

January 7, 2020

The organizational meeting of the Board of County Road Commissioners of Leelanau County was called to order by Finance Manager/Secretary to the Board Joe Nedow at 1:00 p.m. on Tuesday, January 7, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Board members John Popa, Jim Calhoun Robert Joyce, Tom Eckerle, Greg Mikowski, Manager Justin Kelenske and Finance Manager/Secretary to the Board Joe Nedow. Guests were present.

Nedow called for nominations for Chairman.

Motion by Eckerle, supported by Mikowski to nominate Robert Joyce for Chairman of the Board of County Road Commissioners of Leelanau County for the ensuing year.

Ayes: Joyce, Popa, Calhoun, Eckerle and Mikowski. Nays: none. - Motion is hereby approved.

Nedow then turned the meeting over to Joyce.

Nominations for Vice-chairman:

Motion by Joyce, supported by Eckerle to nominate Greg Mikowski for Vice-chairman of the Board of County Road Commissioners of Leelanau County for the ensuing year.

Ayes: Joyce, Popa, Calhoun, Eckerle and Mikowski. Nays: none. - Motion is hereby approved.

Staff appointments:

Manager:

Motion by Popa, supported by Calhoun to appoint Justin Kelenske as Manager of the Leelanau County Road Commission for the ensuing year.

Ayes: Joyce, Mikowski, Calhoun, Popa and Eckerle. Nays: None. - Motion is hereby approved.

Secretary to the Board:

Motion by Popa, supported by Calhoun to appoint Joel Nedow as Secretary to the Board of the Leelanau County Road Commission for the ensuing year.

Ayes: Joyce, Mikowski, Calhoun and Popa. Nays: Eckerle. - Motion is hereby approved.

2020 Meeting Schedule:

Staff provided a proposed meeting calendar showing meeting scheduled for the first and third Tuesday of each month. The document includes a sentence at the bottom stating all meetings start at 1:00 p.m. unless noted otherwise.

Discussion: Comments were offered by Eckerle and Joyce supporting the continuation of quarterly night meetings. Popa offered his thoughts listing reasons why he does not support Eckerle and Joyce's comments. Mikowski stated he had agreed to try quarterly night meetings for one year to see if there was an increase in meeting attendance before deciding whether or not to continue them. He then stated he does not see the need to continue them but suggested he would support holding a night meeting to accommodate someone wanting to meet with Board who could not otherwise attend during the day.

Motion by Popa supported by Calhoun to approve the 2020 Leelanau County Road Commission regular meeting calendar with meetings scheduled on the first and third Tuesdays of each month starting at 1:00 p.m. unless noted otherwise.

Ayes: Popa, Calhoun and Mikowski. Nays: Joyce and Eckerle. - Motion is hereby approved.

Eckerle then asked about the possibility of re-scheduling the January 21st regular meeting as a night time meeting. Nedow informed him that a motion could be made during today's meeting to change the start time. However, no motion was offered.

Board Rules:

Staff provided a revised draft that included the suggested change allowing those in attendance to interact with Board members provided the communication is channeled through the Chairman provided the discussion is deemed necessary to work toward a resolution of a request or provide Board members with additional information.

Motion by Mikowski, supported by Eckerle to adopt the revised Board Rules as presented by staff.

Discussion: None.

Ayes: Joyce, Mikowski, Calhoun, Popa and Eckerle. Nays: None. - Motion is hereby approved.

Joyce then closed the Organizational meeting.

Agenda: approved as presented.

Vouchers 42226 thru 42258 in the amount of \$238,984.52 - approved.

Minutes from the December 17, 2019 regular meeting - approved.

Public Comments: None.

Communication items: None.

Appointments: None.

Management Reports:

-South Shore Drive: Kelenske has been in contact with Suttons Bay Village and Suttons Bay Township to solicit funds to help pay for fixing the severe shoreline erosion that is threatening the road. All impacted property owners have been contacted and necessary permissions secured. In addition, EGLE (formerly DEQ) has been contacted. The work is being done in-house, starting with removing trees along the shoreline so that our crew can start grading and installing stone. Kelenske anticipates this project to be completed relatively soon.

Lee Point Road: Because of manpower constraints and the need to expedite repairs, Kelenske chose to out-source this project. Estimates from three contractors were requested and received, with Kal Excavating submitting the lowest bid and is able fit this project into their schedule with work commencing when the stone is delivered.

High water levels are also having a negative impact on our interior roads. Kelenske is working with the National Park Service and the DNR to address the high water table caused by beaver activity between Narada Lake and Port Oneida Road. Unless something is done soon, water will continue to rise that could lead to closing roads in that area due to flooding.

New employee Nathan Ward and seasonal employee James Wendals were recently hired.

Kelenske provided a list of proposed road projects for this summer. Prepared by Engineer Tech Moore, this list provides detailed information for each proposed project, including estimated asphalt, emulsion and seal coat aggregate costs and timing when the projects are scheduled to begin. Moore explained that he and Kelenske anticipates the asphalt prices shown on this report are overstated and that he and Kelenske anticipates lower asphalt prices because they are requesting a different asphalt mix that is commonly used by other road agencies and because we are seeking paving bids much earlier this year.

Eckerle inquired whether there are sufficient funds for all the projects proposed. Popa asked whether the project list is prioritized and complimented staff for providing this list and for requesting asphalt bids early this year.

Cost share agreement: Village of Suttons Bay – S. Shore Drive:

Kelenske reported approximately 1/3 of the eroded shoreline on S. Shore Drive is within the Village of Suttons Bay's boundary. As such, the Village is being asked to contribute \$38,000.00 for their portion. The remaining cost is to be absorbed by the Road Commission with possible financial assistance from Suttons Bay Township. Kelenske stated that he received verbal assurances from Village Manager Larrea for the amount requested, pending his board's approval which is expected to happen during a special meeting scheduled for this evening. Kelenske is asking the Board to approve a cost share agreement with the Village of Suttons Bay who in turn is expected to execute the document.

Motion by Calhoun, supported by Popa to approve a cost-share agreement with the Village of Suttons Bay for emergency erosion repairs to that portion of S. Shore Drive within the Village limits. The cost of the project is estimated to be \$107,000.00 with the Village providing \$38,000.00 for their share, upon completion of the work on or around February 1, 2020.

Discussion: Eckerle asked for clarification as to Suttons Bay Township's financial obligation is for this project. Kelenske informed him that the Township has no financial obligation in this matter because the issue has to do with the road right of way and not any Township property. Even though, Kelenske reported the Township has expressed interest in contributing what funds they have available to help defray some of the cost. Kelenske will be contacting Bingham Township to see if they have funds they could contribute for fixing the Lee Point Road erosion.
Ayes: Joyce, Mikowski, Calhoun, Popa and Eckerle. Nays: None. – Motion is hereby approved.

Discuss Manager's review:

Requested by Popa, who suggested the Board should consider performing a review on Kelenske this coming May and to consider what measurements the Board should use when conducting the review. No action was requested at this time.

Request by Fleet Manager to approve MiDeal quote: 3-cab & chassis trucks:

Fleet Manager Albrecht provided a written recommendation asking the Board to approve purchasing three (3) 2020 Chevrolet 3500 gasoline powered cab and chassis trucks thru the MiDeal program as quoted by Berger Chevrolet for \$28,339.00 each with a combined cost of \$85,017.00. The acquisition was planned for in the 2020 capital acquisition budget. In his report, Albrecht stated the new units are replacing two aging trucks in the fleet and one truck with a bad engine that was disposed.

Motion by Calhoun, supported by Popa to accept the MiDeal quote offered by Berger Chevrolet to purchase three (3) cab and chassis trucks for \$28,339.00 each, for a combined cost of \$85,017.00.

Discussion: Popa asked why the prices listed on this request is slightly higher than what was originally requested in last week's meeting packet he had received. Albrecht explained the new price reflects the inclusion of splash guards and an extra key for each truck which were not included with the previous version sent to the Board.
Ayes: Joyce, Mikowski, Calhoun, Popa and Eckerle. Nays: None. – Motion is hereby approved.

Public Comments: Village of Suttons Bay Manager Rob Larrea stated he expects the cost share agreement should be approved without any difficulty, and he thanked Kelenske for his efforts in expediting repairs to the S. Shore Drive shoreline.

Commissioner comments:

Mikowski expressed concerns that roads were slushy after Sunday's snowfall. Joyce echoed Mikowski's comments and suggested management should consider starting the men earlier on weekends to ensure snow does not become hard packed on the roads. Eckerle also offered his thought on this subject, stating middle management needs to do a better job with weekend patrol.

When Kelenske offered to explain what had transpired Sunday that resulted in the slushy conditions Mikowski mentioned, Joyce declined.

Popa thanked staff for the excellent job on compiling the road project list and for taking the initiative in seeking paving bids early this year.

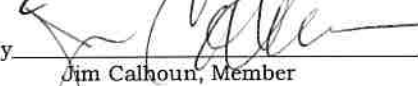
Calhoun offered his thoughts that the Board should pursue encouraging Grand Traverse County to complete the Bugai Road extension.

With no more business to conduct, Joyce adjourned the meeting at 1:40 p.m.

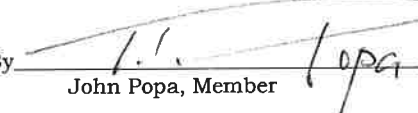
BOARD OF COUNTY ROAD COMMISSIONERS
OF LEECLANAU COUNTY

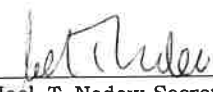
By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice Chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to
the Board

January 21, 2020

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, January 21, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Robert Joyce, Members Jim Calhoun, John Popa and Tom Eckerle. Member Greg Mikowski was absent. Also present: Manager Justin Kelenske, Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Guests were present.

Agenda: approved as presented.

Vouchers 42259 thru 42303 in the amount of \$146,598.87 – approved.

Minutes from the January 7, 2020 organizational/regular meeting – approved.

Public Comments: None.

Communication items: None.

Appointments: None.

Management Reports:

-South Shore Drive: Kelenske reported that weather permitting, crews have been on-site working on grading the shoreline and placing quarry stone along with water's edge. This has been an ongoing project, with work proceeding when crews are not busy plowing snow.

Lee Point Road: Kal Excavating started this project on January 15th and is making good progress. Most of the work will be performed from the bottom of the bluff leaving the road to the motoring public during construction. Kelenske anticipates this project will be completed within two weeks.

Reynolds Street lawsuit: Bill Henn, the attorney hired by the Michigan County Road Commission Self Insurance Pool to represent our interests has recently informed Kelenske that the lawsuit filed in U. S. District Court has been dismissed. The plaintiffs in this case have been working with Leland Township's attorney to help create a township ordinance that would address their concerns. However, Henn reported this process has failed and he is waiting to see if the case will be re-filed in Leelanau County Circuit Court.

Kelenske also received a request from Dave and Susan Secord to inquire about the possibility of upgrading D. H. Day Main and Pine Haven Roads from seasonal to all-season status so that the Road Commission would provide snowplowing service during the winter months. The Secords were informed of the Road Commission policy that 100% of the cost to upgrade a seasonal road must be provided by the township or from other sources and suggested they refer their request to Glen Arbor Township for consideration.

Bids were opened on January 16, 2020 for a steel double drum asphalt roller. Based upon the bids received, the decision was made to accept the bid for a used 2018 Volvo DD15 39.4" roller with 250 machine hours for \$14,500.00. Kelenske stated that doing so would eliminate the need to rent a roller for smaller asphalt projects such as culvert replacements.

Bids for asphalt projects are scheduled to be opened and read on January 27th at 10:00 a.m. This year's annual material bids are due on February 12th that includes seal coat aggregate, brine, road gravel and winter sand, and highway painting.

Eckerle asked if there is sufficient slag stockpile on hand to prevent delaying the start of this summer's seal coat operation or if more stone is needed. Kelenske responded there is a sufficient stockpile on hand to start but more is needed.

Kelenske then turned the discussion over to Engineer Tech Moore, who answered several questions about the "new" asphalt specifications requested and the rationale for migrating away from the traditional "letter mix" that had been used. Moore expressed his opinion that the asphalt specifications requested is a blend widely used by state and county road agencies in their paving projects. As such, since the asphalt plant will no longer have to shut down to change over their operations to accommodate an asphalt blend that is seldom used, Moore anticipates receiving lower asphalt prices. When asked how much, Kelenske stated he will know when the bids are opened and read on January 27th.

Kelenske will be attending another Ironman planning meeting in Traverse City on February 24th to discuss next year's event.

In regards to the roads on South Manitou Island, Kelenske announced his intent to include this topic on next meeting's agenda for discussion. The National Park Service had asked Kelenske if the Road Commission would survey the roads on the island to clarify which ones are public and which are not. Kelenske would like the Board's input on how he is to proceed. Popa questioned if anyone from the Park Service would be present next meeting to which Kelenske replied they had not been invited because the proposed discussion does not alter what they are asking.

New employee Michael McDonald recently started at the Maple City garage.

Nedow provided a year-end summary and comparative schedule of fuel usage for 2019 that includes fuel sold to other county governmental and non-profit entities.

Cost share agreement: Suttons Bay Township – S. Shore Drive:

Motion by Popa, supported by Calhoun to approve a cost-share agreement with Suttons Bay Township to fund emergency erosion repairs on S. Shore Drive in partnership with the Village of Suttons Bay and the Leelanau County Road Commission. Suttons Bay Township hereby agrees to contribute \$34,861.00 payable in two installments. The first payment of \$21,000.00 is due upon completion of the work, with the second installment of \$13,861.00 due in Suttons Bay Township's fiscal 2020 year, on or around April 15, 2020.

Discussion: None.

Ayes: Joyce, Calhoun, Popa and Eckerle. Nays: None. Absent: Mikowski. – Motion is hereby approved.

Cost share agreement: Bingham Township – Lee Point Road erosion:

Motion by Calhoun, supported by Popa to execute a cost-share agreement with Bingham Township to help fund emergency erosion repairs on Lee Point Road in partnership with the Leelanau County Road Commission. Bingham Township hereby agrees to contribute \$12,500.00 toward the \$68,500.00 cost which is due upon completion of the work, on or around January 27, 2020.

Discussion: None.

Ayes: Joyce, Calhoun, Popa and Eckerle. Nays: None. Absent: Mikowski. – Motion is hereby approved.

Request to approve MiDeal quote: equip three cab & chassis trucks:

Kelenske stated that last meeting, the Board had approved a request to purchase three cab & chassis truck and this request is to equip them. Fleet Manager Albrecht obtained a MiDeal quote from Truck & Trailer Specialties which he is submitting to the Board for approval.

Motion by Calhoun, supported by Popa to accept the MiDeal quote offered by Truck & Trailer Specialties to equip three (3) cab and chassis trucks for \$18,891.00 each, for a combined cost of \$56,673.00.

Discussion: None.

Ayes: Joyce, Calhoun, Popa and Eckerle. Nays: None. Absent: Mikowski. – Motion is hereby approved.

Public Comments: None.

Commissioner comments:

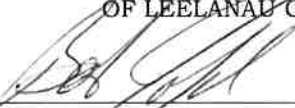
Popa: asked if Kelenske is going to ask the Board to accept the roller bid during the next meeting. Per Kelenske, the quote selected is under \$15,000.00 and does not require Board approval per the Road Commission's Purchasing Policy. Popa also asked questions about the asphalt mixture staff is planning on using this summer. Popa also suggested staff should prepare letters to Bingham and Suttons Bay Township thanking them for their contributions for the Board to sign at the next meeting.


Calhoun: echoed Popa's compliment for the job the road crews did clearing the heavy snowfall from the roads this past weekend.


No comments were offered by Eckerle or Joyce.


With no more business to conduct, Joyce adjourned the meeting at 1:21 p.m.


BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

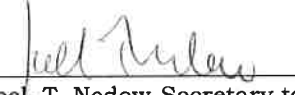
By 
Bob Joyce, Chairman

By 
~~Greg Mikowski, Vice-chairman~~
Absent

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to
the Board

February 4, 2020

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, February 4, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Robert Joyce, Members Jim Calhoun, John Popa and Tom Eckerle. Member Greg Mikowski was absent. Also present: Superintendent Dave Priest and Finance Manager/Secretary to the Board Joe Nedow. Guests were present.

Agenda: approved as presented.

Vouchers 42304 thru 42329 in the amount of \$114,427.29 – approved.

Minutes from the January 21, 2020 regular meeting.

Motion by Popa, supported by Eckerle to include the following sentence on the January 21, 2020 meeting minutes under Management Report – Kelenske in regards to anticipated asphalt prices: “When questioned by Eckerle about the savings Moore anticipates receiving from changing the asphalt specifications from a “letter mix” to a super-pave mix, Moore responded that the bids should reflect an \$8.00 per ton price reduction.”

Discussion: None.

Ayes: Joyce, Popa, Calhoun and Eckerle. Nays: None. Absent: Mikowski. – Motion is hereby approved.

Public Comments: None.

Communication items: Letters drafted by staff for Board member signatures thanking Suttons Bay Township Board (S. Shore Drive shoreline restoration) and Bingham Township Board (Lee Point Road embankment restoration) for their generous financial contributions to help offset some of the Road Commission’s emergency repair costs.

Appointments: None.

Management Reports:

Superintendent Priest provided a report for ongoing projects. The last of the rocks and fabric have been placed at South Shore Drive with minor grading and seeding left to be done this spring. Lee Point Road embankment restoration has been completed which also will be seeded this spring. Work crews will be hauling accumulated snow piles out of various villages during the next few days as well as cutting dead trees along various county and state roads throughout the region.

Popa stated his preference of having a written Manager’s report for the Board to review regardless if the Manager was present or not.

Nedow reported the following:

-Teamsters Local Union No. 214 representative Robert Donick sent a letter dated January 21, 2020 notifying Kelenske that they are ready to begin negotiations for a new agreement. Nedow explained that the next step is for the Board to schedule a closed meeting with the Road Commission’s labor attorney to discuss negotiation strategy. Nedow suggested the attorney is available for the February 18th regular meeting but not for any of the March meeting dates. After further discussion, Joyce stated that he would contact Mikowski before letting Nedow know if the February 18th meeting date would be feasible.

-Nedow informed the Board the Janko/Joyes Family Trusts vs Leland Township and the Leelanau County Road Commission lawsuit was re-filed in the 13th District Court on December 17, 2019. However, the Road Commission or our attorney has not been officially served as of today’s date.

-Nedow reported receiving notice that the Road Commission’s group dental insurance provider, The Standard, is raising premiums 11.0% as of March 1, 2020. Staff has been in contact with our insurance representative who located a similar dental plan with Delta Dental that has attractive premium rates. If selected, employees with single coverage would see a potential savings of \$6.41 per month and those with two-person/family would see a potential savings of \$22.03 per month over the renewal rate of the existing plan. Because the current union agreement states selecting the dental insurance carrier and plan would be a joint decision, Kelenske had sent a letter to the union representatives informing them of proposal and if accepted, staff would then ask the Board to likewise approve the change.

-Kelenske and Nedow will be meeting with the Leelanau County Executive Board on February 11th to ask the County to include the millage renewal on the August 4, 2020 Primary ballot and to provide a report summarizing the Road Commission’s 2019 activities.

2020 asphalt paving bids:

Bids for this year’s paving projects were opened and read on January 27, 2020 at the Suttons Bay office. The results are as follows:

Vendors:	<u>Elmers</u>	<u>Rieth-Riley</u>	<u>Molon</u>
<u>Projects:</u>			
-Schomberg/Overby/Gauthier Roads:	\$141,708.00	\$173,460.00	\$125,224.40
-Townline Road:	236,340.00	282,600.00	231,444.00
-CR 633 (Jacobson Road):	295,700.00	340,910.00	270,567.60
-Lingaur/Popp Roads:	181,875.00	235,625.00	165,802.50
-East Kasson Road:	162,450.00	191,500.00	157,175.00
-CR 616 (Alpine Road):	96,145.00	114,905.00	86,501.00
-Newman Road:	52,487.50	63,700.00	42,212.50
-Kabot Road:	47,066.00	60,830.00	45,408.50
-Lautner/Solon Road:	<u>138,687.00</u>	<u>170,835.00</u>	<u>137,482.20</u>
Grand totals:	\$1,352,458.50	\$1,634,365.00	\$1,261,817.70

After discussion, no action taken pending a report/recommendation from Kelenske on the bids received. When Eckerle stated he did not understand why the tonnage prices varied between projects. Molon General Manager Brad Sepell who was in attendance, offered an explanation how his bid prices were developed.

Public Comments: None.

Commissioner comments:

No comments offered by Joyce or Popa. Calhoun expressed his appreciation to the plow crews and stated he is satisfied with how the roads have been plowed these past several weeks.

Eckerle sated he had questions regarding the large disparity between the bids Kelenske had obtained for repairing the embankment erosion on Lee Point Road. He asked for this topic to be included on the February 18th meeting agenda.

He also asked if there is anything that can be done to make upcoming meeting agendas available to those members of the public that do not have internet access. Nedow offered some possible suggestions, and Leelanau Enterprise reporter Eric Carlson stated the Road Commission currently meets the meeting posting requirements laid out in the Michigan Open Meetings Act. Eckerle asked that this topic too be included on the next meeting's agenda.

Popa stated he did not feel it appropriate for Eckerle and Nedow to engage in a two-way dialog during Commissioner Comments and any discussion should be postponed until the topic is on the agenda for general discussion.

With no more business to conduct, Joyce adjourned the meeting at 1:29 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Bob Joyce
Bob Joyce, Chairman

By Absent
Greg Mikowski, Vice-chairman

By Jim Calhoun
Jim Calhoun, Member

By Tom Eckerle
Tom Eckerle, Member

By John Popa
John Popa, Member

Attest: Joel T. Nedow
Joel T. Nedow-Secretary to
the Board

February 18, 2020

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, February 18, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also present: Manager Justin Kelenske, Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Guests were present.

Agenda: approved as presented.

Vouchers 42330 thru 42372 in the amount of \$140,069.36 – approved.

Minutes from the February 4, 2020 regular meeting approved as presented.

Public Comments: Northport Public School student Hayden Gregg presented a copy of his senior project to the Board. Gregg elected to collect signatures on a petition requesting Onomonee Road be improved that he is planning to present to the Leelanau Township Board for their consideration. Greggs stated he decided on Onomonee Road after driving several township roads and also on his step-father's recommendation who is an EMT for Leelanau Township. Kelenske mentioned that he had spoken to Gregg previously and provide him with guidance as to how road improvement requests are channeled through the Township Boards who in turn submit the request to the Road Commission. Popa offered several suggestions and advised Gregg to get with staff to come up with a cost estimate which would accompany his petition when given to Leelanau Township. The Board expressed their appreciation to Greggs for his efforts.

Molon Asphalt representative Brad Sepell stated that at the February 4th meeting, Eckerle had asked why the unit prices for asphalt varied. While Sepell had provided a brief oral response at that time, he brought documents that provides additional information to expand upon what he had previously provided. He informed the Board that while Molon had purchased the assets of ATP Precision Paving, they are in no way associated with that company which impacted their ability to obtain jobs. Last year, Molon won the bid for Kalkaska County Road Commission, completing three jobs which KCRC Manager John Rogers had expressed his satisfaction with the quality of the work done. Sepell also mentioned receiving the same positive endorsement from Manistee County Road Commission and from the Village of Thompsonville.

Communication items: None.

Appointments: None.

Management Reports:

Kelenske reported having several conversations with the National Park Service staff and with individual board members about visiting South Manitou Island along with all stakeholders to inspect the condition and location of the roads so that the Board can make an educated decision on the future of the island's road system. After discussion, Kelenske was instructed to check on the availability of transport over to the island before deciding on a date.

In regards to next year's Ironman race, Kelenske attended a planning meeting on January 24th where the race organizers presented an alternative route for the bike portion of the event. The new proposed route changed, including the bikes traveling west on M-72 and east on Cedar Run Road. In addition, some of the cut-off points are proposed to be adjusted to help minimize the how long M-72 would be shut down.

However, it was brought to Kelenske's attention that during a recent meeting with the Almira Township Board, the race organizers presented a different proposed race route that would eliminate that portion of M-72 within Leelanau County and shift the course on Cedar Run road in Grand Traverse and Benzie Counties.

