

The **organizational** meeting of the Board of County Road Commissioners of Leelanau County was called to order by Recording Secretary Cindy Kacin at 1:00 p.m. on Tuesday, January 5, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Board Members Bob Joyce, Greg Mikowski, Jim Calhoun, John Popa and Garth Greenan (remote from Solon Township in Leelanau County). Also present: Manager Brendan Mullane, Superintendent Dave Priest, Engineer Tech Keith Moore (remote), Fleet Manager Tim Trudell and Finance Manager Susan Boyd. Public invited to attend via GoToMeetings telephone link due to COVID-19 gathering restrictions.

Kacin called for nominations for Chairman.

Motion by Popa, supported by Calhoun to nominate Garth Greenan for Chairman of the Board of Commissioners of Leelanau County for the ensuing year.

Ayes: Calhoun, Popa and Greenan. Nays: Joyce and Mikowski. – Motion is hereby approved.

Kacin then turned over the meeting to Greenan.

Nominations for Vice-Chairman:

Motion by Mikowski, supported by Popa to nominate Jim Calhoun for Vice-chairman of the Board of Commissioners of Leelanau County for the ensuing year.

Ayes: Popa, Calhoun, Mikowski and Greenan. Nays: Joyce. – Motion is hereby approved.

Staff Appointments:

Manager:

Motion by Joyce, supported by Popa to appoint Brendan Mullane as Manager of the Leelanau County Road Commission for the ensuing year.

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

Secretary to the Board:

Motion by Joyce, supported by Mikowski to appoint Cindy Kacin as Secretary to the Board of the Leelanau County Road Commission for the ensuing year.

Discussion: Popa stated that responsibilities of the Secretary to the Board are different than those of the Recording Secretary and that the rules for appointment of Secretary of the Board should be reviewed. Joyce commented that the Recording Secretary should be retained as a way to allow the Finance Manager to focus on primary duties. Mullane clarified that the Secretary to the Board must be a full-time employee of the organization. Following further discussion, it was decided that Cindy Kacin would retain the position of Recording Secretary at this time.

Joyce rescinded his motion and Mikowski rescinded his supporting motion.

Motion by Calhoun, supported by Joyce to appoint Susan Boyd as Secretary to the Board of the Leelanau County Road Commission for the ensuing year.

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

2021 Meeting Schedule:

Staff provided a proposed meeting schedule showing meetings scheduled for the first and third Tuesday of each month. The document includes notation that all meetings start at 1:00 pm unless noted otherwise.

Discussion: Comments regarding changing the November 16, 2021 date to November 23, 2021 were presented and supported as a change historically implemented.

Motion by Joyce, supported by Calhoun to adopt the meeting schedule as presented with the option of changing the November 16, 2021 date to November 23, 2021.

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

Board Rules:

The revised Leelanau County Road Commission Rules of Order were included in the Board Packet.

Discussion: Mullane verified that there had been one revision made that is based on the motion adopted at the previous board meeting whereby the approved minutes are to be signed by the Chair and the Recording Secretary and does not require signatures from all board members.

Motion by Joyce, supported by Mikowski to adopt the revised Rules of Order as presented.

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

Greenan then closed the Organizational meeting and opened the regular session.

Agenda: Approved as presented.

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

Minutes from the December 29, 2020 special meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Management Reports:

Mullane: welcomed Susan Boyd to staff as Finance Manager and Secretary to the Board. He reported that new drivers are receiving additional training from experienced drivers, and that he will be attending the CRA Managers Retreat in May 2021.

380 Moore: provided a report on tasks he has been working on, including the CRA inventory study report, ACT 51 annual report and certification maps, material bids, PASER map updates for Primary and Local roads, a five- year project list, and an Asset Management Plan. Popa asked about the required frequency of the Asset Management Plan. It will be required every year and is ACT 51 related. There was further discussion regarding the local road PASER ratings which have not been done previously by the County. Popa asked about the status of the CR-675 culvert design project for the Crystal River watershed. Gosling Czubak is doing the design. Greenan asked for an update on the MDOT shoreline stabilization project on M22 near Pathfinder School. That project was completed by Molon. MDOT will be funding six additional shoreline stabilization sites which will be bid out as one project.

Popa asked if drivers had received COVID vaccines and if any had expressed concern over the projected timeline that was originally January and is now late February or early March.

Trudell: discussed items he had submitted with the meeting packet, including updates on fleet vehicle conditions, shop clean up and modifications, new equipment, parts and conducting a shop tool inventory. Popa commended Trudell for doing an excellent job. The roof leak above the Suttons Bay shop facility was discussed. It has been repaired but Springfield will inspect after the snow has disappeared to make further recommendations. The oil separator at Suttons Bay and drains at both facilities were cleaned, and Trudell is recommending purchasing a separator for the Maple City facility. Greenan suggested that there should be a separator on the wash bay as well as the holding tank at that facility.

Appointments: None.

Old Business: None.

Motion to authorize the purchase of two Western Star 4900SBA heavy plow trucks.

Motion by Calhoun, supported by Joyce to accept the bid from Grand Traverse Diesel Service for the purchase of two Western Star 4900SBA cab & chassis trucks in the amount of \$130,150.00 each, for a combined amount of \$260,300.00.

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

Motion made by Calhoun, supported by Popa to authorize Staff to purchase two Western Star 4900SBA heavy cab & chassis trucks from Grand Traverse Diesel for a total of \$260,300.00

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

Acceptance of Virtual Attendance requirements of Board Members as recommended by County Road Association (copy included in board packet).

Motion by Calhoun, supported by Popa to accept the requirements for Virtual Attendance as recommended by County Road Association of Michigan.

Discussion: Popa reiterating the allowable reasons that apply for excused attendance.

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

Public comments: None.

Commissioner comments:

Calhoun thanked Trudell for his efforts and Priest for effectively training new employees. He also mentioned that snow removal over the holidays was handled well.

Popa commented that with people only being able to listen in on virtual meetings it is important for a speaker to identify themselves before speaking.

Greenan thanked members for the vote and will do his best as executing the position of Chairman.

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

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Cindy Kacin
Cindy Kacin, Recording Secretary

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, January 19, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Robert Joyce, John Popa, and Greg Mikowski. Also present: Manager Brendan Mullane (remote), Fleet Manager Tim Trudell, Engineer Tech Keith Moore (remote), and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Vice Chairman Jim Calhoun requested a moment of silence for the Herman family.

Agenda: Motion by Joyce, supported by Calhoun to approve the agenda as presented.
 Ayes: Joyce, Calhoun, Mikowski, Popa, Greenan. Nays: None. – Motion is hereby adopted.

Minutes from the January 5, 2021 organizational meeting – approved as presented.

Minutes from the January 5, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items:

- CRA New Commissioners Workshop is scheduled for February 22, 2021 in Gaylord.

Discussion: Greenan stated that he had signed up and was planning on attending in person. Virtual attendance is also available.

Appointments: None.

Staff Reports:

Moore: reported that a bid opening for 2021 paving projects is scheduled for Thursday morning. He has also been working on two speed studies and Act 51 mapping, which is about 75% done. Greenan asked for an update on the CR-675 bridges and the Bugai Road project. Preliminary design plans for Bugai Road should be provided for review by Gosling Czubak next week. Bid requests will be issued in April with a planned construction start in August. Design plans for the CR-675 project are 90% complete and have been forwarded to project managers at Grand Traverse Band and BIA for review. Funding may be available in 2021 or 2022 for construction of bridges to replace the culverts.

Trudell: reported no major repairs at this point, quotes for flooring replacement have been less than expected, and a quote for weekly cleaning services is forthcoming. Calhoun asked if there had been a determination of the waste in the barrels in the materials storage lot. The contents were a mix of oil and water based tar and also water based washer solvent.

Old Business: The MCRSCIP Commissioner training session cancelled in December will tentatively be rescheduled to February 16, 2021 pending confirmation of availability from all commissioners.

New Business:

1. Need motion to complete ballot for CRA Board of Directors as included in meeting packet.

Motion to cast vote for Jerry Heim of Kalkaska County for the CRA Board of Directors.

Motion by Joyce, supported by Calhoun to cast vote as presented above.
 Ayes: Joyce, Mikowski, Calhoun, Popa and Greenan. Nays: None. – Motion is hereby approved.

2. Acceptance of contract for design services from Gosling Czubak for Bugai Road project. (Copy included in board packet).

Motion to accept Contract for Services from Gosling Czubak for preliminary and final design services for Bugai Road paving project not to exceed \$15,500.

Motion by Joyce supported by Popa to accept the Contract for Services from Gosling Czubak as presented.
 Discussion: Greenan asked if scope of services outlined in contract would meet all requirements for the project. Moore confirmed. Popa asked if first and second phases of project were included in the contract. The surveying is included in a smaller separate bid. This contract covers preliminary and final design engineering services to be provided.
 Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. – Motion is hereby approved.

Public comments: None.

Commissioner comments:

Calhoun asked about collection of funds for the Herman family. It is being coordinated and Trudell will update commissioners.
 Popa read article from Friday bulletin from CRA regarding a fatality involving a flagman from Iron County. He noted that Superintendent Priest conducts safety meetings prior to any project and suggested he address this at his next meeting.

With no more business to conduct, Greenan adjourned the meeting at 1:24 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
 OF LEELANAU COUNTY

By Garth Greenan
 Garth Greenan, Chairman

Attest: Cindy Kacin (verbal approval AM)
 Cindy Kacin, Recording Secretary

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, February 2, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Robert Joyce, John Popa, and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Tech Keith Moore (remote), and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the January 19, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: big thank you to crews for working very hard to keep up with the snow and ice, and to staff for the early solicitation and analysis of the paving bids and budget.

Moore: bids for 2021 HMA paving projects were opened on January 21, 2021 with Elmer's as the lowest bidder at \$1,041,760. The total bids were lower than last year and Elmer's bid was lower than anticipated. The Bugai Road project will be added to the project list at a projected \$578,000. The ACT 51 report for 2020 has been completed and ACT 51 certification maps are 50% complete. Material bid solicitations will be issued soon. The Paser-Rating map is complete but local ratings are only 70% accurate. Better accuracy on local ratings is necessary for building maps for Asset Management Plan. Eight roads were submitted for BIA TIP list for consideration of funding for 2022/23. MSP is reviewing Bingham Township speed study. Joyce complimented Moore on the detail included in the bid package. Popa asked if there was enough slag in stock for the current year's projects and Calhoun asked about the supply issue with emulsion mix that occurred in 2020. Moore addressed both. Greenan asked about the status of design plan for the Bugai Road project. Target timeline is to have the bid out in April for August construction but is contingent upon MDOT schedule.

Trudell: reported that equipment is holding up well due to light winter, organization of tools and parts inventory ongoing, replacement of flooring to begin today, and office is on weekly cleaning schedule. Deep cleaning of Maple City shop is scheduled for this week and painting of the breakroom and bathrooms is in progress. Surplus equipment and shop items have been posted on RangerBid. Equipment for the new trucks is in reserve and will be installed once trucks are in. Brendan thanked Tim for his cleaning and organizing efforts and invited commissioners to visit the shop area and the Maple City facility.

Old Business: None.

New Business:

1. Acceptance of bid from Elmer's for 2021 HMA paving projects.

Motion by Joyce, supported by Calhoun to authorize staff to accept the bid from Team Elmers for the 2021 paving program and to administer projects in the best interest of the Road Commission.

Discussion: Calhoun commented on the favorable pricing due to getting the bid request out earlier. Joyce and Greenan concurred that the bids received were very competitive. Greenan stated that the bid specifications were well presented. Popa asked about the coordination of internal staffing with Elmer's timeline. Moore confirmed that crews would be available for any prep work but most of this work will be done by Elmer's. The bid request was written requiring most of the prep work to be the responsibility of the contractor, which will allow time for staff to do milling after project completion. Joyce and Popa noted that this is the first year that a bid request has been issued early and thank you to Moore.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. – Motion is hereby approved.

Public comments: None.

Commissioner comments:

Mikowski mentioned a more cohesive environment and thanked staff.

Calhoun extended thanks from the fire departments for the Road Commission's cooperative response to the house fire on Sunday and mentioned that the Village of Northport received prices for building a salt storage building. Joyce complimented Moore on the presentation and timeliness of the paving projects.

Popa agreed that it was great to have that information.

Greenan reiterated that having a complete project list and soliciting early paving bids was very beneficial. He suggested that townships be contacted regarding interest in local paving projects for upcoming years.

With no more business to conduct, Greenan adjourned the meeting at 1:33 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEEANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

February 16, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, February 16, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Robert Joyce, John Popa, and Greg Mikowski. Also present: Manager Brendan Mullane, Engineer Tech Keith Moore (remote), and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Motion by Popa to add upcoming meeting opportunities and presentation of year end information to townships as discussion items, seconded by Mikowski. No further discussion. Modification to agenda accepted as presented.

Minutes from the February 2, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: crews have been doing an amazing job throughout the heavy snowfall but any issues or concerns should be forwarded to him for follow up. Thank you to Keith for handling the materials bids. LCRC staff is hosting the quarterly meeting of the Paul Bunyan Council on Thursday, February 18th. We are host and secretary for the entire year and then will chair all meetings next year. If any commissioner is interested in attending, the conference room can be set up for access. Mullane and Greenan will be presenting an annual LCRC operations report to Leelanau County Commissioners this evening, February 16th, at 7:00 pm at the Government Center. The presentation can be viewed virtually from the Leelanau County website.

Moore: Gosling Czubak continues to work on the plans and bidding for the Bugai Road local agency project. The speed study was submitted for Cleveland Township but denied by MSP because collected data did not support the request. The speed study completed for Lakeview Road is under review by MSP. ACT 51 reports and certification maps are complete for 2020. Bid requests for slag, winter sand, brine, and paint were issued last week. Received bids were opened on February 12th. Bid comparisons are included in board packet. A “no bid” was received for brine. This will be reissued after contacting more vendors. Bids for emulsion, fog seal, and crack fill materials will be issued this week. Gosling Czubak has submitted the final design for the CR 675 Crystal River bridge project and it is under review by Grand Traverse Band and Conservation Resource Alliance. Little Traverse Band will be scheduling a meeting to review construction plans for the north section of Carlson Road. Greenan asked for clarification of the difference between 25A and 29A slag. Moore responded that it was a difference in size but not functionality. Popa voiced concern over the lack of bids for brine. Mullane explained that the contractor that has previously supplied brine cannot provide application services due to staffing issues but could provide bulk delivery. Options for subcontracting application or doing in house are under consideration. Application takes around two weeks and required approximately 150,000 gallons of brine last year.

