REGULAR MONTHLY MEETING
DICKINSON COUNTY ROAD COMMISSION
TUESDAY, JULY 8, 2025

The Regular Monthly Meeting of the Dickinson County Road Commission was held on Tuesday, July 8, 2025, at 6:00 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 Bilski, Commissioner Olson, Commissioner Brisson, Commissioner Johnson and Commissioner Carey

ABSENT: None

Also present: Jim Harris, Managing Director; Missy Berger, Director of Finance; Lance Malburg, Engineer; Todd Donaldson, Superintendent of Operations; Peter Swanson, County Board Liaison; Denny Olson, Breitung Township Supervisor; Louis Sturm, Waucedah Township Supervisor; Michael Day, Breitung Township Trustee; Malachi Olson, Breitung Township; Guy Livermore, Dickinson County Road Commission and Dave Somers, Dickinson County Road Commission.

CITIZEN'S TIME: None

APPROVE/AMEND AGENDA: Chairman Carey asked if anyone had any amendments to the agenda, being none, a motion was made by Commissioner Bilski and supported by Commissioner Johnson to approve the agenda. All ayes and the motion carried.

APPROVE REPORTS: A motion was made by Commissioner Bilski and supported by Commissioner Olson to approve the Managing Director, Director of Finance, Engineer, Superintendent of Operations, Maintenance/Construction Superintendent and Shop Supervisor reports as presented. All ayes and the motion carried.

APPROVE MINUTES: A motion was made by Commissioner Bilski and supported by Commissioner Brisson to approve the minutes from the Regular Meeting held on June 10, 2025. All ayes and the motion carried.

APPROVE PAYMENTS: A motion was made by Commissioner Bilski and supported by Commissioner Johnson to approve payrolls in the amount of $230,441.90. Roll Call Vote: Commissioner Brisson – aye, Commissioner Olson – aye, Commissioner Johnson – aye, Commissioner Bilski – aye, and Chairman Carey – aye. The motion carried.

A motion was made by Commissioner Bilski and supported by Commissioner Olson to approve time checks in the amount of $357,235.19. Roll Call Vote: Commissioner Brisson – aye, Commissioner Bilski – aye, Commissioner Olson – aye, Commissioner Johnson – aye and Chairman Carey – aye. The motion carried.

A motion was made by Commissioner Bilski and supported by Commissioner Johnson to approve material bills in the amount of $977,156.84. Roll Call Vote: Commissioner Bilski – aye, Commissioner Olson – aye, Commissioner Brisson – aye, Commissioner Johnson – aye and Chairman Carey – aye. The motion carried.

The total for the approved was $1,564,833.93.

PRESENT ROGER GARROW WITH RESOLUTION & GIFT: Roger Garrow was recognized for his years of service with the Dickinson County Road Commission and was presented with a gift and the following resolution, which was adopted at the July 8, 2025 Regular Monthly Meeting and was read aloud by Chairman Carey:

RESOLUTION

At the Regular Monthly Meeting of the Dickinson County Road Commission held on the 8th day of July 2025, it was unanimously voted that the Dickinson County Road Commission enter into a Resolution recognizing the retirement of one of its long-time devoted employees;

Whereas, Roger Garrow** is retiring from his employment with the Dickinson County Road Commission, and the Road Commission will sorely miss the services of **Roger Garrow;

***Whereas,** the Dickinson County Road Commission deems it appropriate to express its thanks and appreciation to **Roger Garrow** for his 15 years 7 months of dedicated service with the Dickinson County Road Commission as a valued, trusted and worthy employee;*

***And Whereas, Roger Garrow,** in his years of tenure has served the Dickinson County Road Commission as a truck driver, heavy equipment operator and has played an integral part in maintaining the highways during winter operations in keeping the motoring public safe with the upmost loyalty and honor;*

***NOW THEREFORE, BE IT RESOLVED,** that the Dickinson County Road Commission does unanimously, on its behalf and on the behalf of all of the citizen's of Dickinson County, express their appreciation to **Roger Garrow**, and extend their best wishes for many years of pleasurable, happy and healthy retirement.*