Proposed MDOT M-204 bridge reconstruction project in Lake Leelanau: MDOT recently notified Kelenske of this project which is proposed to start March 30, 2020 with the expectation to be completed by July 18th. The work is to be done in three phases; the first phase would remove the decking on the south side of the bridge; then move on to the north side and finally milling and restoring the road way that was gapped out during last year's paving project. MDOT anticipates vehicle traffic will be maintained at all times utilizing a temporary traffic light with no hindrance to boaters traversing under the bridge.

Popa asked Kelenske to contact MDOT to find out what they are planning to do with the monument marker on the current structure to verify it would be reinstalled in the same place and the same elevation. Popa stated a lot of measurements are based upon this marker and he is concerned that is ought to be put back in the same spot when the reconstruction project is completed. Kelenske stated he would contact MDOT and relay Popa's concerns.

Award asphalt bids opened and read January 27th:

In his Manager's report, Kelenske listed reasons why he is recommending the Board accept the paving bids provided by Molon Asphalt Inc.

Kelenske acknowledged Molon may not have a long track record when compared to the other two contractors, he has learned that the company has a good reputation in this area which has been verified when he contacted Kalkaska County Road Commission and spoke to their manager. He also pointed out that while it is not always prudent to accept the lowest bid submitted, doing so in this case would help ensure that next year's asphalt bids are competitive from the other contractors.

Popa asked if there will be additional quality testing of the material, both at the asphalt plant and on the job site. Kelenske acknowledged there would be additional testing done and Molon Asphalt representative Sepell stated his company utilizes the same engineering firm, Gosling-Czubak that the Road Commission contracts with.

Motion by Calhoun, supported by Mikowski to accept the bids submitted by Molon Asphalt Inc for the Leelanau County Road Commission's 2020 paving projects.

Discussion: None.

Ayes: Joyce, Mikowski, Calhoun, Popa and Eckerle. Nays: None. – Motion is hereby adopted.

Lee Point Road embankment project quote:

Requested by Eckerle, Kelenske explained the plans for this work were prepared by Gosling-Czubak Engineering and was made available to all contractors who quoted this project.

General discussion: increase circulation of upcoming meeting agendas for those without internet:

Eckerle stated 30% of County residents do not have internet access, and he is looking for ways to increase the availability of our meeting agendas for those who might be interested in the topics scheduled to be discussed at the Board meetings. Discussion ensued. Nedow reported he posted the agenda for today's meeting on our Facebook account the previous week to see if the post generates any interest and also post a copy of the agenda at the Maple City garage. Staff will continue to explore other possible options to post upcoming meeting agendas within the County.

Schedule special meeting: discuss labor contract negotiation strategy with Road Commission corporate counsel:

Popa requested this topic be added to the agenda as he would like to see this meeting happen sooner than later. Joyce reminded Popa that our attorney would not be available in March and suggested a meeting for early April. After further discussion, Kelenske will check with the attorney's schedule to determine what date works best before scheduling a meeting.

Award 2020 Annual Materials bids:

In his Manager's report, Kelenske informed the Board due to last summer's 34CS slag shortage, staff included an alternative 25A slag material that was tested last summer successfully that is more readily available at a lower price than the 34CS slag. As such, he is recommending accepting the bid for 25A slag provided by Team Elmers who was the low bidder. In addition, he is recommending accepting the brine bid tendered by Beckman Production; the highway painting bid provided by P. K. Contracting, and the aggregate bid provided by Team Elmers (all low bidders).

Motion by Popa, supported by Calhoun directing staff to award the 2020 annual materials bids that would be in the best interests of the Leelanau County Road Commission.

Discussion: Eckerle asked whether the wear index of the 25A slag to similar to the 34CS slag gradation. Kelenske confirmed that both materials are slag products and have similar wear and performance characteristics.

Ayes: Joyce, Mikowski, Calhoun, Popa and Eckerle. Nays: None. - Motion is hereby adopted.

Resolution 20-1: request to Governor/legislature to declare the State of Michigan shoreline as a disaster area eligible for federal assistance.

Kelenske reported several other governmental agencies, in an effort to find federal assistance to combat erosion, have adopted similar resolutions asking that the State of Michigan shoreline be declared a disaster area.

Motion by Calhoun, supported by Mikowski to adopt Resolution 20-1 which reads as follows:

WHEREAS, record high water levels as well as the bays and rivers connected to them, have contributed toward major erosion on beaches and shorelines across the State of Michigan during high water levels and currently throughout 2019; and

WHEREAS, it is anticipated that the Michigan winter with ice flows and jams will continue to worsen the already bad situation throughout the Great Lakes; and

WHEREAS, the Leelanau County Road Commission, Leelanau County, MI, has experienced the impacts of storms, high water, and wind driven wave action that are causing severe erosion of the shoreline as well as related infrastructure damage; and

WHEREAS, the public trust doctrine states that the sovereign holds in trust, for the public use, the resources such as the shoreline regardless of private property ownership; and

WHEREAS, the 3,288 miles of shoreline in the State of Michigan must be protected as referred to in the Public Trust Doctrine; and

WHEREAS, the Great Lakes are the State of Michigan's economic and property value driver for the tax base along the shoreline and connecting tributaries; and

WHEREAS, the conditions of the Great Lakes shoreline effects businesses and the tourism industry by limited access to the beaches; the loss of property along the shoreline directly affects the local, county, and state tax base; and the effects on municipal water systems and the inland water levels throughout the state are all impacted.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Leelanau County Road Commission requests that the Governor of the State of Michigan along with the State Legislature declare the State of Michigan shoreline as a disaster area, and seek assistance from Congress and the President of the United States for this devastating situation which has an impact statewide.

Roll call vote: Mikowski - aye; Joyce - aye; Popa - aye, Calhoun - aye and Eckerle - aye. Resolution 20-01 is hereby adopted.

Public Comments: None.

Commissioner comments:

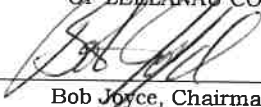
No comments were offered by Joyce, Mikowski or Eckerle.

Popa provided reasons as to why he feels it is important for the Road Commission to continue safeguarding the South Manitou Island roads and for the Board to pursue plans to inspect the island roads in person this spring.

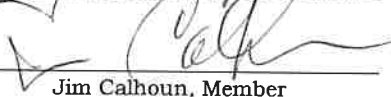
Calhoun offered his appreciation to Brad Sepell for providing the Board with a written explanation the various elements comprising the Molon Asphalt paving bids.

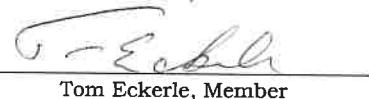
With no more business to conduct, Joyce adjourned the meeting at 1:36 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY


By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to
the Board

March 3, 2020

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, March 3, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also present: Manager Justin Kelenske, Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Guests were present.

Agenda: approved as presented.

Vouchers 42373 thru 42396 in the amount of \$225,189.12 – approved.

Minutes from the February 18, 2020 regular meeting approved as presented.

Public Comments: None.

Communication items: None.

Appointments: None.

Management Reports:

Kelenske reported that:

-Crews have been busy working on normal winter maintenance activities such as plowing snow, cutting dead and fallen trees in the right of way and patching pot holes. They have also been pushing snow banks back at intersections to improve vision and cutting relief openings to help the melting snow drain easier.

-seasonal weight restrictions were imposed as of 7:00 a.m. Monday March 2nd.

-The boiler that heats the Maple City garage failed and had to be replaced with a more efficient natural gas unit. The fluorescent lights at both garages were also recently replaced with more efficient LED fixtures. The Fleet Manager was able to partner with Consumers Energy and E3 out of Traverse City to secure a sizable rebate to help offset the cost of the new fixtures.

-Informed the Board that the outdated phone system at the Suttons Bay garage will be replaced soon. While the old system still functions, we can no longer find replacement parts or find service should the hardware components or software malfunction. The new cloud based system will provide the ability to route callers directly to a live person instead of to an automated attendant.

-Staff is working out the details of this summer's construction projects. In addition, Engineer Tech Moore is working on updating our PASER ratings for our local and primary roads which will enable him to provide a color coded map that shows the conditions of our roads. He is also compiling an inventory of all our culverts, guardrails and road signs in the field to log them into Roadsoft to help identify future maintenance activities.

Eckerle questioned Moore if his these tasks would provide cost information by road. Moore responded that the data collected would be used as a planning tool but mentioned our accounting system has the capability to track cost data by road as desired.

Kelenske informed the Board he had contacted the Road Commission's labor attorney and scheduled a meeting with the Board during their April 7th regular meeting to discuss labor negotiating strategy.

2020 County Road Association Commissioners Seminar:

Popa, who asked for this topic be added to the agenda, urged the other Board members to attend this seminar that is scheduled for April 19-21st at the Park Place Hotel in Traverse City. He passed out copies of the seminar's agenda, commenting on the various topics that he feels would be beneficial for Board members who plan on attending.

Approve switching to new group dental provider/plan:

Kelenske reported receiving notice from Teamsters Local #214 on February 25th that the membership voted to accept Delta Dental plan. As the current union agreement requires joint approval, Kelenske is asking the Board to likewise approve switching to the new dental insurance provider and plan.

Motion by Mikowski supported by Eckerle to accept staff's recommendation to change the Road Commission's group dental insurance plan and accept the quote offered by Delta Dental as of March 1, 2020.

Discussion: Popa asked if the motion should be modified to identify which Delta plan is being accepted. Further discussion ensued and Popa's suggestion was not supported.

Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: None. – Motion is hereby approved.

Public Comments: AIS representative Daniel Novak offered his apologies, stating he will not be able to attend the next Board meeting when the grader bid is expected to be awarded. He also offered a tour of the AIS facility in Williamsburg to any interested Board member.

Commissioner comments:

Mikowski: stated he had the opportunity to view the shoreline restoration projects and is pleased with the results.

Joyce: expressed his appreciation to staff for the effort that went into finding a comparable group dental plan that offers lower premiums for participating Road Commission employees.


Calhoun; asked staff if someone would respond to the email he had received recently about finishing the fog seal on Timberlee subdivision roads not completed last year. Kelenske stated that he would do so.


Popa: Provided a handout depicting current lake levels including a projection how high the water is expected to rise in the coming months.

With no more business to conduct, Joyce adjourned the meeting at 1:20 p.m.

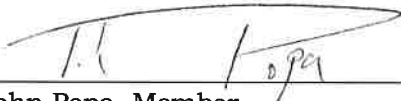
BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY


By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By _____
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to
the Board

April 7, 2020

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, April 7, 2020 via telephone conference call. Board members acknowledging: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also participating by phone: Manager Justin Kelenske, Engineer Tech Keith Moore, Fleet Manager Dustin Albrecht and Finance Manager/Secretary to the Board Joe Nedow. Guests offering public comment: AIS representative Daniel Novak and Bingham Township Supervisor Midge Werner.

Agenda: approved as presented.

Minutes from the March 3, 2020 regular meeting approved as presented.

Vouchers 42436 thru 42462 in the amount of \$367,427.70 - approved

Public Comments: AIS sales representative Daniel Novak offered to answer any questions the Board may have when discussing which bid to accept for the grader purchase.

Communication items: None.

Appointments: None.

Management Reports:

Kelenske reported that:

-The Road Commission went to an on-call basis as of March 18th, including working from home for the administrative staff to slow the spread of COVID-19 and keep the employees safe and healthy. Because the Road Commission is considered critical and essential to ensuring our public road system is being maintained and safe, he has decided to bring the workforce back to work on April 6th and to follow the Centers for Disease Control guidelines to keep our workforce healthy.

-In regards to Fire-lane #5 (Whitney Avenue) in Omena, Kelenske met with attorney Matt Vermetten on March 9th to clarify some of the discrepancies and to discuss options how to remedy his client's concerns. During this meeting, Kelenske also reiterated the Road Commission's commitment to protect our county road ends.

-Reported the Fleet Manager, Maple City Foreman, Superintendent and himself attended supervisory training last month, and spring safety training for the road crew is scheduled for the first part of May.

Nedow stated he had mailed each commissioner a bound copy of the 2019 audit report to review. He asked if a Rehmann representative should be invited to the April 21st regular meeting to formally present the audit report to the Board for acceptance, including the ACT-51 report which needs to be submitted to the State of Michigan by May 1, 2020. Eckerle stated he does not understand why the Board could not vote on accepting the report today, and Nedow responded that this topic was not included on the agenda and therefore, no action could be taken. After further discussion, Nedow was instructed to schedule the presentation for the April 21st meeting.

Cost share agreement with Kasson Township:

Motion by Calhoun supported by Popa to enter into a cost share agreement with Kasson Township for road improvements to Kasson Center Road, from Newman Road east to CR-667, a distance of 1.0 miles. The estimated cost of this project is \$317,090.00 with Kasson Township agreeing to voluntarily contribute 50% of the cost of the improvements (\$158,545.00) payable in two installments, with the first installment of \$79,272.50 due upon completion of the work, on or around July 1, 2020. The second and final installment of \$72,272.50 will be adjusted to reflect the actual cost of the project and is due during Kasson Township's fiscal 2021 year, on or around April 15, 2021.

Discussion: Popa asked when this project is scheduled to which Kelenske answered late spring or early summer. Eckerle asked if the Road Commission would be held responsible if the asphalt contractor is unable to get material or pave due to the COVID-19 outbreak.

Kelenske responded that he would not recommend entering into an agreement with Kasson Township knowing there would be the possibility of not being able to fulfill the agreement. In addition, he stated that in the unlikely event the project would be delayed, there would be no penalty to the Road Commission.

Oral roll call vote: Joyce – aye; Mikowski – aye; Popa – aye; Calhoun – aye and Eckerle – aye. Nays: None. – Motion is hereby adopted.

Memorandum of Agreement with Grand Traverse Band of Ottawa & Chippewa Indians – engineering design for stream crossings:

Motion by Popa supported by Mikowski to authorize the Manager to execute a Memorandum of Agreement with the Grand Traverse Band of Ottawa & Chippewa Indians for completion of engineering designs and implementation of road stream crossing improvements within Leelanau County, specifically, three on Crystal River/CR-675 road right of way, one on the Tucker Lake Outlet Channel/CR-675 road right of way and one on Cedar Run Creek/Alpine Road right of way. The amount of the reimbursement by GTB for design of the stream crossing improvements is not to exceed \$95,500.00 with the design due to be completed by the year 2022.

Discussion: None.

Oral roll call vote: Joyce – aye; Mikowski – aye; Popa – aye; Calhoun – aye and Eckerle – aye. Nays: None. – Motion is hereby adopted.

Resolution 20-02: sign contract between LCRC and MDOT for the CR-669 FLAP grant project north of M-22:

Kelenske reported the MDOT has put the project out for bids and he is asking the Board to approve this contract between the Michigan Department of Transportation and the Leelanau County Road Commission. As such, he is asking the Board to approve the resolution presented:

Motion by Popa supported by Mikowski to adopt Resolution 20-02 which reads as follows:

WHEREAS, the "Projects" covers the following improvements, in Leelanau County, Michigan, described as follows:

Part A: Culvert installation work along Bohemian Road (County Road 669) at Shalda Creek, approximately 1,300 feet north of Highway M-22; and all together with necessary related work.

Part B: Hot mix asphalt resurfacing work along Bohemian Road (County Road 669) at Shalda Creek, approximately 1,300 feet north of Highway M-22; including culvert removal and backfill work; and all together with necessary related work.

WHEREAS, the project, or portion of the project, are being programmed with the United States Department of Transportation, Federal Highway Administration for implementation with the use of Federal Land Highways Funds under the Surface Transportation Program, identified as: Control Section FLAP 45000; and STL 4500, Job Numbers 202601CON and 208483CON, Project Numbers FLAP (0700; 20A0 (413), CFDA Number 20.205 (Highway Research Planning & Construction), Contract No. 20-5090, and

WHEREAS, the Michigan Department of Transportation and the Board of County Road Commissioners of the County of Leelanau, Michigan have reached an understanding with each other regarding the performance of the project work and have set forth this understanding in the form of a written contract,

NOW, THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners of Leelanau County enters into an agreement with MDOT for the purpose of fixing the rights and obligations of the parties to undertake and complete the Project and that Chairman Robert Joyce and Manager Justin Kelenske be authorized to sign the contract.

Discussion: Eckerle questioned why the contract did not including pricing and stated he is not comfortable approving the contract as presented.

Kelenske informed Eckerle the contract's main purpose is to define where the funding would come from and that there would be a separate agreement generated between the contractor and MDOT who is handling the process. Aside from the FLAP grant and STP award, Kasson Township in March 2018 pledged \$125,000.00 toward the local match portion of this project.

Oral roll call vote: Joyce – aye; Mikowski – aye; Popa – aye; Calhoun – aye and Eckerle – aye. Nays: None. Resolution is hereby adopted.

Grader bid recommendation:

Albrecht provided a written report comparing the two quotes he obtained for a new grader under the MiDeal and Sourcewell programs. AIS Equipment quoted \$364,238.87 for a John Deere 672GP with requested options under the MiDeal program, with a \$13,000.00 trade-in offer for our 1992 Model 870 Dresser grader leaving a net amount due of \$351,238.87.

Michigan CAT quoted \$352,251.76 quote for a CAT 140JOY-LR with requested options under the Sourcewell program, with \$12,000.00 trade-in offer for the Dresser grader leaving a net due of \$340,251.76.

Both units were brought into our facility so that our road crew members could try them out and provide their feedback. Based on the feedback received and after comparing the offers, Albrecht is recommending accepting the Michigan CAT bid. Popa asked Albrecht which equipment options were requested and Albrecht read his recommendation in response.

Motion by Calhoun supported by Mikowski to authorize the Manager to accept the grader bid that includes trading in the 1992 Dresser 870 grader that would be in the best interests of the Leelanau County Road Commission.

Discussion: Eckerle stated he is 100% against purchasing a grader for personal reasons and does not think we should just go and grab something out of a hat and say we need to replace it. He added his belief that someone on the other end is not doing their job or is not capable of doing their job. Eckerle further stated his opinion that when we get through these hard times, prices should be lower. In addition, he is in no way, shape or form convinced that we need a new machine at this point in time and there is a lot of stuff we need to replace first. He would rather see a much larger chip grinder with an automatic feed arm so that the crew members are safer instead of the little dinky models that staff had been purchasing.

Eckerle ended his comments by stating these are government decisions being thrown out with zero common sense and staff should have purchased this unit last November or December when he believes prices would have been lower.

Joyce stated he is hearing what Eckerle is saying and asked Albrecht if there is any cost savings if the grader is purchased in the fall versus the spring. Albrecht deferred to Novak, who stated that between last year and this year, prices went up roughly 3% and he cannot predict what will happen with pricing contrary to what Eckerle had stated.

Popa stated we put this purchase in our current budget in December last year which was approved by the Board to be obtained this year. He expressed his opinion that both suppliers now know what each other bid and that it would be dangerous to take bids again later on which he feels would undermine the bidding process. Popa further stated a need has been identified by staff, included in the budget which the Board had approved and we to move forward and accept one of the bids.

Eckerle stated that Popa's reasoning is asinine and is based on government thinking without any common sense.

Kelenske replied to Eckerle that as far as his comments go, he is entitled to his opinion. Kelenske added that this grader is a planned purchase which was discussed last fall during the budgeting process. Any concerns Eckerle had should have been brought up and identified at that time prior to approving the budget in December. He also stated the 1992 Dresser grader is almost 30 years old. While it is running today, we cannot obtain replacement parts if it should break down. Our other graders are also outdated and do not have any automation which is need to build roads accurately and efficiently. While we can still do this manually by setting stake every fifty feet, it is time to move forward and be more efficient by replacing what we have with reliable equipment equipped with current available technology.

He expressed his opinion that this is why we are looking to purchase this item now, and as far as the future goes, nobody has the answer to the impact this pandemic will have on future equipment prices.

Joyce stated he agrees with one of the point brought up and acknowledged it is a big purchase. With everything going on in the world today, it is his opinion we should consider delaying the purchase until fall due to not knowing what is going to happen.

Kelenske pointed out that regardless which model is chosen, it would have to be built in the factory and the delivery date pushed back if production is halted during the pandemic. While an early fall delivery date was originally anticipated, it is possible that the delivery date could be delayed even further.

Joyce then asked Albrecht when we would pay for the grader. Albrecht responded that payment is made when the unit is delivered to our facility.

Oral roll call vote: Joyce – aye; Mikowski – aye; Popa – aye; Calhoun – aye and Eckerle - nay. - Motion is hereby adopted.

Popa then stated he does not appreciate someone saying his comments were asinine, and making that remark in a public meeting is uncalled for.

Eckerle responded to Popa, telling him to take it with a grain of salt and to smarten up his comments.

Grant Manager temporary authority to approve accounts payable and payroll checks:

Nedow stated Board members who do not have internet access and had reviewed and approved accounts payable and payroll disbursement in person but now cannot due to social distancing restrictions, it would be prudent to grant temporary authority to Kelenske to approve all accounts payable and payroll disbursements without Board approval until gathering restrictions are lifted. Several road commissions are implementing similar plans to ensure there is no interruption in processing bills and payroll.

Motion by Eckerle supported by Mikowski to grant the Manager temporary authority to approve accounts payable and payroll payments without Board approval due to restrictions imposed by the COVID-19 pandemic social gathering limitations.

Discussion: Popa suggestion to include an expected end date in the motion was not supported.

Oral roll call vote: Joyce – aye; Mikowski – aye; Popa – aye; Calhoun – aye and Eckerle – aye. Nays: None. Motion is hereby adopted.

Discussion: extend paid on-call time to road/shop crew members due to COVID-19:

Joyce stated Eckerle had asked for this topic to be included on today's agenda. Kelenske request to make a statement prior to discussion which was granted with Eckerle's consent.

Kelenske stated that as of March 18, 2020 Leelanau County Road Commission was one of the first county road commissions to go to an on-call basis to protect our road crew and staff from the COVID-19 epidemic with many other counties deciding to follow suit. After thirteen working days, Kelenske made the decision to bring the crew members back to work as of April 6th which were based on several conversations he had with the Road Commission's legal counsel, acknowledging our legal rights to do so.

The return to work guidelines are based on the requirements mandated in the Emergency Order 2020-1 for Control of Epidemic/Pandemic recently issued by the Benzie-Leelanau District Health Department that applies to business deemed essential under the Governors' Executive Order 2020-21. Kelenske stated he made it clear to all employees that the recall is not mandatory and if anyone is uncomfortable returning to work, they have the option to stay home and take their available paid-time-off banks or if their PTO is exhausted, they could take the time off unpaid without penalty.

Under these guidelines, the Suttons Bay and Maple City employees have been told to stay in their vehicles until their supervisor calls them in one at a time, to perform the mandated health screening before they are given their daily work assignment.

Employees were also given a copy of the Emergency Order that outlines the process and told to adhere to social distancing guideline while on the job. Each day, vehicles are moved to where they are needed, each associate given a bottle of hand sanitizer, and fifty masks ordered for the crew members. If these guidelines and practices are followed, he feels it is safe enough for the crew to continue to come in because as county employees, we play a vital role in keeping our roadways safe for the motoring public.

Given the severity of the pandemic, he will continue having crew members come in to do necessary work responding to safety matters. Should the number of COVID-19 cases reported in the region drastically increase in the future, he will re-evaluate this position at that time and would be open to any suggestions or questions the Board may have.

Further discussion ensued.

Eckerle thanked Kelenske for his comments. He stated that he asked for this topic to be on the agenda so that any Board member who is opposed to what we are doing could voice their concerns and if three members agree, to stop what we are doing and return to on-call. He also asked if anything extra could be done for the men, such as allowing the men to take road commission vehicle home at night or pad their pocket book a little. His suggestion is not intended to bad mouth anyone but provide members who has an opinion could express it instead of rubber stamp any decision that is made.

Joyce stated he wanted to make it abundantly clear that his biggest concern is to work with staff to make sure that our members are protected at all costs. He is aware there is work to be done, but his focus is to make sure everyone involved is safe. He further stated Kelenske will come up with the best plan, a safe plan but thinks as a Board, strategic planning or different ideas should be considered and the Board should help out in any way possible.

