

The organizational meeting of the Board of County Road Commissioners of Benzie County was called to order by Clerk Kolinske at the Road Commission offices in Honor, Michigan on Thursday January 17, 2019 at 9:30 AM.

Present:	Chairman Bob Rosa	Manager Matt Skeels
	Vice-Chairman Ted Mick	Clerk Jennifer Kolinske
	Member Jim Bowers	

Organizational Meeting

Motion by Comm Bowers and supported by Comm Mick to elect Comm Rosa as Chairman of the board. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Rosa to elect Comm Bowers as Vice Chairman of the board. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to accept the 2019 Meeting Schedule as presented. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to adopt Resolution 2019-01 Bank Depositories. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to adopt Resolution 2019-02 ACH Transactions. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Rosa to adjourn the organizational meeting at 9:34 AM. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Regular Meeting

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday January 17, 2019 at 9:35 AM.

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Trucks for Sale, Anderson Audit and Letter of Support GT Band, Carter Creek. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Minutes from 12/13/18 were accepted as presented.

Motion by Comm Bowers and supported by Comm Rosa to pay bills #45712 to #45792 in the amount of \$227,407.89 and Payroll #26 and #1 for \$127,427.43. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Rosa to pay the MERS EFT in the amount of \$47,194.04. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager -New truck #3 has been delivered and is in service. Service work on trucks going well, no major issues yet.

Trucks for Sale - Motion by Comm Bowers and supported by Comm Mick to accept the high bid amount of \$670.00 from Louie Gelakosky for truck #005 and the high bid amount of \$1,528.00 from Paul Beechraft for truck #320. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Scott Fasel Superintendent – MDOT requires we accept the lowest bid on the salt barn roof. We have concerns on what type of finished product we will receive. Sherry Taylor mentioned that there needs to be more cleanup of downed trees on Milnichol Road.

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Standing guest: Gary Sauer, County Commissioner – Jeff Miller has been hired as the new School Resource Officer for Benzie Schools. City of Frankfort is still working on an agreement with the county before they will commit to hire one. Attended coffee hour with Representative Curt VanderWall. Space Needs study being done at the county building, possible option is to have DHSS move to another location. Interviews in process for Public Defender/Chief Defender that would be shared with Manistee County, have a one hundred eighty-day deadline to get this done. Indigent Defense continues to be a state priority.

Public Input: - Paul Beechraft, Inland Township- expressed his dissatisfaction with the work done on 669 and Pioneer Road curve. Mr. Beechraft asked if the board would be willing to pay for the dirt work on Brundage and N Carmean Road if Inland Township pays for the paving. Superintendent Fasel to draft estimates for the dirt work to present at the next board meeting.

Items Before the Board:

Furnace Bids - Motion by Comm Rosa and supported by Comm Bowers to award the furnace bid to D & W for \$16,302.00 with the stipulation that the work be done in a timely manner. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Salt Shed Bids - Motion by Comm Bowers and supported by Comm Rosa to award the salt shed roof bid to Rasmussen Exteriors for \$31,156.00 based on MDOT rules that we must accept the lowest bid. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Administrative Wage Adjustments -

Motion by Comm Rosa and supported by Comm Bowers to give 4% wage rate increases to Financial Manager Jennifer Kolinske and Payroll Clerk Lisa Taber effective with the payroll starting January 21, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Bowers to change Shop Foreman/Facility Manager Mike Johnson from hourly to an annual salary of \$58,240.00 effective with the payroll starting on January 21, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to promote Ricky Worm to Road Foreman with an hourly rate of \$20.82 per hour effective with the payroll starting on January 21, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Manager Contract Renewal - Motion by Comm Rosa and supported by Comm Bowers to enter into a new, two-year contract with an annual salary review option with Manager Skeels to include a rate increase of 4% effective with the payroll starting on January 21, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Pioneer Road & 669 Issues – Manager Skeels informed the board that we are having delaminating issues with the pavement on Pioneer Road. The project is not closed yet, MDOT has been put on notice as well as Heather at Gourdie Fraser. 669 paving project has roller marks and the quality of the project overall seems poor. Manager Skeels stated that in the future we should be adding more quality control specifications to our bid packages to help eliminate these issues.

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CRA Ballot - Motion by Comm Bowers and supported by Comm Rosa to elect Larry Orcutt, from Alpena for the CRA Board of Directors Ballot. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

2019 Primary Road Projects - Motion by Comm Bowers and supported by Comm Mick to accept the 2019 Primary Road Projects list as presented by Manager Skeels. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Weldon Township – Haze Road Bridge Funds – Manager Skeels to send letter to Weldon Township requesting they develop a plan to set aside funds each year for this project as well as look into any grant opportunities they may have. Motion by Comm Bowers and supported by Comm Rosa to allow Weldon Township to bank their Local Road Improvement Funds for one year. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Gourdie Fraser-Homestead Road Agreement- Motion by Comm Bowers and supported by Comm Mick to authorize Manager Skeels to sign the Homestead Road Agreement for design and engineering services with Gourdie Fraser. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

2014-2018 Millage – Spreadsheet of actual millage expenditures presented to the board.

Vacation Rollover – Administrative staff made recommendation to wait to address this issue in the next union contract, board agreed.

Facebook Page – Administrative Assistant Pat Cote gave a brief summary regarding our new Facebook Page. There is a dummy Facebook page that was generated by Facebook that she is trying to merge with ours. There is a link to the Gaylord weather station on our site. She asked that if anyone has ideas for posts and/or pictures to please let her know. She has been reviewing what other road commissions post to get ideas.

Anderson Audit – Presented audit letter regarding general services to be performed to board members.

Letter of Support GT Bands - Motion by Comm Mick and supported by Comm Bowers to authorize Manager Skeels to sign the letter of support to the Bureau of Indian Affairs regarding the repair of the road-stream crossing at the Weldon Road crossing of Carter Creek in Benzie County. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Public Input: Ron Evitts, Colfax Township-mentioned that Knudson's property located between Reynolds Road and Nostwick Road is for sale and suggested that the road commission might want to look into getting an easement.

Board Round Table: Board members presented a plaque to John Fortine for his twenty-five years of service. Staff picture was shared with the board. CRA Highway conference to be held March 12th to March 14th 2019. Logging legislation did not pass.

Meeting Adjourned at 11:15 AM


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday January 31, 2019 at 9:30 AM.

Present: Chairman Bob Rosa Manager Matt Skeels
 Vice-Chairman James Bowers Clerk Jennifer Kolinske
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Motion by Comm Mick and supported by Comm Bowers to amend the agenda adding LED Lighting Bid to the agenda. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Minutes from 1/17/19 were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45793 to # 45832 in the amount of \$56,972.22 and Payroll #2 and #2a for \$67328.90. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – Not Available

Scott Fasel Superintendent – Not Available

Standing guest: Gary Sauer, County Commissioner – Village of Elberta was approached by the City of Frankfort regarding fisherman's landing project; there would be the issue of hooking into the existing sewer line. DNR applying for trust fund grant for beach proposal. Meeting in Elberta this evening at 7:00 PM. Maples is at 95% occupancy. County has authorized spending \$14,000 to change out locking system at the facility to comply with Michigan state requirements. A firm has been selected for the space needs study/plans. Decision was made to focus only on government center at this time. It will now be presented to the full board for approval. Eight people applied for the Public Defender/Chief Defender position. Interviews will be held on February 15, 2019. Attending health department meeting, well inspections were discussed as a potential issue for county residents.

Public Input: - None

Items Before the Board:

Carmean Road/Brundage Road Shoulder Work Estimate – Manager Skeels presented shoulder work estimate with an estimated cost of \$52,073.27 to the board. Discussion was held regarding creating list of township roads with issues by highest to lowest priority. Manager Skeels will work on creating a list of roads. Ron Evitts suggest Townships contact the State of Michigan to see if there might be funds available. Motion by Comm Bowers and supported by Comm Mick to approve paying for base and shoulder work for Carmean & Brundage Road with an estimate of \$52,073.27 with Inland Township paying for paving work. Inland Township's Local Road distribution of \$10,595.89 will be used towards the shoulder work leaving an estimated balance of \$41,477.38 to be paid by Benzie County Road Commission for shoulder work. Inland Township will pay \$100,000 towards paving work in FY 2019 with the remaining balance due in FY 2020. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Admin Rules v's Union Contract-Bereavement Draft – Motion by Comm Bowers and supported by Comm Mick to update the Bereavement section of the Administrative Personnel Manual to match the current union contract. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

LED Lighting Bid – Manager Skeels presented a bid to finish LED light conversion. Motion by Comm Rosa and supported by Comm Bowers to accept the bid of \$1,993.02 from Meekhof Electric. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Update on 2019 Primary Paving Projects – Manager Skeels discussed changes to the 2019 paving project list. Copmish will be taken off and moved to 2020 or 2021. Working on estimates for Love, Point Betsie, Esch and Saffron Roads.

Paving Bid Packets A & B – Bid packets went out last Friday, expect to receive bids from Elmer's, Reith Riley and ATP/Molon. Will be drafting a Bid packet C to send out which will include projects in Almira and Benzonia Townships.


1st QTR 2019 Financials – Clerk Kolinske presented 1st quarter financials to the board.

Public Input: Alan from ATP thanked the board for many years of doing business with him. Molon will be buying ATP this spring. Ron Evitts asked that we take a look at the "No Turn Around" sign the property owner installed on Nostwick Road.

Board Round Table: Manager Skeels new employment contract was signed which was approved at prior board meeting. Clerk Kolinske informed the board that our new copier has been ordered with a cost of approximately \$2,900 and new desks have been installed for our Administrative Assistant as well as the Financial Manager's office areas. Sheriff's office will be running air boat down Platte River to break up ice damns. They have requested use of our excavator to pull boat out of the water when done. Office furnace replacement will be next week. Skid Steer has arrived with all the attachments we purchased.

Meeting Adjourned at 10:50 AM


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

Mr. Sauer mention to Manager Skeels that Six-Mile Road needs to be added to road repair wish list. Award was given to Benzie County Road Commission by the Sheriff's office commending us and our staff in recognition of our services these past few weeks.

Public Input: - Mr. Evitts and Mr. Beechcraft thanked the board for awarding both bid package A & B to Elmers. Mr. Beechcraft also stated that Inland Township passed a motion approving money for the Carmean & Brundage Road projects. Their township is now discussing other paving needs on Kent and Second Street in Bendon.

Items Before the Board:

Corrective Action Plan – Motion by Comm Bowers and supported by Comm Mick to approve the State of Michigan Corrective Action Plan as presented which includes an increase of \$4,000 per month over and above our required contribution starting with fiscal year 2020, depositing our FY 2017 MDOT refund in the amount of \$84,007 in to our MERS surplus fund and authorizing Financial Manager Jennifer L. Kolinske to sign said documents. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Lease Agreement – MI Cat Skid Steer – Motion by Comm Mick and supported by Comm Bowers to enter into a lease agreement with Caterpillar Financial Services for the lease of a Skid-Steer and authorizing Manager Skeels and Financial Manager Kolinske to sign said documents. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Approval of 2019 Certification Map – Resolution 2019-03 – Motion by Comm Rosa and supported by Comm Mick to adopt Resolution 2019-03 approving the Certification Maps for 2019 and allowing for Manager Skeels to electronically sign and submit them. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Policy #103-Streets in Recorded Subdivisions – Motion by Comm Bowers and supported by Comm Mick to accept Policy #103-Streets in Recorded Subdivisions as amended. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

MTF Funds 2010 to Present – Financial Manager Kolinske presented the MTF Funds 2010 to Present spreadsheet to the board.

Township Projects-Almira & Benzonia – Manager Skeels stated that Almira Township is looking to do paving work in the Hardwood Acres subdivision and that Benzonia Township is looking for estimates for Old Platte and Cedar Roads which will be part of Bid Package C.

Public Input: None

Board Round Table: Manager Skeels shared the following items with the board: Sheriff's letter of recognition and discussion on revisiting the Administrative Personnel Manual v's Union Contract regarding Bereavement. In addition, a wing light stick fell off of one of our night trucks, ambulance hit the stick, sheriff wrote up incident report and will most likely be turned into our insurance carrier who has stated it will most likely get denied. No damage was done to light or stick. Manager Skeels is also working with the union representative on Letters of Understanding for vacation time as well as seasonal park maintenance pay. Manager Skeels attended the latest Iron Man race meeting. The race committee has stated that they have left messages with the townships regarding road closures however the townships have stated that they have not heard from anyone yet regarding the race or the road closures.