Jim Carey

Allan Bilski

Dave Brisson

Dale Johnson

Quintin Olson

VOTE FOR MCRCSIP 2025 BOARD OF DIRECTORS: Managing Director Harris recommended incumbents Doug Mils, Dennis Stanek and Lester Livermore for the three vacant MCRCSIP Board of Directors positions. A motion was made by Commissioner Brisson and supported by Commissioner Bilski to vote for Doug Mills and

Dennis Stanek for the MCRCSIP Board of Directors Upper Peninsula Representatives and Lester Livermore for the MCRCSIP Board of Directors At-Large Representative three-year terms. Roll Call Vote: Commissioner Olson – aye, Commissioner Brisson – aye, Commissioner Johnson – aye, Commissioner Bilski - aye, and Chairman Carey – aye. The motion carried.

ACT 51 PRESENTATION: Director of Finance Berger gave an overview of the 2024 Act 51. Expenditures exceeded Revenues by $51,650,58. Total Revenues were $12,056,455 and Total Expenditures were $12,108,106. Ending Fund Balance is $1,875,049.29. She went on to explain to the Board that 2024 was the third year in a row that a loss occurred, and a Corrective Action Plan with explanation of trend is required.

AUTHORIZE CHAIRMAN TO SIGN ACT 51 AND CORRECTIVE ACTION PLAN: A motion was made by Commissioner Bilski and supported by Commissioner Olson to have the Chairman sign Act 51 and Corrective Action Plan. Roll Call Vote: Commissioner Brisson - aye, Commissioner Bilski – aye, Commissioner Johnson – aye, Commissioner Olson – aye, and Chairman Carey – aye. The motion carried.

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DICKINSON COUNTY ROAD COMMISSION
CORRECTIVE ACTION PLAN
JULY 10, 2025

Michigan Department of Treasury
Community Engagement and Finance Division

RE: Report ID Number: 167666
Expenditures exceeding Revenue 3-year Trend Explanation

To Whom It May Concern:

The following is an explanation of the expenditures exceeding revenue for 2022, 2023 & 2024.

2022 – A project that was scheduled for 2021 was pushed to 2022 due to Covid. This project was funded with Federal Aid Dollars that were received and recognized in 2021 in the amount of $317,056.00 and could not be used to offset the expense in 2022. Additionally, there were three Bridge projects in 2021 that were pushed to 2022.

2023 – The Dickinson County Board provided the Township's in Dickinson County $100,000 each of Covid funds for infrastructure projects. Several Townships chose to use the funds on Local Road projects. The Dickinson County Road Commission Board decided to increase the Local Road Heavy Maintenance budget to accommodate the Townships requests which caused the majority of the loss.

2024 – The County Road 569 Bridge Project was over budget by $403,000.00 resulting in an increase of the Road Commissioners match. This was the major factor in expenses over revenues.

The Dickinson County Road Commission is monitoring the 2025 budget closely.

Jim Carey, Chairman

APPROVE 2026 NON-MOTORIZED CORRECTIVE ACTION PLAN: Director of Finance Berger informed the Board that the Road Commission in is non-compliance with the non-motorized portion of Act 51. She stated the Board had approved a 2026 project on Pine Mountain Road that will bring the Road Commission into compliance and will need to present it to MDOT. A motion was made by Commissioner Bilski and supported by Commissioner Olson to approve Resolution Authorizing Non-Motorized Improvement plan on Pine Mountain Road to MDOT's non-motorized division. Roll Call Vote: Commissioner Johnson – aye, Commissioner Brisson – aye, Commissioner Bilski – aye, Commissioner Olson - aye, and Chairman Carey – aye. The motion carried.

