DRAFT

**Board Minutes**

 **November 10, 2022**

The regular meeting of the Crawford County Board of Road Commissioners was held at their office at 500 Huron Street on Thursday, November 10, 2022, at 4:30 p.m., **Present:** Commissioner Jones, Commissioner Hanson, and Vice Chairman Summers. **Absent:** Commissioner Larson and Chairman Halstead. **Administrative staff present:** Managing Director Don Babcock and Administrative Clerk Kaitlyn Carlson. **Public attending:** Duncan Gray Crawford County Commissioner Liaison to the Road Commission, Gene Rohde from Scientific Brake, Chris Overmire from Michigan Cat, and Dan Novak from AIS Construction.

It was moved by Commissioner Hanson and supported by Commissioner Jones to approve the November 10, 2022; agenda as presented.  Roll Call: Larson, absent, Halstead absent, Summers yea, Hanson yea, Jones yea. Motion Carried.

It was moved by Commissioner Hanson supported by Commissioner Jones to approve the October 27, 2022, Board Minutes with a correction under Commissioner Comments: Commissioner Summers – Change the sentence - “stating that he is resigning from his Road Commissioner position” to “regarding a Letter of Resignation”. Roll Call: Larson absent, Halstead absent, Summers yea, Jones yea, Hanson yea. Motion carried.

**Accounts Payable Voucher #3** in the amount of $275,501.87 was moved to pay by Commissioner Hanson and supported by Commissioner Jones. Roll Call: Larson absent, Halstead absent, Summers yea, Hanson yea, Jones yea. Motion Carried.

**Accounts Payable Voucher #3-3** in the amount of $9,179.40 was moved to pay by Commissioner Hanson and supported by Commissioner Jones. Roll Call: Larson absent, Halstead absent, Summers yea, Hanson yea, Jones yea. Motion Carried.

**Cash Flow**: Hanson inquired about the budget for diesel fuel. Managing Director Babcock believes the road commission will spend between $150,000 to $170,000 more on fuel than last year.

**Accounts Receivables:** No discussion

**Blade and Brine Report**: Managing Director Babcock reported that CCRC will continue to blade & repair roads until they are frozen. Summers complimented the crew for the roads looking good and Commissioner Jones expressed his appreciation of a job well done on Pioneer Road.

**PUBLIC COMMENTS:** None

**NEW BUSINESS:** Live Bottom Trailer Bid Opening – It was moved by Commissioner Hanson, seconded by Commissioner Jones to accept all bids and authorize Road Commission staff to review them and to present a recommendation at the November 23, 2022, Board Meeting. Roll Call: Larson absent, Halstead absent, Hanson yea, Summers yea, Summers yea. Motion Carried.

Permission to Bid (1) Tandem Axle Truck – It was moved by Commissioner Hanson, seconded by Commissioner Summers to authorize Managing Director Babcock to advertise for bids on one Tandem Axle Truck. Roll Call: Larson absent, Halstead absent, Summers yea, Hanson yea, Jones yea.

Permission to Bid (1) 5th Wheel Tandem Axle Truck – It was moved by Commissioner Hanson, seconded by Vice Chairman Summers to authorize Managing Director Babcock to advertise for bids on one 5th Wheel Tandem Axle Truck. Roll Call: Larson absent, Halstead absent, Summers yea, Jones yea, Hanson yea. Motion Carried.

South Branch Township Draft 2023 Proposed Road Program – review and discussion regarding South Branch Township’s 2023 proposed projects. Managing Director Babcock believes it is possible to complete a couple of their proposals without going through the road construction process. Babcock proposed that South Branch Township cost share for gravel needed for Leline Rd., and Pioneer Rd. Board approved of the idea and Managing Director Babcock will discuss the idea with South Branch Township.

**OLD BUSINESS:** Abandonment request for Evergreen Drive – It has been determined that the people who are requesting the abandonment do not own the property that they are seeking to have abandoned. The Road Commission cannot move any further on this issue at this time.

Draft Public Road Maintenance Memorandum of Understanding between Crawford County Road Commission and Camp Grayling Michigan National Guard – Board accepts and agrees with the Draft Memo of Understanding and instructed Managing Director Babcock to present it to Camp Grayling National Guard.