Old Business: None.

New Business:

1. Acceptance of bids from Team Elmer's and PK Contracting for 2021 materials.

Motion by Joyce, supported by Calhoun to authorize staff to accept the bid from Team Elmers as the provider of aggregates and slag for the chip seal process and to accept the bid from PK Contracting for pavement markings, and to administer the contracts in the best interest of the Leelanau County Road Commission.

Discussion: Popa asked for verification of the cost of rumble strips and snowmobile crossing materials. Moore confirmed the presented unit costs and explained that the snowmobile crossing material does extend the life of asphalt and makes the machines slide easier causing less damage. Greenan confirmed that the material is very effective in protecting pavement.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. – Motion is hereby approved.

2. Upcoming meetings/conferences.

Discussion: Popa asked about attending training meetings scheduled by MCRSCIP for February 23rd and 24th, and also attending the Paul Bunyan Council meeting scheduled for February 18th. Since the Paul Bunyan Council meeting is virtual, Mullane can set up access in the conference room if commissioners are interested in participating. LCRC will be hosting the quarterly meeting for all of 2021. Mullane has registered for the MCRSCIP workshop scheduled for February 24th but can change registration to the 23rd since more commissioners are available to attend that day. A recording of the workshop will be available on the MCRSCIP website at a later date. Popa mentioned that the annual presentation to the Leelanau County Board of Commissioners scheduled for 7:00 pm this evening will be accessible through the County website. Mullane and Greenan will present. Popa suggested that copies of the presentation and costs of services provided to each township in 2020 be distributed to townships. Joyce suggested the scheduling of virtual meetings to allow for better attendance and time to address any questions or concerns. Mullane will check into interest of townships and possible scheduling.

Public comments: Eric Carlson of the Leelanau Enterprise stated that he forwarded an email to Mullane regarding the materials bids received. He also mentioned that he did not see a presentation by the Leelanau County Road Commission on the agenda for the Leelanau County Board of Commissioners meeting tonight.

Commissioner comments:

Calhoun said that crews were doing a good job under difficult conditions.

Joyce extended thanks to Moore for issuing the materials bids, and to the crews for their hard work.

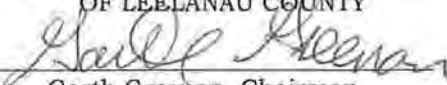
390 Popa mentioned that although crews cannot accept gifts, a wave and a thank you from residents is always appreciated. Crews have done a super job. The MCRSCIP presentation earlier today was very helpful. In response to Eric Carlson's comment, Popa mentioned that presentations were not usually a line item on the County agenda but included under Administration.

Greenan complimented the crews on doing a great job and noted that there was quite a bit of bare pavement now.

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

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

March 2, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:05 pm on Tuesday, March 2, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Robert Joyce and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Tech Keith Moore (remote), and Finance Manager/Secretary to the Board Susan Boyd. Member John Popa was absent. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the February 16, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items:

Updated 2021 revenue projections from MTF were distributed. Projection has not changed significantly from previous projection issued in August 2020.

The working draft of CRA Legislative Priorities was included for review. A vote will occur at the CRA Annual Business Meeting which has yet to be scheduled. Greenan commented on the cost savings of the proposed exemption from participation in the MISS DIG system, and the importance of maintaining requirements for oversize/overweight vehicles.

Appointments: None.

Staff Reports:

Mullane: CRASIF has held on site OSHA training sessions in past weeks. There will be one more session and all drivers and shop personnel will be certified. The presentation to Leelanau County Board of Commissioners was well received. Viewing of the presentation will be added to the agenda for the next meeting. When 2020 township data can be compiled after finalization of the audit, it will be combined with this presentation for distribution and presentation to townships. The annual CRA Highway Conference and Road Show scheduled for March has been cancelled. Since the total price for the hoist for the shop was below the purchasing threshold for manager approval, it has been purchased. Nearly all of the road crew who wanted COVID vaccinations have received the first shot.

Moore: Gosling Czubak has plans for the Bugai Road local agency project ready for submission to MDOT. MDOT has notified counties of increased Rural Task Force Funding but has yet to issue clarification of approved uses and applications. An additional \$138,000 will be available to Leelanau County. The speed study completed for Lakeview Road was denied by MSP because the extension request did not qualify based on driveway density. ACT 51 project planning for 2021 projects is in process. PASER training for paved and gravel roads has been completed. Bid requests for brine, crack seal materials, and emulsion were received last week on February 25th. Bid tabs are included in board packet. Weight restrictions went into effect today and are generally on for 3-4 weeks. There has been no feedback from Grand Traverse Band regarding the submitted design plans for the CR 675 Crystal River bridge project. Little Traverse Band will be rescheduling the meeting to review construction plans for the north section of Carlson Road. Greenan asked about the possibility of an appeal of the MSP decision on the Lakeview Road speed study. Moore stated that the data did not support the request so an appeal would not be likely.

Trudell: A used portable air compressor was purchased to replace the compressor at the Maple City shop. The recently purchased hoist will be for vehicles weight 1 ton or less. This will eliminate the necessity of using the big hoist for the smaller vehicles. Flooring replacement in the breakroom/office area of the shop has been completed. Upon approval, the remodeling of the bathroom will begin this week and take 1-2 weeks to complete. Production and delivery of new trucks and pickups are on schedule. The application for leasing the trucks for a year has been submitted. Bid request for painting the exterior of the buildings will be issued soon. Joyce requested clarification of the lease terms and extent of the exterior painting project. Lease terms are interest on the trucks for a year and they are then turned in for new trucks. The painting project includes all of the buildings. Mikowski asked if trucks were double frame. Trudell explained that most trucks are built using single frame design.

Old Business: None.

New Business:

1. Acceptance of bid from D&J Bowen for 2021 calcium chloride.

Motion by Joyce, supported by Mikowski to authorize staff to accept the bid from D&J Bowen as the provider of calcium chloride and to administer the contract in the best interest of the Road Commission.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski and Greenan. Nays: None. – Motion is hereby approved.

Acceptance of bid from Michigan Paving & Materials for 2021 emulsion.

Motion by Joyce, supported by Mikowski to authorize staff to accept the bid from Michigan Paving & Materials as the provider of emulsion and to administer the contract in the best interest of the Road Commission.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce and Greenan. Nays: None. – Motion is hereby approved.

Acceptance of bid from P&T products for 2021 crack fill material.

Motion by Calhoun, supported by Mikowski to authorize staff to accept the bid from P&T Products as the provider of crack seal materials and to administer the contract in the best interest of the Road Commission.

Discussion: Greenan asked about the flexibility of modifying quantities if more materials are needed for projects. Mullane explained that bid quantities were estimates only and not bid amounts. Joyce asked if P&T Products had been previously used as a provider. Moore said not his knowledge but that the product was on MDOT's prequalification list and that the bid specifications included delivery timeline and the option to purchase more if needed.

Roll call vote: Ayes: Calhoun, Joyce, Mikowski and Greenan. Nays: None. – Motion is hereby approved.

2. Acceptance of bid from Greene Construction Group LLC for the renovation of the Suttons Bay garage bathroom.

Motion by Calhoun, supported by Mikowski to authorize staff to accept the bid from Greene Construction Group LLC for the renovation of the garage bathroom and to administer the contract in the best interest of the Road Commission.

Discussion: Joyce asked about including the demolition cost in the quote if this was going to be done in-house. Trudell confirmed that demolition was to be done by staff for a potential savings of \$1300.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski and Greenan. Nays: None. – Motion is hereby approved.

3. Presentation and discussion of PASER and Asset Management Plan.

Mullane presented the updated PASER rating map. Primary road have been completely updated. Updates to primary and secondary roads will be ongoing rather than on alternate years. Reviewed the 2021 paving project map. The Bugai Road project will potentially expand due to additional funding available through Rural Task Force Funding. Kabat and Schomberg roads were rescheduled from last year to this year. Crack seal projects will be added depending upon available resources. CRA goal is no more than 10% of roads with PASER rating of poor and Leelanau County is in compliance. Continuing improvements at the same pace will maintain compliance. Although pavement is a significant part of Asset Management, equipment and facilities need to be evaluated as well. The goal is to establish a 3-5 year plan that can be flexible based on funding. Joyce suggested implementing funding restrictions to ensure that funds are available for improvements.

Public comments: None.

Commissioner comments:

Calhoun had received feedback that the Leelanau County Board of Commissioners had liked the presentation given by Mullane and Greenan, and that Leelanau Township had expressed an interest in having a presentation as well.

Joyce extended thanks for all of the information presented.

With no more business to conduct, Greenan adjourned the meeting at 1:48 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEEANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

March 16, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, March 16, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Robert Joyce, John Popa, and Greg Mikowski. Also present: Manager Brendan Mullane, Engineer Tech Keith Moore (remote), and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the March 2, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items:

- Copy of Rehmann Robson Audit Engagement Letter presented to board of road commissioners as required.
- LCRC presentation that was made to Leelanau County Board of Commissioners on February 16, 2021 was presented to Road Commissioners. This presentation will be available to townships with the inclusion of township operational data when finalized.
- Letter from James and Barbara Varley and copy of email from James Redmond in objection to the issuance of a driveway permit for 111 E. Juniper Trail in Leland.

Appointments: None.

Staff Reports:

Mullane: Moore and Mullane met with residents of Rudolph Road in Solon Township requesting use of AASHTO low volume road standards but will be reviewed by Gosling Czubak. The Leelanau Conservancy has requested that the Road Commission abandon a portion of Seth Road that leads to a farmland conservation easement recently acquired by the Conservancy. Tentative discussion involves the Conservancy providing a cul-de-sac for road end and in return the Road Commission will abandon the section of road north of that point. Bingham Township met with Road Commission staff and the drain commissioner to discuss the possibility of establishing a drainage district for Lee Point Road. This request has to come from the township. Residents of CR 669 have requested that shoulders be added to this overlay project. Replacement of this road is on a list for application for federal funding within the next five years.

Moore: Gosling Czubak continues to work on the plans for the Bugai Road local agency project. No Grade Inspection meeting has been scheduled yet. He will be meeting with Elmers prior to projects start for review and signing of the contract. He updated the board on Elmer's new state of the art paving facility. Five additional shoreline erosion projects have been added by MDOT. Bids are due by March 26th and will then be submitted to MDOT. ACT 51 programming has been completed for 2021 projects. Networks Northwest has to be scheduled for PASER ratings review beginning in April. Crystal River bridge project is under review by Grand Traverse Band and Conservation Resource Alliance but no feedback has yet been received. Grand Traverse Band has not rescheduled the meeting to review construction plans for the north section of Carlson Road.

Mullane: Remodel of shop bathroom is complete. Great job Tim for facilitating this project. He has been returning unused parts and listing unused equipment for auction. Moore has accepted a position with Wexford County Road Commission. That job will be posted soon but there has been interest expressed informally.

Old Business: None.

New Business:

1. Discussion of driveway permit issued to Nelle Jamieson for 111 E. Juniper Trail in Leland. Barbara Varley of 509 S. Grand Avenue in Leland requested that this permit (#183.20) be revoked on the basis of Resolution Number 16-03 as adopted by the Leelanau County Road Commission on June 7, 2016. And that the Road Commission vacated the public right of way in the alley. Mullane confirmed that the permit had been issued in compliance of policies. Joyce commented that he had viewed the area in question and that all seemed to be in compliance. Greenan asked if vacating the road would require replatting. Mullane responded that it may require that all landowners within plat accept the replatting. Popa stated that abandonment would require a public hearing and a filing with the State and is a lengthy process. As a public road, a citizen is permitted to use within rights. Joyce and Popa were in agreement on the importance of honoring the approved policies.

Motion by Popa, supported by Joyce to deny the request to abandon the road and not revoke the issued permit.

Discussion: Popa asked for further discussion of Resolution Number 16-03 at a later date.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. – Motion is hereby approved.

2. Adoption of proposed CRA 2021 Legislative Priorities.

Motion by Joyce, supported by Mikowski to adopt the proposed 2021 Legislative Priorities presented by CRA.

Discussion: Greenan stated that the proposed priorities were very supportive of road commissions. Popa noted that generally there is an annual review of policies but there weren't any changes proposed since last year.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. – Motion is hereby approved.

Action: Motion by Joyce, supported by Calhoun to move to go to closed session for discussion of Reynolds Street litigation.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None – Motion is hereby approved.

The meeting went to closed session at 1:44 pm.

The open session meeting resumed at 1:52 pm.

Public comments: Barbara Varley mentioned consideration of the rights of other landowners in approval of permits and would like specificity regarding grounds for revocation of a permit. She stated that a supporting email from a neighbor had been submitted and questioned if more comments from neighbors were needed.

Commissioner comments:

Mikowski wished all a Happy Spring.

Calhoun extended appreciate to Moore and wished him luck in the future.

Joyce stated that Moore is a huge asset to the Road Commission and is disappointed to see him leave. He also mentioned that the funeral for Bob Bailey of the Leelanau County Sheriffs Department is scheduled for March 24th in Traverse City.

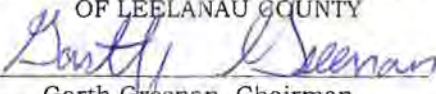
Popa expressed regrets over Moore's departure, and forwarded positive feedback from the Road Commission's operations report that was presented to the Leelanau County Board of Commissioners on February 16, 2021. He also reminded commissioners that there are two other committee meetings scheduled for April 6th, the next regularly scheduled Road Commission meeting.

Greenan thanked Moore and said he will be missed but best of luck.

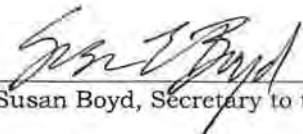
With no more business to conduct, Greenan adjourned the meeting at 1:57 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

April 6, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, April 6, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Robert Joyce, John Popa, and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the March 16, 2021 regular meeting – approved as presented.