Popa stated he likes some of Eckerle's comments, especially about the part of allowing employees to take vehicles home at night without requiring a policy change. He is pleased with what Kelenske had said and is proud that Leelanau was one of the first counties to implement an on-call strategy. He offered to provide face masks one of his family members is making to which Kelenske stated he would get with Popa later to discuss what is needed. Popa also stated it is important to continue to maintain our \$40 million dollar infrastructure as best we can, and support our staff and manager at this time and set a good example and listen to them.

Calhoun stated his opinion that the Board should thank everyone for going above and beyond and added he has heard positive comments from the public and to be safe.

When asked by Joyce if he wished to add anything, Eckerle stated he is satisfied with Kelenske's response and stated if he can irritate a lot of people and get them to think, that is why he is on the Board and he does not care what they think of him. He added the Board needs more outside-the-box thinking and not so much "where can I put my lips to make your hemorrhoids feel better" mentality.

Public Comments: Bingham Township Supervisor Midge Werner stated it was a great meeting and she was interested how this meeting was going to work as all governmental officials are looking to have meetings like this. She stated the meeting was well organized and easy to listen and follow what was going on.

AIS representative Daniel Novak: expressed his thanks for the invitation to submit a bid for a motor grader and as an essential business, AIS is open and service technicians available as needed.

Commissioner comments:

Mikowski: is glad to see the men back to work as long as we can do so safely. He thanked management and staff for their efforts and asked staff to pass the Board's appreciation on to the crew members who are doing the work and that the Board appreciates their efforts.

Popa: stated he shares what Midge Werner said and thanked Joyce and staff for arranging this meeting, which he feels was well run and organized. After wishing everyone a safe and happy Easter, he suggested purchasing Easter hams for the crew and not to respond to his comments.

Calhoun: stay safe and thanks to everyone.

Eckerle: stated the men work hard and jokingly suggested if there is any way we can kiss these people that are out there working for us all, only designate one person to do it. He also asked if there is any way we can help the men, that is what we need to do.

Joyce: Stated he wanted to reach out to all of his comrades, and to say thank you to Kelenske as he has been in his ear a lot and appreciates him listening to his concerns. He applauds the men who are out there in these scary times and appreciates that if there is anything the Road Commission can do, including taking a vehicle or truck home to lessen the chance for infection, he is all for it.

Popa then asked Joyce to call him after the meeting.

With no more business to conduct, Joyce adjourned the meeting at 2:07 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By [Signature]
Bob Joyce, Chairman
By [Signature]
Greg Mikowski, Vice-chairman
By [Signature]
Jim Calhoun, Member
By [Signature]
Tom Eckerle, Member
By [Signature]
John Popa, Member

Attest: [Signature]
Joel T. Nedow-Secretary to
the Board

April 21, 2020

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, April 21, 2020 via telephone conference call. Board members acknowledging: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also participating by phone: Manager Justin Kelenske and Finance Manager/Secretary to the Board Joe Nedow.

Agenda: approved as presented.

Minutes from the April 7, 2020 regular meeting - approved as presented.

Public Comments: None.

Communication items: None.

Appointments: At 1:05 p.m. the Board met with William Love, Audit Manager – Governmental/nonprofit Services - Rehmann Robson who presented the audited 2019 financial statements. Love stated the audit resulted in Rehmann issuing an unqualified opinion (or a clean audit) that the financial records present fairly the respective financial position of the Leelanau County Road Commission as of December 31, 2019. In the report under audit comments and recommendations, Love noted that toward year-end, several improvements to the system of internal controls were made to improve segregation of duties and independent review and approvals were implemented to address the past audit comments regarding segregation of duties associated with the Finance Manager. Rehmann is recommending management continue monitoring these revised tasks in subsequent year to ensure controls are operating as designed, and to continue to look at all areas of the Road Commission's operations to identify any additional segregation of duties issues that can be practically overcome.

Popa stated he and Nedow discussed various parts of the audit report earlier and asked Love to clarify how many transactions the auditor reviewed during their audit procedures. Love responded that his team picked one or two sample for each transaction cycle that focused on how the transactions were recorded and processed and whether sufficient internal controls exist to ensure proper handling.

In regards to the recommendations regarding segregation of duties, Joyce asked if the Road Commission needs to have more individuals involved with looking over our statements. Love replied that the reason for this comment is that as the improvements were implemented late in the year, Rehmann was obligated to report this observation under "other matters" and not as a significant deficiency. He then added that given the voluntary steps taken to mitigate this condition, he expects this comment would likely go away in next year's audit report provided the implemented changes made continue.

Love also pointed out that the Act-51 report that was also presented at today's meeting has not been audited by Rehmann, but the numbers reported were traced back to the general ledger to verify accuracy. He also provided a brief explanation of the second attachment which outlining upcoming changes in accounting standards /regulations (Government Accounting Standards Board) that may apply to the Road Commission in the near future.

Motion by Popa, supported by Mikowski to accept the 2019 audited financial statements and Act-51 report as presented by Rehmann Robson.

Discussion: Nedow stated he included a copy of the Act-51 report in the meeting packet in case there are any questions what is being requested for approval.

Roll call vote: Joyce – aye; Mikowski – aye; Popa – aye; Calhoun – aye and Eckerle – aye. Nays: None. Motion is hereby adopted.

Management Reports:

Kelenske reported that:

Crews are continuing efforts to sweep excess sand and debris off the roadways and intersections left behind after a long winter season. The majority of our local gravel roads have been graded and crews have finished installing two 18" culverts on Basch Road. Shoulder peeling is expected to start in the near future which is needed so that water can drain and not pool on the road surfaces.

Due to the COVID-19 restrictions, our paving and seal coating operations may be pushed back a little but Kelenske still expects to accomplish our goals this summer. Survey work and layout has begun on East Kasson Road with Alpine Road and others to follow.

Nedow: announced the State of Michigan – Office of Commission Audit recently completed a review of the 2018 trunkline monthly billings and determined the Road Commission will receive a \$93,000.00 refund which he expects this fall.

He also explained how the Governor's stay-at-home directive has impacted the Michigan Open Meeting Act relaxing the rules to allow teleconference meetings through May 12th. He also mentioned that the County Road Association does not have a reliable forecast as to how the pandemic will impact our MTF funds but provided an estimate of 5.0%. Current receipts are running far ahead of Nedow's original budgeted forecast sufficient to support this summer's planned projects as well as any short-term decreases in MTF revenues brought on by the pandemic. He also mentioned that the Road Commission's cash flow is continuously monitored and updated so that staff can determine if spending/budget adjustments are warranted.

Popa asked if phone calls from the public have increased since the COVID-19 protocols went into effect. Nedow responded there has been no noticeable difference in call volume as everyone who has contacted the Road Commission has understood the situation and has been supportive, including posts on social media.

Review/comment on proposed draft letter from Board to LCRC employees:

Popa drafted a proposed thank you letter to the employees from the Board for consideration. He stated his opinion that in light of the workforce getting a couple of weeks off with pay that providing a reward to the men is out of the question, but it would be nice if the Board sent our employees a letter thanking them. Joyce asked each Board member for their thoughts. Mikowski stated he thought Popa did a fine job drafting the letter and agrees that sending the men a letter is a good idea. Calhoun offered no objections; Eckerle stated that he feels it important that Kelenske is involved, not only from the Board but from him. Kelenske stated he had several conversations with the men and staff, personally thanking each one.

He had spoken to Popa prior to drafting the letter acknowledging the importance that all employees know that the Board appreciates their efforts what they are doing. Joyce stated he also feels a letter of appreciation is warranted but would prefer to soften the language by omitting any mention that the Road Commission has required regulatory obligations.

No objections were offered to Joyce's suggestion. Popa stated he does not mind if it is decided if Kelenske will sign the letter also and that he would like the letter included in the men's next paychecks and not posted on the bulletin boards. Once done, each Board member could come in to sign the letter as soon as the text is revised. Eckerle informed Popa that he misunderstood his comments regarding Kelenske's involvement; as it is not necessary that he sign it but that he is comfortable with the Board drafting and sending a letter to the employees.

Schedule special meeting with Road Commission attorney to discuss upcoming labor contract renewal:

Mikowski stated he asked for this topic to be placed on the agenda as he would like an update where negotiations stand. Kelenske offered to provide one, informing the Board he had reached out to the Road Commission's legal counsel about a month and a half ago to discuss the upcoming negotiations to go over some proposed changes Kelenske would like to see incorporated into the new contract. In addition, he had contacted Teamsters representative Bob Donick and learned the bargaining unit's March 16th meeting was canceled due to the COVID-19 shutdown and has not been rescheduled. Until then, there is nothing the Road Commission can do but wait until the union membership meets. Mikowski thanked Kelenske for the update and stated he is satisfied with the explanation.

Discuss Road Commission finances and policies: COVID-19 impact:

Also requested by Mikowski; he remarked our county taxpayers have been very good to us, but going forward, he is not sure what funding the Road Commission is going to receive from the State of Michigan as far as going forward. He suggested exploring ways to save some money including restricting summer overtime. As a new commissioner, he does not know how much overtime is needed during the summer, but as an employer, he did not like paying overtime to his employees. He is not suggesting that the Road Commission is wasting money and is suggesting we ought to look into tightening up to save money, he thinks it would be wise to do so going forward.

Mikowski also suggested the Road Commission should try to hold our labor costs down, and for administrative workers, he feels the Board should freeze wages and limit cost of living adjustments to a percentage that is acceptable to the Board at no more than 2.0%.

Joyce stated he agrees that money is not being thrown out the window by any means and staff has worked hard in the past to keep the overtime minimal. He pointed out that there are some big jobs coming up this summer and if working Fridays is necessary to overcome the COVID-19 setback, so be it. Joyce also stated administrative raise requests historically had been brought before the Board for approval. While he does not have a problem with authorizing cost of living adjustments in the 2.0% to 2.5% range, he would like to see the approval process brought back before the Board and is not sure how to change back to how it had been done.

Popa stated he thought a cost of living adjustment had been brought up and discussed at an earlier meeting. He also commented that staff is monitoring the impact of how the stay at home directive is impacting our MTF funding to see if the decrease is in line with the level forecasted by the County Road Association or if the shortage is larger than expected.

Eckerle offered his opinion that any raise above 2.0% for an individual should definitely be voted upon by the whole Board and not afterward, and he would go as far as to make that into a motion.

Popa presented his viewpoint, stating he would not support a pre-determined cost of living percentage scale and doing so would paralyze the manager if he had to ask for Board permission every time a raise is given.

Eckerle stated that he means no disrespect, but giving raises had always been brought before the Board for approval even when the Board had three members. He just wanted to throw that out there and opined that not every little thing needs to come before the Board but wages are typically always decided by the Board and not the Manager.

Kelenske stated that he is not disagreeing with any of what the Board is saying here, but pointed out the Board did hire him to run the Road Commission. It is his belief that he is in the best position to decide whether someone deserves a pay increase and a lot of thought goes into deciding how much and grabbing at numbers out of a hat arbitrarily.

He added that trying to get five people to agree on any one topic has been a struggle and there are so many different factors that his decision. But ultimately, he acknowledged it is the Board's decision, even though the Board hired him to run the Road Commission and after being here almost one year, the Board should trust his decisions.

Eckerle replied to Kelenske, stating what he has to say is not against or anyway involving Kelenske but is coming from a member of the County Road Commission Board. Everyone needs guidelines. He is not talking about the people under contract but apply to the salary and administrative staff members. If he is in Kelenske's position, he would thank the Board for setting guidelines to use and that is how he believes the way businesses are run and the way public entities are run too without getting into the politics. That is not the way to do it and Kelenske should not expect the Board to go along with decisions made with no guidelines. Eckerle then stated that if needed, he would be happy to make that motion setting limits on administrative raises which he feels would make Kelenske's job much easier.

Popa stated that the discussion on freezing wages and cost of living adjustments was not on the agenda. If there is going to be a policy made, this topic needs to be included on the agenda and something presented to the Board members to review and discuss instead of having no idea what to vote on.

Joyce stated that there are no intentions to vote on anything and this subject is for discussion only, but he like to see this on the agenda for the next meeting. He further stated that he will make sure whatever is drafted will be given to the manger so that it can be disbursed to everyone to look at.

Eckerle stated that he does not agree with Popa and asked if Joyce has the ability to appoint board members to have something ready by the next Board meeting.

Nedow responded, stating that asking two board members to meet together in order to draft a proposed policy is permissible under the Open Meetings Act.

Eckerle then asked if the two board members need to be identified now and how what is created would be given to Nedow for inclusion in next meeting's informational packet. Popa commented to Joyce that he does not believe this could be done in one week as it will be difficult to draft the right words and what percentages range to include. He suggested that as no wage increases are anticipated for quite some time, this is something that can be done during the next couple of months and finalized in time for next year. Eckerle disagreed, stating his opinion that this is a dire situation and he cannot see any reason to put it off. While he understands the time constraints, something should be put together and distributed sooner rather than later.

Popa then volunteered to help draft a policy as did Mikowski. Joyce thanked both and stated he would be in touch.

Calhoun stated that in the past, the Board had looked at what the union contract offered to the membership to use as a guideline. If a percentage, salary wage adjustments were based on same percentage which he thought worked pretty well.

Eckerle thanked Calhoun for his comments, and stated he very much appreciates his suggestion. He added that the policy had somehow changed and the Road Commission needs to get back to that so that the Board is acting in the interests of the county people.

Public Comments: None.

Nedow then asked Joyce whether the May 4th regular meeting will still be a teleconference meeting.

Joyce stated that he was going to bring that up and offered this thoughts, suggesting staff take a look and see what the social distancing recommendations are as far as the Executive Order mandates and then let the other Board members know what is learned. He also stated that he does not have a problem with the telecommunications meeting format but can understanding the importance of having everyone together as well. Joyce then stated that he would rather err on the side of caution, and unless we hear otherwise, he would recommend sticking to what we had been doing to make sure that everyone involved is safe.

Mikowski stated that he absolutely does not care for telecommunication meetings and that he would prefer to meet face to face. If our meeting room isn't big enough to hold more than ten people, we should consider finding another location to hold the meeting that would comply with the social distancing restrictions. With the Governor scheduled to make another announcement soon, things may drastically change. Staff could then reach out to all the board members and notify them if it is recommended that we cannot hold a face to face board meeting.

Commissioner comments: Mikowski thanked everybody for doing their job, keeping the ball rolling and for all to stay healthy.

Popa offered his thoughts whether a face to face meeting would be possible given the restrictions on the number of people allowed to attend in person. He suggested seeing if the Suttons Bay Fire hall could be a possibility so that the Road Commission can avoid being fined for deliberately violating the rules.

Calhoun stated that it would be advisable to check on the availability of the fire hall building first, and for all to stay safe. He offered his thanks that everyone is doing a good job under the circumstances.

Eckerle stated that in regards to the audit presentation: is there anyone the Road Commission Board should thank such as the County Commissioners for paying for the audit, or are we good to go?

Joyce thanked everyone for participating and thanked Kelenske for keeping things going.

With no more business to conduct, Joyce adjourned the meeting at 2:15 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By [Signature]
Bob Joyce, Chairman

By [Signature]
Greg Mikowski, Vice-chairman

By [Signature]
Jim Calhoun, Member

By [Signature]
Tom Eckerle, Member

By [Signature]
John Popa, Member

Attest: [Signature]
Joel T. Nedow-Secretary to
the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, May 5, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Vice Chairman Greg Mikowski, Members Jim Calhoun, John Poppa, and Tom Eckerle. Also present: Manager Justin Kelenske, Superintendent Dave Priest, Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Participating via telephone: Chairman Bob Joyce. Public acknowledging presence by telephone: Bingham Township Supervisor Midge Werner.

Agenda: approved as presented.

Minutes from the April 21, 2020 regular and April 27, 2020 special meetings - approved as presented.

Public Comments: None.

Communication items: None.

Appointments: None.

Management Reports:

Kelenske:

-Spring street sweeping has been completed and crews have moved on to peeling road shoulders, pothole patching and other jobs that can be accomplished within the COVID-19 social distancing restrictions. The number of driveway and utility permit applications submitted has picked up, and staff has been concentrating on getting ready for the upcoming seal coat and paving projects.

-Paving, starting with Lingaur and Popp Roads, is scheduled for the end of this month.

Kelenske concluded his report by stating that in the short time remaining until his last day, his door is always open for any of the Board members to come in and see if there are any last minute things that need to be addressed.

Eckerle asked Kelenske if staff had been instructed on moving forward with this summer's projects and to give a written report to Linda in the event of a problem that the Board needs to address after Kelenske leaves. Kelenske responded that it is up to the Board to discuss later in the meeting.

Nedow provided a cash flow projection showing Road Commission actual revenues and expenditures that included a cash projection for the rest of the year. He stated the spreadsheet was created to show the possible impact of the COVID-19 restrictions on this year's planned spending, and to show our projected cash flow is sufficient to cover our remaining capital equipment purchases, seal coat costs and paving project list without having to cut back. Nedow reported he had recently received notice from MDOT that our March 2020 Michigan Transportation Funds distribution is 9.3% lower than last year, and he used this percentage to project the possible decline both short term and long term. In the event this decline in revenues accelerates, Nedow offered possible ways to improve our cash flow by postponing of purchasing next year's seal coat slag stockpile and reduce the accelerated defined benefit pension payments.

Poppa asked Nedow if the thank you letter from the Board to the workforce was inserted in everyone's paycheck last week which Nedow confirmed. He also stated that to him, Nedow's funding projections appears to be in line with what the CRA is forecasting.

Proposed draft: Administrative raise limit policy:

Mikowski stated he is still of the opinion that the Board should limit administrative pay raises to 2.5%.

Poppa stated that is was his understanding that two Board members would be meeting to draft a policy or letter for the rest of the Board to review at today's meeting. Eckerle stated he agrees with Mikowski's comment that guidelines are needed and he is willing to vote today if a motion was made. Joyce stated that he is not ready to vote on this topic at this time and stated he does not see any reason why something could not be ready in time for the next Board meeting, and he advised keeping this topic under "Old Business" for the next meeting's agenda. Mikowski agreed and stated it was his understanding a letter was going to be drafted and he too would like to see this matter resolved as soon as possible.

Joyce then asked Nedow if a letter would suffice. Nedow stated if this is what the Board decided to do, that would be an option. He then offered an alternative; that as the Manager's job description includes a provision that the Manager is responsible for bringing all pay increase requests before the Board for approval, it would be much simpler to edit the document to include a short sentence limiting administrative pay raises and eliminate the need for drafting a formal letter or create a policy.

Joyce then asked the other Board members if they had any thoughts on the suggestion.

Poppa offered his thoughts, stating that at the last meeting valid concerns were brought up and the Board re-affirmed that all pay adjustments are to be brought before the Board by the Manager for approval as it had been done in the past. In his opinion, there is no need for a policy or a letter since approving administrative raises is addressed in the Manager's job description. Joyce, Mikowski and Eckerle stated they would like to see this topic on the next meeting's agenda so that the matter can be concluded.

Review/approve "help wanted - Manager" for publishing and select a cut-off date:

Nedow provided a copy of a help-wanted advertisement that was published the last time a Manager was hired. He is asking the Board to review the contents to see if there are any changes that should be made. No comments were offered, and Calhoun suggested a July 1, 2020 cut-off date be included in the ad. Eckerle stated he could go along with that but he would prefer to handle the applications differently as he had heard a rumor afterwards that the identity of one of the manager candidates had gotten out and he would prefer to have Kuhn hold on to all the applications until the entire Board could review them together for the first time and not by staff. He does not want copies of applications made or spread around, and any confidential applications should remain sealed until opened by the Board during a meeting.

Poppa the stated the job title should be changed from "Manager or Engineer-Manager" to "Managing Director" to which all members voiced their agreement. In regards to Eckerle's comments, Poppa stated his opinion that the applications should not be opened during opens session in order to protect confidential applicants, and he suggested each commissioner could go into the office prior to a meeting to review all the applications, including any that are marked confidential. Joyce stated he does not have any problems with the resumes coming into Kuhn and if individual commissioners want to come in to look at them, he is ok with that. The applications should not be reviewed by staff as it is the Board who is going to make the decision who to interview. He agrees with Eckerle's comments that applications should be kept sealed in envelopes and not laying around. He then asked Eckerle if this is what he meant. Eckerle responded that the last time there was a confidential application, the identity of one of the candidates was leaked out to the public. He repeated his earlier comment that he does not see any reason why the applications cannot be opened during an open meeting when the entire board is together.

Joyce then stated the most important thing is to get the notice out and start advertising which he feels is crucial. It would be up to the Board to determine out next meeting how to proceed with the applications. Popa, Mikowski and Calhoun then expressed their agreement.

Request to add Superintendent as authorized person able to sign payroll and accounts payable checks until a new Manager is hired:

Motion by Mikowski, supported by Popa to add Superintendent Dave Priest as a person authorized to sign all Road Commission payroll and accounts payable checks until a new Manager is hired.

Discussion: Mikowski asked Priest if he had any problems with this, and Priest acknowledged he would be willing. Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: none. – Motion is hereby adopted.

Grant temporary authority to any two Board members to approve payroll and accounts payable (by email) until COVID-19 restrictions are lifted or a new Manager is hired:

Motion by Popa, supported by Mikowski to grant temporary authority to any two Board members to approve payroll and accounts payable (by email) until COVID-19 restrictions are lifted or a new Manager is hired, whichever occurs first.

Discussion: None.

Attempt at an oral vote failed as Joyce stated he could not make out what was being said. He then asked Nedow to take a roll call vote.

Roll call vote: Mikowski – aye; Popa – aye; Calhoun – aye; Eckerle – aye and Joyce – aye. Nays: None. – Motion is hereby adopted.

Public Comments: When Joyce asked for public comments, Calhoun addressed the Board, stating that in the earlier regarding the Managing Director advertisement, the request to set cut-off deadline was never settled. He suggested a motion should be made to set one and to approve the contents of the advertisement. He suggested July 1, 2020 as the deadline for taking applications.

Motion by Calhoun, supported by Mikowski to approve the advertisement language and to change the “Manager or Engineer-Manager” title to “Manager” with a July 1, 2020 deadline date for accepting application which the Board agrees to follow.

Discussion: None.

Roll call vote: Mikowski – aye; Popa – aye; Calhoun – aye; Eckerle – aye and Joyce – aye. Nays: None. – Motion is hereby adopted.)

Public comments were offered by Bingham Township Supervisor Midge Werner who said she was sorry to see Kelenske leave as she thought a lot of good things happened during his tenure. She appreciates his efforts to ensure Cummins Street got paved and for his willingness to inspect the site during a heavy rainfall to see firsthand how the rain and water was not draining properly.

She then suggested the Board needs to take steps to find a way to make the Road Commission a more cohesive organization when going thru the next hiring cycle. She then offered her thoughts on ways to address confidential applications and also added any interviews would have to be done in open session.

Engineer Tech Keith Moore offered his thanks to Kelenske and stated the Board needs to recognize the things he has accomplished during his tenure.

Commissioner comments:

Popa thanked Kelenske, and suggested other Board members may wish to stop into the office before he leaves as there is a lot of road commission stuff that board members need to be aware of.

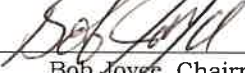
Calhoun asked that as applications come in, he would like the Board members to be notified so that they can come in individually and review the applications. He also thanked Kelenske and wished him well.

Eckerle offered his thanks, pointing out what he had accomplished, including closing several ongoing lawsuits and getting the unissued permits caught up. He also stated that some of the people at the Road Commission had a hard time looking at the bright light shined on them and with Kelenske leaving, it is going to be shut off for a time which he cannot change. He also expressed his disappointment that the Leelanau Enterprise cannot write the truth.


Joyce also offered his appreciation to Kelenske, pointing out the unbelievable amount of work he accomplished which he appreciates very much. He wishes him well in his new endeavors, whatever that may be.

With no more business to conduct, Joyce adjourned the meeting at 1:44 p.m.

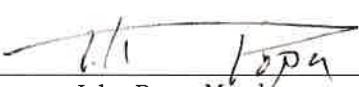
BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

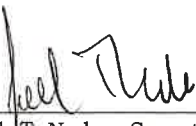
By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to
the Board

April 27, 2020

The **special** meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 8:20 a.m. on Monday, April 27, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also present: Manager Justin Kelenske and Finance Manager/Secretary to the Board Joe Nedow.