Meeting Adjourned at 11:35 AM



Robert Rosa, Chairman



Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday February 28, 2019 at 9:30 AM.

Present: Chairman Bob Rosa
 Vice-Chairman James Bowers
 Member ~~Tim~~ Mick
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 Manager Matt Skeels
 Clerk Jennifer Kolinske

The agenda was accepted as presented.

The February 14, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45871 to #45902 in the amount of \$89,555.31 and Payroll #4 for \$60,962.27. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay the MERS EFT in the amount of \$48,528.78. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent – There is approximately forty-eight inches of frost in the road beds. Crew continues to do a great job keeping up with the weather we have been having. Refer to work summary for details.

Standing guest: Gary Sauer, County Commissioner – The Maples is at 96% occupancy. The state has inspected the door locks. Temporary system in place until they can get it fixed. Maples recently purchased new dryers. Resignation received from the clerk in Elberta. Fisherman Landing discussion continues. Schools looking at new thirty-year millage. Schools have received grant funds for cameras and new locks. Currently sixty-six percent of property tax dollars paid in Benzie County go to the schools. They are looking at a .6 mill increase. March 12, 2019 superintendent to do presentation.

Public Input: - Sherry Taylor mentioned that her mailbox had been taken out by one of our plows. John Schorr discussed his concerns regarding damage being done to Benzie County roads by the loggers and the DNR keeping the funds from all the logging revenue that has been done.

Items Before the Board:

Crystal Lake Township-Dr. Nielson Re: 2019 Paving Projects - Motion by Comm Bowers and supported by Comm Mick to allow Crystal Lake Township to pay a deposit of \$60,000 due March 15, 2019 for their 2019 paving projects with the remaining balance due by March 1, 2020. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Transfer Monies to Money Market Account - Motion by Comm Mick and supported by Comm Bowers to transfer \$1,000,000 from BCRC savings account with Honor Bank to our Michigan Class investment account. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Admin v's Union Bereavement Time - Motion by Comm Rosa and supported by Comm Bowers to rescind the motion made at our February 14, 2019 meeting regarding changing the Administrative Personnel Manual rules regarding bereavement time. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

2019 Bridge Inspection Agreement - Motion by Comm Bowers and supported by Comm Mick to approve the 2019 Bridge Inspection Agreement received from Link Engineering Services and authorizing Manager Skeels to sign the agreement. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Bid Package A, B and Extended B Update – Manager Skeels gave an update on township projects that would require either a package C or extending package B for 2019 paving projects. Motion by Comm Bowers and supported by Comm Mick to approve extending package B to Elmer's for the township projects. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

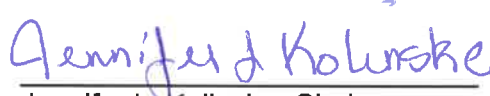
Material Bid Package Update – Manager Skeels gave an update on the status of the Material Bid Package. Last item Superintendent Fasel and Manager Skeels are reviewing is options for extracting clay from Thompson Pit. Also looking at possible other properties in the county.

Public Input: Ron Evitts suggested the Road Commission take pictures before and after loggers complete logging within the county.

Board Round Table: Manager Skeels met with Lake Township this week to discuss their 2019 paving project estimates. They have concerns with the price on the Birch Trail project due to the unknown conditions of the underlying road bed. They have decided to investigate this before approving the project for paving. Manager Skeels also mentioned a new proposal being discussed that would allow for "bridge bundling" to get bridge projects done. He spoke with Denise Donohue from CRA and expressed our interest in this program.

Meeting Adjourned at 10:45 AM


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday March 14, 2019 at 9:32 AM.

Present: Chairman Bob Rosa Manager Matt Skeels
 Vice-Chairman James Bowers Clerk Jennifer Kolinske
 Member Ted Mick

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Honor Bank CD. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The February 28, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45903 to #45936 in the amount of \$75,498.20 and Payroll #5 for \$61,424.54. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – LED Light installation is done. New John Deere mower tractor will be coming in this week. New Broom has been ordered. Still having issues with radiators. We are able to get after-market radiators from Valley Truck parts that has reduced the cost of replacement. Grader is in for warranty work. Michigan Cat has given us a loaner grader to use until ours is returned.

Scott Fasel Superintendent – N/A

Standing guest: Gary Sauer, County Commissioner – Superintendent Matt Olsen and two representatives from TBAISD gave presentation to county commissioners on school funding issues. Ironman group gave presentation to county commissioners on their race. The county commissioners have directed the Ironman representatives to the townships regarding road usage. County has received grants again this year for tire recycling. Dates will be June 15, 2019 in Frankfort, July 13, 2019 in Thompsonville and August 17, 2019 at BCRC. Rhonda Nye has been appointed as the new county commissioner replacing Corey Carland representing Benzonia Township. Nye reported that the US-31 project in Benzonia will include sidewalks on both sides of the road.

Public Input: - N/A

Items Before the Board:

Bid Extension – Ace Saginaw-Cold Patch - Motion by Comm Bowers and supported by Comm Mick to extend the cold patch bid to Ace Saginaw for 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Chamber Expo April 13, 2019 - - Motion by Comm Mick and supported by Comm Bowers to approve the registration fee of \$300.00 for the Benzie County Chamber Expo on April 13, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Resolution #2019-04 Haze Road (Black) Bridge- Motion by Comm Bowers and supported by Comm Mick to approve Resolution #2019-04 Haze Road (Black) Bridge Application For Critical Bridge Funds. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Resolution #2019-05 Nostwick Road Bridge- Motion by Comm Mick and supported by Comm Bowers to approve Resolution #2019-05 Nostwick Road Bridge Application For Critical Bridge Funds. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried

Resolution #2019-06 Reynolds Road Bridge- Motion by Comm Mick and supported by Comm Bowers to approve Resolution #2019-06 Reynolds Road Bridge Application For Critical Bridge Funds. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried

Resolution #2019-07 MUSTA \$2,000.00 Line of Credit for Underground Storage Tank Insurance Renewal- Motion by Comm Mick and supported by Comm Bowers to approve Resolution #2019-07 MUSTA \$2,000.00 Line of Credit for Underground Storage Tank Insurance and authorizing Financial Manager/Clerk Kolinske to sign said documents. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried

Honor Bank CD - Motion by Comm Mick and supported by Comm Bowers to move \$250,000.00 from our MI Class Investment account to our Honor Bank savings account to establish a 10-month CD with a rate of 2.55% APY. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Road Segments With Problem Hills- Manager Skeels presented to the board a draft list of road segments with problem hills for review. Manager Skeels will prioritize this list and also suggested that BCRC come up with a policy to deal with these issues.

Update on Material Bids – All material bids went out on March 7, 2019. Bid openings will be on March 29, 2019 at 1:00 P.M.


Frost Laws – BCRC Frost laws started on March 13, 2019. Most surrounding counties are starting this week as well. Manager Skeels mentioned that our MDOT frost monitors are broken.

Public Input: County Commissioner Sauer asked the board about Weldon Township Local Share monies. Weldon Township was allowed to hold these for one year and was asked to look into other funding opportunities to meet their needs. County Commissioner Taylor mentioned that information regarding the .45 cent gas tax proposal would be a good topic for Benzie Expo.

Board Round Table: Discussion continued on the .45 cent gas tax proposal. Manager Skeels mentioned that the current proposal would not go through the Act 51 Formula. If it went through the Act 51 Formula, we would receive approximately 2.7 million. With the new formula being proposed we would only see approximately 1.7 million. Manager Skeels shared the MDOT long range plan with BCRC board and guests. Financial Manager/Clerk Kolinske mentioned she was appointed as the new Trustee for Homestead Township.

Meeting Adjourned at 10:40 A.M.


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

Truck #412 & #413 Outfitting- Motion by Comm Bowers and supported by Comm Mick to approve the Truck outfitting estimates of \$119,987.33 for truck #412 and \$91,737.83 for truck #413. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Snell Road – Mr. Scott Papineau discussed his survey of a parcel on Snell Road that he wants to insure there is actual frontage on Snell Road. Snell Road is a seasonal “Road by User”. BCRC staff agrees at this time that the current location of Snell Road shown on Mr. Papineau’s drawing is accurate and does provide access to the parcel he is creating. Mr. Papineau will provide BCRC a copy of the final survey showing irons when completed.

CRA NFWF SOGL Letter of Support- Motion by Comm Rosa and supported by Comm Bowers to approve the CRA NFWF SOGL Letter of Support authorizing Manager Skeels to sign said letter. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

May 2019 Board Meeting Dates- Motion by Comm Mick and supported by Comm Bowers to change the May meeting dates from May 9, 2019 and May 23, 2019 to May 16, 2019 and May 30, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Bridge Bundling – Manager Skeels presented a survey regarding “Bridge Bundling” that he is completing and asked the board for some guidance.

Governors Road Proposal – Manager Skeels shared with the board a revised proposal for the .45 cent gas tax increase.

Notswick Road Bridge – The weight rating submitted to MDOT by our Bridge Engineer was incorrect. Manager Skeels is working with the Bridge Engineer to resolve this.

Inland Township Construction Authorizations-Brundage & Carmean - Motion by Comm Mick and supported by Comm Bowers to add language to the Inland Township Construction Authorizations allowing them to pay \$100,000.00 by September 30, 2019 on the Brundage & Carmean projects with the remaining balance due by May 31, 2020. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

MTF Update – Manager Skeels and Clerk Kolinske presented to the board the MTF adjustments for FY 2019 along with the estimates for FY 2019, 2020 and 2021.

Public Input: Ron Evitts mentioned that there is a “widow maker” tree on Wallin Road where payment meets gravel that needs to be taken care of.

Board Round Table: Clerk Kolinske presented to the board the gold star reward program that was created by our Administrative Assistant Pat Cote. Manager Skeels mentioned he will be attending the Ironman meeting in Almira Township on April 2, 2019.

Meeting Adjourned at 10:40 A.M.



 Robert Rosa, Chairman



 Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday April 11, 2019 at 9:30 AM.

Present:	Chairman Bob Rosa	Manager Matt Skeels
	Vice-Chairman James Bowers	Clerk Jennifer Kolinske
	Member Ted Mick	

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Annual EAP Agreement renewal. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The March 28, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45966 to #46004 & #99763 in the amount of \$284,873.89 and Payroll #7 for \$53,654.62. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – New mower tractor is in service. Four trucks have now been converted from winter to summer mode. Continuing to look for mechanics. Have had good results this past winter with the carbide blades.

Scott Fasel Superintendent – Ron Edgington last day will be April 12, 2019. Gordon Willoughby will be retiring in May. Finalizing Township projects. Frost laws are still in place, not sure at this time when we will lift them. Beginning to prep for 2019 paving projects, weather permitting. Crew has been working on cleaning up a lot of trees. Grader and blade trucks out some, however doing very minimal work until frost comes out of ground. We are leasing a broom truck for one month to clean up winter sand on the roads. Unit should be here around April 24, 2019.

Standing guest: Gary Sauer, County Commissioner – Attended MAC Conference, discussion there on lots of changes coming in the future including the current .45 cent gas tax proposal. Blaine Township opted out of allowing medical marijuana facilities in their Township. Joyfield and Weldon Township clerks have resigned as well as the Weldon assessor. Maples audit was just completed. County Administrator attended recent MERS session, assumption percentages for the future are going to change from 7.75 to 7.35 percent. Jack O'Malley met with Fire Chiefs and staff to discuss staffing issues. Weldon Township received grant for approximately \$15,000 to work on their day use park.

Public Input: -

Irene Dunham, Colfax Township discussed her concerns with Miller Road and asked the Road Commission to address issues if possible. Manager Skeels mentioned the Local Match Funds that are being provided to each Township this year and directed her to talk to her Township ~~board~~ BCRC to also inspect road conditions.

Paul Beechcraft, Inland Township Supervisor asked BCRC board to consider waiving the overhead fee on Carmean Road if they agreed to pay the overhead fee on Brundage. Board to consider and add to agenda for next meeting. Paul also mentioned there is a blood drive and propane sale on May 17, 2019.

