

The regular meeting of the Board of County Road Commissioners of Benzie County was called to order by Chairman Nuske at their offices in Honor, Michigan on Thursday, January 24, 2013 at 9:30 AM.

Present: Chairman Nuske
Vice Chairman Rosa
Commissioner Mick
Manager/Engineer Jamison
Superintendent Schaub
Clerk Jordan

Motion by Comm Rosa supported by Comm Mick to approve the agenda as presented.

The minutes of the regular meeting on January 10, 2013 were approved as presented.

Motion by Comm Rosa supported by Comm Mick to pay bills # 39862 to # 39902 for the amount of \$ 56,582.64 and Payrolls 3 and 4 for \$ 54,439.73. Ayes: Nuske, Rosa and Mick. Nays: None. Motion carried.

Motion by Comm Rosa and supported by Comm Mick to authorize the EFT payment for Brenner Oil for the amount of \$ 21,845.65. Ayes: Nuske, Rosa and Mick. Nays: None. Motion carried.

Superintendent's report – Crews have been snowplowing since the 16th of January. There is not a shortage of tree work if time permits. Retrofitted a V plow for the grader. We have been using less salt on the state highway due to the cold temperatures. Salt doesn't work well under 20 degrees.

Public Input: Rick Pringle-Blaine Twp Planning Commission - He appreciates the job the Road Commissioners do and the staff (especially the Manager) have been very helpful.

Standing Guest – Glen Rineer – County Commissioner introduced himself.

New Business

Resolution 2013-01 Bank Depositories

The following resolution was presented by Commissioner Nuske and supported by Commissioner Mick:

WHEREAS, under the laws of this State of Michigan, Act 40 of the Michigan Public Acts of 1932, 1st Extra Session, as amended (MCL 129.12) this board is required to provide, by resolution, for the deposit of all public monies, including tax monies, belonging to, or held for, the State, County or other political units coming into the hands of the County Treasurer, in one or more banks, savings and loan associations or credit unions within the state.

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THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The depositories for the Road Commission funds will be Honor State Bank and Central State Bank. Further, the County Treasurer, Michelle L. Thompson, is authorized to invest funds with any bank or trust company in the State of Michigan or with any agency of the U.S. Government, upon approval of the Benzie County Board of Commissioners, and
2. The persons authorized to sign on these depositories are: Michelle L. Thompson, County Treasurer; Mary Beth Eckhout, Chief Deputy Treasurer; Heather M. Jamison, Manager of the Road Commission; Kathleen A. Jordan, Clerk/Secretary to the Board; and Lisa R. Taber, Payroll Clerk, and
3. The Treasurer is authorized to enter into and execute on behalf of the Road Commission any contracts with any bank or trust company for the safekeeping or third party custodianship of any of the Road Commission's securities as well as any contracts or repurchase agreements with any corporation for the purchase of any such securities which will be the subject of such safekeeping or third party custodianship arrangements, on such terms and conditions as the County Treasurer shall require, and
4. The County Treasurer is authorized to rely on the continuing effect of this Resolution until amended or repealed by a subsequent resolution of this or a successor Board of County Road Commissioners.

Ayes: All
Nays: None

Resolution 2013-02 ACH - Electronic Transactions

The following resolution was presented by Commissioner Mick and supported by Commissioner Nuske :

WHEREAS, Public Act 738 of 2002 was signed by the Governor with immediate effect on December 30, 2002; and

WHEREAS, Public Act 738 requires the board of county road commissioners adopt a resolution containing certain conditions to lawfully conduct electronic financial transactions such as payments and receipts (ACH),

NOW THEREFORE BE IT RESOLVED that the Clerk is hereby appointed the Electronic Transactions Officer (ETO) and is responsible for ACH agreements including payment approval, accounting, reporting, and generally overseeing compliance with the ACH policy, and

BE IT FURTHER RESOLVED that documentation is to be prepared and retained, that may be contained within the computerized accounting system, for ACH transactions

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detailing the goods or services purchased, related costs, date of payment, and cost accounting classifications, and

BE IT FURTHER RESOLVED that the ETO will implement a system of internal accounting controls to monitor the use of ACH transactions, and

BE IT FURTHER RESOLVED that approval of ACH invoices is required before payments, and

BE IT FURTHER RESOLVED that additional requirements may be required as determined by the ETO.

Ayes: All
Nays: None

Fuel Island improvements-Motion by Comm Mick and supported by Comm Rosa to convert the manual fuel pump overfill system with an electronic alarm for the cost of \$2,275.00. Ayes: Nuske, Rosa and Mick. Nays: None. Motion carried.

Old Business: No old business to address.

Correspondence:

Plan review meeting for the M-22 Bridge over the Platte River 1/30/13
Betsie River access site development public hearing on 2/25/13

Public Input: County Comm Rineer asked about grader with the v plow.

Meeting adjourned at 10:02 AM.

W. John Nuske, Chairman

Kathleen A, Jordan, Clerk