

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 8th of January, 2013

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

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

The Pledge of Allegiance was recited in unison.

Commissioner Hare welcomed new Road Commissioner Ron Sholtz.

Commissioner Crannell moved to name Managing Director Borchard as Temporary Chairperson. Seconded by Commissioner Sangster

Ayes 5 Nays 0

Temporary Chairperson Borchard asked for nominations for permanent Chairperson of the Board for calendar year 2013.

Commissioner Crannell placed the name of Todd Hare as Chairperson of the Board for calendar year 2013. Seconded by Commissioner Sangster.

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 Todd Hare be named Chairperson for 2013.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

The gavel was returned to Commissioner Hare from Temporary Chairperson Borchard.

Commissioner Hare asked for nominations for Vice Chairperson of the Board for calendar year 2013.

Commissioner Mallette moved to place the name of John Sangster as Vice Chairman of the Board for calendar year 2013. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sholtz, Sangster, Mallette, Crannell) Nays 0.

Commissioner Hare called for additional nominations three (3) times.

There being no additional names offered, Commissioner Hare moved that nominations be closed and John Sangster be named Vice Chairperson for 2013.

Commissioner Mallette moved that method of conduction of business be according to Roberts Rules of Order, as amended, for calendar year 2013. Seconded by Commissioner Sholtz.

Ayes 5 Nays 0

Commissioner Sangster moved that during the calendar year 2013, 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 (March 12 – 4:30 pm/5:00 pm and December 19); and such other times and dates as might be called by the Chairman as a special meeting. Seconded by Commissioner Mallette.

Ayes 5 Nays 0

Commissioner Sangster moved the following appointments:

Dennis Borchard, Managing Director, (Superintendent*)
Jennifer Brieske, Board Secretary

Seconded by Commissioner Crannell.

Ayes 5 Nays 0

BANK RESOLUTION

Commissioner Sholtz 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 Citizens 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 Richard F. Mallette 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 Sangster.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

After some discussion, Commissioner Mallette moved to accept the 2012 carried-over Organizational Chart for 2013. 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 ATTACHED LIST!

Supported by Commissioner Mallette.

Ayes 5 Nays 0

FROST FREE ROAD LIST

(LAST UPDATE 1-2-13)

Approved at 1-8-13 Organizational Board Meeting

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
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 Gratiot Road (M-46)
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 Sangster 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 Mallette.

Ayes 5 Nays 0.

With no further business appearing, Commissioner Mallette moved to adjourn the meeting.

Seconded by Commissioner Sangster.

Ayes 5 Nays 0.

TIME: 8:36 a.m.

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 8th of January, 2013

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

TIME: 8:36 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:45 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Engineering Whiteherse, Director of Maintenance Medina, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sangster moved to approve the agenda with additions. Seconded by Commissioner Mallette.

Ayes 5 Nays 0.

Commissioner Mallette moved to approve the minutes of the regular meeting of December 20, 2012. Seconded by Commissioner Sangster.

Ayes 5 Nays 0.

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

Ayes 5 (Hare, Sholtz, Sangster, Mallette, Crannell) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Director of Engineering Whiteherse discussed the MDOT Contract for Shattuck Road from the RR tracks to Hermansau Road and recommended approval of said Resolution and Contract.

Commissioner Sangster moved, upon recommendation of Director of Engineering Whiteherse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of January 8, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW,

MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Saginaw County, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated October 16, 2012, attached hereto and made a part hereof:

Hot mix asphalt cold milling and resurfacing work along Shattuck Road from the tracks of Lake State Railway to Hermansau Road; including earthwork, concrete sidewalk, and sidewalk ramp work; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Crannell.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

Director of Engineering Whitehorse discussed the MDOT Contract for Sheridan Road from Williamson to the south city limits and recommended approval of said Resolution and Contract.

Commissioner Sangster moved, upon recommendation of Director of Engineering Whitehorse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of January 8, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Saginaw County, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated October 16, 2012, attached hereto and made a part hereof:

Hot mix asphalt cold milling and resurfacing work along Sheridan Road from Williamson Road to the south city limits of Saginaw (Treasor Road); including earthwork and concrete curb and gutter work; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Crannell.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

Director of Engineering Whitehorse discussed the MDOT Contract for Wieneke Road from Brockway to Highway M-58 and recommended approval of said Resolution and Contract.

Commissioner Sangster moved, upon recommendation of Director of Engineering Whitehorse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of January 8, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Saginaw County, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated October 16, 2012, attached hereto and made a part hereof:

Hot mix asphalt cold milling and resurfacing work along Wieneke Road from Brockway Street to Highway M-58; including earthwork, concrete sidewalk, and sidewalk ramp work; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Crannell.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

Director of Engineering Whiteherse discussed the MDOT Contract for Gary Road over the Shiawassee River and recommended approval of said Resolution and Contract.

Commissioner Sangster moved, upon recommendation of Director of Engineering Whiteherse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of January 8, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the performance by the REQUESTING PARTY of preliminary engineering, consisting of the preparation of reports and studies, as well as the surveys and design, necessary for the construction of the following improvements in Saginaw County, Michigan, which preliminary engineering is hereinafter referred to as the "PROJECT":

The performance of preliminary engineering activities for the removal and replacement of structure B01 of 73-22-24 (#9399), which carries Gary Road over the Shiawassee River; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference “FHWA” in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Crannell.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

Director of Maintenance Medina discussed a request from Bit-Mat Products for the extension of their 2012 bid for Proposal #19 – Asphalt Emulsions for the 2013 year. (The 2012 cost for MFRS-2M – Job Site Price = \$2.09).

Commissioner Sangster moved to approve the extension of the 2012 bid from Bit-Mat Products for Proposal #19 – Asphalt Emulsions for the 2013 year. (The 2012 cost for MFRS-2M – Job Site Price = \$2.09). Seconded by Commissioner Sholtz.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

Managing Director Borchard revisited the Saginaw Area Storm Water Authority Resolution to appoint an Alternate Trustee to represent the Saginaw County Road Commission. Mr. Borchard would like to name Ryan Whiteherse, Director of Engineering as the Alternate Trustee for the SCRC.

Commissioner Sangster moved to appoint Ryan Whiteherse, Director of Engineering as the Alternate Trustee to represent the Saginaw County Road Commission for the Saginaw Area Storm Water Authority. Seconded by Commissioner Mallette.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

Managing Director Borchard discussed the Blue Water Highway Council Quarterly Meeting on January 24th, hosted by St. Clair County Road Commission and recommended sending 4 staff plus any Commissioners interested in attending.

Commissioner Mallette moved to send 4 staff plus any Commissioners interested in attending to the Blue Water Highway Council Quarterly Meeting on January 24th in St. Clair County. Seconded by Commissioner Sangster.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Mallette moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:20 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 22nd of January, 2013

Present Commissioners: **Sangster, Crannell & Sholtz.**
Absent: **Hare & Mallette.**

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Vice Chairperson Sangster presiding. All present as before: Managing Director Borchard, Director of Engineering Whiteherse, Director of Maintenance Medina, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sholtz moved to approve the agenda. Seconded by Commissioner Crannell.
Ayes 3 Nays 0.

Commissioner Sholtz moved to approve the minutes of the Organizational Meeting and the regular meeting of January 8, 2013. Seconded by Commissioner Crannell.
Ayes 3 Nays 0.

Commissioner Crannell moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Sholtz.
Ayes 3 (Sangster, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS: Adam Ball, Surveying Solutions Inc. With the recent closing of Wilcox Professional Services, Mr. Ball wanted to reintroduce SSI. Surveying Solutions, Inc. has offices in Standish and St. John's. Mr. Ball would like to offer their services as back-up to any needs the Saginaw County Road Commission may have or need. SSI was on the Wilcox Team that was selected last year for as-needed surveying & construction. SSI would like to have a presence in this area. Mr. Ball thanked the Commissioners for their time.

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard discussed the Michigan County Engineers Workshop, February 11-14, 2013 in Sault Ste. Marie, and recommended sending Ryan Whiteherse to said workshop.

Commissioner Crannell moved to send Ryan Whiteherse to the Michigan County Engineers Workshop, February 11-14, 2013 in Sault Ste. Marie. Seconded by Commissioner Sholtz. Ayes 3 (Sangster, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the 2012 Certification Maps and recommended approval and signature of cover sheet.

Commissioner Crannell moved to approve the 2012 Certification Maps. Seconded by Commissioner Sholtz.

Ayes 3 (Sangster, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sholtz moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:08 a.m.**

VICE CHAIRPERSON

BOARD SECRETARY

John D. Sangster

Jennifer Brieske

**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

Tuesday, the 12th of February, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Present for introductions: Saginaw County Sheriff's Department Lt. Randy Pfau, Deputy Jim Hogue (Weighmaster) & Deputy Robert Call. Also new employee introductions: Karen Sangster – Deputy Director of Finance & Benefits, Todd Ferguson – District 6 Foreman, Ken Weber – Fixed Maintenance & Pat O'Hare – Fixed Maintenance.

TIME: 8:45 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Finance & Benefits Girard and Board Secretary Brieske. Director of Engineering Whiteherse was absent.

The Pledge of Allegiance was recited in unison.

Commissioner Sholtz 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 January 22, 2013. Seconded by Commissioner Crannell.
Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Mallette.
Ayes 5 (Hare, Sholtz, Sangster, Mallette, Crannell) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard explained that two employees have requested to purchase generic service credit time through Michigan Employees Retirement System (MERS). The cost is solely the responsibility of the employee, with no cost to the Road Commission. This process required the Chairperson's signature on their resolution. Mr. Borchard recommends approval of these two requests.

Commissioner Sangster moved to approve the two employees' requests for the purchase of generic service credit time through MERS. Seconded by Commissioner Mallette.

