

February 12, 2013

A Workshop Meeting of the Board of Delta County Road Commissioners was held on Tuesday, February 12, 2013 at 3:00 p.m. at the Main Office, 3000 32<sup>nd</sup> Avenue North, Escanaba, Michigan.

Present at the workshop were Chairman Randy Bjork, Vice Chairman Dennis Stanek, Commissioner Pete Stropich, Commissioner Mike Larrabee, and Commissioner Bob Aschbacher. Also in attendance were Managing Director Rob VanEffen, Assistant Manager Jody Norman, Construction Superintendent Van Marenger, Finance Director Amy Reinhardt, and County Board Liaison Dave Rivard.

Stock Clerk/Mechanic Perry Peterson was present while the Purchasing Policy was reviewed and discussed.

Rory Mattson of the Delta Conservation District came in to give the Board an update on the Escanaba River Bridge Removal project.

The Administrative Update and Regular Meeting agenda items were reviewed and/or discussed.

A Regular Meeting of the Board of Delta County Road Commissioners was held on Tuesday, February 12, 2013 at 5:15 p.m. at the Main Office, 3000 32<sup>nd</sup> Avenue North, Escanaba, Michigan.

The meeting was called to order at 5:15 p.m. by the Chairman, followed by the Pledge of Allegiance.

PRESENT: Chairman Randy Bjork, Vice Chairman Dennis Stanek, Commissioner Pete Stropich, Commissioner Mike Larrabee, and Commissioner Bob Aschbacher.

ABSENT: None.

Chairman Bjork asked if there was anyone wishing to be added to the Agenda and there being none, moved to approve the Agenda as printed.

It was moved by Chairman Bjork to approve the Minutes of the January 22, 2013 Workshop & Regular Meetings as proposed.

It was moved by Commissioner Stropich, seconded by Commissioner Larrabee to approve and authorize the chairman to sign the agreement with the Delta Area Transit Authority to allow one of their mechanics to work for the road commission two days a week.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Aschbacher to hire one full-time employee due to a recent retirement and two employees being off an extended time due to injuries.

Ayes – 5      Nays – 0

Managing Director Rob VanEffen updated the Board regarding the R.O.W. Encroachment issue – it was suggested that an ad be placed in the newspaper to inform the public of the law and hope that may cause some of encroachments to be removed voluntarily. If that doesn't work, then the

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proposed letter to be sent to those who are in violation will be looked at again. Mr. VanEffen will look into the cost of the newspaper ads and then propose when and how to advertise it in the spring.

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to approve the Purchasing Policy (Policy #53) with the revisions and corrections as discussed in the workshop with an effective date of today.

Ayes – 5      Nays – 0

The Credit Card Policy (Policy #12) is still being reviewed and will be brought up again at the next meeting.

It was moved by Commissioner Larrabee, seconded by Commissioner Aschbacher to approve Bills Payable Voucher No. 2362 of 2/12/13 in the amount of \$651,971.95 and Payroll Voucher No. 68915 of 1/31/13 in the amount of \$72,003.49 as presented and reviewed. Roll Call Vote:

Commissioner Stropich - Yes

Commissioner Aschbacher - Yes

Commissioner Larrabee – Yes

Vice Chairman Stanek – Yes

Chairman Bjork - Yes

It was moved by Commissioner Larrabee, seconded by Commissioner Stropich to approve the Delta Solid Waste Management Authority and the Michigan State Police to use the meeting room after hours with arrangements for a key to be given that will open the external meeting room door only and for the air lock and office hallway doors be locked on those evenings.

Ayes – 5      Nays – 0

Discussion was held regarding the possible lane closure on US-2 for the Heritage Half Marathon in July. It was agreed that road commission employees would need to set up the closure and would need to be paid for their time. Managing Director Rob VanEffen will work up an estimate of what that would cost and see if they committee will be willing to reimburse that amount to us.

