engineer reimbursement for the year 07/01/2020 through 06/30/2021. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Motion by Marshall, supported by Sheltroun, to authorize manager to sign the title sheet for federal aid ultra thin overlays. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Reinke reviewed updated COVID-19 Preparedness and Response Plan with Board as well as MIOSHA emergency rules and gathering and face mask order. Motion by Marshall, supported by Sheltroun, to approve updated COVID-19 Preparedness and Response Plan as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board West Branch Township had submitted a permit to resurface existing township hall driveway. Consensus of the Board was to request Manager to contact West Branch Township Supervisor and inform Supervisor the Ogemaw County Road Commission prefers curb and gutter but being a resurface, it is not required.

Curtis reviewed first quarter 2021 MERS Statement of Fiduciary Net Position with the Board.

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

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

June 9, 2021

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, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Additions to the agenda: Cumming Twp- Sensabaugh Rd Gravel and Ditch Contract
CRCSIP Ballot for Board of Directors Positions-At Large Representative
MCRCSIP Ballot for Board of Directors Positions-Northern Representative

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

Past minutes of May 26, 2021, 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 #2134 and payable voucher #2135 in the total amount of \$296,040.51. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Reinke informed the Board of a red tag permit in Mills Township for a commercial driveway on Greenwood Road for Hill Top Auto, contractor Pyramid Services.

Reinke reviewed County COVID-19 Relief Fund for local governments. Reinke will request a meeting with Ogemaw County Administrator to review opportunities and requirements and follow up with the Board.

As a follow up from last meeting, a discussion was held on OCRC drainage. Reinke will create bid packet and present to the Board.

The following agreement was received from Cumming Township and presented to the Board for approval: Approximately 2,800 ton of 23A road gravel in place, graded, with brine, and ditch clean out on Sansabaugh Sensabaugh Road. Estimated cost of \$44,900 to be paid as the following: Township \$22,450 and Road Commission \$22,450. Motion by Sheltroun, supported Marshall, to approve contract as permitted. Motion carried by the following roll call vote: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

The 2021 MCRCSIP Board of Directors ballots were reviewed for At-Large and Northern candidacies. Motion by Sheltroun, supported by Marshall, to select At-Large candidate John Rogers, Northern

Candidate Tony Casali and authorize Manager to complete MCRCSIP Board of Directors ballots. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke reported construction to date.

There being no further business, meeting adjourned at 9:55 am.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

June 23, 2021

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, Commissioner Klint Marshall, Managing Director Pat Reinke, Board Clerk Brandy Curtis

Guests: Craig Scott, Ogemaw County Commissioner; Jim Allen, Mills Township Resident

No additions to the agenda.

Past minutes of June 9, 2021, were reviewed. Correction to the minutes was offered as Sensabaugh was spelled incorrectly in the contract approval section as “Sansabaugh”. Motion by Marshall, supported by Sheltroun, to approve minutes with correction. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2136 and payable voucher #2137 in the total amount of \$826,735.10. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board of a permit request for paving variance on Peach Lake Road between Cabin Lake Road and Dog Sled Trail. Brian Murchie had requested a variance of 65’, typical is 24’. Consensus of the Board was to request Manager to contact Mr. Murchie and inform Mr. Murchie the Board is willing to accept a variance of 50’. If Mr. Murchie will not accept the 50’ variance, Board requests Manager to follow up and report back to the Board for further review.

Reinke reviewed “Permit Holder Insurance Reference-by Permit Type” provided by MCRCSIP. A discussion was held on increasing contractor permit holder’s coverage limit. Current coverage limit is one million, Board could increase coverage limit to two million, three million or remain at one million. Consensus of the Board was to request Manager to submit questionnaire to surrounding road commissions pertaining to coverage limits and report back to the Board. Reinke will follow up.

The following agreement with Mills Township was presented to the Board: Approximately 4” of 23A road gravel (loose measure) with brine on Lucinda Road from Mills Road to Henderson Lake Road for approximately 2.06 miles, not to include seasonal portion. At an estimated cost of \$38,283.06 to be paid for as the following: Township \$19,141.53, Road Commission \$19,141.53. Motion by Marshall, supported by Sheltroun, to approve the Lucinda Road project with Mills Township as presented. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

The following agreement with Mills Township was presented to the Board: Approximately 4” of 23A road gravel placed in center with brine on Morrison Road north of Greenwood Road for 3 miles. At an estimated cost of \$95,467.46 to be paid for as the following: Township \$47,733.73, Road Commission \$47,733.73. Motion by Marshall, supported by Sheltroun, to approve the Morrison Road project with Mills Township as presented. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

The following agreement with West Branch Township was presented to the Board: Placement of approximately 666 yards of 23A road gravel and 600 gallons of brine on Highland Trail and Meadow Court for 0.31 miles. At an estimated cost of \$11,755.60 to be paid for as the following: Township \$5,877.80, Road Commission \$5,877.80. Motion by Marshall, supported by Sheltroun, to approve the

Highland Trail and Meadow Court project with West Branch Township as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board he did reach out to Ogemaw County Administrator, Tim Dolehanty, regarding revenue loss eligibility for ARPA Funds. According to Mr. Dolehanty, at this time Ogemaw County is not prepared to consider projects and are sensitive to the specific conditions pertaining to current funding eligibility rules.

Proposed budget adjustments for 3rd quarter 2021 were reviewed to include capital outlay schedule and construction schedule. Motion by Sheltroun, supported by Marshall, to approve changes as presented. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

A discussion is held on MIOSHA COVID-19 Emergency Rules and announcement by Governor Whitmer on June 17, 2021, the State will open to full capacity on June 22, 2021. Reinke informed the Board, effective July 1, 2021, Sick Leave will follow current union contract and employees will be allowed only three (3) occurrences of sick leave without necessity of presenting a signed doctor’s slip from July 1, 2021, to December 31, 2021.

Reinke reported construction to date and reviewed 12.75 miles of crack seal and 19.50 miles chip and fog seal scheduled in 2021.