Ayes 5 Nays 0.

Managing Director Borchard discussed the Annual Michigan Safety Conference, April 15-17, 2013 in Grand Rapids and recommended sending two employees (Scott Hare & Rob Hudec).

Commissioner Mallette moved to send two employees to the Annual Michigan Safety Conference, April 15-17, 2013 in Grand Rapids. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sholtz, Sangster, Mallette, Crannell) Nays 0.

Managing Director Borchard discussed the 2013 Annual CRAM Highway Conference, March 5-7, 2013 in Lansing and recommended sending two employees (Dennis Borchard & Mike Girard) along with any Commissioners interested in attending.

Commissioner Mallette moved to send two employees plus any Commissioners interested in attending to the Annual CRAM Highway Conference, March 5-7, 2013 in Lansing. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sholtz, Sangster, Mallette, Crannell) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Mallette moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:00 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 26th of February, 2013

Present Commissioners: **Hare, Sangster, Crannell & Sholtz.**
Absent: **Malette.**

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whitehorse, Director of Finance & Benefits Girard and Board Secretary Brieske. Commissioner Malette was absent.

The Pledge of Allegiance was recited in unison.

Commissioner Sholtz moved to approve the agenda. Seconded by Commissioner Crannell.
Ayes 4 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of February 12, 2013. Seconded by Commissioner Crannell.
Ayes 4 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Sholtz.
Ayes 4 (Hare, Sholtz, Sangster, Crannell) Nays 0.

PUBLIC COMMENTS: Adam Ball & Brian Bartlett of SSI; Andy Schafer, Rick Born, Jeff Wood & Joe Wisniewski of Spicer Group; Steve Warren, Ron Cavallaro & Craig Schripsema of OHM. (See Agenda Item #3 for comments).

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard requested to change the of time for the March 12th Board Meeting back to 8:00 am Committee of the Whole and 8:30 a.m. for the Regular Board Meeting and move the April 9th Board Meeting to 4:30 pm Committee of the Whole and 5:00 pm Board Meeting in order to present the Coloring Contest Awards.

Commissioner Sangster moved to change the of time for the March 12th Board Meeting back to 8:00 am Committee of the Whole and 8:30 a.m. for the Regular Board Meeting and move the

April 9th Board Meeting to 4:30 pm Committee of the Whole and 5:00 pm Board Meeting in order to present the Coloring Contest Awards. Seconded by Commissioner Crannell. Ayes 4 (Hare, Sholtz, Sangster, Crannell) Nays 0.

Director of Engineering Whiteherse discussed in detail a variance request to landscaping requirements for Yeager Asphalt in Carrollton Twp. Mr. Whiteherse recommended the approval of requested variance.

Commissioner Sangster moved to approve the variance request to landscaping requirements for Yeager Asphalt in Carrollton Twp. Seconded by Commissioner Crannell. Ayes 4 (Hare, Sholtz, Sangster, Crannell) Nays 0.

Director of Engineering Whiteherse led a discussion on the 2013 as-needed construction engineering & surveying contract that was awarded to Spicer Group & Wilcox Professional Services. A few weeks ago, Wilcox Professional Services closed all of their offices, leaving us with only one as-needed consultant. Mr. Whiteherse is requesting that the Board make the decision whether to award everything to Spicer Group for the remainder of the year or to revisit the score sheet and award a second firm to assist with the work. The following comments were made by the firms in attendance:

Adam Ball, SSI, addressed the Board stating that his firm has recently opened an Office in Saginaw Twp. where surveying is their primary focus. He gave an overview on his firms' scoring and ratings over the past two years, stating that in 2011 they were scored top for surveying and in 2012, they were scored in the second place. Mr. Ball is hoping that opening a Saginaw Office will give them a local presence in Saginaw County and also show a commitment to the community.

Steve Warren, OHM, has recently opened an office in the Zilwaukee Industrial Park. Craig Schripsema stated that OHM has been in Michigan for 50+ years. They currently have 10 people in the Saginaw Office. They are thankful for this opportunity.

Jeff Wood, Spicer Group, has been in Saginaw County for 70 years. They have the capacity and employees to take over the contract and handle it for the year. They would like to be given the opportunity to do the work.

Director of Engineering Whiteherse stated that he is comfortable with all three firms. He is asking the Board for their decision on whether we should have Spicer continue solely with the as-needed contract for 2013 or selected, per scoring, another firm to replace the Wilcox portion of the contract. Commissioner Crannell stated that is not good to put all your eggs in one basket. He is in support of awarding the Wilcox portion of the contract to another firm. Commissioner Sholtz agreed. Commissioner Sangster also stated that he agreed with having two firms.

Director of Engineering Whiteherse then recommended, per the scoring, that OHM be awarded the Construction Inspection portion of the as-needed consultant and SSI be awarded the surveying portion of the as-needed consultant in replace of Wilcox; along with Spicer Group as originally awarded.

Commissioner Crannell moved to award the as-needed construction engineering and surveying consultant contract stand with the originally awarded Spicer Group along with (per

the scoring) OHM be awarded the Construction Inspection portion of the as-needed consultant and SSI be awarded the surveying portion of the as-needed consultant in replace of Wilcox. Seconded by Commissioner Sangster.

Ayes 4 (Hare, Sholtz, Sangster, Crannell) Nays 0.

Director of Engineering Whiteherse discussed a purchase agreement for the property on the southwest quadrant of Shattuck and Carrollton Roads in Carrollton Township. He stated that SCRC purchased this property from the Land Bank to obtain the right-of-way for the reconstruction Shattuck Road at Carrollton Road. Benjamin Holm, 3051 Carrollton Road is requesting to purchase the unused portion of the property (0.148 acres) for the purchase price of \$250.00.

Commissioner Sangster moved to approve the purchase agreement for the 0.148 acres of unused land at Shattuck & Carrollton Rd. in Carrollton Twp. between SCRC and Benjamin Holm for the purchase price of \$250.00. Seconded by Commissioner Crannell.

Ayes 4 (Hare, Sholtz, Sangster, Crannell) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sangster moved to adjourn. Seconded by Commissioner Sholtz. Motion Carried. **TIME: 9:13 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 12th of March, 2013

Present Commissioners: **Hare, Mallette & Sholtz.**
Absent: **Sangster & Crannell**

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. At 8:15 a.m. Randy Emeott, Fleet & Facilities Manager, entered to discuss facility needs with the Board. Discussions were held on the following items: Vehicle sales – internal auction, update on the proposed lighting improvement plan, Potential cold-storage building currently owned by the Land Bank, window update at the Saginaw Garage, & the current air handler system at the Saginaw Administrative Office.

TIME: 8:50 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske. Commissioner Sangster, Commissioner Crannell & Director of Maintenance Medina were absent.

The Pledge of Allegiance was recited in unison.

Commissioner Mallette moved to approve the agenda with additions. Seconded by Commissioner Sholtz.
Ayes 3 Nays 0.

Commissioner Sholtz moved to approve the minutes of the regular meeting of February 26, 2013. Seconded by Commissioner Mallette.
Ayes 3 Nays 0.

Commissioner Mallette moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Sholtz.
Ayes 3 (Hare, Sholtz, Mallette) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard explained that an employee has requested to purchase generic service credit time through Michigan Employees Retirement System (MERS). The cost is solely the responsibility of the employee, with no cost to the Road Commission. This process

required the Chairperson's signature on their resolution. Mr. Borchard recommends approval of this requests.

Commissioner Mallette moved to approve the employees' requests for the purchase of generic service credit time through MERS. Seconded by Commissioner Sholtz.

Ayes 3 Nays 0.

Managing Director discussed the 45th Road Commissioners' Conference, April 14-16, 2013 in Manistee and recommended sending any Commissioner interested in attending.

Commissioner Mallette moved to send any Commissioner interested in attending to the 45th Road Commissioners' Conference, April 14-16, 2013 in Manistee. Seconded by Commissioner Sholtz.

Ayes 3 (Hare, Sholtz, Mallette) Nays 0.

Managing Director Borchard discussed the proposed energy-savings lighting improvement plan and recommended acceptance of said plan.

Commissioner Mallette moved to approve the proposed energy-savings lighting improvement plan. Seconded by Commissioner Sholtz.

Ayes 3 (Hare, Sholtz, Mallette) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina (Absent); Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Mallette moved to adjourn. Seconded by Commissioner Sholtz. Motion Carried. **TIME: 9:22 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 26th of March, 2013

Present Commissioners: **Hare, Sangster, Crannell & Sholtz.**
Absent: **Malette.**

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. At 8:15 a.m. Mike Girard, Director of Finance & Benefits, entered to discuss our health insurance rate increases along with options that were presented for the new contract year.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whitehorse, Director of Finance & Benefits Girard and Board Secretary Brieske. Commissioner Malette was absent.

The Pledge of Allegiance was recited in unison.

Commissioner Sholtz moved to approve the agenda. Seconded by Commissioner Sangster.
Ayes 4 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of March 12, 2013. Seconded by Commissioner Sholtz.
Ayes 4 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Sholtz.
Ayes 4 (Hare, Sangster, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard discussed the APWA Fleet Maintenance Seminar, May 21 – 23, 2013 at Shanty Creek and recommended sending Randy Emeott & Tom Kramer.

Commissioner Sangster moved to send Randy Emeott & Tom Kramer to the APWA Fleet Maintenance Seminar, May 21-23, 2013 at Shanty Creek. Seconded by Commissioner Crannell.

Ayes 4 (Hare, Sangster, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the MDOT Contract for Brockway Road from Center Road to Passolt Street and recommended approval.

Commissioner Sangster moved to approve the MDOT Contract for Brockway Road from Center Road to Passolt Street. Seconded by Commissioner Sholtz.
Ayes 4 (Hare, Sangster, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the Design Contract for Miller Road from Gratiot to State and recommended awarding it to OHM, the lowest and best bid.

