

Board of Road Commissioners Meeting  
Board Room  
May 23, 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, May 23, 2018.

The Pledge of Allegiance was recited by all.

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

Staff present: Timmer, Griffin, Merten.

Visitors: Robert Wade, Colfax Township Supervisor; John Hendrixon, Shelby Township Supervisor; Bill Wagner, Grant Township Clerk; Andrew Sebolt, Oceana County Commissioner; Gale Eitniear, Newfield Township resident; Bo Wagner, Walkerville Thrives; Mr. and Ms. Larry Liebert, Golden Township residents; and Mark Ferris, Lake Tahoe resident.

**TOTAL: 9 visitors.**

### **CITIZEN'S PARTICIPATION**

Comments from the audience pertaining to road maintenance were noted and will be given to the appropriate Foreman.

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

1. Road Commissioners Code Of Conduct.

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

Motion carried.

Motion by Forbes and supported by Gowell to approve the Minutes from the May 9, 2018 Regular Board Meeting as presented.

Roll call vote: Forbes – yes; Gowell – yes; Blohm – 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 Gowell to approve the following Vouchers as presented.

Voucher No. 72032 (Accounts Payable)	\$267,871.43
Voucher No. 72033 (Payroll)	<u>\$ 68,933.48</u>
	\$336,804.91

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

Motion carried.

A “Road Commissioners Code of Conduct” document, developed by the County Road Association (CRA), was mailed to all Road Commission Managers and Board Chairmen to share with the rest of the their respective Commissioners to consider for adoption. Commissioner Forbes read the document aloud.

## **RESOLUTION NO. 1 – ROAD COMMISSIONERS CODE OF CONDUCT**

Motion by Forbes and supported by Gowell to adopt the following document.

Road Commissioners will conduct themselves lawfully, with integrity, and high ethical standards. In addition, a Commissioner.....

- will attend as many Board Meetings as possible informed of concerning issues and shall inform the Managing Director or any impending absences;
- shall exercise his/her obligation to vote upon issues at hand unless a conflict of interest is present;
- will not personally direct any part of the operational organization;
- will work with other Commissioners to establish effective policy and delegate authority for administration to the Managing Director;
- shall support the employment of those individuals best qualified to serve as employees and insist on regular impartial evaluations of employees;
- shall avoid being placed in a position of conflict of interest, and refrain from using the Board position for personal or partisan gain;
- will maintain confidentiality appropriate to sensitive issues and information that otherwise may tend to compromise the integrity or legal standing of the organization, especially those matters discussed in a Closed Session that is privileged under applicable law.

Roll call vote: Forbes – yes; Gowell – yes; Carr – **NO**; Blohm – **NO**; Myers – yes.

**MOTION CARRIED.**

### **Monthly Committee Reports**

**Personnel & Insurance Committees** – nothing to report

**Finance Committee** – nothing to report

**Buildings & Grounds Committee** – nothing to report

**Community Relations Committee** – the office staff is planning the upcoming Open House

**Weighmaster Liaison** – nothing to report

**Parks & Recreation Liaison** – Commissioner Blohm reported that a Resolution for Cedar Point Park was made at their last meeting; the Black Lake Park is getting a new well; the County parks will be used by many this Memorial Day weekend.

## **STAFF REPORTS**

Mark reported that the work crews have been busy since the last Board Meeting. The following roads have been paved.

56<sup>th</sup> Avenue, between Polk Road and Deer Road, in Golden Township  
Cleveland Road, from Oceana Drive to 96<sup>th</sup> Avenue, in Grant Township  
Water Road, from Winston Road to Wilke Road, in Grant Township (Electric Forest money)  
Jefferson Road, from 120<sup>th</sup> Avenue to 126<sup>th</sup> Avenue, in Crystal Township  
120<sup>th</sup> Avenue, North of Jefferson, in Crystal Township  
100<sup>th</sup> Avenue, from Polk Road to Taylor Road, in Hart Township

Our forces placed several culverts on 132<sup>nd</sup> Avenue, between M-20 and Pierce Road in preparation for paving. The road widener is being used for shoulder work before and after our paving projects.

The usual blading, pothole patching, shoulder repairs, and tree work is still being done as time permits. The expressway reconstruction project (MDOT contracted work), between Shelby and Hart is underway. The County-wide pavement marking on various Federal Aid roads is being done; funding for this work was secured through our Local and Rural Task forces.

One of the new Summer Help employees, Perrin Kirwin, is studying at Michigan Tech and currently working on our county-wide culvert inventory project. Mark expressed an interest in the Michigan Transportation Asset Management Council (TAMC) Culvert Data Collection Pilot Project which will reimburse us for Perrin's wages, plus the purchase of a new laptop and GPS software. This culvert inventory will be an integral part of our future operations.

Bids will be opened tomorrow, May 24, 2018 for wedging and an overlay on Garfield Road, between 132<sup>nd</sup> Avenue and 154<sup>th</sup> Avenue (the dividing line between Otto and Ferry Townships). This work was requested as these roads will be used as a "detour route" when MDOT replaces the structure over the Gillon Drain on M-20.

Mark and Commissioner Gowell attended the Paul Bunyan Council Meeting on Thursday, May 17, 2018 in Cadillac. Mark Timmer, Foreman Eric Wright, Foreman Jeff Balkema, Mike Foster, Jake VanderVelde, and Nick Karp attended chip seal training at the Ottawa County Road Commission in Holland on Tuesday, May 22, 2018.

The Board Members expressed pleasure with the amount of work being done throughout the County and the fine quality of workmanship our crews are exhibiting.

Chairman Myers asked if there was any further business to come before the Board. There being none, the Meeting was adjourned at 10:23 AM.

Respectfully submitted,

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**SANDRA K. GRIFFIN**  
Clerk

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**WILLIAM MYERS**  
Chairman

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JUNE 13, 2018

**DATE**