Keri Schneider, Milnichol Road, lives on seasonal section of road and is asking if BCRC can maintain road year around. Due to the seasonal status of the road the BCRC only maintains the road May 1st through Oct 31st every year. Discussed with Keri the idea of looking for grant funds to upgrade road based on her handicap status.

Items Before the Board:

2019 Grader Blade Bids – N/A

2019 Maxx Patch Stone Bids - Motion by Comm Bowers and supported by Comm Rosa to Reject all bids received for 2019 Maxx Patch Stone and to Rebid. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

2019 Material Bids - Motion by Comm Bowers and supported by Comm Mick to accept management's recommendations for all 2019 material bids excluding the Maxx Patch Stone Bid. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

FY 2018 Act 51 Attest - - Motion by Comm Mick and supported by Comm Bowers to accept the Act 51 Annual Report as presented. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Policy #303 Harassment - Motion by Comm Mick and supported by Comm Bowers to approve the recommended Harassment policy presented by the management staff. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Policy #328 Prohibition of Unlawful Retaliation in the Workplace - Motion by Comm Mick and supported by Comm Bowers to approve the recommended Prohibition of Unlawful Retaliation in the Workplace policy presented by the management staff. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Transfer Monies to Money Market Account - Motion by Comm Mick and supported by Comm Bowers to transfer \$500,000 from BCRC savings account with Honor Bank to our Michigan Class investment account. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Annual EAP Renewal Agreement - Motion by Comm Bowers and supported by Comm Mick to Renew our annual EAP Agreement authorizing Manager Skeels and Clerk Kolinske to sign said documents. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Building Improvements – Manager Skeels received notice from engineer regarding moving forward on the engineering phase of our building improvements. Discussion on this to continue after 2nd quarter financials are done.

Update on Iron Man – Manager Skeels attended a meeting that was held at Almira Township. We received a resolution from Platte Township allowing closure of any roads.

Nostwick Road Sign – Manager Skeels was able to confirm that our posted sign is correct. Engineer to correct paperwork with state that was filed in error.


Benzie Expo – April 13, 2019 from 11:00 to 3:00, Clerk Kolinske discussed items to be presented at Expo and that this year we are participating in the job fair portion since we are looking for drivers, mechanics and seasonal summer staff.

Public Input: Commissioner Sauer asked about the MTF reductions in FY 2019 to correct for the overpayments in FY 2018. Clerk Kolinske explained that they are spreading it over many months in FY 2019 and that our portion was approximately \$18,000.

Board Round Table: N/A

Meeting Adjourned at 11:20 A.M.


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday April 25, 2019 at 9:30 AM.

Present:	Chairman Bob Rosa	Manager Matt Skeels
	Vice-Chairman James Bowers	Clerk Jennifer Kolinske
	Member Ted Mick	

The agenda was accepted as presented.

The April 11, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #46005 to #46037 in the amount of \$61,069.96 and Payroll #8, #8a & #8b for \$62,951.61. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Rosa to pay the MERS EFT in the amount of \$48,192.00. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent – N/A

Matt Skeels Manager – We have received are rental sweeper & crew is starting to sweep roads. Sweeper will be used mostly for state roads, time permitting we will do some of the county roads. New broom truck to arrive next week. Mike is continuing to convert trucks from winter to summer mode.

Standing guest: Gary Sauer, County Commissioner – Attended a Day at the Capitol with the Health Department, opiate issue is a reoccurring topic. Charles Kraus is asking for a letter of support for a Historical Marker in the Village of Thompsonville. Maryanne Goodman is the new clerk for Village of Elberta. OSHA did a surprise inspection at the Maples. County audit was presented at their last meeting.

Public Input: - Mr. Sauer's asked Manager Skeels to follow up on the process of designating Joyfield Road as a Natural Beauty Road.

Items Before the Board:

Max Patch Stone Bids - Motion by Comm Bowers and supported by Comm Mick to award the Max Patch Stone bid to Cliff's Sand & Gravel, Inc. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Inland Township – Carmean & Brundage Overhead Fees - Motion by Comm Rosa and supported by Comm Bowers to charge Inland Township overhead fees for both the Carmean and Brundage projects. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

CRA Ballot – Updates to CRA Bylaws - Motion by Comm Mick and supported by Comm Bowers to support the revised CRA Bylaws ballot. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

August Meeting Dates - Motion by Comm Bowers and supported by Comm Mick to change the August 2019 meeting dates from August 8th and August 22nd to August 15th and August 29th. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

2nd QTR Financials – Financial Manager Kolinske presented the 2nd Quarter financials. Recommendations were made to amend the budget on four-line items. Motion by Comm Mick and supported by Comm Bowers to amend Revenue and Expenditure accounts as follows: “Snow Removal Funds” (revenue) increasing it by \$44,936.95, “Other Contributions” (revenue) increasing it by \$215,512.59, “Primary Winter Maintenance” (expenditure) increasing it by \$136,012.65 and “Local Winter Maintenance” (expenditure) increasing it by \$94,817.54. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Staffing Update/Issues – Manager Skeels informed the board that we have extended an offer to a new mechanic. Gordon Willoughby will be retiring on May 17, 2019. We are still advertising for a mechanic, full-time truck driver and seasonal summer help.

Board discussed Administrative Assistant position and the need for it to be full-time. Motion by Comm Bowers and supported by Comm Mick to approve making the Administrative Assistant a full-time position. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried. Manager Skeels and Financial Manager Kolinske to set time frame on transition from part-time to full-time.

Manager Skeels has completed Superintendent Scott Fasel’s one-year review and is recommending a 1% wage increase. Motion by Comm Bowers and supported by Comm Mick to approve a 1% wage increase for Superintendent Scott Fasel effective April 29, 2019. Ayes: Rosa, Bowers and Mick. Nays: None

Manager Skeels has completed Foreman Rick Worm’s one-year review and is recommending a 2% wage increase. Motion by Comm Bowers and supported by Comm Mick to approve a 2% wage increase for Foreman Rick Worm effective April 29, 2019. Ayes: Rosa, Bowers and Mick. Nays: None


Building Improvements – Tentative building plans were reviewed with each board member individually. Mr. Sauer’s suggested a space needs study like the county is doing. Topic to be tabled until next meeting.

Benzie Expo Follow-Up – Clerk Kolinske and Manager Skeels shared results of Expo. Good public feed back and we were featured in the Record Patriot. Admin Cote and Clerk Kolinske will start attending Business After Hour events as time allows.

Public Input: Mr. Sauer’s mentioned the veterans are selling commemorative pins for \$5.00.

Board Round Table: Manager Skeels mentioned he will be meeting with Kim from CRA in the next few weeks to discuss culvert needs, the park service will be doing their prescribed burn this week and that Pioneer Road curve did not pass MDOT’s inspection. Clerk Kolinske reminded board members about our May meeting date changes.

Meeting Adjourned at 11:30 A.M.


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday May 16, 2019 at 9:30 AM.

Present:	Chairman Bob Rosa	Manager Matt Skeels
	Vice-Chairman James Bowers	Clerk Jennifer Kolinske
	Member Ted Mick	

The agenda was accepted as presented.

The April 25, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #46038 to #46092 in the amount of \$180,886.35 and Payroll #9, 9a & 10 for \$99,534.30. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – New mechanic, Christopher Cape started working this week. Emulsion tank will be cleaned out tomorrow. Bloxsom Roofing Company will be getting us estimates for the roof repairs and/or replacements.

Scott Fasel Superintendent – Salt barn roof has been replaced. Brining to hopefully start soon. Have been interviewing employees for a crew position. Looks like we might have found a good candidate.

Standing guest: Gary Sauer, County Commissioner – Joyfield, Blaine and Weldon Clerks have resigned. Veteran's Memorial Service will be at 12:00 noon at the new pavilion. They are still selling commemorative pins for \$5.00. Commissioners have decided to re-do the parking lot at the County building which will include expanding it ten feet. The extra DTRF funds received will go towards the cost of the parking lot. Attended a Worker's Compensation seminar, they are now looking at covering PTSD for job related incidents.

Public Input: - None

Items Before the Board:

Village of Honor – Paving Leelanau Street – Village of Honor is asking the BCRC to contribute \$4,436.00 towards the paving of Leelanau Street. Manager Skeels to discuss with the Village of Honor the need for four inches of asphalt, the shoulder gravel and also the need for a new culvert before board makes a decision on this. Motion by Comm Bowers and supported by Comm Mick to table this decision until next meeting. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Inland Township – 2nd & Kent Street – Motion by Comm Bowers and supported by Comm Mick to allow Inland Township to go out for bid on 2nd and Kent Street as pass through projects with no overhead charge by BCRC. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Public Meeting to Amend Permit Fee Schedule – Motion by Comm Mick and supported by Comm Bowers to have a Public Meeting on June 27, 2019 to discuss changes to the BCRC permit fee schedule. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday May 16, 2019 at 9:30 AM.

Present: Chairman Bob Rosa
 Vice-Chairman James Bowers
 Member Ted Mick
 Manager Matt Skeels
 Clerk Jennifer Kolinske

The agenda was accepted as presented.

The April 25, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #46038 to #46092 in the amount of \$180,886.35 and Payroll #9, 9a & 10 for \$99,534.30. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – New mechanic, Christopher Cape started working this week. Emulsion tank will be cleaned out tomorrow. Bloxsom Roofing Company will be getting us estimates for the roof repairs and/or replacements.

Scott Fasel Superintendent – Salt barn roof has been replaced. Brining to hopefully start soon. Have been interviewing employees for a crew position. Looks like we might have found a good candidate.

Standing guest: Gary Sauer, County Commissioner – Joyfield, Blaine and Weldon Clerks have resigned. Veteran's Memorial Service will be at 12:00 noon at the new pavilion. They are still selling commemorative pins for \$5.00. Commissioners have decided to re-do the parking lot at the County building which will include expanding it ten feet. The extra DTRF funds received will go towards the cost of the parking lot. Attended a Worker's Compensation seminar, they are now looking at covering PTSD for job related incidents.

Public Input: - None

Items Before the Board:

Village of Honor – Paving Leelanau Street – Village of Honor is asking the BCRC to contribute \$4,436.00 towards the paving of Leelanau Street. Manager Skeels to discuss with the Village of Honor the need for four inches of asphalt, the shoulder gravel and also the need for a new culvert before board makes a decision on this. Motion by Comm Bowers and supported by Comm Mick to table this decision until next meeting. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Inland Township – 2nd & Kent Street – Motion by Comm Bowers and supported by Comm Mick to allow Inland Township to go out for bid on 2nd and Kent Street as pass through projects with no overhead charge by BCRC. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Public Meeting to Amend Permit Fee Schedule – Motion by Comm Mick and supported by Comm Bowers to have a Public Meeting on June 27, 2019 to discuss changes to the BCRC permit fee schedule. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday May 30, 2019 at 9:35 AM.

Present: Chairman Bob Rosa
 Vice-Chairman James Bowers
 Member Ted Mick

Manager Matt Skeels
 Clerk Jennifer Kolinske

The agenda was accepted as presented.

The May 16, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #46093 to #46135 in the amount of \$139,745.14 and Payroll #11 & #11a for \$62,470.35. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to pay the MERS EFT in the amount of \$50,838.94. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – Emulsion tank has been cleaned out and filled. Max Patcher out today for the first time this season. Hired two summer workers. Finishing up with winter to summer change overs on trucks. New mechanic is in his third week and seems to be working out well.

Scott Fasel Superintendent – N/A

Matt Skeels Manager – Having issues with Lee Road being gated off. Brining has started. Elmer's plans to start paving on June 12, 2019, weather permitting. Carmean/Brundage first on their list. Crews are working on prepping roads for paving.

Standing guest: Gary Sauer, County Commissioner – Betsie Valley Trail Management Council was happy to keep the trail open this past winter and will try it again. County to have discussions with all townships regarding trail permits. "Planning for Marijuana in Michigan" workshops to be held June 18th in Charlevoix, June 19th in Manistee and June 24th in Traverse City. Joyfield Township - Dodie Putney was appointed to fill the vacant Clerk position, Blaine Township will be appointing a new clerk as well. Attended the Health Department meeting – they are opposed to the e-cigarette bill. Arsenic found in Leelanau County. Attended the 50th anniversary of the Historical Society. Mentioned that Benzie County is 150 years old this year. Attended presentation regarding County finances. County will start prioritizing recommendations and moving forward. Elmer's to start on June 7th on parking lot and sidewalks at County building. Discussion with BCRC board on school funding issues, housing and creating new jobs in Benzie County.