Matt Taylor with MERS is scheduled to review 2020 MERS Actuarial with Board on July 21, 2021.

Reinke reviewed correspondence received from John Wiegerink, Logan Township Trustee. According to Mr. Wiegerink, Logan Township Board has proposed road improvement projects they would like the Road Commission to review. Mr. Wiegerink also expressed in his letter that Logan Township was advised by their attorney that it would be illegal if they allocated money to Stahlbush Road project. Reinke reread prior email correspondence that was received October 7, 2020, from Logan Township’s attorney stating “Townships are statutorily not allowed to spend public monies on public roads”. Reinke recommended until Stahlbush Road culvert is settled, Logan Township may hire contractors for road work and contractors must apply for proper permits prior to the start of work. Reinke will contact Logan Township Supervisor to discuss Stahlbush Road culvert and proposed road projects. Reinke will follow up with the Board.

Reinke updated the Board on Fourth Street road right of way in Mills Township off Skunk Hollow. The fence in question is located on property line when reviewing survey and position of survey stakes. Reinke will inform Mills Township Supervisor the fence location is not a Road Commission matter.

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

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

July 8, 2021

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

Members Present: Chairman Dan Winter, Commissioner Clint Marshall

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

Absent: Commissioner Van Sheltroun

In Attendance: Jim Allen, Dwayne & Abby Coleman

Additions to the Agenda: Resolution 2021-01 Ultra-Thin Overlay MDOT Contract No. 21-5312
Permit Variance Request: Dwayne and Abby Coleman

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

Past minutes of June 23, 2021, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Motion by Marshall, supported by Winter, to approve and pay payroll voucher #2138 and payable voucher #2139 in the total amount of \$179,258.98. Motion carried by the following roll call vote: Ayes: Marshall, Winter. Nays: None. Motion carried.

Public Comment: None

As a follow up from June 23, 2021, board meeting, a discussion was held on Brian Murchie permit variance. Commissioner Sheltroun was absent, the Board tabled any action to the next regular meeting.

A discussion was held on permit insurance requirement increase. Reinke did reach out to Diebold Agency and then surrounding Road Commissions, a reply was received from Roscommon. Consensus of the Board was to discuss topic in the fall when further information and input from Road Commissions could be obtained.

Reinke contacted Logan Township Supervisor to discuss Stahlbush Road project, proposed road projects and Logan Township’s attorney’s statement “Townships are statutorily not allowed to spend public monies on public roads”. Reinke has not received a reply from Supervisor.

Dwayne Coleman approached the Board regarding permit number 2021-138 to pave driveway. Mr. Coleman requested permit change from commercial standards to residential based on 97% principal residence property exemption status. Site was reviewed in June 2021 by Ogemaw County Road Commission staff as commercial, permit was processed with commercial standards. After further discussion, motion by Winter, supported by Marshall, to reissue permit 2021-138 as residential driveway versus commercial. Motion carried by the following roll all vote: Ayes Marshall, Winter. Nays: None. Motion carried.

Resolution 2021-01

Commissioner Klint Marshall offered the following resolution and moved its adoption:

BE IT RESOLVED that the Board of County Road Commissioners of the County of Ogemaw enter into a contract with the Michigan Department of Transportation for the following project:

Control Section	STL 65000
Job Number	206008CON
Project	21A0736
CFDA No.	20.205
Contract No.	21-5312

Hot mix asphalt ultra-thin overlay, aggregate shoulders and pavement markings along Greenwood Road from Morrison Road to Silver Creek Street, along Sage Lake Road from Morrison Road to approximately 1,450 feet east of Jessica Lane, along Rose City Road from approximately 1,150 feet west of Oak Hill Drive to Townline Road and along Alger Road from Stamm Drive to Boehm Road; and all together with necessary related work.

Also that the Chairman Dan Winter and Managing Director Pat Reinke be authorized to sign the contract on behalf of the Ogemaw County Road Commission. Carried by the following vote: Ayes: Klint Marshall, Dan Winter Nays: None

Reinke reported construction to date.

2020 MERS Actuarial was received and reported increase of funding level from 57% in 2019 to 62% in 2020. Matt Taylor with MERS is scheduled to review 2020 MERS Actuarial with Board on July 21, 2021.

Reinke reviewed correspondence from MDEQ pertaining to requirements to upgrade the portion of Bass Lake Road between section 32 and 33, Hill Township. Reinke will follow up with Scott Short.

Public Comment: Jim Allen approached the Board regarding a section of M-76 near Airport Road where water is pooling due to recent rain. A discussion was held on upcoming overlay projects and wedging of roads.

2021 Commissioners Seminar is scheduled for October 3-5, 2021, at the Grand Traverse Resort, Acme, MI.

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 10:10 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

July 21, 2021

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

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Klint Marshall

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

Absent:

In Attendance: Matt Taylor, MERS Representative; Walt Tarnaze, Rose Twp Resident

Additions to the Agenda: None

Past minutes of July 8, 2021, 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 #2140 and payable voucher #2141 in the total amount of \$400,716.83. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Public Comment: Walt Tarnaze, Rose Township resident, approached the Board regarding the condition of Dyer Road. A discussion was held on road funding and township contributions. Reinke will contact Rose Township and discuss potential upgrades to Dyer Road.

Matt Taylor reviewed 2020 MERS Actuarial with the Board. Over the previous three years, the Ogemaw County Road Commission has significantly increased employer contributions in efforts to reach minimum 60% funding level as required by PA 202 and has made substantial progress. In 2019, funding level was reported at 57% and 2020 improved to 62%, a 5% increase. Mr. Taylor reported most municipalities in this region decreased 2020 funding levels by 3-5% and commended the Road Commission's diligent efforts.

A discussion was held on employer contribution to MERS defined benefit plan. According to MERS 2020 actuary, No Phase-In recommended amount beginning October 1, 2021, is \$20,762-Union, \$16,916-NonUnion and 6.13%-HA Union/NonUnion.

