

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

December 13, 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.

Others Present: Dan Florip, Road Commission Attorney; Alex Breckenridge, Attorney; County Engineer Rebecca Rivard and Mark Tolkacz of Huron Engineering and Surveying; Chuck Hein.

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 November 1, 2022, and the Budget Workshop of November 30, 2022. Motion carried unanimously.

COMMUNICATIONS

There were no communications.

CITIZENS APPEARING BEFORE THE BOARD/PUBLIC COMMENT

There were no citizens.

MANAGING DIRECTOR REPORT

Managing Director Ryan Brege reported the following:

- Herron Road project completed but additional soil investigation with Soils and Structures conducted on December 9th. Won't find out the results of the testing until January.
- Spruce Road: Team Elmers' was low bidder with a bid of \$1,186,197.95. Plan to construct in spring of 2023. Preconstruction meeting has not been held yet.
- Informed Huron Engineering that the Board accepted their quote for design engineering for the Long Rapids signing project.
- Long Rapids Road Bridge over North Branch of the Thunder Bay River awarded funding for FY 2025; 1.8 million dollars funded at 95% State and Federal and 5% Local.
- Attended CRA Legal Symposium in Mt. Pleasant. Also attended the Local Emergency Planning Committee meeting

- Applied for federal buyout program for FY2024 for Airport Road and Hamilton Road.
- Received notice that we were approved for Category "F" Grant to resurface Bagley Street.
- Safety awards banquet was cancelled due to sickness.
- Hired an Assistant Finance Director and she will begin January 3rd.

COUNTY ROAD REPORT

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

Commissioner MacArthur informed Road Superintendent Curt Gonyea that he saw a truck plowing Gamage Road earlier today when there wasn't any snow on the road. Mr. Gonyea responded that there were only two trucks out today. No one would have been on Gamage Road. Managing Director Ryan Brege will check the GPS map to see which driver was on that road.

OCTOBER FINANCIAL REPORT

The Finance Director presented the Cash/Cash Equivalents Financial Report for the month ended October 31, 2022.

NOVEMBER FINANCIAL REPORT

The Finance Director presented the Cash/Cash Equivalents Financial Report for the month ended November 30, 2022.

BUDGET STATUS REPORT

The Finance Director reviewed the Budget Status with year-end projections and the 2023 projected budget Report for the period ending December 12, 2022.

Commissioner MacArthur questioned the \$60,000 security upgrades that is listed in the projected 2023 budget. Mr. MacArthur approves of the front office having security upgrades but feels that \$60,000 is a lot of money to spend on security cameras for the Road Commission yard. Managing Director Ryan Brege responded that if technology is available that we should utilize it for safety. Mr. Brege stated that the \$60,000 wasn't budgeted just for the security cameras but for keyless entry and other items. Commissioner Spaulding directed Brege to break down the items included in the \$60,000 budgeted amount for the next meeting.

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 \$210,325.40:

9A. PURCHASES

<u>Item</u>	<u>PO/Inv.</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
1	56	12/8/22	Alpena Oil Co., 2,600 gallons nolead gas at \$1.949 per gallon.	\$5,067.40
2	3-1221500	12/5/22	Valley Truck Parts, manual transmission for Truck #089.	\$5,258.00

3 0013806-1 12/13/22 MERS, voluntary contribution to Defined Benefit plan. \$200,000.00

TOTAL PURCHASES \$210,325.40

Motion carried unanimously.

CONTRACT PAYMENTS

No contract payments for this period.

RECEIVE BLADE QUOTES

One quotation was received December 13, 2022 for furnishing underbody scraper blades:

	<u>Unit</u>	<u>Total</u>
(30) 5/8"x8"x84"thru-hardened	\$ 128.70	\$ 3,861.00
(700)5/8"x8"x72" hi-carbon	\$ 90.40	\$ 63,280.00

Moved by Lucas, seconded by MacArthur, to purchase the underbody scraper blades from Truck & Trailer Specialties, Boyne Falls, Michigan for a total price of \$67,141.00. Motion carried unanimously. Commissioner Spaulding stated that for future bids, they would like to see more than one bid submitted.

COMMISSIONERS COMMENTS

Commissioner Spaulding inquired what was happening on Herron Road. He saw Road Commission Engineering Tech Jake on Herron Road. Managing Director Ryan Brege responded that Jake has been monitoring the cracks in the road weekly for elevated changes.

SET PUBLIC HEARING DATE

Moved by Lucas, seconded by MacArthur, to set the Public Hearing for the 2023 Budget for Thursday, December 29th at 1:00 p.m. Motion carried unanimously.

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

Moved by MacArthur, seconded by Lucas, to designate Ryan Brege, Managing Director, as Chief Administrative Officer and Julia Patterson, Finance Director, as Fiscal Officer for 2023. Motion carried unanimously.

DISTRIBUTIVE ITEM BUDGET ALLOWANCE TRANSFER

Moved by Lucas, seconded by MacArthur, 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 MacArthur, seconded by Lucas, 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 Lucas, seconded by MacArthur, to set the organizational meeting of the Board of County Road Commissioners for Alpena County for 3:00 p.m., Tuesday, January 3, 2023, at the offices of the Alpena County Road Commission. Motion carried unanimously

A public hearing for the 2023 Budget will be held Thursday, December 29, 2022 at 1:00 p.m. in the lower level of the Alpena County Road Commission.

Before closing, Commissioner MacArthur requested a set of the Herron Road plans, pay estimates, Jake's reports, density reports, and final payments. Managing Director Ryan Brege wanted to clear up the rumors and the incorrect information about the Herron Road failure. Brege stated it was constructed to plan and soil borings were done in the failed area as well as 15 geo-probes. None of the borings or the geo-probes showed anything concerning in that area. Road Commission crew went out to Herron Road and cut out a section and took a sample of the gravel. Commissioner MacArthur was not in attendance of that second investigation because of this, they will go out again on Friday, December 16th at 8:00 a.m. to cut out a section of the road to take another sample of the gravel so Commissioner MacArthur can witness it.

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 4:11 p.m.

Thomas Spaulding, Chairman

Julia G. Patterson,
Board Secretary