Agenda: approved as presented.

Public Comments: None.

Appointments: At 8:25 a.m. Manager Kelenske asked the Board to go into closed session for the purpose of conducting his performance review.

Motion by Calhoun, supported by Mikowski to go into closed session at the request of the Manager so that the Board can conduct his performance review attended by the Board and Kelenske.

Discussion: None.

Roll call vote: Joyce – aye; Mikowski – aye; Popa – aye; Calhoun – aye and Eckerle – aye. Nays: None. Motion is hereby adopted. Nedow exited the room and the Board entered into closed session at 8:27 a.m.

At 10:11 a.m. the Board returned to open session and Joyce reconvened the meeting.

Public Comments: None.

Commissioner Comments: None.

With no more business to conduct, Joyce adjourned the meeting at 10:15 a.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Bob Joyce
Bob Joyce, Chairman

By Greg Mikowski
Greg Mikowski, Vice-chairman

By Jim Calhoun
Jim Calhoun, Member

By Tom Eckerle
Tom Eckerle, Member

By John Popa
John Popa, Member

Attest: Joel T. Nedow
Joel T. Nedow-Secretary to
the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, May 19, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Bob Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also present: Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Public invited to attend via GoToMeetings telephone link.

Agenda: approved as presented.

Minutes from the May 5, 2020 - approved as presented.

Public Comments: None.

Communication items: Acknowledged receipt of letter dated May 8, 2020 from attorney William Henn to Gayle Cummings of the Michigan County Road Commission Self-Insurance Pool regarding the ongoing Janko Share Trust v Leelanau County Road Commission and Leland Township lawsuit citing attorney-client confidentiality.

Popa, after reading the letter, suggested scheduling a special closed meeting with Henn to determine if any action is needed from the Board. Calhoun and Joyce disagreed, stating they would prefer to wait and not incur the cost of an additional meeting. Joyce then suggested Nedow contact Henn to inquire if any action by the Board is needed and to clarify the status of the lawsuit and report his findings to the Board at the next meeting. No objections to Joyce's suggestion were offered and Nedow was instructed to proceed and contact Henn.

A letter dated May 14, 2020 from Don Gregory, owner of Cherry Bay Orchards jointly addressed to the Road Commission, MDOT, Suttons Bay Township and Village of Suttons Bay asking what can be done to move forward with plans to fix Elm Street (CR-633 from Herman Road to Broadway Street within the Village of Suttons Bay) and bring the road up to acceptable standards in line with the other roads within the County.

Eckerle suggested that as the Road Commission had already received a similar inquiry from Gregory in the past about fixing Elm Street, a letter should be written to Gregory stating that fixing this street is the responsibility of the Village of Suttons Bay and not the Road Commission. Popa and Joyce offered their comments supporting this suggestion and after further discussion, Joyce directed Nedow draft and send a letter to Gregory (copies to be sent to the Village of Suttons Bay and to Suttons Bay Township) on behalf of the Board stating that requests to fix Elm Street should be directed to the Village.

Appointments: None.

Staff Reports:

Nedow reported the following:

-Staffing: Road crew members Todd Fleischer and Tyler Machiela submitted their resignations earlier this month, and former employee Calvin Wilson has been recently rehired. In addition, staff is in the process of hiring another potential employee but is waiting for the COVID-19 social distancing restrictions to be relaxed before bringing him on.

-Plans to re-open the front office to the public is contingent upon whether the Governor extends her stay-at-home directive which is due to expire at the end of the month.

-Labor negotiations: Nedow reported that the union membership should be meeting soon. When our labor attorney has the union's list of contract demands, he will then contact the Road Commission to schedule a closed session to discuss negotiation strategy with the Board.

-Nedow reported the COVID pandemic and the resulting stock market decline has significantly impacted our defined benefit pension plan investments administered by the Municipal Employee Retirement System of Michigan. While he anticipates the investments should recover over time, his intent to phase out the accelerated funding by the middle of this year is temporarily postponed until it can be determined whether the market shows signs of recovery and whether the negative impact on our monthly Michigan Transportation Fund revenues continues into the late summer and fall months.

Mikowski asked Nedow if the Road Commission is responsible to pay more money into the pension plan to make up for what was lost. Nedow offered his opinion that while the loss is significant, he fully believes the market will recover over time and recoup what was lost without the Road Commission having to provide additional funding.

-Announced that our dental carrier, Delta Dental has launched a Pandemic Relief Program by providing one month of free dental premiums to their groups to help ease the financial burden caused by the COVID-19 pandemic. As such, no dental deduction will be withheld for anyone currently enrolled in our group dental plan for the month of June.

-Nedow was also asked by Calhoun if he knows if the revised ballot language for the millage renewal has been settled. Nedow responded that he did not know and was not yet provided with a revised draft by the County.

Moore reported the following:

-Staking upcoming road projects is continuing. Moore anticipates paving Popp and Lingaur Road next week, and the road bed on Kasson Center Road is to be milled soon.

Oral approvals have been obtained for grading permits on sections of Kasson Center Road, if needed, in the event the Road Commission crews need to grade off the road right of way. Moore is working with Priest to start preparing Alpine Road which will require extensive undercutting prior to paving.

Painting contractor has been painting primary roads throughout the County.

Moore also asked Joyce to sign the contract between the Road Commission and Molon for this year's paving projects.

Follow up: limiting administrative raises:

Mikowski opened the discussion by stating he would make a motion that the Board adopt a 2.5% limit as that is what he believes the Board should do and get it done with.

Nedow repeated his earlier suggestion to adopt a motion updating the Manager's job description to include phrase to set the maximum pay raises allowed to a specific percentage which would supplement the existing mandate that all pay raises are to be brought before the Board for approval already included in the current job description.

Further discussion ensued. Joyce stated it was his impression that the job description had been altered when the Road Commission Board consisted of three members. Nedow then offered a word of caution that by adding a specific percentage increase to the job description, doing so could have a detrimental impact on the upcoming union contract negotiations. After further discussion, Joyce stated since the Manager's job description already includes the provision that all pay raises are to be brought before the Board for approval, he would be content to leave things as they are and leave it alone. No objections were offered and no action was taken.

Request to adopt a COVID-19 Preparedness and Response Plan:

Nedow stated that in order to comply with the Governor's Executive Order 2020-70, all employers who continues to perform in-person work are required to adopt a COVID-19 Preparedness and Response Plan. As such, the Michigan County Road Commission Self Insurance Pool drafted a model version for their membership to use that has been reviewed and approved by legal counsel which can be altered to suit each member's unique practices. The version Nedow is asking the Board to adopt is based upon this model, and he informed the Board the practices and preventive steps included in the plan document is not as extensive as what is presently being utilized at both garages.

Eckerle asked Nedow who is responsible to ensure that the criteria listed in the Plan are being followed. Nedow stated that while it is the responsibility of each Supervisor/Foreman to ensure that the daily checks and tests are followed and documented, the ultimate responsibility would be with the Manager.

Motion by Calhoun, supported by Mikowski to adopt the COVID-19 Preparedness and Response Plan as presented. Discussion: None.

Ayes: Joyce, Mikowski, Calhoun, Popa and Eckerle. Nays: None. - Motion is hereby adopted.

Proposed resolution for consideration: defending common law abandonment claims for decertified roads:

Popa asked for this topic to be included on today's agenda. He recently read an article in the MCRCSIP quarterly newsletter that some counties having a number of decertified roads have not been abandoned and are still being used by the public for hiking, snowmobiling or accessing state owned land for a variety of reasons. He explained the article is suggesting Road Commissions need to reinforce this and to protect these decertified right of ways for possible future use.

With a recent increase in the number of common law abandonment claims, the article states the Pool's legal counsel is countering these lawsuits by asserting road commissions enjoy governmental immunity from involuntary property transfers within the property law statutes. To reinforce our custodial jurisdiction over these decertified roads, the article also suggests road commissions to 1) expressly state in connection with any highway decertification that the road is not intended to be abandoned, and 2) exercise our ongoing jurisdiction over decertified roads by insisting that they remain unobstructed by adjacent land owners and 3) post MMUTCD compliant signage at the start of any decertified road indicating that the road is not maintained beyond this point.

Popa provided a draft resolution which he would like each Board member to review and if in agreement, adopt at a later meeting. After further discussion, various Board members expressed their desire for additional time to digest the contents of what is being proposed. Nedow was instructed to submit the proposed resolution to our legal counsel for review and comment and present his report to the Board at the next meeting.

Discussion: process for reviewing Manager Applications:

Popa opened the discussion by stating he wanted to make sure that all Board members are on the same page how applications are handled. He voiced his opinion that the applications themselves are public information which anyone can come in and look at. He offered his thoughts on how the process should be conducted in regards to open session and closed session. Further discussion ensued in which Eckerle and Joyce stated they disagreed with some of Popa's comments and provided their opinions on how the process should be conducted regarding confidential applications.

Public comments

Engineer Tech Moore offered his thoughts on decertified roads, affirming that roads that have been decertified are still under our jurisdiction but do not received ACT-51 funding. He also stated that based on his experience, this issue is more prevalent in urban areas than in rural settings. In regards to the Manager applications, he suggested contacting the Road Commission's legal counsel to determine what is legal and what is not.

Commissioner comments: None.

With no more business to conduct, Joyce adjourned the meeting at 1:45 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEECLANAU COUNTY

By [Signature]
Bob Joyce, Chairman

By [Signature]
Greg Mikowski, Vice-chairman

By [Signature]
Jim Calhoun, Member

By [Signature]
Tom Eckerle, Member

By [Signature]
John Popa, Member

Attest: [Signature]
Joel T. Nedow-Secretary to the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, June 2, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Bob Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also present: Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Public invited to attend via GoToMeetings telephone link.

Agenda: approved as presented.

Minutes from the May 19, 2020 - approved as presented.

Public Comments: None.

Communication items:

-A letter dated May 18, 2020 from Glen Arbor resident Ben Czeriawski to his neighbor Greg Besio asking him to remove the small landscaping rocks Besio had installed on Czeriawski's property in the Sunset Drive road right of way citing possible liability concerns. No action was requested: Czeriawski provided a copy of the letter to the Board apprising them of the situation.

-An email dated March 21, 2020 from Alexander Janko to Sheriff Borkovich in which Janko is asking him to apprise his deputies of the ongoing litigation and to ask that reports be generated whenever law enforcement is called to the scene when responding to bon fires or trespassing complaints. Janko also announced his intent to install "No Trespassing" signage on the beach area warning the public to stay off private property when accessing the Reynolds Street beach.

Nedow also provided a phot of one of the signs that was subsequently installed which was posted on a social media page in which it appeared the signs to the north were placed within the public road right of way. Nedow referred the matter to legal counsel who offered the opinion that the Road Commission has the options of removing the signs ourselves, or ask the Jankos to move the signs on the north side out of the right of way. Staff took no action at that time to wait for the next Board meeting for direction.

Joyce offered his thoughts that it would be in the best interests of the Road Commission to write a letter to ask those who installed the signage perceived to move them out of the right of way. Eckerle voiced his concerns that allowing the signs to remain could expose the Road Commission to possible further litigation and he too would like to see the signs removed or moved. Calhoun agreed, stating he would like to see a letter written asking Janko to move his signs or shift them a few feet onto his property and out of the right of way. Nedow suggested that because of the ongoing litigation, it would be his recommendation to ask our attorney to write the letter so that the Board does not have direct contact with Janko which should be avoided during the ongoing litigation proceedings. The Board agreed and directed Nedow to proceed as he suggested.

-An email dated May 30, 2020 from Elmwood Township resident Jerry Raymor concerning a promise he had received from Kelenske over the winter promising that Timberlee subdivision roads would be fog sealed this spring. After discussion, Nedow was instructed to respond to Raymor's email, informing him that the Timberlee subdivision roads would be one of the first ones fog sealed later this summer after our crew has completed applying emulsion and aggregate to this year's roads to be seal coated and the equipment switched over to apply fog seal emulsion.

Appointments: None.

Staff Reports:

Moore provided an update on paving projects. Lingaur and Popp Road will start within a few days and efforts will then shift to paving Schomberg, Gauthier and Overby Roads. Undercutting on Alpine Road is continuing and crews will be busy with shoulder restoration on the recently paved roads.

Mikowski asked Moore to inspect a sunken area on Eagle Highway north of the M-204 and CR-641 that is retaining rain water on the road surface and how it can be fixed

Follow up report: clarification of letter dated May 8, 2020 to Gayle Cummings of the Michigan County Road Commission Self Insurance Pool from attorney Henn regarding the Janko Share Trust/Reynolds Street lawsuit asking if any action from the Road Commission is required.

Nedow reported receiving an email from Henn's office which confirmed no action is required at this time with an offer from Attorney Henn indicating he would be glad to meet with the Board in closed session if the Board would like an in-person update.

Follow up report: result of attorney review of proposed Resolution 20-2 – Defending common law abandonment claims for decertified roads:

Nedow reported receiving an email from Henn indicating he liked the proposed resolution and supports our Board adopting it.

Motion by Popa, supported by Calhoun to adopt Resolution 20-2 which reads as follows:

WHEREAS, common law abandonment claims are most typically used in an effort to vacate a road that, while not certified, is either still used by the public for seasonal or recreational purposes or is still required for ingress and egress from interior parcels to reach a certified road;

WHEREAS, an increase in common law abandonment claims creates a significant risk that may wrongfully strip Leelanau County Road Commission of its jurisdiction over roads which are decertified, but remain necessary or potentially useful to the public;

WHEREAS, some road abandonment claims seek to circumvent the required statutory abandonment process;

WHEREAS, retention of decertified rights-of-way is critical to enabling Leelanau County Road Commission to effectively adapt to needs arising from future land development or use;

WHEREAS, Leelanau County Road Commission frequently updates its 'Certification Map' for regulatory funding;

WHEREAS, decertified rights-of-way are not abandoned, but are not included for regulatory funding and remain part of Leelanau County Road Commission rights-of-way;

NOW THEREFORE, BE IT RESOLVED, that the Board of County Road Commissioners on behalf of the Leelanau County Road Commission, does hereby acknowledge that past 'Certification Maps' did not abandon rights-of-way that were decertified and that Leelanau County Road Commission maintains ongoing jurisdiction over past and future decertified roads and insists that they remain unobstructed by adjacent landowners, without permission.

Roll call vote: Joyce – aye; Mikowksi – aye; Popa – aye; Calhoun – aye and Eckerle – aye. Nays: none. - Resolution is hereby adopted.

Motion to approve construction engineering contract for CR-669 Shalda Creek project:

Motion by Calhoun, supported by Popa to authorize Chairman Joyce to sign a construction engineering contract for the CR-669 Shalda Creek culvert project with Gosling Czubak with a proposed fee of \$60,000.00.

Discussion: Joyce stated that he had anticipated that the Road Commission would need to hire outside engineering support as needed when the vacant engineer position was replaced by an engineer technician.

Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: None. – Motion is hereby adopted.

Request to amend COVID-19 Preparedness and Response Plan:

Nedow stated that the Governor has rescinded the Executive Order requiring a mandatory 14 day mandatory quarantine period for those traveling outside the State of Michigan as of June 1, 2020. As such, he is recommending updating our plan accordingly to reflect this. Doing so would prevent financial hardships on those employees planning to travel out of state this summer and keep our workforce fully staffed for this summer's busy workload. Joyce stated that in the weeks and months to follow, he fully expects more changes to the plan as circumstances warrant as the virus will likely spread later this fall as predicted.

Motion by Calhoun, supported by Mikowski to amend the COVID-19 Preparedness and Response Plan as presented to remove a component of the plan that requires a 14 day quarantine period for anyone traveling outside the State of Michigan who are symptom free.

Discussion: Popa asked for clarification as to the revised draft as presented.

Ayes: Joyce, Mikowski, Calhoun, Popa and Eckerle. Nays: None. – Motion is hereby adopted.

Public comments: None.

Commissioner comments:

Eckerle: asked Moore to investigate a stretch of a seasonal portion of Lawrence Road where the adjacent lake has been flooding the roadway. He asked if it would be possible to elevate a short segment of the gravel road to help prevent future flooding. Calhoun mentioned there are other roads in the county where high water has flooded the road, mentioning Howell Road in Leelanau Township.

Popa: stated that he would like to include a six-month review for the Engineer Tech on the next meeting's agenda.

Closed meeting:

Motion by Calhoun, supported by Popa to go into closed session so that the Board can confer with attorney Tom Derderian about upcoming labor contract negotiation strategy.

Discussion: None.

Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: None. – Motion is hereby adopted, and the Board went into closed session at 1:36 p.m.

At 2:07 p.m. the Board returned to open session and Joyce reconvened the meeting.

With no more business to conduct, Joyce then adjourned the meeting at 2:07 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By [Signature]
Bob Joyce, Chairman

By [Signature]
Greg Mikowski, Vice-chairman

By [Signature]
Jim Calhoun, Member

By [Signature]
Tom Eckerle, Member

By [Signature]
John Popa, Member

Attest: [Signature]
Joel T. Nedow-Secretary to the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, June 16, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Bob Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also present: Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Public invited to attend via GoToMeetings telephone link.

Agenda: Motion by Popa supported by Calhoun to amend today's budget to include "Email dated June 15, 2020 from DJ Shook to Keith Moore asking for a letter from the Road Commission to renew the expired 5-year commitment to the Tribal Stream and Michigan Fruit belt Collaboration – PCPP project renewal".

Discussion: Nedow explained that Moore had received this email today asking the Road Commission to respond by June 25, 2020.

Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: None. – Motion is hereby adopted – item added to the agenda.

Minutes from the June 2, 2020 - approved as presented.

Public Comments: None.

Communication items:

-Email dated June 10, 2020 from Elmwood Township resident Morgan Burke-Byers who submitted a request to have the Road Commission clean out roadside ditches between 10212 and 10460 E. Cherrybend Road within the next 30 days and consider a long-term plan to replace the undersized drainage culverts in that area.

Moore offered his interpretation as to what he is seeing at this location. He had spoken to Drain Commissioner Steve Christensen about the flooding situation in that region. Moore stated the roadside ditches and culverts were designed to take water from our roads only and over the years, water from bordering properties are dumping their water into our ditches instead of containing it on their land. While he pointed out the Road Commission should be more proactive in maintaining our ditches, Moore stated he believes the twelve inch culverts are sufficient to handle the road generated water but does not have the capacity to handle the additional water being funneled into our ditches. He questioned if it is the Road Commission's responsibility to spend public funds earmarked for transportation to up-size our culverts and ditches to accommodate the additional volume in light of the high water levels and recent heavy rains are having on worsening the recent flooding conditions. In the meantime, various residents in the area are banding together to hire a contractor to clean out their driveway culverts.

Moore also informed the Board that a culvert inventory was done by former Manager Wagner a few years back but efforts focused on the rural areas in the county and information on the condition of those in the urban areas are lacking. Because hiring a contractor to jet a culvert open can be expensive, Moore suggested looking into purchasing similar equipment so that our crews could use to open plugged culverts.

Joyce provided some background to the conditions he saw when called out to the Dalzell/Cherrybend Road area and suggested staff should start a list of hot spots to identify where the problem is.

Eckerle pointed out that a lack of manpower is making it difficult for our road crews to catch up on some of the routine maintenance items such as ditch clearing that ought to be done.

Popa stated that the specific cause of all this has yet to be determined, and he suggested waiting until the Engineer Tech and Superintendent inspect and evaluate the structures before rendering their recommendation how best to address the problem.

After further discussion, Nedow was directed to respond to Burke-Beyers email and provide here with an update on the Road Commission's plan to clean the ditches in her neighborhood soon and evaluate the drainage structures this fall after the seal coat and paving projects have been completed. He was also instructed to include this topic on the next meeting agenda.

-Letter dated June 1, 2020 from the Michigan County Road Commission Self-Insurance Pool asking the Board to cast two ballots for the 2020 Board of Directors' election. The first ballot is asking the Board to select two candidates (only two listed) for the Northern representatives, and the second ballot is asking to select two candidates (three listed) for the At-Large representatives. Nedow offered his recommendation to vote for the incumbents (Cooper and Gutowski on the Northern ballot and Livermore and Laughlin on the At-Large) who he believes will best service our interests.

Motion by Popa supported by Calhoun to vote for Cooper and Gutowski for the MCRCSIP 2020 Board of Directors' ballot – Northern representatives, and Livermore and Laughlin for At-Large representatives. Discussion: Eckerle asked Nedow for clarification on the ballot proposals which Nedow provided. Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: None. – Motion is hereby adopted.

-Email dated June 15, 2020 from Grand Traverse Band of Ottawa & Chippewa Indian-Fish, Wildlife, and Soil Conservationist D. J. Shook to Engineer Tech Moore asking the Road Commission to provide a letter pledging to renew the Road Commission's commitment of in-kind services to a new Tribal Stream and Michigan Fruitbelt Collaborative – PCPP project. Shook is asking for an updated letter from the Road Commission be sent to him by June 25, 2020 and apologized for the. The Fruitbelt Cooperative has documented over \$116,000.00 in contributions from the Road Commission which is above the \$75,000.00 in-kind contribution former Manager Wagner had committed to in the previous five-year agreement.

Eckerle questioned what benefit did the Road Commission receive from the prior commitment, and Moore mentioned several recent culvert replacement projects where the NRCS had provided funding to the Road Commission. Moore and Nedow voiced their support of the request. Nedow stated that as this request was received this morning there has not been enough time for staff and the Board to digest what is being requested. And as the response date is before the next meeting date, he is suggesting adopting a motion granting Moore the authority to respond on behalf of the Road Commission.

Eckerle asked if the County Drain Commissioner is aware of this agreement; Moore responded that he is not sure.

Motion by Calhoun supported by Mikowski to authorize Engineer Tech Moore to write a response letter to Shook on behalf of the Road Commission expressing the Board's willingness to renew the agreement with an in-kind financial commitment similar to what was pledged in the previous expired agreement if doing so would be in the best interests of the Leelanau County Road Commission.

Discussion: None.

Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: None. – Motion is hereby adopted.

Appointments: None.

Staff Reports:

Nedow reported that the Reynolds Street/signs reported to be installed in the road right of way has been resolved.

Moore provided an update on paving projects. He noted that while Molon is not the speediest, he is impressed with their quality and testing of the asphalt has met his expectations. Asphalt tonnage is running on target. When asked by Eckerle if the crew members are working Friday's to get caught up, Moore replied not at this time. Popa asked about crack sealing, and Moore stated that with the imposed COVID restrictions and social distancing imposed by the State this spring, maintenance activities such as crack sealing had to be skipped. While Moore agreed this is an important step prior to seal coating, the negative impact should be minimal given many of the roads scheduled to be seal coated were wedged this spring.

Six-month review of the Engineer Tech:

Popa asked for this item on the agenda. He stated that Moore, when he was hired, was promised a six-month review and a \$2.00 per hour raise which Popa stated he was able to confirm this agreement with Kelenske. Popa provided a written list of reasons why he feels Moore should be given a raise, citing that Moore is doing a good job since his arrival last fall.

Further discussion ensued, as each Board member offered their individual thoughts on Popa's proposal. Collectively, all five members agreed that Moore is doing a good job. However, each Board member in turn offered their reasoning why they would not support granting a raise at this time:

- Job reviews/evaluations for administrative staff members ought to be performed by the Manager, not by the Board or by a member of the Board. As such, the Board should focus on finding a replacement Manager followed by settling the ongoing union contract renewal and being mindful of the impact the COVID pandemic measures have had on our funding and what could happen later this fall and winter.
- Questioned why a six month review was promised when it is customary to have annual performance reviews.
- The Board is presently in the middle of negotiating a new labor contract with the union membership that the Board needs to keep in mind that approving a large raise could have a detrimental impact on the proceedings.

Popa did not agree, expressing his opinion that granting administrative pay raises should not be an impediment with ongoing union contract negotiations and retaining good employees is important. He then asked Joyce that if the contract is settled soon, would he consider approving a pay raise for Moore. Joyce declined, offering his viewpoint that he could not support a pay raise at this time given the uncertainty of what impact the COVID restrictions will have on our future funding should the pandemic worsen this fall and winter. In his opinion, the Board should focus on finding a replacement Manager who is responsible for evaluating staff and submitting pay increase to the Board for review and approval. He pointed out that Popa could make a motion to grant Moore a pay raise if he wanted to pursue the matter, but no motion was offered.

