

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 11, 2018 at 9:30 AM.

Present: Chairman Bob Rosa
Ted Mick, Member

Manager Skeels
Superintendent Schaub
Clerk Kolinske

Election of Chairman – Motion by Comm Mick and supported by Comm Rosa to nominate Comm Rosa as Chairman. Ayes: Rosa and Mick. Motion carried.

Election of Vice Chairman – Motion by Comm Mick and supported by Comm Rosa to nominate Comm Hoyt as Vice-Chairman. Ayes: Rosa and Mick. Motion carried.

Set 2018 Meeting Schedule – Motion by Comm Mick and supported by Comm Rosa to accept the 2018 meeting schedule as presented. Ayes: Rosa and Mick. Motion carried.

Resolution 2018-01 Bank Depositories – Motion by Comm Mick and supported by Comm Rosa to adopt the 2018-01 Bank Depositories Resolution as presented. Ayes: Rosa and Mick. Motion carried.

Resolution 2018-2 ACH Transactions - Motion by Comm Mick and supported by Comm Rosa to adopt the 2018-02 ACH Transactions Resolution as presented. Ayes: Rosa and Mick. Motion carried.

Organizational meeting adjourned at 9:34 AM.

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 11, 2018 at 9:35 AM.

The agenda was accepted as presented.

The minutes of the 12/14/17 meeting were accepted as presented.

The minutes of the 12/21/17 meeting were accepted as presented.

Motion by Comm Rosa and supported by Comm Mick to pay bills # 44680 to # 44766 for the amount of \$226,651.21, Payroll #26 for \$75,461.50 and Payroll #01 for \$86,394.37. Ayes: Rosa and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to do the EFT transfer for MERS in the amount of \$45,444.93. Ayes: Rosa and Mick. Nays: None. Motion carried.

Superintendent's report: Crew doing a good job keeping up with the eighty plus inches of snow we have received since Christmas. Grand Traverse Road Commission used bench wing to step back banks on US-31 on 1/10/18. John Deere loader transmission went out, sent to AIS on 1/10/18 for repairs. We will have final numbers soon for Weldon Road.

Standing Guest: Gary Sauer-County Commissioner - Brought the board up to date on issues at the county level. MERS session at the County office on January 29th at 5:30 PM.

Public Input: None

Items Before the Board:

Resolution 2018-03 Opposition to Michigan House Bills 5096-5098 - Motion by Comm Mick and supported by Comm Rosa to adopt the 2018-03 Opposition to Michigan House Bills 5096-5098 Resolution as presented. Ayes: Rosa and Mick. Motion carried.

Memorandum of Agreement GT Band of Ottawa & Chippewa Indians - Motion by Comm Rosa and supported by Comm Mick to approve the Memorandum of Agreement with GT Band of Ottawa & Chippewa Indians as presented and authorizing Manager Skeels as signer. Ayes: Rosa and Mick. Motion carried.

2018 In-Service Bridge Inspection Services - Motion by Comm Mick and supported by Comm Rosa to approve the proposal as presented. Ayes: Rosa and Mick. Motion carried.

Draft Township Payment Policy - Motion by Comm Mick and supported by Comm Rosa to approve the changes to the Township Payment Policy as presented. Ayes: Rosa and Mick. Motion carried.

2018 Frost Law Contract - Motion by Comm Rosa and supported by Comm Mick to table this topic till next meeting. Ayes: Rosa and Mick. Motion carried.

Administration raises - Motion by Comm Rosa and supported by Comm Mick to table this topic till next meeting. Ayes: Rosa and Mick. Motion carried.

Correspondence/Information/Discussion:

CRA-Board of Directors Ballot - Motion by Comm Rosa and supported by Comm Mick to complete ballot nominating Douglas Robidoux from Mason County. Ayes: Rosa and Mick. Motion carried.

Driveway policies – Comm Rosa mentioned to review Well Site policy as well. Motion by Comm Rosa and supported by Comm Mick to table this topic till next meeting. Ayes: Rosa and Mick. Motion carried.

2019 Federal Aid Project/Possible sale of Aid – Manager Skeels gave a brief summary of this process. Board gave permission to Manager Skeels to proceed.

Prioritized list of future millage projects – Superintendent Schaub shared list of proposed future millage projects with the board.


Facility improvements – Superintendent Schaub gave brief summary of improvements needed and suggested to the board that we have a special meeting to discuss these.

MTF 20 review – Clerk Kolinske shared with the board a graph showing our MTF compared to inflation rates over the last twenty years. Board suggested adding fuel prices to this graph would be helpful.

Public Input: None

Meeting adjourned at 10:57 AM.


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

Capital Outlay/Expenditure update – Clerk Kolinske gave brief update on FY 2018 capital outlay.

Driveway Policies – Private Residential Roads – Motion by Comm Rosa and supported by Comm Mick to approve the draft Private Residential Road policy as amended. Ayes: Rosa and Mick. Nays: None. Motion carried.

Driveway Policies – Subdivisions, Site Condominiums and Other Development Projects – Motion by Comm Rosa and supported by Comm Mick to approve the draft Site Condominiums and Other Development Projects policy as amended. Ayes: Rosa and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to table the Private Commercial Driveway or Road, Residential Driveway, Utility Driveway and Gas or Oil Well Site Driveway policies till next meeting. Ayes: Rosa and Mick. Nays: None. Motion carried.

Oakley Road Gravel – Superintendent Schaub gave brief summary regarding the possible lease of Mr. Ramey's gravel pit. Board gave approval to proceed exploring if this is a viable option for the road commission.

Set Special Meeting Date for Building Improvements – Special meeting date set for March 1, 2018 at 9:30 AM.

Ginny Schalm letter – blind person signs – Manager Skeels gave summary of resident's request. Signs can be installed; however, Mrs. Schalm would be responsible for the cost. Gary Sauer-County Commissioner mentioned that if Mrs. Schalm contacts the post office she may be able to get her mailbox moved. Manager Skeels to follow up with Mrs. Schalm.

Public Input: None

Meeting adjourned at 12:05 PM.



Robert Rosa, Chairman



Jennifer L. Kolinske, Clerk

Utility Driveway Draft – to be combined with Well Site Driveway draft and presented at next meeting.

Well Site Driveway Draft – to be combined with Utility Driveway draft and presented at next meeting.

PK Contracting Bid Extension – Pavement Markings - Motion by Comm Rosa and supported by Comm Mick to extend the pavement marking bid to PK Contracting for one year. Ayes: Rosa and Mick. Nays: None. Motion carried.

Board – Vice Chair Election - Motion by Comm Rosa and supported by Comm Mick to elect Comm Mick as Vice Chair. Ayes: Rosa and Mick. Nays: None. Motion carried.

Bid Package A - Motion by Comm Rosa and supported by Comm Mick to award Bid Package A including shouldering to Elmer's. Ayes: Rosa and Mick. Nays: None. Motion carried.

Bid Package B - Motion by Comm Rosa and supported by Comm Mick to award Bid Package B excluding shouldering to ATP Precision. Ayes: Rosa and Mick. Nays: None. Motion carried.

Bid Package C - Motion by Comm Rosa and supported by Comm Mick to award Bid Package C with \$2.00/Ton increase for virgin product to ATP Precision. Ayes: Rosa and Mick. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Staffing – Crew-Mechanic/Asst Eng Tech/Asst Foreman/PT Receptionist – Manager Skeels gave brief summary of staffing changes and possible future additions.

Millage renewal language – Manager Skeels instructed to proceed with presenting millage language to county board.

Public Input: Chad Hollenbeck asked questions regarding BCRC millage and current Engineering Technician position. Ron Evitts asked for clarification on the Commercial Driveway policy.

Meeting adjourned at 11:15 AM


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

Utility & Gas or Oil Well Site Draft - Motion by Comm Bowers and supported by Comm Mick to approve the amended Utility & Gas or Oil Well Site draft as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Millage Draft Language - Motion by Comm Rosa and supported by Comm Bowers to approve the millage language draft as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Chipper/patcher purchase - Motion by Comm Rosa and supported by Comm Bowers to approve the purchase of a new patcher estimated at \$17,500. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Critical Bridge Funds – Nostwick, Reynolds & Black Bridges – Board gave recommendation to proceed with the application process.

Ginny Schalm – Blind person signs – Ms. Schalm's request for blind person signs was denied by the board.

Woodstar Forestry – Pit Use – Board granted permission for Woodstar Forestry to use Honor Pit for staging log loading.

Great Lakes Fishery Trust Support Letter – Board approved submission of the Great Lakes Fishery Trust Support letter.

Staffing Update – Manager Skeels will create a Letter of Understanding to address the addition of a Assistant Engineering Tech and Assistant Foreman position as well as make corrections to the Truck Driver Letter of Understanding.

LRC Summary – Manager Skeels gave brief summary of 2018 millage projects. Mick Road will be the last project and will be adjusted according to how much money we have remaining after all other projects have been completed.

MTF Update – We may receive an additional \$275,000 in MTF monies, however undetermined as to when we might receive these funds. Manager Skeels to keep board updated as we receive more information.

Communication Discussion – Comm Rosa asked for ideas on how the BCRC can better communicate to the public. This was recently discussed at a staff meeting. Some ideas presented were to have monthly press releases for the Record Patriot and a Facebook page. Additionally, Manager Skeels and Financial Manager Kolinske will be working on a 2017 Annual Report that will be presented to the townships and villages.