Commissioner Sangster moved to award the Design Contract for Miller Road from Gratiot to State to OHM, the lowest and best bid. Seconded by Commissioner Crannell.
Ayes 4 (Hare, Sangster, Crannell, Sholtz) Nays 0.

Director of Engineering recommended a modification to the Frost Free Road List to add Meridian Road from M-46 north to Madison Road in Jonesfield Twp.

Commissioner Sangster moved to approve the modification to the Frost Free Road List adding Meridian Road from M-46 north to Madison in Jonesfield Twp. Seconded by Commissioner Crannell.
Ayes 4 (Hare, Sangster, Crannell, Sholtz) Nays 0.

Director of Maintenance Medina discussed the equipment bid for two current model diesel cab & chassis – 58,000 GVW tandem axle trucks and recommended awarding the bid to Diesel Truck Sales, the low bid that also meets the specifications.

Commissioner Sangster moved to award the equipment bid for two current model diesel cab & chassis – 58,000 GVW tandem axle trucks and recommended awarding the bid to Diesel Truck Sales, the low bid that also meets the specifications. Seconded by Commissioner Sholtz.
Ayes 4 (Hare, Sangster, Crannell, Sholtz) Nays 0.

Director of Maintenance Medina discussed that Annual Maintenance Bids and recommended awarding them to the lowest and best bid, for each proposal.

Commissioner Sangster moved to award the Annual Maintenance Bids to the lowest and best bid in each category. Seconded by Commissioner Crannell.
Ayes 4 (Hare, Sangster, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sholtz moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:23 a.m.**

CHAIRPERSON

Todd M. Hare

BOARD SECRETARY

Jennifer Brieske

**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

Tuesday, the 9th of April, 2013

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

TIME: 4:30 p.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 5:00 p.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Mallette moved to approve the agenda. Seconded by Commissioner Sholtz.
Ayes 5 Nays 0.

Commissioner Sholtz moved to approve the minutes of the regular meeting of March 26, 2013. Seconded by Commissioner Sangster.
Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Crannell.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PRESENTATION OF AWARDS FOR THE 2012 COLORING CONTEST:

Commissioner Hare welcomed the 2012 Coloring Contest winners, their families and teachers. Presentation of awards followed.

The 2013 Coloring Contest winners were:

Pre-Kindergarten – Kindergarten

1st Place – Parker Hawes – Community Baptist Christian School – Mrs. Krupneck’s class.

2nd Place – Addison Fordos – Merrill Elementary School – Mrs. Hardman’s class.

1st – 2nd Grade

1st Place – Makensey Weathers – St. Peter Lutheran School – Mrs. McQueen’s class.

2nd Place – Tristen Edick – St. Paul’s Lutheran School – Mrs. Beyersdorf’s class.

3rd – 5th Grade

1st Place – Hannah Rau – New Lothrop Elementary School – Mr. Villano's class.

2nd Place – Izaiah Danks – Atkins Elementary School – Mrs. Rose's class.

Honorable Mention (Random Selection)

Sha'ronn Monroe – Handley Elementary School – Mrs. Wescott's class.

Commissioner Hare thanked the students and teachers for participating. He thanked Wirt Stone Dock and Choice Office Supplies for sponsoring the coloring contest and providing the gift certificates for the winning classrooms to use for purchasing school supplies. He also thanked the contest judges: Rebecca Trylch – TV 12; Rob Clark – The Saginaw News; and Charlie Rood – 790 WSGW.

PUBLIC COMMENTS: Mark Schmidt of Wirt Stone Dock thanked the children and teachers for participating in the contest. He also thanked the Road Commission for allowing Wirt to help sponsor the event.

Cole Dickson of Choice Office Products briefly stopped in to thank the Road Commission for allowing Choice to be a part of this event.

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard discussed the Blue Water Highway Council Quarterly Meeting, April 30, 2013 in Sandusky and recommended sending 4 staff members plus and Commissioners interested in attending.

Commissioner Mallette moved to send 4 staff members plus and Commissioners interested in attending. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the Saginaw County Township Officers Association Annual Meeting on April 24, 2013 at Crooked Creek Golf & Banquet Center and recommended sending any management employees along with any Commissioner interested in attending.

Commissioner Sangster moved to send any management employees along with any Commissioners interested in attending the Saginaw County Townships Officers Association Annual Meeting on April 24, 2013 at Crooked Creek Golf & Banquet Center. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the 2013 Annual Finance & Human Resource Seminar, May 14-16, 2013 in Frankenmuth and recommended sending Mike Girard to said seminar.

Commissioner Mallette moved to send Mike Girard to the 2013 Annual Finance & Human Resources Seminar, May 14-16, 2013 in Frankenmuth. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering

Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Mallette moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 5:35 p.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 23rd of April, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sangster moved to approve the agenda. Seconded by Commissioner Sholtz. Ayes 5 Nays 0.

Commissioner Mallette moved to approve the minutes of the regular meeting of April 9, 2013. Seconded by Commissioner Sholtz. Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Mallette. Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS: Tom Kramer thanked the Board for 19 years of good times and great memories. He is now the General Superintendent at Bay County Road Commission and is looking forward to keeping communications open and working with Saginaw County Road Commission in his new capacity.

John Morey introduced himself and his new company, D & M S.I.T.E. (Surveying & Testing). He has 8 employees with whom he has worked with for the last 20 years. His company has all the paper and digital files from Wilcox Professional Services, R.C. Engineering, Leach Engineering, Hammond Engineering and Kelly _____ & Associates; the five companies combined over the years. Mr. Morey is a lifelong resident of Saginaw County.

UNFINISHED BUSINESS: None.

8:40 a.m. - Commissioner Mallette moved to defer from the regular order of business in order to conduct the public hearings on Objections to Apportionment for Riser Subdivision & also Greenfield Acres Subdivision, both in Saginaw Township. Seconded by Commissioner

Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse opened the public hearing on objections to apportionment for Riser Subdivision in Saginaw Township.

Several residents spoke regarding the following topics:

- Amount of footage on each driveway approach.
- Requesting “Slow Speed” signs placed in subdivision.
- Issues of water flowing off Brockway and into subdivision.
- Funding and where it is coming from.
- Mailboxes placement during construction.
- Re-seeding once project is complete.
- Swale ditch – will it remain?
- Once bid is accepted, will there be any additional amounts added?
- Curbing on corners and dealing with Waste Management trucks.
- Driveway approaches – if the asphalt is more than 33’ from centerline.
- Collection of special assessment including any additional charges.
- Will there be any drainage/tile work?
- Time frame for the whole process.

Director of Engineering Whiteherse opened the public hearing on objections to apportionment for Greenfield Acres Subdivision in Saginaw Township.

Ben Pawlik spoke regarding the following topics:

- Changes in estimate amounts from original estimate to what it is now. Original estimate was \$5500, it went down to \$2500 and now it is at \$3300. He believes a portion of the funds allocated to Saginaw Twp. from the Road Commission should be allocated for local subdivisions.

The time frame for both projects is as follows: They will be bid out following today’s meeting, awarded at the May 28th Board Meeting, start of construction on June 10th with project completed by July 19th.

9:15 a.m. - Commissioner Sangster moved to close the public hearing and return to the regular order of business. Seconded by Commissioner Mallette.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

NEW BUSINESS:

Director of Engineering Whiteherse recommended approval of the Final Order of Determination for Riser Subdivision in Saginaw Twp., based on the resident support at the public hearing and the percentage of residents who signed the petition.

Commissioner Mallette moved, upon recommendation of Director of Engineering Whiteherse, to approve the following resolution:

WHEREAS: The residents of Riser Subdivision (lots 15-23 block 1, lots 1 and 4-18 block 2, lots 1 and 4-14 block 3, lots 1-13 block 4 and Outlot ‘A’) have approached the Road Commission about improving their roadways; And

WHEREAS: A petition has been filed with the Road Commission, containing signatures of more than 51% of the property owners within this district, pursuant with Public Act 246 of 1931 (MCL 41.271-290); And

WHEREAS: The proposed improvement is necessary for the benefit of the public and is for the benefit of the public welfare and convenience;

WITNESSETH:

NOW, THEREFORE, BE IT RESOLVED that The Saginaw County Road Commission issues a Final Order of Determination that the proposed improvements move forward, and approves the plans, specifications and estimate for this project to be let for bid.

Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse recommended approval of the Final Order of Determination for Greenfield Acres Subdivision in Saginaw Twp., based on the resident support at the public hearing and the percentage of residents who signed the petition.

Commissioner Mallette moved, upon recommendation of Director of Engineering Whiteherse, to approve the following resolution:

WHEREAS: The residents of Greenfield Acres Subdivision (lots 9,10 and 28-167) and Greenfield Acres No. Two Subdivision (lots 172-206) have approached the Road Commission about improving their roadways; And

WHEREAS: A petition has been filed with the Road Commission, containing signatures of more than 51% of the property owners within this district, pursuant with Public Act 246 of 1931 (MCL 41.271-290); And

WHEREAS: The proposed improvement is necessary for the benefit of the public and is for the benefit of the public welfare and convenience;

WITNESSETH:

NOW, THEREFORE, BE IT RESOLVED that The Saginaw County Road Commission issues a Final Order of Determination that the proposed improvements move forward, and approves the plans, specifications and estimate for this project to be let for bid.

Supported by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed Local Bridge Funding and recommended the approval of the FY2016 Local Bridge Funding Program Resolution.

