**Board Minutes**

**February 16, 2023**

The regular meeting of the Crawford County Board of Road Commissioners was held at their office at 500 Huron Street on Thursday, February 16, 2023, at 4:30 p.m., **Present:** Commissioner Jones, Commissioner Hanson, Vice Chairman Summers, and Chairman Halstead. Absent: Commissioner Larson. **Administrative staff f present:** Managing Director Don Babcock and Administrative Clerk Kaitlyn Carlson. **Public Attending**: None

It was moved by Chairman Halstead and supported by Commissioner Jones to approve the February 16, 2023; agenda as presented. Roll Call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea. Motion Carried.

It was moved by Chairman Halstead, supported by Commissioner Summers to approve the February 2, 2023, Board Minutes as presented. Roll Call: Larson absent, Halstead yea, Summers yea, Jones yea, Hanson yea. Motion carried.

Accounts Payable Voucher #10 in the amount of $197,801.53 was moved to pay by Chairman Halstead and supported by Commissioner Jones. Roll Call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea. Motion Carried.

Accounts Payable Voucher #10-1 in the amount of $1,007.38 was moved to pay by Chairman Halstead and supported by Commissioner Hanson. Roll Call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea. Motion Carried.

Cash Flow: None

Accounts Receivables: None

Blade and Brine Report: No discussion

**PUBLIC COMMENTS:** None

**NEW BUSINESS:**

**Permission to bid Cleaning and Grubbing on Pere Cheney Rd**. It was moved by Chairman Halstead to authorize staff to advertise for bids for Clearing and Grubbing on Pere Cheney Rd. Supported by Commissioner Jones Roll Call: Larson absent, Hanson yea, Jones yea, Summers yea, and Halstead yea. Motion Carried.

**Local Agency Bridge Program Resolution.**  It was moved by Chairman Halstead to authorize the Board to sign the **Stephan Bridge over the AuSable River** Resolution as presented.

WHEREAS: The Michigan Department of Transportation is soliciting Applications for the Local Bridge Program to be funded in 2026, and

WHEREAS: "Stephan Bridge Road over Au Sable River" is located in Section 5, Grayling Township, 7 miles northwest of the City of Grayling, is a bridge under the jurisdiction of the Crawford County Road Commission and is in need of reconstruction, and

WHEREAS: THE Board of County Road Commissioners for Crawford County supports the application to the Michigan Department of Transportation for Local Bridge Program funding to complete this project:

NOW THEREFORE, be it resolved that the Board of County Road Commissioners for Crawford County supports the application to the Michigan Department of Transportation for Local Bridge Program Funding for "Stephan Bridge Road over Au Sable River" located in Grayling Township and that we are committed to funding the local share.

Supported by Commissioner Jones. Roll Call: Larson absent, Hanson yea, Jones yea, Summers yea, and Halstead yea. Motion Carried.

**Local Agency Bridge Program Resolution.**  It was moved by Chairman Halstead to authorize the Board to sign the **County Road 612 over N. Branch AuSable River** Resolution as presented.

WHEREAS: The Michigan Department of Transportation is soliciting Applications for the Local Bridge Program to be funded in 2026, and

WHEREAS: "County Road 612 over North Branch Au Sable River" is located in Section 19, Lovells Township, is a bridge under the jurisdiction of the Crawford County Road Commission and is in need of rehabilitation, and

WHEREAS: THE Board of County Road Commissioners for Crawford County supports the application to the Michigan Department of Transportation for Local Bridge Program funding to complete this project:

NOW THEREFORE, be it resolved that the Board of County Road Commissioners for Crawford County supports the application to the Michigan Department of Transportation for Local Bridge Program Funding for "County Road 612 over North Branch Au Sable River" located in Lovells Township and that we are committed to funding the local share.

Supported by Commissioner Jones. Roll Call: Larson absent, Hanson yea, Jones yea, Summers yea, and Halstead yea. Motion Carried

**Local Agency Bridge Program Resolution.**  It was moved by Chairman Halstead to authorize the Board to sign the **Batterson Road over the AuSable River** Resolution as presented.

WHEREAS: The Michigan Department of Transportation is soliciting Applications for the Local Bridge Program to be funded in 2026, and

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WHEREAS: "Batterson Road over Au Sable River" is located in Sections 2 and 11, Frederic Township, 1.5 miles south of Frederic, is a bridge under the jurisdiction of the Crawford County Road Commission and is in need of rehabilitation, and

WHEREAS: THE Board of County Road Commissioners for Crawford County supports the application to the Michigan Department of Transportation for Local Bridge Program funding to complete this project:

NOW THEREFORE, be it resolved that the Board of County Road Commissioners for Crawford County supports the application to the Michigan Department of Transportation for Local Bridge Program Funding for "Batterson Road over Au Sable River" located in Frederic Township and that we are committed to funding the local share.

Supported by Commissioner Jones. Roll Call: Larson absent, Hanson yea, Jones yea, Summers yea, and Halstead yea. Motion Carried.

