

**REGULAR MONTHLY MEETING  
DICKINSON COUNTY ROAD COMMISSION  
TUESDAY, JUNE 9, 2015**

The Regular Monthly Meeting of the Dickinson County Road Commission was held on Tuesday, June 9, 2015 at 7:00 P.M. at the Road Commission Office located at 1107 S. Milwaukee Ave, Iron Mountain, MI 49801.

The meeting was called to order by Chairman Carey and the Pledge of Allegiance was recited.

PRESENT: Commissioner Brisson, Commissioner Johnson, Commissioner Carey, Commissioner Milbrath, and Commissioner Bilski

ABSENT: None

Also present were: Superintendent of Operations, Jim Harris Jr; Sandra Lindholm, Director of Finance; Julie LaCost, Attorney; Henry Wender, County Board Liaison; Ted Testolin, Waucedah Township; Todd Rowell, Dickinson County Road Commission; Denny Olson, Breitung Township; Don Minerick, Sagola Township; Leonard Bal, Norway Township; and Quintin Olson, Dickinson County Road Commission.

CITIZEN'S TIME: None

APPROVE/AMEND AGENDA: Chairman Carey asked if anyone had any changes to the agenda. Being none, a motion was made by Commissioner Milbrath and supported by Commissioner Bilski to approve the agenda as is. All ayes and the motion carried.

APPROVED REPORTS: A motion was made by Commissioner Milbrath and supported by Commissioner Bilski to approve the Superintendent of Operations, Director of Finance, Engineer, Superintendent, and Construction Foremen reports as presented. All ayes and the motion carried.

APPROVED MINUTES: A motion was made by Commissioner Milbrath and supported by Commissioner Bilski to approve the minutes from the Regular Monthly Meeting on May 12, 2015 and Special Meeting on May 12, 2015. All ayes and the motion carried.

APPROVED PAYMENTS: A motion was made by Commissioner Milbrath and supported by Commissioner Brisson to approve payrolls in the amount of \$129,738.35. Roll Call Vote: Commissioner Milbrath - aye, Commissioner Bilski - aye, Commissioner Johnson - aye, Commissioner Brisson - aye, and Chairman Carey - aye. The motion carried.

A motion was made by Commissioner Milbrath and supported by Commissioner Bilski to approve time checks in the amount of \$155,723.43. Roll Call Vote: Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, Commissioner Johnson - aye, and Chairman Carey - aye. The motion carried.

A motion was made by Commissioner Milbrath and supported by Commissioner Bilski to approve material bills in the amount of \$139,669.50. Roll Call Vote: Commissioner Johnson - aye, Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, and Chairman Carey - aye. The motion carried.

The total amount approved was \$425,131.28.

AWARD PAVING BIDS - WAUCEDAH & NORWAY TOWNSHIP PROJECTS:

Superintendent of Operations Harris went over the bids with the Board. He first started with Waucedah Township and noted a letter had been received from the Township that they wanted to go with the low bidder, Bacco Construction. A motion was made by Commissioner Bilski and supported by Commissioner Milbrath to award the paving bid to Bacco Construction. Roll Call Vote: Commissioner Bilski - aye, Commissioner Johnson - aye, Commissioner Brisson - aye, Commissioner Milbrath - aye, and Chairman Carey - aye. The motion carried.

Next Norway Township paving bids were read. Again, Bacco Construction was low bidder and Norway Township had a letter indicating they wanted to go with the low bid. Superintendent of Operations Harris noted the changes made to the projects Norway wishes to do. A motion was made by Commissioner Bilski and supported by Commissioner Milbrath to award the revised paving bid to Bacco Construction. Roll Call Vote: Commissioner Milbrath - aye, Commissioner Bilski - aye, Commissioner Johnson - aye, Commissioner Brisson - aye, and Chairman Carey - aye. The motion carried.