Director of Engineering Whiteherse discussed the list of bridges to be submitted for the Local Bridge Program (FY 2016) and recommended acceptance of the following resolution:

Commissioner Sangster moved to accept the following bridge submittal list for consideration under the Local Bridge Program (FY 2016). These applications have been reviewed and we at the Saginaw County Road Commission are actively seeking participation in the replacement of the following structures:

1. Curtis Road over the Dead Creek (Replacement)
2. Morseville Road over the Silver Creek (Replacement)
3. Schomaker Road over the Swan Creek (Replacement)
4. Peet Road over the Lamb Creek (Replacement)
5. Chesaning Road over the Misteguay Creek (Replacement)

Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the bid tabulations for Dude Estates Subdivision in Thomas Twp. and recommended awarding it to the lowest and best bidder, Pyramid Paving, contingent upon Township approval.

Commissioner Crannell moved to award the Dude Estate Subdivision in Thomas Twp. to Pyramid Paving, the lowest and best bidder, contingent upon Township approval. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sangster moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:35 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 14th of May, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. The introduction of the new District 4 (Hemlock) Foreman, Jason Brown, was made.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sangster moved to approve the agenda. Seconded by Commissioner Sholtz.
Ayes 5 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of April 24, 2013. Seconded by Commissioner Crannell.
Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Crannell.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Director of Finance & Benefits Girard presented the FY 2013 Amended Budget. After some discussion and explanation, Mr. Girard recommended approval of said Amended Budget.

Commissioner Mallette moved to approve the FY 2013 Amended Budget as presented. Seconded by Commissioner Sangster.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the MDOT contract for Pruess Road over the McClellan Run Drain in Richland Township and recommended approval of said contract & resolution.

Commissioner Sangster moved, upon recommendation of Director of Engineering Whiteherse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of May 14, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Saginaw County, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated April 4, 2013, attached hereto and made a part hereof:

PART A – FEDERAL AND STATE PARTICIPATION

The removal and replacement of the structure B01 of 73-19-28 (#9397), which carries Pruess Road over the McClellan Run Drain, Section 24, T12N, R2E, Richland Township, Saginaw County, Michigan; the reconstruction of the approaches to the structure for approximately 101 feet southerly and 91 feet northerly of the structure; and all together with necessary related work.

PART B – NO FEDERAL OR STATE PARTICIPATION

Nameplate installation work for the structure B01 of 73-19-28 (#9397), which carries Pruess Road over the McClellan Run Drain; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SECTION 144 OF TITLE 23 USC
(HIGHWAY BRIDGE REPLACEMENT AND REHABILITATION PROGRAM)

WHEREAS, the PROJECT has been approved for financing in part with funds appropriated to the Local Bridge Fund pursuant to Section 10(5) of Act 51, Public Acts of 1951, as amended, for the state Local Bridge Program; and

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

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

Director of Engineering Whitehorse discussed the MDOT contract for Fergus Road over the Shiawassee River in St. Charles Township and recommended approval of said contract & resolution.

Commissioner Mallette moved, upon recommendation of Director of Engineering Whitehorse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of May 14, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Saginaw County, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated April 3, 2013, attached hereto and made a part hereof:

PART A – FEDERAL AND STATE PARTICIPATION

The removal and replacement of the structure B01 of 73-22-22 (#9209), which carries Fergus Road over the Shiawassee River, Section 22, T10N, R3E, St. Charles Township, Saginaw County, Michigan; the reconstruction of the approaches to the structure for approximately 285 feet southerly and 335 feet easterly of the structure; and all together with necessary related work.

PART B – NO FEDERAL OR STATE PARTICIPATION

Nameplate installation work for the structure B01 of 73-22-22 (#9209), which carries Fergus Road over the Shiawassee River; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT has been approved for financing in part with funds appropriated to the Local Bridge Fund pursuant to Section 10(5) of Act 51, Public Acts of 1951, as amended, for the state Local Bridge Program; and

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Crannell.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

Director of Maintenance Medina discussed the Spring Gravel Bids and recommended awarding them to Wirt Stone Dock, the lowest and best bid.

Commissioner Sangster moved to award the Spring Gravel Bids to Wirt Stone Dock, the lowest and best bid. Seconded by Commissioner Mallette.

Ayes 5 (Sangster, Mallette, Sholtz, Crannell, Hare) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sangster moved to adjourn. Seconded by Commissioner Mallette. Motion Carried. **TIME: 9:35 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 28th of May, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sangster moved to approve the agenda. Seconded by Commissioner Mallette. Ayes 5 Nays 0.

Commissioner Sholtz moved to approve the minutes of the regular meeting of May 14, 2013. Seconded by Commissioner Sangster. Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Mallette. Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard discussed the County Road Commissions' Insurance Conference (CRASIF/MCRCSIP), July 24-25, 2013 at Soaring Eagle Casino in Mt. Pleasant and recommended sending 3 Staff plus any Commissioners interested in attending.

Commissioner Sangster moved to send 3 Staff plus any Commissioners interested, to the County Road Commissions' Insurance Conference (CRASIF/MCRCSIP), July 24-25, 2013 at Soaring Eagle Casino in Mt. Pleasant. Seconded by Commissioner Mallette. Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard explained that an employee has requested to purchase generic service credit time through Michigan Employees Retirement System (MERS). The cost is

solely the responsibility of the employee, with no cost to the Road Commission. This process required the Chairperson's signature on their resolution. Mr. Borchard recommends approval of this requests.

Commissioner Mallette moved to approve the employees' requests for the purchase of generic service credit time through MERS. Seconded by Commissioner Sangster.
Ayes 5 Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sangster moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:13 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 11th of June, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sangster moved to approve the agenda with additions. Seconded by Commissioner Sholtz.
Ayes 5 Nays 0.

Commissioner Mallette moved to approve the minutes of the regular meeting of May 28, 2013. Seconded by Commissioner Sangster.
Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Mallette.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Director of Engineering Whiteherse discussed the MDOT Contract for the Installation of Traffic Signals for Non-Motorized Path Crossing on Tittabawassee Rd. at Center Rd., Saginaw Twp. & Kochville Twp. and recommended acceptance of said resolution.

Commissioner Sangster moved, upon recommendation of Director of Engineering Whiteherse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, is made and entered into this date of June, 11, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF

SAGINAW, MICHIGAN, hereinafter referred to as the "BOARD"; for the purpose of fixing the rights and obligations of the parties in agreeing to the maintenance and operation of the following construction improvements, hereinafter referred to as the "PROJECT":

Installation of traffic signals to accommodate a non-motorized path crossing Tittabawassee Road at Center Road within right-of-way under the jurisdiction of the BOARD; together with necessary related work, located within Saginaw and Kochville Townships, Saginaw County, Michigan.

WITNESSETH:

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and the maintenance and operation of the facility to be constructed as the PROJECT and desire to set forth this understanding in the form of a written agreement.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Sholtz, Crannell, Mallette) Nays 0.

Director of Engineering Whiteherse gave an overview on the MDOT Engineering Reimbursement. With everything being in order, he recommended submitting for this reimbursement.

Commissioner Crannell moved to approve the submittal of the MDOT Engineering Reimbursement. Seconded by Commissioner Sholtz.

Ayes 5 (Hare, Sangster, Sholtz, Crannell, Mallette) Nays 0.

Director of Engineering Whiteherse discussed the bid tabs for Bueche Rd. between M-57 Volkmer in Maple Grove Twp. and recommended awarding the contract to Zervan Bros., the lowest & best bid (corrected bid = \$105,824.36).

Commissioner Sangster moved to award the contract for Bueche Rd. between M-57 & Volkmer contract to Zervan Bros., the lowest & best bid. Seconded by Commissioner Sholtz.

Ayes 5 (Hare, Sangster, Sholtz, Crannell, Mallette) Nays 0.

Director of Engineering Whiteherse discussed the bid tabs for Ederer Rd. from Pretzer to Fordney in Richland Twp. & Fremont Twp. and recommended awarding the contract to Zervan Bros., the lowest & best bid.

Commissioner Sangster moved to award the contract for Ederer Rd. from Pretzer to Fordney in Richland Twp. & Fremont Twp. to Zervan Bros., the lowest & best bid. Seconded by Commissioner Mallette.

Ayes 5 (Hare, Sangster, Sholtz, Crannell, Mallette) Nays 0.

Director of Engineering Whiteherse discussed the Greenfield Acres Subdivision in Saginaw Twp. and recommended awarding the contract to Ace-Saginaw Paving, the lowest & best bid.

Commissioner Crannell moved to award the contract for Greenfield Acres Subdivision in Saginaw Twp. contract to Ace-Saginaw Paving, the lowest & best bid. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Sholtz, Crannell, Mallette) Nays 0.

Director of Engineering discussed the Bid Tab for Riser Subdivision in Saginaw Twp. and recommended award the contract to Ace-Saginaw Paving, the lowest & best bid.

Commissioner Crannell moved to award the contract for Riser Subdivision in Saginaw Twp. to Ace-Saginaw Paving, the lowest & best bid. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Sholtz, Crannell, Mallette) Nays 0.

Director of Engineering Whiteherse discussed the Preliminary Plat for Springwood 3 & 4 in Tittabawassee Twp. and recommended approval of said plat.

Commissioner Sangster moved to approve the Preliminary Plat for Springwood 3 & 4 in Tittabawassee Twp. Seconded by Commissioner Crannell.

Director of Engineering Whiteherse discussed the Preliminary Plat for Quail Hollow II in Tittabawassee Twp. and recommended approval of said plat.

Commissioner Crannell moved to approve the Preliminary Plat for Quail Hollow II in Tittabawassee Twp. Seconded by Commissioner Mallette.

Director of Finance & Benefits Girard discussed and recommended acceptance of the following resolution to move \$1,500,000 from the primary fund balance to the local fund balance.