Resolution Authorizing Non-Motorized Transportation Improvements

The following was offered by:____________________, and supported by:____________________

WHEREAS, the Dickinson County Road Commission receives Act 51 funds from the State of Michigan, and

WHEREAS, the Dickinson County Road Commission is currently in non-compliance with the Actual qualified expenditures for Non-motorized Improvement Section 10K of the Act 51 law, and

WHEREAS, The Dickinson County Road Commission, in order to achieve compliance with the State of Michigan, Section 10K of the Act 51 law must present a plan to expend at least $ 175,000 in 2026 on non-motorized transportation improvements, and

WHEREAS, The Dickinson County Board of Road Commissioners after reviewing the Reporting Guidelines for the Non-Motorized Transportation Expenditures of the State of Michigan, Street Financial Report and the needs of the populace does hereby submit the following proposal;

NOW, THEREFORE BE IT RESOLVED: That the Dickinson County Board of Road Commissioners hereby submit to the State of Michigan a plan to be in compliance with Section 10K of Act 51 as follows:

In 2026 the Dickinson County Road Commission is planning to pave 5' paved shoulders on Pine Mountain Road from the Kingsford City limit to US 2. approximately 19.020 feet (3.6 miles). The Road Commission is seeking a TAP grant and a partnership with the City of Kingsford to aid in funding this project.

AYES:____________

NAYS:____________

ABSENT:____________

Dated July 10, 2025

Attested by____________________
Missy Berger, Clerk to the Board

SIGN RESOLUTION DESIGNATING MANAGING DIRECTOR AND DIRECTOR OF FINANCE AS AUTHORIZED SIGNERS FOR THE PURCHASE OF CHIPPER AND MOWERMAX: A motion was made by Commissioner Bilski and supported by Commissioner Brisson to sign resolution designating Managing Director Harris and Director of Finance Berger as authorized signers for the Chipper and MowerMax loans. Roll Call Vote: Commissioner Johnson – aye, Commissioner Olson – aye, Commissioner Brisson - aye, Commissioner Bilski – aye, and Chairman Carey – aye. The motion carried.

SIGN TOWNSHIP AGREEMENTS FOR OLD69/HERZOG ROAD & LAKE LOUISE DRIVE NORTH: A motion was made by Commissioner Bilski and supported by Commissioner Olson to sign the Township Agreements with Sagola Township for the Old69/Herzog project and Waucedah Township for the Lake Louise Drive North project. Roll Call Vote: Commissioner Olson – aye, Commissioner Bilski – aye, Commissioner Johnson – aye, Commissioner Brisson – aye, and Chairman Carey – aye. The motion carried.

SIGN CONTRACT WITH PAYNE & DOLAN FOR THE OLD69/HERZOG ROAD PROJECT: A motion was made by Commissioner Bilski and supported by Commissioner Brisson to sign contract with Payne & Dolan for the Old69/Herzog Road project. Roll Call Vote: Commissioner Brisson – aye, Commissioner Olson – aye, Commissioner Bilski – aye, Commissioner Johnson - aye, and Chairman Carey – aye. The motion carried.

ACCEPT BIDS FOR BREITUNG TOWNSHIP LOCAL ROAD PROJECT FOR E BAR D ROAD PAVING: Managing Director Harris read the bids aloud. He stated that Breitung Township Board would like to meet to discuss the bids and decide on proceeding with the project. A motion was made by Commissioner Bilski and supported by Commissioner Brisson to accept bids as presented. Roll Call Vote: Commissioner Johnson - aye, Commissioner Brisson – aye, Commissioner Olson – aye, Commissioner Bilski – aye, and Chairman Carey – aye. The motion carried.