Public Input: - Homestead Township County Commissioner Sherry Taylor mentioned that schools are going to come back in November for another vote.

Items Before the Board:

Village of Honor – Paving Leelanau Street – Board discussed issues with this project. MDOT needs to replace culvert before paving can be done. Village of Honor is requesting that BCRC do the shoulder gravel as well as the road bed gravel. In addition, they are asking that BCRC pay for one additional inch of asphalt. Motion by Comm Rosa and supported by Comm Bowers to table this subject until we have estimates. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Inland Twp 2nd & Kent Street Paving – Recommendation was made by Inland Township Supervisor, Paul Beechraft to accept the bid from Elmer's for the paving of 2nd and Kent Street. Motion by Comm Bowers and supported by Comm Mick to accept the Elmer's bid for the 2nd and Kent Street projects in Inland Township. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

MERS Annual Actuarial Report 12/31/18 – Manager Skeels and Clerk Kolinske gave a brief summary of the MERS Annual Actuarial Report dated 12/31/18. We are at 41% funded, same as last years report. Manager Skeels and Clerk Kolinske feel we need to be more aggressive in raising this percentage. They will schedule a meeting with Tony from MERS to review options.

Prioritized Hill List – Manager Skeels presented a prioritized list to the board of hills in Benzie County that need work. Next step is to have Scott review each road and recommend a plan to move forward. Comm Bowers stated that it would be a good idea to start with estimates of cost first.


Public Input: N/A

Board Round Table: N/A

Meeting Adjourned at 10:40 A.M.



Robert Rosa, Chairman



Jennifer L. Kolinske, Clerk

Ironman Permit – Motion by Comm Bowers and supported by Comm Mick to approve the permit for temporary closure of the westbound/southbound lanes of Cedar Run Road, Reynolds Road, Barber Road, Almira Road, Rayle Road and Fowler Road between the Benzie – Grand Traverse County Line and M-22 on August 25, 2019 between the hours of approximately 6:00am and 12:00pm as requested by Almira and Platte Townships. Provided that the following conditions are met: 1 - Lane closures and intersection traffic control be administered and monitored by either the Benzie County Sheriff Department or the Michigan State Police. 2 – Benzie County Road Commission (BCRC) will not be responsible for traffic control devices, signs, barricades etc. which will be supplied and paid for by others and all must be compliant with the MMUTCD. 3 – Certificate of \$1,000,000 General Liability and Umbrella Liability insurance naming the Benzie County Road Commission as additionally insured must be on file at BCRC. 4 – Any additional work performed by the Benzie County Road Commission will be billed at BCRC standard Labor and Equipment rates and be reimbursed by the Ironman organization. 5 - \$100.00 permit fee paid. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

MCRCSIP Vote for At-Large Representative – Motion by Comm Bowers and supported by Comm Mick to complete MCRCSIP voting ballot selecting Dorothy Pohl and authorizing Manager Skeels to be official signer of said document. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Elmer's Paving Schedule – Manager Skeels reviewed Elmer's tentative paving schedule with the board.


Public Input: Mr. Evitts requested to meet with Manager Skeels after the board meeting to review the brining list for his township.

Board Round Table: MCRCSIP annual meeting July 17-18, 2019. CRASIF annual meeting September 11, 2019. Manager Skeels has been having discussions with Mr. Hitesman regarding constructing a hiking trail in their township. Because it is not in the ROW this is something the BCRC cannot do. Having issues with people dumping trash at the Black Bridge. BCRC to review possible turn around at this location.

Meeting Adjourned at 10:37 A.M.



 Robert Rosa, Chairman



 Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday June 27, 2019 at 9:30 AM.

Present:	Chairman Bob Rosa	Manager Matt Skeels
	Vice-Chairman James Bowers	Clerk Jennifer Kolinske
	Member Ted Mick	Admin. Asst. Patricia Cote

The agenda was amended adding MERS Delegate Form. Motion to accept the agenda as amended by Comm Bowers and supported by Comm Mick. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The June 13, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #46173 to #46224 in the amount of \$140,424.68 and Payroll #13 for \$55,718.41. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Rosa to pay the MERS EFT in the amount of \$48,502.25. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent – N/A

Matt Skeels Manager – We have had some delays with Elmer's due to weather. We were under tonnage on Lake Ann Road, and used the excess to do approach on Nofsger; Elmer's extended the same price of \$56.36.

Standing guest: Gary Sauer, County Commissioner – Finished parking lot at Gov't. Center, added 10' and moved the sidewalk. Rebecca Hubers accepted the Emergency Mgt. position that Frank Post will be vacating on August 2, 2019. Manistee Co. set up a marijuana overlay district with 1st come 1st served licensing; Traverse City is being sued for their marijuana lottery system; Benzie County Budget process for fiscal year 2020 begins next month; The Maples is at 95% occupancy currently; Donna Stier stepped down as Nursing Mgr., Julie Picar will be taking over that position; DHHS is fully staffed; Joint Court – Judge Thompson has to set up a safety committee to assess safety issues for the court by September. Child Care Fund is at a 50% match, the County may now be able to recoup some of their legal costs. The County needs a resolution; LAPC meeting regarding types of formaldehyde used at State Fish Hatchery; Settlement on last union contract is a miscommunication in the press – Record Patriot reported \$5000.00, Record Eagle reported \$500,000.00, should be \$500.00.

Public Input: - Ron Evits reported a collapsed pipe on Long Road – he will put pink ribbons out there to mark the spot.

Public Hearing: *Permit Fee Schedule* - Motion to open public hearing regarding Permit Fee Schedule by Comm Bowers and supported by Comm Mick. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Clerk Kolinske presented the proposed revised Permit Fee Schedule and explained the differences between the current schedule and the revised one. Options discussed by all in attendance.

Motion by Comm Bowers and supported by Comm Mick to close Public Hearing. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to adopt the revised Permit Fee Schedule. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Items Before the Board:

2019 Engineering Reimbursement – No motion needed. Presented by Clerk Kolinske. Signed by Rosa, Bowers and Mick.

Great Lakes Relay – Team running race, presented by Manager Skeels, proceeds to benefit Special Olympics. Letter presented to the board. (Note: the envelope received did not include the route map that it stated was to be included with the letter.) Questioned whether the fee should be waived. It was determined that the fee would not be waived. No motion needed per the new Permit Fee Schedule.

2019 MERS Delegate Certification to take place on October 3rd & 4th at the Grand Traverse Resort – Motion by Comm Mick and supported by Comm Bowers to make Clerk Kolinske the Delegate and Manager Skeels the Alternate. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Saffron Road Bridge Options – Manager Skeels met with Kim Balke to discuss options for the bridge over the inlet to Platte Lake. He stated that it is of interest to them to replace the pipe at the bottom of the hill. Their financial source (RCCP) has offered to cover ½ of the cost of constructing a bottomless arch, or ¾ of the cost to construct a timber bridge. Manager Skeels inquired whether we should extend to the township, an offer of \$5000.00 toward the project. He said he will report back with more concrete numbers from Kim for further discussion at a later time.

Public Input: Gary Sauer pointed out that the 2019 MERS Delegates can be a Union Rep. as well as a Non-Union Rep. He wanted to know if we offered it to the Union. Jennifer said we’ve never had any inquiry, but we would allow it. Sherry Taylor filled in specifics on the Great Lakes Relay – Grayling to Empire, cost is \$1300.00 per 10-person team, camping along the way, etc... more info available on their website.

Board Round Table: Gourdie Fraser / Pioneer Rd. Curve Deficiency – Letter from Heather. Corrective Action plan - by August 30, 2019 work needs to be completed. The contractor will be considered in default on September 27, 2019.

Manager Skeels stated there are issues with brine – mysteriously light in spots. In the past they have re-brined at no cost. The new Manager wants BCRC to pay 50% - talk of paying the \$2500.00 and not pass on the cost to the townships. We currently have not paid Beckman’s. Evits said Deer Track Trail is streaky. Comm Rosa pointed out they initially did not do the work right and we should not be charged to correct their mistake. Comm Bowers agreed.

Lake Twp. Adopted a “No Truck Ordinance” last year. Lately there have been many logging truck complaints. Flees logging was threatened by a Sheriff’s Officer to ticket him if he uses Crystal Drive again. The portion of the road he was using is in Benzonia Twp. (Rogers Road off Warren Road), and they do not have such an ordinance.

CRA email – people calling with surveys – RED FLAG “there is a gravel shortage in MI.”

Potential Gravel pit located at the turnaround at the bottom of the hill on Oakley Road. Allen Leman has applied for a driveway permit but our standards call for a paved approach. Scott will communicate to Allen that he should request that the board waive the need for a paved approach.

Meeting Adjourned at 10:50 A.M.



Robert Rosa, Chairman



Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday July 11, 2019 at 9:31 A.M.

Present:	Chairman Bob Rosa Vice-Chairman James Bowers Member Ted Mick	Manager Matt Skeels Clerk Jennifer Kolinske Admin. Asst. Pat Cote
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The agenda was accepted as presented.

The June 27, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #46225 to #46256 in the amount of \$519,484.86 and Payroll #14 & #14a for \$63,953.40. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent – Elmer's continues with our paving schedule. Having issues with one of our mowers so it has slowed down the process of getting the 1st mowing done for the season.

Matt Skeels Manager – Recent crash on Cedar Run/Reynolds has brought up the issue again of what we can do to make that intersection better. MDOT issued temporary traffic control order dropping the speed to 25 for the Ironman race route. We have put cones at the M22/Betsie Valley Trail crossing regarding water issues. Mike would like to issue/post bids soon for needed roof repairs as well as the two new trucks we plan on getting in FY 2020. Will take almost a year to receive trucks once order is placed. The new trucks will have Allison transmissions.

Standing guest: Gary Sauer, County Commissioner – Still working on issues with the public parking/blocking the Betsie Valley Trail. Frank Post has received calls regarding flooding issues on Lower Herring Lake. July 24, 2019 Blaine Township will have a meeting regarding tiny houses and short-term rentals. Benzie County will post a banner for publicizing that Benzie County is 150 years old & Representative Jack O'Malley & Senator Curt VanderWall are working on getting a letter from the state in recognition of this. Commissioner's are inquiring if BCRC will be continuing the local match program with the Townships in Benzie County and if so, what the dollar amount on the match will be for fiscal year 2020.

Public Input – Ron Evitts inquired as to when Colfax Township roadside mowing will be done and stated that the DNR has offered to mow the paved portion of the Betsie Valley Trail. County Commissioner Sherry Taylor asked if we have been receiving calls regarding the accident on Marshall Road and also questioned the board on who is liable if a tree falls on a vehicle on the side of the road. Discussion followed.

Items Before the Board:

Village of Honor – Leelanau Street Paving – Scott Brown discussed plans for re-paving/repairing Leelanau Street. Village of Honor would like BCRC to pay for an additional inch of asphalt due to our usage of the road as well as gravel for the base and shoulders. Scott Brown and BCRC board decided it is not necessary to have the 4" of asphalt they are requesting. Motion by Comm Bowers and supported by Comm Mick to furnish up to 180 yards of 22A and up to 40 yards of 23A that Ron Brown & Sons will be able to access from BCRC's Honor Pit for the Leelanau Street project. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Skinner/Dymond-CRA Agreement – Manager Skeels gave a brief summary of the agreement with CRA. Agreement states CRA will contribute up to \$100,000 to the projects with BCRC contributing up to \$40,000. Motion by Comm Bowers and supported by Comm Mick to authorize Manager Skeels to sign said document. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Beckman – Brining Issues – Manager Skeels shared an e-mail that we received from Beckman's Manager Clint Cook that stated we shall split the cost of the additional brining they needed to do. This was never agreed upon. BCRC sent a sample to S.O.S. Analytical which came back showing 13% Calcium Chloride. Beckman's awarded bid was for 26% Calcium Chloride. All bills for brining are being held until BCRC is able to resolve this issue.