Discussion: plans for reviewing applications for Manager:

Popa stated that there are a lot of applications and he is suggesting each Board member should come into the office and review them. He suggested scheduling a special meeting soon so that the Board can begin the process of selecting candidates and scheduling interviews. He asked Kuhn to make a list of all the applicants which the Board can use to help identify potential candidates and suggested the meeting should be held soon.

Calhoun stated the ad placed for the position said the Board would take applications until July 1st and he would prefer to wait until after that date to schedule a special meeting. Everyone has had the opportunity to review the applications submitted so far and suggested those that are received from now until July 1st could be seen at the meeting.

Eckerle agreed, stated that he disagrees with Popa's interpretation how confidential applications should be handled by the Board.

Motion by Calhoun, supported by Mikowski to schedule a special meeting for Thursday, July 2, 2020 at 5:00 p.m. to review applications for Manager.

Discussion: None.

Ayes: Joyce, Mikowski, Calhoun and Eckerle. Nays: Popa. – Motion is hereby adopted.

(Note: as the Road Commission is closed on July 2nd in observance of the July 4th holiday, the meeting was subsequently moved up to July 1st at 5:00 p.m. which was done by polling each Board member by phone by the Secretary to the Board. No objections were offered)

Popa then suggested the Board should consider hiring a professional head hunter should the Board determines the applicants do not meet the criteria the Board is seeking. Joyce stated he would prefer to wait until after July 1st deadline before considering Popa's suggestion.

At 2:07 p.m. Calhoun excused himself from the meeting and departed.

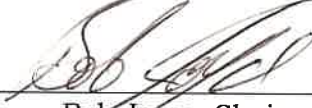
Public comments:

Heard comments from Leland Township resident Alexander Janko regarding the signage Janko was asked to move (letter sent by MCRCSIP legal counsel who is defending the Road Commission is the on-going lawsuit filed by Janko and Joyes Trusts that also includes Leland Township) out of the public right of way – north side that he had erected on the beach at the end of Reynolds Street. Janko claimed that he was forced to pay \$700 for “an unnecessary survey” to prove his signs were not in the public right of way and suggested the Board check facts before “asserting guilt via public accusations based on assumptions and miss-truths instead of evidence.”


Commissioner comments: None.

With no more business to conduct, Joyce then adjourned the meeting at 2:25 p.m.

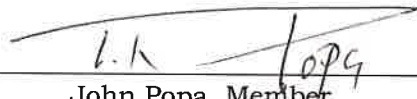
BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to the Board

The **special** meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 10:00 a.m. on Wednesday, June 24, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Robert Joyce, Members Jim Calhoun, John Popa and Tom Eckerle. Vice Chairman Greg Mikowski was absent. Also present: Finance Manager/Secretary to the Board Joe Nedow.

Agenda: approved as presented.

Public Comments: None.

Appointments: At 10:05 a.m. Nedow asked the Board to go into closed session to discuss on the telephone labor contract negotiation strategy with the Road Commission's legal counsel.

Motion by Calhoun, supported by Popa to go into closed session at the request of the Secretary to the Board to consult by telephone with the Road Commission's labor attorney Tom Derderian to discuss efforts to reach an agreement with Teamster's Local #214 (representing the union membership) on a new labor contract.

Discussion: None.

Roll call vote: Joyce - aye; Popa - aye; Calhoun - aye and Eckerle - aye. Nays: None. Absent: Mikowski. -

Motion is hereby adopted. The Board then entered into closed session at 10:07 a.m.

At 10:35 a.m. Mikowski arrived and joined the closed session.

At 10:45 a.m. the Board returned to open session and Joyce reconvened the meeting.

Public Comments: None.


Commissioner Comments:

Mikowski apologized for being late as he thought the meeting was scheduled for 10:30 a.m.

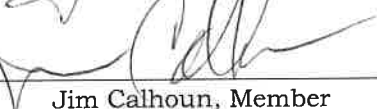
Popa urged the Board members to come into the office before the July 1st special meeting so that all would have the opportunity to review the applications for Managing Director. He had asked Kuhn to create a cover sheet listing all the candidates which Popa suggested could be used to help select those the Board is interested in interviewing.

With no more business to conduct, Joyce adjourned the meeting at 10:46 a.m.


BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

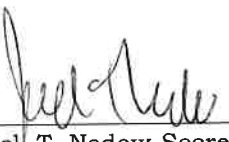
By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to
the Board

The **special** meeting of the Board of County Road Commissioners of Leelanau County was called to order by Vice Chairman Greg Mikowski 5:00 p.m. on Wednesday, July 1, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa and Tom Eckerle. Chairman Robert Joyce was absent. Also present: Finance Manager/Secretary to the Board Joe Nedow.

Agenda: approved as presented.

Public Comments: None.

Purpose: To review applicants for the vacant Managing Director position.

Nedow recommended going into closed session to review the applications of candidates who requested their identity be kept confidential.

Motion by Calhoun, supported by Popa to go into closed session at the request of the Secretary to the Board to review the applications submitted by candidate for the vacant Managing Director position requesting confidentiality.

Discussion: None.

Roll call vote: Mikowski – aye; Popa – aye; Calhoun – aye and Eckerle – aye. Nays: None. Absent: Joyce - Motion is hereby adopted. The Board then entered into closed session at 5:05 p.m.

At 5:12 p.m. the Board returned to open session and Mikowski reconvened the meeting.

Popa then read from the Michigan County Road Commissioner’s Handbook – Administering the County Road Commission: Qualities of the CAO that states boards should seek a college graduate, should have training or experience in public policy and public affairs, have a good sense of the political dimensions of the agency and display effective management qualities.

Individual applications were then sorted out and each commissioner provided the opportunity to offer support for those candidates they wish to offer an interview. Ten candidates were then selected to be interviewed.

In regards to the interview process, support was expressed to schedule three dates to conduct interviews during a series of special meetings (Monday, July 13th, Wednesday July 15th, and Thursday July 16th) starting at 5:00 p.m.

Motion by Popa supported by Mikowski to direct Nedow to schedule special meetings on July 13, July 15 and July 16, 2020 all three starting at 5:00 p.m. so that the Board can conduct interviews for the vacant Managing Director position, with a maximum of three interviews per meeting.

Discussion: Eckerle stated he would not be in favor of limiting the number of interviews to three per day. He voiced his support for keeping the first round of interviews short so that the Board can identify which candidates would receive a second interview. He also stated his opinion that he did not want to see the process get dragged out. Mikowski and Calhoun agreed and Popa rescinded his motion.

Motion by Popa, supported by to direct Nedow to schedule special meetings on July 13, July 15 and July 16, 2020 all three starting at 5:00 p.m. so that the Board can conduct interviews for the vacant Managing Director position.

Discussion: none.

Ayes: Mikowski, Popa, Calhoun and Eckerle. Nays: None. Absent: Joyce. – Motion is hereby adopted.

Nedow was instructed to contact the candidates chosen to schedule interview times for the dates adopted by the Board, and provide the Board with a listing of the interview schedule when completed.

Calhoun stated he would like the candidates to bring their list of references so that the Board members can do their due diligence. No objections were offered to Calhoun’s suggestion.

Popa suggested the Board members could use the list of interview questions provided during Kelenske’s interview and have their questions selected for the interview process.

Public Comments: None.


Commissioner Comments:

Eckerle asked Popa if he still had the contact information for the professional talent search specialist Popa has recommended hiring several weeks earlier which could be used in the event no manager is found among the current batch of candidates to be interviewed. Popa confirmed he still has the information and offered to provide it if needed.

Nedow asked for clarification as to the help-wanted advertisement posted on the Indeed website. Because a cut-off date was listed, did the Board want him to remove the advertisement or continue it? While Calhoun suggested the posting be removed, Mikowski, Popa and Eckerle stated they would prefer the ad continue but edited to remove the deadline date and instead, include a statement that evaluating candidates is underway and the position open until filled. Nedow was also instructed to hold any applications that are submitted after the original due date and keep them on file for the time being.

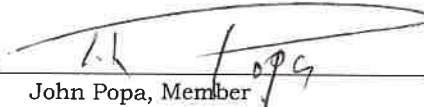
With no more business to conduct, Mikowski adjourned the meeting at 5:50 p.m.


BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joe T. Nedow-Secretary to
the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, July 7, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Bob Joyce, Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa, and Tom Eckerle. Also present: Superintendent Dave Priest, Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Public invited to attend via GoToMeetings telephone link.

Agenda: Approved as presented.

Minutes from the June 16, 2020 regular meeting, June 24 2020 special meeting and July 1, 2020 special meeting - approved as presented.

Public Comments: None.

Communication items:

-Email dated June 26, 2020 from the Road Commission's legal counsel Tom Derderian who provided an update to the Board on the union contract negotiations. (Contents protected by attorney/client privilege).

Discussion: Mikowski asked if Derderian's update required a response from the Board. Nedow stated the only action needed by the Board is to acknowledge receipt of the email at this time. When questioned further, Nedow informed the Board that they have the option of accepting Derderian's recommendation or choose to do something different.

Appointments: None.

Staff Reports:

Priest provided an update on ditching work recently done along Cherrybend Road and Cedar Lane in Greilickville which have been experiencing significant high water levels and flooding brought on by heavy rains in past weeks. While significant progress has been made, additional ditching will have to wait until the rest of the work-zone area up to Dalzell Road has been flagged by the Miss Dig utility marking system. He also mentioned that as our crews have since moved on to seal coating and shoulder restoration work, and that he will have to wait for a break in our schedule before we can complete ditching in that area. Priest also pointed out that even with the ditches cleaned out, water flow may still be impeded due to several driveway culverts had been installed improperly at shallow depths and not at a uniform deeper level to correspond to the depths of the ditches so that water can flow freely.

Work is proceeding on the Alpine Road undercut project which should be ready for paving within the next few weeks.

In regards to our seal coat operation, Priest had recently been contacted by our emulsion provider who informed him that they are having difficulty finding enough transports and can only provide one transport of emulsion per day instead of the requested two shipments per day Priest needs for a full-day. Other options were discussed: such as purchasing emulsion from another supplier, look into renting a storage distributor/tank that can be utilized to store emulsion from a local contractor or from a neighboring road commission if our present supplier can deliver multiple shipments. However, due to the specialized nature of the tank and time of year, Priest thought this option is unlikely. Popa suggested that for those days when a second shipment of emulsion is not delivered, Priest could consider crack sealing to keep the crew busy and finish out the day. Eckerle questioned if Priest has enough slag on hand to complete this summer's seal coat list, and Priest replied that he will need to purchase a small amount of 25A slag to finish all the roads on his list to be sealed.

Moore reported that the first round of paving has been completed and that actual asphalt costs and quantities are in line with what he had projected. Kasson Center Road, Tower Road, Alpine Road and CR-633 will be paved later this summer after the seal coat operation winds down. In regards to obtaining a spare emulsion storage tank, Moore urged caution and that this option has risks if the third-party storage vessel is not clean which could contaminate the emulsion and possibly affect the slag's ability to adhere to the road surface.

Nedow reported the Michigan Transportation Fund receipts for May were significantly lower than he had forecasted due to the full impact of the COVID-19 stay-at-home order as well as the impact of the Secretary of State offices being shut down state wide and no registration fees collected. He also stated that despite the added loss of revenue, there is still enough funds remaining to cover this short-fall and for the short-falls expected for the rest of the summer and early fall. And as a precaution, the purchase of next summer's seal coat slag has been delayed until after the New Year and the accelerated MERS pension funded scaled back starting in August. When asked, Nedow also reported our county gravel roads had been brined last month and a second application of brine may be needed if dry conditions persists through the months of July and August.

Recommended interview questions for the Managing Director candidates (provided by Popa) and a listing of the interview schedule for the July 13th and 15th special meetings were distributed to the Board. No comments were offered.

Public comments: None.

Commissioner comments:

Mikowski offered his congratulations to Priest on how smooth the asphalt patch was when our crew members had replaced a culvert on CR-626. Priest stated that the small roller we purchased last year was ideal for this scale of work and that he expects to use it more frequently as more culverts begin to fail requiring replacement and the corresponding roadway patched.


Popa stated he would like to have a telephone conference call with the Road Commission's legal counsel during the July 21st meeting as he has several concerns that he would like to discuss. Calhoun stated he does not agree, stating his opinion that the Board's attorney has provided his recommendation how the Board should proceed and no further action is necessary. Eckerle stated he agrees with Calhoun's observation and he too does not see any need to call Derderian at this time.

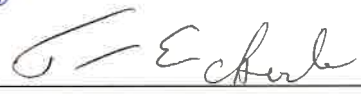
With no more business to conduct, Joyce then adjourned the meeting at 1:22 p.m.


BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel. T. Nedow-Secretary to the Board

July 15, 2020

The **special** meeting of the Board of County Road Commissioners of Leelanau County was called to order by Vice Chairman Greg Mikowski 5:20 p.m. on Wednesday July 15, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Vice Chairman Greg Mikowski, Members Jim Calhoun, John Popa and Tom Eckerle. Chairman Robert Joyce was absent. Also present: Finance Manager/Secretary to the Board Joe Nedow.

Agenda: approved as presented.

Public Comments: None.

Appointments: Interview the following candidates for the vacant Managing Director position: Ronald Rohloff of Traverse City Michigan; Brendan Mullane of Canton Michigan; Timothy Hudson of Traverse City Michigan and Robert Joyce of Omena Michigan.

At the conclusion of each interview, Mikowski informed the applicants that upon conclusion of the initial round of interviews, a second round of interviews could be scheduled for those candidates the Board would like to speak to again. He further added that he is anticipating this to happen no later than at the July 21st regular meeting.

Discussion: how to proceed with the next phase of the selection process:

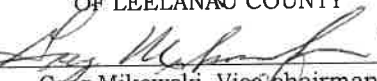
Popa suggested each board member should use a matrix to rate each applicant when compared to the qualifications listed on the Managing Director's job description. Those applicants with the highest scores would then be used as a basis to schedule follow up interviews. Eckerle disagreed, stating that he would prefer to use his own methodology when evaluating the candidates. He wants a Manager who would have good business sense which he feels is the most important attribute that he is looking for. Popa then suggested the group could schedule a special meeting to continue the process and offered several dates which he would be available. Mikowski stated that he would prefer not to have night meetings and Calhoun stated Tuesday evenings are not good for him. Nedow suggested the Board could meet at the conclusion of their July 21st regular meeting at which time the four participating board members would already be present and thus eliminate the need for a special meeting being scheduled. No objections were offered to Nedow's suggestion.

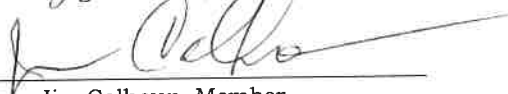
Public Comments: None.

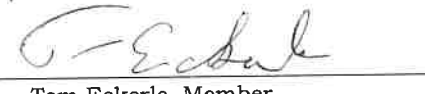
Commissioner Comments: None.

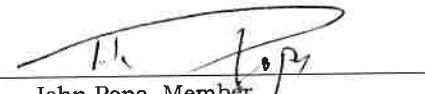
With no more business to conduct, Mikowski adjourned the meeting at 7:22 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

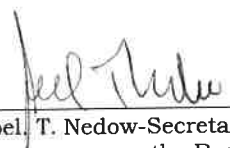
By 
Greg Mikowski, Vice Chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest:


Joel T. Nedow-Secretary to
the Board

July 13, 2020

The **special** meeting of the Board of County Road Commissioners of Leelanau County was called to order by Vice Chairman Greg Mikowski 5:00 p.m. on Monday, July 13, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Vice Chairman Greg Mikowski, Members John Popa and Tom Eckerle. Chairman Robert Joyce and Member Jim Calhoun was absent. Also present: Finance Manager/Secretary to the Board Joe Nedow.

Agenda: approved as presented.

Public Comments: None.

Appointments: Interview the following candidates for the vacant Managing Director position: Steven J. Briggs of Suttons Bay Michigan; Brett W. McGregor of Elberta Michigan; Brian C. Edwards of Cedar Michigan; Kipp Drake of Central Lake Michigan and Brad D. Stauffer of Roscommon Michigan.

Calhoun arrived at 7:22 p.m. during the Briggs interview.

At the conclusion of each interview, Mikowski informed the applicants that upon conclusion of the initial round of interviews, a second round could be conducted for those candidates the Board will be selecting, which he anticipates no later than the July 21st regular meeting

Public Comments: None.

Commissioner Comments:

Eckerle questioned what the next step will be in the process following tomorrow's interviews as he would prefer to continue to move forward with the process. After further discussion, Nedow was instructed to include a second topic on the July 15th Special meeting agenda for a discussion on what the next steps in the process will be.

With no more business to conduct, Mikowski adjourned the meeting at 7:02 p.m.

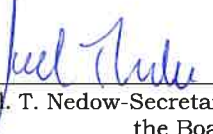
BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to
the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:05 p.m. on Tuesday, July 21, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Bob Joyce, Members Jim Calhoun, and John Popa. Vice-chairman Greg Mikowski and Member Tom Eckerle were absent. Also present: Superintendent Dave Priest, Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Public invited to attend via GoToMeetings telephone link.

Agenda: Approved as presented.

Minutes from the July 7, 2020 regular meeting, July 13 2020 special meeting and July 15, 2020 special meeting - approved as presented.

Public Comments (via telephone link):

Heard comments from Rod Jones (12684 S. Cedar Lane) and Tim McCalley (12645 S. Cedar Lane) in Elmwood Township who offered their viewpoints about the ditching work recently performed along Cherrybend Road and Cedar Lane, including their recommendations where additional ditching and drainage work could be done to help alleviate future flooding.

Leelanau County Board Commissioner Patricia Soutas-Little (District #5) informed the Board that Leland Township has established two recycling sites, a temporary location at Oak and Edwards Streets on property owned by the Manitou Transit Company in the Village of Leland and a second, permanent location that will be on Popp Road. She added that Leland Township has been without a recycling site for a long time and the Suttons Bay site has been receiving the overflow and is struggling to keep up with the additional volume. She is asking the Board if there are any special requirements imposed by the Road Commission for establishing either location which needs to be addressed before the proposal is to be discussed at a special meeting with the County Board scheduled for July 29th.

Communication items:

-Email dated July 6, 2020 from Melissa Crimmins, who resides at 202 North First Street in the Village of Leland who is asking the Road Commission to address flooding her property has been experiencing for many years, especially during heavy rainfall. She opined that the main cause is the poorly designed and under-sized drainage system is inadequate to handle the storm water runoff from the Lutheran Church parking area, from Leland Schools, and from North Street that empties into an open ditch on Pearl Street that flows downhill past her property at the bottom of the hill. In her email, Crimmins wrote that her concerns were addressed only once during the past 16 years when at that time the ditch along Pearl Street was dredged and hydro-seeded. However, she stated that the repair did not last long, and sediment and debris continues to wash into her driveway and on the sidewalk and floods her basement. She further stated the Road Commission has ignored her emails and phone messages over the past several years and she is prepared to contact her corporate counsel to document her concerns.

Engineer Tech Moore then provided an update. Moore had inspected this site and concluded that while the Pearl Street ditch needs to be cleaned, the ditch does appear to be working as designed and he cannot see where the water is overflowing the sides. He did note that to him, Crimmin's driveway culvert appears to be undersized which may be part of the problem why sediment is accumulating on the sidewalk and on her driveway, an observation which Crimmin's acknowledged in her email. To her charge that the Road Commission has failed to respond to her messages, Moore reported finding numerous emails and other documentation between Crimmins and former Road Commission staff members over the past several years. In each instance, the response from the Road Commission had been the same; there is nothing the Road Commission can do other than cleaning out the ditch periodically which Moore stated Priest is intending to do this summer. Moore had also contacted Leland Township Supervisor Och who informed him that she is unaware of Crimmin's concerns. Moore did state that he would contact MDOT to discuss the feasibility of connecting the Pearl Street ditch to the M-22 drainage structure but is doubtful of the outcome due to the dilapidated condition of the old structure.

Board members Mikowski and Eckerle arrived at 1:25 p.m.

The Board thanked Moore for his report and Popa and Joyce suggested Moore write a brief letter to Crimmins responding to her comments. Moore stated he had already done so via emails.

-Two letters, one dated July 11, 2020 and one dated July 13, 2020 from Maple City residents Sharon Sunal and Charles MacKinnon asking for safety improvements to M-72/CR-651/Goodrick Road intersection. Both letters cited numerous fatal and near-fatal accidents in recent months as the reason for their request.

Nedow stated he had forwarded both letter to MDOT being this intersection is under their jurisdiction and authority. On July 14, 2020 Sunal received an email from Krista Phillips - Traffic, Safety, and Operations Engineer MDOT North Region informing Sunal that Phillips is working with Solon Township Supervisor Lautner on a flashing warning signal at this intersection. In addition, Phillips stated that during the process, MDOT found this intersection is likely to meet warrant for a full stop/go signal and that MDOT is working toward that direction.

Popa suggested writing letter to both residents to inform them of this. Nedow replied that Sunal had already been contacted via Phillip's email and he will reach out to MacKinnon after the meeting.

Appointments: None.

Staff Reports:

Priest: reported making good progress on seal coating; the emulsion supplier has been able to supply the operation with two shipments per day. He also stated he will be sending work crews out to the Cherrybend Road area to continue ditching and repair road shoulders eroded from this past weekend's heavy rainfall on days when it is too wet to seal coat.

Moore: provided a report on the tasks he has been working on the past several weeks, including two ongoing culvert maintenance issues on Lee Point Road in which he enlisted the aid of the County Drain Commissioner and legal counsel. Early-season wedging and paving has been completed with the next round of paving expected to begin after the seal coat operation has been completed. Significant work is still needed on Kasson Center Road before it can be paved. Additional cross-culverts will need to be installed on Townline Road before both locations can be paved later this fall.

Popa informed Priest and Moore that he had spoken to Bingham Township Supervisor Werner about repaving Woodside Court off of CR-641 at which time he suggested Werner could consider a special assessment district to help pay for the upgrade. He also discussed Werner's request for the Road Commission to clear property within the road right of way at the end of Bingham Road for additional parking.

Nedow: announced that he is resigning as Finance Manager and Secretary to the Board, anticipating his last day of employment with the Road Commission will be mid-August. When asked by Popa to participate in an exit interview before the Board, Nedow declined.

Request to approve MDOT form 2207B "Performance Resolution for Governmental Agencies":

Moore explained that in order to place traffic control signage within the M-22 road right of way for the CR-669 Shalda Creek Culvert replacement project, a permit must be obtained from MDOT. In order to obtain this permit, the governmental agency who is contracting the work must provide an updated resolution to protect MDOT from liability as a condition of the permit.

Motion by Calhoun supported by Popa to adopt MDOT Form 2207B "Performance Resolution for Governmental Agencies as presented, naming the Engineer Technician, Superintendent, Managing Director and the Administrative Assistant authorized to apply for the necessary permit to work within the State Highway Right of Way on behalf of the Leelanau County Road Commission.

Discussion: Eckerle asked if staff had ran this document past legal counsel. Staff responded that this is a MDOT form with boiler-plate language and running this past our attorney would not be necessary.

Roll call vote: Calhoun - aye; Popa - aye; Mikowski - aye; Eckerle - aye and Joyce - aye. Nays: None. - Resolution is hereby adopted.

Eckerle offered an idea to staff regarding the basin drain that had washed out on the bottom of the hill on CR-633 south of Bingham Road. While this rain water runoff basin had been repaired earlier this summer after a heavy rain, a recent heavy rainfall had washed the rock and debris out into the orchard. Eckerle stated the velocity of the water flowing down the hill breached over the pavement's raised edge and overwhelmed the structure. He suggested staff may wish to consider installing additional runoffs further up the hill to help alleviate some of the flow before it gets to the bottom of the hill and overwhelms the drain.

Moore stated he recommends an additional drain if the run is found to be over 400 feet long and informed Eckerle he would look into the situation.

Request for a motion to adjust the 2020 Road Commission budget:

Nedow provided a report detailing why the requested adjustments are necessary that are based upon the year-to-date financial activity through June 30, 2020.

