

The Menominee County Board of Road Commissioners held a regular meeting in their offices north of Stephenson on Tuesday, October 14, 2014.

Chair Anderson called the meeting to order at 9:00 a.m. with the following persons present or absent:

Present: William Anderson, Roger Betzinger, Anthony Kakuk, Darrell Moilanen and Lisa Savord. Also present were Chuck Behrend, Glen Havelka, Joe Skrobiak, Larry Barker, Jerry Piche and Joe Linder.

Absent: None

The Pledge of Allegiance was recited.

Public comments – Joe Linder asked why the graveling on 4th Street hadn't been finished. Moilanen responded that the crew had been pulled to do work on the state highway that needed to be completed by September 30.

Joe Skrobiak stated that State W-2 may need some maintenance gravel as there are areas with standing water due to the rain.

Public appearances – None.

Additions/corrections to minutes for 09/09/14 and 09/29/14 – There being no additions or corrections, Anderson declared that the minutes will stand as written.

Financial Report –

	Receipts	Expenditures	Payables / Reserves	Balances
Balance, September 8, 2017				\$2,540,712.97
Receipts thru 9/30/14	373,468.81			
Expenditures thru 09/30/14		956,235.68		
Balance, September 30, 2014				\$1,957,946.10
Michigan Transportation Funds	290,538.83			
Receipts thru 10/13/14	1,499.47			
Expenditures thru 10/13/14		144,550.24		
State Maint. & Equip. Advances			128,438.00	
Balance, October 13, 2014	665,507.11	1,100,785.92	128,438.00	1,976,996.16
<u>Payables & Reserves</u>				
Payroll 10/23, and 11/06 (Est.)			125,000.00	
Soc. Sec. 10/23 and 11/06 (Est.)			9,562.50	
Reserve for workers compensation insurance			15,779.35	
Reserve for liability insurance			68,782.98	
Reserve for rental grader lease (Dec 2009)			18,261.53	
Reserve for rental grader leases (Oct 2010)			128,018.34	
Reserve for Forest Funds			5,646.51	
Reserve RR X'ing closure funds for Nadeau Twp. projects			65,614.35	
Reserve for Hannahville 2% funds-crack filling machine rental			0.00	
Reserve for 2014 Federal Aid Match			32,263.45	
Reserve for Construction Engineering on River Drive project			0.00	
Reserve for RR&R project (CR577, 18th Ave to 38th Ave)			20,150.50	
Reserve for RR&R project (CR577, Klippel Ln to Chalk Hills Rd)			19,117.94	
Reserve for Construction Engineering on CR577 projects A & B			5,669.80	
Reserve for purchase of 3 Wing Plows			9,762.00	
Reserve for design of Stephenson heating system replacement			2,698.69	
Reserve for Construction Engineering on CR358			70,955.00	
Reserve for non-scheduled items inventory			1,800.00	
Reserve for gravel crushing			145,800.00	
Reserve for 2015 Three-Way Road Program			200,000.00	
Reserve for Capital Outlay - Equipment			18,634.00	
Reserve for Capital Outlay - Boiler replacement			149,490.50	(1,113,007.44)
				\$ 863,988.72

There being no questions or comments, Anderson declared the financial report accepted as read.

Vouchers # 14-0059, 14-0060, 14-0062, 14-0930, and 15-0002 – Moved by Betzinger, seconded by Kakuk that the vouchers be approved and ordered paid. Carried unanimously.

Discuss request from Havelka Construction to cut hill on Walnut Road – Moilanen explained that he had received a request from Glen Havelka to be allowed to do an eight to ten foot hill cut on the second hill, south of Shampo Lane, on Walnut Road, and use the material removed for a private project. Moilanen recommends that if permission is granted, that Havelka Construction be required to have a valid certificate of insurance naming the road commission as an additional insured, they close the road during the project, and notify the road commission at the completion of the work so that the road commission can inspect the project. It was noted that Glen Havelka had already contacted the property owners on both sides of the road and they have given their permission to allow him to remove the material necessary for the hill cut. Glen Havelka stated that the sand that would be removed would be used at the Maple Aire Apartments. He has also contacted the Stephenson Township Supervisor and he is OK with the project. The hill cut will affect approximately 100 feet of roadway, and gravel will be placed by Havelka upon completion of the sand removal. Moved by Anderson, seconded by Kakuk to approve Havelka Construction's request. Carried unanimously.