April 12, 2018 Meeting date moved to April 11, 2018 at 9:30 AM.

Public Input: Ron Evitts stated how happy the residents are to have the night primary maintenance.

Meeting adjourned at 11:50 AM


Robert Rosa, Chairman


Jennifer L. Kolinske, Clerk

A special 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 1, 2018 at 1:00 PM.

Present:	Chairman Bob Rosa Vice-Chairman Ted Mick Member Jim Bowers	Manager Matt Skeels Superintendent Brad Schaub Clerk Jennifer Kolinske
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Items Before the Board:

MDOT Rural Elected & Appointed Officials Meeting – Notice of Meeting to be held March 15, 2018 from 3:00 PM to 5:00 PM at 2084 US 31/Hartman Road South of Traverse City.

Henn – Member Amicus Support – County of Ingham – board supported management's decision to sign support letter and submit.

Building Improvements:

Budget Estimates Building Apex Engineering – Reviewed Options 1A through 6.

Building Pros & Cons – Reviewed pros and cons of each option presented in Apex Engineering's proposal.

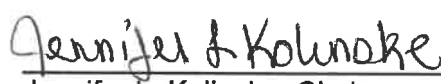
Building Notes – Reviewed along with the pros & cons presented in Apex Engineering's proposal.

Building Map – Commissioners did a walk around of the building with management to get an visual of the improvements needed.

Public Input: None

Meeting adjourned at 2:55 PM


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 8, 2018 at 9:30 AM.

Present:	Chairman Bob Rosa Vice-Chairman Ted Mick Member Jim Bowers	Manager Matt Skeels Superintendent Brad Schaub Clerk Jennifer Kolinske
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Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding CRA Support Letter and No Smoking Policy. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

The minutes of the 2/22/18 & the 3/1/18 meeting were accepted as presented.

Motion by Comm Mick and supported by Comm Bowers to pay bills #44872 to #44906 for the amount of \$43,892.34 and Payroll #05 for \$59,890.90. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Bowers to do the EFT transfer for MERS in the amount of \$46,544.01. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Superintendent's report: Crews have been working on cutting trees in preparation for 2018 road projects. Accident at St. Andrews church – seasonal plow driver backed into their light pole.

Standing Guest: Gary Sauer-County Commissioner – Brought the board up to date on issues at the county level. Maples is averaging 90% occupancy. County received \$8,000 tire disposal grant. Recycle dates for tires and electronics will be 6/16/18 in Frankfort, tires only 7/14/18 in Thompsonville and electronics, tires and household hazardous waste 8/4/18 at BCRC.

Public Input: None

Items Before the Board:

Resolution 2018-04 Haze Rd (Black) Bridge - Motion by Comm Mick and supported by Comm Bowers to adopt Resolution 2018-04 Haze Rd (Black) Bridge. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Resolution 2018-05 Nostwick Rd Bridge- Motion by Comm Bowers and supported by Comm Mick to adopt Resolution 2018-05 Nostwick Rd Bridge. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Resolution 2018-06 Reynolds Rd Bridge- Motion by Comm Bowers and supported by Comm Mick to adopt Resolution 2018-06 Reynolds Rd Bridge. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Act 51 Annual Mileage Certification Report – Chairman Rosa signed the Act 51 certification reports.

2018 Material Bids - Motion by Comm Mick and supported by Comm Bowers to accept management's recommendations for all 2018 Material Bids. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Aylsworth

Q/A

Begold Road – Management's recommendation is to put ~~Elsworth~~ Aylsworth Road on section line. Resident would like 1,500 feet south of ~~Elsworth~~ Aylsworth Road improved for year around maintenance. Estimate to be prepared on section line. Aylsworth

King Road Bridge Update – Bid proposals were sent out this week and posted on website.

Additional MTF Funds – Board discussed the possibility of completing Homestead Road improvements this year with the additional \$275,000 we are to receive in MTF. Two proposals were presented to the board, one for \$297,000 (without shoulders) and \$430,000 with shoulder work. Management recommends wedge & overlay only at the \$297,000. Board would like management to review 2018 budget and see if it is possible to do the project with shoulders.

CRA Support Letter – Board recommends supporting the CRA regarding the Great Lakes Restoration funding proposal.

No Smoking Policy – Management to review policy and bring recommended changes to next board meeting.

Public Input: None

Meeting adjourned at 10:50 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 29, 2018 at 9:32 AM.

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

Manager Matt Skeels
Superintendent Brad Schaub
Clerk Jennifer Kolinske

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Begold Rd, City of Frankfort Memorandum of Understanding and Personnel issues to the agenda. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

The minutes of the 3/29/18 meeting were accepted as presented.

Motion by Comm Mick and supported by Comm Bowers to pay bills #44907 to #44951 for the amount of \$105,727.56 and Payroll #06 for \$61,960.51. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Superintendent's report: 1st order of cold patch has been depleted, 2nd order was just delivered. Discussed new bridge technology – option to span up to eighty feet. Weight Restrictions – North and South roads doing well, East and West still lots of frost. May need to do partial release.

Public Input: Pothole at intersection of Deadstream and M-22 needs to be addressed.

Items Before the Board:

Employee – Safety Training – Superintendent Schaub provided Board with report of all safety training that Toby Dunne received.

Millage Language – Motion by Comm Mick and supported by Comm Bowers to approve the millage language that has been prepared by Attorney Stoker as follows:

For the sole purpose of continuing funding for local road improvements and primary road maintenance and improvements in the townships, cities and villages of the County of Benzie, Michigan, at the same millage level approved by the voters in 2013, shall the previously voted increase on the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Benzie, Michigan, be renewed and continued at .9871 of one (1) mill, and shall the previously authorized reduced millage of .0129 of one (1) mill be restored, for a return to the previously voted total limitation increase of (1) mill (\$1.00 per \$1,000 taxable value), and be levied for a period of five (5) years, beginning in 2018 through 2022, inclusive?

If approved and levied in full, this millage will raise an estimated \$1,195,591.54 for Road Improvements and Maintenance within Benzie County in the first calendar year of the levy based on taxable value. In accordance with State law, the millage will be disbursed to the Benzie County Road Commission, the City of Frankfort, and the Villages of Benzonia, Beulah, Elberta, Honor, Lake Ann and Thompsonville; and a small portion of the millage may be captured by the City of Frankfort Downtown Development Authority and the Benzie County Brownfield Authority.

Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Crystal Downs Country Club permit - Motion by Comm Mick and supported by Comm Bowers to approve permit # 27-16-34, planting of trees and shrubs in road right-of-way. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Jennifer Rodes permit - Motion by Comm Bowers and supported by Comm Mick to approve permit # 26-16-15, variance to add additional parking area in front of home. Permit granted must include a minimum of one percent lane flow or a catch basin/storm drain in the center of the new culvert. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Settlement Conference Thomas vs BCRC - Motion by Comm Rosa and supported by Comm Mick for Manager Skeels to represent BCRC at the settlement conference regarding Thomas v's BCRC. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Lake Township Truck Ordinance - Motion by Comm Bowers and supported by Comm Mick for Manager Skeels to move forward with finalizing of the plan, providing the Township with the final estimate for signs and contacting State Police Motor Carrier Enforcement on placement of signs. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

No Smoking Draft Policy – Tabled till next meeting.

Financial Manager – Six Month Review - Motion by Comm Rosa and supported by Comm Bowers to increase the salary for the Financial Manager to \$51,000 effective with the payroll beginning April 2, 2018. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Additional MTF Monies – Board gave their approval to move forward sending bids out for option #2 for Homestead road to include trench, widen and overlay. Manager Skeels and Clerk Kolinske to look into SIB loan process for the additional funds needed.

City of Frankfort – Memorandum of Understanding – Board gave their approval for Manager Skeels to sign.

Correspondence/Information/Discussion:

Update on Building Improvements – Superintendent Schaub and Manager Skeels gave a brief summary of their meeting with the building inspector. May have an issue with removing the wall between the garages.

Staffing Update – Letter of Understanding for both the Assistant Engineering Technician and the Assistant Foreman have been drafted and given to the union for review. We have hired our seasonal mechanic's helper as a full-time mechanic.


Capital Outlay Current & Future – Superintendent Schaub and Clerk Kolinske gave a brief review of current and future capital outlay.

Begold Road - Motion by Comm Bowers and supported by Comm Rosa to spend up to \$1,200 for survey. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Personnel Issues – Special Board Meeting to be held at Homestead Township Hall on Wednesday, April 4, 2018 at 3:30 PM to discuss employee matters.

Public Input: Bill Robinson – Brief review of truck ordinance for Lake Township.

Meeting adjourned at 12:00 PM



 Robert Rosa, Chairman



 Jennifer L. Kolinske, Clerk

A special meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Rosa at the Homestead Township Hall in Honor, Michigan on Wednesday, April 4, 2018 at 3:40 PM.