SIGN CONTRACTS FOR BREITUNG TOWNSHIP GRAVEL: A motion was made by Commissioner Bilski and supported by Commissioner Johnson to sign the contracts with Midwest Gravel. Roll Call Vote: Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, Commissioner Johnson - aye, and Chairman Carey - aye. The motion carried.

AUTHORIZE BITUMINOUS BIDS FOR SAGOLA TOWNSHIP: Superintendent of Operations Harris indicated he and Supervisor Minerick took a ride to look at several roads. The Township would like to put three projects out to bid to for paving, North County Line, Sunrise, and Forest Trapper Lane. He further noted we are limited in our work forces so the shaping would also be included in the bidding process. After further discussion, a motion was made by Commissioner Milbrath and supported by Commissioner Bilski to authorize the bid. Roll Call Vote: Commissioner Johnson - aye, Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, and Chairman Carey - aye. The motion carried.

AUTHORIZE GRAVEL BIDS FOR SAGOLA TOWNSHIP: A motion was made by Commissioner Bilski and supported by Commissioner Milbrath to authorize the bid. Roll Call Vote: Commissioner Bilski - aye, Commissioner Johnson - aye, Commissioner Brisson - aye, Commissioner Milbrath - aye, and Chairman Carey - aye. The motion carried.

SIGN ADMINISTRATIVE EMPLOYEES BENEFITS & POLICY: Director of Finance Lindholm indicated the last two changes the Board requested be made have been completed. A motion was made by Commissioner Bilski and supported by Commissioner Johnson to sign the Administrative Benefits & Policy as presented. Roll Call Vote: Commissioner Milbrath - aye, Commissioner Bilski - aye, Commissioner Johnson - aye, Commissioner Brisson - aye, and Chairman Carey - aye. The motion carried.

ADOPT NEW ABANDONMENT PROCEDURES & AMEND ROADWAY POLICY

#7 - ABANDONMENTS: Attorney LaCost went over the development of the procedures and also additional comments Engineer Malburg had made. Questions were asked by the Board and the current fee was discussed. There were concerns regarding the average cost for Attorney LaCost to work with a petitioner and the fact that they could seek the documents after they have been recorded, and not pay the balance of the costs incurred. A lengthy discussion ensued regarding the fee and there would be no recourse after the mandatory recording of the abandonment after 30 days. A motion was then made by Commissioner Brisson and supported by Commissioner Milbrath to raise the abandonment fee to \$750.00. Roll Call Vote: Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - nay, Commissioner Johnson - aye, and Chairman Carey - aye. The motion carried.

Further discussion regarding the procedures took place. It was determined the procedures be tabled until next month's meeting. A motion was made by Commissioner Milbrath and supported by Commissioner Brisson to table this item. Roll Call Vote: Commissioner Johnson - aye, Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, and Chairman Carey - aye. The motion carried.

DECKING POLICY DISCUSSION: Superintendent of Operations Harris went over the policy. He also noted they would like to add a page in the permit manual referencing the policy. After discussion, it was determined a few more changes be made, some of the language struck, and all members bring their changes/suggestions to Superintendent of Operations Harris one week before the next meeting.

AUTHORIZATION & SIGN RESOLUTION & CONTRACTS - PINE MOUNTAIN ROAD PROJECT: Director of Finance Lindholm explained Engineer Malburg had asked her to take this item and explained that the contracts had come in this week, but there are two items within them which are incorrect. First she noted the type of funding in the contracts is incorrect and second the grant is not capped per Federal Highway. She then indicated that Engineer Malburg has been in contact with MDOT and they are in the process of correcting this language and will send an amendment next month. In the meantime in an effort to keep the project moving forward and not slow down the time the work can be done, he would like to see the contracts signed now and have the Board sign the amendment next month. This way the work can be done during optimum weather conditions rather than later in the season. A motion was made by Commissioner Brisson and supported by Commissioner Milbrath to sign the resolution and contracts. Roll Call Vote: Commissioner Bilski - aye, Commissioner Johnson - aye, Commissioner Brisson - aye, Commissioner Milbrath - aye, and Chairman Carey - aye. The motion carried.

