

Board of Road Commissioners Meeting
Board Room
January 24, 2018

The Regular Meeting of the Oceana County Board of Road Commissioners was called to order by Chairman Myers in the Board Room at 10:00 AM on Wednesday, January 24, 2018.

The Pledge of Allegiance was recited by all.

Members present: Myers, Forbes, Carr, Blohm, Gowell. Absent: None.

Staff present: Timmer, Griffin, Koch, Merten.

Visitors: Robert Wade, Colfax Township Supervisor; Bill Wagner, Grant Township Clerk; Emma Kirwin, Leavitt Township Trustee; Marv & Butch Deur, of D & B Brine; Bow Wagner, Walkerville Thrives; Richard Wilson, Claybanks Township resident; and Lori Green, Weare Township resident. **TOTAL: 8 visitors.**

CITIZEN'S PARTICIPATION

Bo Wagner, representing Walkerville Thrives, commented that our men are "doing a good job."

Motion by Forbes and supported by Gowell to approve the following Agenda items for discussion.

1. Equipment purchases;
2. Annual Supply Bids;
3. Federal Surplus Resolution.

Roll call vote: Forbes – yes; Gowell – yes; Blohm – yes; Carr – yes; Myers – yes.

Motion carried.

Motion by Gowell and supported by Blohm to approve the Minutes of the January 10, 2018 Organizational Board Meeting as presented.

Roll call vote: Gowell – yes; Blohm – yes; Forbes – yes; Carr – yes; Myers – yes.

Motion carried.

The Revenues & Expenditures Report and the Cash Flow Statement were given to the Board members to review.

Motion by Carr and supported by Blohm to approve the following Vouchers as presented.

Voucher No. 72016 (Accounts Payable)	\$143,388.41
Voucher No. 72017 (Payroll)	<u>\$ 72,175.15</u>
	\$215,563.56

Roll call vote: Carr – yes; Blohm – yes; Gowell – yes; Forbes – yes; Myers – yes.

Motion carried.

Shop Foreman Denis Koch was present to discuss equipment purchases that he and Managing Director Mark Timmer have researched at length. The Board was given copies of detailed quotes on a 2018 Chevrolet Traverse for the Manager and a new sign truck that is desperately needed for required county-wide sign upgrading. Both equipment items were budgeted for fiscal year 2018.

RESOLUTION NO. 1 – EQUIPMENT PURCHASE – 2018 CHEVROLET TRAVERSE

Motion by Gowell and supported by Blohm to accept the government price quote from Don Rypma Chevrolet/Buick/GMC and purchase a 2018 Chevrolet Traverse in the amount of \$32,223.80.

Roll call vote: Gowell – yes; Blohm – yes; Forbes – yes; Carr – yes; Myers – yes.
Motion carried.

The amount budgeted for a new vehicle for the Managing Director was \$54,000.00.

The quotes for the sign truck was extensively researched and much more detailed due to the chassis being built by Freightliner and the equipment package being installed by Cannon Truck Equipment. Denis stated that the completed vehicle should be outfitted per our specifications and ready for delivery in June.

RESOLUTION NO. 2 – EQUIPMENT PURCHASE – SIGN TRUCK

Motion by Carr and supported by Gowell to accept the quote from Freightliner and purchase a 108SD conventional truck/chassis from Freightliner in the amount of \$85,395.00. After the truck is assembled it will be sent to Cannon Truck Equipment for installation of our specified equipment package in the amount of 92,057.00, for a total cost of \$177,452.00.

Roll call vote: Carr – yes; Gowell – yes; Forbes – yes; Blohm – yes; Myers – yes.
Motion carried.

The amount budgeted for a new sign truck was \$135,000.00.

The Board thanked Denis for his time spent researching this equipment.

Annual Supply Bids were received until 12:00 noon on Wednesday, January 17, 2018 and were opened by the staff and read aloud in the Board Room. There were vendors in attendance that were interested in hearing the culvert and brine bids read. The bids were tabulated and presented to the Board to review.

RESOLUTION NO. 3 – AWARD ANNUAL SUPPLY BIDS

Motion by Forbes and supported by Blohm to accept all opened and read bids for fiscal year 2018 and to allow staff to utilize the least expensive supplier with available inventory at the time of order for aggregates, bituminous mixture (hot and cold), culverts and wooden bridge decks, and equipment rental.