Minutes from the March 16, 2021 closed session meeting – approved as presented.

Public Comments: None.

Communication Items: Comparative year to date summary of Michigan Transportation Fund receipts was presented.

Appointments: William Love, Audit Manager-Rehmann Robson, presented a review of the audited 2020 financial statements. He summarized the audit process and explained the focus of each statement in the audit report. He explained that the Notes to the Financial Statements contained nothing new or unusual. He reviewed the required supplementary report of the MERS pension plan as of year-end. He clarified that the Act 51 report was not part of the audit but verified that it reconciles to the financial statements. Internal controls are in compliance with government audit standards and there were no significant findings or material issues identified. The audit resulted in an unqualified opinion, in other words a clean audit. Popa asked for further clarification of the net asset number as an ending balance in the supplemental MERS report. Love explained that the asset balance represents a fully funded pension plan. Greenan asked about potential changes in assumptions. Such changes originate with an actuary with the most recent being a projected decrease in rate of return. Calhoun mentioned that previous audit reviews had made note of the lack of separation of duties. Love commented that this issue is not uncommon in smaller organizations but overall there has been a good job of segregating responsibilities. The review of journal entries is an issue but a plan for resolution will be implemented in the current year. Mullane thanked Joel Nedow for facilitating the audit process.

Motion by Popa, supported by Joyce to accept the 2020 audited financial statements as presented by Rehmann Robson.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. Motion is hereby adopted.

Motion by Joyce, supported by Calhoun to accept the 2020 Act 51 report as presented.

Roll call vote: Ayes: Popa, Mikowski, Calhoun, Joyce and Greenan. Nays: None. Motion is hereby adopted.

Staff Reports:

Mullane: Employee David Neddo's funeral was held last week and was well attended by co-workers. Condolences to his family. Interviews for the engineer position are scheduled for later this week. MDOT will begin work on three bank stabilization projects on M-22 next week. Bids for paving testing were received and a recommendation will be presented under New Business. Attendance at township meetings for purpose of presenting 2020 Road Commission activities will be discussed later in this meeting.

Trudell: Updated on status of seasonal maintenance and timeline for new trucks on order. One bid was received for painting the Suttons Bay buildings and fuel tanks and will be presented under New Business. An ad has been posted for a seasonal shop helper. More items will be posted for auction with RangerBid with expected proceeds of \$50-60,000. The guys have been doing a great job.

Old Business: None.

New Business:

1. Acceptance of MiDeal quote under Truck & Trailer Specialties for installation of snow removal equipment on two (2) new plow trucks not to exceed the amount of \$220,315.00.

Motion by Joyce, supported by Mikowski to authorize staff to accept the MiDeal quote through Truck & Trailer Specialties for the installation of snow removal equipment on two new plow trucks not to exceed the amount of \$220,315.00.

Discussion: Trudell stated there is a sander at the Maple City location that can possibly be used which will save \$15-20,000 in costs. Popa asked for clarification of the refurbished component of the quote. Trudell explained that the Duz-Mor is coming off of another truck and that will be refurbished for use on a new truck.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. – Motion is hereby approved.

2. Approval of bid from Fortified Coatings LLC for washing and painting the buildings and fuel tanks at the Suttons Bay location for \$25,672.

Motion by Joyce, supported by Calhoun to accept the bid from Fortified Coatings LLC for \$25,672 to wash and paint the office, parking garage, shop and fuel tanks at the Suttons Bay location.

Discussion: Popa asked if the plan was for two coatings on top of a substrate. Trudell clarified that surfaces would be power washed, any damaged areas repaired, primer applied if needed, and then painted.

Roll call vote: Ayes: Popa, Mikowski, Calhoun, Joyce and Greenan. Nays: None. Motion is hereby approved.

3. Approval of bid from Otwell Mawby for paving testing services.

Motion by Popa, supported by Calhoun to accept the bid from Otwell Mawby for paving testing services.

Discussion: Joyce stated that Gosling Czubak has provided other services and the fact that they have a proven performance record should be considered. Mullane responded that another company had to be used last year because of a conflict of interest with Gosling Czubak. Greenan has worked with Otwell Mawby previously and supports using them.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. Motion is hereby approved.

4. Discussion of commissioner attendance at township meetings for presentation of 2020 report.

Discussion: Joyce suggested delaying the presentations due to the resurgence of COVID. Greenan agreed that virtual presentation was preferable but emphasized the importance of communicating with townships especially with the possibility of cost sharing on projects that may result from the additional COVID funding. Mullane stated that he did present to Leland Township virtually. Joyce suggested providing packets for distribution prior to a virtual presentation. Popa will participate in presentations to Bingham and Solon townships. Greenan will participate in presentations to Glen Arbor, Centerville, and Empire townships. Calhoun will attend Leelanau and Suttons Bay township meetings. Both Mikowski and Calhoun are available for Cleveland and Elmwood. Mullane will coordinate dates with the townships and communicate those to road commissioners.

Public comments: None.

Commissioner comments:

Mikowski wished all Happy Spring.


Calhoun suggested that a letter be issued from staff and road commissioners thanking Joel Nedow for his continued support.

Joyce thanked Trudell for his continued clean up and improvement efforts.

With no more business to conduct, Greenan adjourned the meeting at 2:14 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

April 20, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, April 20, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Member John Popa. Members Robert Joyce and Greg Mikowski were absent. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Popa requested that Item #3, Thank you letter to Joe Nedow, under Communication Items was moved to New Business. There were no objections. Agenda was approved with change.

Minutes from the April 6, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items: Acknowledged receipt of letter from Barb and Jim Varley regarding issuance of Permit Number 183.20 and requesting a review of Resolution 16-03 in terms of notification requirements. Review of Resolution 16-03 will be on the agenda for the regular meeting scheduled for May 4, 2021. Correspondence from Kama Ross, District Forester with Leelanau Conservation District, addressing the prevention of the spread of oak wilt. Mullane confirmed that staff had been made aware of the recommendations and due diligence would be applied in tree removal and trimming decisions.

Appointments: None.

Staff Reports:

Mullane: Craig Brown has accepted the Engineer position and his first day will be April 26, 2021. Staff has met with Elmer's and paving projects will begin on April 26, 2021 contingent upon the weather. Interviews for the Foreman position at the Maple City facility were completed and results will be announced by the end of the week. The 2020 Leelanau County Road Commission financial reports were forwarded to township clerks and meetings to present this information will be coordinated. Greenan will follow up with townships prior to the next meeting. He requested that the paving schedule be forwarded to the Leelanau Enterprise. Fire departments and law enforcement have been notified per Mullane. The Bugai Road project package was received and forwarded to Gosling Czubak. MDOT has started bank stabilizations at five locations on M-22. Expected completion is two weeks.

Trudell: New pickups are at Truck & Trailer Specialties and are nearing completion. Current RangerBid auction is on target to bring in about \$50,000. More will be added to next month's auction date. Clean up efforts in the yard across the road are ongoing with 4-5 dumpsters of metal already removed. Jake Herman passed his CDL test and will take the driving test next. Greenan asked for clarification of the scrapers to be purchased from Heights Machinery. Purchase is part of the truck equipment package approved at the last board meeting. Trudell explained that Heights has been making these scrapers for at least a decade and they have a better maintenance record than do the Monroe scrapers previously purchased.

Old Business: None.

New Business:

1. Discussion of submission of a reimbursement request to Leelanau County from COVID American Rescue funding to be received by counties. Approved use of funds has yet to be clarified. According to the County Road Association of Michigan, there is a possibility that transportation will be an approved use of funds but no directives have been issued. Greenan suggested a letter to Leelanau County documenting the costs of staff time off in compliance of state orders as well as vaccine related time off.
2. Proposal to purchase 2 (two) Michigan Scrapers from Heights Machinery for \$12,587 each at a total of \$25,174. Trudell stated that the Michigan Scrapers are of higher quality and are locally built. No scheduling issue because the scrapers will be done before the trucks are delivered.

Motion by Calhoun, supported by Popa to authorize the purchase of 2 Michigan Scrapers from Heights Machinery.

Roll call vote: Ayes - Calhoun, Popa, Greenan. Nays - None. Motion is hereby approved.

3. Review of thank you letter to Joe Nedow. Input regarding content will be provided and it will be signed by all of the Road Commissioners. Calhoun suggested purchasing a plaque in appreciation.

Public comments: Eric Carlson of the Leelanau Enterprise requested more background information on Craig Brown and a list of paving projects with a timeline.

Commissioner comments:

Calhoun is glad that the new engineer will be starting since it is a very busy season coming up. Greenan welcomed Craig Brown and offered to help any way he could.

With no more business to conduct, Greenan adjourned the meeting at 1:51 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:03 pm on Tuesday, May 4, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members John Popa, Robert Joyce, and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Popa requested the addition of Item #3, Scheduling of road survey trip for commissioners be added to New Business. There were no objections. Agenda was approved with change.

Minutes from the April 20, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items: Letter from Dickinson County Board of Commissioners addressing concerns over proposed merger of salt producers supplying Midwest counties and possible detrimental effects of a monopoly. Mullane provided further explanation of the letter. Popa suggested using the Dickinson County letter as a basis and forward to our senators, representatives, and the chair of the Transportation Committee with the signatures of all Leelanau County road commissioners.

Motion by Popa, supported by Joyce to send a letter opposing the merger.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby approved.

Appointments: None.

Staff Reports:

Mullane: Engineer Craig Brown started last week. Mike Mack accepted the foreman position at Maple City. A section of Kasson Center Road was added to paving projects as a replacement for a section of Baatz that was removed due to a potential project in the area that would impact Baatz Road. Bingham Township has scheduled a special meeting to discuss Lee Point drainage issues and will be attended by the Manager. Visual Defense has chosen Leelanau County Road Commission as a beta site for testing a system for recording road defects. A camera is installed on a truck and as defects are encountered during travel, the system will initiate a notification email. The components should be delivered this week and this is at no cost to the road commission. Popa asked about the status of the Rudolph Road project. Recommendations when received from Gosling Czubak will be brought to the board.

Brown: Paving projects have experienced weather delays but will most likely be finished by the week of May 17th. The BIA-funded Carlson Road project will be scheduled for this fall or spring 2022.

Boyd: March MTF payment was up from 2020 by 13% and did not follow the downward trend of the February payment. First quarter financial activity shows revenue at 25.7% of budget and expenses at 14.8% of budget. Capital expenditures of \$179,000 for five pickups occurred in April. Budgeted snow removal expenses were \$833,000 with actual expenses of \$332,300 as of March 31, 2021.

Trudell: New pickups are all in service or close to it. Both leased Kenworth tractors have been delivered and modifications are in process. More surplus equipment will be listed for next auction. The hazardous waste barrels have been contained and classified and are scheduled for disposal next week. Joyce asked about the ongoing status of the new gate at the pit site. It is a low priority project but is tentatively scheduled for next week. Popa requested clarification of the Paccar lease conditions for the Kenworth tractors.

Old Business: None.

New Business:

1. Changes to Leelanau County Road Commission Resolution 16-03 were discussed. Greenan recommended no changes since the resolution is a comprehensive document that covers the issues that were intended to be addressed, and that any notification requirements should be township policy. All road commissioners concurred that no changes should be made to Resolution 16-03. Mullane will notify the resident who requested review.
2. Completion of a draft version of a job review form and suggested objectives and goals for next year will be used for evaluation of the manager to be done at next meeting.
3. Commissioners' tour of road projects is scheduled for 7:00 am on May 18, 2021. Mullane will ask township supervisors at next supervisors meeting for input on problem areas. Tour will include current projects as well as potential future projects.

Public comments: Eric Carlson of the Leelanau Enterprise commented that the audio quality during the meeting was poor and will follow up with Mullane regarding the discussion of the letter issued by Dickinson County.

Commissioner comments:

Calhoun asked about status of thank you letter and plaque for Joe Nedow.

Joyce stated that Mullane has done a great job and asked that all complete the evaluation form, thank you to Trudell for continuing to upgrade and clean up buildings and grounds, and for arranging the lease of the Kenworth tractors, welcome to Craig Brown.

Popa stated that the monthly reports and higher level of communication has been good, and suggested that a date be set at the next meeting to tour South Manitou Island.

Greenan welcomed Brown.

With no more business to conduct, Greenan adjourned the meeting at 2:01 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

May 18, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:03 pm on Tuesday, May 18, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members John Popa, Robert Joyce, and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Joyce requested the addition of Item #6, Discussion of Reynolds Street be added to New Business. There were no objections. Agenda was approved with change.

Minutes from the May 4, 2021 regular meeting – approved as presented.

Public Comments: Leland resident William Lievens presented objections to the proposed settlement agreement with Janko/Joyes Trust. He stated his concerns regarding restricted access for maintenance and emergency purposes, restrictions on regular maintenance and any improvements, parking restrictions that would add to congestion on other streets, and the detrimental effects of dredging limitations and restrictions on waste collection.

Steven Behrmann, a Leland property owner, stated that the proposed agreement represented the plaintiffs' interests but not those of the residents of Leland, Leelanau County or the State of Michigan. He voiced concerns over parking issues and conflicting ownership interests.

Communication Items: Letter from William Lievens stating concerns regarding the proposed settlement agreement between Janko/Joyes Trusts and Leland Township and the Leelanau County Road Commission was noted as received.

Appointments: None.

Staff Reports:

Mullane: Attended CRA manager retreat two weeks ago. Quarterly Paul Bunyan Council meeting is to be held virtually on May 20th and commissioners are welcome to attend. Commissioner Road Tour took place this morning and notes will be published. Met with company that compiles inventories of culverts, signs, and guardrails and will continue to review options for this project.

Brown: Paving projects have experienced weather delays but five of the nine scheduled projects have been completed. List of fall wedging projects is being compiled. Popa asked if only roads that were being chip sealed were being crack sealed. 7.5 miles of road will be crack sealed in addition to all of the roads that are being chip sealed.

Trudell: Crack sealers have been repaired and are ready for use. Trees were removed from the front yard. Yard was reseeded and additional landscaping is planned.

Old Business: None.

