

## **Alcona County Road Commission June 26, 2019 Board Meeting Minutes**

A regular meeting of the Board of County Road Commissioners of Alcona County was called to order by Chairman Alfred Scully at 4:00pm on Wednesday, June 26, 2019 at 301 North Lake Street, Lincoln, Michigan. Present: Chairman Alfred Scully, Vice-chairman Harry Harvey, Member Theodore Somers, Managing Director Jesse Campbell, Account Clerk Renee LaVergne, and Administrative Assistant Helen-Ann Cordes. Guests Present: Huron Engineering Vice-President Mark Herman, and Alcona County Road Commission Foreman William Smith.

### Minutes:

Moved by Commissioner Harvey, Somers, to approve the minutes of the June 12, 2019 meeting as presented. Motion carries.

### Financial Reports and Open Accounts:

Moved by Commissioner Somers, Harvey, to approve payment of open accounts on June 26, 2019 in the amount of \$150,613.68. Roll call vote: Scully – aye, Harvey – aye, Somers – aye. Motion carries.

## **Correspondence and Items of Information**

### East Central Council Meeting:

July 11, 2019 at Springport Golf Course, Harrisville, registration opens at 9:00am, meeting is from 9:30am until after lunch (hosted by Alcona County Road Commission)

### MCRC SIP Annual Meeting:

July 17-18, 2019 at Soaring Eagle Resort, Mt. Pleasant, registration Wednesday 10:00am-12:30am and Thursday 6:30am-8:15am

## **Business**

### Huron Engineering Design and Construction Engineering:

Herman presented an overview of the Bamfield Bridge construction engineering project. The total cost of the project was \$38,745, and the original contract was not to exceed \$27,000 unless negotiated with the Alcona County Road Commission. The project was extended due to weather and unforeseen circumstances. Additional time related to the project wrap-up will not be charged.

Moved by Commissioner Harvey, Somers, to approve paying Huron Engineering the \$11,745 construction engineering costs for the Bamfield Bridge project. Roll call vote: Scully – aye, Harvey – aye, Somers – aye. Motion carries.

### Engineering Reimbursement:

Moved by Commissioner Somers, Harvey, to approve the Michigan Department of Transportation Engineering Reimbursement up to \$10,000. Motion carries.

### Township Agreements:

Moved by Commissioner Harvey, Somers, to accept agreement HW1904 in the amount of \$7,310 with Hawes Township with the terms agreed upon. Roll call vote: Scully – aye, Harvey – aye, Somers – aye. Motion carries.

Township Trash:

Discussion regarding the Road Commission picking up township trash on the side of the road.

Equipment Approval Purchase:

Discussion regarding allowing the Road Commission to purchase equipment from online bidding sites. Campbell will find out what other Road Commissions are doing and report back to the board.

Permit Workshop:

The Road Commission's permits and permit fees have not been updated since 1995. A workshop for Commissioner's to review permits prior to a public meeting will be scheduled after an upcoming board meeting.

Administrative Salary:

Discussion regarding administrative staff salary and on-call compensation.

William Smith joined meeting 5:21pm.

Moved by Commissioner Harvey, Somers, to update the administrative staff on-call policy to be \$50 per day when on-call a day they do not regularly work and receive their regular hourly wage when working on-call, this policy update will be effective Monday, June 24, 2019. Discussion: The Managing Director will research other Road Commissions on-call policy and regulation. Roll call vote: Scully – aye, Harvey – aye, Somers – aye. Motion carries.

Moved by Commissioner Harvey, Somers, to pay office administrative staff their regular hourly wage when working outside of their regular workday for board meetings and other functions approved by the Managing Director, this policy will be effective Monday, June 24, 2019. Roll call vote: Scully – aye, Harvey – aye, Somers – aye. Motion carries.

Moved by Commissioner Scully, Harvey, that all administrative staff except the Managing Director should receive a 3% increase in pay the first full pay period in July 2019, to be reevaluated in one year. Roll call vote: Scully – aye, Harvey – aye, Somers – aye. Motion carries.

Managing Director Report:

Campbell reported the Road Commission is looking at updating the county map into a digital map that is workable, and looking into sign options for the administrative office building.

Meeting adjourned at the call of the Chair at 6:13pm until the next regular meeting on July 10, 2019.

---

Alfred Scully, Chairman

---

Helen-Ann Cordes, Administrative Assistant