Roll call vote: Forbes – yes; Blohm – yes; Gowell – yes; Carr – yes; Myers – yes.
Motion carried.

RESOLUTION NO. 4 – AWARD BRINE BIDS

Motion by Forbes and supported by Carr to accept all opened and read bids for brine for fiscal year 2018 and to allow staff to utilize the least expensive supplier with available inventory to deliver brine to both the Hart and M-20 depots. The Road Commission will blade the roads in preparation for brining.

Considerable discussion ensued. Two (2) vendors met Road Commission specifications and one (1) vendor did not, which posed a concern when delivery is needed at our brine depots.

**Roll call vote: Forbes – no; Carr – no; Gowell – no; Blohm – no; Myers – no.
Motion failed.**

RESOLUTION NO. 5 – AWARD BRINE BIDS

Motion by Carr and supported by Blohm to accept all opened and read bids for brine for fiscal year 2018 and to allow staff to utilize the least expensive supplier **that meets our specifications** with available inventory to deliver brine to both the Hart and M-20 depots. The Road Commission will blade the roads in preparation for brining.

Roll call vote: Carr – yes; Blohm – yes; Gowell – yes; Forbes – yes; Myers – yes.
Motion carried.

The Board was given copies of a Resolution needed to renew our eligibility for purchasing Federal Surplus property.

RESOLUTION NO. 6 – FEDERAL SURPLUS ASSISTANCE PROGRAM

Motion by Forbes and supported by Carr to adopt the following Resolution.

Whereas, The Oceana County Road Commission, State of Michigan, has met all other State and Federal requirements for participation in the Federal Property Assistance Program under Public Law 94-519.

Whereas, it is a requirement that a Resolution be adopted by the governing body specifically designating a coordinator as Surplus Property Donee and Custodian, to be responsible for the acceptance and accountability and authorized to sign for surplus property.

Now, Therefore, Be It Resolved:

That the Governing Body for the Oceana County Road Commission, of the State of Michigan, hereby designates Mark Timmer, who is the authorized coordinator, as the person responsible for accepting Federal Surplus Property, with the power and full authority to sign for such surplus property.

That Mr. Timmer is to be held responsible for the accountability and will maintain the necessary records for all surplus property obtained for public purposes until relieved from accountability by State and/or Federal authorities.

That money is available to pay service charges for surplus property obtained.

That the coordinator is further hereby authorized to direct payment of service charges for surplus property to complete all transaction.

Roll call vote: Forbes – yes; Carr – yes; Gowell – yes; Blohm – yes; Myers – yes.
Motion carried.

Monthly Committee Reports

Personnel & Insurance Committees – Nothing to report.

Finance & Community Relations Committees – Nothing to report.

Parks & Recreation Commission Liaison – Commissioner Blohm stated there was nothing to report until their Special Meeting is held.

Weighmaster Liaison – Commissioner Gowell reported that the 2017 Weighmaster Report from Sheriff Mast had been received, and that he will be meeting with our Foreman, Randy Smith, and Sheriff Mast when time permits.

Buildings & Grounds Committee – Commissioner Gowell reported that building improvements to the Hart Garage are being planned (painting/office renovations/sandblasting/landscaping, etc.).

STAFF REPORTS

The Board was informed that the work force has again been busy with county-wide winter maintenance, during the last two (2) weeks. Staff is continuing to work on 2018 road estimates for several Townships. Mark Timmer met with Senator Goeff Hansen, Muskegon County Managing Director Ken Hulka, and Newaygo County Manager Kelly Smith to discuss various issues. Mark and our Foremen also met with a representative from Michigan Paving to discuss emulsions, different types of stone, tank maintenance and safety for our summer operations. Mark confirmed the meeting was very beneficial to everyone.

Mark also informed the Board that our MDOT night crew is doing a very good job and that he is very happy with their work. The crew consists of our two (2) low seniority employees that are not only new to the Road Commission practices, but also to MDOT contract policies pertaining to Winter operations.

Chairman Myers asked if there was any further business to come before the Board. There being none, the meeting was adjourned at 10:37 AM.

Respectfully submitted,

SANDRA K. GRIFFIN
Clerk

WILLIAM MYERS
Chairman

FEBRUARY 7, 2018

DATE