Weldon/Haze Road Black Bridge Turn Around – Supervisor Ron Hitesman contacted Manager Skeels regarding garbage issues at the Black Bridge. Discussion followed regarding the possibility of creating a turn-around in that location so that a dumpster could be placed there and garbage trucks could access it. Manager Skeels will look into this possibility, however most likely will need to get in touch with the DEQ since the site is so close to the river.

Public Input: Ron Evitts mentioned that if a dumpster was put at Black Bridge there is the possibility that the truck could back down to the bridge to access it and also that the new owner of the Knudsen property has put a plastic chain with a padlock across the two-track between Nostwick & Reynolds Roads. He also mentioned the "no turn around" sign still needs to be removed on Nostwick Road. County Commissioner Sherry Taylor stated that she attended the last Village of Honor meeting and that they are waiting on BCRC's board to make a decision regarding the extra inch of asphalt before they will approve the project. County Commissioner Sauer mentioned that the Village of Thompsonville will most likely accepted Molon's bid for paving on 3rd Street within the Village if they receive their grant funds. Allen Leman thanked the BCRC board for using the tax payer dollars wisely.

Board Round Table: Administrative Assistant Cote mentioned the latest "Super Star" employee awards and that she thought the program was going very well, the board concurred.

Meeting Adjourned at 10:50 A.M.



Robert Rosa, Chairman



Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday July 25, 2019 at 9:30 a.m.

Present:	Chairman Bob Rosa	Manager Matt Skeels
	Vice-Chairman James Bowers	Clerk Jennifer Kolinske
	Member Ted Mick	Admin. Asst. Pat Cote

The agenda was accepted as presented.

The July 11, 2019 minutes were accepted as presented.

Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #46257 to #46303 in the amount of \$876,943.46 and Payroll #15 & #15a for \$63,736.56. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Commissioner Rosa and supported by Commissioner Mick to pay the MERS EFT in the amount of \$48,576.03. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Cash Summary: Presented by Clerk Kolinske

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent – N/A

Matt Skeels Manager – Manager Skeels reported he received the temporary traffic control order to reduce the speed for the Ironman race, but only for the MDOT trunk lines, he is meeting with the Sheriff to determine appropriate laws for local roads. Ascom is working on recent phone issues. A new system would cost between \$5K and \$10K. Shellie Thompson was told she could dump trees at the Thompson Pit. Clarence has Old #7 running again. We will be running Old #7, the Osh Kosh and a new plow truck in the Coho Festival Parade this year. Brine was tested by SOS for us and Beckman, we should have results today. Beckman's Manager Clint is on vacation this week. SOS has enough of the original sample left to send some to Beckman's testers. Open House 4-7 p.m. today for US 31 Project at Benzonia Township Hall. Legislative Summit – the latest on transportation \$ to be held on 8/12/19 at the Gaylord Treetops Resort.

Standing guest: Gary Sauer, County Commissioner – Budget hearings – the county wants to dip into the General Fund \$600K to hire five people and another Assistant Prosecutor. Frank Post retirement party 1:00 – 3:00 p.m. on 7/31/19. 911 Director Ron Berns is retiring. GTB 2% Grant – Emergency Manager 45K, Prisoner Housing contract 20K two times a year. Weldon Township opted out of recreational marijuana. Paving on Bovard is excellent, but the intersection at Joyfield was torn up and will need to be addressed.

Public Input – Sherry Taylor thanked us for the email regarding signs, questioned about the height of signs. Ron Evitts commented on the mowing of 669 south. He also stated a motorcycle nearly lost it in Thompsonville on 7/24/19. Carmean and Brundage Roads have held up well, but we need to hydroseed out there. Manager Skeels said we plan to be out there on Monday.

Items Before the Board:

CRASIF Ballot – Manager Skeels passed the ballot around. Motion by Commissioner Rosa and supported by Commissioner Bowers to accept all three candidates. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Esch Road Engineering Agreement - Manager Skeels reported that it is 95% certain that the cost will be covered by the Federal Lands Access Project (FLAP) Grant. For 2021 construction, submittals are due by May 2020, in order to meet the 2021 date. Manager Skeels will ask Gourdie Fraser for a quote to do the engineering for the project. Total cost projected at \$68,657.00, \$12K for Survey, \$22K for Design Engineering, and \$34K for the construction phase, based on the 2019 fee schedule. There are not a lot of options for quotes. Crush and shape 4' paved shoulders with spillways. The Park Service did not want 4' shoulders for bikers, they want to minimize the clearing. The Federal Government wants 66' of clearing. Need to verify what the National Park wants. Motion by Commissioner Bowers and supported by Commissioner Mick authorizing Manager Skeels to sign the engineering contract with Gourdie-Fraser regarding Esch Road. Ayes: Rosa, Bowers, and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Cedar Run/Reynolds Road Safety Options – Manager Skeels spoke with Carrier and Gable sign Company. He also spoke to Grand Traverse County – they had the same problems on Church Road. They suggested putting up a radar that would light up on the sign. A ring of Red LED lights on STOP signs that light up when the radar detects a car. They are solar operated. The cost for four illuminating signs and “Intersection Ahead” signage on Reynolds Road in Area 51 is \$20K. It would be \$12K to only light two signs on the right sides of the intersection. Manager Skeels stated staff-wise we do not have a firm recommendation at this time. There are concerns that once we do this intersection, do we light up every intersection in the county? The Safety Grant would be two years down the road – We could possibly do that this year and then annually do another until they are all done. Management staff will bring recommendations to the board at a future meeting.

Third QTR Financials – Clerk Kolinske presented third quarter financials.

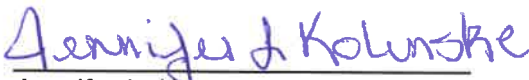
Public Input: Sherry Taylor asked if the driver or their insurance company gets billed when somebody hits a sign? Commissioner Rosa suggested we do the stop signs at intersections and then add more safety lighting each year. Gary Sauer inquired regarding statistics showing that these light-up signs have improved conditions.

Board Round Table: None.

Meeting Adjourned at 11:15 a.m.



 Robert Rosa, Chairman



 Jennifer L. Kolinske, Clerk

NMARC 2019 Ballot - Motion by Commissioner Rosa and supported by Commissioner Bowers to authorize Manager Skeels to complete NMARC 2019 Ballot. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried

Haze Road/Black Bridge Turn Around – Manager Skeels met with Mr. Hitesman last week to discuss creating a turn around. The site has already been approved by the DNR to create a turn around. Motion by Commissioner Bowers and supported by Commissioner Mick to allow the BCRC to spend up to \$750 for labor and gravel to help complete the turn around. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried

2019 Unused Township Local Share Funds – Motion by Comm Mick and supported by Comm Bowers to allow all Townships with unused funds to bank them for up to three years. Upon the fourth year the first year will drop off allowing the Townships to only bank three years at a time. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

2020 Recommended Township Local Share Funds - Motion by Comm Bowers and supported by Comm Rosa to increase the local match share with the Townships to \$200,000 for FY 2020 using the same formula as FY 2019 distribution. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Form 2067 – Annual Certification – Comm Rosa signed the Form 2067 Annual Certification.

2020-2024 MDOT Five Year Plan – Manager Skeels shared with the board MDOTs five-year plan.

Brine Update – First sample results were 14%, bid specs call for 26%. Second sample was taken at the same time by BCRC and Beckman again. These samples came in at 27%, however had to scrape the bottom of the tank to get the samples so possibly inaccurate. Manager Skeels has asked Beckman for a \$6,000 reduction in our bill & to pay for second brine test. Beckman is sending us a letter to address the issue.

Safety Grants – Manager Skeels reported that Gourdie Fraser has completed three safety grants for BCRC; Burnt Mill/669, Reynolds/Cinder and Grace/Pond intersections. These will be 2021 or 2022 projects. We will find out next spring if we have received the grant funds.

Radio Tower Issues – Radio tower electric bill doubled between last month and this month, Manager Skeels went out to the site and discovered many different items plugged in drawing electricity including an AC unit as well as about twenty-five antennas. To rent our own spot on a tower would be approximately \$1,000 per month. Administrative staff will continue to look at possible solutions and bring them back to the board at a future meeting.

Independent Bank CD Roll-over – Clerk Kolinske informed the board that we rolled the Independent Bank CD on August 7, 2019 and that we had earned \$2,030.49 in interest over the last six-months.

Telephone System – We have had issues with our phone system over the last few weeks. Seems to be working now, may need to look at budgeting for a new system in 2020.


2019 Rodeo/Luncheon – Planning for September 20th or 27th.

Public Input: N/A

Board Round Table: Manager Skeels stated that the Thomas Road paving project has some drainage issues, specifically two failed culverts. DEQ will return to look at culverts, both culverts should be repaired, however one is more critical than the other. Manager Skeels also mentioned that DJ McQuestion has asked for an extension on the Pioneer Curve Agreement.

Meeting Adjourned at 11:35 a.m.


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday August 29, 2019 at 9:30 a.m.

Present: Chairman Bob Rosa Manager Matt Skeels
 Vice-Chairman James Bowers Clerk Jennifer Kolinske
 Member Ted Mick

Motion by Comm Bowers and supported by Comm Mick to amend the agenda moving MCRCSIP 2019 Refund from Correspondence to Items before the Board and adding Oakley/669 Intersection and Gravel Pit under Correspondence. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The August 15, 2019 minutes were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #46352 to #46389 in the amount of \$140,575.30 and Payroll #17 for \$53,641.09. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to pay the MERS EFT in the amount of \$48,443.90. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Cash Summary: Presented by Clerk Kolinske

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent – N/A

Matt Skeels Manager – Found a historical piece of culvert while digging at the Dymond project. Skinner Road arch should be delivered today. Found a small amount of erosion at the Hooker Road bridge site that we will be taking care of. Gudemoos Road culvert has some erosion as well. We have patched a failing culvert on 610 as well as ones on Thomas Road. EGLE, formerly DEQ has inspected these as well, for replacements we will get to keep same size. DNR paid for failed culvert on Long Road and we installed it. Receiving complaints about full road closures regarding the Ironman race. We have told everyone that it was not our understanding or agreement that the roads would be fully closed and have asked anyone with a complaint to contact their Township or the City of Traverse.

Standing guest: Gary Sauer, County Commissioner – Maples to date is at 95% Occupancy. Donna Stier has been reappointed the Director of Nursing. Village of Elberta has all of their permits now and will begin building their bathrooms. Josh Mills is the new Zoning Administrator and Mile Lane the new Code Enforcement. Attended OMA and Redistricting MAC courses. Michigan possibly dropping to thirteen congressional seats. FOIA includes texting, when e-mailing between board members be careful not to “reply all”. Opioids discussions continue. Asked BCRC to clean the intersection at Crawford/Demerly and Forrester/Grace.

Public Input – Gary Sauer continued discussions on redistricting in Michigan. Jim Brouwer commented on the June 27th BCRC minutes regarding the CRA’s survey on possible gravel shortage in Michigan.

Items Before the Board:

Richard Hendricks Permit – Motion by Comm Bower and supported by Comm Rosa to approve Richard Hendrick's Encroachment permit on Crystal Drive. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Beckman Brine Issues – Motion by Comm Bowers and supported by Comm Mick to accept Beckman's proposal of a \$2,000 credit and no additional billing on the 1st Brine billings. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Use of Local Match Funds – Motion by Comm Rosa and supported by Comm Bowers to allow Townships to roll over their Local Match Funds up to a maximum of three years if no projects are completed, however, if the Township has projects in any given year they must use their local match funds towards those projects. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

MCRCSIP-2019 Refund - Motion by Comm Bowers and supported by Comm Mick to apply our MCRCSIP refund of \$81,119 to our MERS Surplus Division. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

GI Notice – Manager Skeels presented the GI Notice we received from Gourdie Fraser regarding Homestead Road.

Oakley/669 Intersection and Gravel Pit – BCRC board listened to concerns from the public regarding the intersection at Oakley/669 and the potential development of a gravel pit.

Public Input: Jim Brouwer thanked the BCRC for fixing washouts on 669. Sylvia McCullough thanked the BCRC for the good job we do keeping the roads maintained.

