

**BOARD OF COUNTY ROAD COMMISSIONERS  
OF SAGINAW COUNTY, MICHIGAN**

At a meeting of the Board of County Road Commissions of Saginaw County, Michigan, held at 3020 Sheridan Avenue, in the City of Saginaw, Michigan on

**Organizational Meeting, Tuesday, the 9th of January 2018**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & Sholtz.**

The Organizational Meeting was called to order by Commissioner Crannell at 8:00 a.m.

The Pledge of Allegiance was recited in unison.

Commissioner Sangster moved to appoint Managing Director Borchard as Temporary Chairperson. Seconded by Commissioner Kestner.

Ayes 5 Nays 0

Temporary Chairperson Borchard asked for nominations for permanent Chairperson of the Board for calendar year 2018.

Commissioner Sangster placed the name of Deb Kestner as Chairperson of the Board for calendar year 2018. Seconded by Commissioner Sholtz.

The Temporary Chairperson called for additional nominations three (3) times.

There being no additional names offered, Temporary Chairperson Borchard moved that nominations be closed and Deb Kestner be named Chairperson for 2018.

Ayes 5 (Hare, Sholtz, Kestner, Sangster, Crannell) Nays 0

The gavel was passed to Chairperson Kestner from Temporary Chairperson Borchard.

Chairperson Kestner asked for nominations for Vice Chairperson of the Board for calendar year 2018.

Commissioner Sholtz moved to place the name of John Sangster as Vice Chairman of the Board for calendar year 2018. Seconded by Commissioner Hare.

Chairperson Kestner called for additional nominations three (3) times.

There being no additional names offered, Chairperson Kestner moved that nominations be closed and Commissioner Sangster be named Vice Chairperson for 2018.

Ayes 5 (Sholtz, Kestner, Sangster, Hare, Crannell) Nays 0

It was unanimously determined that the method of conducting of business be according to Roberts Rules of Order, as amended, for calendar year 2018.

It was unanimously determined that during the calendar year 2018, the Board will meet on the Second and Fourth Tuesday of each month. The Board will meet at the Road Commission Administration Building, 3020 Sheridan Avenue, Saginaw, Michigan, at 8:00 a.m. as a Committee of the Whole for the review and audit of vouchers, and at 8:30 a.m. to conduct the regular meeting of the Board, unless otherwise agreed to by the Board; and such other times and dates as might be called by the Chairman as a special meeting. In March 2018 the 1<sup>st</sup> meeting will be moved to Monday, March 12, 2018. In September 2018 – the 1<sup>st</sup> meeting will be moved to Monday, September 10, 2018. In December 2018 – the 2<sup>nd</sup> meeting will be moved to Wednesday, December 26, 2018.

The following appointments were unanimously determined:

Dennis Borchard, Managing Director, (Superintendent\*)  
Kathryn Gaiser, Board Secretary

### **BANK RESOLUTION**

Commissioner Sangster moved that signature cards be signed by the Commission members, Manager and Director of Finance & Benefits, and that the following resolution be adopted:

NOW, THEREFORE, BE IT RESOLVED that Huntington Bank, a Michigan banking corporation of Saginaw, Michigan, (hereinafter referred to as the "Bank"), be hereby designated as a depository for the Board of County Road Commissioners' Accounts Payable, Payroll Accounts and Prescription Card Accounts and authorized to accept in accordance with its rules and regulations for the credit of the Board of County Road Commissioners' Payroll and Accounts Payable Accounts and/or for collection, any checks, drafts or other negotiable instruments when endorsed in the name of the Board of County Road Commissioners (Saginaw County Road Commission) Accounts Payable and/or Payroll Accounts, by rubber stamp or otherwise; and

BE IT FURTHER RESOLVED, that the Manager for the Saginaw County Road Commission be authorized to open with the Bank such other accounts under such captions as may be required and deemed necessary by action of this Board; and

BE IT FURTHER RESOLVED, that any funds credited to such accounts with the Bank may be paid out or withdrawn upon checks drawn against these previously mentioned accounts when signed by either the Manager, or Director of Finance & Benefits; and any of the following: Todd M. Hare as Chairperson, Ronald L. Sholtz, as Chairperson; John D. Sangster as Chairperson, Richard H. Crannell as Chairperson, or Deb Kestner as Chairperson, whose signatures shall be duly certified to the Bank, and the Bank is hereby authorized to honor with payment thereto any checks so signed, without inquiry as to the circumstances of issue or the disposition of the proceeds thereof.

