

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 25, 2018 at 9:30 AM.

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| Present: | Chairman Bob Rosa Ted Mick, Member | Manager Skeels Superintendent Schaub Clerk Kolinske |
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Motion by Comm Mick and supported by Comm Rosa to amend the agenda adding sale of by-product from Thomson pit under Discussion. Ayes: Rosa and Mick. Nays: None. Motion carried.

The minutes of the 1/11/18 meeting were accepted as presented.

Motion by Comm Mick and supported by Comm Rosa to pay bills #44767 to # 44798 for the amount of \$148,950.59 and Payroll #02 for \$69,111.89. Ayes: Rosa and Mick. Nays: None. Motion carried.

Cash Summary – Comm Rosa suggested that we might want to put any refunds we receive in the future towards building improvements.

Superintendent's report: We hired a new seasonal driver to use as a spare. Crew has been working on filling potholes and tree clearing as weather permits. We have received all of our salt for this winter season. Approximate cost to fix John Deere loader will be \$20,000.

Standing Guest: Gary Sauer-County Commissioner - Brought the board up to date on issues at the county level. February 1st they will be conducting interviews for a new county commissioner. February 16th they will be conducting interviews for a new county road commissioner. County road commissioner will be appointed till November 2018 and then have the option to run in the November election. Resolution for DAS was approved at the last county meeting.

Public Input: None

Items Before the Board:

2018 Frost Law Contract – Motion by Comm Rosa and supported by Comm Mick to table the 2018 Frost Law Contract until the second meeting in February. Ayes: Rosa and Mick. Nays: None. Motion carried.

Administration raises – Motion by Comm Rosa and supported by Comm Mick to approve 5% raises for the Administrative staff to include the payroll clerk, shop foreman, road foreman and superintendent effective January 22, 2018. Ayes: Rosa and Mick. Nays: None. Motion carried. Financial Manager to be reviewed at six-month anniversary, March 2018. Manager to reviewed at end of contract, November 2018.

Correspondence/Information/Discussion:

1st QTR FY 2018 Preventable Accident Report – Manager Skeels gave brief overview of 1st Qtr FY 2018 report.

1st QTR FY 2018 Financials – Clerk Kolinske gave brief summary of 1st Qtr FY 2018 financials. Over budget expenditure items included winter maintenance, administrative and direct equipment expense.

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.

Minutes approved 2/8/2018.

Robert Rosa, Chairman

Jennifer L. Kolinske, Clerk