

GLADWIN COUNTY BOARD OF ROAD COMMISSIONERS

MEETING MINUTES OF January 22, 2020

The regular meeting of the Gladwin County Board of Road Commissioners was held on Wednesday, January 22, 2020 at 9:30 a.m.

The Pledge of Allegiance was recited.

Meeting was called to order by the Chairman, Ron Brabon. Present were Commissioners Cameron, Brabon and Hinman, Manager, Dave Pettersch and Clerk, Heather Cameron. A list of the others attending the meeting is attached to these minutes at the road commission office.

David Greaves gave a superintendent's report.

The contract with JBS Contracting was signed by the board with Jackie Morgan from the USDA.

The minutes from the January 8, 2020 regular meeting were presented for approval. Motion was made by Commissioner Hinman and seconded by Commissioner Cameron to approve the minutes as presented. Motion Carried

Payment voucher 20-02 was presented for approval for payroll in the amount of \$79,420.13 and bills payable in the amount of \$342,518.53. Motion was made by Commissioner Hinman and seconded by Commissioner Cameron. Motion carried.

Basil Lyons from Grim Township introduced their new supervisor, Andy Schneider.

Larry Grell, Billings Township Road Committee member discussed maintenance in the township.

Craig Mills, Sage Township Road Committee Member felt we did a good job cleaning up the last snow storm over the weekend. Dan Gonzales agreed.

Jim McDonald from Buckeye Township discussed drainage issues on Howard Road west of Hockaday Road.

Cash Balances were provided and reviewed.

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to vote for the CRA Board of Directors. Motion Carried.

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to approve the engagement letter from Tom Smith from Smith & Klaczkiewicz, PC to audit our 2019 year end. Motion Carried.

Michigan Chloride Sales, LLC offered to extend their 2019 bid pricing into 2020. Motion was made by Commissioner Cameron and seconded by Commissioner Hinman to accept the extension of pricing. Motion Carried

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to retire existing policies numbered 2-19, 21-25, 27, 30-39 and 41-44. Motion Carried.

A motion was made by Commissioner Hinman and seconded by Commissioner Cameron to adopt the following polices as listed:

A01	No Smoking in Road Commission buildings
A02	Credit Cards
A03	HIPPA Policy
A04	Social Security Number Privacy Policy
A05	Non-Union Personnel
A05	Salaried Employee Benefit Agreement
A06	Fraud
A07	Ethical Standards & Standards of Conduct
A08	Policy Against Violence in the Workplace
A09	Harrassment Policy

A10	Electronic Transactions
A11	Retirement Party for Employees
A12	Personal Use of Road Commission Facilities, Equipment & Tools
A13	Travel - Mileage Rate
A14	Public Comment Policy
A15	Cellular Telephone Usage Policy
A16	Work Rules
A17	Drug & Prescription Policy
A18	Capital Asset Determination
R01	Any Work Performed off County Road System
R02	Brush Spraying & Mowing on County Road System
R03	Sale of Used Culvert From Road Commission Yard
R04	All Activities in Road Right of Way
R05	Typical Road Cross Section f/all Roadways built for Bituminous Surface
R06	Township Cost Share on Road Activities
R07	Soil Erosion & Sedimentation Control Procedures
R08	Hiring of Contractors for as Needed Services
R09	Adopt A Local Pavement Warranty Program
R10	Implement a Local Pavement Warranty Program
R11	Abandonment or Relinquishment of County Road Right of Way
R12	Definition for the Small Wireless Communication Facilities Deployment Act
R13	Uniform Permit Fees & Collocation Rates for the Small Wireless Communication Facilities Deployment Act
R14	Adopted Permit Fee Schedule

Motion Carried

Dave Pettersch gave the manager's report.

Jim Wyniemko gave the engineer report.

"Commissioner Cameron moved the adoption of the following resolution: WHEREAS, Act 51, Public Acts of 1951 as amended, provides that the Michigan Department of Transportation shall, jointly with the Board of County Road Commissioners ascertain and fix the total mileage of the county primary and the total mileage of the county local roads in each county of the State of Michigan which have been taken over as county primary and county local roads and are normally open to automobile traffic between the months of May through October, WHEREAS, in complying with the provisions of said act the State of Michigan Transportation Department has requested this Board to certify the mileage and location of such roads required by said act, to be fixed and ascertained: NOW THEREFORE, BE IT RESOLVED, that the Board of County Road Commissioners of the County of Gladwin, Michigan, does hereby certify that all roads, streets and alleys on which lengths have been entered along the road bands of the attached maps, No. 1 through 16 K inclusive have been taken over as county primary and county local roads and are normally open to automobile traffic between May through October. The motion was seconded by Commissioner Hinman and carried by the following vote. "

Yeas: Brabon, Cameron & Hinman

Nays: none

Motion was made by Commissioner Hinman and seconded by Commissioner Cameron to adjourn at 10:40 a.m. Motion Carried.

Gladwin County Board of Road Commissioners


Secretary