Present: Chairman Bob Rosa
Vice-Chairman Ted Mick

Member Jim Bowers
Clerk Jennifer Kolinske

Items Before the Board:

Employee Matters – Various employees discussed issues with the board regarding excessive write ups. There was a general consensus that many of these write ups were trivial and there is concern about loss of jobs due to the number of write ups in an employee's file. Employee's mentioned concerns about the turn over rate of employees. Employee's feel there is a lack of safety on many jobs and requested the use of a "buddy system". Some employees feel that they are being rushed to do their plow routes and feel that the Road Commission seems to be moving away from its main focus, winter maintenance. Many employees voiced their concern about management retaliation for them speaking out and also their concerns for the low morale among the staff.

Chairman Bob Rosa stated that it seems like management and crew goals are not the same and that this needs to change. He also mentioned that he would like to see crew members being groomed for management positions.

Public Input:

Toby Dunne – Past BCRC Employee – Stated safety issues, disrespectful management, and lack of training as his main concerns.

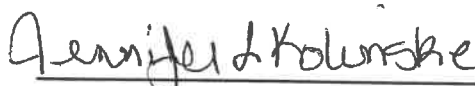
Shannon Purchase – Past BCRC Employee – Stated safety issues as his main concern.

Meeting adjourned at 7:00 PM

Minutes approved 4/11/2018



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 Wednesday, April 11, 2018 at 9:30 AM.

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

Manager Matt Skeels
Superintendent Brad Schaub
Clerk Jennifer Kolinske

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding MDOT updated MTF to the agenda. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

The minutes of the 3/29/18 and 4/4/18 meeting were accepted as presented.

Motion by Comm Mick and supported by Comm Bowers to pay bills #44952 to #44988 for the amount of \$161,953.55 and Payroll #7 for \$53,944.52. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to do the EFT transfer for MERS in the amount of \$46,323.63. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Superintendent's report: Jennifer Rodes permit # 26-16-15 – lane fall was sufficient, only required culvert replacement.

Public Input: None

Items Before the Board:

SIB Loan – Homestead Road Project Discussion – Engineering Technician Ron Bushong gave a brief presentation on the Homestead Road project and some of the potential costs that could come up. Motion by Comm Rosa and supported by Comm Bowers to leave Homestead Road as a 2019 Federal aid project. Management to bring recommendations to next meeting regarding what roads we should spend the extra MTF dollars on that we received in April.

Standing guest: Gary Sauer, County Commissioner – County approved TNT and Road millage language. The County has seen increased activity applications for building permits. County audit results were presented at the last commissioners meeting. Recent large cocaine bust in Benzie County. Distributive antenna bill passed. Possible revisions to point of sale ordinance would require well/septic testing every five years. If passed County would have to repeal current ordinance.

Railroad Point Signage – Parks and Recreation Department is suggesting we put signage around the railroad point property. Board gave permission to go ahead with signage.

Miller Road – Inland Township would like the Road Commission to remove stumps, flatten area and seed. Request denied by the board.

King Road Bridge bids – Motion by Comm Bowers and supported by Comm Mick to award the ~~spring sand clean-up~~ bid to Youngs Consulting. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.
 ↘ KING RD BRIDGE REPAIRS-GR

No Smoking Policy – Tabled till next meeting.

Chamber Expo – Motion by Comm Rosa and supported by Comm Bowers to spend \$150.00 for annual membership to Benzie Chamber of Commerce and to spend \$280.00 for one booth space at Benzie Expo. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

MDOT Updated MTF – shared with the board a new estimated distribution schedule of MTF for FY 2018 through FY 2021. New schedule shows a “no income tax” column which would be if the legislature doesn’t stick to moving monies from the general fund.

Public Input: Ron Evitts – Loggers left behind some stumps on Landis Road that snowmobilers are running over.

Administrative Performance Appraisals:

Shop Foreman Mike Johnson – Board reviewed & discussed items that were presented at the special meeting held on April 4, 2018.

Superintendent Brad Schaub – Board reviewed & discussed items that were presented at the special meeting held on April 4, 2018.

Road Foreman Scott Fasel – Board reviewed & discussed items that were presented at the special meeting held on April 4, 2018.


Matt Skeels - Motion by Comm Bowers and supported by Comm Mick to enter into closed session to discuss Manager Skeels review. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Rosa to come out of closed session. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

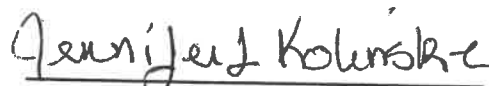
Lisa Taber – Motion by Comm Bowers and supported by Comm Rosa to increase the Payroll Clerk’s hourly wage from \$16.80 to \$17.50 per hour effective April 16, 2018. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Meeting adjourned at 1:52 P.M.

Minutes approved 4/26/18.



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 26, 2018 at 9:30 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Minutes from 4/11/18 Closed Meeting, EAP Agreement, Smoking Policy, 6853 Crystal Drive Permit and Millage Brochures to the agenda. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

The minutes of the 4/11/18 meeting were accepted as amended.

Motion by Comm Bowers and supported by Comm Mick to accepted the minutes of the 4/11/18 closed meeting as presented.

Motion by Comm Mick and supported by Comm Bowers to pay bills #44989 to #45034 for the amount of \$124,995.18 and Payroll #7a & #8 for \$85,918.34. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary

Mike Johnson Shop Foreman – We have hired a new full-time mechanic, Makya Voight. Lucas Barron's last day is 4/26/2018, he is requesting a leave of absence. Trucks are being changed over from winter to summer. Working on building blade shelves. New patcher will be here next week. Demo completed with loaders, will not be purchasing anytime in the near future.

Scott Fasel Road Foreman – Bi-product sand being hauled, starting to grade gravel roads, route marker stakes being removed, working on restoring west bank at Honor pit, crew continuing to patch and brush hogs have been out working on ROW.

Public Input:

Presentation by Roberta Dow and Kama Ross regarding flail pruning.

Paul Beechraft – Inland Township will be doing a fundraising propane tank filling on May 18, 2018 from 11:00-7:00.

Standing guest: Gary Sauer, County Commissioner – Elberta received two grants for a park project. Dedication being planned to honor Frank Walterhouse.

Items Before the Board:

Spring Sand Clean-up Bid Award – Motion by Comm Bowers and supported by Comm Mick to award the Spring Sand Clean-up Bid to Great Lakes Striping & Sealing, Inc.. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Resolution 2018-07 MDOT Marshall Rd Contract – Motion by Comm Bowers and supported by Comm Mick to adopt Resolution 2018-07 MDOT Marshall Rd Contract. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

FY 2017 Act 51 Annual Report - Motion by Comm Mick and supported by Comm Bowers to accept the Act 51 Annual Report as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

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2nd Quarter Financials – Clerk Kolinske gave a brief summary of the 2018 2nd Quarter Financials. We are over budget by \$154,936.08 in winter maintenance for the first half of the year. Budget amendment will need to be done once we have 3rd Quarter numbers. Millage monies are now available. Treasurer has invested these in a money market account until we need them. There are a few capital outlay items left to purchase this year, patcher, copier and a new laptop for the shop foreman.

Motion by Comm Mick and supported by Comm Bowers to grant one month leave of absence to Lucas Barron. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Township Matching Funds – Board gave approval to Manager Skeels to let townships know that the BCRC will be considering matching funds in the coming fiscal years.

Smoking Policy – Tabled until next meeting. Manager Skeels to review with a few crew members to get their input.

6853 Crystal Drive Permit – Requesting waiver for additional five feet. Board denied request.

EAP Contract – Motion by Comm Bowers and supported by Comm Mick to approve the one-year EAP Contract. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Millage Brochures – Manager Skeels and Clerk Kolinske to update the original brochure and get current pricing to present to the board at our next meeting.

Correspondence/Information/Discussion:

Benzie Chamber Expo – Manager Skeels gave brief summary of expo. Seemed to be well attended and was a good opportunity for the BCRC to get out information about the upcoming millage.

MERS – 2017 Rate of Return – 13.4% as of 12/31/2017.

Fewins Road – Manager Skeels to check previous board minutes to see what is the correct location for the seasonal road sign.

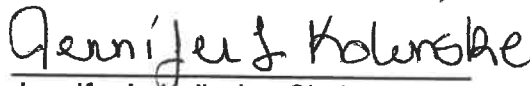
Miller Road Discussion & Field Trip – Onsite tour of Miller Road to look at DNR logging clearing limits.

Public Input – None

Meeting Adjourned at 12:15 P.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 10, 2018 at 9:32 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Gilmore Township-Bankston Road, Sagaser Crystal Trust Permit and Miller Road to the agenda. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Bowers to approve the 4/26/2018 minutes as amended. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45035 to #45080 for the amount of \$61,605.89 and Payroll #9, 9b & 9c for \$65,691.58. Ayes: Mick and Bowers. Nays: None. Rosa abstained. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to do the EFT transfer for MERS in the amount of \$46,801.84. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary

Mike Johnson Shop Foreman – Makya Voight (new mechanic) sent to Ferris State University for a two-day training program in Hydraulics. We are advertising for one more mechanic. New patcher is here. Recommended old two-ton patcher be sold. Board in agreement that we should sell to highest bidder. Continuing to have missing pin issues.

Scott Fasel Road Foreman – conflict in schedule, unable to attend.

Public Input: Carl Noffsinger asking for clarification on Gilmore Township – Bankston Road work.

