

Board of Road Commissioners Meeting  
County Services Building  
February 19, 2025

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, February 19, 2025.

The Pledge of Allegiance was recited by all.

Members present: Myers, Gowell, Koch, Heykoop, LaFever.

Staff present: Timmer, Holmes, Terry, Curtis.

Visitors: Lynne Cavazos, Pentwater Township Supervisor; Lance VanSickle, Elbridge Township Supervisor; Brooke Stapel, Leavitt Township Supervisor; Steve Fleming, Benona Township Supervisor; Robert Draper, Golden Township Supervisor; Larry Doran, Weare Township Supervisor; Ryan Schiller, Oceana County Undersheriff; Garry McKeen, Parks and Recreation; and Savanna LaFever, Hart City resident.

**TOTAL: 9 visitors.**

## **AGENDA**

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

1. 2025 Annual Supply Bids
2. 2025-2026 Subdivision Snowplowing Bids
3. 2025 Brush Control Bids
4. 2025 Pavement Marking Bids
5. Sign Act 51 Cover Sheets

Roll call vote: Gowell – yes; Heykoop – yes; Koch – yes; LaFever – yes; Myers – yes.  
Motion carried.

## **CITIZEN'S PARTICIPATION**

**None.**

## **APPROVAL OF MINUTES**

Motion by Gowell and supported by Heykoop to approve the Minutes of the January 29, 2025 Regular Board Meeting.

Roll call vote: Gowell – yes; Heykoop – yes; Koch – yes; LaFever – 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 Koch and supported by LaFever to approve the following Vouchers as presented.

|   |                      |
|---|----------------------|
| Voucher No. 72403 (Accounts Payable 2-3)  | \$ 3,133.36          |
| Voucher No. 72404 (Accounts Payable 2-12) | \$ 237,903.91        |
| Voucher No. 72405 (Payroll 2-12)          | <u>\$ 104,758.47</u> |
|   | \$ 345,795.74        |

Roll call vote: Koch – yes; LaFever – yes; Gowell – yes; Heykoop – yes; Myers – yes.  
Motion carried.

**RESOLUTION NO. 1 – 2025 ANNUAL SUPPLY BIDS**

Motion by Gowell and supported by Koch to accept all opened and read bids for fiscal year 2025 and to allow staff to utilize suppliers in the best interest of the Road Commission for aggregates, bituminous mixtures (hot and cold), culverts, wooden bridge decks, brine, and equipment rental.

Roll call vote: Gowell – yes; Koch – yes; Heykoop – yes; LaFever – yes; Myers – yes.  
Motion carried.

**2025/2026 Subdivision Snowplowing**

Two bids were received for Subdivision Snowplowing:

| <u>Contractor</u>        | <u>Total</u> |
|--------------------------|--------------|
| Roskam Plowing LLC       | \$4,355.00   |
| Turning Leaf Landscaping | \$6,180.00   |

**RESOLUTION NO. 2 – 2025/2026 SUBDIVISION SNOWPLOWING BIDS**

Motion by Gowell and supported by Heykoop to accept all bids for Subdivision Snowplowing, waive any irregularities in the bids, and allow the Staff to make award in any manner they deem to be in the best interest of Oceana County. Contract is for the 2025/2026 winter season with amount per time plowing with price per road or road group. This contract may be extended for up to three (one year) increments by the mutual agreement of both parties.

Roll call vote: Gowell – yes; Heykoop – yes; Koch – yes; LaFever – yes; Myers – yes.  
Motion carried.

## 2025 Roadside Brush Control

Two bids were received for Roadside Brush Control:

| <u>Contractor</u>               | <u>Price per Gallon</u> | <u>Estimated Gallons</u> | <u>Estimated Total</u> |
|---------------------------------|-------------------------|--------------------------|------------------------|
| Chop Tree                       | \$1.86                  | 30,000-60,000            | \$55,800-\$111,600     |
| Saldivar Imperial Services, LLC | \$1.90                  | 30,000-60,000            | \$57,000-\$114,000     |

Thunder Bay Tree Services (sent email thanking us for the invitation to bid but stating they don't have the capacity to perform extra work in 2025 and would not bid)

### **RESOLUTION NO. 3 – 2025 BRUSH CONTROL BIDS**

Motion by Gowell and supported by Koch to accept all bids for Roadside Brush Control, waive any irregularities in the bids, and allow the Staff to make award in any manner they deem to be in the best interest of Oceana County. Contract is for the 2025 season with a map to be provided to contractor by OCRC staff to determine locations and amount of treatment. The contract will be for one (1) year with options for up to two (2) one (1) year renewals as defined in the specifications.

Roll call vote: Gowell – yes; Koch – yes; Heykoop – yes; LaFever – yes; Myers – yes.  
Motion carried.

## 2025 Pavement Markings

One bid was received for Pavement Markings:

| <u>Contractor</u>              | <u>Long Line Striping</u> | <u>Special Markings</u> | <u>Estimated Total</u> |
|--------------------------------|---------------------------|-------------------------|------------------------|
| Michigan Pavement Markings LLC | \$156,477.94              | \$7,523.50              | \$164,001.44           |

### **RESOLUTION NO. 4 – PAVEMENT MARKING BIDS**

Motion by Gowell and supported by Koch to accept the bids for Pavement Markings from Michigan Pavement Markings, LLC and waive any irregularities in the bids. Contract is for the 2025 season with a map to be provided to contractor by OCRC staff to determine locations and amount of long line striping, special markings, and markings to be replaced due to projects and chip seal. Contract is a 1-year contract with the option to renew 2 times for a possible total of 3 years.

Roll call vote: Gowell – yes; Koch – yes; Heykoop – yes; LaFever – yes; Myers – yes.  
Motion carried.

**RESOLUTION NO. 5 – SIGN AND APPROVE 2024 ACT 51 CERTIFICATION MAPS  
FOR SUBMISSION TO MDOT**

Motion by Gowell and supported by Heykoop to have Chairman Myers sign the Act 51 Road Certification map cover sheets (4 copies) for submission to MDOT.

Roll call vote: Gowell – yes; Heykoop – yes; Koch – yes; LaFever – yes; Myers – yes.

Motion carried.

**STAFF REPORTS**

The State crew did winter snow and ice removal, drift removal and pushed banks back, and patched with the hot box.

The M-20 and Hart crews patched various roads with the hot box, winter snow and ice removal, and drift removal and pushed banks back.

Traffic Services worked on asset management, Road Soft, permits, sign repairs, and supervised the sign crew.

Mark Timmer reviewed bills and finances with the Clerk and Finance Director, opened material bids, brush control bids, pavement marking bids, and subdivision snowplowing bids, attended the County Engineers Workshop (CEW) and made a power point presentation at Shanty Creek. Hart Foreman, Randy Smith and Mark met with Pentwater Township to discuss future work and also met with the Hart Solar Project Engineer (we are working on a Road Agreement for this project). Mark also attended the Newaygo Insurance Truck Safety Symposium with Shop Foreman, Dan Terryn.

Chairman Myers asked if there was any further business to come before the Board. There being none, the Meeting was adjourned at 10:19 AM.

Respectfully submitted,

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

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**WILLIAM MYERS**  
Chairman

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**MARCH 12, 2025**  
DATE