

May 20, 2014

The Board of Road Commissioners for the County of Antrim met at the County Garage, Mancelona, Michigan for a regular meeting at 9:30 a.m.

The meeting was called to order by Chairman Hunt.

Present: Commissioners Dobrzelewski, Hunt and Paradis. Also present: Engineer-Manager Thompson, Superintendent Stumm and Secretary Farrier.

It was moved by Paradis and seconded by Dobrzelewski to approve the minutes of the April 16, 2014 regular meeting. Motion carried by unanimous yes vote.

At 9:32 a.m. the floor was opened to public comment.

BOC Commissioner Dawson thanked the Engineer-Manager for his report to the BOC regarding the proposed county-wide road millage.

There being no further public comment, the floor returned to the Chair at 9:33 a.m.

The Board met with Mr. Thomas Zick, CPA, to discuss his audit of the 2013 financial statements of the Road Commission. After some lengthy discussion it was moved by Paradis and seconded by Dobrzelewski to approve the aforementioned audit report as presented. Motion carried by unanimous yes vote.

Correspondence was discussed.

The Engineer-Manager gave his report.

Cash flow, MTF and fund balance were discussed.

2014 projects were discussed.

The Board reviewed the complaint/request reports that had been received since the last meeting.

Upcoming meetings:

UP Road Builders Assn., June 11-12, Bark River

The Board reviewed the updated "Title VI Non-Discrimination Plan" (Plan). After reviewing the Plan, it was moved by Dobrzelewski and seconded by Paradis to approve the Plan, as presented, name the Office Manager, Dale Farrier, as Plan Coordinator, and authorize the Chairman, Fred Hunt, Jr., to sign the Plan, including any and all necessary supporting documents. Motion carried by unanimous yes vote. The Plan was so signed.

It was moved by Paradis and seconded by Dobrzelewski that the request for reimbursement in the amount of \$10,000.00 for services of a licensed professional engineer for the period July 1, 2013 thru June 30, 2014 as allowed by Act 51, of 1951, as amended, be signed. Motion carried by unanimous yes vote. The request was so signed.

The Board reviewed the tabulation of sealed bids for Crack Fill Material that were opened and read April 9, 2014:

	<u>Product</u>	<u>Price/lb.</u>	<u>Meets Specs?</u>
Ersco Construction Supply	#1190	\$0.4435	Yes
SealMaster of Michigan	1190NR	0.5575	Yes
Sherwin Industries	211	0.4825	Yes
Surface Coatings	#1190	0.4725	Yes

Staff recommendation is to accept the bid from Sherwin Industries, third low bidder. The block size used by the two low bidders, Product #1190, are difficult to feed into the melting kettle. It was moved by Paradis and seconded by Dobrzelewski to accept the bid for furnishing crack fill material to Sherwin Industries, as being the best product meeting specifications. Motion carried by unanimous yes vote.

The Board reviewed the tabulation of sealed bids that were opened and read on May 19, 2014 as follows:

Hot Mix Asphalt Paving. Derenzy Road & Cayuga Street (\$/ton)

Elmer's	\$66.48
Payne & Dolan	53.00
Rieth-Riley	58.94

It was moved by Dobrzelewski and seconded by Paradis to award to HMA paving bids to low bidder, Payne & Dolan. Motion carried by unanimous yes vote.

Hot Mix Asphalt Skip Patch (\$/ton)

	<u>0-200 Tn</u>	<u>200-500 Tn</u>	<u>500+ Tn</u>
Elmer's	\$105.00	\$90.00	\$80.00
Payne & Dolan	93.00	71.20	63.45
Rieth-Riley	119.00	83.00	68.00

It was moved by Dobrzelewski and seconded by Paradis to accept all bids for HMA skip patch, with preference given to low bidder available. Motion carried by unanimous yes vote.

Hot Mix Asphalt picked up at plant (\$/ton)

	<u>Plant</u>	
Elmer's	Rennie School Road	\$73.00
Payne & Dolan	Elmira	49.30
Rieth-Riley	Hudson	54.00

It was moved by Dobrzelewski & seconded by Paradis to accept all bids for Hot Mix Asphalt picked up at plant, with preference given to low bidder and consideration given to plant location in relation to project. Motion carried by unanimous vote.

