

Board of Road Commissioners Meeting  
County Services Building  
November 13, 2024

The Regular Meeting of the Oceana County Board of Road Commissioners was called to order by Chairman Myers at the County Services Building at 10:00 AM on Wednesday, November 13, 2024.

The Pledge of Allegiance was recited by all.

Chairman Myers congratulated all elected officials.

Members present: Myers, Gowell Forbes, Spitler, Koch.

Staff present: Timmer, Holmes, Terryn.

Visitors: Lee Hyslop, Crystal Township Supervisor; Larry Doran, Weare Township Supervisor; Lynne Cavazos, Pentwater Township Supervisor; Dave Leonard, Colfax Township Supervisor; Roger Schmidt, Grant Township Supervisor; Tim Beggs, Oceana County Commissioner Liaison; Garry McKeen, Parks and Recreation Commission; Jason, Savanna and Gabby LaFever, Hart Township residents; Mike Bosch, Hart Township resident; Stephanie Hughes, Golden Township resident; and John Campbell, Leavitt Township resident. **TOTAL: 13 visitors**

## **AGENDA**

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

1. Permit Fees
2. Letter of Appreciation

Roll call vote: Forbes – yes; Gowell – yes; Spitler – yes; Koch – yes; Myers – yes.

Motion carried.

## **CITIZEN'S PARTICIPATION**

Larry Doran, Lynne Cavazos, Lee Hyslop, Dave Leonard, and Garry McKeen all spoke and showed appreciation to Commissioners Cathy Forbes (16 years of service) and Dave Spitler (4 years of service).....these two have both been an asset to Oceana County Road Commission and have shown a great amount of professionalism while serving as Road Commissioners.

## **APPROVAL OF MINUTES**

Motion by Gowell and supported by Koch to approve the Minutes of the October 30, 2024 Regular Board Meeting.

Roll call vote: Gowell – yes; Koch – yes; Forbes – yes; Spitler – yes; Myers – yes.

Motion carried.

## APPROVAL OF VOUCHERS

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

Motion by Forbes and supported by Koch to approve the following Vouchers as presented.

Voucher No. 72385 (Accounts Payable)	\$ 1,057,372.51
Voucher No. 72386 (Payroll)	\$ 85,311.08
Voucher No. 72387 (Payroll)	\$ 4,343.45
	<u>\$ 1,147,027.04</u>

Roll call vote: Forbes – yes; Koch – yes; Gowell – yes; Spitler – yes; Myers – yes.

Motion carried.

The County Road Association (CRA) has provided a 2024 Statewide Schedule of Driveway, Transportation and Utility Permit Fees. Attached is a fee schedule that reflects these fees, with some minor changes specific to the Oceana County Road Commission.

## RESOLUTION NO. 1 – PERMIT FEES

Motion by Forbes and supported by Spitler to adopt the attached permit fees, and review and revise them every five years as the law allows.

**\*\*see Permit Fees schedule at the end of minutes\*\***

Roll call vote: Forbes – yes; Spitler – yes; Gowell – yes; Koch – yes; Myers – yes.

Motion carried.

## RESOLUTION NO. 2 – LETTER OF APPRECIATION

Motion by Forbes and supported by Spitler to accept the Letter of Appreciation from the Road Commission Board Members and the letter is to be a part of the official Board Minutes.

**\*\* see Letter of Appreciation at the end of minutes\*\***

Roll call vote: Forbes – yes; Spitler – yes; Gowell – yes; Koch – yes; Myers – yes.

Motion carried.

Mark Timmer congratulated the two new elected Oceana County Road Commissioners. Mark commented how much he appreciates both Cathy Forbes and Dave Spitler always having the best interest of the Road Commission and for always showing support.

## STAFF REPORTS

The State crew did tree cleanup from the storm, and has been placing mastic with Kent County Road Commission on Polk Road.

The M-20 and Hart crews patched various roads with the hot box, put slag on Roosevelt Road in Claybanks Township, started gravel on Wren Road in Benona Township, shouldered Ridge Road, graded and repaired gravel roads, and tree cleanup from the storm.

Traffic Services has worked on asset management, Miss Digs, Road Soft, permits, sign repairs, street name signs, supervised the sign crew, marked roads for paint, both long line and special markings, and installed school zone signs for the Village of Shelby / Shelby Schools (on Oceana Drive).

Mark Timmer reviewed bills and finances with the Clerk and Finance/HR Director, Roosevelt Road Bridge and road are finished and open, Ridge Road is finished and open, and Michigan Pavement Markings (MPM) is finishing long line striping and working on special markings.

Mark Timmer showed his appreciation and such a privilege to manage a facility with such a great staff, employees and Board Members.

Chairman Myers asked if there was any further business to come before the Board. There being none, the Meeting was adjourned at 10:24 AM.

Respectfully submitted,

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**LORI L. HOLMES**  
**Finance/HR Director**

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**WILLIAM MYERS**  
**Chairman**

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**NOVEMBER 27, 2024**  
**DATE**