New Business:

1. Construction of a salt storage building in Northport was discussed. Salt mix is currently stored outside at this location. Village of Northport has previously proposed sharing costs of construction of an open ended storage building at an estimated cost of \$100,000. Trudell researched costs for a more permanent structure than what was proposed and stated that cost would be closer to \$200,000. Popa did not support building on property not owned by the road commission but stated that annual rent may be acceptable. Joyce and Mikowski both concurred that paying for a building on someone else's property was not a good use of funds. Calhoun explained that Northport was only looking for a decision so that they could proceed.

Motion by Mikowski, supported by Calhoun to participate in construction of salt storage building in Northport. Roll call vote: Ayes: None. Nays: Joyce, Calhoun, Mikowski, Popa and Greenan. Motion not supported.

2. Approval of Resolution 21-01 to request reimbursement of \$10,000 from MDOT for engineering costs incurred.

Motion by Popa, supported by Joyce to approve Resolution 21-01.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby approved.

3. Agreement with Cleveland Township for cost sharing for improvements on CR-669 was approved by Cleveland Township Board of Review.

Motion by Joyce, supported by Calhoun to approve cost sharing agreement between Cleveland Township and the Leelanau County Road Commission for improvements on CR-669.

Popa asked if all commissioners should sign or just the chair. Mullane confirmed all should sign.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

4. Closed session to discuss Reynolds Road litigation.

Motion by Joyce, supported by Mikowski to move to closed session to discuss proposed Reynolds Road agreement with attorney Bill Henn.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. Motion is hereby approved.

Meeting moved to closed session at 1:51 pm.

Meeting returned to open session at 2:49 pm.

5. Discussion of proposed Reynolds Road agreement.

Motion by Greenan, supported by Joyce to postpone a decision on acceptance of agreement until presented to the public.

Discussion: Popa asked if motion should include Leland Township as part of the public discussion. Greenan stated that this is a complex situation and we need to be open with the public.

Motion by Popa, supported by Joyce to amend motion to include Leland Township in public hearing process. Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

6. Evaluation of Manager Brendan Mullane.

Popa suggested that discussion of goals and objectives should be postponed until a later date. Mullane requested a closed session.

Meeting went to closed session at 2:53 pm.

Meeting returned to open session at 3:52 pm.

Motion by Popa, supported by Mikowski to increase Mullane's annual salary to \$84,000. Discussion: Popa stated that Mullane is doing an excellent job. Greenan agreed that Mullane has done a great job and the salary increase is justified. Joyce concurred.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Mikowski commented that it had been an interesting day but we are moving in the right direction. Thank you to Brendan.

Calhoun extended thank you to Brendan and staff.

Joyce said good job and thank you for today.

Popa stated that it was important to have the road tour but since all scheduled stops weren't completed possibly do another one in the fall. A tour of South Manitou Island also needs to be scheduled. Thank you to Brendan.

Greenan stated that Brendan had made great strides and thank you.

With no more business to conduct, Greenan adjourned the meeting at 3:56 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

June 1, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, June 1, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members John Popa and Robert Joyce. Greg Mikowski – excused absence. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Popa requested the addition of Item #4, Discussion of GTB contributions, moving Closed Session to Item #5. There were no objections. Agenda was approved with changes.

Minutes from the May 18, 2021 regular meeting – approved as presented.
Minutes from both May 18, 2021 closed session meetings – approved as presented.

Public Comments: Leland resident William Lievens expressed appreciation for time allowed for comment at the previous meeting and for the road commissioners' decision to hold a public meeting regarding Reynolds Street. The transparency is appreciated.

Doug Julien, a Leland resident, stated that the proposed agreement leaves the Road Commission with all of the responsibility but no ownership, and there is no incentive to sign.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: A public hearing on the proposed Reynolds Street agreement has been scheduled for June 7, 2021 at 7:00 pm at the Leland School gym. Paul Bunyan Council meeting was held last week with the next one to be held in person. Plan for culvert inventory is in process in order to access additional TAMC grant funding.

Brown: Brine application is scheduled to start on June 7th, possibly later this week. Paving projects have experienced delays due to weather and other commitments but are still on schedule to be completed by June 17th. Townships possibly interested in cost sharing projects include Leelanau, Centerville, and Cleveland. Greenan asked about the type of township projects. There would be some wedging, undercutting, chip and seal, as well as the fall wedging projects in the process of being prioritized by staff.

Trudell: The leased Kenworths are working out well. Due to its popularity, Kenworth will be capping its lease program but this will not affect existing lessees. A second auction site will be utilized and receipts compared to RangerBid. An unused truck is being converted for use as a brining truck, possibly for spreading cherry brine. Springfield Roofing conducted a courtesy inspection of building roofs and will submit a report of any potential issues. Delivery of the small hoist was delayed but is scheduled to arrive in July.

Old Business: None.

New Business:

1. Due to time constraints, several stops on the recent road tour were omitted. Mullane would like to reschedule another tour at a later date. Popa questioned whether or not a short road with no guardrail near St. Rita's should be closed. Not possible since there is a house on that road. He also suggested that the responsibilities for Inspiration Point be reviewed since it is county owned by has deed restrictions in place.
2. Revision of design standards for low volume roads was discussed. Mullane stated that there needs to be more clarity at the road commission level so that these standards can be applied effectively and safely. Currently there are only subdivision standards in place but AASHTO low volume standards would be more applicable. Greenan stated that there needs to be a low volume road policy in place taking into consideration speed loads and surroundings. Staff will draft policy for review.
3. Agreement with Leelanau County to provide in-kind services not to exceed the cost of \$5,000 for culvert replacement at Veronica Valley.

Motion by Popa, supported by Calhoun to accept agreement with Leelanau County for in-kind services to be provided for Veronica Valley project and authorize Mullane to sign the agreement.

Roll call vote: Ayes: Popa, Calhoun, Joyce and Greenan. Nays: None. Motion is hereby approved.

4. In recognition of contributions made, Popa would like to extend an invitation to members of Grand Traverse Band of Ottawa & Chippewa Indians to attend a future road commission board meeting. Greenan agreed in that GTB has been a valuable partner and it has been a good working relationship. Mullane will issue an invitation.
5. Closed session to discuss proposed Reynolds Road agreement.

Motion by Joyce, supported by Popa to move to closed session to discuss proposed Reynolds Road agreement with attorney Bill Henn.

Roll call vote: Ayes: Joyce, Calhoun, Popa and Greenan. Nays: None. Motion is hereby approved.

Meeting moved to closed session at 1:43 pm.

Meeting returned to open session at 2:37 pm.

Public comments: None.

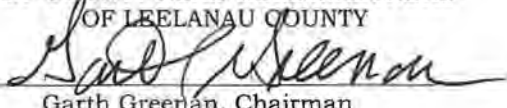
Commissioner comments:

Calhoun said that the road trip was very beneficial to the new engineer as well as commissioners. Joyce stated that it was a good trip for the manager, engineer, and superintendent. Popa agreed and also mentioned the history lesson provided by Calhoun. Greenan concurred that the road trip and actually viewing areas of comment was beneficial.


With no more business to conduct, Greenan adjourned the meeting at 2:41 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

June 15, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, June 15, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members John Popa, Greg Mikowski and Robert Joyce. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guest was present. Public invited to attend via GoToMeetings link.

Agenda: Mullane requested the removal of Item #1, Approval of Drug & Alcohol Abuse Policy, and moving Approval of Employee Assistance Program Policy to Item #1 under New Business. There were no objections. Agenda was approved with changes.

Minutes from the June 1, 2021 regular meeting – approved as presented.

Minutes from both June 1, 2021 closed session meetings – approved as presented.

Mullane stated that he had had verbal notice that Leland Township had rescinded approval of the Reynolds Street agreement at the township meeting held on June 14, 2021.

Public Comments: Leland resident William Lievense commented that the Reynolds Street agreement does not resolve ownership of the property and that there is an obligation to the citizens of the county. Please consider the broader implications of this agreement before making a decision. He also confirmed Leland Township's retraction of approval of this agreement.

Doug Julien, a Leland resident, concurred with Mr. Lievense's comments.

Leland resident Nicole Siddall commented on the importance of retaining beach rights at this location.

Sarah Landry Ryder thanked road commissioners for time spent on this issue and stated that it was important to stand together with constituents to protect public space and rights.

Communication Items: Correspondence regarding the upcoming election for MCRCSIP Board of Directors was presented. Ballots will be completed at the July 6, 2021 board meeting.

Appointments: None.

Staff Reports:

Mullane: The agreement with Leelanau County for work to be done at Veronica Valley has been executed and the project will be put on the schedule. Staff and crews have been doing an incredible job in the heat.

Brown: Paving projects were completed June 10th and costs came within 3% of the total bid even with the addition of Kasson Center Road. Crews have started crack sealing and brining will be completed today. Greenan asked about the projected start of chip sealing projects. These will possibly begin next week. Popa asked about how the brining company had done. Upon completion, a report will be submitted with the percentage of application rates and gallons applied per road. Brined roads that have been checked look fine.

Trudell: Surplus equipment has been listed on auction which will end today. Chip seal equipment is ready for use and mowers are currently out. Painting of the buildings will begin the last part of June or early July. Springfield Roofing presented a quote for approximately \$3,000 in preventative maintenance/repairs and will make those repairs to roofs at both locations. A John Deere zero turn mower will be purchased to replace the inoperative Cub Cadet used for on site mowing. Joyce suggested checking Bid Assist because Exmark and Scag participate in that program. The gate at the pit will be fabricated and installed this week. Popa asked about the status of the small lift hoist. It is scheduled for delivery in July.

Motion by Joyce, supported by Calhoun to move to closed session to discuss proposed Reynolds Road agreement with attorney Bill Henn.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Meeting moved to closed session at 1:28 pm.

Meeting returned to open session at 2:26 pm with a five minute recess.

Old Business:

1. Greenan made a motion, supported by Mikowski to issue the following statement regarding the Reynolds Street agreement:

The Board has returned from a closed session discussion of Janko Share Trust, et al. v. Leelanau County Road Commission, et al. Having received public comment at the June 7, 2021 public forum on the matter, having closely reviewed and considered the proposed settlement agreement in conjunction with legal counsel, and Leland Township having recently rescinded its approval of the proposed settlement agreement, the Board's determination at this time is to continue to support the principle feature of the settlement agreement acknowledging that the area commonly referred to as South Beach, situated beyond the platted boundary of Reynolds Road, is a public beach under the control of Leland Township. However, the Board chooses to table a formal vote on the proposed settlement agreement at this time, pending further negotiations between all parties to the lawsuit.

Mullane will distribute the statement.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby approved.

New Business:

1. Mullane requested approval to research implementation of an Employee Assistance Program, which is recommended by our insurance carrier.

Motion by Joyce, supported by Calhoun to have Mullane bring an agreement for review at the next scheduled meeting.

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

Public comments: None.

Commissioner comments:

Calhoun commented that it had been a good idea to hold the public forum and believes that we are going in a good direction.

Joyce thanked Mullane for coordinating the forum.

Popa asked if a trip to South Manitou Island would be scheduled.

With no more business to conduct, Greenan adjourned the meeting at 2:37 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

July 6, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:02 pm on Tuesday, July 6, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members John Popa, Greg Mikowski and Robert Joyce. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Mullane requested the addition of Item #3, Authorization of road commissioners to attend township meetings, under New Business. There were no objections. Agenda was approved with changes.

Minutes from the June 15, 2021 regular meeting – approved as presented.

Minutes from both June 15, 2021 closed session meetings – approved as presented.

Public Comments: Nancy Mueller, who resides on West Empire Highway, expressed concerns over lack of visibility and signage at the intersection of M-72 and CR 677. She suggested installation of a sign with flashing lights notifying drivers of the stop sign ahead as is installed at the intersection of Reynolds Road and Cedar Run Road.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Leland Township has proposed meeting dates for the Special Committee comprised of representatives of the township and the road commission assigned the task of drafting an acceptable version of the Reynolds Street agreement. Staff has been in discussion with Leland School in an effort to proactively deal with parking/traffic issues. Greenan asked if an ultrathin overlay would be an option for the section of Lake Street in Glen Arbor that was removed from the chip seal list. Brown responded that this process would require modifications to sidewalks and addressing drainage issues. Mullane will discuss further with the township to determine what they want done considering this section of street is downtown with sidewalks and parking spaces. Popa asked about the status of repainting center lines. Brown explained that there is currently a paint shortage and that priority will be given to the chip seal projects. Repainting of primary roads will be contingent upon availability of materials. Regarding Ms. Mueller's concern about the M-72/CR 677 intersection, Popa suggested contacting MDOT prior to responding because the state has done a traffic study on that section. He also noted that the flashing sign that was mentioned is a state sign, not one that is used by the county.

Brown: Chip seal projects were started today. Several townships have requested preliminary costs for cost sharing projects for 2022. The new coring drill will be used to take samples prior to any cost estimates. The core sample taken from Solon Road showed cracks all the way through. Staff has met with TART Trails to discuss trail crossings with inadequate site distance on Traverse Lake Road and Cherry Bend. Meeting with Leelanau County maintenance next week to discuss the culvert replacement at Veronica Valley. This agreement provides in-kind services for this Parks & Recreation project. Greenan asked about the status of the Lec Point culvert issue. Video observation has been scheduled for this month.

Trudell: Brine rig is running but still in testing phase. If it continues to be successful, a bigger tank will be purchased for it. With fewer brining companies in operation, it is important to be ready to provide that service in-house. A new mower was purchased to replace the old one that met its demise, and is in use. A deposit was made on a used fork lift to replace one with a blown engine. Total cost is \$7,290 with delivery next week. Painting of the buildings is scheduled for later this week or the beginning of next week.

Old Business:

Motion by Joyce, supported by Mikowski to move to closed session to discuss proposed Reynolds Road agreement with attorney Bill Henn.

Roll call vote: Ayes: Popa, Mikowski, Calhoun, Joyce and Greenan. Nays: None. Motion is hereby approved.

Meeting moved to closed session at 1:47 pm.

Meeting returned to open session at 3:07 pm.

New Business:

1. The National Park Service provided tentative dates in July or mid-August for a trip to South Manitou Island. Mullane will poll commissioners to come up with a date.
2. Completion of ballots for MCRCSIP Board of Directors positions.
Motion by Joyce, supported by Calhoun to vote for John Rogers for At-Large Representative position.
Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby approved.

Motion by Joyce, supported by Mikowski to vote for Tony Casali for Northern Representative.