Commission Sangster moved to approve the following resolution:

**SAGINAW COUNTY ROAD COMMISSION
OPTIONAL TRANSFER OF FUND BALANCES
12-31-2012**

As of December 31, 2012, the Saginaw County Road Commission has the following breakdown of fund balances:

Primary	\$2,344,360.02
Local	\$386,010.25
County	\$3,368,229.38
TOTAL:	\$6,098,599.65

According to Act 51, there can be an optional transfer between Primary and Local. The amount transferred from Primary to Local cannot exceed 30% of the MTF-Primary Fund on the Act 51 report. (An additional amount, not to exceed 20% per year of the amount returned to a county for use on the county primary road system, may be expended on the county local road

system of that county if there is an emergency or if the county road commission determines that an additional 20% may be expended on the county local road system.)

These lines are as follows:
Michigan Transportation Fund – **Primary**

Engineering	\$6,673
Snow Removal	
Urban Road	\$1,030,469
Allocation	\$6,967,393
TOTAL:	\$8,004,535
Limit	30%
Maximum Transfer Allowable	\$2,401,361

Recommendation of \$1,500,000 to be transferred from Primary Fund to Local Fund.
This would bring the new Fund Balances to:

Primary	\$844,360.02
Local	\$1,886,010.25
County	\$3,368,229.38
TOTAL:	\$6,098,599.65

Seconded by Commissioner Mallette.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:
Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sangster moved to adjourn. Seconded by Commissioner Sholtz. Motion Carried. **TIME: 9:38 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 25th of June, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sangster moved to approve the agenda. Seconded by Commissioner Sholtz.
Ayes 5 Nays 0.

Commissioner Mallette moved to approve the minutes of the regular meeting of June 11, 2013. Seconded by Commissioner Sangster.
Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Sholtz
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS: None

UNFINISHED BUSINESS: None

A motion was made by Commissioner Sangster to defer from the regular order of business and open up the public hearing. Seconded by Commissioner Mallette.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC HEARING: Heather Thomas of Gardner, Provenzano, Thomas & Luplow, PC CPA presented the FY2012 Audit.

A motion was made by Commissioner Mallette to return to the regular order of business. Seconded by Commissioner Sangster.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

NEW BUSINESS:

Director of Finance & Benefits Girard discussed the ACT-51 Document for submittal to the State and recommended acceptance of the same.

Commissioner Sangster moved to approve the ACT-51 Document for submittal to the State. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Finance & Benefits Girard recommended approval of the FY2012 Audit.

Commissioner Mallette moved to approve the FY2012 Audit as presented. Seconded by Commissioner Sholtz.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the Annual MCRCSIP Meeting and recommended naming Dennis Borchard as the voting delegate and Scott Hare as the alternate voting delegate.

Commissioner Mallette moved to name Dennis Borchard as the voting delegate and Scott Hare as the alternate voting delegate for the Annual MCRCSIP Meeting. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the Annual CRASIF Meeting and recommended naming Dennis Borchard as the voting delegate and Scott Hare as the alternate voting delegate.

Commissioner Mallette moved to name Dennis Borchard as the voting delegate and Scott Hare as the alternate voting delegate for the Annual CRASIF Meeting. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the MERS Annual Meeting, October 1-3, 2013 at the Grand Traverse Resort in Traverse City and recommended sending two employees (Borchard & Girard) plus any Commissioners interested in attending.

Commissioner Mallette moved to approve sending two employees (Borchard & Girard) plus any Commissioners interested in attending to the MERA Annual Meeting, October 1-3, 2013 at the Grand Traverse Resort in Traverse City. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the Blue Water Highway Council Quarterly Meeting, July 23, 2013 at the Double Tree in Bay City and recommended sending 4 staff plus any Commissioners interested in attending.

Commissioner Mallette moved to approve sending 4 staff plus and Commissioners interested, to the Blue Water Highway Council Quarterly Meeting on July, 23, 2013 at the Double Tree in Bay City. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard explained that an employee has requested to purchase generic service credit time through Michigan Employees Retirement System (MERS). The cost is solely the responsibility of the employee, with no cost to the Road Commission. This process required the Chairperson's signature on their resolution. Mr. Borchard recommends approval of this request.

Commissioner Mallette moved to approve the employees' requests for the purchase of generic service credit time through MERS. Seconded by Commissioner Sangster.

Ayes 5 Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Crannell moved to adjourn. Seconded by Commissioner Mallette. Motion Carried. **TIME: 9:42 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 23rd of July, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Also present were SCRC Employees: Randy Emeott, Ryan Whiteherse, Tom Luck & Mike Girard to discuss the clerk's job description.

TIME: 9:00 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sholtz moved to approve the agenda with additions. Seconded by Commissioner Crannell.

Ayes 5 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of June 25, 2013. Seconded by Commissioner Sholtz.

Ayes 5 Nays 0.

Commissioner Sholtz moved to receive the accounts payable and payroll vouchers, including electronic deposits (7-9-13 & 7-23-13). Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Managing Director Borchard discussed the Naming of the Voting Delegate and Alternate Voting Delegate for the MERS Annual Meeting, October 1-3, 2013 at Grand Traverse Resort. Mr. Borchard recommended naming himself as the Voting Delegate and Mike Girard as the Alternate Voting Delegate.

Commissioner Mallette moved to name Dennis Borchard as the Voting Delegate for the MERS Annual Meeting and Mike Girard as the Alternate Voting Delegate for the MERS Annual Meeting, October 1-3, 2013 at Grand Traverse Resort. Seconded by Commissioner Crannell.

Ayes 5 Nays 0.

Managing Director Borchard discussed the Superintendent's Seminar, October 2-4, 2013 in Manistee and recommended sending three employees (Medina, Hudec & Brieske) to said seminar.

Commissioner Mallette moved to approve sending three employees to the Superintendent's Seminar, October 2-4, 2013 in Manistee. Seconded by Commissioner Sangster.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the Midland Area Transportation System (MATS) and recommended the approval of the letter designating Ryan Whiteherse as the Saginaw County Road Commission's (SCRC) representative; while naming Dennis Borchard, Scott Hare & Kim Lubberda as alternates in the event that Mr. Whiteherse is unable to attend.

Commissioner Crannell moved to name Ryan Whiteherse as the SCRC Representative for the MATS and Dennis Borchard, Scott Hare & Kim Lubberda as Alternate Representatives. Seconded by Commissioner Sangster.
Ayes 5 Nays 0.

Director of Maintenance Medina discussed the Drainage Project for East Rd. between Chesaning Rd. & Gary Rd. in Maple Grove Twp. and recommended awarding the contract to the lowest and best bidder, Vincke Excavating.

Commissioner Sangster moved to award the Drainage Project for East Rd. between Chesaning Rd. & Gary Rd. in Maple Grove Twp. to the lowest & best Bidder, Vincke Excavating. Seconded by Commissioner Mallette.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the NMARC/ASMRC 1st Annual Joint Conference, September 4-6, 2013 at Boyne Mountain and recommended sending two Staff plus any Commissioners interested in attending.

Commissioner Sangster moved to send two Staff plus any Commissioners interested in attending to the NMARC/ASMRC 1st Annual Joint Conference, September 4-6, 2013 at Boyne Mountain. Seconded by Commissioner Crannell.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Mallette moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:34 a.m.**

CHAIRPERSON

Todd M. Hare

BOARD SECRETARY

Jennifer Brieske

**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

Tuesday, the 13th of August, 2013

Present Commissioners: **Sangster, Mallette, Crannell & Sholtz.**
Absent: **Hare**

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Commissioner Hare was absent.

TIME: 8:30 a.m. The regular meeting was called to order: Vice-Chairperson Sangster presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Mallette moved to approve the agenda with additions. Seconded by Commissioner Crannell.

Ayes 4 Nays 0.

Commissioner Sholtz moved to approve the minutes of the regular meeting of July 23, 2013. Seconded by Commissioner Mallette.

Ayes 4 Nays 0.

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

Ayes 4 (Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS: Steve Warren and John Frenenall of OHM Advisors were present for Agenda Item #4.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Director of Engineering Whiteherse discussed the Design Contract for Hemmeter from Brockway to State in Saginaw Twp. and recommended awarding it to Spicer Group in the amount of \$54,969.34.

Commissioner Crannell moved to award the Design Contract for Hemmeter from Brockway to State in Saginaw Twp. to Spicer Group in the amount of \$54,969.34. Seconded by Commissioner Sholtz.

Ayes 4 (Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the Design Contract for McCarty Rd. from Bay to Fashion Square in Saginaw Twp. and recommended awarding it to OHM Advisors in the amount of \$43,894.75.

Commissioner Sholtz moved to award the Design Contract for McCarty Rd. from Bay to Fashion Square in Saginaw Twp. to OHM Advisors in the amount of \$43,894.75. Seconded by Commissioner Crannell.

Ayes 4 (Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the Cross Culvert Replacement on S. Miller Rd. in Thomas Twp. and recommended awarding it to Tri-Valley Landscaping, the lowest and best bid.

Commissioner Crannell move to award the Cross Culvert Replacement on S. Miller Rd. in Thomas Twp. to Tri-Valley Landscaping, the lowest and best bid. Seconded by Commissioner Sholtz.

Ayes 4 (Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering discussed a SAW (Storm Water, Asset Management, Waste Water) Grant and then turned this portion of the meeting over to Steve Warren and Dan Frendenall of OHM Advisors to give a short presentation on what assistance their firm can offer the Road Commission.

Steve Warren gave a power point presentation on the SAW Grant. This is a State of Michigan Department of Environmental Quality funding program to help assist with clean streams and drainage systems. The program is allocating \$450 million to communities and road agencies. This program is designed to assist in developing an asset management plan, storm water management plan & to design storm sewer improvements. The Road Commission will be responsible for a 10% local match for the first \$1 million or 25% local match for up to \$2 million. This grant money is first come, first serve distribution. The application must be in by December 2, 2013. If the Road Commission is not awarded any grant money, OHM will not charge for their services. If the Road Commission is awarded grant money, OHM's administrative fees will be included in the Grant.