AMEND ADMINISTRATIVE POLICY #17 - FREEDOM OF INFORMATION: Director of Finance Lindholm indicated there have been many changes to the Freedom of Information law and procedures. All the new changes will take effect on July 1<sup>st</sup>, therefore our policy, which now references the law, needs to be updated. A motion was made by Commissioner Bilski and supported by Commissioner Milbrath to approve the amendment to this policy. Roll Call Vote: Commissioner Milbrath - aye, Commissioner Bilski - aye, Commissioner Johnson - aye, Commissioner Brisson - aye, and Chairman Carey - aye. The motion carried.

AMEND FINANCIAL POLICY #20 - VENDOR PURCHASES: Director of Finance Lindholm indicated some of the history to this policy, and that it now needs to be amended to better reflect the law and how we currently do business. A motion was made by Commissioner Bilski and supported by Commissioner Johnson to approve the amendment to this policy. Roll Call Vote: Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, Commissioner Johnson - aye, and Chairman Carey - aye. The motion carried.

ROAD CLOSURE - MENOMINEE STREET - MOVING WALL DISCUSSION: Superintendent of Operations Harris indicated the Vietnam Memorial will be coming to Breitung Township the last weekend in July. A request was being made to close Menominee Street and keep it open only to local traffic during the tenure of this event. Director of Finance Lindholm indicated it would be handled similarly to the closing of Pine Mountain Road for Ski Tournaments. A motion was made by Commissioner Bilski and supported by Commissioner Milbrath to approve the closure of this road for the time the Vietnam Moving Wall is here. Roll Call Vote: Commissioner Johnson - aye, Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, and Chairman Carey - aye. The motion carried.

CAST VOTE FOR BOARD OF DIRECTORS - MICHIGAN COUNTY ROAD COMMISSION SELF-INSURANCE POOL: After discussion and a look at the letters submitted for consideration, a motion was made by Commissioner Milbrath and supported by Commissioner Brisson to cast a vote for Russ Gronevelt and Pete Stropich. Roll Call Vote: Commissioner Johnson - aye, Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, and Chairman Carey - aye. The motion carried.

CAST VOTE FOR BOARD OF DIRECTORS - COUNTY ROAD ASSOCIATION SELF-INSURANCE FUND: There were three incumbents and with three votes to cast, a motion was made by Commissioner Bilski and supported by Commissioner Johnson to vote for the three incumbents. Roll Call Vote: Commissioner Brisson - aye, Commissioner Milbrath - aye, Commissioner Bilski - aye, Commissioner Johnson - aye, and Chairman Carey - aye. The motion carried.

COUNTY BOARD LIAISON: Henry Wender had nothing to report.

CITIZEN'S TIME: Denny Olson, Breitung Township, asked questions and had comments about the abandonment procedures and the decking policy. He also indicated the Road Commission has worked hard, even through bad weather, to get the Township projects ready for blacktop and he wanted to thank the crew.

COMMISSIONER'S PRIVILEGE: Attorney LaCost stated she has worked to make sure the Road Commission is protected where the abandonments are concerned and that they are done correctly. We have to work with the people and she wants to make sure they are being pushed in the right direction and following the rules.

Commissioner Johnson asked if there is a timeline for people/land owners to pick up the wood when the Road Commission is cutting on their right-of-way. Superintendent of Operations Harris stated we usually do not have any problem getting someone to take the wood even if the landowner doesn't want it.

Superintendent of Operations Harris went over the meeting attendance with the Board.

Superintendent of Operations Harris informed the need for a vibrating plate compactor and asked the Board what their feelings were. He noted that we really need one and if the Board agrees, he will go out and purchase one. It was agreed.

A motion was made by Commissioner Bilski and supported by Commissioner Milbrath to adjourn. All ayes, the motion carried, and the meeting adjourned at 7:55 P.M.

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James Carey, Chairman

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Sandra Lindholm, Secretary