

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 **February 11, 2021** at 9:30 a.m.

Present: Chairman Bob Rosa Vice-Chairman James Bowers
Member Ted Mick Finance Manager/Clerk Joe Nedow
Manager Matt Skeels

Guests: The public was invited to attend via telephone conferencing due to COVID concerns and restrictions.

The agenda was accepted as presented.

January 28, 2021 regular meeting minutes were approved.

Motion by Commissioner Bowers and supported by Commissioner Mick to pay bills #50270 to #50308 in the amount of \$100,347.27 and Payroll #3 for \$62,758.30.

Discussion: None. Ayes: Commissioners Rosa, Bowers and Mick. Nays: None. Motion is hereby adopted.

Cash Summary: Reviewed – no comments offered.

Work Summary:

-Reviewed written report summarizing the tasks and activities completed or in-progress for the Manager and for each department head. Heard oral reports from Superintendent Fasel and Fleet Manager Johnson.

Standing guest: Gary Sauer, County Commissioner – Presented an oral report over the phone for items/issues the Benzie County Board of Commissioners is dealing with as well as events impacting local government from around Benzie County. He also relayed the Village of Thompsonville's thanks to the Road Commission for our assistance plowing the Village streets last week when their plow truck got trapped in their maintenance garage due to a malfunctioning overhead door.

Public Input: None.

Items Before the Board:

Approve/ratify street maintenance agreement-Village of Thompsonville:

Motion by Commissioner Bowers supported by Commissioner Mick to execute a three-year Street Maintenance Agreement with the Village of Thompsonville.

Discussion: None.

Ayes: Rosa, Bowers and Mick. Nay: None. – Motion is hereby approved.

Proposed Purchasing policy:

Nedow stated that the draft copy provided today is the same as what was distributed to the Board at the January 28th regular meeting. He also included a copy of this year's audit comments in which Anderson Tackman & Company auditor Phil Wolf had provided a list of policies he is recommending the Board to adopt in the coming year which includes a Purchasing policy that includes the Uniform Guidance considerations as well as ACT 51 required bidding practices, including emergency vendor practices. Skeels and Nedow also added their opinions that the proposed policy would simplify the annual bidding process and clarify each department heads purchasing authority levels and requirements.

Motion by Commissioner Bowers supported by Commissioner Mick to adopt the proposed "Purchasing Policy" as presented.

Discussion: none.

Ayes: Commissioners Rosa, Bowers and Mick. Nays: None. – Motion and policy are hereby adopted.

Introduction: proposed "Restrict Non-Employees Riding in Road Commission Trucks & Heavy Equipment" policy:

Nedow explained that in Wolf's latest audit comments, he suggested the Board should also adopt a policy along these lines and therefore he is presenting a draft for review and discussion at the next Board meeting.

Request approval: North Mitten Half Marathon race scheduled for May 30, 2021:

Nedow received an email from event coordinator Janice Davidson, announcing she had purchased the rights to the North Mitten Half Marathon race from Crystal Mountain who had submitted permit requests for this event in the past. Other than the permit application is being submitted by Davidson, the roads being requested and the event route is unchanged from previous years, including not closing any roads during the event. No action was taken regarding the application pending review by the Road Commission's insurance carrier to ensure the change in event ownership and insurance provided would satisfy the Pool's insurability requirements and guidelines.

Correspondence/Information/Discussion:

Discussed letter dated February 8, 2021 from TPOAM Business Agent Doug Wortley notifying the Road Commission that the membership is ready to begin negotiations toward a new agreement and to ask for the most recent financial audit and pension actuarial reports. Skeels stated that he has already forwarded the letter on to the Road Commission's legal counsel who will be handling the negotiations.

Board Round Table: Covered the following:

- Skeels distributed a map provided by MDOT that depicts trunkline construction projects scheduled for this section of the State over the next five years. Guests Sauer and Tayler requested copies of this map.
- Skeels also informed the Board he is working with Link Engineering to develop a cost estimate to replace the deteriorating culverts on Lindy Road with a bridge-type structure. Temporary repairs had been made at this location almost ten years ago but were short-term in nature pending a permanent solution. Skeels stated his belief that the likely outcome to construct a replacement structure would be very expensive and that he is presently seeking the possibility of submitting a proposal to the SMO Local Bridge Program as well as seeking the financial assistance from the CRA. Skeels stated he expects the soonest any construction could happen would be in 2024 and that he would share the written cost estimate with the Board when it is ready.
- Paving bids were opened and read recently for projects on Cinder, Mick and two parts of Airport Road.
- Esch Road FLAP grant project is proceeding – Skeels anticipates this project will be done in the fall.

Public Input: None.

With no further business to discuss the meeting was adjourned at 10:44 a.m.

Robert Rosa, Chairman

Joel Nedow, Clerk