After much discussion, Commissioner Mallette moved to concur with the Director of Engineer's recommendation to award the preparation of the SAW Grant Application to OHM Advisors. Seconded by Commissioner Crannell.

Ayes 4 (Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whiteherse discussed the switching of job locations for Zervan Bros. who were awarded a drainage contract. It has been decided that the Ederer Rd. Project will not include drainage as originally presented to the Board. Mr. Whiteherse is requesting that we move Zervan Bros., with the same pricing, to the Ferden Road (from S. Oakley to Fordney Rd.) Project.

Commissioner Crannell moved to move the Zervan Bros. Drainage Contract from Ederer Rd. to Ferden Rd. per the recommendation of the Engineer. Seconded by Commissioner Sholtz.

Ayes 4 (Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Director of Engineering Whiteherse discussed a Proposed ORV Ordinance that was introduced at the County Services Committee on August 6, 2013. Commissioner Wurtzel has asked the Road Commission for their input on the ordinance. After much discussion, it was determined that Director of Engineering Whiteherse would send a letter stating concerns discussed today and not supporting nor opposing the ordinance.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Mallette moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:40 a.m.**

VICE-CHAIRPERSON

BOARD SECRETARY

John D. Sangster

Jennifer Brieske

**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

Tuesday, the 10th of September, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:50 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Crannell moved to approve the agenda. Seconded by Commissioner Mallette. Ayes 5 Nays 0.

Commissioner Scholtz moved to approve the minutes of the regular meeting of August 13, 2013. Seconded by Commissioner Sangster. Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Mallette. Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard discussed the APWA 2013 Snowplow Rodeo & Equipment Show. SCRC Employees Chris Burke & Donald Holland, Jr. are entered in the competition. Mr. Borchard is requesting approval for hotel expenses for these 2 employees for the evening prior to the event. Four Management Employees (Borchard, Medina, Hudec & Emeott) will drive to Kentwood the morning of the event.

Commissioner Mallette moved to approve the hotel expenses for two employees (Burke & Holland) for the evening prior to the APWA 2013 Snowplow Rodeo. Seconded by Commissioner Sangster. After some discussion, the motion was amended by Commissioner Mallette to include any Commissioner interested in attending the event. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Whitehorse discussed three MDOT Design Contracts:

Commissioner Sangster moved, upon recommendation of Director of Engineering Whitehorse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Modified Standard Agreement Provisions), is made and entered into this date of September 10, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the performance of reports and studies, as well as the surveys and design, necessary for the construction of the following improvements in Saginaw County, Michigan, which preliminary engineering is hereinafter referred to as the "PROJECT":

The performance of preliminary engineering activities for the widening of Wieneke Road from Weiss Road to Shattuck Road; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Mallette.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Commissioner Sangster moved, upon recommendation of Director of Engineering Whitehorse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Modified Standard Agreement Provisions), is made and entered into this date of September 10, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the performance of reports and studies, as well as the surveys and design, necessary for the construction of the following improvements in Saginaw County, Michigan, which preliminary engineering is hereinafter referred to as the "PROJECT":

The performance of preliminary engineering activities for the widening of McCarty Road from Bay Road (Highway M-84) to Fashion Square Boulevard; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Mallette.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Commissioner Sangster moved, upon recommendation of Director of Engineering Whiteherse, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Modified Standard Agreement Provisions), is made and entered into this date of September 10, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the performance of reports and studies, as well as the surveys and design, necessary for the construction of the

following improvements in Saginaw County, Michigan, which preliminary engineering is hereinafter referred to as the "PROJECT":

The performance of preliminary engineering activities for the resurfacing of Hemmeter Road from Brockway Road to State Road; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Mallette.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Commissioners' Comments: Commissioner Mallette thanked Director of Engineering Ryan Whiteherse for all he's done for the Road Commission and wished him luck on his new career opportunity.

Extended Public Comments:

There being no further business, Commissioner Sholtz moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:47 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 24th of September, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Whiteherse, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Sangster moved to approve the agenda. Seconded by Commissioner Crannell. Ayes 5 Nays 0.

Commissioner Mallette moved to approve the minutes of the regular meeting of September 10, 2013. Seconded by Commissioner Sholtz. Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Mallette. Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard brought up the 2014 Con-Expo Show in Las Vegas, NV for discussion purposes only.

Managing Director Borchard discussed the Policy 5.01 – Hazard Communication Program and recommended approving the amended policy.

Commissioner Mallette moved to approve the Amended Policy 5.01 – Hazard Communication Program. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Director of Engineering Whiteherse; Managing Director Borchard.

Managing Director Borchard thanked Ryan Whiteherse for his involvement with the organization and the Townships'. Mr. Borchard wished Mr. Whiteherse well on his new career path.

Commissioners' Comments: The Commissioners thanked Director of Engineering Ryan Whiteherse for his services to the Road Commission and wished him luck on his new career.

Extended Public Comments:

There being no further business, Commissioner Sangster moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:04 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 8th of October, 2013

Present Commissioners: **Hare, Sangster & Mallette.**
Absent: **Crannell & Sholtz.**

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Mallette moved to approve the agenda with additions. Seconded by Commissioner Sangster.
Ayes 3 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of September 24, 2013. Seconded by Commissioner Mallette.
Ayes 3 Nays 0.

Commissioner Mallette moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Sangster.
Ayes 3 (Hare, Sangster, Mallette) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard discussed the MDOT Contract for Miller Rd. from Gratiot Rd. to State St. in Thomas Twp. Mr. Borchard recommended the approval of the Resolution and Contract.

Commissioner Sangster moved, upon recommendation of Managing Director Borchard, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of October 8, 2013, by and between the MICHIGAN

DEPARTMENT OF TRANSPORTATION, hereinafter referred to as “DEPARTMENT”; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the “REQUESTING PARTY”; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Saginaw County, Michigan, hereinafter referred to as the “PROJECT” and estimated in detail on EXHIBIT “I”, dated September 3, 2013, attached hereto and made a part hereof:

PART A – FEDERAL PARTICIPATION

Center left-turn lane work along Miller Road from Gratiot Road (Highway M-46) to State Street; including pavement removal, subbase, aggregate base, storm sewer, drainage improvement, hot mix asphalt paving, concrete drive, concrete curb and gutter, concrete sidewalk, and sidewalk ramp work; and all together with necessary related work.

PART B – NO FEDERAL PARTICIPATION

Watermain work along Miller Road from Gratiot Road (Highway M-46) to State Street; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference “FHWA” in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Mallette.
Ayes 3 (Hare, Sangster, Mallette) Nays 0.

Managing Director Borchard discussed the Design Contract for Wieneke & Shattuck Rd. in Saginaw Twp. and recommended awarding it to Rowe Professional Services, the lowest and best bid.

Commissioner Mallette moved to award the Design Contract for Wieneke & Shattuck Rd. in Saginaw Twp. to Rowe Professional Services, the lowest and best bid. Seconded by Commissioner Sangster.

Ayes 3 (Hare, Sangster, Mallette) Nays 0.

Commissioner Mallette made a motion to receive and file the information on the 2014 Con-Expo Show in Las Vegas, NV, March 4-8, 2014. Seconded by Commissioner Sangster.

Ayes 3 (Hare, Sangster, Mallette) Nays 0.

Director of Finance & Benefits Girard explained that an employee has requested to purchase generic service credit time through Michigan Employees Retirement System (MERS). The cost is solely the responsibility of the employee, with no cost to the Road Commission. This process required the Chairperson's signature on their resolution. Mr. Borchard recommends approval of this request.

Commissioner Sangster moved to approve the employees' requests for the purchase of generic service credit time through MERS. Seconded by Commissioner Mallette.

Ayes 3 Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sangster moved to adjourn. Seconded by Commissioner Mallette. Motion Carried. **TIME: 9:07 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 22nd of October, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairperson Hare presiding. All present as before: Managing Director Borchard, Director of Finance & Benefits Girard and Board Secretary Brieske. Director of Maintenance Medina was absent.

The Pledge of Allegiance was recited in unison.

Commissioner Mallette moved to approve the agenda with additions. Seconded by Commissioner Sholtz.

Ayes 5 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of October 8, 2013. Seconded by Commissioner Mallette.

Ayes 5 Nays 0.

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

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard discussed the Blue Water Highway Council Quarterly Meeting, October 24, 2013 in Caro, MI and recommended sending two staff plus any Commissioners interested in attending.

Commissioner Sangster moved to approve sending two staff plus any Commissioners interested in attending to the Blue Water Highway Council Quarterly meeting on October 24, 2013 in Caro, MI. Seconded by Commissioner Sholtz.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the 2013 Concrete Pavement and Curb Repairs bid and recommended awarding the contract to Rohde Brothers Excavating, the lowest and best bid, contingent upon Township approval.

Commissioner Sangster moved to award the 2013 Concrete Pavement and Curb Repair contract to Rohde Brothers Excavating, the lowest and best bid, contingent upon Township approval. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the plat for Springwood No. 3 in Tittabawassee Twp. and requested approval and signing of the plat.

Commissioner Mallette moved to approve and sign the plat for Springwood No. 3 in Tittabawassee Twp. Seconded by Commissioner Crannell.

Ayes 5 Nays 0.

Managing Director Borchard discussed the Tom Cresswell Bridge Removal in Spaulding Twp. and requested pre-approval of awarding the contract to the lowest & best bid at the November 4, 2013 bid opening.

Commissioner Sholtz moved to pre-approve the awarding of the Tom Cresswell Bridge Removal in Spaulding Twp. to the lowest and best bid at the November 4, 2013 bid opening. Seconded by Commissioner Crannell.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Mallette moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 8:53 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 12th of November, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Angela Garner and Brandon Weslock of Brown & Brown were present to explain and answer questions on the 2014 health care plan.