Motion by Sheltroun, supported by Marshall, to contribute a flat employer monthly contribution to MERS in the amount of \$30,000 towards 01-Union, \$45,500 towards 10-NonUnion, and \$4,500 towards HA-Union/NonUnion beginning October 1, 2021, versus the recommended No Phase-In amount as suggested by MERS. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Commissioner Sheltroun called for a short break and returned to regular session at 10:15 a.m.

As a follow up from June 23, 2021, board meeting, a discussion was held on Brian Murchie's paving permit variance request. Motion by Sheltroun, supported by Marshall, to approve Murchie permit variance of 65 feet to include curb on north side without culvert installation. Motion carried by the following roll call votes: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board West Branch Township Zoning Administrator had contacted the Road Commission to inform of ordinance violation #50-Noxious Weeds Ordinance at the salt barn on Cook Road. The matter has been resolved.

The following agreement with Cumming Township was presented to the Board: Apply 200# per square yard of 13-A bituminous mix to include shoulder gravel on Highland Pines Drive for 0.48 miles. Estimated cost \$51,000 to be paid for as following: Township \$25,500, Road Commission \$25,500. Motion by Marshall, supported by Sheltroun, to approve Highland Pines Drive contract with Cumming Township as presented. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

The following agreement with Edwards Township was presented to the Board: Reconstruction of Green Road from Lehman Road to Rau Road to include a 32 ft. grade width, sub-base of processed road gravel, base

compacted in place, graded, brine, road and drive culvert replacement, establish positive drainage, seed and mulch restoration. Actual road construction costs and work may vary depending on terrain and soil conditions discovered during fieldwork operations. Estimated cost \$486,951 to be paid for as following: Township \$340,866, Road Commission \$146,085. Motion by Marshall, supported by Sheltroun, to approve Green Road contract with Edwards Township as presented. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Reinke provided construction to date.

Correspondence was received from Mills Township Supervisor, Dave Ryan, requesting installation of a speed limit sign. Reinke had contacted Mr. Ryan informing him the Township would be responsible for purchase and installation of the first sign. Mr. Ryan informed Reinke the township will not commit funds to sign installation.

Chairman Winter informed the Board of a complaint he received regarding site distance at the corner of Morrison Road and Sage Lake Road due to corn field. Reinke will review right of way.

Chairman Winter informed the Board of a suggestion received, installing green beacons on the mowers versus current yellow beacon. Consensus of the Board was to install green beacons on mowers as they come in for service.

Public Comment: None.

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 11:00 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

August 4, 2021

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

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Klint Marshall

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

Absent:

In Attendance: Morrison Road-Mills Township Resident; Rick Turland-Rose Township Resident

Additions to the Agenda: SSI-Federal Aid Overlay Construction Inspection
Churchill Township Update
Island Lake Update
Green Road and Rau Road Intersection

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

Past minutes of July 21, 2021, 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 #2142 and payable voucher #2143 in the total amount of \$373,255.07. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Public Comment: Morrison Road resident approached the Board praising what wonderful workmanship had been completed on the recent Morrison Road upgrade. She is very pleased with the outcome and will be attending the next Mills Township meeting to inform their board of the excellent work and how much she appreciates the upgrade.

Rick Turland, Rose Township resident, approached the Board requesting signage on Rose City Road to depict upcoming McKellar Road, brush spray, and mowing. Reinke will follow up.

Mills Township Supervisor, Dave Ryan, approached Manager requesting donations of old Mills Township road signs that have been disposed of. Motion by Sheltroun, supported by Marshall, to authorize Manager to provide Mills Township with old road signs for display purposes at the Township. Motion carried by the following roll call vote: Ayes Winter, Marshall, Sheltroun. Nays: None. Motion carried.

A discussion was held on 2021 MERS Officer and Employee Delegate Certification form for representatives attending the conference. No employee from the Road Commission will be attending the annual MERS in-person conference.

Reinke contacted SSI regarding inspection for 2021 federal overlay noting 2020 pricing do extend into 2021. Motion by Sheltroun, supported by Marshall, to authorize Manager to contract with SSI for 2021 federal aid overlay construction inspection. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Reinke provided construction to date.

Reinke reviewed upcoming Ranger Bid auction items.

Reinke informed the Board of Oxcart Right of Way Permit process.

Curtis reviewed MERS quarterly report.

Reinke informed the Board Churchill Township agreed to Newman Road upgrade in 2022 and will prepare a contract.

Reinke informed the Board he contacted Rose Township and Walt Tarnaze, Rose Township resident, regarding upgrade options for Dyer Road in Island Lake. Paser rating for this location is 3 and recommended treatment is overlay.

Commissioner Winter informed the Board of a complaint he received regarding Green Road and Rau Road intersection. Reinke provided the Board with crash statistics from 2011-2019. Reinke will look into location updates.

Public Comment: None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 10:00 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

August 18, 2021

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

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Klint Marshall

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

Absent:

In Attendance: Craig Scott, Ogemaw County Commissioner; Tim Prater, Churchill Twp Resident; Jim Allen, Mills Twp Resident

Additions to the Agenda: None.

Past minutes of August 4, 2021, were reviewed. There being no additions or corrections, the minutes

934
stand as submitted.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2144 and payable voucher #2145 in the total amount of \$891,197.76. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Public Comment: Mr. Prater approached the Board regarding drainage of water flowing through his yard on the corner of Cuyuga Trail and Huron Cross in Churchill Township. Reinke informed Mr. Prater the best solution would be an engineered drainage system and suggested Mr. Prater to contact his township.

NMARC ballot was reviewed. After selecting choices, motion by Sheltroun, supported by Marshall, to have Manager complete and submit ballot. 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 and Manager to sign MDOT form 2067, Section 18j, Annual Certification of Employee-Related Conditions, affirming the Road Commission has complied to Section 18(j)1 of Public Act 51 of 1951. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Reinke reviewed the 2022 capital outlay and construction schedule drafts with Board.

Curtis reviewed the 2022 budget draft with Board.

