

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
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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

Minutes approved 4/11/2018

Robert Rosa, Chairman

Jennifer L. Kolinske, Clerk