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

3. Retroactive authorization for road commissioners to attend township meetings for the purpose of presenting the annual operations report.

Motion by Popa, supported by Calhoun to authorize road commissioners to attend township meetings to present the annual operations report.

Discussion: Calhoun and Popa were under the impression that there was a resolution in place addressing payment of per diems for attendance that was at the invitation of a township. Mullane explained that attendance has to be at the direction of the board as authorization for payment of per diem.

Roll call vote: Ayes: Mikowski, Calhoun, Popa, Greenan and Joyce. Nays: None. Motion is hereby approved.

Public comments: None.

Commissioner comments:

Calhoun noted that the next board meeting cannot go beyond 2:00 pm because of travel for MCRCSIP member meeting that day.

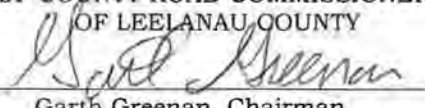
Joyce thanked Mullane for his efforts.

Greenan stated his opinion that Mullane could decide on two representatives from the road commissioners to participate in the Executive Committee with Leland Township regarding Reynolds Street.

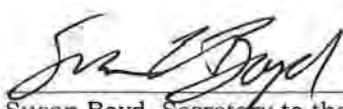
With no more business to conduct, Greenan adjourned the meeting at 3:20 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEECLANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

July 20, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, July 20, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun and Member Greg Mikowski. Members John Popa and Robert Joyce were excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Agenda was approved as presented.

Minutes from the July 6, 2021 regular meeting – approved as presented.

Minutes from both July 6, 2021 closed session meeting – approved as presented.

Public Comments: Nancy Mueller, who resides on West Empire Highway, reiterated concerns over signage at the intersection of M-72 and CR 677. She stated that the rumble strips preceding that intersection were worn flat and that the stop signs were smaller (36" vs. 48") than the stop signs on M-22/CR 677. Staff will review but this is an MDOT decision.

Communication Items: CRASIF Board of Trustees Election packet was presented for review. Voting will be done at the next board meeting.

Appointments: None.

Staff Reports:

Mullane: The Executive Committee met with representatives of Leland Township and formulated a revised proposed agreement for Reynolds Street. This will be discussed in closed session. He clarified that the possibility of a Lee Point drainage district was only a consideration and any further action would be a decision for the Drain Commissioner and Bingham Township. A video observation of the culvert at Lee Point has been scheduled and the results of this will help determine a resolution.

Brown: Chip seal projects are progressing well regardless of rain delays and are about 50% completed. Networks Northwest has been scheduled for August 18th and 19th for Paser ratings. He would like to complete ratings of all primary road and possibly local roads as well but will have to work around the staffing shortage at Networks Northwest. MDOT has recently added new staff and Brown will contact regarding Ms. Mueller's concerns about the M-72/CR 677 intersection since any resolution would have to be made with their cooperation.

Trudell: Exterior painting has been rescheduled for July 26th due to a delay in delivery of materials. Auctions are currently running on Rangerbid and Govdeals. Installation of the hoist has been delayed until the end of July to accommodate the electrician's schedule. The gate at the pit site has been installed. A designer is working on a redesign of the sign in front of the building. Any proposed changes will be presented to the board for approval.

Boyd: Discussion of financial statement year to date as of June 30, 2021. Revenue is on target at 49%. Expenses are only at 44% but this is merely a timing issue contingent upon project completion. HMA projects came in about \$200,000 below budget. This combined with MTF funds projected to maintain at above the budgeted increase of 5% should allow for additional maintenance projects as well as fall wedging projects. There will be a future discussion regarding MERS funding since it is 95% funded as of the end of 2020.

Greenan asked Brown about the road painting schedule. Availability of paint is about a month out. Chip sealing projects will be done by then and those sections can be painted at the same time as the other scheduled roads.

Old Business:

Motion by Mikowski, supported by Calhoun to move to closed session to discuss the revised proposed Reynolds Road agreement.

Roll call vote: Ayes: Mikowski, Calhoun and Greenan. Nays: None. Motion is hereby approved.

Meeting moved to closed session at 1:27 pm.

Meeting returned to open session at 1:37 pm.

Motion by Mikowski, supported by Calhoun, to table a decision on the Reynolds Street agreement until the full board is in attendance.

Discussion: Greenan stated that a lot of positive progress has been made in this matter and it is important to have input from all members of the board before making a public statement.

Roll call vote: Ayes: Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby approved.

New Business: None.

Public comments: None.

Commissioner comments: None.

With no more business to conduct, Greenan adjourned the meeting at 1:39 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

July 29, 2021

The special meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Thursday, July 29, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Greg Mikowski, John Popa and Robert Joyce. Also present: Manager Brendan Mullane and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Agenda was approved as presented.

Public Comments: None.

Communication Items: None.

Old Business:

Motion by Joyce, supported by Popa to move to closed session to discuss the revised proposed Reynolds Road agreement.

Roll call vote: Ayes: Calhoun, Joyce, Popa, Mikowski and Greenan. Nays: None. Motion is hereby approved.

Meeting moved to closed session at 1:04 pm.

Meeting returned to open session at 2:43 pm.

Motion by Calhoun, supported by Mikowski, to approve the following motion:

Having considered public comment and the recommendation of the Board's attorney, I hereby move the Board of County Road Commissioners of Leelanau County to authorize Chairperson Garth Greenan to sign and thereby approve the attached amended settlement agreement in *Abigail M. Janko Share Trust and the Preston P. Joyes Jr. Trust v Leland Township and the Leelanau County Road Commission*, Case No. 19-10409-CH, once the same is approved by the Abigail M. Janko Share Trust, the Preston P. Joyes Jr. Trust, and Leland Township. In addition to approval by the other parties to the case, this authorization is conditioned upon there being no further changes to the agreement which pertain to or would affect the Reynolds Street right of way over which the Board retains full jurisdiction and control pursuant to the terms of the agreement.

Discussion: Popa stated that he is not supportive of the agreement as is because of the restrictions on the right of way. Previously there have not been such agreements made with individuals and he believes that such conditions should be omitted from any agreement and remain between the township and road commission. Greenan understands the concerns expressed by Popa but in this case the restrictions are not road commission issues, and public concerns override minor drawbacks.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce and Greenan. Nays: Popa. Motion is hereby approved.

Public comments: Eric Carlson of The Leelanau Enterprise requested that Mullane email a copy of the motion and revised agreement. He also asked for statements from Popa and Greenan, who both agreed to provide.

Commissioner comments:


Popa: Will be unavailable all of next week.

Joyce: Wished Popa the best.

Calhoun and Mikowski: Concurred.

With no more business to conduct, Greenan adjourned the meeting at 2:53 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

August 3, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, August 3, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Greg Mikowski and Robert Joyce. Member John Popa was excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Members of the public were present. Public invited to attend via GoToMeetings link.

Agenda: Agenda was approved as presented.

Minutes from the July 20, 2021 regular meeting – approved as presented.
 Minutes from the July 29, 2021 special meeting – approved as presented.
 Minutes from the July 20, 2021 closed session meeting – approved as presented.
 Minutes from the July 29, 2021 closed session meeting – approved as presented.

Public Comments: None.

Communication Items: MDOT's Annual Certification of Employee-Related Conditions (Form 2067) is due by September 30, 2021 and is to be signed by the Chair and Manager.

Appointments: None.

Staff Reports:

Mullane: Following conditional approval of the Reynolds Street agreement by the Road Commission, it is now back to Leland Township to finalize. He has not heard if the township has set a special meeting. MDOT rescheduled the Bugai Road project from this fall to spring of 2022. Greenan asked about the construction period. Brown stated that tentative schedule was four weeks in May and June. Signage for Elliott Road, a seasonal road that has been closed due to flooding, is in process. The National Park Service requested better signage because the road is relatively inaccessible but there have been numerous requests to reopen for access to the lake. A team building training session has been scheduled for the entire staff on September 9th.

Brown: Concerns expressed by Nancy Mueller over the intersection at CR677 and M-72 were discussed with MDOT. A rural intersection information system will be installed on both roads by MDOT. Chip sealing projects should be completed by the end of next week and then crews will move on to fog sealing. Video of the Lee Point culvert scheduled for this week was cancelled due to equipment issues and has not yet been rescheduled. A large washout on M-22 south of Omena was backfilled but MDOT will be bidding out reshoring of the bank. Additional signage has been requested to provide direction to the boat launch at Hilltop Road in an effort to reroute from the launch on Bingham Road. Residents on Dunns Farm Road have expressed concerns over speeding and requested additional signage and a speed reduction zone. The history of the existing reduced speed sections will be reviewed before proceeding. Sheriff's Department also plans on putting a data collection trailer out on this road. Centerville Township will be reviewing the cost estimate submitted for the Chalets neighborhood project at the township meeting next week. If approved, this will be a summer cost share 2022 project.

Trudell: Exterior painting will start next week. New signage is being designed for the front yard. Parts departments at both locations continue to be reorganized. More surplus items will be auctioned on August 17th. After new sign is installed, the landscaping design will be completed. The small vehicle hoist has been installed. Purchase of a Schulte mower is being researched for 2022. It should increase efficiency but will require a bigger tractor.

Boyd: MDOT issued revised MTF projection that was unchanged from previous projection issued in February 2021. The most recent MTF payment remains consistent with projections.

Old Business: None.

New Business:

1. Election of CRASIF Board of Trustees.

Greenan commented that the insurance plan seems to be doing well and supports voting for the six incumbents.

Motion by Calhoun, supported by Mikowski to cast votes for the six incumbents for CRASIF Board of Trustees.

Ayes: All. Nays: None. Motion is hereby approved.

2. Motion to recognize Craig Brown as engineer of record.

Motion by Calhoun, supported by Joyce to recognize Craig Brown as engineer of record.

Discussion: Greenan said that Brown has done a great job.

Ayes: All. Nays: None. Motion is hereby approved.

Public comments:

Tom Fleming of 3722 S. Lee Point Road asked about the status of the Lee Point culvert video and the level of confidence in contractor. Brown said that it had been cancelled due to a vehicle issue and had yet to be rescheduled. Both Brown and Joyce confirmed that the contractor is very qualified to perform this service. Fleming asked if the board had been kept informed of this issue and Greenan stated that staff has kept them informed. Fleming asked for a clarification of a statement made by Mullane at a previous meeting in which he said that the road commission would not do anything to the culvert should the video show nothing wrong inside the culvert. In clarification, Mullane explained that funding is to be spent on roads and not drainage issues. If the culvert isn't failing, then it is a drainage issue and cannot be covered by road funding. The water is coming from a water source much further up from the road and the culvert is draining this water rather than runoff from the road and this is beyond what funds are designated for. Fleming questioned whether the existing culvert was the proper size.

Susan Darnold, 3742 S. Lee Point Road, stated that long term residents of the area have said that there was a much larger culvert at one time but the road commission replaced the culvert and eliminated the associated bump in the road and it was at this point that flooding issues started.

Frank and Mary Venuto, 608 S. Lake Street in Leland, requested a copy of the proposed Reynolds Street agreement. Mullane explained that only two items in the agreement directly pertained to the road commission and the motion that was approved was contingent upon no changes being made to the right of way. He reiterated that road commission approval does retain beach rights. He has not seen a revised version of the agreement and since the township is still in the process of revising, the agreement can't be shared at this time. He did offer to provide a copy of the motion that was approved by the road commissioners. Venuto expressed concern over the part of the proposed agreement that addresses the deposit of dredging spoils because significant erosion is limiting access. Greenan responded that since this is a township issue the road commissioners did not address.

Commissioner comments:

Mikowski thanked crews for a quick response and great job of cleaning up after the recent major rainfall.

Calhoun agreed and also wished John Popa well.

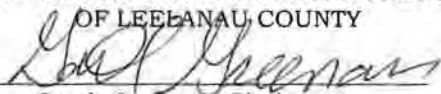
Joyce wanted to encourage dialogue between commissioners and citizens and to better facilitate that suggested that requests for discussions be forwarded for inclusion on the regular meeting agenda.

Greenan agreed with that recommendation in that it would promote better discussions.

With no more business to conduct, Greenan adjourned the meeting at 1:43 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELENAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

August 17, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, August 17, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Greg Mikowski, John Popa and Robert Joyce. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Members of the public were present. Public invited to attend via GoToMeetings link.

Agenda: Agenda was approved as presented.

Minutes from the August 3, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Since the water level in the Lee Point Road culvert has been too high for video inspection, the pipe will be dug up at the junction and inspected for damage and if damaged, it will be replaced. Centerville Township authorized proceeding with the Chalets neighborhood SAD project. Estimated cost is \$480,000 split between the township and the road commission. The township has requested a three year repayment instead of the usual two year period. This will be bid out this fall for work to be done in spring 2022. An agreement will follow receipt of bids. Accolades to crews for the recovery and repair efforts after the rains. Chip sealing projects have been completed and fog sealing is underway. Approval of the requested fall wedging projects will allow for a head start on next year's paving projects. Requested signage has been installed on Elliott Road and the barricade will be removed next week.

Joyce clarified that if damaged, the pipe at Lee Point Road would be replaced only in the road right of way and not all the way to the lake, which Mullane confirmed.

Trudell: Exterior painting of the building is in progress. Equipment held up well during chip sealing. Lowboy trailer has been repainted and repaired. Winter prep of equipment will begin after Labor Day. Security will be upgraded at the pit gate to eliminate infiltration. The floats were reversed in the fuel tank and had been registering water in the tank but this has been resolved.

Brown: Chip sealing projects were completed on August 6th and fog sealing is about 70% complete. Ten locations have been scheduled for either replacement of guardrails or installation of new. The road painting company is currently working in Wexford and will be here within two weeks. MDOT has completed the design for new intersection lights as well as the sign directing to the boat launch at Hilltop Road. The request for a speed reduction on Dunns Farm Road needs to be initiated by the township rather than the road commission. A speed study done previously recommended no changes. Three MDOT shoreline stabilization projects have gone out for bid. The MDOT project for tree removal along M-22 is also out for bid. The bid package for culvert replacement on M-22 has not yet been completed.

Popa asked if road painting should be delayed until spring due to weather concerns and if painting would be scheduled in May/June next year as usual. Responses addressed safety issues resulting from delaying painting. Greenan asked about the reasons for the planned replacement of guardrails and Brown responded that it was due to poor condition and/or leaning rails.

