

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

January 2, 2024

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; Travis Konarzewski, County Commissioner; County Engineer Rebecca Rivard, Huron Engineering and Surveying.

AGENDA

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

MINUTES

Moved by MacArthur, seconded by Spaulding, to approve the minutes of the regular meeting of December 12, 2023, and the Budget meeting of December 29, 2023. 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:

- No update on projects.
- Worked on the finalizing projects for the 2024 budget.

COUNTY ROAD REPORT

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

BIDS AND QUOTATIONS

Two quotes were received for guardrail replacement on Genschaw Road:

G & J Site Solutions, Calumet, MI \$8,755.00

Action Traffic Maintenance, Inc., Grand Blanc, MI . . \$7,425.00

Moved by Spaulding, seconded by MacArthur, to receive both quotes so either vendor can be available to do the work when the time is best for the Alpena County Road Commission. Motion carried unanimously.

DECEMBER BILLS

Moved by MacArthur, seconded by Spaulding, to approve the December 2023 bills in the amount of \$777,685.72. Motion carried unanimously.

PURCHASES

Moved by MacArthur, seconded by Spaulding, to approve the following purchases in the amount of \$191,671.89:

9C. PURCHASES

Item	PO/Inv.	Date	Description	Amount
1	010124	1/1/24	Creative Benefits & Insurance Co., 2024 Storage Tank Pollution Insurance Premium.	\$7,107.13
2	P.O. 110	1/2/24	Forward Energy Co., 2,600 gallons nolead at \$1.9615 per gallon.	\$5,099.90
3	ALPCOM	1/1/24	Geffs Manufacturing, Inc., Used Chip Spreader (\$137,529.10 less \$35,000 deposit)	\$102,529.10
4	591-11174189	12/11/23	MDOT, 2023 Capital Equipment Advance	\$46,238.00
5	317002	12/20/23	Scotland Oil Co., 11,996 gallons winter blend diesel at \$2.559 per gallon.	\$30,697.76
TOTAL PURCHASES				\$191,671.89

Motion carried unanimously.

CONTRACT PAYMENTS

Moved by Spaulding, seconded by MacArthur, to approve the following purchases in the amount of \$6,089.61:

9D. CONTRACT PAYMENTS

Item	PO/Inv	Date	Description	Amount
1	240000000764	12/26/23	MDOT, Final Accounting Billing for Cathro Road-Long Rapids to Lacomb Road from 2021.	\$6,089.61
TOTAL CONTRACT PAYMENTS				\$6,089.61

Motion carried unanimously.

COMMISSIONERS COMMENTS

Commissioner Lucas commented that he has heard positive feedback on the condition of Zybtowski Road. Commissioner Spaulding questioned the status of the lawsuits that the Road Commission was involved in. Managing Director Ryan Brege responded that they have been settled. Commissioner MacArthur inquired if Turnbull Mill Road was surveyed and if the deed was recorded. Mr. Brege replied that it was surveyed, and the deed was recorded.

STAFF APPOINTMENTS

A. MANAGING DIRECTOR:

Moved by Spaulding, seconded by MacArthur, that Ryan Brege be appointed as Managing Director for 2024. Motion carried unanimously.

B. BOARD SECRETARY:

Moved by MacArthur, seconded by Spaulding, that Julia Patterson be appointed as Board Secretary for 2024. Motion carried unanimously.

C. LEGAL COUNSEL:

Moved by Spaulding, seconded by MacArthur, that the law firm of Bauer, Florip & Wojda be retained as the Alpena County Road Commission's Attorneys for 2024. Motion carried unanimously.

SET REGULAR MEETING TIME, DATES AND PLACE FOR 2024

Moved by MacArthur, seconded by Spaulding, that the regular meetings of the Board of County Road Commissioners of Alpena County for 2024 be held on the first Tuesday of each month at 3:00 p.m. unless a second meeting is needed, except for the months of February and October, at which time those meetings will be held the second week of the month, in the lower-level conference room at the Road Commission offices. Motion carried unanimously.

CHECKING ACCOUNT DEPOSITORY

Moved by MacArthur, seconded by Spaulding, to designate Huntington Bank as the checking account depository for the General Road Fund, Payroll Account, and Accounts Payable Account for 2024. Also, Huntington Bank, PNC Bank, Nicolet, or any other Federal Deposit Insurance Corporation or a savings and loan association which is a member of the Federal Savings and Loan Insurance Corporation or a credit union which is insured by the National Credit Union Administration maintaining an office in the County that is authorized by statute, be designated as depositories for County Road Funds. Motion carried unanimously.

