

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

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

**Organizational Meeting, Tuesday, the 12th of January, 2016**

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

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

The Pledge of Allegiance was recited in unison.

Commissioner Sangster appointed Managing Director Borchard as Temporary Chairperson.

Temporary Chairperson Borchard asked for nominations for permanent Chairperson of the Board for calendar year 2016.

Commissioner Sangster placed the name of Richard Crannell as Chairperson of the Board for calendar year 2016. Seconded by Commissioner Sholtz.

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

There being no additional names offered, Temporary Chairperson Borchard moved that nominations be closed and Richard Crannell be named Chairperson for 2016.

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

The gavel was returned to Chairperson Crannell from Temporary Chairperson Borchard.

Chairperson Crannell asked for nominations for Vice Chairperson of the Board for calendar year 2016.

Commissioner Sholtz moved to place the name of Deb Kestner as Vice Chairman of the Board for calendar year 2016. Seconded by Commissioner Sangster.

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

There being no additional names offered, Chairperson Crannell moved that nominations be closed and Deb Kestner be named Vice Chairperson for 2016.

Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0

It was unanimously determined that the method of conducting of business be according to Roberts Rules of Order, as amended, for calendar year 2016.

It was unanimously determined that during the calendar year 2016, the Board will meet on the Second and Fourth Tuesday of each month. The Board will meet at the Road Commission

Administration Building, 3020 Sheridan Avenue, Saginaw, Michigan, at 8:00 a.m. as a Committee of the Whole for the review and audit of vouchers, and at 8:30 a.m. to conduct the regular meeting of the Board, unless otherwise agreed to by the Board; and such other times and dates as might be called by the Chairman as a special meeting.

The following appointments were unanimously determined:

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

### **BANK RESOLUTION**

Commissioner Kestner 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 First Merit 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 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Commissioner Sangster moved to accept the Organizational Chart for 2016. Seconded by Commissioner Sholtz.

Ayes 5 Nays 0

Commissioner Sholtz 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 Kestner.

Ayes 5 Nays 0

**FROST FREE ROAD LIST**  
(LAST UPDATE 1-12-16)

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 State Road
Moorish Road	Birch Run to Rathbun
Morley Drive	0.25 mile N. of Holland Road (M-46)
W. Morley Drive	M-46 to Morley Drive
Nodular Drive	S. off E. Washington Road (M-81)
Old US 10 (Midland Rd)	Midland Road (M-47) to N. County Line
Orr Road	Gratiot to Frost
Orr Road	Geddes to the North 1 mile
Outer Drive	Hess Road 3300' North of M-81
Perkins Street	City Limits to 26th Street
Pierce Road	M-47 to Garfield
Pine Street (Hemlock)	Gratiot Road (M-46) to Doyle Road
Portsmouth Road	M-81 to Munger Road
Prospect Street	Dixie Highway to Williamson Road
Rathbun Road	Morseville to Moorish
Reserve Street	Tulane Street to Carrollton Road
River Road	Swan Creek Road to Gratiot (M-46)
Schomaker Road	Graham to West 700'
Schust Road	Barnard Road to 0.50 mi. W. of Bay Road (M-84)
Sharon Road	Village Limits of Oakley to Ditch Road
Sharon Road	VL of Chesaning to 1,300 feet north
Shattuck Road	N. Center Road to Carrollton Road
Sheridan Road	Treanor Street to Busch Road
Stoker Road	Michigan to Carrollton
Sugar Street	Carrollton Road to Sugar Plant
Sunshine Ct.	Graham Rd. to the West
Swan Creek Road	Center to Graham Road
Temple Ct.	West of Bay Rd (M-84)
Tittabawassee Road	M-47 to Westervelt Road

Townline Road	Chapin to Hemlock
Towerline Road	Hess to M-81
Trautner Drive	Bay to Davis
Tulane Street	Elm Street to Reserve Street
Tyler Street	Carrollton Road to Wayne Soap Company
Universal Drive	Bay Road to Fashion Square Blvd.
Venoy Road	Kochville South 800'
Walnut Street	Carrollton Road to Lincoln Street
Washington St. (Hem.)	Hemlock Road to Elm Street
Westbay Drive	Fortune Blvd to Bay Road
Westervelt Road	Carrollton Road to Kochville Road
Wicco Drive	300' N. of E. Washington Road (M-81)
Williamson Road	Prospect Street to Dixie Highway
Wolf Road	E. Washington Road (M-81) to Hack Road

**Resolution Authorizing Implementation of Weight Restrictions**

Commissioner Kestner 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 Sangster.

Ayes 4 Nays 0.

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

Seconded by Commissioner Kestner.

Ayes 4 Nays 0.

**TIME: 8:15 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 12th of January, 2016**

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

Absent: **Hare**

**TIME: 8:15 a.m.** Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers.

**TIME: 8:40 a.m.** The regular meeting was called to order: Chairperson Crannell 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 Sholtz moved to approve the agenda. Seconded by Commissioner Kestner.  
Ayes 4 Nays 0.

Commissioner Kestner moved to approve the minutes of the regular meeting of December 22, 2015. Seconded by Commissioner Sangster.  
Ayes 4 Nays 0.

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

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Managing Director Borchard discussed the Blue Water Highway Council Quarterly Meeting, January 21, 2016 in Lapeer and recommended sending up to 4 Staff plus any Commissioners interested in attending.

Commissioner Kestner moved to send up to 4 Staff plus any Commissioners interested in attending the Blue Water Highway Council Quarterly Meeting, July 21, 2016 in Lapeer. Seconded by Commissioner Sangster.  
Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the 2016 County Engineers' Workshop, February 2-4, 2016 in Manistee and recommended sending Joe Wisniewski, Director of Engineering, plus any Commissioners interested in attending.

Commissioner Kestner moved to send Joe Wisniewski, Director of Engineering, plus and Commissioners interested in attending, to the 2016 County Engineers' Workshop, February 2-4, 2016 in Manistee. Seconded by Commissioner Sholtz.  
Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the 2016 Michigan Bridge Conference, March 22 – 23, 2016 in Lansing and recommended sending Joe Wisniewski, Director of Engineering.

Commissioner Sangster moved to send Joe Wisniewski, Director of Engineering, to the 2016 Michigan Bridge Conference, March 22 – 23, 2016 in Lansing. Seconded by Commissioner Sholtz.  
Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Managing Director Borchard discussed the 2016 Michigan Safety Conference, April 19 – 20, 2016 in Grand Rapids and recommended sending three employees from the Safety Committee, plus any Commissioners interested in attending.

Commissioner Kestner moved to send three employees from the Safety Committee, plus any Commissioners interested in attending, to the 2016 Michigan Safety Conference, April 19 – 20, 2016 in Grand Rapids. Seconded by Commissioner Sangster.  
Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the Aggregate Inspection Level 1 Recertification, February 4-5, 2016 at Ferris State University and recommended sending Joe Periard, Project Manager.

Commissioner Kestner moved to send Joe Periard, Project Manager, to the Aggregate Inspection Level 1 Recertification, February 4-5, 2016 at Ferris State University. Seconded by Commissioner Sholtz.  
Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the Density Control Recertification, February 29 - March 3, 2016 at Ferris State University and recommended sending Joe Periard, Project Manager.

Commissioner Kestner moved to send Joe Periard, Project Manager, to the Density Control Recertification, February 29 - March 3, 2016 at Ferris State University. Seconded by Commissioner Sangster.  
Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Director of Maintenance Medina discussed a request from Village Green to extend the 2015 bid for proposal #20 – Roadside Vegetation Treatment for the 2016 year.

Commissioner Kestner moved to approve the request from Village Green to extend their 2015 bid for Proposal #20 - Roadside Vegetation Treatment for the 2016 Year. Seconded by Commissioner Sangster.  
Ayes 4 (Sangster, Kestner, 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: 9:15 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 26th of January, 2016**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & 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 Crannell 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 Sholtz moved to approve the agenda. Seconded by Commissioner Sangster.  
Ayes 5 Nays 0.

Commissioner Kestner moved to approve the minutes of the organizational meeting and the regular meeting of January 12, 2016. 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 Hare.  
Ayes 5 (Sangster, Kestner, Crannell, Hare, Sholtz) Nays 0.

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Managing Director Borchard introduced a resolution to oppose Public Act 269 and recommended approval of said resolution.

Commissioner Kestner moved to approve the following resolution as recommended by Managing Director Borchard:

**WHEREAS**, Governor Snyder signed into law, with immediate, effect Public Act 269 (Senate Bill 571) despite wide spread calls for a veto of this bill, including from members of his own party; and

**WHEREAS**, both the Michigan Senate and the Michigan House of Representatives passed Senate Bill 571 late into the night of December 16, 2015, just prior to recessing for the year; and

**WHEREAS**, one of the last minute amendments made to Senate Bill 571, without the knowledge of the County Road Association of Michigan or other local government organization, and approved without any public testimony or awareness, was the new language inserted into Section 57, subsection (3); and

**WHEREAS**, this new law prohibits a public body, or a person acting for a public body, from using public funds or resources for the purpose of communicating any information to the electorate regarding a local ballot question that is to appear on the ballot, within 60 days of an election, and

**WHEREAS**, this law places an immediate gag order on entities with ballot questions on the March 8 ballot and every election thereafter; and

**WHEREAS**, county elected and appointed officials have a civic and legal duty to the residents of their communities to fully inform them regarding the issues placed before them, upon which they may exercise their constitutional right to vote; and

**WHEREAS**, existing laws, including the former language in Section 57, and decades of guidance from the Michigan Secretary of State, already prohibit the use of public funds to advocate for or against ballot issues; and

**WHEREAS**, existing laws already provided for an allowance for elected and appointed officials to express their views without fear of violating the act; and

**WHEREAS**, because the new law bans only communication on *local* ballot issues, it creates inconsistent treatment of statewide ballot questions versus local initiatives; and

**WHEREAS**, there are substantial questions regarding the constitutionality and legality of the new law, including a possible ban on freedom of speech;

**NOW, THEREFORE, BE IT RESOLVED**, that the County Road Commission of Saginaw County calls for an immediate repeal of the new language in Section 57, subsection (3) of PA 269 of 2016; and

**NOW, THEREFORE, BE IT FINALLY RESOLVED**, that a copy of this Resolution be forwarded to the county's state representatives in the Michigan House of Representatives and the Michigan Senate.

Seconded by Commissioner Hare.

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

Managing Director Borchard discussed the County Road Association of Michigan's (CRA) Annual Conference, March 15 – 17, 2016 in Lansing and recommended sending two staff plus any Commissioners interested in attending.

Commissioner Kestner moved to approve sending two staff plus any Commissioners interested in attending the County Road Association on Michigan's Annual Conference, March 15 – 17, 2016 in Lansing. Seconded by Commissioner Sangster.

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

Managing Director Borchard initiated an open discussion on Policy 1.16 – Township Participation. There were options presented to help simplify the cost percentage split on maintenance projects; along with discussion on raising the allocation amount for each township. After much discussion and consideration, this item will be placed on the February 9, 2016 Agenda for discussion and potential approval.

Director of Engineering Wisniewski introduced a resolution for county bridge design standards and recommended approval of said resolution.

Commissioner Kestner moved, upon recommendation of Joe Wisniewski, Director of Engineering, to approve the following resolution for design standards for the construction of bridges:

**Whereas**, design standards for the construction of bridges are necessary to ensure public safety and compliance with sound engineering principals, and

**Whereas**, the design for county bridges shall be according to Michigan Department of Transportation (MDOT) and American Association of State Highway and Transportation Officials (AASHTO) Standards, and

**Whereas**, it is the responsibility of the County Road Commission to assure said standards meet or exceed the needs of the Public, and

**Now, Therefore, Be It Resolved**, the Board of County Road Commissioners does adopt the MDOT and AASHTO Bridge Design Standards, with modification that all Bridges constructed after adoption of this resolution shall have a minimum clear width of 30 feet to accommodate agriculture and winter maintenance practices, and

**Now, Therefore, Be It Further Resolved**, that this resolution supersedes and replaces any previous resolutions and/or ordinances which conflict with any of the standards contained herein.

Seconded by Commissioner Sangster.

Ayes 5 (Crannell, Kestner, Sangster, Hare, 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 Kestner moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:37 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 9th of February, 2016**

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

Absent: **Sangster & 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: Chairperson Crannell 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. Commissioner Sangster & Commissioner Hare were absent.

The Pledge of Allegiance was recited in unison.

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

Commissioner Sholtz moved to approve the minutes of the regular meeting of January 26, 2016. Seconded by Commissioner Kestner.  
Ayes 3 Nays 0.

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

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Managing Director Borchard requested approval of the Amendment to Policy 1.16 – Township Participation in Construction & Maintenance Work. This policy outlines our allocation program that we have set aside for townships to utilize towards their local roads. We would like to simplify the program while still offering options to the townships. Managing Director Borchard stated that the Townships are very excited and pleased that this process is being simplified. Mr. Borchard did not receive one negative response from the Townships.

Commissioner Kestner moved to approve the Amendment to Policy 1.16 - Township Participation in Construction & Maintenance Work. Seconded by Commissioner Sholtz.  
Ayes 3 (Kestner, Sholtz, Crannell) Nays 0.

Managing Director Borchard requested approval of the Amendment to Policy #6.04 – No Smoking Policy. Per the recommendation of Legal Counsel, we are amending our current policy to include electronic cigarettes.

There was discussion regarding Policy 6.04 - item #1 - smoking in Road Commission vehicles. Commissioner Kestner stated that the perception is that the vehicles are an extension of an indoor area and that vehicle serves an “office” per se, for the driver. With that being said, smoking should be prohibited in all Road Commission vehicles. Commissioner Kestner requested that the language be removed from the end of item #1 “...occupied by more than one person.”

A motion was made by Commissioner Kestner to amend Policy 6.04 - No Smoking Policy to include electronic cigarettes and to eliminate smoking in all Road Commission vehicles. Seconded by Commissioner Crannell.

Ayes 2 (Kestner, Crannell) Nays 1 (Sholtz).

Director of Engineering Wisniewski discussed the 2016-2017 Bridge Safety Inspections Contract and recommended awarding it to OHM Advisors, the lowest and best bid.

Commissioner Kestner moved to approve the 2016-2017 Bridge Safety Inspections Contract and award it to OHM Advisors, the lowest and best bid. Seconded by Commissioner Sholtz.

Ayes 3 (Kestner, Sholtz, Crannell) 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 Kestner. Motion Carried. **TIME: 9:14 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 23rd of February, 2016**

Present Commissioners: **Crannell, Kestner Sangster, Hare & 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 Crannell 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 Sholtz moved to approve the agenda. Seconded by Commissioner Hare.  
Ayes 5 Nays 0.

Commissioner Kestner moved to approve the minutes of the regular meeting of February 9, 2016. 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 (Crannell, Kestner, Sangster, Hare, Sholtz) Nays 0.

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Director of Maintenance Medina discussed a request from Wirt Stone Dock for the extension of their 2015 Annual Maintenance Bids Proposals #23A (CS2 Trap Roak & 29A – Limestone 50/50 Blend), #26 (Crushed Limestone 23A) & #31A (Aggregate 31A) for the 2016 year.

Commissioner Sangster moved to approve the extension of Wirt Stone Dock's 2015 Annual Maintenance Bids Proposals #23A (CS2 Trap Roak & 29A – Limestone 50/50 Blend), #26 (Crushed Limestone 23A) & #31A (Aggregate 31A) for the 2016 year. Seconded by Commissioner Hare.

Ayes 5 (Crannell, Kestner, Sangster, Hare, 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 Sangster moved to adjourn. Seconded by Commissioner Kestner. Motion Carried. **TIME: 9:03 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 8th of March, 2016**

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

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

**TIME: 8:30 a.m.** The regular meeting was called to order: Vice-Chairperson Kestner 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 Hare moved to approve the agenda with one addition. Seconded by Commissioner Sholtz.  
Ayes 4 Nays 0.

Commissioner Sholtz moved to approve the minutes of the regular meeting of February 23, 2016. Seconded by Commissioner Sangster.  
Ayes 4 Nays 0.

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

**PUBLIC COMMENTS:** John Morey, D&M S.I.T.E., was present with no comments.

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Managing Director Borchard discussed Policy #5.02 – Mobile Cellular Telephone/Compute Usage Policy. He is recommend changing the first sentence of the last paragraph of page one from "...strongly discouraged." to "....strictly prohibited."

Commissioner Hare moved to amend Policy #5.02 – Mobile Cellular Telephone/Compute Usage Policy - changing the first sentence of the last paragraph of page one from "...strongly discouraged." to "....strictly prohibited." Seconded by Commissioner Sangster.  
Ayes 4 (Kestner, Sangster, Hare, 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 Hare moved to approve the employees' requests for the purchase of generic service credit time through MERS. Seconded by Commissioner Sangster.

Ayes 4 Nays 0.

Director of Engineering Wisniewski discussed the Design Contract for the Leddy Rd. Drainage Project in Thomas Twp. and recommended awarding the contract to MLR Engineering, the lowest and best bid.

Commissioner Sangster moved to award the Design Contract for the Leddy Rd. Drainage Project in Thomas Twp. to MLR Engineering, the lowest and best bid. Seconded by Commissioner Sholtz.

Ayes 2 (Kestner, Sangster) Nays 2 (Hare, Sholtz) - the motion failed.

Director of Engineering Wisniewski will have a discussion with Russ Taylor, Thomas Twp. Manager and bring this item back to the Board at the March 22<sup>nd</sup> Board Meeting.

Director of Engineering Wisniewski discussed the Design Contract for the Hart Rd. Drainage Project in James Twp. and recommended awarding the contract to Johnson & Anderson, the lowest and best bid.

Commissioner Hare moved to award the Design Contract for the Hart Rd. Drainage Project in James Twp. to Johnson & Anderson, the lowest and best bid. Seconded by Commissioner Sangster.

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

Director of Engineering Wisniewski requested approval to send Joe Periard to HMA Paving Operations Recertification at Ferris State University, March 14-17, 2016.

Commissioner Hare moved to approve sending Joe Periard to HMA Paving Operations Recertification at Ferris State University, March 14-17, 2016. Seconded by Commissioner Sangster.

Ayes 4 (Kestner, Sangster, Hare, 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 Hare. Motion Carried. **TIME: 9:08 a.m.**

VICE CHAIRPERSON

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Deb Kestner

BOARD SECRETARY

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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

**Regular Meeting, Tuesday, the 22nd of March, 2016**

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

**TIME: 8:00 a.m.** Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Workman's Comp. Attorney, Jim Helminski was present to give an update to the Board.

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

The Pledge of Allegiance was recited in unison.

Commissioner Sholtz moved to approve the agenda with one addition. Seconded by Commissioner Kestner.

Ayes 5 Nays 0.

Commissioner Kestner moved to approve the minutes of the regular meeting of March 8, 2016. 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 Hare.

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

**PUBLIC COMMENTS:** Mike Rybicki, MLR Engineering was present with no comment.

**UNFINISHED BUSINESS:** In the absence of Director of Engineering Wisniewski, Managing Director Borchard reviewed the information included in a Memorandum regarding the award of the Design Services for the Leddy Road Drainage Project in Thomas Twp. Following the March 8<sup>th</sup> Board Meeting, Mr. Wisniewski met with Russ Taylor, Manager of Thomas Twp. and MLR Engineering to review the project. Thomas Twp. has agreed to award the design contract to MLR Engineering. It is the recommendation of Director of Engineering Wisniewski that the Design contract for the Leddy Road Drainage Project in Thomas Twp. be awarded to MLR Engineering, the lowest and best bid.

After much discussion, Commissioner Kestner moved to award the Design Contract for the Leddy Road Drainage Project to MLR Engineering, the lowest and best bid. Seconded by Commissioner Sangster.

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

**NEW BUSINESS:**

Managing Director Borchard requested that the time of the April 12<sup>th</sup> Board meeting be changed to 5:00 p.m. with the Committee of the Whole meeting at 4:30 p.m. in order to present the awards for the 2016 Coloring Contest.

Commissioner Kestner moved to move the April 12<sup>th</sup> Board Meeting time to 5:00 p.m. with the Committee of the Whole meeting at 4:30 p.m. in order to present the awards for the 2016 Coloring Contest. Seconded by Commissioner Sangster.

Ayes 5 Nays 0.

Director of Maintenance Medina reviewed the 2016 Annual Maintenance Bids and recommended awarding them to the lowest and best bid for each proposal – excluding Proposal #17 & Proposal #35 which will be re-bid.

Commissioner Hare moved to award the 2016 Annual Maintenance Bids to the lowest and best bidder for each proposal excluding Proposal #17 & Proposal #35 which will be re-bid. Seconded by Commissioner Sangster.

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

Managing Director Borchard is requesting that the signature sheet of the 2015 Certification Maps be signed by the Chairperson and submitted to the State of Michigan.

Commissioner Kestner moved that the Chairperson sign the signature sheet for the 2105 Certification Maps, to be submitted to the State of Michigan.

**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 Kestner moved to adjourn. Seconded by Commissioner Hare. Motion Carried. **TIME: 9:15 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
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

**Regular Meeting, Tuesday, the 12<sup>th</sup> of April, 2016**

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

Absent: **Kestner**

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

**TIME: 5:00 p.m.** The regular meeting was called to order: Chairperson Crannell 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 Sholtz moved to approve the agenda with one schedule change (agenda item 10 will now be agenda item 1). Seconded by Commissioner Hare.

Ayes 4 Nays 0.

Commissioner Sholtz moved to approve the minutes of the regular meeting of March 22, 2016. Seconded by Commissioner Sangster.

Ayes 4 Nays 0.

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

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

Commissioner Crannell and Managing Director Borchard welcomed the 2016 Coloring Contest winners, their families and teachers. Presentation of awards followed.

The 2016 Coloring Contest winners were:

**Pre-Kindergarten – Kindergarten**

1<sup>st</sup> Place – Gabriella Frollo – St. Charles Elementary School – Ms. Skaryd's class.

2<sup>nd</sup> Place – Ethan Heska – Hemmeter Elementary School – Ms. Kern's class.

**1<sup>st</sup> – 2<sup>nd</sup> Grade**

1<sup>st</sup> Place – Lillyana Fila – Hemmeter Elementary School – Mrs. Moeller's class.

2<sup>nd</sup> Place – Abbie Johnson – St. Paul's Lutheran School – Mrs. Beyersdorf's class.

**3<sup>rd</sup> – 5<sup>th</sup> Grade**

1<sup>st</sup> Place – Jamie Maier – St. Charles Elementary School – Mrs. Pumford's class.

2<sup>nd</sup> Place – Courtney Boss – Hemmeter Elementary School – Ms. Smith’s class.

Commissioner Crannell thanked the students and teachers for participating. He thanked Wirt Stone Dock for generously sponsoring the coloring contest and providing the gift certificates for the winning classrooms to use for purchasing school supplies.

**PUBLIC COMMENTS:** Saginaw County Public Works Commissioner, Brian Wendling was present for an agenda item discussion.

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Director of Engineering Wisniewski address the Board regarding a request from the Public Works Office to utilize a portion of the Hemlock Garage property to install a retention pond. Public Works Commissioner, Brian Wendling, is requesting to utilize a portion of the Hemlock Garage property to install a retention pond to help alleviate water issues during rain events. He is currently working with two other locations in Richland Township for additional retention pond locations. After much discussion, the Board requested further information from Mr. Wendling, which he will need to provide, prior to any decisions being made. The Board thanked Mr. Wendling and he then left the meeting.

Managing Director Borchard discussed the 48<sup>th</sup> Commissioners’ Seminar, April 17 – 19, 2016 in Sault Ste. Marie and recommended sending two (Dennis Borchard & Ron Sholtz) to said Seminar.

Commissioner Hare moved to send two (Borchard & Sholtz) to the 48<sup>th</sup> Commissioners’ Seminar, April 17 – 19, 2016 in Sault Ste. Marie. Seconded by Commissioner Sangster. Ayes 4 (Crannell, Sangster, Hare, Sholtz) Nays 0.

Managing Director Borchard discussed the 2016 Finance & Human Resource Seminar, May 17-18, 2016 in Marquette and recommended sending the Director of Finance & Human Resources, Mike Girard, to said Seminar.

Commissioner Hare moved to send Mike Girard to the 2016 Finance & Human Resource Seminar, May 17-18, 2016 in Marquette. Seconded by Commissioner Sholtz Ayes 4 (Crannell, Sangster, Hare, Sholtz) Nays 0.

Managing Director Borchard discussed the Blue Water Highway Council Quarterly Meeting on April 28, 2016 in Bad Axe and recommended sending four Staff plus and Commissioners interested in attending.

Commissioner Hare moved to sending four Staff plus and Commissioners interested in attending the Blue Water Highway Council Quarterly Meeting on April 28, 2016 in Bad Axe. Seconded by Commissioner Sholtz. Ayes 4 (Crannell, Sangster, Hare, Sholtz) Nays 0.

Director of Maintenance Medina requested approval of the lowest and best bids for the Re-Bidding of Proposal # 17 (Ace-Saginaw Asphalt) & #35 (P.K. Contracting).

Commissioner Sangster moved to award Proposal #17 - Ace-Saginaw Asphalt & Proposal #35 - P.K. Contracting, the lowest and best bidders for the 2016 season. Seconded by Commissioner Hare.

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

Director of Engineering Wisniewski discussed the Construction Services Contract for the Bridge Replacement on Morseville Rd. over the Silver Creek in Taymouth Twp. and recommended awarding it to Spicer Group, the lowest and best bid.

Commissioner Sangster moved to award the Construction Services Contract for the Bridge Replacement on Morseville Rd. over the Silver Creek in Taymouth Twp. to Spicer Group, the lowest and best bid. Seconded by Commissioner Hare.

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

Director of Engineering Wisniewski discussed the Construction Services Contract for the Reconstruction of Hemmeter Rd. between State St. & Brockway Rd. in Saginaw Twp. and recommended awarding it to Spicer Group, the lowest and best bid.

Commissioner Sangster moved to award the Construction Services Contract for the Reconstruction of Hemmeter Rd. between State St. & Brockway Rd. in Saginaw Twp. to Spicer Group, the lowest and best bid. Seconded by Commissioner Hare.

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

Director of Engineering Wisniewski discussed the Construction Services Contract for the Bridge Replacement on Curtis Rd. over the Dead Creek in Frankenmuth Twp. and recommended awarding it to Spicer Group, the lowest and best bid.

Commissioner Sangster moved to award the Construction Services Contract for the Bridge Replacement on Curtis Rd. over the Dead Creek in Frankenmuth Twp. to Spicer Group, the lowest and best bid. Seconded by Commissioner Hare.

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

Director of Engineering Wisniewski discussed the Construction Services Contract for the Bridge Replacement on Peet Rd. over the Lamb Creek in Brady Twp. and recommended awarding it to OHM Advisors, the lowest and best bid.

Commissioner Sangster moved to award the Construction Services Contract for the Bridge Replacement on Peet Rd. over the Lamb Creek in Brady Twp. to OHM Advisors, the lowest and best bid. Seconded by Commissioner Hare.

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

Director of Engineering Wisniewski discussed the Construction Services Contract for the Box Culvert Replacement on Birch Run Rd. over the Briggs Drain in Birch Run Twp.; on Merrill Rd. over the Handy Creek Drain in Jonesfield Twp.; and on Gasper Rd. over the Fairchild Creek in Chesaning Twp. and recommended awarding it to Rowe Professional Services, the lowest and best bid.

Commissioner Sangster moved to award the Construction Services Contract for the Box Culvert Replacement on Birch Run Rd. over the Briggs Drain in Birch Run Twp.; on Merrill Rd. over the

Handy Creek Drain in Jonesfield Twp.; and on Gasper Rd. over the Fairchild Creek in Chesaning Twp. to Rowe Professional Services, the lowest and best bid. Seconded by Commissioner Hare. Ayes 4 (Crannell, Sangster, Hare, 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 Sangster moved to adjourn. Seconded by Commissioner Hare. Motion Carried. **TIME: 6:35 p.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
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

**Regular Meeting, Tuesday, the 26<sup>th</sup> of April, 2016**

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

Absent: **Kestner**

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

**TIME: 8:30 a.m.** The regular meeting was called to order: Chairperson Crannell 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 Sangster moved to approve the agenda. Seconded by Commissioner Sholtz.  
Ayes 4 Nays 0.

Commissioner Hare moved to approve the minutes of the regular meeting of April 12, 2016. Seconded by Commissioner Sangster.  
Ayes 4 Nays 0.

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

**PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Director of Engineering Wisniewski discussed the list of bridges to be submitted for the Local Bridge Program (FY 2019) 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 2019). 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. Orr Road over Marsh Creek (Replacement)
2. Preventative Maintenance Application
  - a. Sheridan Road over Flint River

3. Preventative Maintenance Application
  - a. Hemlock Road over Weeks Drain
  - b. Hemlock Road over Whitmore Drain
  - c. Hemlock Road over Beaver Creek
4. Preventative Maintenance Application
  - a. Hemlock Road over South Branch of the Bad River
  - b. Hemlock Road over Big Potato Creek
5. Schomaker Road over Swan Creek (Replacement)

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

Director of Engineering Wisniewski discussed a Resolution for a Declaration of Necessity for Arboretum Drive North and South located in Saginaw Twp.

Commissioner Hare moved, upon recommendation of Director of Engineering Wisniewski, to approve the following resolution:

**WHEREAS:** The residents of Arboretum Drive North & South including private drives 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 First Order of Determination that the proposed improvements move forward, and public hearing of objections shall be set by the Board of Road Commissioners at a future regularly scheduled meeting.

Supported by Commissioner Sangster.  
Ayes 4 Nays 0

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

Commissioner Hare moved to approve the ACT-51 Document for submittal to the State.  
Seconded by Commissioner Sangster.  
Ayes 4 (Hare, Sangster, Crannell, Sholtz) Nays 0.

Director of Finance & Benefits Girard discussed and recommended acceptance of the following resolution to move \$3,500,000 from the primary fund balance to the local fund balance.

Commission Sholtz moved to approve the following resolution:

**SAGINAW COUNTY ROAD COMMISSION  
OPTIONAL TRANSFER OF FUND BALANCES  
12-31-2014**

As of December 31, 2015, the Saginaw County Road Commission has the following breakdown of fund balances:

Primary	\$4,147,161.46
Local	\$609,960.48
County	\$5,818,761.84
<b>TOTAL:</b>	<b>\$10,575,883.78</b>

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	\$6,677
Snow Removal	
Urban Road	\$1,076,658
Allocation	\$7,648,276
<b>TOTAL:</b>	<b>\$8,724,934</b>
Limit	50%
Maximum Transfer Allowable	<b>\$4,362,467</b>

**Recommendation of \$3,500,000 to be transferred from Primary Fund to Local Fund.**

This would bring the new Fund Balances to:

Primary	\$647,161.46
Local	\$4,109,960.48
County	\$5,818,761.84
<b>TOTAL:</b>	<b>\$10,595,883.78</b>

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

Director of Finance & Benefits Girard discussed a Resolution for a 457 option offered by MERS (Michigan Employee Retirement System) for employees; in addition to the 457 option offered by Nationwide.

Commissioner Sangster moved to approve the resolution for the 457 option from MERS. Seconded by Commissioner Hare.

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 Wisniewski, Managing Director Borchard.

**Commissioners' Comments:**

**Extended Public Comments:**

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

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 10<sup>th</sup> May, 2016**

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

Absent: **Hare & Sholtz.**

**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 & Commissioner Sholtz were absent.

**TIME: 8:30 a.m.** The regular meeting was called to order: Chairperson Crannell 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 Sangster moved to approve the agenda with additions. Seconded by Commissioner Kestner.

Ayes 3 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of April 26, 2016. Seconded by Commissioner Kestner.

Ayes 3 Nays 0.

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

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

**PUBLIC COMMENTS:** Saginaw County Public Works Commissioner Brian Wendling was present.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Managing Director Borchard welcomed Public Works Commission Brian Wendling and requested that he elaborate on the proposed retention basin in Hemlock.

Public Works Commissioner Wendling thanked the Board for putting him on the agenda with short notice. He discussed the letter he provided in response to the Board's request from his April 26<sup>th</sup> visit. He gave an overview on the estimates for the project and special assessment fees. After much discussion & clarification, Director of Maintenance Medina, Director of Engineering Wisniewski and Managing Director Borchard all stated that they had no issues with the placement of the retention basin at the Hemlock Garage location. Director of Engineering

Wisniewski stated he would like to have the Public Works Office draft up the easement and deed for the Road Commission in order to have legal counsel review, prior to a formal decision being made.

Commissioner Sangster moved to agree with the concept, pending final legal documents being reviewed by the attorney. Seconded by Commissioner Kestner.

Ayes 3 Nays 0

Public Works Commissioner Wendling thanked the Board. He informed them that the district will be informed of the Road Commission's decision and he is certain they will appreciate it also. This will make for positive public relations for the Road Commission.

Commissioner Kestner thanked Mr. Wendling for taking the time to meet with her at his office to review and explain the plans behind this project.

Director of Engineering Wisniewski discussed a Resolution for a Declaration of Necessity for Vera St. located in Saginaw Twp.

Commissioner Sangster moved, upon recommendation of Director of Engineering Wisniewski, to approve the following resolution:

**WHEREAS:** The residents of Vera Street have approached the Road Commission about improving their roadway located in Saginaw Township; 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;

**NOW, THEREFORE, BE IT RESOLVED** that The Saginaw County Road Commission issues a First Order of Determination that the proposed improvements move forward, and public hearing of objections shall be set by the Board of Road Commissioners at a future regularly scheduled meeting.

Supported by Commissioner Kestner.

Ayes 3 Nays 0

Director of Engineering Wisniewski discussed a Resolution for a Declaration of Necessity for Chipping Norton Dr., Chipping Norton Ct. & Pebworth Pl. located in Saginaw Twp.

Commissioner Kestner moved, upon recommendation of Director of Engineering Wisniewski, to approve the following resolution:

**WHEREAS:** The residents of Chipping Norton Drive, Chipping Norton Court, and Pebworth Place have approached the Road Commission about improving their roadways located in Saginaw Township; 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;

**NOW, THEREFORE, BE IT RESOLVED** that The Saginaw County Road Commission issues a First Order of Determination that the proposed improvements move forward, and public hearing of objections shall be set by the Board of Road Commissioners at a future regularly scheduled meeting.

Supported by Commissioner Sangster.

Ayes 3 Nays 0

Director of Engineering Wisniewski discussed the Final Plat for North Meadows in Tittabawassee Twp. and recommended acceptance of the same.

Commissioner Kestner moved to approve the Final Plat for North Meadows in Tittabawassee Twp. Seconded by Commissioner Sangster.

Ayes 3 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 Kestner. Motion Carried. **TIME: 9:44 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
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

**Regular Meeting, Tuesday, the 24<sup>th</sup> May, 2016**

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

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

**TIME: 8:30 a.m.** The regular meeting was called to order: Chairperson Crannell 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 Kestner moved to approve the agenda with additions. Seconded by Commissioner Hare.  
Ayes 4 Nays 0.

Commissioner Sholtz moved to approve the minutes of the regular meeting of May 10, 2016. Seconded by Commissioner Kestner.  
Ayes 4 Nays 0.

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

**PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

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

Commissioner Hare moved to approve the submittal of the MDOT Engineering Reimbursement. Seconded by Commissioner Kestner.  
Ayes 4 (Hare, Kestner, Crannell, Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the MDOT Contract and Resolution for Curtis Rd. over the Dead Creek and recommended acceptance of such.



Commissioner Kestner moved, upon recommendation of Director of Engineering Wisniewski, 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 24, 2016, 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 14, 2016, attached hereto and made a part hereof:

**PART A – STATE PARTICIPATION**

The removal and replacement of the structure #9219, which carries Curtis Road over the Dead Creek, Section 29, T11N, R06E, Frankenmuth Township, Saginaw County, Michigan; the reconstruction of the approaches to the structure for approximately 278 feet westerly and 311 feet easterly of the structure and all together with necessary related work.

**PART B – NO STATE PARTICIPATION**

Structure name plate installation work for the structure #9219, which carries Curtis Road over the Dead Creek; and all together with necessary related work.

**WITNESSETH:**

**WHEREAS**, pursuant to State 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 Richard H. Crannell, 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 Hare  
Ayes 4 (Hare, Kestner, Crannell, Sholtz ) Nays 0.

Director of Engineering Wisniewski discussed the MDOT Contract and Resolution for Hemmeter Rd. between Brockway Rd. & State St. and recommended acceptance of such.

Commissioner Kestner moved, upon recommendation of Director of Engineering Wisniewski, 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 24, 2016, 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 May 5, 2016, attached hereto and made a part hereof:

**PART A – STATE PARTICIPATION**

Road reconstruction work along Hemmeter Road from Brockway Street northerly to State Street (Highway M-58); including hot mix asphalt surface removal, machine grading, sand subbase, aggregate base, storm sewer, drainage improvement, hot mix asphalt surfacing, concrete curb and gutter, and sidewalk ramp work; and all together with necessary related work.

**PART B – NO STATE PARTICIPATION**

Sewer trap installation work within the limits as described in PART A; and all together with necessary related work.

**WITNESSETH:**

**WHEREAS**, pursuant to State 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 Richard H. Crannell, 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 Hare  
Ayes 4 (Hare, Kestner, 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 Kestner moved to adjourn. Seconded by Commissioner Hare. Motion Carried. **TIME: 9:23 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 14<sup>th</sup> of June, 2016**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & 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 Crannell 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 Sholtz moved to approve the agenda with changes. Seconded by Commissioner Hare.

Ayes 5 Nays 0.

Commissioner Kestner moved to approve the minutes of the regular meeting of May 24, 2016. Seconded by Commissioner Sangster.

Ayes 5 Nays 0.

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

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

**PUBLIC COMMENTS:** Alan Notter, 4185 Eastport Dr. in Bridgeport Twp. was present (with pictures) to request a driveway width variance so he can widen his driveway to 36' at the road with a minimal flare on the edge.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Director of Engineering recommended approval of the driveway variance for 4185 Eastport Dr. in Bridgeport Twp. for up to 36' driveway with minimal flare on the edge to match opposite side.

Commissioner Hare moved to approve the driveway variance for 4185 Eastport Dr. in Bridgeport Twp. for up to 36' driveway with minimal flare on the edge to match opposite side. Seconded by Commissioner Kestner.

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

Heather Thomas of Gardner, Provenzano, Thomas & Luplow, PC CPA presented the FY2015 Audit.

Director of Finance & Benefits Girard recommended approval of the FY2015 Audit, as presented.

Commissioner Sangster moved to approve the FY2015 Audit, as presented. Seconded by Commissioner Hare.

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

**9:04 a.m.** – Commissioner Sholtz left the meeting for a prior commitment.

Director of Engineering Wisniewski discussed the Shattuckville Rd. HMA Surface and Speed Table Construction Contract in Saginaw Twp. and recommended awarding the contract to Ace-Saginaw Asphalt, the lowest and best bid.

Commissioner Sangster moved to award the Shattuckville Rd. HMA Surface and Speed Table Construction Contract in Saginaw Twp. and recommended awarding the contract to Ace-Saginaw Asphalt, the lowest and best bid. Seconded by Commissioner Kestner  
Ayes 4 (Crannell, Kestner, Sangster & Hare) Nays 0.

Director of Engineering Wisniewski discussed the N. Miller Rd. Sidewalk Contract in Thomas Twp. and recommended awarding the contract to Tri-Valley Landscaping, the lowest and best bid.

Commissioner Sangster moved to award the N. Miller Rd. Sidewalk Contract in Thomas Twp. and recommended awarding the contract to Tri-Valley Landscaping, the lowest and best bid. Seconded by Commissioner Kestner  
Ayes 4 (Crannell, Kestner, Sangster & Hare) Nays 0.

Director of Engineering Wisniewski discussed the decertification of Amman Rd. from 10531 Amman Rd. to the north dead end in St. Charles Twp. Mr. Wisniewski recommends de-certifying this stretch of Amman.

Commissioner Hare moved to decertify Amman Rd. from 10531 Amman Rd. to the north dead end in St. Charles Twp. Seconded by Commissioner Sangster.  
Ayes 4 (Crannell, Kestner, Sangster & Hare) Nays 0.

Managing Director Borchard discussed the MCRCSIP Annual Meeting, July 27-28, 2016 in Mt. Pleasant and recommended sending 2 staff plus any Commissioners interested in attending.

Commissioner Kestner moved to send 2 staff plus any Commissioners interested in attending the MCRCSIP Annual Meeting, July 27-28, 2016 in Mt. Pleasant. Seconded by Commissioner Hare.  
Ayes 4 (Crannell, Kestner, Sangster & 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 Sangster moved to adjourn. Seconded by Commissioner Kestner. Motion Carried. **TIME: 9:25 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 28<sup>th</sup> of June, 2016**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & 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 Crannell 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 Sholtz moved to approve the agenda. Seconded by Commissioner Hare.  
Ayes 5 Nays 0.

Commissioner Kestner moved to approve the minutes of the regular meeting of June 14, 2016. 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 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:** Director of Engineering Wisniewski discussed the 2016 Concrete Repair Bid Tabs and recommended awarding the contract to Rodney Wood, the lowest and best bid.

Commissioner Kestner moved to award the 2016 Concrete Repair Bid to Rodney Wood, the lowest and best bid. Seconded by Commissioner Sangster.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

**8:35 a.m.** Commissioner Sangster moved to defer from the regular order of business to conduct a public hearing on two special assessment projects in Saginaw Twp. Seconded by Commissioner Hare.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

**Public Hearing for Chipping Norton Special Assessment Project in Saginaw Twp.**

- ❖ There was one resident from Pebworth Place present with no comments.

### **Public Hearing for Vera Street Special Assessment Project in Saginaw Twp.**

- ❖ Lorenzo Castillo, 4175 Vera St. questioned multiple lot ownership. Mr. Wisniewski explained that each parcel is assessed, not each owner. Mr. Castillo has concerns over a neighbor who signed the petition and then placed his house for sale & moved out – does his vote still count? He also questioned whether there should be a new petition circulated seeing Coolidge was excluded from the project after the fact. Mr. Wisniewski explained that the scope of the project has not changed for Vera St. If Coolidge was included, it would increase each parcel cost for the Vera St. residents, which is why Saginaw twp. requested it be removed from the project.
- ❖ Carol Johnson representing Steps Montessori School, 4046 Vera St. voiced her displeasure with the cost of her parcel costs double that of a resident parcel. Mr. Wisniewski explained that residential properties are assessed at the standard rate and business or commercial properties are assessed twice the rate of a single residence. This because it is assumed that the business brings in more vehicular traffic than a single residence. Ms. Johnson is also questioning the validity of the petition – she was informed by Saginaw Twp. that there was not 60% support. Mr. Wisniewski counted the petition signatures twice and both times came to the percentage of 61.1%. Ms. Johnson submitted a Preliminary Report for Steps Montessori prepared by her attorney. She asked that it be attached to the minutes.
- ❖ Robert Krogman, 4068 Vera St. stated that 60% of the traffic on Vera is school use.
- ❖ Betty Goetgeluck, 4230 Vera St. inquired about drainage issues. She lives on the corner of Vera & Coolidge and has had issues with a drain since she moved into the house. Mr. Wisniewski stated that minor drainage work consisting of catch basin repairs and swale construction will be completed with the project.

**8:58 a.m.** Commissioner Sangster moved to close the public hearing and return to the regular order of business. Seconded by Commissioner Kestner.

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

### **NEW BUSINESS:**

Director of Engineering Wisniewski recommended the approval of the Chipping Norton Special Assessment Project in Saginaw Twp.

Commissioner Kestner moved, upon recommendation of Director of Engineering Wisniewski, to approve the following resolution:

**WHEREAS:** The residents of Chipping Norton Drive, Chipping Norton Court, and Pebworth Place have approached the Road Commission about improving their roadways located in Saginaw Township; 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;



**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 project to be let for bid.

Supported by Commissioner Sangster.

Ayes 5 Nays 0

Director of Engineering Wisniewski recommended that the Vera Street Special Assessment Project in Saginaw Twp. be put on hold while Mr. Wisniewski does research on the information that was submitted today.

Director of Engineering Wisniewski discussed the Peet Rd. over the Lamb Creek project in Brady Twp. and recommended approval of the Resolution and MDOT Contract.

Commissioner Kestner moved, upon recommendation of Director of Engineering Wisniewski, 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 June 28, 2016, 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 May 19, 2016, attached hereto and made a part hereof:

PART A – FEDERAL AND STATE PARTICIPATION

The removal and replacement of the structure #9295, which carries Peet Road over the Lamb Creek, Sections 18 & 19, T09N, R02E, Brady Township, Saginaw County, Michigan; the reconstruction of the approaches to the structure; and all together with necessary related work.

PART B – NO FEDERAL AND STATE PARTICIPATION

Structure name plate installation work for the structure #9295, which carries Peet Road over the Lamb Creek; and all together with necessary related work.

**WITNESSETH:**

**WHEREAS**, pursuant to State 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:

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 Richard H. Crannell, 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 (Hare, Kestner, Sangster, Crannell, Sholtz ) Nays 0.

Director of Engineering Wisniewski discussed the Morseville Rd. over the Silver Creek project in Taymouth Twp. and recommended approval of the Resolution and MDOT Contract.

Commissioner Hare moved, upon recommendation of Director of Engineering Wisniewski, 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 June 28, 2016, 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 May 12, 2016, attached hereto and made a part hereof:

**PART A – FEDERAL AND STATE PARTICIPATION**

The removal and replacement of the structure #9263, which carries Morseville Road over Silver Creek, Section 21, T10N, R05E, Taymouth Township, Saginaw County, Michigan; the reconstruction of the approaches to the structure for approximately 190 feet southerly and 360 feet northerly of the structure; and all together with necessary related work.

**PART B – NO FEDERAL AND STATE PARTICIPATION**

Structure name plate installation work for the structure #9263, which carries Morseville Road over Silver Creek; and all together with necessary related work.

**WITNESSETH:**

**WHEREAS**, pursuant to State 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:

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 Richard H. Crannell, 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 Sholtz.

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

Director of Engineering Wisniewski discussed the 2016 HMA Paving Contract and recommended awarding it to Ace-Saginaw Paving Company, the lowest and best bid.

Commissioner Sangster moved to award the 2016 HMA Paving Contract to Ace-Saginaw Paving Company, the lowest and best bid. Seconded by Commissioner Kestner.

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

Director of Engineering Wisniewski discussed the 2016 Grade Preparation Contract and recommended awarding it to PRI – Pavement Recycling, Inc., the lowest and best bid.

Commissioner Kestner moved to award the 2016 Grade Preparation Contract to PRI – Pavement Recycling, Inc., the lowest and best bid. Seconded by Commissioner Hare.

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

Director of Engineering Wisniewski discussed a proposed new sidewalk policy. After much discussion, Mr. Wisniewski will rework the document with the suggestions that were made and bring it back to the Board for review at the July 12, 2016 meeting.

Director of Maintenance Medina discussed the Saginaw Garage South Wall Repair and recommended awarding the contract (Minus Alt. 1 – Down Spouts & Alt. 3 – Paint Balance) to Pumford Construction, the lowest and best bid.

Commissioner Hare moved to award the Saginaw Garage South Wall Repair Contract (Minus Alt. 1 – Down Spouts & Alt. 3 – Paint Balance) to Pumford Construction, the lowest and best bid. Seconded by Commissioner Kestner.

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

Managing Director Borchard discussed the Superintendents' Association of Michigan Annual Seminar, October 5-7, 2016 in Manistee and recommended sending three staff (Dan Medina, Rob Hudec & Jennifer Brieske). Rob Hudec & Jennifer Brieske sit on the SAM Board.

Commissioner Kestner moved to approve sending three staff to the Superintendents' Association of Michigan Annual Seminar, October 5-7, 2016 in Manistee. Seconded by Commissioner Sangster.

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

Managing Director Borchard discussed the Blue Water Quarterly Meeting, hosted by St. Clair County Road Commission on July 21, 2016 in Kimball, MI. Mr. Borchard recommended sending 4 staff plus any Commissioners interested in attending.

Commissioner Hare moved to approve sending 4 staff plus any Commissioners interested in attending the Blue Water Highway Council Meeting, hosted by St. Clair County Road Commission on July 21, 2016 in Kimball, MI. Seconded by Commissioner Sangster.

Ayes 5 (Hare, Kestner, Sangster, 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 Hare moved to adjourn. Seconded by Commissioner Kestner. Motion Carried. **TIME: 9:51 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
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

**Regular Meeting, Tuesday, the 12<sup>th</sup> of July, 2016**

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

Absent: **Sholtz.**

**TIME: 8:00 a.m.** Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Director of Finance & Benefits Girard and County Treasurer Tim Novak were present. Commissioner Sholtz was absent.

**TIME: 8:30 a.m.** The regular meeting was called to order: Chairperson Crannell 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 Hare moved to approve the agenda with additions. Seconded by Commissioner Sangster.

Ayes 4 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of June 28, 2016. Seconded by Commissioner Kestner.

Ayes 4 Nays 0.

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

Ayes 4 (Crannell, Kestner, Sangster & Hare) Nays 0.

**PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS:** None

**8:33 a.m.** Commissioner Hare moved to defer from the regular order of business to conduct a public hearing on a special assessment project for Arboretum Subdivision in Saginaw Twp. Seconded by Commissioner Sangster.

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

**Public Hearing for Arboretum Subdivision Special Assessment Project in Saginaw Twp.**

Director of Engineering Wisniewski explained the scope of the project and opened the floor for discussion with the residents present.

- ❖ Delphine Brown, 4960 Arboretum Drive – Why include the whole subdivision? What about sewer and water? Director of Engineering Wisniewski explained that it was determined between Saginaw Twp. & SCRC that it was best to do it as one project. Rob Grose, Manager of Saginaw Twp. explained that the water and sewer lines do not need replacing.
- ❖ Tom LaFlair, 1310 Staghorn – Once the project is complete, will SCRC plow the private drives? Mr. Wisniewski explained that the private drives still would not be plowed by the Road Commission. They will be resurfaced however they still do not meet the requirements of the Road Commission (proper drainage, road width, etc.) to be accepted into the road system. Mr. LaFlair also inquired if this project would enhance the value of the homes? SCRC Manager Borchard stated that of course it would.
- ❖ Yousef Jabbari, 4877 Arboretum – inquired as to why each resident is assessed equally instead of assessing proportionately for frontage or State Equalized Value. Mr. Wisniewski explained that the decision was made between the Township and SCRC that it be assessed by parcel and the petition circulated was based on equal distribution. Mr. Jabbari also inquired if it was possible to object the petition and what would need to be done to do so. Mr. Wisniewski explained that a petition of objection could be circulated and must be received, with a majority of signatures, within 30 days.
- ❖ Jeff Schrier, 4810 Arboretum – Agreed that the private roads should be completed at the same time as Arboretum. He also inquired on what happens to the assessment if he were to sell his house – would it be his responsibility or would it transfer with ownership. Mr. Wisniewski suggested that he discuss that with the realtor.
- ❖ Karen Vargas, 1431 Perwood Dr. – inquired about broken drains, if they would be fixed and also how were underground utilities handled. Mr. Wisniewski explained that drainage structures would be fixed and underground utilities would be marked, prior to the job starting, as part of the MISS DIG system.

**9:04 a.m.** Commissioner Kestner moved to close the public hearing and return to the regular order of business. Seconded by Commissioner Hare.  
Ayes 4 (Crannell, Kestner, Sangster & Hare) Nays 0.

#### **NEW BUSINESS:**

Director of Engineering Wisniewski recommended the approval of the Arboretum Subdivision Special Assessment Project in Saginaw Twp.

Commissioner Sangster moved, upon recommendation of Director of Engineering Wisniewski, to approve the following resolution:

**WHEREAS:** The residents of Arboretum Drive North & Arboretum Drive South including private drives; have approached the Road Commission about improving their roadways located in Saginaw Township; 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;

**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 project to be let for bid.

Supported by Commissioner Hare.

Ayes 4 (Crannell, Kestner, Sangster & Hare) Nays 0.

Director of Engineering Wisniewski discussed a proposed sidewalk policy.

Russ Taylor, Manager of Thomas Twp. had several questions and comments:

- Why the sudden problem to address immediately?
- He has spent 30 years placing sidewalks in Saginaw, Tittabawassee & Thomas Twp.
- Sidewalk placement is a Township issue.
- Requesting that Board Agendas be available on website and also emailed to him so he knows what the topics of discussion are.
- He will circulate this topic of discussion to other Township Managers and Supervisors so they know that this discussion is taking place.

Rob Grose, Manager of Saginaw Twp. had several comments:

- Townships and liable for sidewalks, not the Road Commission.
- The right-of-way is public property, not Road Commission property.
- The placement of a sidewalk is a local issue, not a Road Commission issue.

After much discussion, it was determined that this would be referred to as “guidelines” instead of a “policy”. Mr. Wisniewski will send a copy to all of the Townships to give them time to review the document. He will then set up a meeting where the Townships can meet with him and discuss this document and compile information and suggestions.

Managing Director Borchard discussed the NMARC/ASMCRA 4<sup>th</sup> Annual Joint Conference, September 14-16, 2016 at Boyne Mountain and recommended sending two Staff plus any Commissioners interested in attending.

Commissioner Sangster moved to approve to send two Staff plus any Commissioners interested in attending the NMARC/ASMCRA 4<sup>th</sup> Annual Joint Conference, September 14-16, 2016 at Boyne Mountain. Seconded by Commissioner Hare.

Ayes 4 (Crannell, Kestner, Sangster & Hare) Nays 0.

Director of Engineering Wisniewski discussed an Underwater Bridge Inspection Proposal for inspecting the Center Rd. Bridge over the Tittabawassee River and recommended awarding the contract to Great Lakes Engineering – the only Michigan-based firm certified to provide this type of inspection.

Commissioner Hare moved to award the Underwater Bridge Inspection Contract for inspecting the Center Rd. Bridge over the Tittabawassee River to Great Lakes Engineering – the only Michigan-based firm certified to provide this type of inspection. Seconded by Commissioner Kestner.

Ayes 4 (Crannell, Kestner, Sangster & 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 Sangster moved to adjourn. Seconded by Commissioner Kestner. Motion Carried. **TIME: 10:08 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 26<sup>th</sup> of July, 2016**

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

**TIME: 8:00 a.m.** Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Director of Finance & Benefits Girard was present as Acting Board Secretary. Board Secretary Brieske was absent.

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

The Pledge of Allegiance was recited in unison.

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

Commissioner Kestner moved to approve the minutes of the regular meeting of July 12, 2016. Seconded by Commissioner Hare.  
Ayes 5 Nays 0.

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

**PUBLIC COMMENTS:** Don Scherzer & Mike Niederquell from Spicer Group presented a poster for the Freeland Road project.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Director of Maintenance Medina discussed the Low Boy Bids and recommended awarding the contract to Michigan Cat, the best bid.

Commissioner Hare moved to award the Low Boy Bid to Michigan Cat, the best bid. Seconded by Commissioner Kestner.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the Design Contract for the Davis Road Project in Kochville Twp. and recommended awarding the contract to Spicer Group, the best bid.

Commissioner Hare moved to award the Design Contract for the Davis Road Project in Kochville Twp. to Spicer Group, the best bid. Seconded by Commissioner Kestner.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & 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 Kestner moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:11 a.m.**

CHAIRPERSON

ACTING BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
Michael Girard

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

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

**Regular Meeting, Tuesday, the 9<sup>th</sup> of August, 2016**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & 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 Crannell presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Wisniewski, Director of Finance & Benefits Girard & Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

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

Ayes 5 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of July 26, 2016. Seconded by Commissioner Kestner.

Ayes 5 Nays 0.

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

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

**PUBLIC COMMENTS:** Louis & Linda Mitlyng & Mathew Kanuszewski – both present for added agenda item #4.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Managing Director Borchard discussed the Annual MERS Conference, September 28-29, 2016 at Grand Traverse Resort. Mr. Borchard recommended sending Director of Finance Girard plus any Commissioners interested in attending.

Commissioner Kestner moved to approve sending Director of Finance Girard plus any Commissioners interested in attending to the Annual MERS Conference, September 28-29, 2016 at Grand Traverse Resort. Seconded by Commissioner Sangster.

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

Managing Director Borchard discussed the naming of the Voting Delegate and Alternate Delegate for the Annual MERS Conference, September 28-29, 2016 at Grand Traverse Resort. Mr. Borchard recommended naming Director of Finance Girard as the Voting Delegate and a Commissioner as the Alternate (if any are attending).

Commissioner Sangster moved to approve naming Director of Finance Girard as the Voting Delegate and a Commissioner as the Alternate (if any are attending) for the Annual MERS Conference, September 28-29, 2016 at Grand Traverse Resort. Seconded by Commissioner Hare.

Ayes 5 Nays 0.

Director of Finance & Benefits Girard discussed the Certification of the Form 2067 – Annual Certification of Employee-Related Conditions for Compliance with Section 18 of Act 51.

Commissioner Sholtz moved to approve the Certification of the Form 2067 – Annual Certification of Employee-Related Conditions for Compliance with Section 18 of Act 51. Seconded by Commissioner Sangster.

Ayes 4 Nays 0.

Director of Finance & Benefits Girard discussed the Certification of the Form 2067 – Annual Certification of Employee-Related Conditions for Compliance with Section 18 of Act 51.

Commissioner Hare moved to approve the Certification of the Form 2067 – Annual Certification of Employee-Related Conditions for Compliance with Section 18 of Act 51. Seconded by Commissioner Kestner.

Ayes 5 Nays 0.

Director of Engineering Wisniewski discussed a request for a Driveway Permit for 7606 S. Fordney Rd. in Fremont Twp. Mr. Wisniewski forwarded all pertinent documents to our Attorney, David B. Meyer, Smith Bovill for review. Attorney David B. Meyer issued a legal opinion stating that the Road Commission should grant the driveway permit for the work within the right-of-way.

A motion was made by Commissioner Hare to grant the driveway permit per the recommendation of Attorney David B. Meyer. The motion was seconded by Commissioner Sangster. The floor was then opened for public comment.

Mr. Louis Mitlyng, 7606 S. Fordney Rd., thanked the Board for allowing him and his wife to be in attendance. Mr. Mitlyng stated that he was unaware that a driveway permit was pulled for his property to gain access to the landlocked parcel [owned by Mr. Kanuszewski] behind his house. Mr. Mitlyng is aware that there is an easement to access the property however, he is not aware of driving access to the landlocked parcel. Both parties are currently involved in a lawsuit. Mr. Mitlyng is requesting that the Board hold off on issuing this driveway permit until their lawsuit is final.

Mr. Mathew Kanuszewski, owner of landlocked parcel behind 7606 S. Fordney Rd. stated that his property is 700 yards from the road. He cannot walk that far to access it. When he purchased the property from his brother and shared the Land Contract Agreement that was recorded with the Saginaw County Register of Deeds Office stating that “the easement shall allow for passage, power and utilities. Passage referring to automobiles entering said property.” This document was shared with the Board along with Mr. & Mrs. Mitlyng.

With an open motion on the floor (made by Commissioner Hare to grant the driveway permit per the recommendation of Attorney David B. Meyer). The motion was seconded by Commissioner Sangster. Roll call was taken.

Ayes 5 (Crannell, Kestner, Sangster, Hare & 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 Hare moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:13 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 23<sup>rd</sup> of August, 2016**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & 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 Crannell presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Wisniewski, Director of Finance & Benefits Girard & Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

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

Ayes 5 Nays 0.

Commissioner Hare moved to approve the minutes of the regular meeting of August 9, 2016, 2016. 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 Kestner.

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

**PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Director of Engineering Wisniewski discussed the Design Contract for the traffic signal upgrade at Tittabawassee Rd. & Towne Centre Rd. and recommended awarding the contract to Spicer Group, the lowest and best bid.

Commissioner Sangster moved to award the Design Contract for the traffic signal upgrade at Tittabawassee Rd. & Towne Centre Rd. to Spicer Group, the lowest and best bid. Seconded by Commissioner Hare.

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

Director of Engineering Wisniewski discussed the special assessment resurfacing project for Chipping Norton & Pebworth Place in Saginaw Twp. and recommended awarding the contract to Pyramid Paving, the lowest and best bid.

Commissioner Sangster moved to award the special assessment resurfacing project for Chipping Norton & Pebworth Place in Saginaw Twp. to Pyramid Paving, the lowest and best bid. Seconded by Commissioner Kestner.

Ayes 5 (Crannell, Kestner, Sangster, Hare & 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 Kestner moved to adjourn. Seconded by Commissioner Hare. Motion Carried. **TIME: 9:04 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 13<sup>th</sup> of September, 2016**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & 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 Crannell presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Wisniewski, Director of Finance & Benefits Girard & Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

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

Commissioner Sholtz moved to approve the minutes of the regular meeting of August 23, 2016. Seconded by Commissioner Hare.  
Ayes 5 Nays 0.

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

**PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Manager Director Borchard discussed the 2016 CRA Public Relations Workshop, October 27, 2016 in Mt. Pleasant. Mr. Borchard recommended sending up to 3 Staff plus any Commissioners interested in attending.

Commissioner Hare moved to approve sending up to 3 Staff plus any Commissioners interested in attending the 2016 CRA Public Relations Workshop, October 27, 2016 in Mt. Pleasant. Seconded by Commissioner Kestner.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

Director of Engineering Wisniewski discussed Autumn Glen No. 3 Subdivision in Tittabawassee Twp. He explained that it was inadvertently overlooked on accepting for maintenance purposes,



as all proper documents have been submitted to our office. Mr. Wisniewski recommended accepting Autumn Glen No. 3 into the Saginaw County Road System for maintenance purposes.

Commissioner Kestner moved to approve the following resolution:

**WHEREAS**, the Saginaw County Road Commission did accept the **Autumn Glen No. 3 - Amber Ct., Hillbridge Dr. & August Ln. in Tittabawassee Twp. for Maintenance Purposes** prior to December 31, 2014 and roads were open to traffic prior to December 31, 2014; 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 **Autumn Glen No. 3 - Amber Ct., Hillbridge Dr. & August Ln. in Tittabawassee Twp. for Maintenance Purposes**, is accepted in the Saginaw County Road System.

Seconded by Commissioner Sangster.  
Ayes 5 Nays 0.

Director of Engineering Wisniewski discussed Meadowlark Estates No. 2 Subdivision in Saginaw Twp. He explained that it was inadvertently overlooked on accepting for maintenance purposes, as all proper documents have been submitted to our office. Mr. Wisniewski recommended accepting Meadowlark Estates No. 2 into the Saginaw County Road System for maintenance purposes.

Commissioner Kestner moved to approve the following resolution:

**WHEREAS**, the Saginaw County Road Commission did accept the **Meadowlark Estates No. 2 – Jasmine Dr., Fieldstone Ln. & Pebblestone Ln. in Saginaw Township for Maintenance Purposes** prior to December 31, 2014 and roads were open to traffic prior to December 31, 2014; 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 **Meadowlark Estates No. 2 – Jasmine Dr., Fieldstone Ln. & Pebblestone Ln. in Saginaw Township for Maintenance Purposes**, is accepted in the Saginaw County Road System.

Seconded by Commissioner Sangster.  
Ayes 5 Nays 0.

Director of Engineering Wisniewski requested pre-approval to award the contract for the Arboretum paving project in Saginaw Twp. to the lowest and best bid; as long as the bid comes in at or below the estimated project cost (Engineer's Estimate plus 10% contingency or \$486,000).

Commissioner Sangster moved to grant Director of Engineering Wisniewski permission to award the contract for the Arboretum paving project in Saginaw Twp. to the lowest and best bid; as long as the bid comes in at or below the estimated project cost (Engineer's Estimate plus 10% contingency or \$486,000). Seconded by Commissioner Kestner.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & 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 Sangster moved to adjourn. Seconded by Commissioner Kestner. Motion Carried. **TIME: 9:22 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 27<sup>th</sup> of September, 2016**

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

Absent: **Hare & Sangster.**

**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 and Commissioner Sangster were absent. Director of Engineering Wisniewski was also present.

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

The Pledge of Allegiance was recited in unison.

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

Commissioner Sangster moved to approve the minutes of the regular meeting of September 11, 2016. Seconded by Commissioner Sholtz.  
Ayes 3 Nays 0.

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

**PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Manager Director Borchard is requesting approval to appoint Director of Engineering Wisniewski as the Public Hearing Official for the Proposed Fashion Square Blvd. Name Change Public Hearing to be held at a separate meeting held just prior to the Kochville Township's December Board Meeting.

Commissioner Sholtz to approve appointing Director of Engineering Wisniewski as the Public Hearing Official for the Proposed Fashion Square Blvd. Name Change Public Hearing to be held at a separate meeting held just prior to the Kochville Township's December Board Meeting. Seconded by Commissioner Kestner.  
Ayes 3 Nays 0.

Managing Director Borchard discussed the purchase agreement for the property located at 1905 Hess St. in the City of Saginaw. Mr. Borchard is recommending that the Board approve and sign said purchase agreement. The Road Commission is looking to purchase this property (building included) to utilize as additional equipment storage.

Commissioner Kestner moved to approve and sign the purchase agreement for the property located at 1905 Hess St. in the City of Saginaw. This agreement is contingent upon the environmental study – Phase I, as stated in the purchase agreement. Seconded by Commissioner Sholtz.

Ayes 3 (Crannell, Kestner & 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 Kestner moved to adjourn. Seconded by Commissioner Sholtz. Motion Carried. **TIME: 9:15 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 11<sup>th</sup> of October, 2016**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & 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 Crannell presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Wisniewski, Director of Finance & Benefits Girard & Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

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

Ayes 5 Nays 0.

Commissioner Sangster moved to approve the minutes of the regular meeting of September 27, 2016. Seconded by Commissioner Sholtz.

Ayes 5 Nays 0.

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

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

**PUBLIC COMMENTS:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Managing Director Borchard discussed the Blue Water Highway Council Quarterly Meeting on October 25, 2016 in Port Sanilac. This meeting takes place on the same day as our next Board Meeting.

A motion was made by Commissioner Hare to send a representative from the office. Seconded by Commissioner Sangster.

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

Director of Engineering Wisniewski requested a revision of certification length of Tom Cresswell Road in Spaulding Township. In 2013, the bridge over the Flint River was removed. The Road Commission still maintains the road on either side, however, the ± 200' of the bridge length

needs to be subtracted from out road certification maps.

Commissioner Kestner moved to approve the revision of certification length of Tom Cresswell Road in Spaulding Township. Seconded by Commissioner Sangster.  
Ayes 5 Nays 0.

Director of Finance & Benefits Girard requested the signing of the participation agreement for the MERS Health Care Savings Program. This program is for management employees hired after October 1, 2013 to put pre-taxed money into MERS Health Care Savings Program for use after retirement. The management group (3 employees) have agreed on \$20.00 per paycheck to be the constant value.

\*This same offer was made to Union employees, however, the participation & amount of contribution must be unanimous; and it is not (there is one employee that does not want to participate).

A motion was made by Commissioner Hare to approve the program for management employees hired after October 1, 2013 to put pre-taxed money into MERS Health Care Savings Program for use after retirement. Seconded by Commissioner Sangster.

After much discussion, the motion was amended by Commissioner Hare to have the Road Commission be the constant value of \$5.00 per paycheck, for both the management and union employees that were hired after October 1, 2013, to be enrolled in the MERS Health Care Savings Program for use after retirement. Seconded by Commissioner Sangster.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & 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 Kestner moved to adjourn. Seconded by Commissioner Hare. Motion Carried. **TIME: 9:28 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
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

**Regular Meeting, Tuesday, the 25<sup>th</sup> of October, 2016**

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

**TIME: 8:00 a.m.** Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Director of Finance & Benefits Girard was also present.

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

The Pledge of Allegiance was recited in unison.

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

Commissioner Hare moved to approve the minutes of the regular meeting of October 11, 2016. Seconded by Commissioner Sholtz.  
Ayes 5 Nays 0.

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

**PUBLIC COMMENTS:** Uday Gollapudi, PE, CPG from E3 Group, LLC was present for Agenda Item #1.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Managing Director Borchard introduced Uday Gollapudi, PE, CPG from E3 Group, LLC to discuss his findings regarding the Phase I environmental study at 1905 Hess Property. Mr. Gollapudi explained his findings on the Phase I environmental study for the 1905 Hess Property. He explained the next steps in the process - Phase II study and submitting for BEA. After much discussion, Director of Engineering Wisniewski recommended that we proceed with Mr. Gollapudi's proposal to proceed with Phase II (to get a couple of additional borings to compare to the 2006 study completed by Peerless Environmental) to establish existing contaminants. As long as there are no changes, Mr. Gollapudi will continue to move forward with the BEA; with costs not to exceed \$6,200.00.

Commissioner Kestner moved to approve the recommendation of Director of Engineering to have E3 Group move forward with the Phase II environmental study & BEA submission with costs not to exceed \$6,200.00. Seconded by Commissioner Hare.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

Director of Maintenance Medina discussed a request from Fahrner Asphalt Sealers for an extension of the 2016 bid for Proposal #16 – Crack Sealing, for the 2017 year.

Commissioner Sangster moved to accept the request from Fahrner Asphalt Sealers for an extension of the 2016 bid for Proposal #16 – Crack Sealing, for the 2017 year. Seconded by Commissioner Hare.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & 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 Kestner moved to adjourn. Seconded by Commissioner Hare. Motion Carried. **TIME: 9:18 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
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

**Regular Meeting, Tuesday, the 8<sup>th</sup> of November, 2016**

Present Commissioners: **Crannell, Kestner, Sangster, Hare & 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 Crannell presiding. All present as before: Managing Director Borchard, Director of Maintenance Medina, Director of Engineering Wisniewski, Director of Finance & Benefits Girard & Board Secretary Brieske.

The Pledge of Allegiance was recited in unison.

Commissioner Kestner moved to approve the agenda. Seconded by Commissioner Hare.  
Ayes 5 Nays 0.

Commissioner Kestner moved to approve the minutes of the regular meeting of October 25, 2016. 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 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Managing Director Borchard discussed the County Road Association Legal Issue Workshop, December 6, 2016 from 8:00 am – 11:45 am in Mt. Pleasant. Mr. Borchard recommended sending up to 4 Staff plus any Commissioners interested in attending.

Commissioner Hare moved to approve sending up to 4 Staff plus any Commissioners interested in attending the County Road Association Legal Issue Workshop, December 6, 2016 in Mt. Pleasant. Seconded by Commissioner Sangster.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

Managing Director Borchard discussed the County Road Association Road Funding 401 Workshop, December 6, 2016 from Noon – 3:30 p.m. in Mt. Pleasant. Mr. Borchard recommended sending up to 4 Staff plus any Commissioners interested in attending.

Commissioner Hare moved to approve sending up to 4 Staff plus any Commissioners interested in attending the County Road Association Road Funding 401 Workshop on December 6, 2016 in Mt. Pleasant. Seconded by Commissioner Kestner.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

Director of Engineering Wisniewski discussed the Bid Tabulations for the Design Contract for Fergus Rd. Bridge over the Fairchild Creek in Albee Twp. and recommended awarding it to the lowest and best bidder, Great Lakes Engineering Group.

Commissioner Kestner moved to award the Design Contract for Fergus Rd. Bridge over the Fairchild Creek in Albee Twp. to Great Lakes Engineering Group, the lowest and best bid. Seconded by Commissioner Sangster.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & Sholtz) Nays 0.

Director of Engineering Wisniewski presented the 2017 SASWA Apportionment of Operational Costs and 2017 Budget and recommended approval of the same.

Commissioner Kestner 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 2017 annual operational costs for the Authority is approved as presented.
2. The 2017 annual budget of the Authority is received and accepted as presented.

The motion was seconded by Commissioner Sangster.  
Ayes 5 (Crannell, Kestner, Sangster, Hare & 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 Sangster moved to adjourn. Seconded by Commissioner Hare. Motion Carried. **TIME: 8:59 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Richard H. Crannell

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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

**Regular Meeting, Tuesday, the 22<sup>nd</sup> of November, 2016**

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

Absent: **Sholtz.**

**TIME: 8:00 a.m.** Roll Call. The Board met as a Committee of the Whole for the review and audit of vouchers. Commissioner Sangster arrived at 8:23 a.m. from the Saginaw County Landbank Meeting. Commissioner Sholtz was absent.

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

The Pledge of Allegiance was recited in unison.

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

Commissioner Kestner moved to approve the minutes of the regular meeting of November 8, 2016. Seconded by Commissioner Hare.  
Ayes 4 Nays 0.

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

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Managing Director Borchard discussed the Saginaw County Township Officers Association Annual Christmas Meeting on December 7, 2016 at 6:00 p.m. at the Swan Valley Banquet Center. Mr. Borchard recommended sending up to six (6) Staff plus any Commissioners interested in attending.

Commissioner Kestner moved to send up to six (6) Staff plus any Commissioners interested in attending the Saginaw County Township Officers Association Annual Christmas Meeting on December 7, 2016 at 6:00 p.m. at the Swan Valley banquet Center. Seconded by Commissioner Hare.

Ayes 4 (Crannell, Kestner, Sangster & Hare) Nays 0.

Director of Engineering Wisniewski discussed and recommended for approval, the MDOT Contract for Gasper Rd. over a Branch of the Fairchild Creek; Merrill Rd. over Handy Creek & Birch Run Rd. over the Briggs Drain.

Commissioner Kestner moved, upon recommendation of Director of Engineering Wisniewski, 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 22, 2016, 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 21, 2016, attached hereto and made a part hereof:

PART A – STL 73404; JOB #126872A; STP 1673(242); RT0530

The removal and replacement of the structure that carries Gasper Road over a branch of Fairchild Creek, Sections 1 & 6, T09N, R03E, Maple Grove Township, Saginaw County, Michigan; the reconstruction of the approaches to the structure for approximately 135 feet southerly and 94 feet northerly of the structure; and all together with necessary related work.

PART B – STL 73404; JOB #126875A; STP 1673(243); RT 0531

The removal and replacement of the structure that carries Merrill Road over Handy Creek, Sections 22, 23, 26 and 27, T12N, R01E, Jonesfield Township, Saginaw County, Michigan; the reconstruction of the approaches to the structure for approximately 97 feet southerly and 114 feet northerly of the structure; and all together with necessary related work.

PART C – STL 73141; JOB #127894A; STP 1673(247); RT 0535

The removal and replacement of the structure #9206, which carries Birch Run Road over Briggs Drain, Sections 19 and 30, T10N, R06E, Birch Run Township, Saginaw County, Michigan; the reconstruction of the approaches to the structure for approximately 90 feet westerly and 117 feet easterly of the structure; 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:

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 Richard H. Crannell, 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 4 (Hare, Kestner, Sangster & Crannell) 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 Kestner moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:24 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
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

**Regular Meeting, Tuesday, the 13<sup>th</sup> of December, 2016**

Present Commissioners: **Crannell, Kestner, Sangster & 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. Director of Engineering Wisniewski was present to discuss the environmental study and BEA submittal to the State for the 1905 Hess Rd. property.

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

The Pledge of Allegiance was recited in unison.

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

Commissioner Kestner moved to approve the minutes of the regular meeting of November 22, 2016. 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 (Crannell, Kestner, Sangster & Sholtz) Nays 0.

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

**PUBLIC HEARING:**

**8:37 a.m.** – Commissioner Sangster moved to defer from the regular order of business to conduct the public hearing on the FY 2017 Budget. Seconded by Commissioner Kestner.  
Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Director of Finance & Benefits Girard presented the FY 2017 Budget. Mr. Girard answered questions regarding the budget and the attached synopsis on the budget.

**9:15 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 Kestner. Ayes 4 (Sangster, Kestner, Crannell, Sholtz) Nays 0.

Director of Finance & Benefits Girard requested approval of the FY 2017 Budget.

Commissioner Kestner moved to approve the budget for FY 2017 fiscal year. Seconded by Commissioner Sangster.

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

Director of Finance & Benefits Girard gave an overview of the General Appropriations Act and recommended acceptance of the resolution.

Commissioner Kestner moved to approve 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 Sholtz

Ayes 4 Nays 0

Director of Engineering Wisniewski discussed a Level 2 Advanced Concrete Technicians Training, February 7-9, 2017 in Wayne County and recommended sending Joe Periard to said training.

Commissioner Kestner moved to approve sending Joe Periard to the Level 2 Advanced Concrete Technicians Training, February 7-9, 2017 in Wayne County. Seconded by Commissioner Sangster.

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

Director of Engineering Wisniewski discussed a HMA Paving Operations training, March 6-7, 2017 at Ferris State University in Big Rapids and recommended sending Joe Periard to said training.

Commissioner Kestner moved to send Joe Periard to the HMA Paving Operations training, March 6-7, 2017 at Ferris State University in Big Rapids. Seconded by Commissioner Sangster.

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

Managing Director Borchard discussed the Annual Michigan Safety Conference, April 11-12, 2017 in Novi and recommended sending three employees (Scott Hare, Ben Wenzel & Mike Wysko) to said training.



Commissioner Sholtz moved to approve sending three employees (Scott Hare, Ben Wenzel & Mike Wysko) to the Annual Michigan Safety Conference, April 11-12, 2017 in Novi. Seconded by Commissioner Kestner

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

Director of Maintenance Medina discussed an offer from Dornbos Sign & Safety requesting an extension of their 2016 prices for Proposal #8 (Sign Blanks) and Proposal #9 (Signs) for the 2017 year.

Commissioner Sangster moved to approve the offer from Dornbos Sign & Safety for the extension of their 2016 prices for Proposal #8 (Sign Blanks) and Proposal #9 (Signs) for the 2017 year. Seconded by Commissioner Kestner.

Ayes 4 (Sangster, Kestner, 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: 9:41 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
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

**Regular Meeting, Tuesday, the 27<sup>th</sup> of December, 2016**

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

Absent: **Sholtz.**

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

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

The Pledge of Allegiance was recited in unison.

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

Commissioner Hare moved to approve the minutes of the regular meeting of December 13, 2016. Seconded by Commissioner Sangster.  
Ayes 4 Nays 0.

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

**PUBLIC COMMENTS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

Director of Finance & Benefits Girard reviewed the FY2016 Amended Budget and recommended approval.

Commissioner Kestner moved to approve the FY2016 Amended Budget. Seconded by Commissioner Sangster.  
Ayes 4 (Hare, Sangster, Kestner, Crannell) Nays 0.

Managing Director Borchard discussed and recommended amending Policy No. 6.10 – Privacy Policy for Social Security Numbers.

After some discussion, Commissioner Kestner moved to approve amending Policy No. 6.10 – Privacy Policy for Social Security Numbers. Seconded by Commissioner Sangster.  
Ayes 4 (Hare, Sangster, Kestner, Crannell) Nays 0.

Managing Director Borchard discussed a new Policy No. 5.09 – Over-The-Counter and Prescription Drug Policy recommended by MCRCSIP.

Commissioner Sangster moved to approve and accept new Policy No. 5.09 – Over-The-Counter and Prescription Drug Policy recommended by MCRCSIP. Seconded by Commissioner Hare. After much discussion, the motion was amended to table this item for HIIPA & liability clarification.

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

Managing Director Borchard discussed a new Policy No. 5.10 – Safety Sensitive Employee Release to Work Form for Prescription Medications Policy recommended by MCRCSIP.

Commissioner Sangster moved to approve and accept Policy No. 5.10 – Safety Sensitive Employee Release to Work Form for Prescription Medications Policy recommended by MCRCSIP. Seconded by Commissioner Kestner. After much discussion, the motion was amended to table this item for HIIPA & liability clarification.

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

Director of Engineering Wisniewski gave an overview of the Public Hearing that was held on December 19, 2016 for the proposed name change of Fashion Square Blvd. Mr. Wisniewski shared the pro's & con's that were shared at the meeting and via email. Mr. Wisniewski also noted that the petition was written for the name to be changed to "Carinal Drive"; while the original discussion that took place was to change the name to "Cardinal Square Boulevard".

Commissioner Sangster moved to table this item until clarification is made on the name change. Seconded by Commissioner Hare.

Ayes 4 Nays 0.

Director of Engineering Wisniewski requested approval of a resolution for a Winter Maintenance Agreement between Saginaw and Bay County Road Commissions for Venoy Rd. and Wilshire Rd.

Commissioner Hare moved, upon recommendation of Director of Engineering Wisniewski, to approve the following resolutions:

**WHEREAS:** The Saginaw County Road Commission is the ACT 51 Agency responsible for maintaining Venoy Road between Crane Road and the Bay County Line, located in Kochville Township, Saginaw County, Michigan; And

**WHEREAS:** The Bay County Road Commission is the ACT 51 Agency responsible for maintaining Wilshire Rd. between Jones Road and Knight Road, located on the border of Merritt Township, Bay County, Michigan and Blumfield Township, Saginaw County, Michigan; And

**WHEREAS:** The Michigan Department of Transportation removed the Crane Road Bridge over I-75, and constructed a cul-de-sac on Venoy Road at its previous intersection with Crane Road; And

**WHEREAS:** The Saginaw County Road Commission is now required to travel into Bay County to access Venoy Road for maintenance, which results in an increased travel time to perform maintenance activities.

**NOW, THEREFORE, BE IT RESOLVED** that the Saginaw County Road Commission agrees to perform winter maintenance along Wilshire Roads between Jones Roads and Knight Road in compensation for Bay County Road Commission performing winter maintenance along Venoy Road between the Cul-de-sac and the Bay County line; And

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that this agreement only applies to winter maintenance activities.

Supported by Commissioner Sangster.

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

Director of Engineering requested approval of the MDOT Performance Resolution for Governmental Agencies. This Resolution names the SCRC employees with authorization to request MDOT permits.

Commissioner Hare moved to approve the MDOT Performance Resolution for Governmental Agencies. Seconded by Commissioner Sangster.

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

Director of Engineering Wisniewski discussed the MDOT Contract and Resolution for Nichols Rd. between Willard Rd. & Birch Run Rd. and recommended approval of said contract and resolution.

Commissioner Kestner moved, upon recommendation of Director of Engineering Wisniewski, 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 December 27, 2016, 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 26, 2016, attached hereto and made a part hereof:

Hot mix asphalt base crushing, shaping, and resurfacing work along Nichols Road from Willard Road northerly to Birch Run Road; including culvert replacement, gravel shoulder, tree removal, permanent signing, and pavement marking work; and all together with necessary related work.

**WITNESSETH:**

**WHEREAS,** pursuant to State 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 Richard H. Crannell, 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 Hare.

Ayes 4 (Hare, Kestner, Sangster, Crannell) 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 Hare moved to adjourn. Seconded by Commissioner Sangster. Motion Carried. **TIME: 9:39 a.m.**

CHAIRPERSON

BOARD SECRETARY

\_\_\_\_\_  
Richard H. Crannell

\_\_\_\_\_  
Jennifer Brieske