Boyd: Reviewed MERS funding options based on estimated additional payments over 12 months and 18 months as provided by MERS. Funding options and priority of funding to be considered and moved upon by commissioners at later meeting.

Old Business: None.

New Business:

1. Motion to acknowledge and accept the Reynolds Street settlement agreement.

Motion by Joyce, supported by Calhoun to acknowledge and agree to all terms of the Reynolds Street agreement as signed by all parties.

Discussion: Mullane explained that this was a stipulation of the agreement. In response to Popa's question about what had been changed, Mullane responded that no items affecting the road right of way had been modified.

Ayes: Joyce, Calhoun, Mikowski, Greenan. Nays: Popa. Motion is hereby approved.

2. Motion to approve order and purchase of Schulte Flex Arm.

Trudell explained that the order for the tractor is necessitated by this equipment. If both orders are placed by the end of August, there will be a savings of approximately \$8,000. He is waiting for a quote from Case for the tractor. Popa questioned the necessity of a new mower when there are three in service. Trudell said that the oldest mower is a 1998 model and is at the point of replacement and tractor replacement is due to frequency of repairs and costs of parts for older model. Mullane stated that the order requests were being presented now in order to take advantage of the savings and potentially avoid production delays. Popa clarified that this motion is just permission to submit an order and not requesting a budget adjustment to the current fiscal year.

Motion by Popa, supported by Mikowski to accept the bid price of \$19,456.81 from Sourcewell and authorize the purchase of a Schulte Flex Arm to be ordered by the end of the month and purchased in 2022 as determined to be in the best interest of the Leelanau County Road Commission.

Ayes: All. Nays: None. Motion is hereby approved.

3. Motion to authorize placement of order for two (2) Western Star trucks.

Trudell explained that build dates for trucks are months and sometimes years out. Grand Traverse Diesel has extended current pricing for a year. There may be minor changes to the specifications and he is pricing Cummins engines because there are more options if repairs are required.

Motion by Calhoun, supported by Mikowski to authorize the order placement for two Western Star trucks from Grand Traverse Diesel not to exceed \$260,000 to be recorded as a capital purchase and paid in 2022 as determined to be in the best interest of the Leelanau County Road Commission.

Ayes: All. Nays: None. Motion is hereby approved.

4. Motion to authorize placement of order for a four wheel drive tractor not to exceed a purchase price of \$100,000.

Motion by Mikowski, supported by Popa to authorize the order placement for a four wheel drive tractor not to exceed \$100,000 to be recorded as a capital purchase and paid in 2022 as determined to be in the best interest of the Leelanau County Road Commission.

Ayes: All. Nays: None. Motion is hereby approved.

5. Motion to authorize acceptance of the contract modification from Team Elmer's for completion of wedging projects.

Mullane explained that completion of wedging this fall will facilitate next year's paving projects. Greenan asked if these roads could then be painted. Brown confirmed that they will be and that the painting bid accounts for this.

Motion by Joyce, supported by Mikowski to authorize the acceptance of the contract modification from Team Elmer's for a total of \$538,415.00 for completion of wedging projects as presented as determined to be in the best interest of the Leelanau County Road Commission.

Discussion: Greenan asked about Elmer's schedule for these projects. Brown said that the schedule was not set and these projects would be used as fill ins between other projects already scheduled. Calhoun asked if Omena Road was on the schedule. Brown responded that this road is on the BIA project list and hopefully it will be approved as a BIA project.

Ayes: All. Nays: None. Motion is hereby approved.

Public comments:

Tom Fleming of 3722 S. Lee Point Road commented that he hopes that when the culvert on Lee Point Road is replaced that it is right sized.

Commissioner comments:

Popa reported that he had done a presentation to a third township and all three had been very positive and were appreciative of the information.

Calhoun expressed thanks to Tim Trudell and also to the crews for their hard work cleaning up after the recent rainstorms.

Mikowski agreed and welcomed John Popa back.

Greenan also welcomed Popa back and extended appreciation to the crews for the extra efforts after the storms.

With no more business to conduct, Greenan adjourned the meeting at 2:03 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

September 7, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, September 7, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Greg Mikowski, John Popa and Robert Joyce. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Members of the public were present. Public invited to attend via GoToMeetings link.

Agenda: Agenda was approved as presented.

Minutes from the August 17, 2021 regular meeting – approved as presented.

Public Comments: Tom Wellman, 14240 Forest Beach Shores, was attending on behalf of Cherry Homes Subdivision. He asked for a contact person for further discussion of repairs needed on subdivision roads. Nancy Mueller, 6444 M-72, called previously regarding more effective signage at the intersection of CR 677 and M-72. Craig Brown responded that he had contacted MDOT after her first call and after review, MDOT will be replacing the signs. Greenan noted that the timing of replacement was up to MDOT and not the road commission.

Communication Items: Letter from Jeremy and Michael Connolly regarding drainage issues on North Gills Pier Road was discussed. Mullane showed an associated video and explained that the water was coming from off-site further up the hill and was not runoff from the road. The drain commissioner has been involved in discussions of the issue. It was discovered that one of the cross culverts was partially collapsed but had been repaired the next day. The correct form for making a claim was provided to the property owners in response to the letter. A request was made to replace the culverts but Mullane reported that the culverts are clear and water is running. The size of the culverts is adequate to handle any road water but not the additional water from off site. Greenan stated that if the off-site water runoff is damaging the road, the road commission may have to consider repairs in order to protect its assets but that a drainage district could be needed in this situation and he strongly encouraged residents to pursue drainage district. He also clarified that a "100 year rain event" means that there is a 1% probability of an occurrence in any year. Calhoun noted that drainage from a swamp from a higher elevation is not a road commission problem. Greenan reiterated that working through the drain office is probably the best way to handle this.

Appointments: None.

Staff Reports:

Mullane: Staff visited South Manitou Island with the National Park Service to inspect roads. Rebuilding one road was discussed but would require extensive work. After evaluation of roads on the island, mileage certification maps will be updated. The application of crumb rubber chip seal in Wexford County was viewed. The process will be evaluated for next year. Elliot Road has been reopened with appropriate signage but is still relatively impassible due to water. Plans for the Lee Point culvert replacement should be ready for submission to EGLE by the end of the week. An estimate will be prepared for the township supervisor for the Cherry Home Shores project. Popa stated that this will be a big, expensive project and that the road commission is not obligated to cover 50% of the costs. Catholic Human Services has been contracted to provide an Employee Assistance Program. MTF receipts continue to be above projections.

Brown: PK Contracting is marking roads for striping and will start this week weather permitting. The dip in Pertner Road has been repaired. Undercutting 20 feet found no specific cause for it. MDOT bids were awarded for M-22 shoreline stabilization and M-22/Townline cross culvert replacement. The tree removal project was cancelled. Calhoun said that four ash trees on M-22 near the traffic lights in Northport need to be removed. Brown will contact MDOT. Since Gosling Czubak had designs for the Lee Point culvert replacement from 2018, they will be completing for submission to EGLE. Carlson Road, a GTB project, is in the bid process and should be completed yet this year. Joyce asked about the possibility of GTB participation in repairs to CR 626. PASER ratings were completed on primary roads with rating planned for local roads.

Trudell: Except for minor touchups the exterior painting of building and fuel tanks is done. GM has closed 2022 orders for pickups except for ¾ ton trucks. Replacement of 2 F-350's is a proposed capital expenditure for 2022; will verify if orders placed now could be cancelled if need be. The recently purchased used brine tanker has a capacity of 5,400 gallons and 2 miles. Popa asked for a presentation of costs and any advantages of doing brining in house next year. Mullane said that numbers will be compiled but with fewer contractors providing brining services, counties are moving towards in house out of necessity and this is critical for reducing dependence on contractors. Trudell mentioned that Beckman is selling all of their high capacity application equipment. Winter prep of equipment is in progress at both locations.

Boyd: Will provide cash flow projection for remainder of year at the next scheduled meeting.

Old Business: None.

New Business:

1. Motion to increase the monthly payment to the MERS benefit plan.

Motion by Joyce, supported by Calhoun to increase the monthly contribution to the MERS benefit plan to \$30,555 over 18 months.

Ayes: Mikowski, Calhoun, Joyce, Popa, Greenan.

Nays: None. Motion is hereby approved.

2. Discussion to add assistant fleet/facilities manager position.

Mullane explained that the outlined job responsibilities are currently being performed by a seasonal employee but there is a demonstrated need for this position to continue as permanent, in addition to the current advertised mechanic position. Joyce questioned the need for this position instead of another mechanic. Mullane explained that this position requires a wider skill set and would still be necessary even with the addition of a mechanic. The position needs to be retained beyond the allowed seasonal time period. The position would be posted and open to the public. Joyce suggested that possibly responsibilities for fleet and facilities need to be separated but Trudell responded that management of both

fleet and facilities works well because he is on site most of the time. Greenan confirmed that approval of the position would eliminate the seasonal position with no change in number of positions. Boyd said that there would be an increase in benefit costs but no budget impact since the number of employees continues to be less than budgeted. Calhoun asked about union input. Mullane said that it had been submitted to the union but they voted not to have the position included in the bargaining unit via a letter of understanding. Popa does not want to approve the position because unclear on job responsibilities and is not comfortable making a second request for a position exemption from the union. The fleet/facility manager position was a requested exemption previously. He requested that the decision be postponed to a later meeting pending more detail.

Motion by Joyce, supported by Mikowski to table the decision to add the assistant fleet/facilities manager position.

Discussion: Calhoun stated that there is a pretty good description of job responsibilities presented but that the decision be made at the next regular meeting and not delayed for an unreasonable length of time.

Ayes: All. Nays: None. Motion is hereby approved.

3. Motion to authorize placement of order for Schulte Rotary Cutter.

Trudell explained that this is the mower deck for the Schulte Flex Arm, and as with the order for the arm and tractor, it can be cancelled at a later date. Mullane and Priest saw this mowing system in operation in Grand Traverse County and were both impressed by its speed and efficiency.

Motion by Calhoun, supported by Mikowski to authorize the order placement for a Schulte Rotary Cutter from Sourcewell not to exceed \$24,914.78 to be recorded as a capital purchase and paid in 2022 as determined to be in the best interest of the Leelanau County Road Commission.

Ayes: Popa, Joyce, Calhoun, Mikowski, Greenan. Nays: None. Motion is hereby approved.

4. Discussion of Elmer's proposal for Baatz Road.

Todd Broad from Elmers explained that a portion of Baatz Road would be removed and replaced in order to install a box culvert under the road. It would affect about half a mile of the road but there are no houses in that section. A short detour would be required for possibly up to a year with scheduling and completion being winter dependent. This project would be at no cost to the road commission. A fall start would be more convenient. Joyce asked if a public hearing with the township would be required. Broad said that after approval by the road commission, the project would be presented to the township for approval. Greenan said the agreement documentation needs to address reclamation issues after closure of the pit in an estimated 30 years. Broad said that at closure the box culvert would be filled to avoid any future problems. Popa supports the project but expressed concerns of clarification of ownership and easement rights. He also asked about the reason for two entrances in the design. Broad said this was done to meet road commission specs. Planned use is for rubber tired vehicles only, no track vehicles. No guardrails will be required due to changes in the grading of the road. Mullane will obtain a legal opinion on the ownership and easement question. Commissioners will have any further questions ready to be addressed at the next regular meeting.

Public comments: None.

Commissioner comments:

Calhoun said he hoped that Popa was feeling better.

Joyce mentioned that he had not seen a parking plan for Leland.

Popa reminded commissioners of the CRASIF meeting in September and the CRA Commissioners meeting in October.

With no more business to conduct, Greenan adjourned the meeting at 2:56 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

September 21, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, September 21, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Greg Mikowski, John Popa and Robert Joyce. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guest was present. Public invited to attend via GoToMeetings link.

Agenda: Agenda was modified to add discussion of the CRA Commissioners Seminar and eliminate Item #2 under Old Business: addition of shop position.

Minutes from the September 7, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items:

Mullane extended congratulations to staff for receiving the CRASIF Safety Award. This is the 11th year that LCRC has received this award. Greenan also extended congratulations. Greenan read a letter from Greg Julian, Kasson Township Supervisor, requesting the opportunity for discussion at the township level before any action is taken on the proposed Baatz Road project by the road commission. This subject is scheduled for further discussion under New Business.

Appointments: None.

Staff Reports:

Mullane: Any commissioner interested in attending the CRA Commissioners Seminar please contact him. Measurements were taken for the layout of parking spaces and turnaround at Reynolds Street. A parking ordinance was passed by Leland Township. It is general but now enforceable.

Brown: Striping is in progress with the center lines done and fog lines possibly done by the end of the week. Six guardrails have been replaced with four remaining to be done. Signage for the intersection at M-72 and CR 677 is being priced and may be installed by MDOT by the end of the year. Completed PASER ratings are being evaluated. If approved, additional wedging projects will be scheduled for this fall. The MDOT culvert replacement on M-22 has been completed and the shoreline stabilization project is in progress. Gosling Czubak drawings for Lee Point Road have been submitted and are awaiting EGLE approval. Calhoun asked if Pertner Road was included on the schedule for wedging and Brown confirmed.

Trudell: Surplus equipment/items continue to bring in good returns on Govdeals auction site. Winter prep on equipment has begun and there are trucks ready at both locations. Two new plow trucks are having radios and equipment installed. New signage in front of the building should be installed within the next week. Repairs/upgrades around the buildings will continue as weather allows. Capital items for 2022 budget will be submitted.

Old Business:

1. Trudell reviewed an evaluation of the proposed purchase of the Schulte mowing system and tractor citing increased efficiency and expanded usage of equipment.

New Business:

1. Motion to approve Resolution 21-02 extending the MDOT Trunkline contract until September 30, 2026.

Motion by Joyce, supported by Popa to approve Resolution 21-02 which reads as follows:

WHEREAS, the Michigan Department of Transportation ("MDOT") and the Leelanau County Road Commission had entered into Contract Number 2021-0365 under which the Road Commission would perform maintenance on state Trunkline highways within Leelanau County, and

WHEREAS, the Contract is due to expire on September 30, 2021; and

WHEREAS, the CONTRACT provides for MDOT and the Leelanau County Road Commission Board to work together to explore the potential for improving the efficiency of maintenance activities on state Trunkline highways and bridges within their jurisdiction; and

NOW THEREFORE BE IT RESOLVED the parties agree to the terms and provisions of the CONTRACT as presented for the term of the CONTRACT, October 1, 2021 through September 30, 2026.