Discuss County Road Association ballot regarding amendments to the constitution and bylaws – Moilanen noted that the proposed changes included an increase to the amount of the annual service charge by \$681 for the 2014/15 fiscal year. Moved by Kakuk, seconded by Betzinger to vote to approve the requested changes. Carried unanimously.

Sign contract with Holmes Township for Holmes Brook Road project – Moved by Anderson, seconded by Kakuk to sign the contract. Carried unanimously.

Discuss implementation of payroll direct deposit – Savord explained that Mbank will process the payroll direct deposit file at no charge to the road commission. The payroll software provider already has a direct deposit module and there would be no charge from them for setup either. Employees would have the option of depositing their net pay into one or more accounts, or continue with receiving a live check if they so choose. Savord will contact the county treasurer to discuss having the funds transferred to Mbank for each payroll. It was anticipated that the process could be up and running by the first payroll in 2015. Moved by Betzinger, seconded by Kakuk to have Savord go forward with setting up payroll direct deposit. Carried unanimously.

Any other business – Moilanen informed the board that there will be an ORV Trail meeting at Cedarville Township hall on Thursday, October 30, 2014 at 9:00 a.m.

Savord noted that Deyo/Stone will be here the week of October 27 to perform the inventory of the non-scheduled contents at all 3 shops.

Kakuk stated that he has received several complaints regarding farm equipment leaving mud on the roadways and not returning to clean it up. A possible solution may be to ask the farmers to put about 3 inches of stone on their field driveways to help keep the mud from coming onto the roadway. It was noted that a lot of the problem was not caused by the local farmers themselves, but from some of the vendors they hire to fertilize or harvest their crops. Moved by Betzinger, seconded by Kakuk to have Moilanen write a letter to the vendors involved and the Farm Bureau asking that they help to alleviate the problem. Carried unanimously.

Betzinger asked that all graders be out on the gravel roads until the ground freezes. He also noted that No. 29 Road near the Elmcrest School needs to be ditched. Moilanen replied that it was scheduled to be done this fall, but now the wheeled excavator is down for repairs and there may not be enough time to get it finished before winter.

Kakuk stated that he had received a call from Dennis Bittner regarding Blue Fox Lane. Mr. Bittner feels that there is one area where the ditch could be lowered. He will be sending a letter to the road commission regarding this.

Gerald Piche noted that agriculture is a big business for Menominee County and that there are times when a farmer is working all day and doesn't have the time to clean the mud or manure off of the roadway immediately, but most use common sense and have respect for their neighbors. Kakuk added that the problem is usually worse where there is standing water on the driveways into the fields.

Gerald Piche asked if there had been any further opposition to the Vega Road project. Moilanen replied that there had not. It was noted that the grant was not finished with the approval process yet.

Mr. Piche also asked how much of the gravel for the 3-Way Program had been crushed so far. Moilanen stated that the crushing was about 1/3 complete. Joe Linder asked if more gravel would be crushed once this was done, to be used for maintenance. Moilanen replied that would likely not happen until next spring.

Public Comment – Glen Havelka informed the board that MSHA was changing the rules regarding gravel pits to require that all persons that are in the pit to have MSHA certification/training, even if the crusher was not present in the pit at the time.

Joe Skrobiak asked if there would be enough graders to keep up with the maintenance work. Moilanen replied that in December there would be 5 graders left, and they should still be able to keep up, but two more leased graders would be going back in October, 2015, leaving just 3 graders in the county. Mr. Skrobiak asked if the road commission would be getting more graders at that time. Moilanen stated that the board would have to make a decision at that time whether to replace them or not, or possibly look at a smaller, less expensive model. Joe Linder asked why the 3 owned graders were so old. Moilanen stated that the cost to purchase new graders was too high to be able to replace them at this time. Glen Havelka added that now was a good time for leasing equipment because the vendors were in the midst of a bidding war.

Joe Skrobiak asked if Moilanen had received any comments recently on the River Drive project. Moilanen replied that he had not.

There being no further business, Anderson declared the meeting adjourned at 9:43 a.m.

Road Commission Finance Director / Clerk

Chair