

January 22, 2013

A Workshop Meeting of the Board of Delta County Road Commissioners was held on Tuesday, January 22, 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, and County Board Liaison Dave Rivard.

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, January 22, 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 8, 2013 Workshop & Regular Meetings as proposed with one addition: a note stating that board members arrived at 2:00 p.m. to look at equipment in the shop prior to the workshop meeting.

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to award the bid for purchase of a Lowboy Trailer to Etnyre Equipment, who was the second lowest bidder at \$63,635 but it was the recommendation of Managing Director Rob VanEffen and Assistant Manager Jody Norman to choose it over the lowest bidder, Miller Bradford at \$62,990.00, because the angle of the ramp to the rear deck was lower, they also offered an option for a lift axle, which would better fit our needs while all other things were equal with the two pieces of equipment and the difference in cost was very minimal.

Ayes – 5      Nays – 0

It was moved by Commissioner Stanek, seconded by Commissioner Larrabee to authorize staff to solicit bids for Building Maintenance for one year with an option for two one-year renewals.

Ayes – 5      Nays – 0

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Managing Director Rob VanEffen updated the Board regarding a shared services agreement with DATA to have one of their mechanics work for us on a part-time basis. Mr. VanEffen hopes to have a draft agreement ready for the next meeting for review and then it will be presented to both boards for approval and signature.

It was moved by Commissioner Stanek, seconded by Commissioner Larrabee to approve allowing employees first option on the removal of the storage garage at the old Wells garage site – contingent upon settlement of any liability issues with MCRCSIP & CRASIF. It was noted that there is no value to the building other than what could be sold for scrap.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Aschbacher to authorize staff to advertise for the purchase of a box culvert for C.R. F-3 over the Silver Creek.

Ayes – 5      Nays – 0

It was moved by Commissioner Stanek, seconded by Commissioner Stropich to authorize spending up to \$5,000 for sediment sampling at the Escanaba River for the bridge removal project.

Ayes – 5      Nays – 0

Managing Director Rob VanEffen updated where things stand with the R.O.W. Encroachment Letter. There was a suggested change that Managing Director Rob VanEffen will have legal counsel review and will have a revised draft for the next meeting.

The February 12, 2013 Workshop Meeting will begin at 2:00 to allow time for the review of proposed changes to Policy #35 – Purchasing Policy.

It was moved by Commissioner Larrabee, seconded by Commissioner Aschbacher to approve the proposed changes to Policy #1 – Equal Employment Opportunity Policy and revise the policy effective today's date.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to approve Bills Payable Voucher No. 2360 of 1/22/13 in the amount of \$89,299.61 and Payroll Voucher No. 68914 of 1/17/13 in the amount of \$51,565.28 as presented and reviewed. Roll Call Vote:

Commissioner Larrabee – Yes

Commissioner Stropich - Yes

Commissioner Aschbacher - Yes

Vice Chairman Stanek – Yes

Chairman Bjork - Yes

It was moved by Commissioner Larrabee, seconded by Commissioner Stropich to approve out of county travel for any board members, Construction Superintendent Van Marenger, Assistant Manager Jody Norman, Finance Director Amy Reinhardt, and Office Clerk Pam Gustafson to attend the U.P. Road Builders' Association Winter Meeting in Marquette February 7 & 8, 2013.

Ayes – 5      Nays – 0

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It was moved by Commissioner Larrabee, seconded by Commissioner Stropich to approve out of county travel for Terry Seger to attend Aggregate Testing training at Ferris State University on February 6-8, 2013.

Ayes – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Stropich to approve out of county travel for Terry Seger to attend Bituminous Testing training at Ferris State University on April 1-4, 2013.

Aye – 5      Nays – 0

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to approve out of county travel for Mike Soderman to attend Soil Erosion and Sedimentation Control training in Gwinn on February 12, 2013.

Ayes – 5      Nays – 0

It was moved by Commissioner Stanek, seconded by Commissioner Stropich to enter into Closed Session to discuss contract negotiations at 5:37 p.m.. 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 Stanek to reconvene the Regular Meeting at 5:51 p.m. and state that no decisions were reached during the closed session. Roll Call Vote:

Commissioner Larrabee – Yes

Vice Chairman Stanek – Yes

Commissioner Stropich - Yes

Commissioner Aschbacher - Yes

Chairman Bjork - Yes

It was moved by Commissioner Larrabee, seconded by Commissioner Stanek to approve Office Clerk Pam Gustafson's request for an hourly pay rate increase of \$1.50 due to language in her employment agreement that ensures an annual review of her pay rate until such time she reaches the pay level of the previous office clerk, and also due to her taking on additional duties over the past year. Her rate of pay will increase from \$16.10 per hour to \$17.60 per hour effective February 1, 2013.

Ayes – 5      Nays – 0

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It was moved by Commissioner Stanek, seconded by Commissioner Stropich to enter into Closed Session to discuss contract negotiations at 5:55 p.m.. 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 Stanek to reconvene the Regular Meeting at 6:34 p.m. and state that no decisions were reached during the closed session.

Roll Call Vote:

Commissioner Larrabee – Yes

Commissioner Stropich - Yes

Commissioner Aschbacher - Yes

Vice Chairman Stanek – Yes

Chairman Bjork - Yes

It was moved by Commissioner Larrabee, seconded by Commissioner Aschbacher to approve a letter of agreement with the Teamsters Bargaining Unit for the new position of Stock Clerk/Mechanic as presented by the Union, contingent upon review by our labor attorney.

Ayes – 5      Nays – 0

Under Road Commissioners' Comments Chairman Bjork thanked Jody Norman and Van Marenger for their input both at the workshop meeting and the board meeting. Vice Chairman Stanek mentioned that he received notice from MCRCSIP that he will be recommended to fill the open position on their Board of Directors. Commissioner Larrabee explained why he feels it's important to receive recommendation from management staff when a wage increase is requested as the board members do not get to observe day to day job performance, and he also expressed his feeling that safety updates need to be addressed more regularly.

There being no further business to come before the board at this time, Chairman Bjork moved to adjourn the meeting at 6:43 p.m.

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Randolph Bjork, Chairman

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Amy J. Reinhardt, Deputy County Clerk

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