

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY ROAD COMMISSION**

February 1, 2022

The Board of County Road Commissioners of the County of Alpena met in regular session on the above date. The meeting was called to order by the Chairman, Thomas Spaulding, at 3:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Commissioners Spaulding, Lucas, and MacArthur.
Absent: None.

Staff present: Ryan Brege, Managing Director; Curt Gonyea, Superintendent; Julia Patterson, Finance Director/Board Secretary; Dan Florip, Road Commission Attorney.

Others present: Bruce Johnson, WATZ reporter; Nathan Skibbe, Charter Township of Alpena Supervisor; Ken Lobert, Ossineke Township Supervisor, Jerry Leschinger, Ossineke Township Trustee, Dan Hibner, Wilson Township Supervisor; Surveyor Mark Herman and County Engineer Rebecca Rivard of Huron Engineering and Surveying; Don Gilmet, City of Alpena/County Commissioner; Kevin Pauly.

AGENDA

Moved by Lucas, seconded by MacArthur, to adopt the agenda as presented. Motion carried unanimously.

MINUTES

Moved by MacArthur, seconded by Lucas, to approve the minutes of the regular meeting of January 4, 2022. Motion carried unanimously.

COMMUNICATIONS

A letter from Joanna Johnson, Chair of the Michigan Transportation Asset Management Council, informing the Alpena County Road Commission that our Transportation Asset Management Plan (TAMP) met the Public Act 325 requirements with the September 30, 2021, submittal.

CITIZENS APPEARING BEFORE THE BOARD/PUBLIC COMMENT

Ken Lobert, Ossineke Township Supervisor, appeared before the Board to thank the Road Commission for the good job they had done on his Township's Road projects. Mr. Lobert also commented on the minutes of the last Alpena County Road Commission meeting about the tailgate spread bid process. He stated that he worked on a gravel price for years before the Road Commission finally agreed to do a county wide tailgate spread. Mr. Lobert believed that the gravel trains that have been used for the past 20 years or more is the best way to haul gravel to his Township.

Dan Hibner, Wilson Township Supervisor, appeared before the Board to also comment on the tailgate spread process. Mr. Hibner commented that he believes Alpena County has the best roads in the state. Mr. Hibner expressed his disappointment in Commissioner MacArthur trying to change the way the bid process is currently performed on the tailgate spread.

Nathan Skibbe, Charter Township of Alpena Supervisor, also commented on the tailgate spread bid process and feels it's too late to change it for this year but could possibly change it in the future. Mr. Skibbe remarked that the Township ride around with the Road Commission Superintendent could happen in the fall rather than wait until spring.

MANAGING DIRECTOR REPORT

Managing Director Ryan Brege reported the following:

- Advertised for annual pavement markings.
- Road Commission website is currently not working; working on upgrading to a new website as free websites are no longer available.
- Long Lake Road Design, Lacombe Road and US-23, plans are complete. Waiting on obligation from MDOT for bid letting date.
- Bagley Street Bridge project currently under a seasonal suspension. Give 'em Brake placed signs delineating the work zone on the bridge.
- Herron Road-Survey complete. Preliminary plans are under review.
- Spruce Road design is scheduled for advanced construct in 2023; STP money left over from Cathro Road. LS Engineering is pre-planning for design.

COUNTY ROAD REPORT

The Superintendent presented the Board with an update on the County Roads.

DECEMBER FINANCIAL REPORT

The Finance Director presented the Cash/Cash Equivalents Financial Report for the month ended December 31, 2021.

Moved by Lucas, seconded by MacArthur, that all reports become part of the minutes. Motion carried unanimously.

