

MINUTES OF REGULAR MONTHLY MEETING

Monday, September 17, 2018 – 1:30 p.m.

The regular monthly meeting of the Board of County Road Commissioners of Houghton County, Michigan, was held at the office in Ripley, Hancock, Michigan, on Monday, September 17, 2018 at 1:30 p.m.

PRESENT: William H. Siler Chairman  
Kenneth A. Rowe Vice Chairman  
Gene Londo Member  
Kevin P. Harju County Engineer  
Robert P Tarvis Jr Secretary  
Gretchen Janssen County Commissioner

GUESTS: Louis Sullivan Laird Township, Dale Peterson Chassell Township, Mary Sears Franklin Township.

Gravel Bid Opening Guests: Brian Bonen B&B Contracting, Brian Sickler Mohawk S&G, Amy Moyle GLM

The meeting was called to order by the chairman, William H. Siler, at 1:30 PM

Moved by Mr. Londo and supported by Mr. Rowe, to open up to a public hearing to discuss the 2018-2019 budget.

Motion Carried.

Kevin P. Harju explained to the board the 2018-2019 budget summary, and amendment #1 to the original 2017-2018 budget.

Moved by Mr. Londo and supported by Mr. Rowe, to close the public hearing at 1:44 p.m., as no comment from the public was offered.

Motion Carried.

Moved by Mr. Rowe and supported by Mr. Londo, to approve payment of bills and payrolls in the amount of \$1,513,147.85, covered by vouchers #17/18-69, #17/18-72, and #17/18-74, and payroll vouchers #17/18-70, #17/18-71 and #17/18-73. Also to approve the minutes of the August 20, 2018 monthly meeting

Motion Carried.

Correspondence was read and discussed.

Moved by Mr. Rowe and supported by Mr. Londo, to enter into C.E. Agreements with U.P. Engineering and Architects, OHM and Traverse Engineering do to the flood emergency.

Motion Carried.

Moved by Mr. Londo and supported by Mr. Rowe, to approve Amendment #1 to the 2017-18 Budget

Motion Carried.

Moved by Mr. Londo, supported by Mr. Rowe, that the 2018-2019 Houghton County Road fund general appropriation act be approved as follows:

1. The County Road Commission engineer is designated chief administrative officer and the office manager is designated fiscal officer.
2. The chief administrative officer and fiscal officer are both authorized to transfer up to 25 percent of a line item amount approved in the General Appropriation Act to another line item without prior approval, but subject to approval of the Board of County Road Commissioners at their next board meeting.
3. The expenditure amount approved in the General Appropriations Act for Distributive Expense shall be allocated to the various other expenditure line items in the same proportion as the allocation of actual Distributive Expense at year end.
4. The sum of up to 30 percent (30%) of the total funds allocated to the Primary Road system for the year 2017-2018 be transferred to the Local Road system.

Motion approved by roll call vote, 3 yeas, 0 nays.

Motion Carried.

Moved by Mr. Londo and supported by Mr. Rowe to authorize Kevin Harju to sign the P.A. 51 Compliance Certification Form.

Motion Carried.

Moved by Mr. Rowe and supported by Mr. Londo to accept the P.A. 506 Compliance Report

Motion Carried.

Moved by Mr. Rowe and supported by Mr. Londo to authorize Kevin Harju to sign the FEMA Alternative Procedures for Direct Administrative Costs Policy Form.

Motion Carried.

Moved by Mr. Londo and supported by Mr. Rowe to offer the Payroll Clerk Position to Lori Budweg starting at \$20 per hour for a 90 day probationary period. After 90 days pay would remain the same if Health Insurance is taken otherwise pay would increase to \$22 per hour.

Motion Carried.

Moved by Mr. Londo and supported by Mr. Rowe to hire William Heikkinen Jr for the Elo garage H.E.O. position.

Motion Carried.

Moved by Mr. Londo and supported by Mr. Rowe to hire 6 (3 Ripley, 2 Calumet, 1 Alston) seasonal equipment operators for the upcoming winter.

Motion Carried.

Moved by Mr. Londo and supported by Mr. Rowe to authorize Kevin Harju to sign the MERS HCSP Participation Agreement.

Motion Carried.

Moved by Mr. Rowe and supported by Mr. Londo to hire UPEA to perform engineering work on local roads which include Pewabic Street, Lower Massie Road and Coal Dock Road based on their Statement of Qualifications and the flood emergency.

Motion Carried.

Move by Mr. Londo and supported by Mr. Rowe to hire OHM to perform engineering work on local roads which includes Old Mill Road, Second Street (Ripley) and Coles Creek Road based on their Statement of Qualifications and the flood emergency.

Motion carried.

Moved by Mr. Rowe and supported by Mr. Londo to authorize Kevin Harju to sign annual agreement with Guardian Pest Control

Motion Carried

Moved by Mr. Rowe and supported by Mr. Londo to adjourn the meeting at 2:30 PM, there being no further business.

Motion Carried.