**Local Agency Bridge Program Resolution.**  It was moved by Chairman Halstead to authorize the Board to sign the **North Down River Rd over Big Creek** as presented.

WHEREAS: The Michigan Department of Transportation is soliciting Applications for the Local Bridge Program to be funded in 2026, and

WHEREAS: "North Down River Road over Big Creek" is located in Section 23 of Lovells Township, 18 miles northeast of the City of Grayling, is a bridge under the jurisdiction of the Crawford County Road Commission and is in need of reconstruction, and

WHEREAS: THE Board of County Road Commissioners for Crawford County supports the application to the Michigan Department of Transportation for Local Bridge Program funding to complete this project:

NOW THEREFORE, be it resolved that the Board of County Road Commissioners for Crawford County supports the application to the Michigan Department of Transportation for Local Bridge Program Funding for "North Down River Road over Big Creek" located in Lovells Township and that we are committed to funding the local share.

Supported by Commissioner Jones. Roll Call: Larson absent, Hanson yea, Jones yea, Summers yea, and Halstead yea. Motion Carried.

**OLD BUSINESS:**

**Seasonal Requirements Bid opening**: **Aggregates -** It was moved by Chairman Halstead and supported by Commissioner Jones to accept all Aggregate bids and authorize the Road Commission Staff to purchase in the best interest of the Crawford County Road Commission. Roll call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea, Motion Carried

**Seasonal Requirements Bid opening**: **Corrugated Metal Pipe and Corrugated Plastic Pipe -** It was moved by Commissioner Hanson and supported by Commissioner Jones to accept all Culvert bids and authorize the Road Commission Staff to purchase in the best interest of the Crawford County Road Commission. Roll call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea, Motion Carried

**Seasonal Requirements Bid opening**: **Hot Mix & Cold Patch Asphalt -** It was moved by Chairman Halstead and supported by Commissioner Jones to accept all Asphalt bids and authorize the Road Commission Staff to purchase in the best interest of the Crawford County Road Commission. Roll call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea, Motion Carried

**Seasonal Requirements Bid opening: Asphalt Emulsions** - It was moved by Chairman Halstead and supported by Commissioner Jones to accept all Emulsion bids and authorize the Road Commission Staff to purchase in the best interest of the Crawford County Road Commission. Roll call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea, Motion Carried

**Seasonal Requirements Bid opening: Hot Melt Crack Filler Materials -** It was moved by Chairman Halstead and supported by Commissioner Jones to accept all Crack Filler bids and authorize the Road Commission Staff to purchase in the best interest of the Crawford County Road Commission. Roll call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea, Motion Carried

**Rest Area Epoxy Bid opening**: It was moved by Chairman Halstead and supported by Commissioner Jones to accept all bids. Bid results shall be forwarded to MDOT for their review and recommendation for award at the next regular meeting. Roll call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea, Motion Carried

**CLOSED SESSION:**  Pursuant to the Open Meetings Act allowing for closed session to privately discuss with the Road Commissions attorney as permitted under section 8(h) of the OMA, which provides that “a public body may meet in a closed session, to consider material exempt from discussion or subject attorney-client privilege.; to consult with the Road Commissions attorney regarding a Cease-and-Desist Letter. It was moved by Chairman Halstead at 5:00 p.m. to enter Closed Session to discuss. Supported by Commissioner Hanson. Roll Call: Larson absent, Hanson yea, Jones yea, Summers yea, and Halstead yea. Motion Carried.

It was moved by Chairman Halstead at 5:16 p.m. and supported by Commissioner Hanson to move back into regular session. Roll Call: Larson absent, Hanson yea, Jones yea, Summers yea, Halstead yea. Motion Carried.

After considering the opinion of the Road Commissions attorney it was moved by Chairman Halstead and supported by Commissioner Jones to direct Legal Counsel to proceed with sending a Cease-and-Desist Letter to Road Commissioner Ronald Larson. Roll Call: Larson absent, Hanson yea, Jones yea, Summers yea, Halstead yea. Motion Carried.

**MANAGINIG DIRECTOR COMMENTS:**

Managing Director Babcock met with Beaver Creek’s Township Supervisor, Dan Bonamie, and members of the Fox Run Association 02/15/2023; to discuss the possible resurfacing of Fox Run Estates. If the project moves forward an agreement would be drafted to define the conditions of the Township financing the entire project and the Road Commission would commit existing and future allocations to the project until the Road Commission contributes no more than 50% of the completed project cost.

**COMMISSIONER’S COMMENTS:**

Commissioner Larson – Absent.

Commissioner Summers – None

Commissioner Hanson – None

Commissioner Jones – None

Chairman Halstead – None

There being no further business to come before the Board Chairman Halstead declared the meeting adjourned at 5:26 p.m.

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**Ryan Halstead, Chairman Kaitlyn Carlson, Administrative Clerk**