Motion by Mikowski supported by Calhoun to amend the 2020 Road Commission budget as follows:

For Revenues: increase State Trunkline TWA by \$100,000.00; increase State-Audit Refund by \$93,400.00; increase Township Contributions by \$51,000.00 and decrease Sale of Federal Aid by \$562,500.00.

For Expenditures: Increase State Trunkline TWA by \$100,000.00; increase Fringes-Insurances by \$65,000.00 and increase Administrative Expense-Net by \$40,000.00.

Discussion: Eckerle asked if these adjustments are all that are needed. Nedow replied that more adjustments would probably be necessary later in the year and it is much too soon to make that determination.

Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: None. - Motion is hereby adopted.


Public comments: Elwood Township resident Rod Jones offered additional comments as to how the Road Commission could remedy the drainage problems along Cherrybend Road/Cedar Lane area specifically at the Rushton property.


Commissioner comments: Calhoun, Popa, Mikowski, Joyce and Eckerle informed Nedow that they were sorry to see him leave.


With no more business to conduct, Joyce then adjourned the meeting at 2:10 p.m.

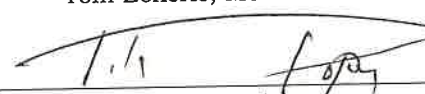
BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
Tom Eckerle, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to the Board

July 29, 2020

The **special** meeting of the Board of County Road Commissioners of Leelanau County was called to order by Vice Chairman Greg Mikowski 1:00 p.m. on Wednesday July 29, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Vice Chairman Greg Mikowski, Members Jim Calhoun and John Popa. Member Tom Eckerle was absent, and Chairman Robert Joyce was excused. However, a quorum was present and the meeting proceeded. Also present: Brad Stauffer, Brendan Mullane and Finance Manager/Secretary to the Board Joe Nedow. Other guests present via GoToMeeting telephone link.

Agenda: Popa asked to add to the agenda a general discussion as to how to proceed with the next phase of the selection process" following today's interviews.

Motion by Calhoun supported by Popa to add "General discussion – how to proceed with the next phase of the selection process" to the agenda.

Discussion: None.

Ayes: Mikowski, Popa and Calhoun. Nays: None. Absent: Eckerle. – Motion is hereby adopted.

Public Comments: None.

Appointments: Interview the following candidates for the vacant Managing Director position: Brad Stauffer of Roscommon Michigan at 1:00 p.m. and Brendan Mullane of Canton Michigan at 2:00 p.m.

Each Board member took turns asking various questions. At the conclusion of both interview, Mikowski informed the applicants that a decision would be made during the August 4, 2020 regular meeting.

Discussion: how to proceed with the next phase of the selection process:

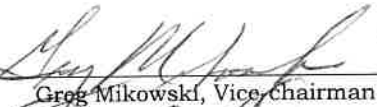
The merits, both positive and negative of each candidate were discussed. Popa stated that while both applicants have strong backgrounds, he is leaning toward Mullane. Mikowski also expressed similar thoughts. Calhoun stated he needed the weekend to sort things out before giving his recommendation as to which candidate he would like to see offered the job. Salary scale and other benefits to offer were also discussed.

Public Comments: None.

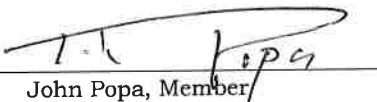
Commissioner Comments: None.


With no more business to conduct, Mikowski adjourned the meeting at 3:22 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Greg Mikowski, Vice Chairman

By 
Jim Calhoun, Member

By 
John Popa, Member

Attest: 
Joel T. Nedow-Secretary to
the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, August 4, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Bob Joyce, Vice-chairman Greg Mikowski, Members Jim Calhoun, John Popa and Tom Eckerle. Also present: Superintendent Dave Priest, Engineer Tech Keith Moore and Finance Manager/Secretary to the Board Joe Nedow. Public invited to attend via GoToMeetings telephone link due to COVID-19 gathering restrictions.

Agenda: Popa asked to include two topics on today's agenda: a discussion on seeking a different meeting room and plans to submit a letter Popa drafted thanking the voters for supporting the millage renewal request on today's primary election ballot.

Motion by Popa, supported by Mikowski to add the following topics to today's meeting agenda: a discussion on seeking a different meeting room and a discussion on approving a thank you letter Popa drafted which would be given to the Enterprise should the road millage ballot renewal pass.

Discussion: None.

Ayes: Joyce, Mikowski, Popa, Calhoun and Eckerle. Nays: none. – Motion is hereby adopted.

Eckerle stated that he would like to see roll-call approval for motions as anyone listening in via the telephone can distinguish how each Board member votes. Motion by Eckerle supported by Mikowski to require roll-call voting by the Board whenever the public is prevented from attending Road Commission meetings due to COVID gathering restrictions.

Discussion: Mikowski asked why this motion is necessary, and Eckerle responded that he believes people are looking over everything the Road Commission Board does and he wants to make sure the public knows how each member votes. Popa informed Eckerle that in his opinion, a motion is not necessary because the adopted Board Rules already provides for this, as the Chairman or a Member can request a roll-call vote at any time.

Eckerle then asked permission to withdraw his motion; no objections were offered.

Minutes from the July 21, 2020 regular meeting, July 21, 2020 special meeting and July 29, 2020 special meeting - approved as presented.

Public Comments (via telephone link): Leelanau Enterprise reporter Eric Carlson suggested no letter is necessary as he would be glad to contact Joyce later this evening for a brief official quote thanking the voters should the millage pass.

Communication items:

Letter dated July 22, 2020 from the County Road Association Self-Insurance Fund asking the Board to cast a ballot for the 2020 CRASIF Board of Trustee election (Board asked to vote for four positions, with four incumbent candidates listed on the ballot). Nedow offered his recommendation that the Board vote for all four incumbent candidates who he believes has done a good job representing the road commission's interests.

Motion by Mikowski, supported by Calhoun to vote for the following four incumbent candidates for the 2020 CRASIF Board of Trustee ballot: North Region – Jesse Campbell; UP Region – Tom Doty; South Region – Beth Hunt; and Northern Region Doug Robidoux.

Discussion: None.

Joyce then requested a roll-call vote: Calhoun – aye; Popa – aye; Mikowski – aye; Eckerle – aye and Joyce – aye.

Motion is hereby adopted.

Appointments: None.

Staff Reports:

Priest: The sealcoat operation, which had been making good progress, has recently been hampered by inclement weather. Crews have also been busy cleaning ditches and patching potholes. The three new one-ton cab and chassis diesel trucks have been delivered to Truck and Trailer Specialties in Boyne Falls for outfitting and should be ready next month. New employee Erik Sturdevant started at Suttons Bay August 3rd and Priest informed the Board he is waiting for other applicants he had interviewed to see if his offers of employment will be accepted. Priest also informed the Board that the seasonal portion of Lawrence Road has been closed to thru traffic due to high water. Instead of erecting a barricade, he stated a tree that recently fell across the north end of the road will be left there for the time being as a natural barrier. Eckerle stated that while he understands what Priest is trying to do, he asked if there is anything that can be done to raise the road bed enough so that the high water won't be an issue. Moore offered his opinion that significant efforts would be required to remedy the situation and he opined that a large investment of our resources on a seasonal, low volume road should not be considered.

Moore reported early paving projects are done and he does not expect Molon Asphalt to return for the remaining paving projects until mid-August. Crews are presently working on Kasson Center Road which Moore anticipates paving in September. CR-669 culvert replacement project is expected to be completed by August 28th and the road reopened. Late season highway painting will commence as soon as the seal coat operation concludes.

MDOT has informed Moore that this year's PASER ratings requirement has been deferred until next summer due to the COVID impact. Also, Moore is presently working with Leland Township to develop a plan whereby the township can pursue efforts to upgrade Sixth Street, an undeveloped platted street that has several new buildable lots being created from a land division Moore recently received.

As such, the existing private drives build there by permission from the Road Commission in the platted right of way is now inadequate to support the housing density and provide enough room for emergency vehicle access. The Road Commission's policy requires any cost to upgrade an undeveloped road is to be funded entirely by outside sources.

Other matters reported:

-Leelanau Township has scheduled a public meeting for August 11th at which time Consumers Energy will be making a presentation for relocating power lines on that part of Gills Pier Road designated as a Natural Beauty Road. While a majority of the work can be done outside the right of way on private property, some cannot which requires working in the right of way is necessary. As such, the Natural Beauty Road Act requires the utility contractor to hold a public meeting within the township where the work is to be done in order to hear public input on the scope of the work planned. Those comments obtained during this meeting would then be forwarded to the Road Commission Board who would be making the final decision if a permit is to be issued.

-Request by property owners at the end of Christmas Cove Road to limit parking along the road due to the parking lot at the end of the road is closed.

-Drainage concerns for Pearl Street – Leland: Moore contacted MDOT and reported they are refusing his request to allow the Road Commission to connect the Pearl Street ditching into the M-22 drainage structure. To compensate, Moore and Priest are working on a plan to perform additional ditching work later this fall which he believes will improve drainage.

-Moore offered his thoughts on what can be done to re-open Lawrence Road. After further discussion, Joyce and Eckerle asked that this topic be added to the next Board meeting.

Nedow reported that he received notice that the MERS pension investment are showing a strong recovery during the second quarter after experiencing a large first quarter loss. Also, the Michigan Transportation Fund distribution for June is showing a strong recovery after two months of significant loses which is a good sign. Calhoun asked about the ongoing union contract negotiations, and Nedow reported no progress was made during a recent meeting between the Road Commission bargaining representative and the union representation. The union membership has since requested a mediation session which Nedow anticipates to happen at the end of this month.

Advertise – replace Finance Manager/Secretary to the Board:

Nedow provided job descriptions for both positions for the Board to review. No changes were suggested. Nedow's offer to continue to provide support to the Road Commission as a part-time, hourly employee (wage based upon his current salary converted to an hourly rate) on weekends and nights to process accounts payable and close the books each month until the end of the year was gladly accepted by the board.

Motion by Calhoun supported by Mikowski directing staff to begin advertising for a replacement Finance Manager/Secretary to the Board with applications accepted until September 7, 2020.

Discussion: none.

Joyce then requested a roll call vote: Calhoun – aye; Popa – aye; Mikowski – aye; Eckerle – aye and Joyce – aye.

Motion is hereby adopted.

Popa then asked Joyce to expedite finding someone to be the temporary Secretary to the Board for processing Board minutes and other correspondence until a permanent person is hired. He suggested several sources for Joyce to contact and offered to assist him if needed.

General discussion – meeting room:

Popa asked for this item to be added to the agenda. Given the COVID restrictions and the limited available space at the Suttons Bay conference room, Popa suggested locating another larger location in which future meetings could be held so that the public could attend while still observing social distancing restrictions. Further discussion ensued, exploring if the Suttons Bay Fire Hall could suffice or if the County Courthouse basement meeting room is an option. Kuhn then interrupted the meeting to provide Joyce with the latest COVID directive that still mandates that indoor meetings are limited to 10 persons regardless of space. No further action was taken.

Thank you letter to voters:

Popa stated he drafted a letter which he is suggesting each Board member to sign so that it can be sent to the newspaper for publishing. Calhoun objected, stating his opinion that he would prefer to wait until after the election results are known before proceeding with a letter. Joyce read the draft Popa provided and offered several suggestions to change the wording. However, no action was taken.

Joyce then excused himself and sat in the audience for the next item on the agenda/Mikowski to chair this portion of the meeting.

Discussion/Action: select candidate to be new Managing Director:

Popa, Calhoun and Mikowski each provided their reasons why they are selecting Mullane as the candidate who they would like to extend an offer to. Eckerle stated he does not care for either Stauffer or Mullane and would be opposed to selecting either one.

Motion by Popa supported by Calhoun to offer the position of Managing Director to Brendan Mullane.
Discussion: None.

Roll Call vote: Popa – aye; Calhoun – aye; Mikowski – aye and Eckerle – nay. Motion is hereby adopted.

Motion by Calhoun supported by Popa directing Nedow to draft an offer of employment letter to Mullane, offering him the position with a starting salary of \$75,000.00, two weeks paid vacation, plus the use of a road commission provided vehicle, computer and cell phone.

Discussion: Popa argued that the salary being offered is too low given the professional nature of the position. He stated his opinion that as Mullane is a degreed engineer, he possesses the desired experience that warrants a higher starting salary. He further added the Superintendent is making \$75,000.00 and offering the same salary could potentially cause problems. Mikowski disagreed, expressing his viewpoint that Priest has been with the Road Commission for many years and working a lot of additional hours to justify his salary. Calhoun pointed out that Mullane indicated he was looking for a salary around \$75,000.00 during his final interview which matches what is being offered. Popa then asked what would happen if the Board's offer was rejected, would the Board need to wait until the following Board meeting to discuss and agree on a counter-offer with the delay possibly result in losing a desired candidate when time is of the essence. Eckerle suggested authorizing the Vice Chairman to represent the Board and negotiate with Mullane, with pre-agreed limits of the maximum salary and vacation time which would be agreeable to all and also address Popa's concerns.

Roll call vote: Popa – nay; Mikowski – nay; Eckerle – nay and Calhoun – nay. Motion fails.

Motion by Popa supported by Calhoun directing Nedow to draft an offer of employment letter to Mullane, offering him the position with a starting salary of \$75,000.00, two weeks paid vacation, plus the use of a road commission provided vehicle, computer and cell phone. In addition, the Vice Chairman is authorized to represent the Board and negotiate with Mullane, with a maximum salary Mikowski is authorized to approve of \$80,000.00 and up to three weeks paid vacation.

Discussion: None.

Roll call vote: Popa – aye; Mikowski – aye; Eckerle – nay and Calhoun – aye. Motion is hereby adopted.

Joyce then returned to his seat and resumed chairing the meeting.

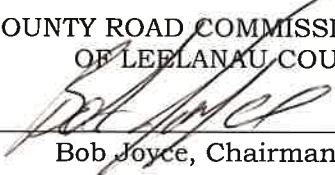
Public comments: Leelanau Enterprise reporter Eric Carlson stated he would contact Joyce later tonight to get a quote on the millage election and asked for Joyce's phone number.

Engineer Tech Moore suggested contacting former Grand Traverse Board Secretary Deb Hunt to see if she would consider filling in temporarily as Board Secretary. He also mentioned the higher salary discussed for the Managing Director in his opinion is not out of line. And lastly, he extended his thanks to Nedow who is attending his last Road Commission Board meeting.


Commissioner comments: Calhoun, Popa, Mikowski and Joyce offered Nedow their thanks and best wishes in his new role at Benzie County Road Commission.

With no more business to conduct, Joyce then adjourned the meeting at 2:40 p.m.

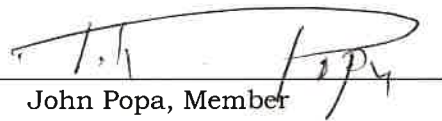
BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

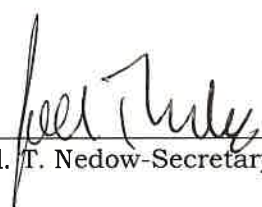
By  _____
Bob Joyce, Chairman

By  _____
Greg Mikowski, Vice-chairman

By  _____
Jim Calhoun, Member

By _____ Resigned August 11, 2020 _____
Tom Eckerle, Member

By  _____
John Popa, Member

Attest:  _____
Joel T. Nedow-Secretary to the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Robert Joyce 1:00 p.m. on Tuesday, September 1, 2020 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Bob Joyce, Vice-chairman Greg Mikowski, Members Jim Calhoun, and John Popa. Also present: Manager Brendan Mullane, Superintendent Dave Priest, and Engineer Tech Keith Moore. Public invited to attend via GoToMeetings telephone link due to COVID-19 gathering restrictions.

Agenda:

Motion by Popa to revise agenda to include correspondence received to the "Communications Items" and a discussion about the thank you letter to voters to the "Old Business".

Discussion: None

Roll call vote:

Ayes: Joyce, Mikowski, Popa, Calhoun and Nays: none. – Motion is hereby adopted.

Minutes from the August 4, 2020 regular meeting - approved as presented.

Public Comments (via telephone link): None

Communication items:

-letter from Calder W. Kaufman dated August 13th; condemning Tom Eckerle's comments and thanking the board for quick and decisive action to come out against Tom's comments.

-letter from Paul Ajeba, P.E. of MDOT dated August 11; supporting the Board's actions against Tom Eckerle.

-Bio from Cindy Kacin - Read by Popa

Joyce explained how Cindy Kacin came to be interim secretary. She is known in the community, has been secretary for the Lake Leelanau Lake Association and the Leelanau Street Fair Committee, and currently acts as secretary for the Leland Township Board, Parks and Recreation Committee, and Sewer Commission. Popa and Joyce had asked if she would help the Road Commission out as interim and she agreed.

Appointments:

Motion by Popa to appoint Cindy Kacin as Secretary to The Board for as long as necessary

Second by Mikowski

Discussion: None

Roll call vote:

Ayes: Joyce, Mikowski, Popa, Calhoun and Nays: none. – Motion is hereby adopted.

Staff Reports:

Mullane: Made a statement: "Very excited to be here a part of this incredible team, and thank you for such a warm welcome."

Priest: Seal coat wrapped up approximately 1,000 gallons short. This was expected, but product is ordered in 12,000 gallon batches at a time. That last bit will be added to next year.

Narlock Road culvert collapsed last wed and replacement culvert has been installed and will be patched this week. Townline Road shoulder work complete. Drive approach work is ongoing.

CR 633 prep work is complete and ready to be paved.

Continuing to catch up on trunk-line ditching

There was vandalism on a loader that was parked at the Anderson Pit. The Sheriff is investigating.

Calhoun: Do we have plans for beavers around the airport?

Priest: Regular seasons starts November if we get permit from EGLE, pest control could start trapping any time.

Moore: Fall paving started 8/17. Will be paving Jacobson Road this week.

Kasson Center road is scheduled for paving the week of 9/14

HWY 669 culvert had wing wall issues and will not be open until 9/9. Paving is scheduled for tomorrow, but guardrail is still required before road can be opened.

Working on tree-trimming program for M22

P. K. Contracting is scheduled for paint next week

Future projects: Lee Point Road creek crossing at Hutchinson's property / Gosling Czubak is designing a culvert that is estimated at approximately \$100k

Gills Pier Road has CCC fiber optic project that includes approximately 20 miles on various roads in area.

Traffic counts performed on primary roads for Asset Management plans

Complaints – Melissa Crimmins Pearl St – Plan is to drain via surface to M22 catch basin

Cummins Street shady lane gas station – water appears to be entering our ditch in one location and exiting in another, potentially saturating a well. A group meeting to discuss drainage issues is being organized.

Pico Drive drainage – ongoing issue

Joyce commented that everyone at the Road Commission has been doing a great job.

Popa giving praise to Keith and Dave as well, stating; "Lots of work completed".

Calhoun agrees they have really stepped up.

Mullane: Report on behalf of finance; latest MTF number put annual funding only 70k down from this point last year. The Search for finance director is ongoing.

Popa Motion to go to closed session to discuss recent labor mediation session that took place on Monday 8/31. Calhoun support.

Ayes: Joyce, Mikowski, Popa, Calhoun and Nays: none. – Motion is hereby adopted.

Closed session started at 1:21
Open sessions Resumed 1:39

Old Business:

Thank you letter to voters in support of Millage to cover operating expenses.

Popa recounted last meeting minutes regarding this letter and asked if we still want to send this letter out, including Joyce's comment.
Calhoun asked to cut out last sentence. Calhoun doesn't want to come off as threatening by having that sentence and believes it's not necessary. Joyce Agrees. Mikowski agrees.
Popa confirmed it's been crossed out and reread version to be adopted.
Motion by Joyce to adopt and send letter
Motion by Calhoun send letter as amended
Second by Mikowski
Discussion: none
Ayes: Joyce, Mikowski, Popa, Calhoun and Nays: none. – Motion is hereby adopted.

New Business:

-Fleet Manager has resigned. Mullane started search for replacement. Joe Patterson is the interim Fleet Manager.
Calhoun: Sorry to see Dustin Albrecht leave and wishes him the best. Joyce echoed.
Calhoun: he did a lot of work behind scene.

-Motion by Calhoun to authorize Brendan Mullane to sign payroll and payable checks
Second by Mikowski
Discussion: None.
Ayes: Joyce, Mikowski, Popa, Calhoun and Nays: none. – Motion is hereby adopted.

Public comments: None

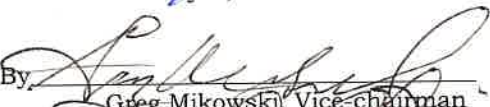
Commissioner comments:

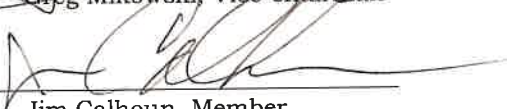
Popa: wants to consider getting bids for brush hogging on roads with heavy vegetation near roadway. Very concerned about retaining workers.
Mikowski: "Welcoming Brendan". And asked if more union workers leaving? Popa said yes.
Calhoun: "Welcome Brendan". Let him manage.
Joyce: Asked to consider code of conduct from CRA and is bringing Gayle in from the pool [MCRCSIP] to help with implicit bias training. Gayle will reach out to Brendan and present options for training etc.

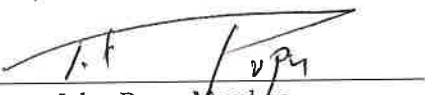
With no more business to conduct, Joyce adjourned the meeting at 1:54 p.m.


BOARD OF COUNTY ROAD COMMISSIONERS
OF LEE LANAU COUNTY

By 
Bob Joyce, Chairman

By 
Greg Mikowski, Vice-chairman

By 
Jim Calhoun, Member

By 
John Popa, Member

Attest: 
Brendan Mullane-(stand in) Secretary to the Board

September 15, 2020

PRESENT: Chairman Robert Joyce, Jim Calhoun, John Popa

ABSENT: Greg Mikowski

NOTATION OF QUORUM: Yes

CALL TO ORDER: Mr. Joyce called the meeting to order at 1:00 p.m.

ALSO PRESENT: Manager Brendan Mullane, Superintendent Dave Priest, Engineer Tech Keith Moore
(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)

Agenda

The agenda was approved as presented.

Approve Minutes

The minutes of September 1, 2020 were approved as presented.

Public Comment (via telephone link) – NONE.

Communication Items

- Letter from Prince-Lund requesting road improvement. (see letter in packet)
Keith Moore spoke to this request. This is a seasonal road. The request is to upgrade the road which would involve the grading back of a hill among other improvements. The requested actions would interfere with the driveway to a day care business on the road. They are requesting a design that is not the LCRC standard. The LCRC is not supposed to use their funds for improvement of seasonal roads. The request is asking to leave it as a gravel road which would require more maintenance. The residents may start a petition to get a variance for the road. It was decided to set a meeting to explain the LCRC's position and standard for this road.

Appointments – None. (see New Business)

Staff Reports

Brendan Mullane – The search for a finance manager is ongoing. We have a verbal assent for a fleet manager. A new mechanic will be starting on October 5. There is a webinar on the hottest legal topics effecting the Road Commission (per packet) on September 22, 2020. Mullane suggested holding a special meeting to attend the webinar. Mullane attended the County Commission meeting. He thanked Linda, Joe, Keith, Dave, and Gino for helping him get acclimated.

Keith Moore – Paving work is dwindling down. The paving of the north end of Swede Road is 90% ready. Molon gave dates of Sept. 20-29 for the paving of Kasson Center Road. The culvert on 669 will be open Friday. The hydrology study of the bridges on 645 is done and the final designs will be ready by mid-December. Tree removals on M22 will be started next week. Painting projects are coming up. There will be a public hearing for approving Gills Pier Road on October 13th as a natural beauty road. There are ongoing flooding problems on Cummings Street. Some work has been done and there has been some improvement. A meeting is needed to decide what else can be done.

Dave Priest – Paving is winding down. Ditching and guard rail work was done on 641. They will be catching up on patching. We are taking inventory of the available trucks and what is needed for the trucks. Salt has been pre-ordered. The gravel roads are getting bladed. There are a couple culverts that need some work. We are short on workers: 1 short in the Maple City area, could use 2-3 seasonal workers, and we are down a mechanic. There is an applicant for the mechanic position.

Jim Calhoun – Calhoun mentioned a boat hoist that was pulled into the right of way. Problem was resolved with the help of the Sheriff's office. The loader needs a window repair. We are just using it around the yard now.