The Engineer-Manager discussed the proposed county-wide road millage, and possible methods of distribution with the incorporated villages and county road fund, including making funds available for each township to use as matching money for road projects. With that in mind, he recommended adopting a "County Road Millage Distribution Policy".

It was moved by Dobrzelewski and seconded by Paradis to adopt the following policy, "Policy 250: County Road Millage Distribution Policy:

POLICY 250

SUBJECT: COUNTY ROAD MILLAGE DISTRIBUTION POLICY

I. PURPOSE

To establish a policy governing the granting of a portion of county road millage revenue to townships for improvements to county roads.

II. CONTENT

- a. Any revenue generated by a county millage for highway, road and street purposes shall be distributed to the incorporated villages and the county road fund in accordance with MCL 224.20b.
- b. The portion of money that is distributed to the county road fund in accordance with MCL 224.20b shall be allocated as follows:
 - i. An amount equal to the required local match of that year's Federal Aid allocation to the Road Commission shall be committed for the purpose of satisfying such local match. This matching money may be accumulated from year to year as the program needs dictate its use.
 - ii. 50% shall be allocated to each township based on the following formula:
 1. Half of this shall be allocated to townships in the proportion that the taxable value of each bears to the total taxable value of all townships.
 2. The remaining half shall be allocated to townships in the proportion that the miles of local county roads of each bears to the total miles of local county roads.
 - iii. The remaining amount shall be used at the discretion of the Road Commission for highway and road purposes. The priority for this money will be the county primary road system needs. Projects shall be selected based on sound engineering and asset management principles.
- c. The money allocated to each township shall be held in the county road fund. Each township's allocation will be tracked separately and a balance may be provided to the township as requested.
- d. A township shall use its allocation within three years of allocation after which it will be zeroed out for that year unless otherwise approved by the Board of County Road Commissioners.
- e. A township may use county road millage money for all or any portion of a requested project provided there is sufficient balance. Other township money may be combined with its county road millage money allocations if needed for a project(s).
- f. All work requested by the township shall comply with Act 51 of 1951 as amended and any Road Commission policy or policies governing such work.
- g. A township may request projects on either county local or county primary roads. The Road Commission will not contribute any other money towards a local road project. The Road Commission will not contribute any other money towards a primary road project unless it is a priority of the Road Commission but does not have full funding for that year requested. Such contributions by the Road Commission will be to the extent of money available for primary road work at the time of request and not yet committed or assigned for other uses. The Board of County Road Commissioners shall approve the amount of money to be used for each project proposed.
- h. In the event of an extreme emergency or natural disaster the Road Commission may suspend this policy if it deems it is in the interest of public safety and direct all or a portion of the county road millage money to address these needs. However, all money used from the county road millage shall only be used for highway, road and street purposes. The distribution outlined in this policy will be restored as soon as possible after the needs have been adequately addressed.

May 20, 2014...continued

III. RESPONSIBILITY

- a. The Manager is responsible for administering this policy.
- b. This policy shall take effect immediately after a county road millage is passed by the electors.

Motion carried by unanimous vote. Policy 250 adopted.

It was moved by Dobrzelewski and seconded by Paradis that the Board of Road Commissioners for the County of Antrim go on record in support of the BOC if they decide to place a county-wide road millage on the November ballot and that the millage should be 1.0 mills. Motion carried by unanimous yes vote.

The Board reviewed and cast a ballot for CRASIF Board of Trustees.

At noon, the Chairman called a break for lunch.

The meeting resumed at 1:05 p.m.

Bills in the amount of \$192,633.32 covered by master voucher(s) #09, #10 & #10A and payroll(s) #09, #10 & #11 in the amount of \$141,118.58 were reviewed.

At 1:25 p.m. a motion was made by Paradis to go into a closed meeting to discuss the current union negotiations. The meeting was closed.

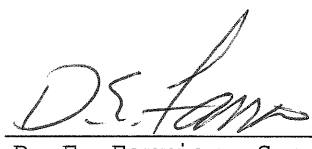
At 2:59 p.m. the open meeting resumed.

By motion, the meeting was adjourned at 3:00 p.m.

Approved by


Fred Hunt, Chairman

Submitted by


D. E. Farrier, Secretary