BE IT FURTHER RESOLVED that the Board authorize Chairman Garth Greenan, in his capacity as Chairman of the Leelanau County Road Commission to sign the CONTRACT.

Roll call vote: Member John Popa-Aye; Member Robert Joyce-Aye; Vice Chairman Jim Calhoun-Aye; Member Greg Mikowski-Aye; Chairman Garth Greenan-Aye. Resolution is hereby adopted.

2. Motion to approve quote from Elmers for additional wedging projects.

Mullane explained that higher than projected MTF receipts has made additional wedging projects possible. Brown has prioritized projects moving some from next year's schedule to the current year based on projected cash flow. Popa concurred that additional projects are a good use of funds.

Motion by Joyce, supported by Calhoun to approve the quote from Elmer's for additional wedging projects as presented.

Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan.

Nays: None.

Motion is hereby approved.

3. Discussion of Baatz Road project.

Mullane in response to the letter received from Kasson Township Supervisor Greg Julian explained that this was a preliminary discussion and it had not yet been determined to pursue this project. There has not been a formal submission as there discussions and approvals at the township level that need to take place first. He clarified that this is not approval of the project. Commissioners have received input from citizens regarding the length of time that the road will be closed. Greenan said that ownership of the gravel under the road needs to be clarified with our attorney. Brown has contacted Glen Lake Schools and confirmed that portion of the road is only a through road for the bus route. Mullane and Greenan plan on attending the Kasson Township meeting on October 12th.

Public comments: Eric Carlson of the Leelanau Enterprise congratulated staff on the CRASIF safety award and requested that the updated agenda, copies of correspondence, and project schedule be forwarded to him.

Commissioner comments:

Mikowski requested that the crew is congratulated for the safety award.

Calhoun agreed and thanked Trudell for research provided.

Joyce requested that signage be placed on the agenda for the next meeting.


Popa asked how crews were going to be made aware of the safety award, noted that the chairs squeak and need to be replaced, and invited Eric Carlson to attend in person.

Greenan also requested that the safety award be shared with all staff. He presented two pieces of correspondence to be included on the agenda for the next meeting.

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

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

October 5, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, October 5, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Greg Mikowski and Robert Joyce. Member John Popa was excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Agenda was modified to add discussion of Leland signage as Item #2 under New Business.

Minutes from the September 21, 2021 regular meeting – approved as presented.

Public Comments: Eric Carlson of the Leelanau Enterprise noted that his continued attendance would be contingent upon the Leelanau County Board of Commissioners' return from closed session.

Communication Items:

Notification from Beckett & Raeder advising that Leelanau Township was beginning the process of writing a Master Plan.
Letter from Rich Ispording regarding the proposed Timber Shore RV Park project in Northport. No action required.

Appointments: None.

Staff Reports:

Mullane: Fall paving projects have started. Crews are doing a great job prepping ahead of Elmers. Three new drivers have been hired in the last month. Mullane and Greenan will attend the Kasson Township meeting on October 12th to discuss the Baatz Road proposal. CRA Commissioners Conference was informative. Continuing to research documentation for clarification on South Manitou Island roads. Leland parking ordinance goes into effect on October 30th and should help resolve any remaining parking issues related to school drop off. "No Parking" signs are up on Reynolds Street and the design for street layout is in process.

Brown: Fall wedging projects have started and weather permitting will be completed by the middle of next week. Guardrail installation is in progress and the second round of lane striping should be completed by mid-month. EGLE approved the permit for culvert replacement under Lee Point Road and it has been forwarded to the US Army Corp of Engineers for final approval. Reconstruction of Carlson Road has been approved and awarded to Elmers with completion planned by end of year. Cleveland Township is proceeding with SAD for the Chalets project and plan to discuss future road projects. Copy of proposed Reynolds Street layout is attached. Estimates will be provided to Cleveland Township for two projects and to Cherry Homes for paving. Joyce and Calhoun suggested further research on location of drainage systems prior to the M-22 shoreline restoration project in Omena.

Trudell: Excess items continue to be auctioned. Winter prep continues with nine trucks ready. Both new plow trucks should be in service by December 1st. Started winterizing summer equipment. Exterior building improvements are ongoing. Two mechanics attended training. Working on 2022 budget items and more effective utilization of ProFund software for tracking repairs.

Old Business: None.

New Business:

1. Motion to authorize placement of order for two 2022 GMC Sierra 2500 HD trucks.

Trudell stated that parts were now being delayed in addition to vehicles, which is the reason for requesting authorization to place the order now. Greenan stated that he does not advocate committing funds prior to budget approval but in consideration of the supply chain issues, it is in the best interest of the road commission to place an order at this time. Mullane concurred that it was important to ensure delivery if approved for the 2022 budget.

Motion by Joyce, supported by Mikowski to accept the bid price from MiDeal and authorize the purchase of two (2) 2022 GMC Sierra 2500HD Crew Cab pickups from Todd Wenzel Buick GMC of Westland at \$34,709.80 each for a total of \$69,419.60 to be ordered in 2021 and purchased in 2022 as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby adopted.

2. Discussion of Leland signage issue.

Joyce expressed concerns over lack of signage in area of Children's Center on 5th Street in Leland. An increased volume of traffic has created a safety issue and Joyce suggested putting up signage for a school area. He will verify whether it is classified as school or daycare facility. Greenan stated that if it is a school, signage can be installed but if it isn't a school, possibly "Stop Ahead" signs could be used. Joyce asked about the use of flashing signs and Greenan said that flashing on a timer or radar activated is allowed per MUTC. Brown will review.

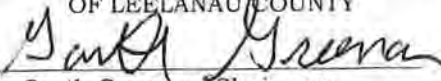
Public comments: None.

Commissioner comments:

Mikowski commented that it was a great meeting, very timely.
Calhoun offered copies of the Roles of Commissioners and Board from the CRA Commissioners conference.
Joyce thanked Trudell for providing research and explanations.
Greenan thanked all for their efforts.

With no more business to conduct, Greenan adjourned the meeting at 1:37 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

October 19, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, October 19, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Greg Mikowski and John Popa. Member Robert Joyce was excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Attorney Craig Lange was in attendance. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the October 5, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: MCRCSIP held a training session on Monday morning and it was followed by equipment training at Anderson Pit. The Baatz Road proposal was not on the agenda for the last Kasson Township meeting but staff will attend when Elmer's is scheduled to present. Staff and DJ Shook from Conservation Resource Alliance will attend the Glen Arbor Township meeting on October 19th to present the Crystal River project. Relocation of county recycling containers to road commission property is under evaluation. Winter salt is being delivered this week.

Brown: Fall wedging should be completed by the end of the week. Guardrail installation is done. The first round of lane striping was completed last month and the remaining twelve miles should be finished this week. Approval from the Army Corps of Engineers for the Lee Point culvert replacement project is expected this week. This project will most likely be scheduled for 2022. Reynolds Street layout is complete and should be done by the end of this month. M-22 slope stabilization projects are in progress. Locations of drains and the sewer system in Omena were verified prior. Carlson Road reconstruction is waiting for approval from BIA. Plans for the CR-675 culvert replacement are being finalized in order to secure funding for 2023.

Trudell: Truck is being modified for use as a brine truck for stub roads but delivery of the tank is 240 days out. New tank is 3,700 gallons in comparison to the 1,250 gallon tank that has been in use. Popa questioned bidding out brining. Mullane explained that there was one bidder this year and that was after a rebid had been issued, and the cost has tripled from previous years. It is possibly more cost effective and more flexible to do in-house. It also ensures coverage in case there are no providers next year. Popa asked about current staffing levels. Mullane stated that with recent new hires, Maple City is fully staffed but Suttons Bay is still under staffed. Calhoun asked Trudell if the price of the John Deere tractor was still good in light of the current strike. Trudell confirmed that the price was unchanged from the time of order.

Old Business: None.

New Business:

1. Motion to move to closed session to discuss preliminary labor negotiations.

Motion by Popa, supported by Mikowski to move to closed session

Roll call vote: Ayes: Popa, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby adopted.

Meeting moved to closed session at 1:26 p.m.

Meeting returned to open session at 2:37 p.m.

2. Discussion of wages for seasonal drivers.

Mullane suggested that offering an additional amount on the base rate would possibly attract seasonal drivers since they are not eligible for benefits. The additional amount could be adjusted based on experience. Popa requested that recommendations be presented at the next meeting. Greenan agreed that it should be better outlined in an effort to avoid revisiting the subject.

Public comments: None.

Commissioner comments:

Mikowski stated that it was time to go.

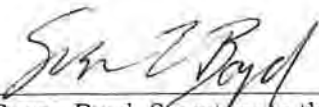
Calhoun said good job on the wedging and paving projects this year and keep up the good work.

Popa requested that the minutes reflect Craig Lange's attendance and that a needs assessment be done for an engineering tech.

With no more business to conduct, Greenan adjourned the meeting at 2:42 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board

November 2, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, November 2, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Greg Mikowski, Robert Joyce and John Popa. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guests were in attendance. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the October 19, 2021 regular meeting – approved as presented.

Minutes from the October 19, 2021 closed session meeting – approved as presented.

Public Comments: Pete Ostrowski, a TART trail volunteer groomer, extended thanks for allowing use of the road commission fuel pumps and for all of the recent road improvements. He also expressed support for the motion for the recycling location.

Kevin Pryor, a Suttons Bay resident, voiced support for the proposed recycling site and thanked the road commission for supporting local recycling efforts.

Brian and Mary Bush of Suttons Bay also supported a local recycling site.

Communication Items:

Chairman Greenan read a letter of appreciation signed by 23 area residents for repairs made to Pertner Road. Mullane said that improvements were made in response to a requested repair earlier in the year and completed prior to cherry harvest.

Appointments: None.

Staff Reports:

Mullane: Extended thanks to Suttons Bay Bingham Fire for conducting CPR/First Aid training for all road commission staff on October 22nd. There are still openings for drivers. A presentation on the CR 675 bridge project was done by DJ Shook of Conservation Resource Alliance, Brown and Mullane at the last Glen Arbor Township meeting. In response to questions from commissioners, Mullane said that the meeting was positive and resulted in good feedback and suggestions. Grant applications will be submitted in 2022 and contingent upon funding, construction will be scheduled for 2023. Summary of historical seasonal wage rates was presented.

Brown: Lane striping has been completed. The permit for the Lee Point culvert replacement has been received but due to weather will not be completed until next year. Mullane explained that all work will be done within the right of way and not extend further. M-22 shoreline stabilization projects in Omena and near Lakeview Hills Road have been completed and the last location near Crain Hill Road is in progress. Installation of the culvert at Veronica Valley is done but will require more grading. Striping for Reynolds Street has been laid out and asphalt repairs will be done soon. Projects for the 2022 budget as well as a 3-5 year plan are being compiled.

Trudell: Winter prep of equipment is nearly done. One of the new trucks is close to being complete and ready for delivery. New sign has been delayed due to staffing issues. Preliminary capital budget for 2022 has been submitted.

Boyd: MTF receipts continue to be higher than projected and cash flow has been consistently stable.

Old Business: None.

New Business:

1. Motion to approve Resolution to approve contract with MDOT and authorize Manager to sign on behalf of Leelanau County Road Commission.

Motion by Joyce, supported by Mikowski to approve Resolution to approve Contract #21-5345 with MDOT and authorize Manager to sign on behalf of the Leelanau County Road Commission.

Mullane explained that the contract had been awarded to Elmer's but the approved resolution was required for finalization of the award.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby adopted.

2. Motion to increase the 2021 capital expenditure budget to include purchase of a 2021 Volvo loader not to exceed the amount of \$245,000.

Mullane explained that after the first of the year there would be a 4% price increase. Trade in is postponed for 30 days to allow a direct sale if more than the \$30,000 trade in allowance. Trudell explained that keeping the older loaders would require major repairs on both and that neither had adequate engine power left to perform as needed. Popa asked why the Volvo was selected over the other 3 loaders included on the list. Trudell said that the choice was based on feedback from the equipment operators. The Cat loader is no longer available but was not a preference anyway. Joyce stated his preference for Deere equipment in terms of personal experience, local presence, lower cost of parts, and better training. Mikowski verified that the warranty was the same for Deere and Volvo and then said that the price difference was hard to overlook.

Motion by Popa, supported by Mikowski to increase the 2021 capital expenditure budget to include the purchase of a 2021 Volvo loader not to exceed the amount of \$245,000.

Discussion: Calhoun stated that feedback from operators was important because they are more likely to use equipment that they are comfortable with.

Roll call vote: Ayes: Popa, Calhoun, Mikowski and Greenan. Nays: Joyce. Motion is hereby adopted.

3. Motion to authorize the purchase of a 2021 Volvo L110H loader not to exceed \$245,000.

Motion by Popa, supported by Mikowski to authorize the purchase of a 2021 Volvo L110H loader not to exceed \$245,000.

Roll call vote: Ayes: Mikowski, Calhoun, Popa and Greenan. Nays: Joyce. Motion is hereby adopted.

4. Motion to authorize Manager to sign lease agreement between Leelanau County and Leelanau County Road Commission for recycling site.

Mullane pointed out the area designated for a possible recycling site. He explained that the agreement was in the amount of \$1.00 but would have no added risks or costs to the road commission. The original agreement was returned by the county's legal counsel with modifications so further negotiations will be necessary. Greenan expressed support for the agreement under the stated conditions. Joyce supported but requested that security cameras be provided to better protect road commission property. Mullane confirmed that 2 cameras would be installed and that GFL is responsible for site clean-up. Mikowski also expressed concerns about site maintenance and safe access from the street. Mullane said that there would be site improvements prior to use. Calhoun, who lives near another recycling site, said that it is important that clean-up involves the entire area.

Motion by Joyce, supported by Calhoun to authorize Manager to sign lease agreement between Leelanau County and the Leelanau County Road Commission for recycling site.

