

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

January 4, 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; Mark Herman, Huron Engineering and Surveying.

**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 December 14, 2021, and the Budget Meeting of December 30, 2021. Motion carried unanimously.

**COMMUNICATIONS**

There were no communications.

**MANAGING DIRECTOR REPORT**

Managing Director Ryan Brege reported the following:

- Cleaning up projects from 2021.
- Interviewing candidates for two truck driver positions and have sent two candidates for pre-employment physicals.
- Long Lake Road Design, Lacombe Road and US-23, plans are complete. Waiting on obligation from MDOT for bid letting date.
- Bagley Street Bridge is open; project currently under a seasonal suspension; have MDOT approval for extension of time with a June 10, 2022, completion date.
- Herron Road-Preliminary plans have been received and are being reviewed by our Engineering Tech.
- Long Rapids Road/Bagley Street Traffic Signal is in the February MDOT bid letting.

Commissioner Spaulding questioned the calculation of the extension of time for the Bagley Bridge. Managing Director Ryan Brege informed the Board that it is the contractor that will request an extension of time, and we then look at their reason for their request, either agree or disagree with them. The contractor having to return to the project is an inconvenience since they have projects previously planned for 2022.

#### **COUNTY ROAD REPORT**

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

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

#### **COMMISSIONERS COMMENTS**

Commissioner MacArthur inquired about two permits that were issued but not followed up by the Road Commission Supervisors. Managing Director Ryan Brege and Road Superintendent Curt Gonyea answered most of these concerns of Commissioner MacArthur.

Mr. MacArthur also discussed his disapproval of the Alpena County Road Commission's gravel train bidding process that is included in the Road Commission's "Annual Material Requirements." Mr. MacArthur believes that the gravel train bids should be bid out per Township rather than have the same rate for each Township, which is the Road Commission's current procedure. Nathan Skibbe, Charter Township of Alpena Supervisor, who was contacted by Mr. MacArthur, agrees that his Township should not pay the same price for tailgate spread as the outlying Alpena County Townships. Mr. Skibbe feels he could do more with his budget if gravel prices were less. He will arrange a Township Supervisor meeting with the other Alpena County Townships to discuss this issue.

#### **PURCHASES**

There were no purchases.

#### **CONTRACT PAYMENTS**

There were no contract payments.

#### **DECEMBER BILLS**

Moved by MacArthur, seconded by Lucas, to approve the December 2021 bills in the amount of \$2,180,901.72. Motion carried unanimously.

#### **DRIVEWAY/CULVERT POLICY**

Commissioner MacArthur handed a copy of his version of the driveway/culvert policy. After a short discussion, it was moved by Lucas, seconded by MacArthur, to table the approval of the updated driveway/culvert policy until a future meeting. Motion carried unanimously.

#### **BOARD RECESS**

The Chairman adjourned the meeting at 4:23 p.m. for recess.

#### **BOARD RECONVENED**

Board Secretary Julia Patterson, reconvened the meeting at 4:24 p.m.

**ROLL CALL**

Present: Commissioners Spaulding, Lucas, and MacArthur.

Absent: None.

The first order of business was the election of officers.

**CHAIRMAN**

Moved by Lucas, seconded by MacArthur, to nominate Thomas Spaulding as Chairman of the Board for 2022. There being no further nominations, a unanimous vote was cast in favor of Mr. Spaulding.

**VICE-CHAIRMAN**

Moved by Spaulding, seconded by MacArthur, that Gerald Lucas be nominated as Vice-Chairman of the Board for 2022. There being no further nominations, a unanimous vote was cast in favor of Mr. Lucas.

The Board Secretary turned the meeting over to the 2022 Chairman, Thomas Spaulding.

**STAFF APPOINTMENTS**

**A. MANAGING DIRECTOR:**

Moved by Lucas, seconded by MacArthur, that Ryan Brege be appointed as Managing Director for 2022. Motion carried unanimously.

**B. BOARD SECRETARY:**

Moved by MacArthur, seconded by Lucas, that Julia Patterson be appointed as Board Secretary for 2022. Motion carried unanimously.

**C. LEGAL COUNSEL:**

Moved by Lucas, seconded by MacArthur, that the law firm of Gillard, Bauer, Mazrum, Florip, Smigelski & Gulden be retained as the Alpena County Road Commission's Attorneys for 2022. Motion carried unanimously.

**SET REGULAR MEETING TIME, DATES AND PLACE FOR 2022**

Moved by MacArthur, seconded by Lucas, that the regular meetings of the Board of County Road Commissioners of Alpena County for 2022 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 July and December, 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 Lucas, seconded by MacArthur, to designate Huntington Bank as the checking account depository for the General Road Fund, Payroll Account, and Accounts Payable Account for 2022. 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 Lucas, 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 Lucas, seconded by MacArthur, to authorize the Chairman and Board Secretary to sign the annual Retainer Agreement, with the law firm of Gillard, Bauer, Mazrum, Florip, Smigelski and Gulden, for one year, from January 1, 2022, to December 31, 2022. 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.

**USED EQUIPMENT PURCHASING POLICY**

Moved by MacArthur, seconded by Lucas, to authorize Managing Director Ryan Brege to approve purchases of the budgeted used equipment up to 10% over the approved budgeted amount without prior Board approval. Motion carried unanimously.

**NEXT MEETING DATE**

There being no further business to come before the Board, the Chairman declared the meeting adjourned at 4:46 p.m.

\_\_\_\_\_  
Thomas Spaulding, Chairman

\_\_\_\_\_  
Julia G. Patterson,  
Board Secretary