PURCHASES

Moved by MacArthur, seconded by Lucas, to approve the following purchases in the amount of \$77,575.32:

| Item | PO/Inv. | Date | Description | Amount |
|------|---------|---------|---|-------------|
| 1 | S71656 | 1/17/22 | Alpena Diesel Co., parts for engine rebuild on Truck #089. | \$2,802.27 |
| 2 | 22 | 2/1/22 | Gary Oil Co., 2,700 gallons nolead gas at \$2.476 per gallon. | \$6,685.20 |
| 3 | 1922 | 1/31/22 | M & M Equipment Auto Sales Inc., used 2005 Freightliner Bucket Truck. | \$21,015.00 |
| 4 | 21901 | 1/31/22 | McVeigh's Truck Springs Inc., repair broken walking beam | |

| | | | | |
|------------------------|------------|---------|--|--------------------|
| | | | on Truck #090. | \$3,605.94 |
| 5 | 21 | 1/12/22 | Scotland Oil Co., 12,000 winter-blend fuel at \$2.559 per gallon. | \$30,708.00 |
| 6 | 116842 | 1/13/22 | St. Regis Culvert Inc., Ten (10) 9' wing plows at \$900.00 per plow (Five for Alcona County Road Commission) | \$9,000.00 |
| 7 | BS00161015 | 1/11/22 | Truck & Trailer Specialties, Inc. shoes and reverse blades for inventory. | \$3,758.91 |
| TOTAL PURCHASES | | | | \$77,575.32 |

Motion carried unanimously.

CONTRACT PAYMENTS

Moved by Lucas, seconded by MacArthur, to approve the following contract payments in the amount of \$375,428.41:

9B. CONTRACT PAYMENTS

| Item | PO/Inv | Date | Description | Amount |
|--------------------------------|--------|---------|--|---------------------|
| 1 | 4697 | 1/6/22 | Huron Engineering and Surveying, Inc. design services for Herron Road. | \$3,994.00 |
| 2 | 2463 | 1/11/22 | L.S. Engineering, Inc., construction engineering for Bagley Street Bridge. | \$53,234.94 |
| 3 | 10422 | 1/4/22 | Michigan Department of Transportation, contract payment #8 for Bagley Street Bridge. | \$318,199.47 |
| TOTAL CONTRACT PAYMENTS | | | | \$375,428.41 |

Motion carried unanimously.

JANUARY BILLS

Moved by MacArthur, seconded by Lucas, to approve the January 2022 bills in the amount of \$658,384.69. Motion carried unanimously.

TANDEM AXLE TRUCK BIDS

The following bids were opened Friday, January 28, 2022, for furnishing one 66,000 lb. GVWR Truck Chassis:

| | |
|--|--------------|
| <u>Grand Traverse Diesel Service</u> | |
| 2023 Western Star Truck 47X | \$138,500.00 |
| EW4 7 Yr.250K Miles Warranty (included in price) | |
| Transmission=Detroit DT12 | |
| Engine = Detroit DD13 | |
| Total Bid | \$138,500.00 |

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|--|--------------|
| Alternate Bid: #3 | |
| <u>Grand Traverse Diesel Service</u> | |
| 2023 Western Star Truck 47X | \$141,000.00 |
| EW4 7 Yr.250K Miles Warranty (included in price) | |
| Transmission=Eaton Fuller Ultra Shift | |
| Engine = Cummins | |
| Total Bid | \$141,000.00 |

| | |
|--|--------------|
| Alternate Bid: #1 | |
| <u>Grand Traverse Diesel Service</u> | |
| 2023 Western Star Truck 47X | \$144,500.00 |
| EW4 7 Yr.250K Miles Warranty (included in price) | |
| Transmission=Allison Auto 4500 RDS | |

Engine = Cummins
Total Bid \$144,500.00

Alternate Bid: #4
Grand Traverse Diesel Service
2023 Western Star Truck 47X \$145,500.00
EW4 7 Yr.250K Miles Warranty (included in price)
Transmission=Allison Auto 4500 RDS
Engine = Detroit DD13
Total Bid \$145,500.00

Zaremba Equipment
2023 International HV613 SBA \$ 129,900.00
7Yr/250K Miles Warranty (included in price)
Transmission=Eaton Fuller Ultra Shift
Engine = International A26
Total Bid \$ 129,900.00

Zaremba Equipment
2023 International HV613 SBA \$ 135,765.00
7Yr/250K Miles Warranty (included in price)
Transmission=Allison Auto 4500 RDS
Engine = International A26
Total Bid \$ 135,765.00

Following a review of the bids, the staff recommended awarding the bid to Grand Traverse Diesel Service.