Discussion: Popa said that the proposed location is good because there is little traffic and no neighbors but will require more lighting. He strongly supports the proposed site. Greenan also expressed support.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby adopted.

Public comments:

Resident Pete Ostrowski thanked commissioners for their support of the proposed recycling site and said that it was good for the community.

Mary Bush also said thanks for supporting the recycling site and reiterated the need for adequate lighting.

Commissioner comments:

Mikowski thanked staff for having the equipment ready to go.

Calhoun said thank you for the extra work put into preparing for winter and reminded all that the next meeting is scheduled for November 23rd.

Joyce thanked staff for all of the information provided.

With no more business to conduct, Greenan adjourned the meeting at 2:00 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

November 23, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, November 23, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Robert Joyce and John Popa participated remotely. Member Greg Mikowski was excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Guests were in attendance. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the November 2, 2021 regular meeting – approved as presented.

Public Comments: Bill Perkins with the Leelanau County Solid Waste Council extended thanks for working with Leelanau County on establishing a recycling site on road commission property. He also requested signage at the recycling site located at Glen Lake School. There is a lack of utilization because people don't know it is there.

Randy Karfonta, Attorney, was in attendance to answer any questions regarding his letter under Correspondence addressing Hill Road. He stated that any changes to the road would have serious implications for those in residence.

John Popa, Commissioner, apologized for not attending in person. He is proud of staff and crews for the work done on the new union agreement. It is a good contract for both parties and thank you to Mullane for being proactive in this matter. He also stated that there was never any intention to move Hill Road and is not sure where this concern originated.

Communication Items:

Mullane addressed the email received from Aaron Ormanian objecting to the proposed design and placement of the Lee Point Road culvert. The culvert will be replaced near the same place as the existing without rerouting the creek and no work will be done beyond the right of way.

In response to the letter from Mr. Karfonta regarding changes to Hill Road, Mullane said that the road commission had no plans for changing the status of this road and that this possibly was a case of miscommunication.

Appointments: None.

Staff Reports:

Mullane: Continued efforts to increase full time and seasonal staffing. Night shift and weekend patrol schedules are now in effect and all projects have been completed. The union ratified the proposed agreement on November 19th. The agreement with the County for the location of a recycling site is still under review by the county and was tabled at the last commission meeting. Greenan confirmed that there was no liability to the road commission.

Brown: M-22 shoreline stabilization projects are done. There is only minor cleanup to be done at Reynolds Street. Currently working on compiling 2022 projects and a 3-5 year plan. Projects for 2022 through 2026 were submitted for funding through the local Rural Task Force and MDOT. Bugai Road, a 2021 project, will be completed in spring of 2022. A portion of CR 614 (Gallivan Road) will be scheduled in 2022. Calhoun said that he has had very positive feedback on the work done by AJ's. Greenan requested that the 2021 projects and the proposed 2022 projects be mapped for presentation and review purposes.

Trudell: Setup of the new trucks is on schedule and they should be in service by the first part of December. The used loader was sold for \$32,000 which is \$2,000 more than the trade in value. The shop furnace has been scheduled for replacement as soon as a new one is delivered. The parts room is under renovation and reorganization with plans to convert to bar coding by early 2022. The new sign has been installed and will be completed as soon as possible, and landscaping was started. The new Volvo loader was delivered and is in service.

Old Business:

No motion was made to move to closed session for discussion of the proposed labor contract.

1. Motion to approve union contract with Teamsters Local 214.

Motion by Calhoun, supported by Popa to approve the union contract with Teamsters Local 214.

Calhoun said that it was a very good job of working together and there should be no issue with approval. Popa stated that the increase was well deserved and he supports the implementation of comp time. He appreciates that the attached Letter of Understanding does not delay the settlement and he is in support of the contract. Joyce concurred with Calhoun. Greenan agreed that staff deserves the increase and said that it is a reasonable contract that is to the benefit of employees and the county. He also supports the letter and the proposed tier system.

Roll call vote: Ayes: Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby adopted.

New Business:

1. Discussion of 2022 draft budget.

Boyd reviewed the summary of projected revenues. Budgeted MTF funds are based on MDOT projections for 2022 which is a conservative 2.8% increase over the projected actual receipts for the current year. Items on the capital budget were reviewed with Trudell clarifying the need and uses for the force feed loader. Mullane explained that it would work well for shoulder peeling and would increase efficiency. The project list was reviewed and increased mileage noted. In explanation of the higher mileage and costs for crack sealing, Mullane explained that this will be bid out for 2022 rather than performed in house because contracting it out will result in significantly lower costs per mile. Boyd said that cash flow for 2022 should be pretty consistent with this year but it would be more manageable to schedule projects in two phases as was done in the current year. Expenses for primary, local, and state maintenance and projects were summarized but the costs for increased wages and benefits are factored in. A more detailed version of the 2022 budget will be presented at the next regular meeting for review and approval.

Public comments: None.

Commissioner comments:

Popa thanked staff for work done on the agreement and the budget.

Joyce thanked all staff.

Calhoun said thank you for the holiday party. He said that crews put in a lot of extra work dealing with downed trees and ice recently and they did a great job.

Greenan thanked staff for work on the budget and the contract, and is pleased with the agreement in place.

Congratulations to Bob Joyce for his 15 point buck.

With no more business to conduct, Greenan adjourned the meeting at 1:53 p.m.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By Garth Greenan
Garth Greenan, Chairman

Attest: Susan Boyd
Susan Boyd, Secretary to the Board

December 7, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, December 7, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Members Robert Joyce, John Popa and Greg Mikowski. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the November 23, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments:

1. Public hearing for 2022 budget scheduled for 1:20 pm.

Staff Reports:

Mullane: Reported that hiring of drivers is ongoing. Night shifts are staffed. Recycling agreement is still with the county but will possibly be on county board agenda next week. Once the agreement is in place site improvements will have to be completed before a location is open to the public. A copy of road design clear zone distances was included in the agenda as a response to complaints related to brush cutting at the edge of the roads. Greenan suggested evaluating situations on local roads for hazards prior to cutting if there is a potential conflict. A copy of the board rules were distributed for review at the January organizational meeting.

Trudell: Only minor repairs were required on equipment after the recent snow events. Mullane mentioned the \$170,000 brought in by Trudell by selling surplus inventory over the course of the year. Delivery of the new plow trucks is imminent.

Old Business: None.

New Business:

1. Motion to approve MERS Defined Contribution Plan Adoption Agreement with Addendum.

Mullane explained that the addendum was an implementation of the increase in MERS contributions per the new labor agreement.

Motion by Joyce, supported by Calhoun to authorize approval of the Addendum to the Adoption Agreement for the MERS Defined Contribution Plan as presented to modify employee and employer contributions in accordance with the approved labor agreement and to authorize Mullane to sign on behalf of the Leelanau County Road Commission.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby adopted.

2. Public hearing – Proposed 2022 Road Commission budget opened at 1:16 pm.

Boyd reviewed changes in budgeted revenue. Budgeted MTF revenue reflects a conservative increase over the state's projection. Expenditures are in line with historical activity with road maintenance expenditures supported by detailed project summaries. Increases in wages and benefits are reflected in the applicable line items. Proposed expenditures exceed revenues by \$166,855 in comparison to the 2021 budget with a proposed deficit of \$129,225, which was justified by the cash balance carried over to the following year as is the case for this year as well. Greenan requested that an expense be allocated for signage and possibly included as an amendment at a later date when the potential cost is known. Joyce concurred. A line item for data collection for asset management was also discussed but can also be added when the cost is known. Mullane mentioned that a bid had been received from a company that does asset inventory but the quote was high.

There was no public comment regarding the 2022 proposed budget and the public hearing was closed.

Resolution 21-03

Motion by Joyce, supported by Calhoun to adopt Resolution 21-03 which reads as follows:

BE IT RESOLVED, that a public hearing was held on December 7, 2021 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, 2022. This resolution adopts proposed revenues and expenditures as presented in the accompanying budget document. Total revenues are adopted as \$8,492,839.00 and total expenditures as \$8,659,694.00, 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, 2022.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby adopted.

3. Motions to authorize staff to accept bids and purchase equipment ordered in 2021 and approved for 2022.

Motion by Joyce, supported by Mikowski to authorize the purchase of a John Deere 6120M tractor ordered in 2021 not to exceed the amount of \$98,596.00 as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby adopted.

Motion by Joyce, supported by Mikowski to authorize the purchase of a Schulte Flex Arm/Rotary Cutter through Sourcwell ordered in 2021 not to exceed the amount of \$44,372.00 as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Popa, Joyce, Calhoun, Mikowski and Greenan. Nays: None. Motion is hereby adopted.

Motion by Joyce, supported by Mikowski to authorize the purchase of two (2) 2022 GMC Sierra 2500 HD pickups through MiDeal ordered in 2021 not to exceed the amount of \$69,420.00 as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Joyce, Calhoun, Mikowski, Popa and Greenan. Nays: None. Motion is hereby adopted.

Motion by Joyce, supported by Calhoun to authorize the purchase of two (2) Western Star trucks through Grand Traverse Diesel ordered in 2021 not to exceed the amount of \$245,915.00 as determined to be in the best interest of the Leelanau County Road Commission.

Roll call vote: Ayes: Mikowski, Calhoun, Joyce, Popa and Greenan. Nays: None. Motion is hereby adopted.

Public Comment: None.

Commissioner Comments:

Popa thanked Trudell for yard and facility cleanup and good job on the budget.

Joyce thanked Trudell, Boyd and Mullane, and commented that everything was starting to turn around. He also commented on Priest out on plow routes compensating for the short staffing. He has gotten calls regarding the condition of secondary roads and stated that people have to be aware that the road commission, like a lot of other employers, are running short and the crews are doing a great job under the circumstances.

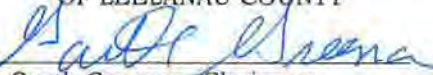
Calhoun concurred with Joyce, and verified that jackets and hams had been ordered. Crews have done a very good job.

Mikowski said that the last six months have gone very smoothly and that everyone deserves a pat on the back, and may the upcoming year go as well.

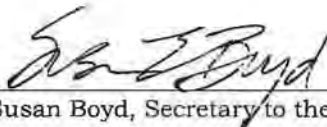
Greenan also thanked Brown for his contributions and commented on the positive work environment. Anyone with a CDL please consider applying.

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEELANAU COUNTY

By


Garth Greenan, Chairman

Attest:


Susan Boyd, Secretary to the Board

December 21, 2021

The regular meeting of the Board of County Road Commissioners of Leelanau County was called to order by Chairman Garth Greenan 1:00 pm on Tuesday, December 21, 2021 at 10550 E. Eckerle Road, Suttons Bay, Michigan. Present: Chairman Garth Greenan, Vice Chairman Jim Calhoun, Member Robert Joyce. Members John Popa and Greg Mikowski were excused. Also present: Manager Brendan Mullane, Fleet Manager Tim Trudell, Engineer Craig Brown and Finance Manager/Secretary to the Board Susan Boyd. Public invited to attend via GoToMeetings link.

Agenda: Approved as presented.

Minutes from the December 7, 2021 regular meeting – approved as presented.

Public Comments: None.

Communication Items: None.

Appointments: None.

Staff Reports:

Mullane: Crews and supervisors did a great job of dealing with the effects of Thursday's windstorm. Attorneys for the county and the road commission have agreed on the terms of the proposed contract for the recycling site. There are a lot of details yet to be worked out should the county choose to move ahead. Reminder to commissioners to review the board rules prior to the next meeting.

Brown: Gosling Czubak has completed plans for the CR 675 culvert replacement with the preliminary engineering report to follow. Updated PASER maps were presented with the primary roads rated. Local roads were not driven and rated so those are Roadsoft ratings rather than actual. Most of the roads with a poor rating for prior years were improved but ratings on other roads dropped resulting in little change in rating levels. With completion of the projects scheduled for next year, there should be an improvement in ratings.

Trudell: One new truck has arrived and the second truck is being delivered today. No update on the timeline for the new furnace installation in the shop. Improvements to the parts room are in process. We are down one mechanic at Maple City for another four weeks. Greenan asked about having an emergency response trailer for occurrences such as the recent windstorm. It was confirmed that we have one and it was utilized a lot last week.

Old Business: None.

New Business:

1. Approval of a date for the organizational meeting for 2022.

Mullane suggested January 4, 2022 since that date would keep subsequent meetings on the same schedule as 2021.

Motion by Joyce, supported by Calhoun to approve January 4, 2022 for the date of the organizational meeting.

Roll call vote: Ayes: Joyce, Calhoun and Greenan. Nays: None. Motion is hereby adopted.

2. Review of Drug Free Workplace Policy.

Mullane explained that issues are addressed in the contract and laws but this is an internal policy that in addition specifies disciplinary actions. Greenan asked if the policy was in compliance with the contract and Mullane confirmed.

Motion by Joyce, supported by Calhoun to authorize adoption of the Drug Free Workplace Policy as presented.

Roll call vote: Ayes: Calhoun, Joyce and Greenan. Nays: None. Motion is hereby adopted.

3. Motion to adjust 2021 budget for estimated variances.

Boyd reviewed the proposed adjustments for revenue and expenses with the final budget adjustments to be done at a later date when 2021 transactions are completed.

Motion by Joyce, supported by Calhoun to make the following adjustments to the 2021 budget:

- Increase MTF Snow Funds by \$32,000
- Increase Trunkline TWA Revenue by \$700,000
- Increase Salvage Sales by \$32,000
- Increase Gain/Loss on Disposal of Assets by \$120,000
- Increase Local Road Preservation Expense by \$700,000
- Increase Trunkline TWA Expense by \$700,000

Roll call vote: Ayes: Calhoun, Joyce and Greenan. Nays: None. Motion is hereby adopted.

Public Comment: None.

Commissioner Comments:

Calhoun commended crews for all of the work done last week. It was a rough week.


Joyce concurred that crews did a great job last week, and wished staff and fellow commissioners a Merry Christmas.

Greenan complimented crews on the response to last week's storm, and wished all a Merry Christmas.

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

BOARD OF COUNTY ROAD COMMISSIONERS
OF LEE LANAU COUNTY

By 
Garth Greenan, Chairman

Attest: 
Susan Boyd, Secretary to the Board