Board Round Table: Clerk Kolinske will be at the CRASIF and the Northern/Southern annual conferences next board meeting. Pat will be filling in as clerk. Clerk Kolinske mentioned that we are now done with the upgrades to the boardroom.

Meeting Adjourned at 10:55 a.m.



Robert Rosa, Chairman



Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday September 12, 2019 at 9:30 a.m.

Present: Chairman Bob Rosa Manager Matt Skeels
 Vice-Chairman James Bowers Admin. Asst./Deputy Clerk Pat Cote
 Member Ted Mick

Motion by Commissioner Bowers and supported by Commissioner Mick to amend the agenda to include Love Road under "Correspondence/Information/Discussion." Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The August 29, 2019 minutes were accepted as presented.

Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #46390 to #46437 in the amount of \$120,065.95 and Payroll #18 for \$51,046.29. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Commissioner Bowers and supported by Commissioner Mick to pay the MERS EFT in the amount of \$81,119.00. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Cash Summary: Manager Skeels stated that we still haven't received Federal funds for the Hooker Road Bridge project.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – Working on inventory – year end; Getting winter equipment ready. A contractor was here yesterday, they suggested a sealer be applied to the roof. Looking into a new radio tower. There is a tower on Taylor Road, in Manistee County, that borders Benzie County property. Its elevation is higher than our current tower and is located six miles South and two miles East of our current tower. ATT is using this tower; they have no generator on site and the road is washed out. Roger Hoppy, the owner, is asking for minor road maintenance on 800' of road. There's a question of coverage. Talked with other tower owners and this is currently our only option. Every time we enter our current tower facility there is more and more equipment running off of our electricity. We need to look at the cost of removing our 73.9' antenna and putting it on the new tower, which is 210' higher than the old one. Costs for putting up our own tower would run \$140K for a basic tower plus \$40K for a building and electricity. Build dates for new trucks are October 30, and November 6. They take one day to build then they are shipped from Washington, then six months for outfitting.

Scott Fasel Superintendent – We finished paving early, allowing us to do some high ridge removal and generate material for seasonals. The state likes what we are doing. We will continue until the funds run out, taking measures to fix wash-out/water issues. The crew is assembling a new culvert. Jim Ames will help. The Conservation Resource Alliance is funding this project. The Arcadia Deck is completed. MDOT plans to completely upgrade the bathrooms out there. Commissioner Rosa stated that water is running all the way to 669 on Oakley Road. We are working to control the water before it goes over the hill. Scott said we haven't touched that area yet. Proposal given to Scott for 60-foot-long-reach excavator to clean up beaver damage on trail by Mollineaux and M 115 for \$175.00 per hour.

Matt Skeels Manager – We had three entries in the Coho Festival Parade. State law says we can't throw candy from vehicles in parades. Representative O'Malley was pleased.

Standing guest: Gary Sauer, County Commissioner – Attended the MAC Worker's Comp. Meeting – no new payoff claims. Pushing for safety grants, the County didn't apply for the \$5k grant. \$2 million refund / rebate for County's premiums. The Grand Hotel sold to K&S Holdings. Governor put road issue aside to focus on not shutting down the state government. Discussion of putting County Commissioners on the ballot for four years instead of two. Third Street paving in Thompsonville looks good. Their Fall Festival is October 26th. The DNR is working with Betsie Valley Trail to buy a new mower so they can mow the trail themselves. Working on 2020 budgets. Took \$120K out of the General Fund to balance the budget. Other option is to overwrite Headlee. Thirty of the 83 counties have tried this, but only three have been successful. May ask for special millage to cover this. Proposed budget put out on Tuesday will be voted on at the 24th meeting.

Public Input – Sherry Taylor - thanks for the neighborhood watch signs being put up in a timely manner.

Items Before the Board:

Work Rules #7 Draft – Offshoot of harassment training. Administration proposed language to bring us up to date in the electronic era. Motion by Commissioner Bowers and supported by Commissioner Mick to approve. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Local Road Policy Draft – Township roll-over of local match funds. Last meeting changes were made. Manager Skeels talked to Lake Township and they will roll-over funds. Motion by Commissioner Bowers and supported by Commissioner Mick to approve. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Cedar Run/Reynolds Road Recommendations – Manager Skeels presented a diagram recommendation from the staff. Local 50/50; State 50/50 – lighted "STOP AHEAD" sign on right side of W Cedar Run Road. "STOP" sign and "INTERSECTION AHEAD" signs on Reynolds Road. Sensor on sign will set off a flasher when motion is detected. Carrier and Gable suggested the Reynolds Road sign be triggered when a vehicle is approaching on Cedar Run. The signs are completely wireless with solar powered energy. There is a fear that if we install these signs, residents would then ask for them to be put at intersections all over the county. The rumble strips have been refreshed. A resident is requesting a 4-Way stop. Manager Skeels stated if we made it a 4-way, we would be liable for putting up an unwarranted stop sign. The estimated cost for the completed project is \$13,000.00. He suggested we approach Almira Township to share \$4,333.33 in the cost, leaving the BCRC responsible for the balance of \$8,666.66. The board thought we should ask. No motion required.

Correspondence/Information/Discussion:

Pioneer Road – Manager Skeels said Heather sent a letter to D.J. McQuestion, certified mail, and MDOT has tried to contact them. Neither has received a response.

Historic Cement Culvert Marker Plaque/Plate – BCRC recovered a piece of the original boiler with the date and inscription from the Dymond Road culvert and they are wondering what to do with it. It predates the BCRC. Commissioner Rosa suggested we offer it to Platte Township to be incorporated into a monument. The Board will look at it and make a decision on it at the next meeting.

Weldon Township Local Roads Fund – Manager Skeels spoke with Ron Hitesman about local road matching funds with CRA funds to get rid of abutments and stabilizing banks at the old Black bridge. Ron said they were saving those funds for the bridge fund. Next year they will have \$18,000.000 saved. They discussed using those funds on abutments this year and start a new bridge fund for next year. There was a question if this would be acceptable use of these funds by Weldon Township. Manager Skeels stated we currently have an erosion problem out there and we need to get the abutments removed. Commissioner Rosa asked if there was a reason that they cannot use the matching funds for

any work that needs to be done in the right of way. The Board never stated what the funds could be used for specifically. Manager Skeels stated that the \$18K would need to be matched. Mr. Hitesman just wants to know if we have any objection to them being removed, and if the township could pay the BCRC to do it. All present agreed that it needs to get done. Discussion concerning protection of the natural river and the possibility of getting grants to help with the cost.

Love Road – from US 31 to Case Road, sharp hill. This project was postponed until next year. Superintendent Fasel suggested cutting off the top of the hill. A feasibility study is needed to give us cut and fill projections. The cemetery fence line goes down into a gulley that might be a place to get rid of the dirt. Manager Skeels proposed to Jason Barnard that we help write an RFP and advertise for engineers to see what is necessary. Only the asphalt would be millage funded. He suggested that if we reshaped the hill the edges wouldn't need to be 6" thick, saving money on the millage aspect. Jason is asking if they're interested at the Benzonia Township meeting. The BCRC Board anticipates that this will be a very costly endeavor that the township will not want to take on.

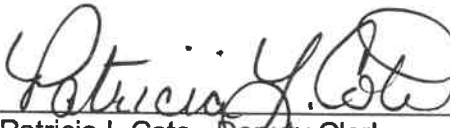
Public Input: Ron Hitesman stated they just finished a grant project with the DNR at the day use park on Wolf Road. They would like to put up a nice township sign by the parking area, but they are concerned about the snowplowing in the parking area. The Board said if the snowplow causes damage outside of the right of way, we are liable. Gary Sauer asked if there was any update on Reith-Riley? Inland Township has a hearing on the proposed gravel pit on Monday.

Board Round Table: Manager Skeels said the results of retesting the brine again came out at 25.4%, the bid says 26%. Alan Leman said Oakley Road looked way better with the second brining, and that Kevin, the box scraper driver is doing a fabulous job.

Meeting Adjourned at 11:00 a.m.



 Robert Rosa, Chairman



 Patricia L. Cote, Deputy Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday September 26, 2019 at 9:31 a.m.

Present: Chairman Bob Rosa
Vice-Chairman James Bowers
Member Ted Mick

Manager Matt Skeels
Admin. Asst./Deputy Clerk Pat Cote

The agenda was accepted as presented.

Motion by Commissioner Bowers and supported by Commissioner Mick to amend the September 12, 2019 minutes. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The September 12, 2019 minutes were accepted as amended. 9/26

Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #46438 to #46476 in the amount of \$173,549.53 and Payroll #19 for \$54,199.94. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Commissioner Mick and supported by Commissioner Rosa to pay the MERS EFT in the amount of \$48,459.50. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Cash Summary: Presented by Clerk Kolinske – typo should read “Payroll #19,” not #18. Hooker Road Bridge GEO Textile not to MDOT specifications. Pat Middleton has said it is fine and we may need to state that we will fix it if it fails.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent – N/A

Matt Skeels Manager – Skinner Road culvert put together. Concrete today, more fill needed, wing walls are in, structure done, finishing up concrete. The arrival of the culvert was delayed, but it should be open by the end of next week. News: Legislature’s Proposed budget bill of \$400M for roads only has \$132m going to ACT 51, the rest is going to four (4) bridge projects. Benzie County will only see \$130K in MTF checks

Standing guest: Gary Sauer, County Commissioner – Passed around proposed bills from Gaylord meeting: Registration Formula – Electric Car Registration \$250.00 - \$290.00. 6% gas tax should be going to roads. Auto insurance rates go into effect next July. Representative Daire Rendon – Michigan went from 9% unemployment to 4%, 500K jobs were created. Summit at Grow Benzie October 25th. County passed their budget. Weldon Townships Healthy Communities Walk. October 21st is the dedication for 150 years at 1:30 p.m. at the Government Center. On Sept. 28th Representative Jack O’Malley to discuss gravel pit in Lake Ann. Government Center space needs assessment, discussing possibilities and greatest needs. The Court House is currently ½ the size it should be by industry standards, the biggest issue is security. Art Jeannot on Point Betsie Road repairs, Lake Township would like to fix eroding apron. Discussion of Benzie County gas tax pros and cons.

2020 Budget Public Hearing 10:00 a.m. –Motion to go into the Public Hearing by Commissioner Bowers and supported by Commissioner Mick. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried. Clerk Kolinske presented the proposed FY 2020 Budget. Motion by Bowers and supported by Mick to go out of the 2020 Budget Public Hearing. Ayes: Rosa, Bowers and Mick. Nays: None. Motion

carried. Motion by Rosa and supported by Bowers to table the 2020 Budget Public Hearing. Ayes: Rosa, Bowers & Mick. Nays: None.

Public Input – Ron Evitts suggested a cost-center budget instead of line item which locks your money into certain expenses. Gary Sauer inquired about local millage dollars spent for nighttime primaries that the villages do not contribute to the expense of. The formula used does not allow us to take funds from the local portion.

Items Before the Board:

Approval of the Amended FY 2019 Budget – Motion by Commissioner Mick and supported by Commissioner Bowers to approve the BCRC Projected Budget and Amendment presented by Clerk Kolinske. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Approval of the FY 2020 Budget - Tabled for Special Meeting scheduled September 27, 2019 at 2:00 p.m..

Resolution #2019-08 2020 Proposed Budget – Tabled for Special Meeting scheduled September 27, 2019 at 2:00 p.m..

FY 2020 Maintenance Agreements – Motion by Commissioner Rosa and supported by Commissioner Bowers to Draft FY 2020 Maintenance Agreements. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Leman Driveway Permit – homestead/Inland Joint Planning Commission Public Hearing refused to approve the Land Use Permit until Mr. Leman has Driveway and Soil Erosion permits. BCRC previously waived the requirement for a paved approach. Manager Skeels discussed the results of the site distance analysis and potential conditions to the driveway permit. Motion by Commissioner Mick and supported by Commissioner Bowers to approve granting Mr. Leman's Driveway Permit. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Public Input: Pat Cote inquired about putting a Round-About at the Cedar Run and Reynolds Road intersection.

Board Round Table: Matt is working on permits for the beaver activity on 669 and Pioneer Roads.

Meeting Adjourned at 11:40 a.m.