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

The Pledge of Allegiance was recited in unison.

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

Ayes 5 Nays 0.

Commissioner Mallette moved to approve the minutes of the regular meeting of October 22, 2013. Seconded by Commissioner Sangster.

Ayes 5 Nays 0.

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

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

The Commissioners welcomed Joe Wisniewski, Director of Engineering.

PUBLIC COMMENTS: Ryan Whiteherse, OHM Advisors was present for the awarding of contracts.

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard discussed an MDOT Contract for the transfer of ownership of the GPS CORS facilities in Saginaw County.

Commissioner Sangster moved, upon recommendation of Managing Director Borchard, to approve the MDOT contract and offered the following resolution:

This contract is made and entered into this date of November 12, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; the BOARD OF COMMISSIONERS FOR SAGINAW COUNTY; hereinafter referred to as the "COUNTY"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "BOARD"; for the purpose of fixing the rights and obligations of the parties in agreeing to the maintenance and operation of the MSRN (Michigan Spatial Network) with existing Continuously Operating References Stations (CORS) servicing the Michigan Spatial Network (MSRN) within Saginaw County, Michigan.

WITNESSETH:

WHEREAS, the DEPARTMENT maintains and operates the MSRN comprised of multiple CORS stations, located within Saginaw County and owned by the COUNTY and operated by the BOARD; and

WHEREAS, with advances in global positioning system "GPS" technology, the DEPARTMENT, as the MSRN administrator, desires to upgrade and maintain the system with modern hardware and software; and

WHEREAS, due to constraints in BOARD funding availability, the parties agree that it would be beneficial for upgrading and transfer ownership of the CORS stations to the DEPARTMENT, which upgrading and transfer of ownership is hereinafter referred to as the "PROJECT", and is further described and located as follows:

Transfer of ownership from the COUNTY to the DEPARTMENT of the GPS CORS facilities at the following locations: The BOARD'S garage located at 700 Lansing Street, Chesaning MI 48616; the BOARD'S garage located at 330 Cedar Street, Hemlock MI 48626; and The Taymouth Township Hall located at 4343 Birch Run Road, Birch Run MI 48415; and all together with necessary related work, all located within Saginaw County, Michigan; and

WHEREAS, the DEPARTMENT, the COUNTY, and the BOARD desire to set forth this mutual understanding regarding the PROJECT in the form of a written agreement.

NOW, THEREFORE, it is understood that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Mallette.

Ayes 5 (Sangster, Mallette, Warner, Crannell, Hare) Nays 0.

Managing Director Borchard discussed the Road Commission's participation with the Midland Area Transportation Study (MATS) and recommended the signing of two letters, one for the MATS Technical Committee and one for the MATS Policy Committee naming Joe Wisniewski as the SCRC Representative and both Dennis Borchard & Scott Hare as the Alternates.

Commissioner Mallette moved to name Joe Wisniewski as the SCRC Representative and both Dennis Borchard & Scott Hare as the Alternates for the MATS Technical & Policy Committees. Seconded by Commissioner Sangster.

Ayes 5 (Sangster, Mallette, Warner, Crannell, Hare) Nays 0.

Managing Director Borchard discussed the Road Commission's participation with the Saginaw Metropolitan Area Transportation Study (SMATS) and recommended the signing of two letters, one for the SMATS Technical Committee and one for the MATS Policy Committee naming Joe Wisniewski as the SCRC Representative and both Dennis Borchard & Scott Hare as the Alternates.

Commissioner Mallette moved to name Joe Wisniewski as the SCRC Representative and both Dennis Borchard & Scott Hare as the Alternates for the SMATS Technical & Policy Committees. Seconded by Commissioner Sangster.

Ayes 5 (Sangster, Mallette, Warner, Crannell, Hare) Nays 0.

Managing Director Borchard discussed the Road Commission's participation with the Saginaw Area Storm Water Authority (SASWA) and recommended naming Joe Wisniewski as the SCRC Representative and both Dennis Borchard & Scott Hare as the Alternates.

Commissioner Mallette moved to name Joe Wisniewski as the SCRC Representative and both Dennis Borchard & Scott Hare as the Alternates for the Saginaw Area Storm Water Authority. Seconded by Commissioner Sangster.

Ayes 5 (Sangster, Mallette, Warner, Crannell, Hare) Nays 0.

Managing Director Borchard presented the 2014 SASWA Apportionment of Operational Costs and 2014 Budget and recommended approval of the same.

Commissioner Sangster offered the following resolution and moved for adoption.

WHEREAS, Saginaw County Road Commission has previously joined the Saginaw Area Storm Water Authority, hereafter "Authority", and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority and

WHEREAS, two-thirds (2/3) of the legislative bodies of the Member Municipalities are required to approve the apportionment of the annual operating costs of the Authority and

WHEREAS, the authority is required to file with the legislative bodies of the Member Municipalities an annual budget for the next fiscal year covering the proposed expenditures to be made for the organization and operation of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Saginaw County Board of Road Commissioners as follows:

1. The apportionment of the 2014 annual operational costs for the Authority is approved as presented.
2. The 2014 annual budget of the Authority is received and accepted as presented.

The motion was seconded by Commissioner Crannell.
Ayes 5 (Sangster, Mallette, Warner, Crannell, Hare) Nays 0.

Managing Director Borchard discussed the Saginaw County Township Officers Association Annual Christmas Dinner on December 4, 2013 at Swan Valley Banquet Center and recommended sending any Management Employee and Commissioners interested in attending.

Commissioner Mallette moved to approve sending any Management Employee and Commissioners interested in attending the Saginaw County Township Officers Association Annual Christmas Dinner on December 4, 2013 at Swan Valley Banquet Center. Seconded by Commissioner Sangster.

Ayes 5 (Sangster, Mallette, Warner, Crannell, Hare) Nays 0.

Managing Director Borchard explained that an employee has requested to purchase generic service credit time through Michigan Employees Retirement System (MERS). The cost is solely the responsibility of the employee, with no cost to the Road Commission. This process required the Chairperson's signature on their resolution. Mr. Borchard recommends approval of this requests.

Commissioner Sangster moved to approve the employees' requests for the purchase of generic service credit time through MERS. Seconded by Commissioner Mallette.

Ayes 5 Nays 0.

Director of Engineering Wisniewski discussed an MDOT Contract and Resolution for Treanor St. from Williamson Rd. to Farmer St. and along Farmer St. from Treanor St. to Dixie Highway and recommended acceptance of said contract and resolution.

Commissioner Mallette moved, upon recommendation of Managing Director Borchard, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of November 12, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "DEPARTMENT"; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Saginaw County, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated September 24, 2013, attached hereto and made a part hereof:

Hot mix asphalt resurfacing work along Treanor Street from Williamson Road to Farmer Street and along Farmer Street from Treanor Street to Dixie Highway; including crushing and shaping, aggregate shoulder, drainage improvement concrete curb and gutter, and sidewalk ramp work; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference “FHWA” in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Sangster.

Ayes 5 (Sangster, Mallette, Warner, Crannell, Hare) Nays 0.

Director of Engineering Wisniewski discussed an MDOT Contract and Resolution for Gasper Rd. from Fergus Rd. to Gary Rd. and Gary Rd. from Gasper Rd. to Lincoln Rd. and recommended acceptance of said contract and resolution.

Commissioner Mallette moved, upon recommendation of Managing Director Borchard, to approve the MDOT contract and offered the following resolution:

THIS CONTRACT, consisting of PART I and PART II (Modified Standard Agreement Provisions), is made and entered into this date of November 12, 2013, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as “DEPARTMENT”; and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SAGINAW, MICHIGAN, hereinafter referred to as the “REQUESTING PARTY”; for the purpose of fixing the rights and obligations of the parties in agreeing to the performance by the REQUESTING PARTY of preliminary engineering, consisting of the preparation of reports and studies, as well as the surveys and design, necessary for the construction of the following improvements in Saginaw County, Michigan, which preliminary engineering is hereinafter referred to as the “PROJECT”:

The performance of preliminary engineering activities for hot mix asphalt paving work along Gasper Road from Fergus Road southerly to Gary Road and along Gary Road from Gasper Road easterly to Lincoln Road; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference “FHWA” in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, BE IT RESOLVED that Todd M. Hare, Chairperson, and Jennifer Brieske, Board Secretary, be authorized to execute this agreement between the Michigan Department of Transportation and Board of County Road Commissioners of Saginaw County, Michigan, for this Board.

Supported by Commissioner Crannell.

Ayes 5 (Sangster, Mallette, Warner, Crannell, Hare) Nays 0.

Director of Engineering Wisniewski discussed Brookside Estates Site Condominium in Thomas Twp. and with everything being in order, recommended acceptance into the Saginaw County Road System for maintenance purposes.

Commissioner Mallette moved to approve the following resolution:

WHEREAS, the Saginaw County Road Commission did accept the **Brookside Estates Site Condominium, Thomas Township for Maintenance Purposes**; and

WHEREAS, it is necessary to furnish certain information to the State of Michigan to place this street/site condominium within the Saginaw County Road system for the purpose of obtaining funds under Act 51, P.A. 1951 as amended;

NOW, THEREFORE, BE IT RESOLVED, that the **Brookside Estates Site Condominium, Thomas Township for Maintenance Purposes** is accepted in the Saginaw County Road System.

Seconded by Commissioner Sangster.

Ayes 5 Nays 0.

Director of Engineering discusses the Preliminary Plat for Meadowlark Estates Phase 2 in Saginaw Twp. and recommended approval of said plat.