Gilmore Township – Bankston Road – Original agreement was made July 2017 for work on two segments with a 50/50 split in cost between the township and BCRC. Township is asking that the BCRC extend that for this year with the addition of one more segment of work. Motion by Comm Mick and supported by Comm Bowers to do three segments (approx. 1,465') and split the total cost of \$24,477.41 with Gilmore Township 50/50. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Standing guest: Gary Sauer, County Commissioner – Did not attend meeting.

Items Before the Board:

Fewins Road – Seasonal Sign – Manager Skeels given permission by board to start formal process to move Fewins Road seasonal sign.

Millage Brochure Draft – Motion by Comm Bowers and supported by Comm Mick to order up to 2,000 millage brochures. Ayes; Rosa, Mick and Bowers. Nays: None. Motion carried.

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Smoking Policy – Tabled until union committee is ready for presentation.

Revised/Updated Administrative Personnel Rules – Motion by Comm Mick and supported by Comm Bower to accepted the amended Administrative Personnel Rules as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Sagaser Crystal Trust Permit – Well to be 27 feet off center line. Motion by Comm Mick and supported by Comm Bowers to approve Sagaser Crystal Trust Permit #26-15-15. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Township Matching Funds – Manager Skeels and Financial Manager Kolinske gathering information from other road commissions on their policies for township matching funds. Manager Skeels to follow up with County Commissioner Gary Sauer regarding the millage language motion.

Staffing Update – Currently have ads out for a mechanic. Assistant Engineering Technician and Assistant Foreman positions were approved by the union on May 9, 2018. John Fortine will be our primary person for sanitary maintenance this summer. Safety gear fashion show held on May 9, 2018. Manager Skeels to follow up with our attorney regarding former superintendent.

Employee Recognition – Ron Blough - 1st employee to receive recognition for helping in the shop.

Paul Bunyan meeting May 17, 2018 – Any board members wanting to attend please let Manager Skeels know.

Miller Road – Currently crew out pulling stumps. Township is interested in BCRC issuing bids to clear the rest of the stumps and asking for waiver of the overhead fees. Motion by Comm Rosa and supported by Comm Bowers to waive overhead fees on the Miller Road project for Inland Township. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Public Input – None

Meeting Adjourned at 12:15 P.M.



 Robert Rosa, Chairman



 Jennifer L. Kolinske, Clerk

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Link Engineering Services - Master Agreement, Culvert Task Agreement & King Road Task Agreement – Motion by Comm Bowers and supported by Comm Mick to approve the Link Engineering Services Master Agreement, Culvert Task Agreement and King Road Task Agreement authorizing Manager Skeels to sign the agreements. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

MCRCSPP – 2018 Board of Directors Election Ballot – Motion by Comm Mick and supported by Comm Bowers to complete MCRCSPP ballot in support of John Rogers. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Staffing Update – open mechanic’s position has been posted on our website, MI-Works, Record Patriot, Indeed and on our front door. So far only a few responses & most are lacking licenses. Interviews were done for the Engineering Tech position this week. Union has filed a class action grievance regarding how we calculate & post vacation time. Per instructions from our attorney we have denied the claim.

Motion by Comm Bowers and supported by Comm Mick to spend up to \$20.00 per article of clothing to have BCRC logo’s put-on employee gear. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Flag & Pledge – Board all in agreement that we will add a flag to the board room and start our future meetings with the pledge of allegiance.

Homestead Road Quote – Original quote was with hand augers; our intention was thirty-foot drilling rig samples. Need to do these first. If material is unacceptable we will then have to decide if we want to do design. Total of approximately \$23,000 for preliminary engineering phase.

Public Input: None

11:00 AM – Staff & Board Meeting

Meeting Adjourned at 11:30 AM.



 Robert Rosa, Chairman



 Jennifer L. Kolinske, Clerk

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Miller Road Bid Award - Motion by Comm Bowers and supported by Comm Rosa to award the Miller Road Project Bid to Bonney Bros., Inc. in the amount of \$13,800.00. Ayes: Rosa and Bowers. Nays: None. Motion carried.

Hooker Road Bridge - Motion by Comm Bowers and supported by Comm Rosa for Manager Skeels to proceed with bid process on Hooker Road Bridge. Ayes: Rosa and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

CRA – Hooker Road Bridge Funding Update – CRA is proposing that our portion of this project would be approximately \$50,000 which would include administrative fees for 2018 and 2019.

Link Engineering – Culvert Inventory Project – BCRC purchased approximately \$5,000 in equipment for this project. Brad Link has approximately \$22,000 for labor time to complete inventory of as many culverts as possible by July 31, 2018. We will be reimbursed up to \$28,000 for the labor and materials for this project.

Local Match Policy – Manager Skeels presented a brief summary of a potential draft local match policy. The board will need to decide as we go forward if this will be an amendment to our current policy or a new policy.

MTF Update – Recent news from the legislature shows we may receive \$469,573.00 in additional MTF as well as the additional \$274,000.00 ear marked for fiscal year 2019.


Staffing Update – Most items covered in Road and Shop Foreman discussion above. Board supports advertising for an additional crew position on our website.

6/28/18 Employee QTRLY Appreciation Lunch – Luncheon date has been changed to 7/12/18.

12/31/17 MERS Actuarial – December 31, 2016 funded ratio was 39%. Most recent report as of December 31, 2017 shows our funded ration at 41%. Tony from MERS would like to present our annual actuarial to the board. Clerk Kolinske to schedule for a future board meeting.

Public Input: Gary Sauer asked for clarification of the additional MTF monies coming in fiscal year 2019.

Meeting Adjourned at 11:08 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, June 28, 2018 at 9:30 AM.

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

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Mi Cat lease resolution to the agenda and removing Begold Road fieldtrip. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Minutes from the 6/14/2018 meeting were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45181 to #45230 in the amount of \$141,366.65 and Payroll #13 for \$53,116.78. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay the MERS EFT in the amount of \$46,015.69. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – N/A

Scott Fasel Road Foreman – New grader arrived on Wednesday, June 27th. Ricky Worm has been selected as our Assistant Foreman. First mowing of state roads has been completed, working on county roads now. Spring gravel work that was done seems to be holding up well. Some employees are still coming in a little early at end of the day which will need to be addressed. Crews have been prepping for new paving projects.

9:52 AM – Alan Lemman & Heather Jamison – Pioneer Road – Alan Lemman gave a presentation on the issues with Pioneer Road. Heather Jamison from Gourdie Fraser and Tom Canfield from DJ McQuestion & Sons contributed to the discussion. Board concerned why job was not halted when problems first appeared. All parties involved to meet with MDOT next week to discuss possible resolutions.

Standing guest: Gary Sauer, County Commissioner – Elberta making some ordinance changes regarding access to the beach. Their hope is to have Benzie Bus shuttle people for the 4th of July. A .225 millage was presented to the county to hire resource officers for Benzie and Frankfort high schools. County waiting on budget to make decision on whether this will be on the November ballot.

Public Input: None

Items Before the Board:

MERS Delegate for October Annual Meeting – Motion by Comm Bowers and supported by Comm Mick to elect Clerk Kolinske as delegate and Lisa Taber as alternate to serve at the 2018 MERS Retirement Conference. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

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2018 Engineering Reimbursement – MDOT Form was signed by Commissioners.

Retirement Waiver Filing – Motion by Comm Mick and supported by Comm Bowers to approve the Application for Waiver and Plan to be submitted to Michigan Department of Treasury. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Homestead Road/669 – 2019 v's 2020 project – Manager Skeels gave brief summary of pros and cons of doing Homestead project in 2019 v's 2020. Board decided to wait till skip paving on Homestead Road is done before making a decision.

Mi Cat Grader Lease Resolution - Motion by Comm Bowers and supported by Comm Mick to enter into a five-year lease agreement with Mi Cat Financial for grader, serial #0N9B00649, and appointing Manager Skeels to sign all related documentation. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

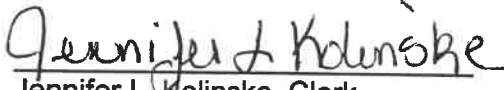
Truck Engine – Cat Financing – Truck engine repairs are going to be approximately \$26,000. Mi Cat Financial does offer a 0% financing option for 12 months. However, 100% of the expenditure would still be recorded in this fiscal year. Clerk Kolinske stated that she did not think it was necessary to finance, we have the cashflow to pay the bill.

Public Input: Homestead candidate Sherry Taylor asked about percentage of general fund balance in relation to our annual budget.

Begold Road Fieldtrip – N/A – removed from agenda – not needed at this time. Board may do fieldtrip in July.

Meeting Adjourned at 11:52 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, July 12, 2018 at 9:35 AM.

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

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding MERS additional monthly payments. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Minutes from the 6/28/2018 meeting were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45231 to #45273 in the amount of \$71,557.44 and Payroll #14 for \$56,309.88. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – New mechanic is doing well. New grader is now in service. Trailer knuckle head observed in Lake County, seems to do a nice job.

Scott Fasel Road Foreman – Gave brief update on status of paving projects. Mentioned his concern that we may be doing too many apron/bump-outs.