Managing Director Ryan Brege informed the Board that the delivery time for the Western Star truck is approximately 340 days, whereas the International Truck has a delivery date after May of 2023. Mr. Brege stressed how significant it is to have a truck purchased and delivered in 2022.

Moved by Lucas, seconded by MacArthur, to award the bid to Grand Traverse Diesel Service, as recommended, for furnishing one 2023 Western Star 47X truck, with an EW4 7 yr./250K mile warranty for a cost of \$138,500.00, per their bid dated January 28, 2022. Motion carried unanimously.

COMMISSIONERS COMMENTS

Commissioner Lucas commended the Road Commission crew on a good job on the roads by placing sand on the corners.

Commissioner MacArthur thanked Road Superintendent Curt Gonyea for speaking with the resident on Jack's Landing Road regarding his culvert/ditching permit.

Commissioner Spaulding remarked that he was asked why the Road Commission does not have a roller as a grader attachment. Mr. Spaulding inquired if that were something the Road Commission would consider in the future or is it not cost beneficial. Road Superintendent Curt Gonyea responded that one out eight years ago and did not feel we could justify the cost of \$40,000.

Commissioner MacArthur proposed that he would purchase the millings from the MDOT project on M-65 South and place five inches of millings on Salina Road at no cost to the Road Commission. Mr. MacArthur will provide all signage for this project. He will observe the road conditions as to how this process will hold up.

Commissioner Spaulding directed Mr. MacArthur to draw up a proposal and bring it to the next Board meeting. Road Commission Attorney Dan Florip will also research this type of procedure.

DRIVEWAY/CULVERT POLICY

Moved by MacArthur, seconded by Lucas, to approve the following update to the Alpena County Road Commission Driveway Culvert Policy #009 and change the word "shall" to "may" under the Commercial driveway section.

Policy #009

ALPENA COUNTY ROAD COMMISSION DRIVEWAY CULVERT POLICY

Whenever any person, governmental agency, public utility or private contractor performs any authorized activity on an Alpena County Road which results in the damage, disturbance or destruction of a private driveway culvert or public roadway culvert, and said culvert is determined to be unsalvageable or unserviceable, it shall be replaced with a new culvert, in accordance with the Alpena County Road Commission standards and specifications, at the expense of the person or agency engaged in said authorized activity.

General Conditions:

Persons who wish to install a private driveway and/or driveway culvert on a County Road are required to secure a written driveway permit from the Alpena County Road Commission. Permit form CRA 100 shall be used for the permitting process. Fees will be based on the most recent Permit Fee Policy. The cost of installation and maintenance of all private driveways and driveway culverts in accordance with Road Commission standards and specifications shall be the responsibility of the driveway owner. The Alpena County Road Commission generally follows MDOT's "**Administrative Rules Regulating Driveways, Banners, and Parades On and Over Highways.**" Headwalls shall not be permitted and will not be allowed to be replaced when at such time they are removed. Sloped culvert end sections are encouraged but not required for private drives, commercial drive application will be on a case-by-case basis. **The Road Commission reserves the right to deviate from the policy when in the best interest of the Road Commission.**

Private Driveways:

Private driveway culverts shall be maintained in a sound and serviceable condition by the owner. If, in the opinion of the Road Commission, a private driveway culvert deteriorates or fails--to the extent that it ceases to function adequately, the owner shall, within thirty (30) days after receipt of written notice from the Road Commission, replace the defective culvert with a sound, functional structure.

New private driveway culverts shall be corrugated metal pipe with a minimum length of 24' and a maximum length of 34'. Maximum lengths may be adjusted to accommodate ditch depths greater than 2' from shoulder point. Driveway slopes shall be a minimum of 1:2 up to 5' deep. Culverts placed in existing driveways will be allowed to match the existing length, deviations from this are allowable when it is determined that the existing culvert is excessive. Private driveway permits shall be issued within 14 days of application.