Motion by Sheltroun, supported by Marshall, to approve 2022 budget, construction schedule and capital outlay drafts as presented. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

A discussion was held on 2022 Towmaster Trailer included in 2022 board approved capital outlay draft. Due to equipment supply and demand, motion by Sheltroun, supported by Marshall, to authorize Manager to submit purchase request for 2022 Towmaster Trailer with Michigan CAT. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Commissioner Van Sheltroun moved the adoption of the following resolution:

Resolution to Renew State Maintenance Contract
2021-02

WHEREAS, the Michigan Department of Transportation (“MDOT”) has presented a proposed contract between MDOT and the Ogemaw County Road Commission under which the Road Commission would perform maintenance on state trunkline highways within Ogemaw County, and

WHEREAS, MDOT has affirmatively found that contracting with the Ogemaw County Road Commission for the maintenance of State Trunkline highways and bridges within Ogemaw County, is in the best public interest; and

WHEREAS, the Ogemaw County Road Commission concurs in MDOT’s finding that it is in the best public interest to contract with the Ogemaw County Road Commission for the maintenance of State Trunkline highways and bridges within Ogemaw County for the reason that the Road Commission has a proven record of efficiently providing a high level of service on State Trunkline Highways within Ogemaw County for many years;

NOW THEREFORE BE IT RESOLVED that the Ogemaw County Road Commission hereby accepts and agrees to enter into the State Trunkline Maintenance Contract presented by MDOT and Dan Winter, Chairman, and Pat Reinke, Manager, are authorized and instructed to sign the State Trunkline Maintenance Contract on behalf of the Ogemaw County Road Commission.

Motion carried by the following vote: Ayes: Klint Marshall, Van Sheltroun, Dan Winter
Nays: None

Reinke informed the Board, MDOT would like to coordinate with Ogemaw County Road Commission and fund intersection pavement marking modifications along M-33 and M-30. Reinke reviewed specific locations with the Board. Motion by Sheltroun, supported by Marshall, to approve of MDOT’s contractor to perform intersection modifications along specific locations on M-33 and M-30. Motion carried by the following roll call vote: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Proposed budget adjustments for 4th quarter 2021 were reviewed to include revised capital outlay schedule and construction schedule. Motion by Marshall, supported by Sheltroun, to approve changes as recommended by staff. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Reinke informed Board of MCRCSIP refund received.

The next East Central Council Meeting is scheduled for August 19, 2021, in Gladwin.

Reinke provided construction to date.

2021 final budget adjustments are scheduled for September 15, 2021.

2022 budget and construction schedule public hearing are scheduled for September 29, 2021.

Sheltroun updated Board on recent Rose Township board meeting.

Public Comment: None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 10:00 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

August 25, 2021

The Board of County Road Commissioners met for a special meeting at held at its office 1250 S M-33 West Branch, Michigan.

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Klint Marshall

Staff Present: Board Clerk Brandy Curtis

Absent: Managing Director Pat Reinke

In Attendance: Mike DeMatio, Ogemaw County Drain Commissioner; Danielle Beeler, Ogemaw County Herald Reporter; Christy Blackford, West Branch Twp Resident

Chairman Winter called the meeting to order at 9:00 a.m. to discuss Rifle River Outlet Drain Drainage District.

A discussion was held on Rifle River Drain Drainage District located solely in Arenac County, notice of Drainage Board meeting on August 30, 2021, regarding adding Ogemaw County to the Rifle River Outlet Drainage District.

Mr. DeMatio answered questions of the Board.

RESOLUTION NUMBER 2021-03
RESOLUTION TO OPPOSE THE ADDITION OF OGEMAW COUNTY
TO THE RIFLE RIVER OUTLET DRAIN DRAINAGE DISTRICT

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

WHEREAS, the Rifle River Outlet Drain Drainage District, established in 1917, currently consists of lands located solely within Arenac County; and

WHEREAS, in compliance with Section 102 of the Drain Code of 1956, being MCL 128.102, the Rifle River Outlet Drain Drainage Board will meet on August 30, 2021, to consider a proposal that would extend the Drainage District into Ogemaw County; and

WHEREAS, the proposed extension of the Drainage District would substantially increase the physical size of the current Drainage District, with Ogemaw County properties comprising roughly two-thirds (⅔) of the new Drainage District area; and

WHEREAS, the Rifle River Watershed is a natural watershed and the residents of Ogemaw County have not altered the course of the waterway; and

WHEREAS, the elected Ogemaw County Drain Commissioner was disqualified from participation in the determination of practicability of an extension to the Drainage District (MCL 280.103(2)); and

WHEREAS, a special commissioner was appointed to serve as a member of the Drainage Board in place of the elected Ogemaw County Drain Commissioner to determine practicability of an extension to the Drainage District; and

WHEREAS, any municipality affected by the proposed extension of the Drainage District may appear at the Drainage Board meeting to speak for or against the proposal.

THEREFORE, BE IT RESOLVED that the Ogemaw County Board of Road Commissioners hereby records its official opposition to the proposed expansion of the Rifle River Outlet Drain Drainage District.

BE IT FURTHER RESOLVED that the Ogemaw County Board of Road Commissioners respectfully requests that this resolution be included in the official Drainage Board meeting record for August 30, 2021.

BE IT FURTHER RESOLVED the Ogemaw County Board of Road Commissioners urges the Rifle River Outlet Drain Drainage Board determine that the drainage of the proposed drain area is not practicable.

BE IT FURTHER RESOLVED that this resolution shall be shared with all Ogemaw County municipalities and any other public agencies associated with the requested expansion of the Rifle River Outlet Drain Drainage District.

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

This Resolution has been adopted by majority vote of the Board of Road Commissioners of Ogemaw County.

There being no further business to come before the Board of Road Commissioners, Ogemaw County,

Chairman Winter adjourned the meeting at 10:35 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

September 1, 2021

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

Members Present: Chairman Dan Winter, Commissioner Van Sheltrown, Commissioner Klint Marshall

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

Absent:

In Attendance: Michael Kluck, Michael R. Kluck & Associates; Bill Laney, United Steelworkers Representative; Jake Rosebrugh, United Steelworkers Local President; Kyle Grove, United Steelworkers Local Vice-President; Ron Cassizzi, Foster Township Resident; James Herron, Hill Township Resident; Jim Allen, Mills Township Resident

Additions to the Agenda: 2022 Truck Bid Packet
Rifle River Outlet Drainage District Meeting

Motion Marshall, supported by Sheltrown, to approve additions to agenda. Motion carried.