Supported by Commissioner Crannell  
Ayes 5 (Sholtz, Kestner, Sangster, Hare, Crannell) Nays 0

Commissioner Hare moved to accept the Organizational Chart for 2018 as presented.  
Seconded by Commissioner Sangster.  
Ayes 5 Nays 0

Commissioner Crannell moved the adoption of the following resolution:

WHEREAS, under the laws of the State of Michigan, specifically M.S.A. 9.2422, Sections 722(f) load restrictions are imposed on highways in the State of Michigan during the months of March, April and May of each year; and

WHEREAS, the authority having jurisdiction of the roads, in this case, the Board of County Road Commissioners of Saginaw County, Michigan, may suspend the restrictions on roads under their jurisdiction; and

WHEREAS, the Board of County Road Commissioners of Saginaw County, Michigan, is convinced that it is to the best interest of the community that restrictions be suspended on certain roads and portions of roads which are a part of the county road system, and under the jurisdiction of the Board of County Road Commissioners of Saginaw County, Michigan.

NOW, THEREFORE, BE IT RESOLVED, that the following named roads within the limits indicated be classed "Frost free" or "all-season" roads and that normal loading be allowed during period of general restriction:

SEE LIST BELOW

Supported by Commissioner Sholtz.  
Ayes 5 Nays 0

**FROST FREE ROAD LIST**  
(LAST UPDATE 1-8-18)

Adams Street	Tittabawassee Road to Kochville
Bell Road	Rathbun to Curtis
Beyer Road	E. Washington Road (M-81), N. 1,000 ft.
Beyer Road	Burt to Village of Birch Run Limits
Beyer Road	Burt to Willard
Birch Run Road	Gera to Reese Rd
Blackmar Road	Moorish to Busch
Broadway Street	Iowa to Loren Hemerline yard
Burt Road	Dixie Highway to Beyer Road
Busch Road	Blackmar to Dixie
Busch Road	Sheridan to Bell
Carrollton Road	Saginaw City Limits to Westervelt Road

Cedar Street (Hemlock)	Gratiot Rd (M-46) to Saginaw Co. Gar. (Hemlock)
Center Road	Swan Creek Road to Tittabawassee Road
Chapin Road	Townline to Grabowski
Chapin Road	South County Line to M-57
Curtis Road	Sheridan to Bell
Dixie Highway	Hess Road to South County Line
Elm Street (Hemlock)	Gratiot Road (M-46) to Washington Street
Enterprise Drive	0.25 mile E. and 0.25 mile W. of Bay Road (M-84)
Fashion Square Blvd.	Shattuck Road to Loeffler Ln.
Fifth Street (Freeland)	Freeland Road N. 500 ft.
Fortune Boulevard	Tittabawassee to 1429' South
Freeland Road	Midland Road (M-47) to Garfield Road
Garfield Road	County line S. to Midland Road (M-47)
Gary Road	Lincoln to Sheridan (M-13)
Geddes Road	Orr Road to Graham Road
Geddes Road	Graham Road to Miller Road
Grabowski Road	Merrill to Chapin
Graham Road	Gratiot Road (M-46) to Geddes Road
Hack Road	Wolf Road to West Dead End
Hemlock Road	Gratiot Road (M-46) to Wickes Elevator
Hemmeter Road	Brockway Road and State Street
Hess Street	City Limits at Railroad Tracks E. to Towerline Road
Iowa Street	Dixie Highway to Broadway
Junction Road	Dixie Highway to Frankenmuth City Limits
Janes Road	Outer Drive to Towerline Road
Kochville Road	Michigan Road to Melbourne Road
Kochville Road	Bay to Davis
Kochville Road	Bay to 700 ft west
Loeffler Ln	Bay to Fashion Square Blvd.
Mapleridge Road	Carrollton Road to 6th Street Bridge
McCarty Road	800' W. of Bay Road (M-84) to Fashion Sq. Blvd.
Meridian Rd	Madison Rd to N. County Line Rd.
Michigan, N. Rd.	City Limits to Shattuck Road
Michigan, N. Rd.	Tittabawassee to Pierce
Michigan, W. Rd.	City Limits N. to Center Road
Miller Road	Swan Creek to State Road
Moorish Road	Birch Run to Rathbun
Morley Drive	0.25 mile N. of Holland Road (M-46)
W. Morley Drive	M-46 to Morley Drive
Nodular Drive	S. off E. Washington Road (M-81)
Old US 10 (Midland Rd)	Midland Road (M-47) to N. County Line
Orr Road	Gratiot to Frost
Orr Road	Geddes to the North 1 mile
Outer Drive	Hess Road 3300' North of M-81

