

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

December 12, 2023

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, Gerald Lucas, at 3:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Commissioners Lucas, MacArthur, and Spaulding.

Absent: None.

Staff present: Ryan Brege, Managing Director; John Bygden, Superintendent; Julia Patterson, Finance Director/Board Secretary.

Others Present: Dan Florip, Road Commission Attorney; Bill LaHaie, Alpena County Commissioner.

Citizens Present: Curt Gonyea and Kirt Stout.

AGENDA

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

MINUTES

Moved by Spaulding, seconded by MacArthur, to approve the minutes of the regular meeting of November 7, 2023 and the Budget Workshop meeting of November 28, 2023. Motion carried unanimously.

COMMUNICATIONS

There were no communications.

APPEARING BEFORE THE BOARD/PUBLIC COMMENT

There were not any comments.

MANAGING DIRECTOR REPORT

Managing Director Ryan Brege reported the following:

- Long Rapids Road signing project plans are complete.
- Long Rapids Road Bridge plans are in progress.
- Hamilton Road and Bagley Street are still in preliminary phase.
- Continuing to work on the 2024 Budget.
- Attended the CRA Legal Issues and Crisis at the Road Commission Educational Sessions. Was asked to attend the CRA District Council meeting since Alpena is the upcoming host for the Straits Area Council for the 2024 meetings.
- Holding the annual safety meeting on Thursday, December 21st at 2:30 p.m. Would like to give the employees each a \$50.00 gift card to Nowicki Sausage Company.

- Since our mod factor is above 1.00, there will be no safety token given to the employees.

COUNTY ROAD REPORT

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

OCTOBER CASH REPORT

The Finance Director reviewed the October Cash Report for the month ended October 31, 2023.

NOVEMBER CASH REPORT

The Finance Director reviewed the November Cash Report for the month ended November 30, 2023.

BUDGET STATUS REPORT

The Finance Director reviewed the Budget Status with year-end projections and the 2024 projected budget Report for the period ending December 12, 2023.

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

PURCHASES

Moved by Spaulding, seconded by MacArthur, to approve the following purchases in the amount of \$416,665.30:

9A. PURCHASES

Item	PO/Inv.	Date	Description	Amount
1	J005431	12/8/23	AIS Construction Equipment, new 84" Pick up Broom with Gutter Brush (Per Bid 10/2/23)	\$10,000.00
2	PO 108	12/12/23	Crystal Flash, 2,700 gallons nolead gas at \$2.099 per gallon.	\$5,667.30
3	ES15512037	11/30/23	Michigan CAT, 2023 Motor Grader 150 (ordered 11-2022)	\$397,926.00
4	6843	12/8/23	MCRCSIP (Michigan County Road Commission Self-Insurance Pool), updated physical damage-Building & Contents per appraisal.	\$3,072.00
TOTAL PURCHASES				\$416,665.30

Motion carried unanimously.

CONTRACT PAYMENTS

There were no contract payments.

NOVEMBER 2023 BILLS

Moved by MacArthur, seconded by Spaulding, to approve the November 2023 bills in the amount of \$1,306,170.60. Motion carried unanimously.

COMMISSIONERS COMMENTS

Commissioner Spaulding inquired when the Road Commission could stop using salt as a winter preventative on the county roads.

BAGLEY STREET MILL AND OVERLAY MDOT AUTHORIZATION

**ALPENA COUNTY BAGLEY STREET
MDOT CONTRACT NO. 23-5458
JOB NO. 218226CON
CONTROL SECTION EDF 04000**

Moved by Commissioner Spaulding and seconded by Commissioner MacArthur 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:

EDF 04000; JOB #218226CON

Hot mix asphalt crushing, shaping, cold milling and paving along Bagley Street from M-32 to Long Rapids Road; and all together with necessary related work.

Carried by a vote as follows:

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

Motion carried unanimously.

SET PUBLIC HEARING DATE

Moved by MacArthur, seconded by Spaulding, to set the Public Hearing for the 2024 Budget for Friday, December 29th at 2:00 p.m. Motion carried unanimously.

**DESIGNATION OF CHIEF
ADMINISTRATIVE OFFICER AND FISCAL OFFICER**

Moved by Spaulding, seconded by MacArthur, to designate Ryan Brege, Managing Director, as Chief Administrative Officer and Julia Patterson, Finance Director, as Fiscal Officer for 2024. Motion carried unanimously.

DISTRIBUTIVE ITEM BUDGET ALLOWANCE TRANSFER

Moved by MacArthur, seconded by Spaulding, that authorization be approved for the expenditure amounts in the General Appropriations Act for Distributive Expense to be allocated to the various other expenditure line items in the same proportion as the allocation of actual Distributive Expense at year end. Motion carried unanimously

AUTHORIZATION FOR BUDGET LINE-ITEM TRANSFER

Moved by Spaulding, seconded by MacArthur, that the Chief Administrative Officer be authorized to transfer up to 25% of a Budget line-item amount approved in the General Appropriations Act

to another line item without prior approval, but subject to approval of the Board of County Road Commissioners after the transfer. Motion carried unanimously.

ORGANIZATIONAL MEETING

Moved by MacArthur, seconded by Spaulding, to set the organizational meeting of the Board of County Road Commissioners for Alpena County for 3:00 p.m., Tuesday, January 2, 2024, at the offices of the Alpena County Road Commission. Motion carried unanimously.

FUND BALANCE

During the 2024 Budget workshop held on November 28th, the Board discussed increasing the fund balance for the year ending December 2024. Moved by MacArthur, seconded by Spaulding, to increase the fund balance from \$3 million to \$3.75 million for the December 31, 2024, December 31, 2025, and December 31, 2026. The issue can be revisited for years thereafter. Motion carried unanimously.

A public hearing for the 2024 Budget will be held Friday, December 29, 2023 at 2:00 p.m. in the lower level of the Alpena County Road Commission.

The next regular meeting of the Alpena County Road Commissioners will be held on Tuesday, January 2, 2024, at 3:00 p.m. in the lower level of the Alpena County Road Commission.

It was moved by MacArthur, seconded by Spaulding, to go into closed session for the following purpose:

(a) To discuss the negotiation of a collective bargaining agreement with Steelworkers Local 139.

Motion carried unanimously at 3:39 p.m.

The room was cleared, and the closed session began at 3:40 p.m.

Present for closed session: Ryan Brege, Managing Director; John Bygden, Road Superintendent; and Julia Patterson, Finance Director/Board Secretary.

Others present for closed session: Dan Florip, Road Commission Attorney.

Moved by Spaulding, seconded by MacArthur, to return to open session. Motion carried unanimously at 3:50 p.m.

Open session resumed at 3:50 p.m.

Present for open session: Commissioners Lucas, MacArthur, and Spaulding.

Absent: None.

Staff present for resumption of open session: Ryan Brege, Managing Director; John Bygden, Road Superintendent; and Julia Patterson, Finance Director/Board Secretary.

Others present for resumption of open session: Dan Florip, Road Commission Attorney.

Moved by Spaulding, seconded by MacArthur, to approve Steelworkers Local 139 union contract from November 1, 2023 through October 31, 2026. Motion carried unanimously.

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 3:55 p.m.

Gerald Lucas, Chairman

Julia G. Patterson,
Board Secretary