Past minutes of August 18, 2021, and special meeting on August 25, 2021, 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 #2146 and payable voucher #2147 in the total amount of \$262,826.96. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltrown. Nays: None. Motion carried.

Public Comment: James Herron approached the Board requesting information on the installation of a culvert in Shady Shores, Hill Township. Reinke explained the right of way permit process to Mr. Herron.

Ron Cassizzi, Foster Township resident, approached the Board regarding maintenance on St. Helen Trail. Reinke and Sperow answered questions of the Board. A discussion was held on road funding, township participation and road maintenance.

Reinke informed the Board of a permit variance request received from Elmer Crane and Dozer for Ogemaw Hills Free Methodist Church on Gray Road. Motion by Sheltrown, supported by Marshall, to approve Elmer Crane and Dozer permit variance request for no curb or gutter at this location. Motion carried by the following roll call vote: Ayes: Sheltrown, Marshall, Winter. Nays: None. Motion carried.

United Steelworkers Local President, Jake Rosebrugh, and United Steelworkers Local Vice-President, Kyle Grove, approached the Board verbally regarding grievance filed on July 29, 2021, alleging improper application of vacation leave request. A discussion was held on the implementation of the kiosk system in 2019, vacation merit earned and vacation requests received.

Reinke reviewed 2022 Road Maintenance Equipment bid package with the Board.

Commissioner Sheltrown reported on recent Rifle River Outlet Drainage District meeting held in Arenac County.

At 10:45 a.m. Chairman Winter made a motion for a five-minute recess. Motion carried by all.

A discussion was held on employee vacation merit, vacation requests and preparation of Letter of Understanding to United Steelworkers. Reinke will follow up with Board.

Reinke reviewed Republic Waste contract renewals with the Board. Motion by Marshall, supported by Sheltrown, to approve both contracts with Republic Waste as presented. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltrown. Nays: None. Motion carried.

Curtis informed the Board the general administrative overhead distribution calculation was sent to MDOT in June 2021 and was approved. The overhead rate beginning fiscal year 2022 will change from 8.50% to 8.77%.

Reinke provided construction to date.

2021 final budget adjustments are scheduled for September 15, 2021.

2022 budget and construction schedule public hearing are scheduled for September 29, 2021.

Public Comment: None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 11:10 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

September 15, 2021

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

Members Present: Commissioner Van Sheltroun, Commissioner Klint Marshall

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

Absent: Chairman Dan Winter

In Attendance: Jake Rosebrugh, United Steelworkers Local Union #15528 President; Kyle Grove, United Steelworkers Local Union #15528 Vice-President; Jim Allen, Mills Twp Resident

In Attendance Via Telephone: Bill Laney, United Steelworkers Union #15528 Representative

Additions to the Agenda: MDOT Hydrodemolition Contract
Federal COVID-19 Mandate

Motion Marshall, supported by Sheltroun, to approve additions to agenda and to move United Steelworkers Letter of Understanding Local Union #15528 to first item under New Business. Motion carried.

Past minutes September 1, 2021, 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 #2148 and payable voucher #2149 in the total amount of \$556,277.91. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun. Nays: None. Motion carried.

Public Comment: None

Reinke reviewed United Steelworkers Local Union #15528 Letter of Understanding pertaining to written grievance filed by the United Steelworkers Local Union #15528 on July 28, 2021, alleging an improper application of vacation leave requests. United Steelworkers Local president, Jake Rosebrugh, and United Steelworkers Local vice president, Kyle Grove, approached the Board verbally regarding the grievance and Letter of Understanding. United Steelworkers Local representatives requested an extension to submit a counter-proposal for settlement. Consensus of the Board was to allow a deadline of Monday, September 20, 2021, by 5:00 pm for the United Steelworkers Local Union #15528 to submit a counter-proposal to Manager, Pat Reinke. Based upon the United Steelworkers Local Union #15528's request, the Board will withhold its STEP 3 answer to the grievance until Tuesday, September 21, 2021, to determine if a counter-proposal for settlement is submitted.

Mr. Rosebrugh and Mr. Grove left the meeting at approximately 9:10 am to return to work.

At approximately 9:30 am, Bill Laney, United Steelworkers Local Union #15528 representative, contacted the Road Commission via telephone requesting to speak to the Board. Mr. Laney stated the current contract allowed the United Steelworkers Local Union #15528 what they wanted in the original grievance filed and no counter proposal will be submitted.

Final budget adjustments for year-end September 30, 2021, were reviewed to include capital outlay and construction schedules. Motion by Marshall, supported by Sheltroun, 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. Nays: None. Motion carried.

After review of 2021 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: Sheltroun, Marshall. Nays: None. Motion carried.

Motion by Marshall, supported by ~~Marshall~~ Sheltroun, to approve and sign private road maintenance agreement and private road upgrade agreement with Mills Township for Patricia Ann in Turner’s Rifle River subdivision. Motion carried by the following roll call vote: Marshall, Sheltroun. Nays: None. Motion carried.

A discussion was held on Logan Township private road contract for William Lake and Maple Drive in Miller’s Resort subdivision. Reinke will provide Board with contract and upgrade agreement in January 2022 for review.

Motion by Marshall, supported by Sheltroun, to approve and authorize vice-chairman to sign 2021 MDOT Hydrodemolition contract for I-75 NB over Old M-76 with Premium Hydro Solutions, LLC. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall. Nays: None. Motion carried.

Reinke provided construction to date.

2022 budget and construction schedule public hearing are scheduled for September 29, 2021.

Reinke reviewed federal COVID-19 vaccination requirement updates provided by MCRC SIP.

Public Comment: None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Vice-Chairman Sheltroun adjourned the meeting at 10:50 a.m.