Robert Rosa, Chairman



Patricia L Cote, Deputy Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday October 10, 2019 at 9:31 a.m.

Present: Chairman Bob Rosa
 Vice-Chairman James Bowers
 Member Ted Mick
 Manager Matt Skeels
 Deputy Clerk Pat Cote

Motion by Commissioner Bowers and supported by Commissioner Mick to amend the agenda to include the Peak 2 Peak Mountain Bike Race road use request. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The minutes for the special meeting on September 27, 2019 were approved as presented.

Motion by Commissioner Bowers and supported by Commissioner Mick to amend the ^{September 26th} October 26, 2019 minutes to correct content in the report of standing guest Gary Sauer. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The SEPTEMBER 26, 2019 MINUTES were approved as amended JJK
 Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #46477 to #46509 and #46545 to #46583 in the amount of \$121,114.71 and Payroll #20 for \$52,728.58. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Cash Summary:

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent – N/A

Matt Skeels Manager – Mike and Scott offsite to look at a new skid steer attachment; Beaver trapping permit went into the DNR's junk mail. Scott and Rick checked out the beaver issue and it looks like the beavers have moved on. We sent the trapper out to check it out and second our theory.

Standing guest: Gary Sauer, County Commissioner – The Health Department is looking into scanning in well and septic permit files to save time and money. They tested 12 beaches for 13 weeks this summer. There was concern over arsenic levels in Leelanau County, but they were deemed acceptable. The County has been reviewing their MERS, they went to a 457 plan. Redoing the tennis courts in Benzonia. 150-year dedication is October 21 at 1:30 p.m. at the Government Center. Blaine and Platte Townships are looking for assessors. The Betsie Valley Trail is getting help from the DNR for an offset mower which may take away the need for BCRC to mow it. They received an extension to spend their \$10K annual grant. The U.S. Census is hiring in our area, they need 158 people. They only have 40-50.

Public Input – None.

Items Before the Board:

Leave of Absence for Jennifer Kolinske – Manager Skeels stated Jennifer's Neck surgery on 10/09/19 went well. She does not qualify for Short Term Disability and is asking for a leave of absence without pay, and she will be paying her own benefits during this time period. Motion by Commissioner Mick and supported by Commissioner Bowers to approve the request from Jennifer Kolinske for a leave of

absence until November 30, 2019 for her to recuperate from her neck surgery. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Encroachment Permit – Neil Haugen – Motion by Commissioner Bowers and supported by Commissioner Rosa to grant permit request. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Peak 2 Peak Mountain Bike Race – Tad Peacock - Motion by Commissioner Bowers and supported by Commissioner Mick to grant road use request. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Tandem Axle Truck Bids – Commissioner Bowers inquired why the Road Commission ended the practice of opening and reading aloud bids at the public board meeting. Motion by Commissioner Bowers and supported by Commissioner Rosa to go back to opening and reading aloud the bids at the public Board meetings. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

New Driver Program - Commissioner Rosa suggested implementing a “New Driver Program” with a probationary period while the participant works through the CDL accreditation process. Manager Skeels said he and Mike have been discussing similar ideas. Commissioner Bowers stated that the cost is \$6K-\$8K but with no guarantees that the participants will stay with the BCRC.

Motion by Commissioner Bowers and supported by Commissioner Mick to change the November and December BCRC Board meeting dates to November 14, December 5, and December 19, and cancelling the November 27 meeting. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Public Input:

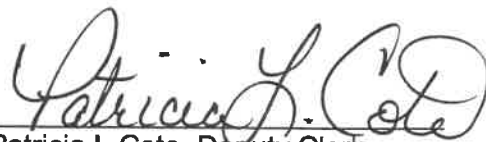
Ron Evitts said Cherryland Electric used to have an apprenticeship program that the participants had to live within a 25-mile radius of their office. He also stated that there are at least two logging operations between Cinder and Wallin, and there are knee deep ruts out there. Milnichol Road is still torn up from four years ago. Kim Balke is working on removing bridge abutments and they would like Manager Skeels to join their meeting to give input on their discussion. A dog kennel on Wallin Road off of 669 has continuous driveway washouts that we keep fixing. We have sent the owner a letter and hopefully they will fix their drainage issues. There is an unauthorized “No Turn Around” sign on Nostwick Road that was put up by the owner and needs to be removed.

Board Round Table: Mechanic C.Jay Cape broke his ankle outside of work. He had surgery and is out on Short Term Disability – He has T.I.P. We are down to two mechanics currently. Getting trucks ready for winter. Rosa inquired about a relay/footrace from Muskegon to Traverse City two weekends ago. The BCRC was not aware of the race taking place and there was not a permit issued for the race. Will send letter to those responsible for future reference. Alan Leman inquired about mining safety grants. Manager Skeels said he would meet with Mr. Leman later to share the information with him.

Meeting Adjourned at 10:40 a.m.



Robert Rosa, Chairman



Patricia L. Cote, Deputy Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday October 24, 2019 at 9:32 a.m.

Present: Chairman Bob Rosa
Vice-Chairman James Bowers
Member Ted Mick

Manager Matt Skeels
Deputy Clerk Patricia Cote

The agenda was accepted as presented.

Motion by Commissioner Bowers and supported by Commissioner Mick to amend the October 10, 2019 Minutes to say ... "Wallin Road off of 669," instead of ... "on 669." Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

The October 10, 2019 Minutes were approved as amended. 92K

Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #46584 to #46628 in the amount of \$216,625.76, and Payroll #21 & #21A for \$59639.63. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Cash Summary: The engineering portion of the Hooker Road project is done. Waiting for payment.

Work Summary: *Mike Johnson Shop Foreman/Facility Manager* – May be able to move to the Zimmerman Road State antenna tower in the next month or so. We are still waiting on the cost to the BCRC for its use. Working on licensing. We will probably have to hire someone to maintain it. We hired a Mechanic's Assistant for the winter. Traded in the CAT Loader; the new one should be in the first of December. All but two of the county trucks are put together for the winter season.

Scott Fasel Superintendent – On MDOT Trunkline Ride-Around today.

Matt Skeels Manager – Input on Zimmerman Road antenna tower. Is there any objection to the removal of the two trees between the state and county garages? They have become a visibility issue for the trucks. All agreed safety must come first. We are looking to hire another Foreman as Engineering Technical Support.

Standing guest: Gary Sauer, County Commissioner – The Building Authority and The Maples Board – contesting the bond issue; they are trying to get the bond attorney to clarify some questions. Summit – Friday 8:00 to noon; Benzonia work has been completed; Commission discussion on financial problems in the county, working on possible fixes – at the current spending level the county budget will be broke in five years; Changed MERS to a defined contribution plan with 5% matching, effective 1/1/2020, must work five years to collect county portion; Thank you for the upgrades done on Reynolds and Cedar Run Roads; the 150 year anniversary was well attended.

Public Input – None.

Items Before the Board: *Encroachment Permit – Westcott Masonry* – Motion by Commissioner Bowers and supported by Commissioner Mick to approve request to construct a retention wall in ROW on Ash Avenue. Ayes: Bowers and Mick. Rosa abstained. Nays: None. Motion carried.

Encroachment Permit – Double K Services – Motion by Commissioner Bowers and supported by Commissioner Mick to approve improvements in ROW at 1429 South Shore E. Road with a stipulation that all work, including restoration of the road where boring damage was done, must be completed this Fall. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

Reynolds Road and Cedar Run Road Signage – Motion by Commissioner Rosa and supported by Commissioner Bowers to approve the proposed installation of lighted signage of the intersection at a cost of approximately \$21,000.00 total. The township approved a motion to pay 1/3 of the total cost with BCRC picking up the balance. If all items are in stock, we can take immediate delivery. If not, we may have to wait until spring. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

MDOT Maintenance Agreement – Motion by Commissioner Rosa and supported by Commissioner Mick to approve and accept the agreement as presented, and to give permission for Manager Skeels to sign the agreement. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

Health Insurance Renewal – Manager Skeels presented information on different health insurance plan options that 44 North prepared for the BCRC to consider offering during the upcoming open enrollment period. Motion by Commissioner Bowers and supported by Commissioner Mick for Manager Skeels to look into offering the current PPO plan as well as the PPO and HMO plans that 44 North has proposed to the BCRC. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

2020-21 CRASIF Workers Comp. Fund Membership Renewal - Manager Skeels recommended that the BCRC sign the renewal, stating that we can't get these rates elsewhere. Motion by Commissioner Bowers and supported by Commissioner Mick to accept the Membership Renewal and give permission for Manager Skeels to sign on behalf of the BCRC. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

Benzie-Manistee Snowbirds Permit Renewal – Manager Skeels explained that this permit gives permission to use the shoulders of the roads to hook into their trails. In the past we have waived the fee in exchange for trail maps. This year we have plenty of maps left over from last year, but he recommended that we waive the fee anyway. Motion by Commissioner Mick and supported by Commissioner Bowers to accept the permit renewal and waive the fee. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion: *CRA Permit Fee Legislature Issue* – A revised permit fee schedule prepared by the CRA was presented for informational purposes. The CRA is suggesting all of the Road Commissions in Michigan to adopt the state-wide Permit Fee Schedule that they have prepared. Manager Skeels noted some additions to our current fee schedule that are not currently being addressed. Designations for Non-profit organizations vs. For-profit organizations, as well as charges for After-the-Fact permit fees.

Public Input: Alan Leman stated that he believes Leelanau County Road Commission doubles their fees for After-the-Fact permits.

Board Round Table: Commissioner Rosa asked if there was any funding available from MDOT to get the intersection at 669 and US 31, going North, to be straightened out. There have been talks with MDOT about getting a truck lane up the hill there. The Board would like to get a plan in motion to make some changes at that intersection.

Meeting Adjourned at 11:05 a.m.


Robert Rosa, Chairman


Patricia L Cote, Deputy Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday November 14, 2019 at 9:32 a.m.

Present:	Chairman Bob Rosa Vice-Chairman James Bowers Member Ted Mick	Manager Matt Skeels Deputy Clerk Pat Cote
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The agenda was accepted as presented.

Motion by Commissioner Bowers and supported by Commissioner Mick to amend the October 24, 2019 Minutes to say ..." effective 1/1/2020," instead of ..."1/1/2019." Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

The October 24, 2019 minutes were approved as amended.

Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #46629 to #46698 in the amount of \$134,848.66, MERS payment in the amount of \$54,449.17, and Payroll #22 & #23 for \$109,498.30. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Cash Summary: Manager Skeels gave the Hooker Road bridge report.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – We've had our first snow. Mike, the new mechanic is running with the ball. C.J. is still off on short-term disability, Mike is helping a lot. He is seasonal. Clarence is retiring in the spring.

Scott Fasel Superintendent – Plowing snow. Unable to wrap up some of the jobs we were trying to finish before snowfall. The guys did a good job clearing up the snow. They are getting back on to trees. A couple of the new seasonal drivers are working out very well.

Matt Skeels Manager – Presented his comments during the Cash Summary presentation.

Standing guest: Gary Sauer, County Commissioner – Summit was well attended. Broadband update-Eclipse will get M22 project. They may be able to access fiber optics through US 31. The Court Security workshop was mandated by the Supreme Court to address serious issues. Attended the Michigan Septic Tank Workshop. Some would like to see a statewide code and eliminate local codes. Space use discussions continue at the Government Center. They are currently at 51% per industry standards. The Veteran's Day ceremony had a good turnout. Concerns were voiced about the Lindy and Pioneer (Weldon) Road intersection. Discussion about painting on the road to square up the intersection. Manager Skeels stated that we would look into the situation during painting season. Bob Rosa inquired about the Broadband discussions and what it means for our county.

10:00 a.m. Opening of Bids for Two (2) Tandem Axle – Three bids were received.

1. JX Truck Center – Peterbilt Model 367
2. Zaremba – International HX 515 SFA 6X4 Allison Transmission
3. Grand Traverse Diesel – Western Star 4700SF

Administration will review them and give a recommendation at the December 5, 2019 board meeting.

Public Input – Dr. Nielson asked for a solution to the guardrail issues on M22 in Elberta.

