

The Organizational meeting of the Board of County Road Commissioners of Benzie County was called to order by Clerk Jordan at the Road Commission offices in Honor, Michigan on Thursday, January 12, 2017 at 9:30 AM.

Present: Commissioner Bob Rosa
 Commissioner Ted Mick
 Commissioner Phil Hoyt
 Manager Skeels
 Clerk Jordan
 Superintendent Schaub

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

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

Meeting schedule - Motion by Comm Hoyt and supported by Comm Rosa to adopt the 2017 meeting schedule with changes presented. Ayes: Rosa, Mick and Hoyt. Motion carried.

Resolution 2017-01 Bank Depositories was presented by Comm Rosa and supported by Comm Mick. Ayes: Rosa, Mick and Hoyt. Nays: None. Resolution adopted.

Resolution 2017-02 ACH Electronic Transfer Transactions was presented by Comm Mick and supported by Comm Hoyt. Ayes: Rosa, Mick and Hoyt. Nays: None. Resolution adopted.

The organizational meeting was adjourned at 9:38 AM.

The regular meeting of the Board of Road Commissioners of Benzie County was called to order by Chairman Rosa at their offices in Honor, Michigan at 9:39 AM on Thursday, January 12, 2017.

The agenda was approved as presented.

The minutes of the 12/15/16 meeting were accepted as presented.

Motion by Comm Hoyt and supported by Comm Mick to pay bills # 43643 to # 43695 for the amount of \$ 111,085.72. and Payrolls # 26-16 & # 01-17 for \$ 129,188.35. Ayes: Rosa, Mick and Hoyt. Motion carried.

Motion by Comm Mick and supported by Comm Hoyt to approve the EFT for MERS for \$46,841.60. Ayes: Rosa, Mick and Hoyt. Motion carried.

Superintendent's report: We had to let one of the seasonal employees go. This leaves us with no spare drivers. An engineer will come out to look at our barrel truss roof and give us options. We are low on salt and having a difficult time getting it. He would like a utility policy. We are no longer a member of Miss Dig.

Public Input: None

Page 2, Benzie CRC mtg 01/12/17

Standing Guest: Gary Sauer - Brought the board up to date on issues at the county level.

New Business:

- **2017 Mileage rate** - We will leave the mileage rate at \$ 0.54/per mile.
- **Ron Wohlford's 1st Qtr report was reviewed.**
- **Millage projects** - The 2017 millage projects were discussed. Bids were opened on Wednesday, 1/11/17 and came in lower than anticipated. We will add additional project(s) if agreeable with the contractor and the Local Road Committee. Bid will be awarded at the Jan 26th meeting.
- **BCRC funded Primary projects and Capital Outlay** - The BCRC funded primary projects were given to the board for approval. Brad presented a 5 year Capital Outlay plan, to buy trucks to replace our aging fleet. Brad would like to remove one the projects from this list and buy a couple of plow trucks this year. He would also like to buy 2 trucks in October 2018. If we order these all at the same time, they will be identical and use the same parts when needed. Motion by Comm Rosa and supported by Comm Mick to approve the BCRC funded primary road projects with the change. Ayes: Rosa, Mick and Hoyt. Motion carried. Motion by Comm Rosa and supported by Comm Mick to purchase two tandem trucks in 2017 and two in October of 2018. Ayes: Rosa, Mick and Hoyt. Motion carried.
- **Training for Mechanics** - The shop foreman would like to send 2 mechanics to Ferris Heavy Equipment Institute for 4 days in May. Motion by Comm Hoyt and supported by Comm Rosa to approve sending the mechanics to school. Ayes: Rosa, Mick and Hoyt. Motion carried. Staff will develop a travel policy that will define what will and will not be covered by the Road Comm.
- **Engineering Tech position** - The possibility of creating a permanent, part-time position was discussed. Staff will develop a job description and will post it for current employees and then advertise.
- **Conservation Resource Alliance (CRA)** - Matt and Brad met with CRA to look at several possible projects, mostly locations on the north branch of the Platte River.
- **Preventable Accident program** - The 1st quarter of the fiscal year is over. The total cost of preventable accidents to Road Commission equipment was \$10,176.25 for the October through December 2016 period. Using the approved formula, that results in an incentive payout total of \$2,673.89. Employees will receive their individual share based on the percent of regular hours they worked in that time period. Generally speaking the amount is approximately \$100 per employee.
- **Superintendent's salary/overtime review** - There was discussion regarding the superintendent's salary being inadequate for the amount of hours worked and that there is no overtime paid to him. Staff will provide more detailed information at the Jan 26 meeting.

Correspondence/Information/Discussion:

- Audit procedure letters to board
- Tree clearing update-30% of the project cost has been withheld until cleanup is completed.

Page 3, Benzie CRC mtg, 01/12/17

- Miss Dig - We did not pay dues for 2017 and are no longer accepting Miss Dig emails.
- Fuel Tank Replacement - Bids are just about ready to be sent out

Public Input: None

Meeting was adjourned at 12:35 PM.

Minutes approved 01/26/17

Robert Rosa, Chairman

Kathleen A, Jordan, Clerk