Signed: _____
Van Sheltroun, Vice-Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

September 29, 2021

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

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Clint Marshall

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

In Attendance: Bill Sperow State/Construction Foreman, Jim Allen Mills Twp Resident, Ron Quackenbush Cumming Twp Supervisor; Darel Schick Cumming Twp Resident

Additions to the Agenda: Martel Service Contract
Employee Update
COVID-19 Vaccine Update
Larry Miner Criminal Case Update

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

Past minutes September 15, 2021, were reviewed. Corrections to the minutes was offered as Patricia

Ann private road maintenance agreement and upgrade agreement should have read “Motion by Marshall supported by Sheltroun”. Motion by Marshall, supported by Sheltroun, the minutes be approved with correction. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2150 and payable voucher #2151 in the total amount of \$240,651.19. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Public Comment: None

Motion by Marshall, supported by Sheltroun, to award the equipment bid for the heavy-duty tandem truck chassis to Grand Traverse Diesel Services at a cost of \$129,000. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Motion by Winter, supported by Marshall, to open public hearing for the 2022 construction schedule, 2022 capital outlay schedule, and 2022 proposed budget. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Curtis reviewed the 2022 construction schedule, 2022 capital outlay schedule and 2022 proposed budget.

Motion by Sheltroun, supported by Marshall, to close public hearing and return to regular session at 9:20 am. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Motion by Marshall, supported by Sheltroun, to adopt the 2022 construction schedule, 2022 capital outlay schedule, and 2022 proposed budget as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke reviewed United Steelworkers Local Union #15528 Letter of Understanding pertaining to written grievance filed by the United Steelworkers Local Union #15528 on July 28, 2021, alleging an improper application of vacation leave requests. According to the request the Union desires to resolve the differences raised and hereby agree as follows:

1. Article XXXII -Vacation subsection (e) will remain the same as within current contract.
2. The parties agree that a kiosk entry for approved time off will occur on or after the approved time off is utilized.
3. The parties further agree that should an employee not have the necessary accumulated time on the date of which the approved time off begins, the vacation leave approval will be considered denied and the employee will be required to report to duty.
4. The Union and the bargaining unit agree to withdraw the July 29,2021 Grievance with prejudice on the basis of this settlement.

Motion by Marshall, supported by Sheltroun, to approve the Letter of Understanding between the Road Commission and United Steelworkers Local Union #15528 and authorize Board Chairman and Managing Director to sign for the Road Commission. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

The Board reviewed Churchill Township’s contract for reconstruction on Newman Road at an estimated cost of \$189,753.70, township’s portion estimated at \$132,827.59 and Road Commission \$56,926.11. Motion by Marshall, supported by Sheltroun, to sign contract with Churchill Township for Newman Road reconstruction. Motion carried by following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Reinke reviewed Martel’s telephone service contract. Consensus of the Board was to remain with hourly rate versus signing an annual contract with flat rate.

Reinke updated the Board on employee status. A discussion we held on hiring two employees. Reinke will advertise for full time positions in the Ogemaw Herald, Michigan Works and the Road Commission’s website.

Sperow provided construction to date.

Reinke reviewed federal COVID-19 vaccination requirement updates provided by MCRC SIP.

Reinke updated Board on the status of Larry Miner’s criminal case.

Public Comment: Dareld Schick, Cumming Township resident, approached the Board regarding M-33. Reinke informed Mr. Schick that MDOT oversees upgrades to M-33.

Ron Quackenbush, Cumming Township Supervisor, approached the Board and stated residents were pleased with Sensabaugh Road and Highland Pines.

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 11:20 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

October 13, 2021

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

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Klint Marshall

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

In Attendance: Jim Allen, Mills Township Resident

Additions to the Agenda: Radio Tower Update

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

Past minutes September 29, 2021, 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 #2200 and payable voucher #2201 in the total amount of \$395,997.45. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Public Comment: None

Reinke reviewed proposed 2022 capital outlay schedule with Board. Motion by Sheltroun, supported by Marshall, to approve 2022 capital outlay schedule as presented. Motion carried by the following roll call vote: Ayes: Sheltroun, Winter, Marshall. Nays: None. Motion carried.

Reinke updated the Board on radio tower damage and repairs.

Curtis reviewed MERS hybrid plan forfeiture credit with Board. Motion by Marshall, supported by Sheltroun, to apply full forfeiture credit towards future employer contributions in the defined contribution portion of the MERS hybrid plan during calendar year 2021. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

At 9:30 a.m., Commissioner Sheltroun made a motion for a five-minute recess. Motion carried by all.

Winter Maintenance Guidelines and White Shoulder Policy were reviewed. Motion by Marshall, supported by Sheltroun, to approve 2021-2021 Winter Maintenance Guidelines and White Shoulder Policy as presented. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke reviewed permit insurance requirement increase with Board. The Board wished more time to review topic. The discussion will be tabled until next meeting.

Reinke updated Board on construction status.

Reinke updated Board on employee status.

Public Comment: None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 10:05 a.m.

Signed: _____

Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

October 27, 2021

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

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Klint Marshall

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

In Attendance: Craig Scott, Ogemaw County Commissioner; Jim Allen, Mills Township Resident

Additions to the Agenda: Green Road and Newman Road Engineering Design
Larry Miner Update

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

Past minutes October 13, 2021, 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 #2202 and payable voucher #2203 in the total amount of \$395,997.45. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Public Comment: None

Ms. Christine Dunn who requested to address the Board at this meeting did not attend the meeting. Reinke reviewed West Lakeside Drive in Horton Township and McNitt Act with Board.

The Board received Klacking Township's contract for reconstruction of Townline Road starting 500ft south of Rose City Road, cost sharing with the Road Commission and the City of Rose City. The estimated cost of project is \$264,590.27, Klacking Township's portion \$92,606.59, Road Commission \$79,377.08, and City of Rose City \$92,606.59. The Road Commission has not received the signed contract from City of Rose City. Motion by Sheltroun, supported by Marshall, to approve and sign contract with Klacking Township for reconstruction of Townline Road pending City of Rose City approval. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Reinke informed the Board, Edwards Township is in disagreement with private road maintenance contract language for Chapman Green Acres renewal. The township has sought legal advice and will follow up with the Road Commission.