Standing guest: Gary Sauer, County Commissioner – Budget has been received for the proposed two safety officers at the Frankfort & Benzie high schools. They are proposing a four-year millage, rate undetermined yet. Discussion has been in hopes that the schools could share in the cost of equipment needed. EMS Director resigned. County recently hosted harassment training. Beaver trapping has been successful. Scrap tire pick up in Thompsonville from 9-12 this Saturday. County's recent MERS actuarial shows improvement from 67% to 68% funded.

10:00 Crystal Beach Cottagers' Association – Bill Sankbeil and Ted Fisher gave a brief presentation on the speeding issues in the Crystal Beach Cottagers' Association. They have tried a speed posting sign as well as having a retired sheriff posted one hour per day to write tickets. They are proposing installing speed bumps to slow traffic down. Gayle at MCRCSIP recommends we do not do this. The board denied the request stating they would like to find a better solution to this problem. BCRC and CBCA to continue looking into a solution for this issue.

Public Input: None

Items Before the Board:

Great Lakes Fishery Trust Resolution – Motion by Comm Bowers and supported by Comm Mick to approve resolution 2018-08, Ecosystem Health and Sustainable Fish Populations Habitat Protection Agreement, Project #2018.1798. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

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Superintendent Position - Motion by Comm Bowers and supported by Comm Mick to promote Scott Fasel from Road Foreman to Superintendent effective immediately with terms to be negotiated. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

#326 Cell Phone Policy - Motion by Comm Mick and supported by Comm Bowers to approve the amended cell phone policy as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Hooker Road Bridge Bids – Motion by Comm Mick and supported by Comm Bowers to award the Hooker Road Bridge Material bid to Krenn Timber Bridge, Inc.. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Additional MERS Contributions – Motion by Comm Mick and supported by Comm Bowers to continue the \$15,000 per month additional contributions to our MERS retirement plan that was initially started in October 2016. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

MCRCSIP Harassment Training Mt. Pleasant 7/18/18 – Manager Skeels informed the board about the training coming up next week. If we have one manager and one commissioner attend the training we will receive a \$500 credit from MCRCSIP.

Honor Pit Chloride Contamination – Manager Skeels brought the board up-to-date on the latest well testing and results of the properties that are located near the Honor pit.

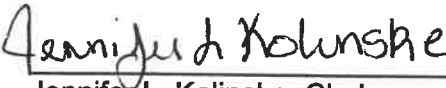
Marshall Road Culverts – Manager Skeels updated the board on potential issues we may have with two culverts on Marshall Road.

Public Input: Ron Hitesman – gave summary of current issues in Weldon Township. Ron Evitts – Mentioned concerns with boards removed from dam, rumble strips at 669/Cinder and Wallin Pit clean-up.

Board Round Table: Manager Skeels signed a work order for the additional 1 ½ inch overlay for Pioneer Road to be completed by July 27, 2018. Link Engineering has approved the patch on King Road Bridge. BCRC to follow up with dozer crossing the road issue on Ely Road.

Meeting Adjourned at 12:02 PM.


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 26, 2018 at 9:30 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

Motion by Comm Mick and supported by Comm Bowers to amend the agenda adding superintendent wage recommendation, Pioneer Road update and Engineering Technician position. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Minutes from the 7/12/2018 meeting were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45274 to #45315 in the amount of \$385,942.08 and Payroll #15 and #15a for \$64,733.11. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Bowers to pay the MERS EFT in the amount of \$46,149.05. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – Truck #401 is back on the road. Training on grade slope feature with new grader today. Snow wing for grader arrived today. Working on year-end parts inventory. Mechanics working on Monroe floats – warranty issue, parts are being sent to us at no cost and we will be reimbursed for our labor to install these.

Scott Fasel Road Foreman – Bladed all roads this week. Excavator working on drainage issues. Repaired a few failing culverts. Skip loader out prepping for future paving projects. Completed restoration on Eastman. Elmer's is working through their paving list. New assistant positions seem to be working out well.

Standing guest: Gary Sauer, County Commissioner – Commissioners authorized ballot for School Resource Officers. Village of Elberta sends out a big thank you for a successful 4th of July. County is looking at hiring an outside firm to do a “deep dive” into their finances.

Public Input: Sherry Taylor – mentioned the damage to Cinder Road between Pioneer and Zimmerman from the logging trucks. Craig Meredith voiced concerns regarding the possibility of new driveways going in without permits, Haze Road - Black Bridge area parking/emergency vehicle access, and that the abutments there are in bad shape as well.

Items Before the Board:

Ron Wohlford contract FY 2019 - Motion by Comm Mick and supported by Comm Bowers to authorize Manager Skeels to sign the Contract for Accounting Services from Ron Wohlford, CPA. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Grand Traverse Conservation District - Motion by Comm Rosa and supported by Comm Bowers to approve a permit for spraying for Japanese Knotweed, an invasive species, in four locations in the county, with the stipulation that the Conservation District contact the property owners at the locations that will be sprayed. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Letter of Support for CRA-National Coastal Resilience Fund – The request for a letter of support was reviewed and approved by the BCRC board.

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Superintendent Wage Recommendation - Motion by Comm Mick and supported by Comm Bowers to authorize Manager Skeels to offer a salary of \$64,000 per year to the newly promoted Superintendent. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Engineering Technician Position – Ron Bushong gave his two weeks notice today. Manager Skeels to discuss today with the Assistant Engineering Technician his ability to assume the duties of this position for the short-term.

Correspondence/Information/Discussion:

3rd QTR Financials – Financial Manager/Clerk Kolinske gave a brief overview of the 3rd QTR Financials. MTF revenues are over budget by \$460,323.20. Expenditures for Direct Equipment Expense, Operating Expense, Administrative Expense and Winter Maintenance are over budget by \$710,571.39. The net result of this is that we are approximately \$250,000 over budget year to date.

Marshall Road Update – Manager Skeels gave a brief update regarding the Marshall Road project. We had some permit and easement issues that after today will be resolved.

FY 2019 Additional MTF distributions – Manager Skeels shared an update with the board on the additional funds we can expect in FY 2019 (PA 207 of 2018/SB 848). These additional funds will be distributed in October 2018 and January 2019.

Local Match Policy – Manager Skeels discussed with the board the idea of setting a dollar amount each year when funds are available for township match projects. The funds could be distributed with a formula based on miles and population of each township. Manager Skeels to present a draft policy to the board at a future meeting to be determined.

King Road Bridge – Paving patch issues were reviewed by Link Engineering and have now been approved.

Benzie County Recycle Hazardous Waste collection Aug 4, 2018 @ BCRC – recycle hours will be between 9:00 AM and 1:00 PM.

Pioneer Road Update – Manager Skeels updated the board on the status of the Pioneer Road curve project. Work order has been signed to proceed with an additional 1 ½ inch overlay to correct the current issues. ATP has put forth an alternative solution that is in the process of being reviewed by MDOT. Project has a deadline of July 27, 2018.

Public Input: Craig Meredith – inquired about bump on Carmean Road and also status of Homestead paving.

Board Round Table: Platte Lake Improvement Association has requested that we use zero phosphate fertilizer. Costs for this change will be .70 cents less per bag than we pay now.

Meeting Adjourned at 11:20 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, August 9, 2018 at 9:30 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

Motion by Comm Mick and supported by Comm Bowers to amend the agenda adding Reynolds Rd/Cedar Run accident. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Minutes from the 7/26/2018 meeting were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45318 to #45351 in the amount of \$408,864.33 and Payroll #16 for \$51,845.57. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – We will get reimbursed \$340 per unit for the under-body repairs. We passed our annual fuel inspection. Brief discussion on ordering Western Star trucks for fiscal year 2020. More details on this to follow later in the meeting.

Scott Fasel Road Foreman – N/A

Standing guest: Gary Sauer, County Commissioner – PFAS issue – one well tested positive. School Resource Office will be on November ballot for .18 mill. County will have balanced budget FY 2019 without transferring funds for general fund. Congrats to BCRC on the passing of the millage.

Public Input: Mr. Carpenter – Thank you for road work at Reynolds & 610 near Stepping Stones school.

Items Before the Board:

CRASIF Board of Trustee Candidates – Board supports all three candidates.

Truck Purchases FY 2019 & 2020 – Extension of 2018 Truck Bids – It will take roughly a year to get a truck in. If we are purchasing new trucks for FY 2020 we will want to get them ordered this coming fall.

Reynolds/Cedar Run Accident – many public members spoke up regarding their concern of that intersection and that something needs to change to improve the site. Many thought a four-way stop would be a good solution. Manager Skeels gave a brief update, traffic counters have been placed at the intersection and a request has been made with MDOT to review that intersection as well.

Correspondence/Information/Discussion:

Annual Act 51 Mileage Certification – We received notice from the State of Michigan that our Annual Act 51 Mileage Certification submittal has been processed.

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Effective Communication Article – Manager Skeels shared Effective Communication article with the board.

Brad Schaub – Communication – Manager Skeels shared the communication we received from Brad Schaub with the board.

Update on Marshall & Pioneer Road Projects – Manager Skeels gave brief update on Marshall & Pioneer Road Projects. Board suggested all correspondence should be carbon copied to all contractors involved.

Hooker Road Bridge Construction Bid – Manager Skeels recommended that we contract out the work to build the bridge.

Public Input: Gary Sauer inquired to see if there were other ways or processes that the BCRC could pursue to get improvements done for the intersection at Reynolds and Cedar Run Road. Ron Evitts – there is a dead ash tree on Milnichol Road.