Commissioner Sangster moved to approve the Preliminary Plat for Meadowlark Estates Phase 2 in Saginaw Twp. Seconded by Commissioner Mallette.

Ayes 5 Nays 0.

Director of Engineering discusses the Preliminary Plat for Quail Hallow II in Tittabawassee Twp. and recommended approval of said plat.

Commissioner Sangster moved to approve the Preliminary Plat for Quail Hallow II in Tittabawassee Twp. Seconded by Commissioner Mallette.
Ayes 5 Nays 0.

Director of Engineering Wisniewski discussed the Design Contract for Dehmel Rd. over the Dead Creek and recommended awarding it to the lowest and best bid, Rowe Professional Services.

Commissioner Sangster moved to award the Design Contract for Dehmel Rd. over the Dead Creek and recommended awarding it to the lowest and best bid, Rowe Professional Services. Seconded by Commissioner Sholtz.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the Design Contract for Gary & Gasper Road and recommended awarding it to the lowest and best bid, OHM Advisors.

Commissioner Crannell moved to award the Design Contract for Gary & Gasper Road and recommended awarding it to the lowest and best bid, OHM Advisors. Seconded by Commissioner Mallette.
Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the Design Contract for Fergus Rd. from the Shiawassee River to Gasper Rd. There was discussion on the scope of the project and after a call to MDOT, it was determined that survey work was not needed.

After much discussion, Commissioner Mallette moved to receive and file the information provided and have the Director of Engineering contact the three companies who formally bid, have them re-bid minus the survey changes and bring the bid tabulations back to the next meeting (11-26-13) for approval and awarding. Seconded by Commissioner Sholtz.

Director of Maintenance Medina discussed a Contract Renewal Request from Michigan Chloride Sales, LLC to extend their 2011 Calcium Chloride bid for the 2013 year.

Commissioner Sangster moved to deny the request from Michigan Chloride Sales, LLC and to bid out this proposal during our annual maintenance bids in March. Seconded by Commissioner Sholtz.
Ayes 5 Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina, Director of Engineering Wisniewski, Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sangster moved to adjourn. Seconded by Commissioner Mallette. Motion Carried. **TIME: 10:06 a.m.**

CHAIRPERSON

Todd M. Hare

BOARD SECRETARY

Jennifer Brieske

**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

Tuesday, the 26th of November, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

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

The Pledge of Allegiance was recited in unison.

Commissioner Mallette moved to approve the agenda with the removal of item #2. Seconded by Commissioner Sholtz.

Ayes 5 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of November 12, 2013. Seconded by Commissioner Mallette.

Ayes 5 Nays 0.

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

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS: Ryan Whiteherse, OHM Advisors was present with no comment.

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard stated that there has been discussion with a request to move hold the 2014 Organizational Meeting on January 7, 2104. He is recommending that the 2014 Organizational Meeting be held at 8:00 A.M. on Tuesday, January 7, 2014 with the first regular meeting immediately following at 8:30 A.M.

Commissioner Mallette moved to hold the 2014 Organizational Meeting be held at 8:00 A.M. on Tuesday, January 7, 2014 with the first regular meeting immediately following at 8:30 A.M. Seconded by Commissioner Sholtz.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the Design Contract for Fergus Road from Shiawassee River to Gasper Road and recommended awarding it to Rowe Professional Services, the lowest and best bid.

Commissioner Sangster moved to award the Design Contract for Fergus Road from Shiawassee River to Gasper Road to Rowe Professional Services, the lowest and best bid. Seconded by Commissioner Sholtz.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the Resolution authorizing the SAW Grant Agreement and recommended approval of said resolution.

After much discussion, Commissioner Mallette moved to approve the Resolution authorizing the SAW Grant Agreement. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina, Director of Engineering Wisniewski, Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sholtz moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:29 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske

**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

Tuesday, the 10th of December, 2013

Present Commissioners: **Sangster, Mallette, Crannell & Sholtz.**
Absent: **Hare.**

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Vice Chairman Sangster presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Finance & Benefits Girard and Board Secretary Brieske. Commission Hare & Director of Engineering Wisniewski were absent.

The Pledge of Allegiance was recited in unison.

Commissioner Sholtz moved to approve the agenda. Seconded by Commissioner Mallette.
Ayes 4 Nays 0.

Commissioner Mallette moved to approve the minutes of the regular meeting of November 26, 2013. Seconded by Commissioner Sholtz.
Ayes 4 Nays 0.

Commissioner Crannell moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Mallette.
Ayes 4 (Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Managing Director Borchard explained that we will be hosting the next Blue Water Highway Council Quarterly Meeting. The meeting will take place on Thursday, January 23, 2014 at 10:00 a.m. at the Black Forest Brew Haus in Frankenmuth. Mr. Borchard recommends sending and supervisory employees plus Commissioners interested in attending.

Commissioner Mallette moved to send any supervisory employees plus Commissioners interested in attending the Blue Water Highway Council Quarterly Meeting on January 23,

2014 at 10:00 a.m. at the Black Forest Brew Haus in Frankenmuth. Seconded by Commissioner Crannell.

Ayes 4 (Sangster, Mallette, Crannell, Sholtz) Nays 0.

Director of Finance & Benefits Girard distributed the FY2014 Draft Budget. This was an agenda item for discussion only. Mr. Girard reviewed the budget and answered questions. The FY2014 Budget will be presented at the 12-19-13 Board Meeting for Board approval.

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina, Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Mallette moved to adjourn. Seconded by Commissioner Sholtz. Motion Carried. **TIME: 9:04 a.m.**

VICE CHAIRPERSON

BOARD SECRETARY

John D. Sangster

Jennifer Brieske

**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

Thursday, the 19th of December, 2013

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

TIME: 8:00 a.m. Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

TIME: 8:30 a.m. The regular meeting was called to order: Chairman Hare presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Wisniewski, Director of Finance & Benefits Girard and Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Crannell moved to approve the agenda. Seconded by Commissioner Sangster. Ayes 5 Nays 0.

Commissioner Mallette moved to approve the minutes of the regular meeting of December 10, 2013. Seconded by Commissioner Sholtz. Ayes 5 Nays 0.

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Mallette. Ayes 5 (Hare, Sangster, Mallette, Crannell, Sholtz) Nays 0.

PUBLIC COMMENTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Director of Finance & Benefits Girard reviewed the FY 2013 Amended Budget and recommended approval.

Commissioner Sangster moved to approve the FY 2013 Amended Budget. Seconded by Commissioner Mallette. Ayes 5 (Hare, Sholtz, Sangster, Mallette, Crannell) Nays 0.

PUBLIC HEARING:

8:35 a.m. – Commissioner Sangster moved to defer from the regular order of business to

conduct the public hearing on the FY 2014 Budget. Seconded by Commissioner Mallette.
Ayes 5 (Hare, Sholtz, Sangster, Mallette, Crannell) Nays 0.

8:35 a.m. – With there being no public present, Commissioner Sangster moved to adjourn the public hearing and return to the regular order of business. Seconded by Commissioner Mallette.

Ayes 5 (Hare, Sholtz, Sangster, Mallette, Crannell) Nays 0.

Director of Finance & Benefits Girard presented the FY 2014 Budget. Mr. Girard answered questions regarding the budget and the attached synopsis on the budget.

Commissioner Sangster moved to approve the budget for FY 2014 fiscal year. Seconded by Commissioner Sholtz.

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

Commissioner Crannell moved to approve the General Appropriations Act and the following resolution:

For the purpose of administering the General Appropriations Act in accordance with the provisions of Public Act 621 of 1978, as amended, the following provisions are included:

1. Managing –Director is designated Chief Administrative Officer and Director of Finance and Benefits, is designated as Fiscal Officer.
2. The Chief Administrative Officer is authorized to transfer up to 25% of a line item amount approved in the General Appropriations Act to another line item without prior approval, but subject to approval of the Board of County Road Commissioners at their next regular Board Meeting.

Seconded by Commissioner Sangster.

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

Managing Director Borchard discussed the 48th Annual County Engineers' Workshop, February 11-13, 2014 in Manistee and recommended sending Joe Wisniewski, Director of Engineering to said seminar.

Commissioner Mallette moved to send Joe Wisniewski, Director of Engineering to the 48th Annual County Engineers' Workshop, February 11-13, 2014 in Manistee. Seconded by Commissioner Sangster.

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

Director of Engineering Wisniewski discussed the 2014 – 2015 Bridge Inspection Contract and recommended awarding it to Great Lakes Engineering Group, the lowest and best bid.

Commissioner Sangster moved to approve the 2014 – 2105 Bridge Inspection Contract to Great Lakes Engineering Group, the lowest and best bid. Seconded by Commissioner Mallette.

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

Director of Maintenance Medina discussed a request from Village Green to extend their 2013

contract for Vegetation Spraying (Proposal #20) for the 2014 year.

Commissioner Sangster moved to approve the request from Village Green to extend their 2013 contract for Vegetation Spraying (Proposal #20) for the 2014 year. Seconded by Commissioner Crannell.

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

Director of Maintenance Medina discussed a request from Fahrner Asphalt Sealers to extend their 2013 contract for Crack Sealing (Proposal #16) for the 2014 year.

Commissioner Mallette moved to approve the request from Fahrner Asphalt Sealers to extend their 2013 contract for Crack Sealing (Proposal #16) for the 2014 year. Seconded by Commissioner Sangster.

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

General Reports of Officers were given by:

Director of Finance & Benefits Girard; Director of Maintenance Medina, Director of Engineering Wisniewski, Managing Director Borchard.

Commissioners' Comments:

Extended Public Comments:

There being no further business, Commissioner Sholtz moved to adjourn. Seconded by Commissioner Crannell. Motion Carried. **TIME: 9:21 a.m.**

CHAIRPERSON

BOARD SECRETARY

Todd M. Hare

Jennifer Brieske