Perkins Street	City Limits to 26th Street
Pierce Road	M-47 to Garfield
Pine Street (Hemlock)	Gratiot Road (M-46) to Doyle Road
Portsmouth Road	M-81 to Munger Road
Prospect Street	Dixie Highway to Williamson Road
Rathbun Road	Morseville to Moorish
Reserve Street	Tulane Street to Carrollton Road
River Road	Swan Creek Road to Gratiot (M-46)
Schomaker Road	Graham to West 700'
Schust Road	Barnard Road to 0.50 mi. W. of Bay Road (M-84)
Sharon Road	Village Limits of Oakley to Ditch Road
Sharon Road	VL of Chesaning to 1,300 feet north
Shattuck Road	N. Center Road to Carrollton Road
Sheridan Road	Treanor Street to Busch Road
Stoker Road	Michigan to Carrollton
Sugar Street	Carrollton Road to Sugar Plant
Sunshine Ct.	Graham Rd. to the West
Swan Creek Road	Center to Graham Road
Temple Ct.	West of Bay Rd (M-84)
Tittabawassee Road	M-47 to Westervelt Road
Townline Road	Chapin to Hemlock
Towerline Road	Hess to M-81
Trautner Drive	Bay to Davis
Tulane Street	Elm Street to Reserve Street
Tyler Street	Carrollton Road to Wayne Soap Company
Universal Drive	Bay Road to Fashion Square Blvd.
Venoy Road	Kochville South 800'
Walnut Street	Carrollton Road to Lincoln Street
Washington St. (Hem.)	Hemlock Road to Elm Street
Westbay Drive	Fortune Blvd to Bay Road
Westervelt Road	Carrollton Road to Kochville Road
Wicco Drive	300' N. of E. Washington Road (M-81)
Williamson Road	Prospect Street to Dixie Highway
Wolf Road	E. Washington Road (M-81) to Hack Road

### **Resolution Authorizing Implementation of Weight Restrictions**

Commissioner Hare moved the adoption of the following resolution:

WHEREAS, and pursuant to the provisions of Act 321 of 1923 and its amendments being M.S.A. 9.2419, Section 719, weight restrictions may be established on roads in this Board's jurisdiction prior to March 1996, to be effective the date and time determined appropriate by the Managing Director or his authorized representative.

NOW, THEREFORE, BE IT RESOLVED, that the Managing Director or his authorized representative is hereby authorized to suspend and re-instate such restrictions during the time period covered by this Act at such date and time as he determines frost conditions so warrant.

Seconded by Commissioner Crannell.  
Ayes 5 Nays 0

With no further business appearing, Commissioner Sholtz moved to adjourn the meeting.  
Seconded by Commissioner Hare.  
Ayes 5 Nays 0

**TIME: 8:17 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Deb Kestner

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Kathryn Gaiser

**BOARD OF COUNTY ROAD COMMISSIONERS  
OF SAGINAW COUNTY, MICHIGAN**

At a meeting of the Board of County Road Commissions of Saginaw County, Michigan, held at 3020 Sheridan Avenue, in the City of Saginaw, Michigan on

**Regular Meeting, Tuesday, the 9th of January 2018**

Present Commissioners: **Kestner, Sangster, Crannell, Hare & Sholtz**

**TIME: 8:30 a.m.** The regular meeting was called to order: Chairperson Kestner presiding. All present as before: Managing Director Borchard, Director of Finance & Benefits Girard, Director of Engineering/Deputy Managing Director Wisniewski, Director of Maintenance Medina, and Board Secretary Gaiser.

The Pledge of Allegiance was recited in unison.

Commissioner Hare moved to approve the addition to the agenda. Seconded by Commissioner Crannell.

Ayes 5 Nays 0

Commissioner Sangster moved to approve the agenda. Seconded by Commissioner Crannell.

Ayes 5 Nays 0

Commissioner Sholtz moved to approve the minutes of the regular meeting of December 27, 2017. Seconded by Commissioner Hare.

Ayes 5 Nays 0

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Crannell.

Ayes 5 (Sholtz, Crannell, Sangster, Hare, Kestner) Nays 0

**PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Managing Director Borchard discussed the Blue Water Highway Council Meeting, January 19, 2018 at The Dorsey House. Mr. Borchard recommends sending one staff member plus any Commissioners interested in attending.