County Road 612 over the AuSable River Bridge Replacement Resolution – It was moved by Commissioner Jones, seconded by Commissioner Hanson to authorize the acceptance of the resolution as presented.

**crawford county road commission**

**authorization Resolution**

**REMOVAL AND REPLACEMENT OF STRUCTURE #2064, COUNTY ROAD 612 OVER THE AUSABLE RIVER**

**Control Section; BFP 20000**

**Job Number 212283CON**

**Contract No. 22-5500**

**Structure No. 2064**

**whereas,** the Crawford County Board of Road Commissioners have approved the plans and proposal for the Removal and Replacement of Structure #2064. Structure #2064 carries County Road 612 over the AuSable River, Section 35, T28N, R4W, Frederic Township, Crawford County, Michigan.

Control Section; BFP 20000, Job Number 212283CON, Contract No. 22-5500 and;

**whereas,** the Crawford County Board of Road Commissioners, desire to enter into an agreement by way of a contract with the Michigan Department of Transportation to complete the Removal and Replacement of Structure #2064 Project,

Continued 11/10/2022 meeting minutes

**THEREFORE, be it resolved,** the Crawford County Crawford Board of Road Commissioners authorize the Managing Director to sign on the behalf of the Crawford County Road Commission, MDOT Contract No.: 22-5500.

Roll Call: Larson absent, Halstead absent, Summers yea, Hanson yea, Jones yea. Motion Carried.

County Road 612 over Big Creek Bridge Replacement - It was moved by Commissioner Hanson, seconded by Commissioner Jones to authorize the acceptance of resolution as presented.

**crawford county road commission**

**authorization Resolution**

**SUPERSTRUCTURE REMOVAL AND REPLACEMENT,**

**STRUCTURE #2066,**

**COUNTY ROAD 612 OVER BIG CREEK**

**Control Section; HIPB 20000**

**Job Number 216728CON**

**Contract No. 22-5501**

**Structure No. 2066**

**whereas,** the Crawford County Board of Road Commissioners have approved the plans and proposal for the Superstructure Removal and Replacement on Structure #2066. Structure #2066 carries County Road 612 over Big Creek, Sections 4 & 9, T28N, R1W, Lovells Township, Crawford County, Michigan.

Control Section; HIPB 20000, Job Number 216728CON, Contract No. 22-5501 and;

**whereas,** the Crawford County Board of Road Commissioners, desire to enter into an agreement by way of a contract with the Michigan Department of Transportation to complete the Superstructure Removal and Replacement on Structure #2066 Project,

**THEREFORE, be it resolved,** the Crawford County Crawford Board of Road Commissioners authorize the Managing Director to sign on the behalf of the Crawford County Road Commission, MDOT Contract No.: 22-5501.

Roll Call: Larson absent, Halstead absent, Summers yea, Hanson yea, Jones yea. Motion Carried.

**MANAGINIG DIRECTOR COMMENTS:**

**Personal Protection Order** – Review ofClerk of the Board Neilson’s extension of Personal Protection Order documents against Commissioner Ronald Larson. Commissioner Hanson inquired about the expiration of Crawford County Road Commission’s Restraining Order. Managing Director Babcock stated that the Road Commissions restraining order is a Mutual Consent Order, so no extension is required.

**Old 27 and County Road 612** – Final inspections were held with MDOT and Reith Riley last Wednesday November 9th, 2022. No issues, both projects passed.

**Iron Belle Trail –** Hoping to finish the project by the end of the year, however, we are still having trouble getting retaining blocks from the manufacturer. Several of the blocks that have been received thus far have come in damaged.

**Administrative Compensation Review** – Admin compensation review is coming up

**COMMISSIONER COMMENTS:**

Commissioner Larson – Absent.

Commissioner Summers – None

Commissioner Hanson – None

Commissioner Jones – Considering the budget Don is doing a great job.

Chairman Halstead – None

There being no further business to come before the Board Vice Chairman Summers declared the meeting adjourned at 5:16 p.m.

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Gary Summers, Vice Chairman Kaitlyn Carlson, Administrative Clerk