2025 E Bar D Repaving

BID TAB

Bid Opening 7/1/2025 12:00 Noon

			Bacco		Payne & Dolan	
Item	Quantity	Unit	UNIT PRICE	COST	UNIT PRICE	COST
Mobilization	1	LSum	$ 49,500.00	$ 49,500.00	$ 34,000.00	$ 34,000.00
Pulverize Existing Asphalt	5,750	Syd	$ 0.95	$ 5,462.50	$ 0.90	$ 5,175.00
Culv, Rem Less than 24 inch	3	Ea	$ 2,300.00	$ 6,900.00	$ 1,025.00	$ 3,075.00
Material, Surplus and Unsuitable Rem, LM	200	Cyd	$ 31.30	$ 6,260.00	$ 11.50	$ 2,300.00
Roadway Grading, Special	30	Sta	$ 2,050.00	$ 61,500.00	$ 3,600.00	$ 108,000.00
Culv, Cl A, 12 inch	64	Ft	$ 62.00	$ 3,968.00	$ 69.00	$ 4,416.00
Culv, Cl A, 15 inch	218	Ft	$ 91.10	$ 19,859.80	$ 97.00	$ 21,146.00
Culv End Sect, 12 inch	2	Ea	$ 348.00	$ 696.00	$ 595.00	$ 1,190.00
Culv End Sect, 15 inch	10	Ea	$ 377.00	$ 3,770.00	$ 715.00	$ 7,150.00
Obliterate Old Road	2	Sta	$ 1,700.00	$ 3,400.00	$ 3,200.00	$ 6,400.00
Maintenance Gravel, LM	100	Ton	$ 27.40	$ 2,740.00	$ 32.00	$ 3,200.00
Agg Base	1,900	Ton	$ 24.50	$ 46,550.00	$ 27.00	$ 51,300.00
Subbase, CIP	450	Cyd	$ 33.50	$ 15,075.00	$ 33.00	$ 14,850.00
HMA, 4EL	725	Ton	$ 94.50	$ 68,512.50	$ 97.00	$ 70,325.00
HMA Approach	30	Ton	$ 168.00	$ 5,040.00	$ 142.00	$ 4,260.00
Ditch Clean-out	12	Sta	$ 2,600.00	$ 31,200.00	$ 940.00	$ 11,280.00
Erosion Control, Silt Fence	670	Ft	$ 2.35	$ 1,574.50	$ 2.35	$ 1,574.50
Riprap, Plain	20	Syd	$ 65.10	$ 1,302.00	$ 62.00	$ 1,240.00
Slope Restoration, Non-Freeway, Type A	4500	Syd	$ 8.80	$ 39,600.00	$ 6.75	$ 30,375.00
Contractor Staking	1	LSum	$ 4,300.00	$ 4,300.00	$ 2,500.00	$ 2,500.00
Traffic Control, Complete	1	LSum	$ 4,500.00	$ 4,500.00	$ 6,750.00	$ 6,750.00
				$		$ -
As Read				$ 381,710.30		$ 390,506.50
As Calculated				$ 381,710.30		$ 390,506.50

ACCEPT BIDS FOR NORWAY TOWNSHIP LOCAL ROAD PROJECT FOR OAKCREST PAVING: Managing Director Harris read the bids aloud. He stated that

Norway Township Board will give their recommendation after their next meeting, and awarding the project will take place at a later date. A motion was made by Commissioner Bilski and supported by Commissioner Johnson to accept the bids as presented. Roll Call Vote: Commissioner Bilski – aye, Commissioner Johnson – aye, Commissioner Brisson – aye, Commissioner Olson – aye, and Chairman Carey – aye. The motion carried.

2025 Oak Crest Dr. Repaving

BID TAB

Bid Opening 7/1/2025 12:00 Noon

			Bacco		Payne & Doylan	
Item	Quantity	Unit	UNIT PRICE	COST	UNIT PRICE	COST
Mobilization	1	LSum	$ 31,000.00	$ 31,000.00	$ 24,000.00	$ 24,000.00
Pulverize Existing Asphalt	9,300	Syd	$ 0.72	$ 6,696.00	$ 0.48	$ 4,464.00
Material, Surplus and Unsuitable Rem, LM	50	Cyd	$ 44.30	$ 2,215.00	$ 11.50	$ 575.00
Roadway Grading, Special	32	Sta	$ 469.00	$ 15,008.00	$ 315.00	$ 10,080.00
18" CSP Culvert, Class A	80	Ft	$ 105.00	$ 8,400.00	$ 93.00	$ 7,440.00
Geotextile, Stabilization	3,400	Syd	$ 1.95	$ 6,630.00	$ 3.50	$ 11,900.00
Maintenance Gravel, LM	20	Ton	$ 35.80	$ 716.00	$ 63.00	$ 1,260.00
Agg Base	1,150	Ton	$ 18.50	$ 21,275.00	$ 25.00	$ 28,750.00
HMA, 4EL	900	Ton	$ 94.70	$ 85,230.00	$ 97.00	$ 87,300.00
HMA Approach	10	Ton	$ 166.00	$ 1,660.00	$ 155.00	$ 1,550.00
Erosion Control, Silt Fence	200	Ft	$ 4.00	$ 800.00	$ 3.00	$ 600.00
Slope Restoration, Non-Freeway, Type A	100	Syd	$ 14.00	$ 1,400.00	$ 11.00	$ 1,100.00
Traffic Control, Complete	1	LSum	$ 4,580.00	$ 4,580.00	$ 6,800.00	$ 6,800.00
				$ -		$ -
			As Read	$ 185,610.00		$ 185,819.00
			As Calculated	$ 185,610.00		$ 185,819.00