Dave Priest expressed his appreciation for having Brendan Mullane on board.

Finances – no report

Old Business

- Status of code of Conduct – CRA has a code of conduct. Mr. Mullane will distribute it for review. It will be put under new business for the next meeting.

New Business

- **Action:** Mr. Popa moved to appoint Brendan Mullane as Managing Director; seconded by Calhoun.
Roll Call: Ayes: Joyce, Calhoun, Popa Nays: none. Absent: Mikowski. Motion carried.
- Treating correspondence – Popa distributed a document outlining some tips for handling correspondence. The subject was discussed and clarified that not all correspondence needs to be read out loud, and only read aloud at the meeting if requested.
- Pool Cue webinar on September 22, 2020 at 1:30 pm.
Action: Mr. Mullane suggested that the Board should attend the webinar as a special meeting. Popa moved for the Board to attend the webinar as a special meeting; seconded by Jim Calhoun. Roll call: Ayes: Joyce, Calhoun and Popa. Nays: None. Absent: Mikowski. Motion carried.
- There was discussion on possibly joining the County Commissioners in their anti-bias training. The Board was interested.

Closed Session

Action: Mr. Calhoun motioned to go to closed session to discuss labor negotiations; seconded by Mr. Popa.

Roll Call Vote:

Ayes: Joyce, Calhoun, Popa. Nays: None. Absent: Mikowski.

Motion is hereby adopted.

Meeting went to closed session at 1:35 p.m.

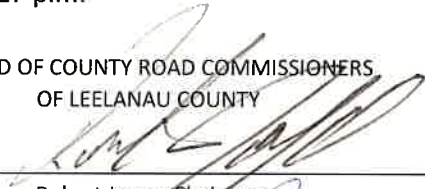
Meeting returned to open session at 2:15 p.m.


Public Comment – None

Commissioners Comment – None


Adjournment -Mr. Joyce adjourned the meeting at 2:17 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By: 
Robert Joyce, Chairman

By: 
Jim Calhoun, Member

By: 
John Popa, Member

ATTEST: 
Secretary to the Board, Cindy Kacin

September 22, 2020 Special Meeting

PRESENT: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Jim Calhoun, John Popa
ALSO PRESENT: Manager Brendan Mullane

NOTATION OF QUORUM: Yes
(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)

Agenda

The agenda was approved as presented.

Public Comment

Rick Prince – Mr. Prince commented on the letter that was considered at the previous meeting requesting the improvement and upgrade of a seasonal road to a county road standard. The upgrading would be at the landowners’ expense. Mr. Mullane explained that this subject could not be discussed at this special meeting. Mr. Mullane suggested that he would call Mr. Prince to discuss. Mr. Prince agreed.

ACTION: Mr. Popa moved to go to closed session to discuss labor negotiations. Seconded by Mr. Mikowski.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa

Nays – None

Absent - None

Motion is hereby adopted.

The meeting went to closed session at 1:07 pm.

The open session meeting resumed at 1:34 p.m.

Mr. Derderian will continue with labor negotiations as outlined in closed session.

Public Comment - None


Commissioner Comments - None


Adjournment - Mr. Joyce adjourned the meeting at 1:35 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By: 
Robert Joyce, Chairman

By: 
Greg Mikowski, Vice-Chairman

By: 
Jim Calhoun, Member

By: 
John Popa, Member

ATTEST: 
Secretary to the Board, Cindy Kacin

October 6, 2020

PRESENT: Chairman Robert Joyce (via phone), Vice Chairman Greg Mikowski, Jim Calhoun, John Popa

ALSO PRESENT: Manager Brendan Mullane, Engineer Tech Keith Moore

(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)

NOTATION OF QUORUM: Yes

Agenda

Motion by Calhoun to approve the agenda, seconded by Popa.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa

Nays – None

Absent - None

Motion is hereby adopted.

Minutes from September 15, 2020, regular meeting – approved as presented.

Minutes from September 22, 2020, special session meeting – approved as presented.

Minutes from September 22, 2020, closed special session meeting – approved as presented.

Public Comment (via telephone link) – NONE

Communication Items

- Letter from Judy Evans, 9-14-2020: Thank you for patching on Overby Road.
- Email from Mark Stuhldreher, 9-16-2020: Thank you for repairing washout and trimming on South Lake Leelanau Drive and asking consideration of two other items: jetting out the drains and grading the road at the bottom of the hill because the washout caused a lot of rutting.
- Letter and ballot proposal for the MCRCSIP. This would allow County Road Departments (as differentiated from Road Commissions) to become members of MCRCSIP but not have a vote.
- Email from Mary DeWitt concerning additional signage on the hill of CR677 near M22. A document of samples of signs was included. This is not something the Road Commission will be doing.

Appointments - None

Staff Reports

Brendan Mullane-The Road Commission made the honor roll for safety. Tim Trudell has been hired as fleet manager and will start October 26, 2020. Dave Priest has been interviewing. We need 3 drivers and one mechanic for Suttons Bay, and one driver for Maple City.

Keith Moore - Kasson Center Road is not paved yet because of rain and other factors. It is scheduled to be paved on October 13 and 14. Striping is being done on some roads.

Future projects include county road 645 and the Crystal River Bridge. We have received the hydrology study. We expect to have the completed plans by Christmas. There is 5.7 million in the Fruit Belt collaboration and it is being decided who will get the funding.

The Lee Point culvert design would cost about \$100,000 so a temporary fix is being put on it for now. Alternative plans are being discussed for a permanent fix. Leland has some projects to be completed as well.

Consumers Energy has a project on Gills Pier Road. There will be a public hearing on that with Leelanau Township. Moore does not have clear standards for a natural beauty road.

They are currently getting traffic counts and a culvert inventory is in process.

There have been a few complaints. A ditch by the gas station in Bingham was not draining and a temporary fix was done. It will be monitored to see if the fix is still effective. There was a drainage problem in a ditch on Pico Drive because of a lot of brush in it. The brush was removed and the water will flow better but when the wetlands overflow the water will still go over the road.

There has been some ditch digging on Pearl Street. The parking lot at Leland School will be regraded.

John Popa made comments on other general information. There have not been any MDOT shoreline erosion projects recently. There is a shoreline erosion problem by Pathfinder School and John was told that the project was all set to go. Popa also stated that he thought painting centerlines was not necessary at this time because it will be scraped off in 30 days. The Cummings Street water is coming from the old Treasure Cove store and it is the Road Commission's responsibility. There were chunks of pavement on a resident's lawn on Woodside Court and Bingham was told to fix the road. John gave them a number to call.

Finances – no report

Old Business

1. Proposed CRA Commissioners Code of Conduct

The CRA Code of Conduct was distributed to Board members. The Board thought the code was adequate but it was discussed if other codes should be reviewed like the one from the insurance pool or if the Board should write their own. After discussion, it was decided that the Board would review available codes of conduct, meet with Gale from the pool, look at what other Road Commissions have, and then write our own.

New Business

1. Requesting: The Leelanau County Board of Road Commissioners vote to approve the new collective bargaining agreement as ratified by the Teamsters Union, Local 214. The effective date of the new agreement is October 6, 2020 and it terminates December 31, 2021. Brendan Mullane discussed the highlights of the new contract. A summary document was distributed to the Board. John Popa reiterated that he felt the Board let this go on too long and he was in favor of a higher raise. He questioned why the lunch hour had to be fixed in time. Mr. Calhoun stated that the fixed lunch hour is what they wanted. Jim Calhoun stated that an offer was made to labor and they accepted it, so we should ratify it.

ACTION: Jim Calhoun moved to accept the contract as ratified; seconded by Greg Mikowski.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa

Nays – None

Absent - None

Motion is hereby adopted.

Further discussion: The attorney stated that most contracts do not get more than a 2% raise and this contract went above that.

2. Need motion vote on the MCRCSIP ballot as attached in meeting packet

Brendan Mullane summarized the issue. The insurance pool is for only road commissions. Road departments would also like to be included. They could have insurance but not voting rights.

ACTION: John Popa moved to vote yes as presented with Brendan Mullane being the signature on the document; seconded by Jim Calhoun.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa

Nays – None

Absent – None

Motion is hereby adopted.

3. Pursuant to the Sec. 35704 of the Act 451, the Board must approve/not approve the Consumers Energy operation on Gills Pier Rd. after review of the public meeting is reviewed. Brendan Mullane explained that Cherry Capital put in an application for a natural beauty road. Keith has given them the permit. They will be here on November 5, 2020 to present. At this time, the Commission is asked to approve/not approve the Consumers Energy portion of the project.

ACTION: Jim Calhoun moved to approve Consumers Energy operation project as presented in the application; seconded by Bob Joyce.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa

Nays – None

Absent - None

Motion is hereby adopted

Public Comment - None

Commissioner Comments

Jim Calhoun complimented the crew for a good job on Seven Pines.

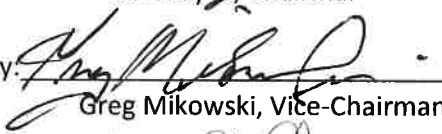
Bob Joyce commended Brendan Mullane for a good job on the labor negotiations.

Adjournment

Greg Mikowski adjourned the meeting at 1:38 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By: 
Robert Joyce, Chairman

By: 
Greg Mikowski, Vice-Chairman

By: 
Jim Calhoun, Member

By: 
John Popa, Member

ATTEST: 
Secretary to the Board, Cindy Kacin

October 20, 2020

PRESENT: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Jim Calhoun, John Popa. ALSO PRESENT: Manager Brendan Mullane, Superintendent Dave Priest
(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)

NOTATION OF QUORUM: Yes

Agenda – The agenda was approved as presented.

Minutes from October 6, 2020 regular meeting – The minutes were approved as written.

Public Comment (via telephone link) – NONE

Communication Items

1. LC Drain Commission Notice of Meeting of Board Determination for Empire
Mr. Mullane explained that this was a formal notice to all landowners and LCRC is a landowner.

Appointments – None

Staff Reports

Brendan Mullane- Progress was made in hiring 3 drivers and a fleet manager. We still need to hire one driver, one mechanic, and a finance manager. Tim Trudell will be here on Thursday. Reps from the insurance pool came and trained the staff. There is water covering the road on M22 by the Holiday gas station. It is coming from the parking lot. It is the responsibility of the property owner and MDOT. If it continues, it will be a problem for the Road Commission when it freezes. Leland School wants to make the road in front of the school one way. It pretty much functions that way for student drop off and pick up. Mr. Mullane will be talking with the school about it. Designating Gills Pier Road as a natural beauty road is ongoing. The subject has to be presented to the Township Board and then wait 12 days to designate it as such. Cash flow reports are in good shape. A complaint came in that it was hard to hear the meeting for those who tuned in by telephone at the last meeting. Hopefully, that has been rectified.

Dave Priest – The MDOT work in Omena should be done tomorrow. The culvert on Grandview is fixed. Paving has been put back a bit because of rain. Markers have been placed. We still need one mechanic. We have been finishing up projects. Laurence Road has gone down a bit but it is still blocked off. The guys cleaned up a lot of trees this last weekend.

Keith Moore was attending another meeting. The paving on Kasson Center Road is finished except for installing the guard rail and patching one hole. We are working on 5 locations on M22 that were washed out. The Road Commission will bid out the maintenance work needed on the steep cliff and it will come out of MDOT funds. Work is being done on the Crystal River bridges. They are also working on a more cost effective way to do the Hutchinson Creek culvert crossing. We are planning on creating a multiple year project list. The culvert inventory is ongoing. There have been complaints of water on Pekoe Road. The ditch was dug out on Pearl Street to improve the drainage. It seems to be a good fix so far.

Old Business

1. Proposed CRA Commissioners Code of Conduct
The CRA was contacted about creating our own code of conduct. We are waiting to hear from them. We hope to have it together for the next meeting.
2. Anti-Bias training from Dr. Emling – The proposed date for this is November 17, 2020. It was discussed whether to hold the training prior to a Board meeting or another time. November 17 is not going to work. Brendan will work on getting another date.
3. Old Farm Road/Seth Road request to abandon Right of Way and adopt new Right of Way.
 - a. Currently the group is requesting conceptual approval from the Board on abandoning and adopting Right of Ways as requested, “as long as done so within LCRC policy/standards and in the best interest of the Road Commission”. The Board is giving the staff direction to move forward with ironing out the details of how. An email was received from Rick Prince stating the plan was to have the Garthe farm put into the Conservancy and asking if the Board was okay with that idea.

ACTION: John Popa moved for the Road Commission to approve the conceptual design of the Old Farm and Seth Road project so they can go forward with their plans: supported by Mr. Mikowski.

Roll call vote:

Ayes – Calhoun, Joyce, Mikowski, Popa Nays – 0

Motion carried.

New Business

1. Requesting: Adopt a Resolution to confirm LCRC MERS format as shown in packet. ACTION: Mr. Calhoun moved to adopt a resolution of a defined benefit plan confirming the LCRC MERS format as reviewed; supported by Mr. Mikowski.

Roll call vote:

Ayes – Calhoun, Joyce, Mikowski, Popa Nays – 0

Motion carried.

Public Comment

Eric Carlson – He thanked Mr. Mullane for making the meeting more audible by telephone conferencing and providing a complete packet for the meeting.

Commissioner Comments

John Popa – He suggested that the benefits others are receiving should be pursued for our first responders. He also stated that there is a Dam meeting next week.

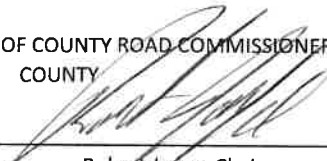
Jim Calhoun - Seven Pines looks good. He reported that two trees are ready to fall east of the hanger at the airport.

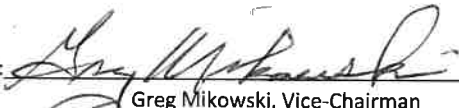
Brendan Mullane – The governor’s amendment to the Open Meeting Act concerning remote meetings will remain in effect until December 31, 2020.

Bob Joyce – He complimented Mr. Mullane for getting things done.

R. Joyce adjourned the meeting at 1:32 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS OF LEELANAU COUNTY

By: 
Robert Joyce, Chairman

By: 
Greg Mikowski, Vice-Chairman

By: 
Jim Calhoun, Member

By: 
John Popa, Member

ATTEST: 
Secretary to the Board, Cindy Kacin

November 3, 2020

Open Session – at 1:00 PM located at 10550 Eckerle Road, Suttons Bay, MI

PRESENT: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Jim Calhoun, John Popa. ALSO PRESENT: Manager Brendan Mullane, Engineer Tech Keith Moore, and Tim Trudell.

(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)

NOTATION OF QUORUM: Yes

Agenda – Mr. Joyce moved to approve the agenda as presented. No discussion.

October 20, 2020 regular meeting minutes – approved as presented.

Public Comment (via telephone link) – None

Communication Items – None

Appointments – None

Staff Reports

Brendan Mullane- All crews are at full strength. However, we are still taking applications. Finding a Finance Manager is a major need. Tim Trudell has started as the fleet manager. Leroy Murphy has retired after almost 22 years of service. The Road Commission hosted a booth at a job fare but they didn't get any suitable candidates.

The flooding by the gas station on M22 has been corrected. It has been dry for over a week. The MTF numbers are not as high as projected, but higher than last year. Weather last week kept everyone busy with snow, wind, and flooding. We need to set a date for the anti-bias training. The code of conduct work could be held off until a new commissioner is on board. John Popa suggested that we need more exposure for the Finance Manager position, perhaps an ad in the Enterprise.

Dave Priest – (not present, report via Brendan Mullane) Grandview and Seven Pines culverts are paved. The grader was delivered on Friday. Elliot Road has been barricaded for a couple of years. Not much can be done until the water goes down.

Keith Moore – Kasson Center Road is complete except for the guard rail. We are working on MDOT projects: 5 locations of slope erosion. A future project is the 645 river crossing, but they are still talking and finding funding. The culvert on Lee Point Road is undersized and it overflowed. Brendan and Keith have talked about a solution which will be expensive. Gosling-Czubak is looking at it. Elmwood Township has some projects. They are trying to get the drainage work started for Timberlee and Lake Bluffs. Consumers will start in mid-November on Gills Pier Road. Leland Township has a project with fiber optics. Traffic counts are being taken on primary roads. Complaints have come in about Pico Drive. A hydraulic study is needed there. Some work has been done on Pearl Street by the Crimmins property. There is water on the sidewalk but the water in the ditch and on the road is gone. Slope flattening is being talked about with MDOT on 651 and M72. A center lane was created on Cedar Road. A blinking light will be put up there. The intersection needs to be realigned. The transition lane has been lengthened. We may use a signal that will activate when cars are present. John Popa provided a brief history of what was previously done there. The plugged drain in Omena was resolved.

Tim Trudell – Decals have been put on the grader. They are updating the heavy duty trucks. Tim is planning on moving to Allison transmission on future trucks. The furnaces have been inspected and repaired. Two of them have not been functional for two years. One furnace needs to be replaced. The Maple City furnace also has to be replaced. A broken door was fixed and the other doors will be inspected and repaired as needed. Tim will submit an estimate of the cost. A new hire, Jake, is doing a very good job. Maple City is in good shape for snow removal. Sutton's Bay is about 50% there. Tim found out that fleet management is already on our software. We can use this developing a preventative maintenance schedule. Tim is looking over the shop safety improvement plan. Tim also gave a short bio of his job experience.

The Board welcomed and commended Tim on his great start in this new position.

Old Business

1. Proposed CRA Commissioners Code of Conduct
This will be tabled until a new commissioner put in place.
2. Anti-Bias training from Dr. Emling – It was decided to do this when the new commissioner is in place and to do it after a regular meeting in December.
- 3.

New Business

1. Closed Session- Reynolds Road litigation
ACTION: John Popa moved to go to closed session to discuss the Janko/Joyes v Road Commission litigation with Bill Henn; supported by Jim Calhoun.

Voice Roll Call

Jim Calhoun	Yes
Bob Joyce	Yes
Greg Mikowski	Yes
John Popa	Yes

Motion Carried.

The meeting moved to a closed session at 1:30 p.m.

The meeting returned to open session at 2:05 p.m.

Legal counsel was directed to move forward with what was discussed in the closed session concerning the Janko/Joyes v Road Commission mediation settlement.

2. Discussion/decision on Nov. 17 meeting status.

ACTION: Mr. Mikowski moved to change the Nov. 17, 2020 meeting to Nov. 24, 2020 at 1:00 p.m.; supported by Mr. Popa.

Voice Roll Call

Jim Calhoun	Yes
Bob Joyce	Yes
Greg Mikowski	Yes
John Popa	Yes

Motion Carried.

3. Gills Pier Rd/CCC project approved

There was a formal hearing on October 13, 2020. It can be approved 12 days from then. We have received a letter. There are no objections. Installation at the edge of the roadway will not have any impact on the trees. The Township is in agreement.

ACTION: Mr. Calhoun moved to approve the Cherry Capital Connection project on the Natural Beauty portion of Gills Pier rd.; supported by Mr. Mikowski.

Voice Roll Call

Jim Calhoun	Yes
Bob Joyce	Yes
Greg Mikowski	Yes
John Popa	Yes

Motion Carried.

4. Resolution to regulate Kasson Center road as "No -Through Trucks in accordance with Kasson Township's recent resolution #13-2020.

The State Police notified the Road Commission that the Township resolution is not enforceable without the Road Commission adopting their own resolution. The document given to the Road Commission Board is similar to the Township resolution. The stated need is for public safety. The Board will invite someone from the Township to come to the Road Commission's next meeting to explain why the resolution is relevant.

- No Motion made -
(Mr. Popa left the meeting.)

5. Requesting to schedule a public hearing (2021 Road Commission budget).

The proposed hearing date is December 15, 2020 at 1:20 p.m.

ACTION: Mr. Mikowski moved to schedule a public hearing for the budget for December 15, 2020 at 1:20 p.m.; supported by Mr. Calhoun.

Voice Roll Call

Jim Calhoun	Yes
Bob Joyce	Yes
Greg Mikowski	Yes
John Popa	Absent

Motion Carried.

Public Comment – None

Commissioner Comments

Greg Mikowski – expressed thanks to crews for getting the roads cleaned in the recent bad weather.
Jim Calhoun – expressed thanks for the extra hours for the clean-up.
Robert Joyce – Expressed the same thanks.

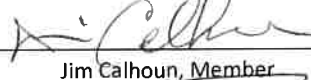
Adjournment

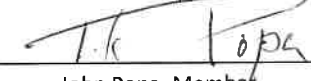
R. Joyce adjourned the meeting at 2:22.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEECLANAU COUNTY

By: 
Robert Joyce, Chairman

By: 
Greg Mikowski, Vice-Chairman

By: 
Jim Calhoun, Member

By: 
John Popa, Member

ATTEST: 
Secretary to the Board, Cindy Kacin

November 24, 2020

PRESENT: Chairman Robert Joyce, Vice Chairman Greg Mikowski (via remote), Jim Calhoun (via remote), John Popa (via remote), Garth Greenan (via remote), Tim Trudell (via remote), Manager Brendan Mullane, Engineer Tech Keith Moore (via remote)

(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)

The meeting opened with the Pledge of Allegiance.

GUEST: Eric Carlson (via remote), Greg Julian (via remote)

NOTATION OF QUORUM: Yes

Agenda

It was suggested that discussion about next week's meeting be added to the agenda as a new business item #3.

ACTION: John Popa moved to add "discussion of next week's meeting" to the agenda as Item #3 under New Business; supported by Garth Greenan.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Absent - None

Motion is hereby adopted.

Minutes from November 3, 2020, regular meeting – The minutes were approved as presented.

Public Comment (via telephone link)

Greg Julian - Mr. Julian thanked the Commission, staff, and workers for their hard work during the Covid pandemic and the work accomplished this summer. He would like to see a list of board members on the agenda and suggested that the pledge could be waived because of the remote status of meetings. He wished everyone a happy Thanksgiving.

Communication Items

1. October 22, 2020 - A letter came from Presque Isle County Road Commission reporting on the MCRCSIP Ballot Proposal Results – Proposal passed. It allows road departments to be part of the pool as limited members.
2. Dr. Emling is willing to do anti bias training by remote. It would take 2 hours. The Budget meeting is Dec 15.

Appointments - None

Staff Reports

1. A "no thru trucks" sign has been suggested for Kasson Center Road. The road has a rough base with tar and chip. It was not designed for truck traffic.
2. Crews have been doing a lot of tree work lately.
3. It is preferred to do the Commissioner training in person.
4. Purchase of the Broce broom was discussed. Trade in value of the one we have is \$16,000. A written report from Tim Trudell was submitted to the Board prior to the meeting.

Bredane Mullane- Staff report notes were distributed to Board members prior to the meeting. Mr. Mullane discussed the implications of the MCRCSIP ballot proposal. The date for the workshop with Dr. Emling is still being determined. Mr. Mullane has found documentation that would support "No Thru Trucks" for Kasson Center Road. The MIDEAL price for the Broce Broom would be \$49,904. The Board discussed the possibility of this purchase.

Keith Moore

Notes were provided to the Board prior to the meeting. An updated guard rail was installed on Kasson Center Road. Guard rails on Grandview Road and McKeese Road were also repaired. Bank stabilization work on Bay Shore Drive has begun. The first batch is currently out for bids and is due back December 1. Timing of the work will be based on MDOT's funding.

Gosling Czubak is working on final designs for the Crystal River bridges which expect to be completed by mid-December. They are working on 2021 bid tabs for next year's work and building up to a 3-5 year plan. Work by Consumers Energy has begun on Gills Pier Road as a natural beauty road. Some trees were taken down in the right of way. They are putting together a plan to correct the situation. CCC has started placing fiber optic cable on Gills Pier Road and expects to be completed by the end of the year. They are also working on a speed study for Cleveland and Bingham Townships.

There are still complaints for the drainage on Pico Drive. A long term plan is needed to resolve the issue.