Board Round Table:

Items coming up – Manager Skeels working on Local Match Policy, Fewins/Birch Pt Seasonal Road Change which will require a public meeting. Election passed at a rate of 76%.

Meeting Adjourned ay 11:05 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, August 23, 2018 at 9:30 AM.

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

Manager Matt Skeels
 Clerk Jennifer Kolinske

Motion by Comm Bowers and supported by Comm Mick to amend the agenda removing MERS EFT. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to rescind the previous motion to amend the agenda. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to amend the agenda removing MERS and adding Cedar Run/Reynolds Road Accident. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Minutes from the 8/09/2018 meeting were accepted as presented.

Motion by Comm Mick and supported by Comm Bowers to pay bills #45352 to #45396 in the amount of \$438,070.42 and Payroll #17 for \$51,804.73. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – continuing warranty repairs on underbody plows. Bids for new plow trucks can be extended, GT Diesel will hold pricing the same as the previous. Had some problems at the Thompson pit with intoxicated people, they were caught and are being charged.

Scott Fasel Road Foreman – The second mowing on the State Highways is finishing, Elmers is paving projects are done. ATP Precision has to finish Mick, CR 669 and Crystal Drive. Our crew is doing a good job of keeping up with shouldering behind ATP. We are hoping to complete the Skip paving on Homestead Road next week.

10:00 AM MERS-Tony Radjenovich – BCRC Defined Benefit plan funded percentage went up from 39% to 41%, which is good news. At the current rate BCRC is contributing, we should be 100% funded in approximately 15 years. MERS can provide BCRC with a calculation to determine when we will reach 60% funded status, this information will be needed for the States Corrective Action Plan.

Standing guest: Gary Sauer, County Commissioner Benzie County is reviewing health insurance options as a result of information gathered at MAC conference. Benzie County may have to have a Level 3 or 4 Assessor to comply with potential law changes. The 2019 Budget should be available for review on September 11.

Public Input: None

Items Before the Board:

Retirement Underfunded Status – Corrective Action Plan – Financial Manager Jennifer Kolinske stated that the application for a waiver to the Corrective Action Plan was denied. We must now prepare a plan for the State to review.

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Truck Purchase – Motion by Mick, Supported by Bowers to authorize the extension of truck purchase bids to Grand Traverse Diesel for two trucks to be delivered in late 2019, Motion carried.

Staffing update – Manager Skeels indicated that arrangements are being made for a part-time permanent Office Assistant and seasonal crew positions.

Wetland Banking Participation and Discussion – Manager Skeels discussed the regional wetland banking program being organized through the States wetland banking program with the help of the Grand Traverse County Road Commission and the Paul Bunyon Council of Road Commissions. The GTCRC advancing the funds for the purchase of property and is asking for each member of the Paul Bunyon Council to consider a resolution which would reimburse GTCRC if any of the program costs are not reimbursed by the State. The State Wetland Bank Director assures that the funds are obligated to reimburse GTCRC.

Reynolds / Cedar Run intersection – The larger signs have been installed and the ROW is being cleared of brush. The intersection safety review is scheduled for September 20th. Any recommendations that come from the review will be discussed with the Board. Gary Sauer indicated that Bob Roeloffs had suggested solar power flashing lights. Comm Mick indicated that the rumble strips seems to be wearing down.

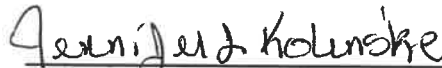
Public Input: None

Board Round Table: The final crash report on the Cedar Run / Reynolds double fatality crash will be completed and is normally received through a FOIA request to the Michigan State Police. Brad Link is completing bridge inspections. Second brining is scheduled and will being as soon as we get some rain. The MCRCSIP refund is less than in previous years, due to changes in the law requiring more funds to be held in reserve. The next Paul Bunyon Council meeting is scheduled for November 8th.

Meeting Adjourned at 11:25 AM.



Robert Rosa, Chairman



Jennifer E. 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 13, 2018 at 9:32 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

Motion by Comm Mick and supported by Comm Bowers to amend the agenda adding Cedar Street Gravel/Paving. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Bowers to approve the amended minutes from 8/23/18. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay bills in the amount of \$236,030.82 and Payroll #18 for \$49,900.07. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay the MERS EFT in the amount of \$46,099.74. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman - He and the Superintendent have been working on a Capital Equipment purchase list for the 2019 budget. Beginning winter prep on state trucks. Have had some tire issues on the excavator and grader.

Scott Fasel Road Foreman – N/A

Standing guest: Gary Sauer, County Commissioner - The county budget is available for review as of 9/11/18. Revenues did not have to dip into fund balance to balance. Attended CWD (Chronic Wasting Disease) law changes. County may have to fund an in-house attorney for indigent defense. The asbestos has been removed from the old Maples building and they are still looking for employees. Planning to attend the MERS Conference October 4-5.

Public Input: - N/A

Items Before the Board:

Heather Jamison and Craig Goodrich from Gourdie-Fraser Associates discussed the proposals and options for correcting the issues with the Pioneer/Weldon Road curve pavement. The tentatively agreed upon resolution is for a 1.5-inch overlay to be placed over the entire project, which will correct ride issues as well as the areas of thin pavement. The overlay for be funded by contractors and BCRC, with Gourdie-Fraser providing the inspection/testing and reporting for no fee. The cost for the BCRC would be less than \$20,000 for one half the cost of the asphalt and butt-joint milling, in addition BCRC would provide labor and materials for bringing the shoulder up to the new pavement height. The contractors will provide traffic control, one half of the asphalt cost as well as pavement markings.

Motion by Comm. Bowers, supported by Comm. Mick to provide up to but not exceeding \$19,000 towards the cost of asphalt for the Pioneer/Weldon Road project. A contract shall be drawn up detail the responsibilities of each party, BCRC, ATP/DJ McQuestion and Gourdie Fraser Associates. Contract should also stipulate that BCRC will not make payment until the

work is approved by Gourdie-Fraser and the BCRC payment will not exceed \$19,000. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

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Manager Skeels reported the bids for construction of the Hooker Road Timber Bridge. Low bidder was AJ's Excavating at \$126,771.73. Two pay items were left off the bid sheet. The Board will consider bid approval at the next meeting when AJ's provides the costs for the other two pay items.

Financial Manager Kolinske reported that the MCRCSIP refund was \$23,426.

Financial Manager Kolinske discussed the possibility of increasing our MERS payment to assist us in paying off our liability sooner. Motion by Comm. Bowers, supported by Comm. Mick to increase our monthly MERS payment to \$16,000 per month beginning FY 2019. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

2018/2019 Budget Hearing scheduled for Sept 27th

Manager Skeels reported that we had received a FOIA request for all State issued Permits, we did request an extension, but will have the information sent to before the revised deadline.

MDEQ-Honor Pit Chloride issue, Attorney Bill Henn has sent a letter to the MDEQ stating that we have no objections to allowing them access to our Honor Gravel Pit to conduct testing, however, we would not be signing their release.

Cedar Street Gravel/Paving, Commissioner Mick indicated that he had been approached about paving Cedar Street. The Board members and staff indicated that the proper course of action is to have the landowners interested in paving approach the Township to get their backing before the Road Commission.

Public Input:

Ron Evitts, asked when the pavement markings on CR 669 would be painted and indicated that the rumble strips at the 669/Cinder Road intersection were about gone.

Board Round Table:

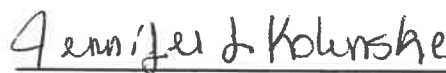
Manager Skeels asked the Board to drive Homestead Road between Marshall and Pioneer before the next meeting as they need to make a decision on next years' federal project.

Financial Manager Kolinske thanked the Board and staff for helping her out during her recovery.

Meeting Adjourned at 11:40 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 September 27, 2018 at 9:30 AM.

Present:	Chairman Bob Rosa Vice-Chairman Ted Mick Member Jim Bowers	Manager Matt Skeels Clerk Jennifer Kolinske
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Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Encroachment permit for House of Construction and FY2019 Federal Project. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Bowers to approve the amended minutes from 9/13/18. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Bowers to pay bills in the amount of \$254,684.80 and Payroll #19 for \$51,347.18. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – N/A

Scott Fasel Road Foreman – Elmer's will be making gravel in Thompson Pit, proposing 20,000, will bill for 10,000 FY 2019 and 10,000 FY 2020. Motion by Comm Bowers and supported by Comm Mick to extend bid into 2020 for the additional 10,000 to be billed in FY 2020. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

10:00 FY Budget Hearing - Motion by Comm Bowers and supported by Comm Mick to enter into Budget Hearing session. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to approve the presented FY 2019 Budget. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to adjourn FY Budget Hearing session. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Standing guest: Gary Sauer, County Commissioner – Betsie Valley Trail stairway project is nearing completion and will be open to tours next month. Worker's Compensation insurance will be distributing 3.3 million dollars back to pool members. MIDC – Public Defenders deal still in process. RFP's going out for office/storage space issues at the county building. County has tentative agreements with all five of their unions. Biologist gave presentation on CWD issue. October 9, 2018 Forester coming in to discuss funding. Questioned who does tree work on M-115, M-22 and 31, MDOT is responsible. When needed they send us a work authorization. Thanked BCRC for work on Mick Road. Asked that BCRC check pavement lip on road at Crawford.