Commissioner Sangster moved to approve sending one staff member plus any Commissioners interested in attending. Seconded by Commissioner Crannell.

Ayes 5 (Crannell, Sangster, Hare, Sholtz, Kestner) Nays 0

Managing Director Borchard discussed the County Road Association 2018 Highway Conference, March 13–15, 2018 in Lansing and recommended sending two staff members plus any Commissioners interested in attending.

Commissioner Sangster moved to send two staff members plus any Commissioners interested in attending the County Road Association 2018 Highway Conference, March 13–15, 2018 in Lansing. Seconded by Commissioner Hare.  
Ayes 5 (Sangster, Hare, Sholtz, Crannell, Kestner) Nays 0

Managing Director Borchard discussed the County Engineers' Workshop, February 13–15, 2018 in Bellaire and recommended sending the engineer and assistant engineer plus any Commissioners interested in attending.

Commissioner Hare moved to approve sending the engineer and assistant engineer plus any Commissioners interested in attending the County Engineers' Workshop, February 13-15, 2018 in Bellaire. Seconded by Commissioner Sangster.  
Ayes 5 (Hare, Sholtz, Crannell, Sangster, Kestner) Nays 0

Managing Director Borchard discussed the 2018 Michigan Safety Conference, April 17–19, 2018 in Lansing and recommended sending three employees from the Safety Committee, plus any Commissioners interested in attending.

Commissioner Sholtz moved to send three employees from the Safety Committee, plus any Commissioners interested in attending, to the 2018 Michigan Safety Conference, April 17–19, 2018 in Lansing. Seconded by Commissioner Crannell.  
Ayes 5 (Sholtz, Crannell, Sangster, Hare, Kestner) Nays 0

Director of Engineering/Deputy Managing Director Wisniewski discussed the MDOT Computerized Office Technician Training, February 5-9, 2018 in Lansing and recommended sending Joe Periard, Project Manager.

Commissioner Hare moved to send Joe Periard, Project Manager, to the MDOT Computerized Office Technician Training, February 5-9, 2018 in Lansing. Seconded by Commissioner Crannell.  
Ayes 5 (Crannell, Sangster, Hare, Sholtz, Kestner) Nays 0

Director of Engineering/Deputy Managing Director Wisniewski discussed the 2018 Soil Erosion Plan Review & Design Training, April 4-5, 2018 in Lansing and recommended sending Joe Periard, Project Manager.

Commissioner Sangster moved to send Joe Periard, Project Manager, to the 2018 Soil Erosion Plan Review & Design Training, April 4-5, 2018 in Lansing. Seconded by Commissioner Hare.  
Ayes 5 (Sangster, Hare, Sholtz, Crannell, Kestner) Nays 0



Director of Engineering/Deputy Managing Director Wisniewski discussed the 2018 Schedule Supplemental Examiner Certification, June 5-7, 2018 in Okemos and recommended sending Joe Periard, Project Manager.

Commissioner Hare moved to send Joe Periard, Project Manager, to the 2018 Schedule Supplemental Examiner Certification, June 5-7, 2018 in Okemos. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sholtz, Crannell, Sangster, Kestner) Nays 0

Director of Maintenance Medina discussed a request from The Wilkinson Corporation to extend their bid for proposal #25 – Liquid Calcium Chloride for the 2018 year.

Commissioner Hare moved to approve the request from The Wilkinson Corporation to extend their bid for proposal #25 – Liquid Calcium Chloride for the 2018 year. Seconded by Commissioner Crannell.

Ayes 5 Nays 0

**General Reports of Officers were given by:** Director of Finance & Benefits Girard; Director of Maintenance Medina, Director of Engineering/Deputy Managing Director Wisniewski, and Managing Director Borchard.

**Commissioners' Comments:** None

**Extended Public Comments:** None

**9:04 A.M.** – Commissioner Crannell moved to defer from the regular order of business to go into closed session to discuss an opinion letter from the attorney. Seconded by Commissioner Sangster.

Ayes 5 Nays 0

Closed Session – Attorney's Opinion Letter

**9:45 A.M.** – Commissioner Hare moved to return to the regular order of business. Seconded by Commissioner Sangster.

Ayes 5 Nays 0

There being no further business, Commissioner Hare moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:45 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Deb Kestner

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Kathryn Gaiser