Tim Trudell

A detailed description of the work being done was submitted to the Board in the staff notes. Cleaning and organization is ongoing. The need to replace the broom was discussed. The current broom is 15 years old. It was inspected and deemed in good condition for its age and hours. A new broom is being reserved for the LCRC until the end of the year. A last quote for an air compressor will be coming in tomorrow. Mr. Trudell commended the mechanics for the work they are doing. Mr. Popa commended Mr. Trudell for the job he is doing. There was discussion about the need to swap out old pick-ups for newer ones. Tim also mentioned a Road Commission property that is being used by a resident and perhaps a gate should be installed. Other items are listed in the staff notes for this meeting.

Dave Priest

Mr. Mullane reported for Mr. Priest who could not be at the meeting. We are now fully staffed. Three seasonals were hired. Another one will be interviewed on Monday.

Old Business

1. Anti-Bias training from Dr. Emling – may need to go virtually; date TBD

It was decided to cancel the RC Board meeting next week and have the anti-bias training next week. The remote is not working out well. We could schedule the meeting after the 3-week shutdown. John Popa suggested that we try to have the meeting at the Government Center where there is a large room that could be used. Mr. Joyce will see if that is possible.

2. Resolution to regulate Kasson Center Road as “No-Through Trucks” in accordance with Kasson TWP’s recent resolution.

Mr. Mullane reported on the background of the situation. The road was originally tar and chip on a gravel road. This is not a good sub base and not intended for truck traffic. The road would need a Road Commission resolution in order to be enforced. Mr. Mullane recommended to maintain the restriction. Previously proposed resolution was designated for a safety reason which was probably not correct. Now the restriction is clearly necessary to protect the integrity of the road. Mr. Mullane will draft a more thorough resolution to be considered at the next meeting.

ACTION: Mr. Popa moved to direct the Managing Director to come up with proper verbage for a the resolution for a “No Through Trucks” restriction on Kasson Center Road; supported by Mr. Mikowski.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Absent - None

Motion is hereby adopted.

New Business

1. Schedule MCRSCIP Commissioner training work session. All dates available After December 9th.

This training has to be done in person. It will have to take place after December 9th. Bob Joyce will see if the training could be done at the Government Center in a larger room and will report back to Mr. Mullane.

2. Approval to purchase Broce Broom at MIDEAL pricing.

ACTION: John Popa moved that the staff review the bid for the Broce Broom and make the best transaction; supported by Garth Greenan.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Absent - None

Motion is hereby adopted.

3. The meeting will be canceled for next week. A work session may be scheduled instead. It would be posted as being a work session with a quorum present.

ACTION: Mr. Mikowski moved to cancel next week’s meeting and possibly have a work session instead with a quorum present; supported by Mr. Greenan.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Absent - None

Motion is hereby adopted.

Public Comment

Greg Julian – Mr. Julian thanked the Board for addressing the Kasson Road situation.

Commissioner Comments

Mikowski – We should avoid remote meetings if possible.

Joyce – Mr. Joyce extended a welcome to Garth Greenan.

Popa – Mr. Popa commended Tim Trudell for his work on obtaining a new broom. He also welcomed Garth Greenan.

Calhoun – Mr. Calhoun prefers the printed packets for meetings and also does not like remote meetings. He welcomed Mr. Greenan and wished all a happy Thanksgiving.

Greenan – Mr. Greenan thanked all for the welcome and is looking forward to serving on the Road Commission.

Adjournment

Mr. Joyce adjourned the meeting at 1:57 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY


By: 
Robert Joyce, Chairman

By: 
Greg Mikowski, Vice-Chairman

By: 
Jim Calhoun, Member

By: 
John Popa, Member

By: 
Garth Greenan, Member

ATTEST: 
Secretary to the Board, Cindy Kacin

November 24, 2020

PRESENT: Chairman Robert Joyce, Vice Chairman Greg Mikowski (via remote), Jim Calhoun (via remote), John Popa (via remote), Garth Greenan (via remote), Tim Trudell (via remote), Manager Brendan Mullane, Engineer Tech Keith Moore (via remote)

(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)

The meeting opened with the Pledge of Allegiance.

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NOTATION OF QUORUM: Yes

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Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Absent - None

Motion is hereby adopted.

Minutes from November 3, 2020, regular meeting – The minutes were approved as presented.

Public Comment (via telephone link)

Greg Julian - Mr. Julian thanked the Commission, staff, and workers for their hard work during the Covid pandemic and the work accomplished this summer. He would like to see a list of board members on the agenda and suggested that the pledge could be waived because of the remote status of meetings. He wished everyone a happy Thanksgiving.

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2. Dr. Emling is willing to do anti bias training by remote. It would take 2 hours. The Budget meeting is Dec 15.

Appointments - None

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Tim Trudell

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Dave Priest

Mr. Mullane reported for Mr. Priest who could not be at the meeting. We are now fully staffed. Three seasonals were hired. Another one will be interviewed on Monday.

Old Business

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to have the meeting at the Government Center where there is a large room that could be used. Mr. Joyce will see if that is possible.

- 2. Resolution to regulate Kasson Center Road as "No-Through Trucks" in accordance with Kasson TWP's recent resolution.

Mr. Mullane reported on the background of the situation. The road was originally tar and chip on a gravel road. This is not a good sub base and not intended for truck traffic. The road would need a Road Commission resolution in order to be enforced. Mr. Mullane recommended to maintain the restriction. Previously proposed resolution was designated for a safety reason which was probably not correct. Now the restriction is clearly necessary to protect the integrity of the road. Mr. Mullane will draft a more thorough resolution to be considered at the next meeting.

ACTION: Mr. Popa moved to direct the Managing Director to come up with proper verbage for a the resolution for a "No Through Trucks" restriction on Kasson Center Road; supported by Mr. Mikowski.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Absent - None

Motion is hereby adopted.

New Business

- 1. Schedule MCRSCIP Commissioner training work session. All dates available After December 9th.

This training has to be done in person. It will have to take place after December 9th. Bob Joyce will see if the training could be done at the Government Center in a larger room and will report back to Mr. Mullane.

- 2. Approval to purchase Broce Broom at MIDEAL pricing.

ACTION: John Popa moved that the staff review the bid for the Broce Broom and make the best transaction; supported by Garth Greenan.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Absent - None

Motion is hereby adopted.

- 3. The meeting will be canceled for next week. A work session may be scheduled instead. It would be posted as being a work session with a quorum present.

ACTION: Mr. Mikowski moved to cancel next week's meeting and possibly have a work session instead with a quorum present; supported by Mr. Greenan.

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Absent - None

Motion is hereby adopted.

Public Comment

Greg Julian – Mr. Julian thanked the Board for addressing the Kasson Road situation.

Commissioner Comments

Mikowski – We should avoid remote meetings if possible.

Joyce – Mr. Joyce extended a welcome to Garth Greenan.

Popa – Mr. Popa commended Tim Trudell for his work on obtaining a new broom. He also welcomed Garth Greenan.

Calhoun – Mr. Calhoun prefers the printed packets for meetings and also does not like remote meetings. He welcomed Mr. Greenan and wished all a happy Thanksgiving.

Greenan – Mr. Greenan thanked all for the welcome and is looking forward to serving on the Road Commission.

Adjournment

Mr. Joyce adjourned the meeting at 1:57 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By: [Signature]
Robert Joyce, Chairman

By: [Signature]
Greg Mikowski, Vice-Chairman

By: [Signature]
Jim Calhoun, Member

By: [Signature]
John Popa, Member

By: [Signature]
Garth Greenan, Member

ATTEST: [Signature]
Secretary to the Board, Cindy Kacin

December 15, 2020

PRESENT: Chairman Robert Joyce, Vice Chairman Greg Mikowski, Jim Calhoun (remote), John Popa, Garth Greenan (remote).
ALSO PRESENT: Manager Brendan Mullane, Eric Carlson (remote), Joe Nedow (remote), Tim Trudell (remote).
(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)

Chairman Joyce opened the meeting at 1:00 p.m. with the Pledge of Allegiance.

NOTATION OF QUORUM: Yes

Agenda – Mr. Mikowski moved to approve the agenda as presented - *Agenda is hereby adopted.*

Minutes from November 24, 2020 regular meeting – A misspell was noted on page 3 and corrected by the secretary. The minutes were approved as presented and amended.

Public Comment (via telephone link) – None

Communication Items - None

Staff Reports

Brendan Mullane – There are 6 new employees and 2 are in training in Maple City. All routes are now covered by full-time drivers. There have been no confirmed COVID cases yet. Procedures have been ramped up and two foggers have been purchased. An offer was sent to a Finance Manager candidate today.

Tim Trudell – All trucks were ready for the recent snow. It is business as usual. The new Broce broom will be delivered tomorrow. The staff is continuing to clean up the shop.

Appointments - None

Old Business

1. Resolution 20-03 to regulate Kasson Center Road as "No-Through Trucks" in accordance with previous and current recommendations.

Resolution Number 20-03

Motion by Garth Greenan, supported by Jim Calhoun to adopt the following Resolution Number 20-03 which reads as follows:

WHEREAS, the Leelanau County Road Commission has jurisdiction over Kasson Center Rd from South Newman rd. to South Maple City Rd. in Kasson Township.

WHEREAS, the Leelanau County Road Commission wishes to improve public safety at the intersection of County Road 677 and M-22, and

WHEREAS, the Michigan Vehicle Code (MCL 257.726) gives the Leelanau County Road Commission authority, by resolution, to prohibit or restrict the use of trucks and commercial vehicles on designated highways, and

WHEREAS, this section of roadway was not constructed to support commercial vehicle traffic, and

WHEREAS, on December 14, 1993 the Leelanau County Road Commission decided in, an open meeting, to restrict truck and commercial traffic on this segment of Kasson Center Road, and

WHEREAS, the Leelanau County Road Commission now desires to clarify the intent of that decision by adopting a resolution,

NOW, THEREFORE, BE IT RESOLVED, that the Leelanau County Road Commission, by adoption of this resolution, hereby prohibits the through travel of any truck or commercial vehicle with a Gross Vehicle Weight rating greater than 10,000 lbs on Kasson Center Rd., between South Newman Rd. and South Maple City Rd. in either direction of travel from the date of this resolution, and

BE IT FURTHER RESOLVED, that trucks and commercial vehicles with a Gross Vehicle Weight rating greater than 10,000 lbs. performing work, picking up or delivering cargo within this segment of road be allowed to travel this roadway under the normal rules and regulations of the Michigan Vehicle Code, and

BE IT FURTHER RESOLVED that the Leelanau County Road Commission shall post signs reading "NO THRU TRUCKS" at either end of this roadway and notify the Leelanau County Clerk, the 86th District Court, the Leelanau County Sheriff's office and the Michigan State Police with a copy of this resolution.

Roll call vote: Joyce – Aye; Popa – Aye; Calhoun – Aye, Mikowski – Aye and Greenan - Aye.

Resolution 20-03 is hereby adopted.

2. Adjust Road Commission 2020 budget as presented.

Joe Nedow is recommending the 2020 budget be adjusted to accurately reflect year-to-date spending adjusted through year end. An explanation of the requested adjustments had been sent to the Board members prior to the meeting.

ACTION: Mr. Popa moved to adjust the 2020 budget as follows:

Revenues: MTF-Snow Funds – increase \$21,000.00; Township Contributions – increase \$55,000.00; Grants Receivable – increase \$10,000.00; and MDOT State Trunkline – increase \$200,000.00.

Expenditures: Primary Road-Routine Maintenance – decrease \$200,000.00; Local Road-Preservation – increase \$400,000.00; MDOT State Trunkline – increase \$200,000.00; Allowance for Depreciation – increase \$150,000.00; Equipment Expense-Net – increase \$50,000.00; and Administrative Expense-Net – increase \$100,000.00.

In addition, to re-distribute the following Fringe Benefits budgetary category as follows: Increase the following categories: Primary Road-Preservation by \$77,844.00; Primary Road-Routine by \$284,438.00; Local Roads Preservation by \$116,766.00; Local Road-Routine by \$549,400.00; Equipment Expense-Net by \$244,011.00; Administrative Expense-Net by \$224,541.00 and decrease Fringe Benefits by \$1,497,000.00, as supported by Mr. Mikowski.

Discussion: Popa asked if the fringe benefits spread was a correction and Nedow responded that this is an effort to make the audit easier by not having to re-allocate budgeted fringe benefits during audit. Calhoun thanked Nedow for the hard work put into this.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

New Business

1. Motion to adopt No-Retaliation policy as recommended by MCRCSIP.

The insurance company and legal counsel have suggested this.

ACTION: Mr. Popa moved to adopt a No-Retaliation policy as recommended by MCRCSIP as submitted; supported by Mr. Mikowski.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Popa, Calhoun, Greenan

Nays – None

Motion is hereby adopted.

2. Discussion: alter/edit Board Rules to only require one Commissioner signature on accepted minutes.

Mullane explained that other boards do this and the minutes are already approved by the board during the following meeting. This will simplify process, especially with virtual meetings. After discussion, it was decided that the Chairperson and the Secretary should sign the minutes.

ACTION: Mr. Popa moved to revise the Board Meeting rules to accept the Chairman signature and the Secretary's signature after the Board's approval via vote to accept meeting minutes; supported by Mr. Greenan.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Popa, Calhoun, Greenan

Nays – None

Motion is hereby adopted.

3. Public hearing – Proposed 2021 Road Commission budget opened at 1:20 p.m.

The complete budget was reviewed by the Board members and Joe Nedow made explanations and fielded questions from the Board.

Nedow explained that each budget category has a supporting schedule that shows additional detail how the various account balances were derived. The basis of the proposed budget is utilizing the August 2020 MTF revenue forecast provided by MDOT which is projecting a 10% increase in revenue next year. Nedow stated that he is not convinced the increase is realistic given the latest MTF disbursements and the continued impact of COVID, so this budget was prepared with a conservative 5.0% increase for MTF funding next year. A new feature added to this year's proposed budget is fringe benefits are now being allocated to the various expenditure categories. This is to help simplify the process and to eliminate the year-end allocation that has complicated past financial audits. Also, Allowance for Depreciation, which had been reported on the Revenue section, is now being shown as an offset to the Capital Outlay expense category which mirrors how this line item has been reported on the year-end Act-51 report.

Fleet Manager Trudell and Superintendent Priest have been making strides in creating a five-year capital acquisition plan that includes upgrades to the buildings and grounds which will be incorporated in future budget preparations. Engineer Tech Moore has also provided cost information for seal coat, crack fill and paving projects which is also new to this year's budget.

Nedow then explained that this year's ending cash balance is higher than anticipated due to the conservative measures taken earlier this spring when the impact of COVID on our financials was unknown. To compensate, staff is proposing an unbalanced budget for 2021, whereby next year's preventative maintenance (paving) expenditures are inflated to accommodate additional road wedging in the fall for roads that are to be seal coated the following season.

In regards to MERS funding, Nedow is recommending continuing with the accelerated payments of \$50,000.00 each month through 2021. He provided two reasons for doing so; namely the significant impact COVID had on the Road Commission's pension investments and MERS of Michigan reducing their pension actuarial assumptions and updating their mortality tables this past fall.

Mr. Popa questioned Schedule B about the crack sealing and why secondary roads are not being crack sealed? Moore did not ascertain that there were enough cracks to warrant crack sealing on those roads at this time. However, Nedow reminded the Board that the budget can be adjusted at any time through a motion. Mr. Popa also discussed vegetation harvesting, buying the trucks, and the expense for janitorial work. Mr. Greenan asked about the fund balance and signage. While the fund balance will change month to month, the Board members stated their preference in targeting a year end \$350,000 to \$450,000 fund balance. Signage replacement costs are included in the Primary and Local Routine Maintenance expenditure lines on the budget.

The replacement of trucks was discussed. A cost analysis was done. Trudell answered specific questions about the purchase of new trucks.

Cab and Chassis bid opening was held on December 10, 2020, and a recommendation will be presented at the January 5, 2021 meeting.

The public was asked for comments concerning the budget. There were none.

The public hearing then closed at 1:53 p.m.

Resolution 20-04

Motion by Jim Calhoun, supported by John Popa to adopt the following Resolution Number 20-04 which reads as follows:

BE IT RESOLVED, that a public hearing was held on December 15, 2020 with no inquiries received regarding the proposed budget, and

BE IT RESOLVED that this resolution shall be both the general appropriation resolution and the budget adoption resolution of the Leelanau County Road Commission for the year ending December 31, 2021. This resolution adopts proposed revenues and expenditures as presented in the accompanying budget document. Total revenues are adopted as \$8,148,925.00 and total expenditures as \$8,278,150.00, and

BE IT FURTHER RESOLVED, that no Leelanau County Road Commission member or employee of the Commission shall expend any funds or obligate any expenditure except pursuant to appropriations authorized by the budget document. Changes in amounts appropriated by the Commission shall require approval of the Commission, and

BE IT FURTHER RESOLVED, that Finance Manager/Clerk and/or Manager are hereby jointly charged with general supervision of the execution of the budget adopted by the Commission, and

BE IT FURTHER RESOLVED that this resolution is to take effect January 1, 2021.

Roll call vote: Joyce – aye; Popa – aye; Calhoun – aye, Mikowski – aye and Greenan - aye. Resolution 20-04 is hereby adopted.

4. Motions to authorize Tim Trudell to accept bids and order equipment

ACTION: Mr. Popa moved to accept the MIDEAL bid price of a ¾ ton patrol truck for \$35,985.55 to be applied to the 2021 Capital Acquisition Budget; supported by Mr. Calhoun.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

ACTION: Mr. Popa moved to authorize Staff to purchase two ¾ ton patrol trucks to be delivered in 2021; supported by Mr. Calhoun.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

ACTION: Mr. Popa moved to accept the MIDEAL bid price of a ½ ton patrol truck for \$37,497.90 to be applied to the 2021 Capital Acquisition Budget; supported by Mr. Calhoun.

Discussion: The question was asked why the ½ ton truck is more than the ¾ ton truck. The answer is because of the crew cab.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

ACTION: Mr. Popa moved to authorize Staff to purchase one ½ ton patrol truck to be delivered in 2021; supported by Mr. Calhoun.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

ACTION: Mr. Popa moved to accept the MIDEAL bid price of ¾ ton crew truck for \$33,886.80 to be applied to the 2021 Capital Acquisition budget; supported by Mr. Calhoun.

Discussion: Mr. Popa asked if this truck includes four-wheel drive. It does.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

ACTION: Mr. Greenan moved to authorize the Staff to purchase two ¾ ton crew trucks to be delivered in 2021; supported by Mr. Mikowski.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

5. Motion to authorize one-time \$150,000 contribution to MERS

This contribution would make the MERS account to be fully self-funded.

ACTION: Mr. Mikowski moved to authorize staff to make an additional voluntary contribution of \$150,000 to the Road Commission's defined benefit pension plan of to be paid prior to year-end; supported by Mr. Calhoun.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

6. Motion to authorize Staff cost of living adjustments.

This cost of living adjustment would match what was done in the labor contract. Comparable pay increases are 3-5%. Mr. Mullane recommends 5%. This adjustment would affect Dave Priest, Gino Grimaldi, Keith Moore and Linda Kuhn effective the first full pay period in 2021.

ACTION: Mr. Popa moved to authorize a 5% cost of living pay increase to Dave Priest, Gino Grimaldi, Tim Trudell, Keith Moore, and Linda Kuhn; supported by Mr. Mikowski.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

7. Motion to authorize rate adjustment for finance manager of record, based on part-time status.

Mr. Mullane stated that Joe Nedow does a fantastic job. He would like him to stay on as a consultant, maybe 15-20 hours a month.

ACTION: Mr. Mikowski moved to revise Joe Nedow's hourly rate to \$80 an hour, effective to start the first pay period of 2021.

Discussion: None

Roll Call Vote:

Ayes – Joyce, Mikowski, Calhoun, Popa, Greenan

Nays – None

Motion is hereby adopted.

8. Motion to schedule 2021 Organizational meeting for Tuesday, January 5, 2021 at 1:00 p.m.

No motion is needed. The 2021 organizational meeting will be January 5, 2021 at 1:00 p.m.

Public Comment - None

Commissioner Comments

Mikowski – Mr. Mikowski stated that he thought the performance of the Road Commission in last weekend's snowfall was less than 50%. Main roads were not plowed by 9 a.m. Saturday morning. Some roads were still not plowed by Sunday morning. He got several calls.

Joyce – Mr. Joyce thanked Mullane and Nedow for the work they put in for the year end duties. Mr. Joyce also had some calls about the lack of plowing over the weekend. We do have a lot of new drivers who need more training. We need to have the experienced drivers do the plowing or have an experienced driver ride with a new driver.

Popa – Mr. Popa reported that the drivers did not get called in until nine. Mr. Popa also alerted Board members of an article in Roads magazine. We can get up to 5 background checks free through the Pool. There was also an article about how to hold meetings remotely. There are court ordered procedures for holding remote meetings.

Calhoun – Mr. Calhoun thanked the staff and wished everyone a merry Christmas.

Greenan – Mr. Greenan stated that he appreciates the work Joe and Brendan did on the budget.

The eager beaver will be on the agenda next month.

Mr. Joyce adjourned the meeting at 2:27 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By: _____

Robert Joyce, Chairman

ATTEST: _____

Secretary to the Board, Cindy Kacin

December 29, 2020 Special Meeting

PRESENT: Chairman Robert Joyce, Jim Calhoun, John Popa, Garth Greenan (Remote)

ABSENT: Vice Chairman Greg Mikowski (excused)

ALSO PRESENT: Manager Brendan Mullane, and Secretary Cindy Kacin (Remote) *(Public invited to attend via GoToMeetings telephone link due to COVID19 gathering restrictions)*

NOTATION OF QUORUM: Yes

Agenda: Motion by Garth Greenan to approve the agenda.**Public Comment:** (via telephone link) – NONE**Action Items:**

1. Request to approve motions to adjust the 2020 Road Commission budget.
 - Increase Expenditure – Capital Acquisitions to accommodate the purchase of a Broce broom.
ACTION: Motion by Calhoun, supported by Popa to amend/increase the 2020 Expenditure – Capital Acquisition budget by \$63,000.00 to accommodate the purchase of a Broce broom.
Discussion: Calhoun read motion as shown:
Roll Call Vote:
Ayes – Joyce, Calhoun, Popa, Greenan
Nays – None
Absent - Mikowski
Motion is hereby adopted.
 - Increase Revenue-State of Michigan TWA and corresponding Expenditure line item to accommodate the MDOT M-22 shoreline restoration project.
ACTION: Motion by Calhoun, supported by Popa to increase MDOT-TWA Revenue by \$85,000.00 and to increase MDOT-TWA Expense also by \$85,000.00 to accommodate an M-22 shoreline stabilization project the Road Commission is overseeing on behalf of MDOT.
Discussion: None
Roll Call Vote:
Ayes – Joyce, Calhoun, Popa, Greenan
Nays – None
Absent - Mikowski
Motion is hereby adopted.
2. Request to amend the November 24, 2020 approved meeting minutes regarding the purchase of the Broce broom.
There was discussion as to how to reflect in the minutes a clarification of a previous motion made at the November 24, 2020 meeting concerning the purchase of a Broce broom. It was decided to make a new motion for clarification rather than amending the previous minutes of 11-24-20.
ACTION: Motion by John Popa, supported by Garth Greenan to clarify the motion made under New Business, Item 2 at the November 24, 2020 meeting as follows:
"John Popa moved to direct staff to review the MIDEAL quote of \$62,904.25 provided by AIS Construction Equipment for a new model RJT 350 Broce Broom to ensure all specifications and requirements have been met and to authorize staff to accept the bid if doing so would be in the best interests of the Leelanau County Road Commission.
Roll Call Vote:
Ayes – Joyce, Calhoun, Popa, Greenan
Nays – None
Absent - Mikowski
Motion is hereby adopted.

Public Comment - None**Commissioner Comments**

Calhoun: Commended the crew for doing a good job under rough conditions and noted that this type of weather causes them to burn through a lot of material. Happy New Year to everyone.


Joyce: Commended the new staff for learning their new routes and doing a good job. Happy New Year to all.

Popa: Really appreciated that the crews were out at 4:30 a.m. on Christmas Day and had the main routes cleared within 5 hours. Thank you and a Happy New year.

Greenan: In agreement with all previous comments. He is very happy with what he has seen with the roads so far.

Adjournment

R. Joyce adjourned the meeting at 1:11

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTYBy: 
Robert Joyce, ChairmanATTEST: 
Secretary to the Board, Cindy Kacin