Public Input: - None

Items Before the Board:

FY 2018 Budget Amendment - Motion by Comm Mick and supported by Comm Bowers to accept the amended FY 2018 budget. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

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Township Contribution Monies FY 2019 - Motion by Comm Bowers and supported by Comm Mick to use \$100,000 of BCRC funds in FY 2019 for Local Road Matching. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Seasonal Road Temp Closure-National Park Service Prescribed Burn- Motion by Comm Rosa and supported by Comm Bowers to close Bass Lake Road for prescribed burn. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Approve Hooker Road Bridge Bid- - Motion by Comm Mick and supported by Comm Bowers to approve AJ's bid of \$133,476.73. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

FY 2019 Federal Project - Motion by Comm Bowers and supported by Comm Mick to approve borings on Homestead Road not to exceed \$7,000.00. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Encroachment Permit – House of Construction – Board denied request for permit.

Correspondence/Information/Discussion:

CRA Sept News Release – Manager Skeels shared with board the information regarding the impasse on state road work. Concerns are rising since winter is so close and many of these roads may not be completed.

Pioneer Road Update – Paving should be complete 1st week of October. Manager Skeels will draft contract outlining the work and who is responsible for cost.

Marshall Road Update – Manager Skeels met with Gourdie Fraser yesterday. They have agreed to pick up the extra costs in the amount of \$18,339.00.

Staffing Update – Looking for seasonal hires for winter season. Record Patriot has not produced many resumes for the Administrative Assistant position. Clerk Kolinske will post the position on Indeed this week.

October 12th Crew Quarterly Lunch/Rodeo – board approved the purchase of food for this event. Cost will be shared between the board members and Manager Skeels.

Public Input: Gary Sauers asked more questions regarding CRA's Sept News Release.

Board Round Table: MDOT local safety review has been completed. Manager Skeels awaiting a summary statement from MDOT. Safety Grant application due next spring for FY 2020 projects. Discussed Wet Land Bank supporting Grand Traverse County, should be no financial exposure to BCRC. Iron Man – Matt needs to find out more information on routes they plan to use, could be a potential problem. Date of the event is 8/25/2019.

Meeting Adjourned at 11:57 AM.

Minutes approved 10/11/18



 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 October 11, 2018 at 9:30 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

Motion by Comm Bowers and supported by Comm Mick to amend the agenda adding Encroachment permit for Evans Brothers Fruit, Local Road Policy & November meeting dates. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Minutes from the 9/27/2018 meeting were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills in the amount of \$126,270.27 and Payroll #20 for \$48,749.66. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Mick and supported by Comm Bowers to pay the MERS EFT in the amount of \$46,077.85. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – N/A

Scott Fasel Road Foreman – N/A

Standing guest: Gary Sauer, County Commissioner – List has been posted for open committee seats throughout the county. Health Department just reached is 23rd year. Permit fees have been increased by 2%. Attended MERS conference discussed concerns of being underfunded. Gave brief summary of Forester presentation. All but two of the old recycle bins have been sold.

Public Input: - Question was asked regarding extension of payment from Crystal Lake Township for paving work, this is a timing issue due to when their millage funds come in.

Items Before the Board:

CRA/BCRC North Branch Platte & Hooker Rd Cooperative Agreement - Motion by Comm Rosa and supported by Comm Bowers to accept the CRA North Branch Platte & Hooker Rd Cooperative Agreement and authorize Manager Skeels to sign. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

CRA/BCRC Administrative Services Agreement – Motion by Comm Bowers and supported by Comm Mick to accept the CRA Administrative Services Agreement and authorize Manager Skeels to sign. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

FY 2019 Maintenance Contracts – Motion by Comm Bowers and supported by Comm Mick to enter into maintenance contracts with the Villages of Thompsonville, Beulah, Elberta, Benzonia, Lake Ann, Honor, City of Frankfort, Benzie County, Betsie Valley Trail, Grand Traverse Band, Benzie Central Schools and Almira Township. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

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Blue Cross Blue Shield December 2018 Renewal - Motion by Comm Mick and supported by Comm Bowers to approve option #2 presented by 44 North for the Blue Cross/Blue Shield Renewal, elect hard cap, switch carriers for vision and to move Life Insurance coverage from Lincoln Financial to Dearborn National. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Encroachment Permit – Evans Brothers Fruit - Motion by Comm Rosa and supported by Comm Mick to approve the Encroachment Permit for Evans Brothers Fruit. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

November Meeting Dates - Motion by Comm Bowers and supported by Comm Mick to cancel the November 8, 2018 and the November 21, 2018 board meeting dates and to add a meeting date on November 13, 2018. Ayes: Rosa, Mick and Bowers. Motion carried

Correspondence/Information/Discussion:

MDOT Intersection Safety Results – Manager Skeels gave brief summary of MDOT's Intersection Safety Results. Comm Bowers asked if it was possible to put flashing cross roads sign at Cedar Run/Reynolds intersection. Manager Skeels will follow up with Mark at MDOT.

Public Hearing – Seasonal Roads – Birch Point & Fewins – Published in paper, hearing will be held at November 13, 2018 board meeting.

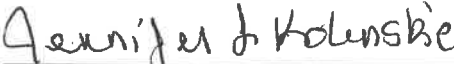
Local Road Policy – Manager Skeels presented a draft spreadsheet of the possible spread of the \$100,000 the board approved for FY 2019. Ideas were discussed on how to divide up funds between townships. Manager Skeels to continue working on this and bring it back to the board next meeting.

Public Input: Ron Evitts asked when the Wallin Road pit will get leveled off. Gary Sauers mentioned that if we want a copy of the police report from the Cedar Run/Reynolds road accident we will need to do a Freedom Of Information Act request for it. Gary Sauers also asked Manager Skeels to discuss Black Bridge with CRA.

Board Round Table: Employee Luncheon & Rodeo will be on October 12th at 11:30 AM. Manager Skeels mention we had to do a second water sample test, first test was not processed correctly. Comm Bowers asked about Fewins Road gravel, Ron Brown will be manually mixing to get to 22A Modified.

Meeting Adjourned at 10:50 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 October 25, 2018 at 9:32 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

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

Motion by Comm Bowers and supported by Comm Mick to accept the 10/11/18 minutes as amended. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay bills in the amount of \$291,074.45 and Payroll #21 & #21a for \$57,251.70. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – Working on winter truck prep. Reviewing office furnace, 19 years old and exhaust is coming into office. Looking at options to correct this. Consumers has audited our lighting needs, waiting on results. Salt shed needs new roof, the state will not let us put metal roof on it, must be shingles.

Scott Fasel Road Foreman – Luncheon and Rodeo was a success. Kevin Rosa was the over all winner. Elmers is in Thompson pit making 20,000 yards of 22A Mod/23A. In process of delivering village and city sand/salt mixes. Still waiting on salt delivery. Hope to get tree crew out starting tomorrow. Plow routes are filled with full-time and seasonal staff. Still interviewing for two spares. Road painting started today. Wallin pit has been leveled. Paving projects wrapping up next week. Looking at purchase/lease of skid-steer, John Deere vs MI Cat. The John Deere is a little large for working in spillways.

Standing guest: Gary Sauer, County Commissioner – Attended City of Frankfort meeting. They are waiting till after election to make decision regarding School Resource Officer. Village of Elberta wants to add speed bumps on Furnace Avenue. Betsie Valley Lake Utility Authority received a \$7,200 fine. Attended housing summit, many complaints regarding work force housing in Benzie County. 80% of air B&B's in the county are corporate owned. November 27th NMHSA will talk to county about services. Fall festival is in Thompsonville this weekend. Veteran Affairs contract with TC will expire at end of year. County looking to hire someone part-time and not renew contract with TC. Indigent went from 25% to 50%, calling it a grant now.

Public Input: - Gary Sauer thanked BCRC for leveling and cleaning up Wallin pit. Manager Skeels stated that Fewins will get cleaned up this fall as well.

Items Before the Board:

Local Road Policy – Manager Skeels reviewed with the board the edits to the Local Road Policy and distribution spreadsheet. Board requested that drafts be sent out to all Townships for review and that we add this to the November 13, 2018 agenda for approval.

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Resolution #2018-10 - Motion by Comm Rosa and supported by Comm Bowers to adopt Resolution #2018-10 on Senate Bill 396. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Administrative Staff Wage Review – Manager Skeel’s contract is up in November. Board to do review at November 13, 2018 meeting. Spreadsheet was presented with comparable county road commission administrative wages. Board to review and make a decision at the November 13, 2018 meeting.

Gourdie Fraser Letter – letter received was shared with the board.

Staffing Update – Currently interviewing for seasonal drivers. We possibly have two full-time drivers retiring this winter. Interviewed possible new mechanic. Motion by Comm Mick and supported by Comm Bowers to hire an additional mechanic. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Brad Schaub Correspondence – correspondence received was shared with the board.

Public Input: None

Board Round Table: Prescribed burn canceled for this year. Wetland Bank resolution sent to attorney Henn. He will be making amendments to it. MCRCSIP willing to pay for attorney Henn bills. Four soil borings have been done on Homestead Road. Appears it was excavated before being built and that it will be able to support four-foot shoulders.