It was moved by Commissioner Larrabee, seconded by Commissioner Aschbacher to authorize Managing Director Rob VanEffen to sign the MERS Resolution to define a day as 8 hours of work for MERS service credit purposes for the new non-union group for employees hired after September 1, 2012.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to approve Van Marenger, Sue Derocher and Gary Winkelbauer to attend PASER Training on April 10, 2013 here in our meeting room.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to cast a ballot to vote for Michael Maloney for the UPRBA representative on the CRAM Board of Directors.

Ayes – 5      Nays – 0

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It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to approve Agreed Value Resolutions for MCRCSIP as follows:

Utility Building – C.R. 432 in Rock – Site #5, Building #3	\$ 1,871
Utility Building – C.R. 432 in Rock – Site #5, Building #4	\$ 2,339
Office/Garage - C.R. 517 in Wells – Site #6, Building #1	\$ 75,000
Salt Storage Bldg. – C.R. 517 in Wells – Site #6, Building #2	\$ 10,000
Rd. Equip. Storage – C.R. 517 in Wells – Site #6, Building #3	\$ 10,000

and that Managing Director Rob VanEffen be authorized to sign the Endorsement #4 Optional Coverage Agreed Value agreement form to cover all five buildings.

Ayes – 5      Nays – 0

The Board members were given information regarding the U.P. Legislative Banquet being held during the CRAM Annual Highway Conference in Lansing on March 6, 2013 and were asked to let the Finance Director know their meal preference and whether or not their wives would be attending.

The following Resolution was offered by Commissioner Larrabee, and seconded by Commissioner Aschbacher:

**WHEREAS**, Hugo D. Mattonen having served the Delta County Road Commission for 40 years and 10 months, retiring on January 25, 2013;

**AND WHEREAS**, Hugo D. Mattonen being a dedicated public servant and has ended his career by retirement from the Delta County Road Commission;

**NOW, THEREFORE BE IT RESOLVED**, that the Delta County Road Commission pay tribute to Hugo D. Mattonen at its regular meeting on February 12, 2013;

**BE IT FURTHER RESOLVED**, that Hugo D. Mattonen is herewith wished a long and happy retirement and that a copy of this resolution be made a permanent record of the Delta County Road Commission.

Ayes – 5      Nays - 0

**RESOLUTION DECLARED ADOPTED**

The Board members were given information from CRASIF regarding a survey for changes to their bylaws. It's only for information at this point.

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to approve out of county travel for Construction Superintendent Van Marenger to attend training on Field Manager in Bay City on March 12-13, 2013.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to approve out of county travel for Commissioners Aschbacher and Stanek, Construction Superintendent Van

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Marenger and Finance Director Amy Reinhardt to attend the CRAM Annual Highway Conference and related meetings in Lansing on March 4-7, 2013.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Bjork to award the bids for Roadside Park & Rest Area Maintenance to the low bidders as follows for a three year period with two optional one-year renewals:

Garden Corners Rest Area – Susan Thompson

Hyde Roadside Park – Jim Behrend

Ayes – 5      Nays – 0

It was moved by Commissioner Stanek, seconded by Commissioner Stropich to award the purchase of a 10' X 3' X 48' box culvert for the Silver Creek crossing on Chaison Road to the one and only bidder, U.P. Concrete Pipe Company at the cost of \$35,520.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to give approval to the Finance Director, due to the fact that the second meeting in February has been cancelled, to pay any routine bills or utility bills, etc that would accrue late fees if not paid, with Voucher No. 2363 on February 26, 2013 which will be approved at the next Regular Meeting on March 12, 2013.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Stropich to authorize Chairman Bjork to sign the Act 51 Certification Maps to be submitted to MDOT. There are no changes from last year's submittal.

Ayes – 5      Nays – 0

Under Road Commissioner's Comments, Commissioner Stanek thanked Managing Director Rob VanEffen for willingly accepting his request to be a featured speaker at the Noon Kiwanis meeting next week. Commissioner Larrabee explained that the Managing Director's evaluations have been completed and the committee has reviewed them and will be providing him with a summary and goals and objectives for 2013.

There being no further business to come before the board at this time, Chairman Bjork moved to adjourn the meeting at 6:14 p.m.

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Randolph Bjork, Chairman

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Amy J. Reinhardt, Deputy County Clerk

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