

Board of Road Commissioners Meeting  
Board Room  
June 28, 2017

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, June 28, 2017.

The Pledge of Allegiance was recited by all.

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

Staff present: Timmer and Griffin.

Visitors: Robert Wade, Colfax Township Supervisor; John Hendrixon, Shelby Township Supervisor; Bill Wagner, Grant Township Clerk; Andrew Sebolt, Oceana County Commissioner; Jordan Smith, CPA with Abraham & Gaffney; Larry Mumper, Colfax Township resident; Bow Wagner, representing Walkerville Thrives; Gale Eitniear, Newfield Township resident; Dave Borgeson, Claybanks Township resident; and Lori Green, Weare Township resident.

**TOTAL: 10 residents.**

### **CITIZEN'S PARTICIPATION**

John Hendrixon, Shelby Township Supervisor, asked if someone could investigate a complaint by Patrick Moore, a resident of Baker Road, West of Oceana Drive. Mr. Moore was not happy with tree cutting on his property.

Dave Borgeson, Claybanks Township resident, complained about the Stony Lake Road/Scenic Drive intersection in Benona Township. Mark Timmer will investigate his concerns.

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

1. Abraham & Gaffney – 2016 Audit Report;
2. Sign Engineering Reimbursement Form;
3. Benona Township – Shelby Road Bridge Proposal;
4. Committee Reports.

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 of the June 14, 2017 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 Blohm to approve the following Vouchers as presented.

Voucher No. 71986 (Accounts Payable)	\$228,078.64
Voucher No. 71987 (Payroll)	<u>\$ 64,679.13</u>
	\$292,757.77

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

Jordan Smith, auditor with Abraham & Gaffney, PC, was present to discuss the audited 2016 Act 51 Financial Report. Mr. Smith presented a handout to the Board detailing the independent auditor’s report, the balance sheet, changes in fund balances, and various graphs showing fund balance trends, and the breakdown of revenues and expenditures. Jordan thanked Mark Timmer and Sandy Griffin and everyone for “making life easy for us.”

**RESOLUTION NO. 1 – APPROVE 2016 ACT 51 FINANCIAL REPORT**

Motion by Carr and supported by Gowell to approve the 2016 Act 51 Financial Report as audited by Abraham & Gaffney, PC.

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

**RESOLUTION NO. 2 – SIGN ENGINEERING REIMBURSEMENT FORM**

Motion by Forbes and supported by Gowell to have Chairman Myers, Vice-Chairman Forbes, Commissioner Carr, and Clerk Griffin sign the Engineering Reimbursement Form from MDOT for the amount of \$10,000.00. This form reimburses the Road Commission for work done by a State Registered Engineer from July 1, 2016 through June 30, 2017.

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

During this time period, the firms of Prein & Newhof, Fleis & VandenBrink, and Nordlund & Associates were retained by the Road Commission.

The Board members were given a Proposal from Scott Civil Engineering Company that outlined design services for the replacement of the Shelby Road Bridge over Stony Creek in Benona Township. Mark Timmer went over the Proposal and answered questions from the Board. He added that the “not to exceed” price is more than reasonable for this size of structure.

### **RESOLUTION NO. 3 – BENONA TOWNSHIP – SHELBY ROAD BRIDGE ENGINEERING**

Motion by Forbes and supported by Blohm to have Scott Civil Engineering Company provide bridge design services for replacement of the Shelby Road Bridge over Stony Creek in Benona Township.

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

#### **Monthly Committee Reports**

**Personnel & Insurance Committees** – Chairman Myers reported that the 4½ year Union Contract has been signed and health insurance was addressed and approved.

**Finance Committee** – Commissioner Forbes commented on the Engineering Reimbursement Form.

**Buildings & Grounds Committee** – Commissioner Gowell stated that the steel siding has been put on the M-20 garage and the new roof over the Shop at the Hart Garage was also done. The small salt shed at the Hart Garage will be “taped off” until it is replaced in 2018.

**Parks & Recreation Commission Liaison** – Commissioner Blohm commented on the culvert failure at the Cedar Point Park. Jurisdiction of the roadway into the Park became an issue and a Quit Claim Deed has been proposed to take care of this matter so the County has full control over the Park. He added that he is taking care of the Black Lake Park.

### **RESOLUTION NO. 4 – PENTWATER/GOLDEN TOWNSHIPS – CEDAR POINT PARK**

Motion by Forbes and supported by Carr to have Road Commission attorney Ed McNeely prepare a Quit Claim Deed that will relinquish the Road Commission 66’ right-of-way, lying in both Pentwater and Golden Townships, to the County of Oceana, with the stipulation that this right-of-way be returned to the Road Commission if the Cedar Point Park is ever sold by the County.

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

The County Board of Commissioners must give final approval of the Quit Claim Deed before the document is recorded. The Road Commission will be repairing the culvert failure at the Park yet this week.

**Planning Commission Liaison** – Commissioner Carr commented that there had not been a Planning Commission meeting since he was appointed and had nothing to report.

#### **STAFF REPORTS**

The work crews have been steadily pothole patching, durapatching, mowing, repairing washouts, and cleaning up tree debris. The Foremen have been helping each other when additional men are needed for work crews, which is working out very well.

Our men installed signs for the Electric Forest Festival again this year, provided traffic control for coring US-31 (between Shelby and Hart) for upcoming resurfacing, durapatched Oceana Drive (between Skeels Road and Rothbury), placed mastic on Polk Road for MDOT (with Kent County Road Commission), constructed a cul-de-sac and removed brush on Baker Road (West of Oceana Drive), replaced a culvert for the Drain Commissioner on Hazel Road at Silver Lake, as well as replacing a culvert at the Cedar Point Park for the Oceana County Parks & Recreation Commission.

Our durapatching crew will be working for the Mason County Road Commission on some of their State routes. Our Summer Help Engineering Tech is still working on the county-wide sign inventory and logging centerline striping for our pavement marking program, as well as setting traffic counters and recording the data.

Chairman Myers asked if there was any further business to come before the Board. There being none, the Meeting was adjourned at 10:55 AM.

Respectfully submitted,

---

**SANDRA K. GRIFFIN**  
Clerk

---

**WILLIAM MYERS**  
Chairman

---

JULY 12, 2017

**DATE**