Meeting Adjourned at 11:25 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 Tuesday November 13, 2018 at 9:30 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

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

Minutes from the 10/25/2018 meeting were accepted as presented.

Motion by Comm Bowers and supported by Comm Mick to pay bills in the amount of \$239,585.28 and Payroll #22 for \$48,754.93. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – Winter trucks up and running, we have one spare truck. Night shift starts this weekend. Shop Foreman Johnson reviewed the list of attachments we have ordered for the skid-steer. Comm Rosa stated that it was a good call to have trucks out plowing, sanding/salting this past Saturday.

Scott Fasel Superintendent – Crew finished up some turn-around projects. Tree crew doing a good job. We received bids on roofing the salt building, cost should be about a 70/30 split with MDOT. Superintendent Fasel stated that the Mechanics did a good job getting trucks ready for winter. He also stated that he thought crew morale was good.

10:00 AM Public Hearing-Proposed Deletions from the Seasonal Road System

Motion by Comm Mick and supported by Comm Bowers to enter into Public Hearing for-Proposed Deletions from the Seasonal Road System. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to approve Resolution 2018-11, Proposed Deletions from the Seasonal Road System to include Lake Township-Birch Point Rd-Extended 497 ft, (.09 miles east of current turnaround) and Homestead Township-Fewins Rd-Extended 211.20 ft, (.04 miles east of current turnaround east of Ely Road). Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Rosa to adjourn Public Hearing for-Proposed Deletions from the Seasonal Road System. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Standing guest: Gary Sauer, County Commissioner – N/A

Public Input: - Paul Beechraft-Inland Township-Concerns regarding Brundage and Carmean Road safety issues. Would like to pave both, proposing ½ of project fall 2019 and the other ½ of the project spring of 2020. Would like BCRC board to review options.

Page 2, Benzie CRC mtg 11/13/18**Items Before the Board:**

Local Road Policy - Motion by Comm Mick and supported by Comm Bowers to approve the amended Local Road Policy as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Local Road Distribution - Motion by Comm Bowers and supported by Comm Mick to approve the Local Road Distribution as presented. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Homestead/669 Federal Project 2019/2020 & Gourdie Frasier Letter regarding Homestead borings - Motion by Comm Rosa and supported by Comm Bowers to switch federal projects to 669 for FY2019 and Homestead Road for FY2020. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Wetlands Agreement - Motion by Comm Rosa and supported by Comm Bowers approving the Wetlands Agreement and authorizing Manager Skeels and Clerk Kolinske as signers. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Amendment to Wetlands Agreement - Motion by Comm Bowers and supported by Comm Mick approving the Amendment to the Wetlands Agreement and authorizing Manager Skeels and Clerk Kolinske as signers. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Administrative Staff Wage Adjustments - Motion by Comm Bowers and supported by Comm Mick to table this item until the January 10, 2019 meeting. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

General Manager Review/Contract Renewal - Motion by Comm Rosa and supported by Comm Bowers to extend the General Manager's contract until January 10, 2019. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Correspondence/Information/Discussion:

Robert Griffis-Recognition – shared crew member recognition with board members.

Frost Law Contract – Board decided to opt out of doing a frost law contract for spring of 2019.

Public Input: Dottie Blank-Lake Township inquired as to when the next Local Road Committee meeting will be. Manager Skeels to follow up with her when we have a date set.

Board Round Table: Manager Skeels gave an update on the Hooker Road bridge construction and a brief discussion on a continuing berm issue. We will be needing to replace furnace in front office, working on getting quotes now. Will bring these to the board when we have them. Beaver on M-115 is back.

Meeting Adjourned at 11:40 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 Tuesday December 13, 2018 at 9:30 AM.

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

Manager Matt Skeels
Clerk Jennifer Kolinske

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

Motion by Comm Mick and supported by Comm Bowers to approve the 11/13/2018 meeting minutes as amended. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay bills #45639 to #45711 in the amount of \$462,392.49 and Payroll #23, #24 & #25 for \$178,497.66. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Motion by Comm Bowers and supported by Comm Mick to pay the MERS EFT's in the amount of \$47,065.41 and \$49,039.70. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Work Summary:

Mike Johnson Shop Foreman – Two of our older trucks are going up for sale, #320 & #05. Waiting on State of Michigan to approve state salt barn roof. LED Lights have been installed in approximately 60% of our facilities. Adjusted mechanic shifts this year, will not be running a night shift. We have received three quotes on the office furnace replacement.

Scott Fasel Superintendent – Tree work going well. Purchased new radios. New partnership with MSI, sign supplier. They recycle signs, quality is good and cost is half of what we are currently paying.

Al Brown – Recycled gravel in Benzie County – Has access to 5,000 – 7,000 yards of crushed concrete located on 669 that he would like the BCRC board to consider purchasing.

Standing guest: Gary Sauer, County Commissioner – Frank Post submitted two grant applications for locks and cameras at our schools. Benzie was awarded \$244,000, Frankfort was awarded \$174,000. Roger Griner is retiring after completing 39 years. There will be a luncheon on December 18, 2018 from 12:00 – 1:30 pm in his honor. The annual Benzie County Chamber dinner honored Benzie Senior Resources and Stormcloud as businesses of the year. Betsie Valley Trail will be open from Frankfort to Elberta this winter. Millage passed for safety resource officers for the schools. Karen Korolenko has been hired as a contract employee to be the new Veteran's Affairs Officer. Settlement has been reached in the Edmond Lund case. Scott Harris has been appointed to the DHHS board. 90% occupancy at the Maples. Sauer attended the Seasonal Economic meeting, Traverse City was listed as the #1 party city in Northern Michigan.

Public Input: - Sherry Taylor mentioned that MSI sells flags as well. Ron Evitts requested a no U turn sign located north of Wallin Road for a driveway that lines up with Webber Road.

Page 2, Benzie CRC mtg 12/13/18**Items Before the Board:**

Resolution 2018-12 2019 Budget - Motion by Comm Bowers and supported by Comm Mick to adopt Resolution 2018-12, 2019 Budget. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Resolution 2018-13 Pavement Warranty - Motion by Comm Mick and supported by Comm Bowers to adopt Resolution 2018-13, Pavement Warranty. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Draft Policy #129 Social Media Usage - Motion by Comm Mick and supported by Comm Bowers to adopt Policy #129 Social Media Usage. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

FY 2018 Audit Authorization - Motion by Comm Bowers and supported by Comm Mick to authorize Manager Skeels to sign FY 2018 Audit Authorization documents. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Employee's on Disability – Vacation Usage (Frederick) Motion by Comm Mick and supported by Comm Bowers to freeze all year-end vacation balances until the administrative staff can draft and present a “roll” policy to the BCRC board. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

Christmas Pizza Lunch Dec 19th – 1, 2 & 4 Hour Free Time – Motion by Comm Bowers and supported by Comm Mick to grant 1, 2 & 4 hour paid free time. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried.

PK Contracting – Extending Contract one more year – N/A – per accounting manual we may not extend a contract for more than one year.

AR Write Offs - Motion by Comm Rosa and supported by Comm Bowers to write off \$358.21 in uncollectable AR. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried

669 Federal Project options – Motion by Comm Mick and supported by Comm Bowers to adopt Resolution 2018-14 Participation in the Federal Aid Exchange Pilot Program selling our FY 2019 federal aid dollars of \$265,000 to Montcalm County for \$185,500 unencumbered. Ayes: Rosa, Mick and Bowers. Nays: None. Motion carried

Correspondence/Information/Discussion:

2019 Project List – Manager Skeels reviewed the draft project list with the BCRC board members for FY 2019 paving season.

Set Date for Local Road Committee Meeting – Meeting to be held January 14, 2019 at 1:00 P.M.

Set Date for 1st BCRC board meeting in 2019 – Meeting to be held January 10, 2019 at 9:30 A.M.

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Ironman Race – Manager Skeels attended a meeting regarding the August 25, 2019 Ironman race. The race will go through Almira and Platte Townships. They are proposing closures for 4 hours on 669 that Sunday morning. Manager Skeels has forwarded the information to both Townships. He also recommended that the Townships call Reith Riley and Elmers to see if they are planning on hauling that day.

Hooker Road Bridge Update – Manager Skeels shared pictures with the board of the start to finish process of the construction on Hooker Road bridge. Road/bridge will still need to be paved in the spring. Will be billing CRA this week, expect their funds immediately. Federal grant funds will not be issued until paving is completed in the spring.

Weldon Township – Local Road Funds for Haze Road Black Bridge – Manager Skeels attended Weldon Township meeting. They are requesting that their local road share monies be held to build up a balance to eventually repair/replace Haze Road Black Bridge. BCRC board to consider this option.


Public Input: Ron Evitts had additional questions regarding Haze Road Black Bridge as well as the timber bridge in Thompsonville.

Board Round Table: Manager Skeels informed the board that due to a medical issue, John Fortine is using his vacation, sick and personal time between now and his retirement date of January 11, 2019. Power bill has spiked at our radio tower due to an internet company tapping into our line. Manager Skeels to follow up with the internet company.

Meeting Adjourned at 11:45 AM.



Robert Rosa, Chairman



Jennifer L. Kolinske, Clerk