CHECK SIGNATURE AUTHORIZATION

Moved by MacArthur, seconded by Spaulding, that Ryan Brege, Managing Director, and Julia Patterson, Finance Director/Board Secretary, are hereby authorized to sign checks for the Payroll Account and for the Accounts Payable Account. Motion carried unanimously.

ATTORNEY'S RETAINER FEE AGREEMENT

Moved by MacArthur, seconded by Spaulding, to authorize the Chairman and Board Secretary to sign the annual Retainer Agreement, with the law firm of Bauer, Florip & and Wojda, for one year, from January 1, 2024, to December 31, 2024. The annual retainer fee of \$15,600 per year, payable monthly as the same accrues, at the rate of \$1,300 per month. Retained services in excess of 70 hours of legal services shall be billed as additional charges. The Attorneys shall provide a semi-annual billing, showing services performed and time expended on Retained Services. Any additional legal work outside the scope of routine legal work will be at the

standard hourly rate charged by the attorney handling the type of service, to the maximum of \$225.00 per hour, plus out-of-pocket expenses. Motion carried unanimously.

COMMENDATION
GLENN MCCONNELL

WHEREAS, Glenn H. McConnell has served the citizens of Alpena County and the motoring public as a loyal member of the Alpena County Road Commission leadership team, and

WHEREAS, Mr. McConnell retired on October 31, 2023, after thirty and a half years of continuous dedicated service with the Road Commission with Operations Administrator for the past twenty-five years, and

WHEREAS, his commitment to the responsibilities of his office, to the well-being of his co-workers, and to the welfare of the public has earned him the respect and appreciation of his peers, his colleagues, township officials and the public alike, and

WHEREAS, his many contributions to the efficient operation of the Road Commission and improvement of the roads in Alpena County Road are in keeping with the finest traditions of public service.

NOW THEREFORE BE IT RESOLVED that the Board of County Road Commissioners of Alpena County, Michigan, does hereby gratefully congratulate Mr. McConnell for his many years of exceptional public service and wish him well in all his future endeavors.

Resolution unanimously adopted the 2nd day of January 2024.

BOARD OF COUNTY ROAD COMMISSIONERS
ALPEN A COUNTY, MICHIGAN

PUBLIC COMMENT LIMITATION AT MEETINGS

Moved by MacArthur, seconded by Spaulding, to adopt the following policy:

In accordance with the provisions of the Open Meetings Act and interpretative case law and opinions of the Attorney General, the following rules shall govern public comment at all meetings of the Board of Alpena County Road Commissioners:

1. The Commissioners may limit public comment to a prescribed position on the meeting's agenda.
2. The Chairperson of the meeting may limit the time during which a single individual may address the Commissioners to a period of between 3 and 5 minutes.
3. The Chairperson of the meeting may allow additional time during which a single individual may address the Commissioners on a case-by-case basis, in extenuating circumstances and for reasons that encourage public participation.
4. An individual addressing the Commissioners shall identify himself or herself by first and last name at the commencement of the individual's remarks.
5. An individual addressing the Commissioners should endeavor to be respectful of others and to conduct him- or herself with the comportment customarily expected of participants in public meetings.
6. An individual addressing the Commissioners may ask questions of the Commissioners or the Managing Director or other staff. However, Commissioners, the Managing Director, and other staff are not obliged to answer questions or otherwise respond to public comment.

7. An individual addressing the Commissioners shall not be permitted to make a personal attack on the conduct of a Commissioner, the Managing Director, or other staff which is totally unrelated to the manner in which the Commissioner, Managing Director, or other staff performs his or her duties.
8. In the case of a meeting the purpose of which is for the Commissioners to conduct interviews of applicants for employment, members of the public may be present at such meeting and have an opportunity to address the Commissioners in accordance with these rules but shall not be permitted to ask questions of the applicants for employment.
9. Staff shall make copies of this policy available to members of the public attending meetings of the Commissioners.

Motion carried unanimously.

NEXT MEETING DATE

The next regular meeting of the Alpena County Road Commissioners will be held on Tuesday, February 13, 2024, at 3:00 p.m. in the lower level of the Alpena County Road Commission.

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 3:42 p.m.

Gerald Lucas, Chairman

Julia G. Patterson,
Board Secretary