Reinke updated Board on the status of the John Deere grader.

Bids were received for Green Road and Newman Road engineering and surveying from Lapham and Surveying Solutions Inc. Motion by Sheltroun, supported by Marshall, to award engineering and surveying to low bidder Surveying Solutions Inc. at a bid price of \$18,000. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

Reinke updated Board on the status of Larry Miner's criminal case.

Reinke updated Board on construction status.

Reinke updated Board on employee status. The Board was in concurrence in allowing staff to attend fellow employee's memorial.

Reinke reviewed Michigan Works Apprenticeship program with Board. Board was in concurrence in pursuing the program.

Public Comment: None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 10:00 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

November 10, 2021

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

Members Present: Chairman Dan Winter, Commissioner Van Sheltroun, Commissioner Klint Marshall

Staff Present: Board Clerk Brandy Curtis, State/Construction Foreman Bill Sperow, Shop Foreman Luke Wilkins

Absent: Managing Director Pat Reinke

In Attendance: MESSA Representative Jim Baker; Mills Township Resident Susan Boom

Additions to the Agenda: Commissioners Insurance
COVID-19 Safety Protocol Adoption

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

Past minutes October 27, 2021, 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 #2204 and payable voucher #2205 in the total amount of \$229,250.75. Motion carried by the following roll call vote: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Public Comment: Susan Boom approached the Board requesting sign installation in various locations within Mills Township. Sperow answered questions of the Board. The Board was in concurrence in requesting Reinke to review locations and follow up.

Jim Baker provided Board an overview of MESSA Choice health care plan. Baker answered questions of the Board. Curtis provided Board an overview of premiums received from Diebold Agency. Curtis and Wilkins answered questions of the Board. Motion by Marshall, supported by Sheltroun, to elect health care coverage through MESSA Choice \$500/\$1000 plan for calendar year 2022. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

A discussion was held on Commissioner health care coverage, health care opt-out reimbursement option, and post-65 Medicare options.

Curtis informed the Board of a well variance request submitted by Tony Buckett with Morris Richardson Real Estate for 4168 Maes Road, Ogemaw Township, on behalf of resident. The Road Commission has not received written consent from property owner to allow representative to speak on their behalf. Further discussion on this topic will be tabled until next meeting to allow staff to obtain more information and owner consent.

Curtis informed the Board that Tim Dolehanty, Ogemaw County Administrator, contacted the Ogemaw County Road Commission requesting input on amendments to the current ORV Ordinance. Topic will be tabled until next meeting to allow Commissioners and staff time to review ordinance.

Curtis informed the Board that Highway Maintenance had offered to extend their chip seal bid prices to 2022. Motion by Sheltroun, supported by Marshall, to accept the bid extension for chip seal being in the best interest of the Ogemaw County Road Commission. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

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

Motion by Sheltroun, supported by Marshall, to approve 2022 board calendar as presented. Motion carried by the following roll call votes: Ayes: Marshall, Winter, Sheltroun. Nays: None. Motion carried.

Curtis informed the Board of COVID-19 Safety Protocols update received from MCRC SIP. Motion by Marshall, supported by Sheltroun, to adopt the COVID-19 Safety Protocols that are consistent with recommendations in the Guidance on Preparing Workplace for COVID-19, developed by Occupational Safety and Health Administration, and current guidance for COVID-19 from the U.S. Centers for Disease Control and Prevention. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

As a follow up from prior board meeting, Curtis informed the Board she did reach out to surrounding road commissions asking their input on increase in permit insurance requirements. Of the road commissions that replied, none have changed their requirements. The topic will be revisited again in spring 2022.

Curtis informed the Board that the 2021 OPEB actuarial was received and funding has increased from 18.08% in 2020 to 25.93% in 2021.

Curtis reviewed third quarter 2021 MERS statement with Board.

Curtis updated Board on construction status.

Curtis updated Board on employee status.

Public Comment: None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 11:15 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

November 24, 2021

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

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

In Attendance: Ogemaw County Commissioner Craig Scott, Mills Township Resident Jim Allen

Additions to the Agenda: Susan Boom-Mills Township Sign Request

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

Approval of Minutes:
Past minutes November 10, 2021, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Approval of Payroll and Payable Accounts:
Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2206 and payable voucher #2207 in the total amount of \$306,902.55. Motion carried by the following roll call vote: Ayes: Winter, Marshall, Sheltroun. Nays: None. Motion carried.

Public Comment:
None

New Business:
Reinke informed the Board that The Dalton's had offered to extend their bid process of 2021 to 2022 for vegetation control and reviewed extension request. Motion by Marshall, supported by Sheltroun, to accept the bid extension from The Dalton's for vegetation control. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall, Winter. Nays: None. Motion carried.

The Engineering bid opening was held for 2022 Federal Aid Ultrathin Overlay project. Upon reading all bids, motion by Marshall, supported by Sheltroun, to award engineering services for 2022 Federal Aid Ultrathin

Overlay project to low bidder SSI at \$10,575. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun, Winter. Nays: None. Motion carried.

Reinke reviewed Edwards Township attorney’s proposed maintenance contract for Debbie Lane, Windie Drive, Vicki Drive in Chapman Green Acres. Reinke and Curtis answered questions of the Board. Motion by Sheltroun, supported by Marshall, to reject Edwards Township attorney’s proposed maintenance contract for Debbie Lane, Windie Drive, Vicki Drive in Chapman Green Acres and to send Ogemaw County Road Commission standard private road maintenance renewal contract to Edwards Township stipulating in the cover letter to Edwards Township that the standard Ogemaw County Road Commission private road maintenance contract must be received by the Board of Ogemaw County Road Commissioners by board meeting December 22, 2021, or maintenance to Debbie Lane, Windie Drive and Vicki Drive will be discontinued after December 22, 2021. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

A discussion was held on spray foam bid proposal. Consensus of the Board was to request Reinke to obtain additional proposals.