Commercial Driveways:

Commercial driveway culverts shall be corrugated metal pipe or reinforced concrete pipe and lengths shall be calculated based on the driveway design set forth in Michigan Department of Transportation's "**Administrative Rules Regulating Driveways, Banners, and Parades On and Over Highways**". Existing commercial driveways shall require 21 days for review once the permit has been applied for. New commercial driveways ~~shall~~ may require 49 days for site plan review. A permit for construction shall be issued upon site plan approval. Site grading shall be such that stormwater runoff is not intentionally directed toward the roadway.

Road Construction:

Driveways and driveway culverts impacted by road construction activities shall be replaced as part of the construction project at no additional cost to the owner. Existing concrete driveways will be replaced in kind at the owner's request except that in the event the project is being resurfaced with hot mix asphalt the driveway approach will be constructed with asphalt to the hinge point of the shoulder. Only new driveways constructed at the time of road construction will require a permit, however the fee for such permit shall be waived. Utility driveway culverts shall be sized appropriately to allow access to the utility.

Motion carried unanimously.

TAILGATE SPREAD BID

After a short discussion between the Commissioners and the Township Supervisors present, it was moved by Lucas, seconded by MacArthur, to continue to advertise the tailgate spread bid as a county-wide price. Motion carried unanimously.

**ALPENA COUNTY
LONG RAPIDS RD/BAGLEY STREET TRAFFIC SIGNAL PROJECT
MDOT CONTRACT NO. 22A0141
JOB NO. 211836CON
CONTROL SECTION HSIP 04000**

RESOLUTION

Moved by Commissioner MacArthur and seconded by Commissioner Lucas that Ryan J. Brege, Managing Director, and Julia Patterson, Secretary, are hereby authorized to sign the contract between the Michigan Department of Transportation and the Board of County Road Commissioners of the County of Alpena, Michigan, for the following described project:

HSIP 04000; JOB #211836CON

Traffic signal modification including steel strain poles, video detection, traffic loops, signal cabinet and controller and countdown pedestrian signals, hot mix asphalt approach work, concrete sidewalk and sidewalk ramps, drainage work, pavement markings and signing at North Bagley Street and Long Rapids Road; and all together with necessary related work.

Carried by a vote as follows:

Ayes: Commissioners Spaulding, Lucas, and MacArthur
Nays: None
Absent: None

**2021
COUNTY-WIDE AND URBAN-AREA MILEAGE
ANNUAL CERTIFICATION**

Moved by Commissioner Lucas, supported by Commissioner MacArthur, to adopt the following resolution and authorize Managing Director Ryan Brege, to sign the Act 51 Map and cover sheet as their designated representative:

In accordance with the provisions of Act 51, Public Acts of 1951, as amended, the Board of County Road Commissioners of Alpena County, Michigan, does hereby

certify to the Michigan Department of Transportation that, as of December 31, 2021, the Alpena County Road System included 209.52 miles in the County-Wide Primary Road System, of which 11.28 miles are Urban Primary Roads, and included 450.78 miles in the County-Wide Local Road System, of which 43.11 miles are Urban Local Roads; and does further certify that said County-Wide Primary and Local Road Systems are under the jurisdiction of the Alpena County Road Commission and are normally open to automobile traffic during the months of May through October.

Motion carried by vote as follows:

Ayes: Commissioners Spaulding, Lucas, and MacArthur
Nays: None
Absent: None

COUNTY ROAD ASSOCIATION OF MICHIGAN BOARD OF DIRECTORS BALLOT

Moved by MacArthur, seconded by Lucas, to cast a vote for Mark Christensen, Montcalm County, Northern Michigan Association of Road Commissions, as a candidate to serve on the Board of Directors of the County Road Association of Michigan. Motion carried unanimously

NEXT MEETING DATE

Moved by Spaulding, seconded by Lucas, to schedule a special meeting on Thursday, February 17, 2022, at 3:00 p.m. in the lower level of the Alpena County Road Commission. Motion carried unanimously.

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 4:32 p.m.

Thomas Spaulding, Chairman

Julia G. Patterson,
Board Secretary