CHEESE FACTORY & PAVEMENT MARKING BID OPENING DATE DISCUSSION: Managing Director Harris asked the Board to approve a bid opening date of Tuesday, July 15, 2025, to open bids for the Cheese Factory Road Project and the Pavement Marking. Director of Finance Berger stated the Board approved bid date openings at the January meeting. A motion was made by Commissioner Brisson and supported by Commissioner Johnson to approve the change of the bid opening date. Roll Call Vote: Commissioner Olson – aye, Commissioner Johnson – aye, Commissioner Bilski - aye, Commissioner Brisson – aye, and Chairman Carey - aye. The motion carried.

CHEESE FACTORY ROAD BRIDGE DISCUSSION: Managing Director Harris informed the Board of the pavement cracking on the Cheese Factory Road Bridge deck. Engineer Malburg explained the plan to fix the cracking. A lengthy discussion took place regarding the cause of the cracking. Managing Director Harris stated the estimated cost of the fix is approximately $17,000 and Wheeler will be paying $10,000 toward the project. This work will be added to the Cheese Factory Road project.

COUNTY BOARD LIAISON: Peter Swanson, County Board Liaison commended the Board and Staff on how well they work together.

TOWNSHIP COMMENTS: Denny Olson, Breitung Township Supervisor thanked Managing Director Harris for meeting with him, County Board Member Joe Stevens and County Controller Brian Bousley to remedy the Kramer Drive issue. He went on to state the Breitung Township Board will be reviewing the E Bar D Road paving bid, and will let Managing Director Harris and the Board know their decision.

CITIZENS TIME: None

COMMISSIONERS PRIVILEGE: Engineer Malburg stated that several people he invited to see the finished County Road 573 Rubber overlay project came, including people from MDOT, lower Michigan and four different states. He then stated he has been invited to the National Pavement Preservation Meeting in Nebraska this September to give a presentation of the project. He then updated the Board on the status of ongoing projects.

Director of Finance Berger informed the Board that the MERS Defined Benefit Plan Actuarial and the pension is currently funded at 75%.

Managing Director Harris introduced the new union president Dave Somers to the Board. He then thanked the crew for volunteering to participate in the various 4th of July parades.

Managing Director Harris inquired about the availability of the Board to attend a special meeting on July 15th to award the Oakcrest paving project, accept and award bids for pavement marking, Cheese Factory Road paving project and the E Bar D project (depending on Breitung Townships decision). It was decided to have the meeting on the 15th at 4:00. He then informed the Board that the audit is complete with no findings. Lastly, he updated the Board on the gravel issues at the Chuck Williams pit. A brief discussion took place.

Commissioner Brisson asked about the wood decked on Pine Mountain Road. Managing Director Harris stated the wood belongs to the landowner.

Commissioner Johnson asked when the countywide mowing will take place. Superintendent of Operations Donaldson stated the mowers will be out soon, and the contractor will be mowing the highways later this month.

A motion was made by Commissioner Bilski and supported by Commissioner Johnson to adjourn. All ayes, and the motion carried. The meeting adjourned at 6:57 P.M.

Jim Carey, Chairman

Missy Berger, Secretary