Reinke reviewed Stephenson & Company 3-year audit extension and 5-year audit extension with Board. Upon staff recommendation, motion by Winter, supported by Marshall, to approve audit agreement with Stephenson & Company for 5-year audit extension for years 2022-2026. Motion carried by the following roll call vote: Ayes: Winter, Sheltroun, Marshall. Nays: None. Motion carried.

Unfinished Business:

Reinke reviewed 4168 Maes Road well variance request and mortgage survey. Without legal survey, the Board of Ogemaw County Road Commissioners cannot pursue the variance request. Consensus of the Board was to request Manager to contact realtor and inform that a legal survey is required.

A discussion was held on Ogemaw County ORV Ordinance.

Reinke reviewed Susan Boom’s road sign requests. Consensus of the Board was to replace 25 mph road sign on Skunk Hollow.

Information:

Reinke updated Board on winter maintenance/road report.

Reinke updated Board on employee status.

Communication:

None

Public Comment:

None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 10:30 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk

December 8, 2021

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

Members Present: Commissioner Van Sheltroun, Commissioner Klint Marshall

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

Absent: Chairman Dan Winter

In Attendance: State Forman Bill Sperow, Dan Novak AIS Representative, Brian Bellville Richland Township Resident

Additions to the Agenda: 306692-2005 CAT Motor Grader Rehab

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

Approval of Minutes:

Past minutes November 24, 2021, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Approval of Payroll and Payable Accounts:

Motion by Marshall, supported by Sheltroun, to approve and pay payroll voucher #2208 and payable voucher #2209 in the total amount of \$78,731.72. Motion carried by the following roll call vote: Ayes: Sheltroun, Marshall. Nays: None. Motion carried.

Public Comment:

Dan Novak, AIS representative, approached the Board to discuss equipment purchases, warranties and maintenance. Mr. Novak answered questions of the Board.

Brian Bellville, Richland township resident, approached the Board regarding ditching and culvert concerns on Greenwood Road. Reinke answered questions of the Board. Reinke will follow up on complaints weather permitting.

New Business:

Reinke informed the Board of repairs needed to 306692-2005 CAT Motor Grader. Reinke reviewed repair estimate provided by Michigan CAT with Board. Motion by Sheltroun, supported by Marshall, to authorize \$40,000 addition to 2022 capital outlay for repairs towards 306692-2005 CAT Motor Grader. Motion carried by the following roll call vote: Ayes: Marshall, Sheltroun. Nays: None. Motion carried.

Reinke informed the Board he met with Edwards Township supervisor and trustee on Wednesday, December 1, 2021, regarding Chapman Green Acres private road maintenance agreement. Edwards Township board meeting is scheduled for Monday, December 13, 2021. If requested by Edwards Township board, Reinke will attend meeting.

Reinke informed the Board he met with spray foam contractor and reviewed insulation installation building locations. Once estimate is received from contractor, Reinke will review with Board.

Reinke reviewed MCRC SIP property insurance proposal with Board. Consensus of the Board was to remain with current property insurance policy.

Unfinished Business: None

Information:

Reinke informed the Board of an email he received from CRA regarding expected change of possibly - 10.5% in October 2021 MTF payment when compared to October 2020.

Rifle River Outlet Drain Drainage board meeting is scheduled for December 9, 2021. Reinke and Marshall will attend.

Reinke and Sperow updated Board on winter maintenance, road report and equipment updates.

Reinke updated Board on employee status.

Communication:

None

Public Comment:

None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Commissioner Sheltrown adjourned the meeting at 09:55 a.m.

Signed: _____
Van Sheltrown, Commissioner

Countersigned: _____
Brandy Curtis, Board Clerk

December 22, 2021

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

Members Present: Chairman Dan Winter, Commissioner Klint Marshall

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

Absent: Commissioner Van Sheltrown

In Attendance: County Commissioner Craig Scott, Mills Township Resident Jim Allen, Iosco County Resident Helen Shastal, Rose Township Resident Walter Arnaiz

Additions to the Agenda: December Safety Meeting
Tailgate Sander

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

Approval of Minutes:
Past minutes December 8, 2021, were reviewed. There being no additions or corrections, the minutes stand as submitted.

Approval of Payroll and Payable Accounts:
Motion by Marshall, supported by Winter, to approve and pay payroll voucher #2210 and payable voucher #2211 in the total amount of \$335,175.93. Motion carried by the following roll call vote:
Ayes: Winter, Marshall. Nays: None. Motion carried.

Public Comment:
Jim Allen approached the Board regarding State highway shoulders.

Walter Arnaiz approached the Board regarding Dyer Road in Rose Township.

New Business:
Reinke informed the Board he had requested estimates for 2022 licensed engineer services from Lapham and Associates and SSI. Topic will be tabled until next meeting to allow staff to receive requested estimates.

Motion by Marshall, supported by Winter, to approve private road maintenance agreement for Debbie Lane, Windie Drive and Vicki Drive in Chapman Green Acres with Edwards Township for 5 years, 2021-2026. Motion carried by the following roll call vote: Marshall, Winter. Nays: None. Motion carried.

A discussion was held on request for a new tailgate sander. Reinke answered questions of the Board. Motion by Marshall, supported by Winter, to allow staff to purchase tailgate sander for an estimated cost of \$1,900. Motion carried by the following roll call vote: Ayes: Winter, Marshall. Nays: None. Motion carried.
Unfinished Business:
None

Information:
Employee safety meeting and lunch will be held Thursday, December 23, 2021.

Curtis informed the Board of an updated email received from CRA stating MDOT received Exxon's outstanding balance and funds will be relayed on to the road commissions during February 2022 disbursement.

Reinke updated Board on winter maintenance, road report and equipment updates.

Reinke updated Board on employee status.

Communication:
None

Public Comment:
None

There being no further business to come before the Board of Road Commissioners, Ogemaw County, Chairman Winter adjourned the meeting at 9:40 a.m.

Signed: _____
Dan Winter, Chairman

Countersigned: _____
Brandy Curtis, Board Clerk