Items Before the Board:

Dr. Richard Nielsen for Crystal Lake Township – Deferred payment plan for 2020 – Motion by Commissioner Rosa and supported by Commissioner Bowers to accept a deferred payment plan for Shorewood and Airport Roads to pave in the spring, bill in September and pay by April 20th, with a \$10K down payment and pave up to \$170K in 2020. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

Possible plans for crack sealing on some of the current roads with millage funds in 2021. Would like to do Lobb and South Shore primary roads. Dr. Nielson inquired about the possibility of cost sharing with the township to get them done sooner than when we have them scheduled to be done. Typically, the Road Commission pays for all of the Primary road needs. They would like to use \$14K matching funds toward Bridge Street. They also need new tubes on Thomas Road. Commissioner Rosa questioned why they couldn't contribute above and beyond our portion.

Health Insurance Renewal Premiums to follow Hard-Cap – Manager Skeels – Motion by Commissioner Rosa and supported by Commissioner Bowers to require employee contributions for health care premiums to follow the Hard Cap rule on PA 152 for 2020. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

Dental Insurance Premium Cost in Excess of Employer Portion – Manager Skeels – Motion by Commissioner Bowers and supported by Commissioner Mick to waive the \$5.33 charge to employees for the cost of family dental insurance coverage above the BRCR maximum \$120.00 contribution. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

CRA COOP Agreement – Manager Skeels – Motion by Commissioner Mick and supported by Commissioner Bowers to approve and accept the agreement as presented, and to give permission for Manager Skeels to sign the agreement. Ayes: Rosa, Bowers & Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion: *Shop Foreman and Superintendent excess vacation time* – Manager Skeels informed the Board that there may come a time before year end when he may have to consider paying out excess vacation time to the Shop Foreman and Superintendent.

Public Input: Gary Sauer discussed the possible consequences of extended credit for Crystal Lake Township.

Board Round Table: 200 acres being logged by Alan Leman's property. The gravel pit hearing is on the December agenda. Some of the townships are working toward getting out of the Joint Planning Commission.

Meeting Adjourned at 10:37 a.m.


Robert Rosa, Chairman


Patricia L. Cote, Deputy Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday December 5, 2019 at 9:30 a.m.

Present: Chairman Bob Rosa Manager Matt Skeels
Vice-Chairman James Bowers Clerk Jennifer Kolinske

Absent: Member Ted Mick

Motion by Commissioner Bowers and supported by Commissioner Rosa to amended the agenda adding Honor Bank CD and Administrative Assistant Wage. Ayes: Rosa and Bowers. Nays: None. Motion carried.

Motion by Commissioner Bowers and supported by Commissioner Rosa to amend the November 14, 2019 minutes to state "The October 24, 2019 minutes were approved as amended". Ayes: Rosa and Bowers. Nays: None. Motion carried.

The November 14, 2019 were approved as amended.

Motion by Commissioner Bowers and supported by Commissioner Rosa to pay bills #46699 to #46750 in the amount of \$173,850.21 and Payroll #24 for \$59,983.51. Ayes: Rosa and Bowers. Nays: None. Motion carried.

Cash Summary: Clerk Kolinske presented the Cash Summary. There is a discrepancy of \$28,262.82 between the bank statement and the Cash Summary. Clerk Kolinske will go back and reconcile the cash summaries from the beginning of this fiscal year and report back to the board what she found.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager -Shop is running very smoothly right now. Still have one mechanic off on disability.

Scott Fasel Superintendent -Crew is working hard at getting hard pack snow off of the roads. We have received more funds from the MDOT for tree removal. Working on 2020 paving project estimates with Troy as well as chip-seal and crack-seal. We might possibly be able to get more funds from MDOT for repairs to the salt shed in 2020. He would like to use these funds to pour a new pad, new door and paint the building. If we get enough funds there is a need to build a platform for the new trucks to access the brine tanks as well. MDOT is looking at the M-22 causeway water and erosion issues. This road may be scheduled for resurfacing in 2020. New loader will arrive at MI Cat on December 11th. Estimate for new sign truck came back under budget. 924

Matt Skeels Manager - N/A

Standing guest: Gary Sauer, County Commissioner - Reported he attended the MAC Tourism/Ag meeting via phone. The discussion was on Ottawa Counties purchase of development rights through grants with a 25% match and PA 116. Michigan is losing 1/3 acre per hour to development while the National stats are two acres per hour. Attended Maples and Building Authority meetings. Hope to have occupancy permit for Maples by the end of this month, just waiting for final sign off. Health Dept - Leelanau County passed an early childhood millage; however, it will not start generating revenue for them until next December. They want County to administer the program. Village of Elberta held a public hearing to apply for a DNR Trust Fund grant to improve the parking lot and beach access. Betsie Valley Trail Management Council will receive a \$150,000 Passport grant for the Beulah to Mollineaux Road segment for improvements

Public Input – Ron Hitesman – Discussed Hayes Road/Black Bridge issues. Their township would like to use the local road distribution funds they have accumulated to start working on this. Possibly just do south side to start. Looking into possible grant funds from Conservation Resource Alliance. Brad Link suggested BCRC look into condition of footings before proceeding. Mr. Hitesman also state that there is lots of conflict within their township on what to do with this bridge.

Items Before the Board:

Truck Bid Award – Board discussed bid sheet summary. Dan Walters from Grand Traverse Diesel discussed pros/cons of their trucks and over all the future of the industry as it applies to road commission needs. Motion by Commissioner Rosa and supported by Commissioner Bowers to award the truck bid to Western Star. Ayes: Rosa and Bowers. Nays: None. Motion carried.

Roof Repairs for Spring 2020 – Manager Skeels discussed the option to use West Roofing Systems, Inc. which can apply a 12-mill coating on all roofs that would restore slipperiness with a ten-year warranty as opposed to only correcting the areas we are currently having issues with. Cost to do this is approximately \$186,000 and doesn't need to be bid since the company is part of MDOT's list of approved vendors. Motion by Commissioner Bowers and supported by Commissioner Rosa to approve using West Roofing Systems, Inc. for our roof repairs up to \$186,000. Ayes: Rosa and Bowers. Nays: None. Motion carried.

Set January Organizational Meeting Date – Meeting set for January 9, 2020.

Honor Bank CD - Motion by Commissioner Bowers and supported by Commissioner Rosa to renew our Honor bank CD with an additional \$150,000 if the rates come in at 2.25% or higher. Ayes: Rosa and Bowers. Nays: None. Motion carried

Administrative Wage – Motion by Commissioner Rosa and supported by Commissioner Bowers to approve a one-time stipend of \$1.00 per hour for Pat Cote, Administrative Assistant for all hours worked between October 9, 2019 to December 6, 2019.

Correspondence/Information/Discussion:

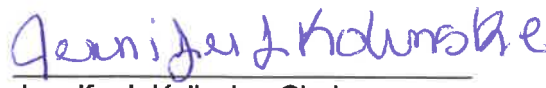
Set up Special Meeting Study Session to discuss "New Building" options – Meeting set for March 5, 2020 at 9:30 a.m. Manager Skeels mentioned that we should include a bargaining unit employee in this session as well.

Public Input: Manager Skeels has been discussing culvert issues with Blaine & Joyfield Township. Swamp Road has bad culverts that need to be replaced before paving. Proposing moving paving project from 2020 to 2021 so that the culverts can be done first.

Board Round Table: Jen returned to work December 2, 2019. Hope to back to full-time eight-hour days by January 10, 2020. The 3% union raise per their contract was implemented on the December 12, 2019 payroll. Administrative wages to be reviewed at the December 19, 2019 board meeting. Rural Task Force meeting will be here at BCRC on December 13, 2019 at 1:00 p.m., Local Road Committee meeting will be held here at BCRC on December 18, 2019 at 2:00 p.m.

Meeting Adjourned at 10:55 a.m.


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Road Commission offices in Honor, Michigan on Thursday December 19, 2019 at 9:30 a.m.

Present: Chairman Bob Rosa Superintendent Scott Fasel
 Vice-Chairman James Bowers Clerk Jennifer Kolinske
 Member Ted Mick

Absent: Manager Matt Skeels

Motion by Commissioner Bowers and supported by Commissioner Mick to amended the agenda moving "Primary Millage Projects" from Items Before the Board to Correspondence/Information/Discussion. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

The December 5, 2019 minutes were accepted as presented

Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #46751 to #46795 in the amount of \$330,280.56 and Payroll #25 & 25a for \$63,242.20. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Motion by Commissioner Mick and supported by Commissioner Rosa to pay the MERS EFT in the amount of \$49,944.51. Ayes: Rosa, Bowers and Mick. Nays: None, Motion carried.

Cash Summary: Clerk Kolinske presented the Cash Summary. The \$28,262.82 has been reconciled and the Cash Summary now balances to our bank statements.

Work Summary:

Mike Johnson Shop Foreman/Facility Manager – N/A

Scott Fasel Superintendent - Still having issues with the new stop signs at Reynolds & Cedar Run. Looking like we might need to look into running electrical to the signs so that they have adequate power. Local Road Committee meeting was yesterday, will have more on that later in the meeting.

Matt Skeels Manager – N/A

Standing guest: Gary Sauer, County Commissioner – Amy DenHaan is the new assessor for Blaine Township. Townships in general are still having trouble filling assessor positions. Attended the Gilmore Township meeting where he was made aware that the Secretary of State now automatically registers people to vote unless they refuse. This has increased voter registrations in each township. Attended School Safety Committee meeting. They are still looking for a designated "safe zone" area for the students if it were needed. Mentioned a new state program, "Handle With Care" that is going to focusing on children that have experienced something traumatic. Maples millage talks continue, they way it is written right now funds can be used for capital improvements. They received Fire Marshall approval, now just waiting on a few more minor inspections. Should be granted occupancy sometime in the next month. Ed Roy lawsuit has come to a settlement agreement. Headlee Over-ride discussions continue.

Public Input – N/A

Items Before the Board:

Greenscape 2019 Bid extension for 2020 - Motion by Commissioner Rosa and supported by Commissioner Mick to extend the Greenscape 2019 bid to 2020. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Administrative Wages for 2020 - - Motion by Commissioner Rosa and supported by Commissioner Mick to give a 4% raise to the Manager, Finance Manager/Clerk, Payroll Clerk, Administrative Assistant and Road Foreman and a 3% raise to the Superintendent and the Shop Foreman. The raise is to be effective with the payroll beginning on December 23, 2019. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Vacation Pay Outs 2019 - Motion by Commissioner Bowers and supported by Commissioner Rosa to pay out vacation hours accrued but unused as follows; Ricky Frederick 21.50 hours, Michael Johnson 64.00 hours and Scott Fasel 120.00 hours. Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Christmas Hours – Christmas Luncheon to be held December 20th at 11:00 a.m. Motion by Commissioner Rosa and supported by Commissioner Bowers to grant 1, 2 or 4 hours of paid free time to thirty-five employees with a total of fifty-nine hours Ayes: Rosa, Bowers and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Homestead Road Federal Project Update – Superintendent Fasel updated the board on the financial status of this project. The project is going to cost BCRC an estimated \$160,000 more than was originally budgeted. The sign truck purchase of an estimated \$130,000 will be put off until 2021 and the new loader is coming in under budget by \$42,000. The combination of these two will offset the additional costs.

Option to sell 2021 Federal Aid – Clerk Kolinske discussed with the board that we may have the option to pool our Federal Aid monies for 2021 with Grand Traverse and Leelanau and then try to sell them. Should be able to get more money per \$1.00 by doing this. Manager Skeels can pick up this discussion at our next meeting.

Highway Conference March 10-12, 2020 – Clerk Kolinske asked if anyone would like to attend the Highway Conference. Board Members will let her know at the next meeting.


Primary Millage Projects – Local Road Committee meeting was held on December 18, 2019. Discussions included moving both Love Road projects to 2021 so they can be done at the same time and bringing Crawford Road forward from 2021 to 2020. Superintendent Fasel mentioned that he would like to have borings done on Love Road so we know what type of material is under the pavement. Another Local Road Committee meeting will be held on January 8, 2020 at 2:00 p.m. to finalize the Local Road Millage projects & then the proposed list will be presented to the board for approval.

Public Input: N/A

Board Round Table: Clerk Kolinske reminded the board that the employee Christmas luncheon will be held tomorrow, December 20, 2019 at 11:00 a.m.

Meeting Adjourned at 10:50 a.m.


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk