



**AGENDA
OTSEGO COUNTY BOARD OF ROAD COMMISSIONERS
THURSDAY, MARCH 13, 2025, AT 9:00 A.M.**

ITEM 1 – CALL TO ORDER/PLEDGE OF ALLEGIANCE

ITEM 2 - ROLL CALL

ITEM 3 – AGENDA CHANGES/APPROVAL OF AGENDA

ITEM 4 – CONSENT CALENDAR

- A. Minutes: The Board approves the Regular Meeting Minutes dated February 13, 2025.
- B. The Board approves Payroll #3 (\$108,669.14), and Payroll #4 (\$101,619.97).
- C. The Board approves Accounts Payable: C/2-2 (\$85,390.08), and C/3-1 (\$295,593.50), and the Accounts Payable Check Register dated 2/01/2025 to 2/28/2025.

ITEM 5 – GUEST SPEAKERS

- A. Neil Drzewiecki, Otsego County Board Liaison
- B. Iann Witt, Forestry Consultant

ITEM 6 – PUBLIC COMMENT (AGENDA ITEMS ONLY)

ITEM 7– OLD BUSINESS/UNFINISHED BUSINESS

ITEM 8 – NEW BUSINESS

- A. Hayes Township Cost Share Agreement
- B. Bagley Township Cost Share Agreement
- C. Bid Award – Ice Control Sand
- D. Resolution R25-2 State and Federal Local Bridge Funding
- E. Resolution R25-3 Weight Restrictions/Truck Route
- F. Bid Awards – 2025 Construction and Maintenance Projects
- G. Proposal Award – Roundabout Design and Construction Engineering

ITEM 9 – STAFF REPORTS

- A. Managing Director, Operations Manager, Engineer of Record, Finance Manager, Facilities/Equipment Supervisor, Road Maintenance Supervisor

ITEM 10 – COMMUNICATIONS

- A. Upcoming OCRC Board Meeting Dates: April 10, 2025, and May 8, 2025

ITEM 11 – PUBLIC COMMENT (GENERAL COMMENTS/ADDRESS THE BOARD)

ITEM 12 – COMMISSIONER COMMENT

ITEM 13 – ADJOURNMENT



Otsego County Road Commission Agenda Item Report

FROM: Rebecca Hilmert, Finance Manager
MEETING DATE: March 13, 2025
AGENDA ITEM: 4 A, B, C
SUBJECT: Consent Calendar

DESCRIPTION

The purpose of the Consent Calendar is to expedite business by grouping non-controversial items together without discussion. Any member of the Commission, staff, or the public may ask that any item on the Consent Calendar be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.

If an item is not removed from the Consent Calendar, all items listed are approved by a single Commission action approving the Consent Calendar. The Finance Manager recommends the following items be approved:

- A. Minutes: The Board approves the Regular Meeting Minutes dated February 13, 2025.
- B. The Board approves Payroll: #3 (\$108,669.14), and Payroll #4 (\$101,619.97).
- C. The Board approves accounts Payable: C/2-2 (\$85,390.08), and C/3-1 (\$295,593.50) and the Accounts Payable Check Register dated 2/01/2025 to 2/28/2025.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the March 13, 2025, consent calendar as presented.

UNAPPROVED
MINUTES for the
REGULAR MEETINGS OF THE
OTSEGO COUNTY ROAD COMMISSION
HELD ON THURSDAY, FEBRUARY 13, 2025, AT 9:00 A.M.

ITEM 1 – CALL TO ORDER/PLEDGE OF ALLEGIANCE

- Meeting called to order by Chairman Huff, at 9:00 a.m. and Pledge of Allegiance.

ITEM 2 - ROLL CALL

- Upon roll call, the following Commissioners responded:
Dipzinski, Present
Camiller, Present
Gordon, Present
Heinz, Present
Huff, Present

The following staff members were present: Kirk Harrier, Managing Director; Rebecca Hilmert, Finance Manager/Board Secretary; David Fox, Equipment/Facilities Supervisor; Steve Mench, Road Maintenance Supervisor

ITEM 3 – AGENDA CHANGES/APPROVAL OF AGENDA

- Motion by Gordon to approve the agenda as presented, seconded by Heinz. Five ayes, no nays. Motion carried.

ITEM 4 – CONSENT CALENDAR

- A. Minutes: The Board approves the Regular Meeting Minutes dated January 9, 2025
- B. The Board approves Payroll: #1 (\$95,826.65), and Payroll #2 (\$121,706.19).
- C. The Board approves Accounts Payable: C/1-2 (\$859,039.79) and C/2-1 (\$262,130.60), and the Accounts Payable Check Register dated 1/01/2025 to 1/31/2025.
- Motion by Dipzinski to approve the February 13, 2025, Consent Calendar, seconded by Camiller. Five ayes, no nays. Motion carried.

ITEM 5 – GUEST SPEAKERS

- A. Neil Drzewiecki, Otsego County Board of Commissioners, said hello and is happy to be representing the board of commissioners, and the board of road commissioners, to his colleagues.

ITEM 6 – PUBLIC COMMENT

ITEM 7 – OLD BUSINESS/UNFINISHED BUSINESS

ITEM 8 – NEW BUSINESS

- A. Earned Sick Time Act (ESTA) Update
- B. Arrow Board Review
- C. Cell Tower Lease Review (Site No. 50042)
- D. Truck Route
- E. Bid Award – Annual Gravel Stabilization
 - a. Motion by Gordon to approve American Waste, Inc. DBA GFL Environmental/Northern A-1 Industrial Services, LLC for Gravel Road Stabilization 26% Mineral Brine – Continuous Application in the amount of \$95,875.00, seconded by Dipzinski. Five ayes, no nays. Motion carried.
- F. Bid Award – 23A Aggregate

- a. **Motion by Heinz to approve J&N Construction, LLC for 2025 23A Aggregate n the amount of \$8.22 per ton OCRC loaded and transferred, and \$13.20 per ton delivered to OCRC garage, seconded by Camiller. Five ayes, no nays. Motion carried.**
- G. Bid Award – Annual Pavement Markings
 - a. **Motion by Camiller to approve Michigan Pavement Markings for 2025 pavement markings per attached bid specifications, seconded by Gordan. Five ayes, no nays. Motion carried.**
- H. Bid Award – Chester Road Re-Gravel Project
 - a. **Motion by Dipzinski to approve the Chester Road Re-Gravel project to Rieth Riley Construction Co., Inc. in the amount of \$23.40 per ton, seconded by Heinz. Five ayes, no nays. Motion carried.**
- I. 2025-2026 CRA Board of Directors Ballots
 - a. **Motion by Gordon to cast the Otsego County Road Commission’s vote for the unopposed 4-year northern seat for Dave Pettersch and the 3-year northern seat to Kirk Harrier, seconded by Dipzinski. Five ayes, no nays. Motion carried.**
- J. 2024 FY Budget Review
- K. MERS RHFV Plan Fund Distribution
 - a. **Motion by Heinz to approve fund distribution request in the amount of \$206,724.08 from the MERS Retiree Healthcare Funding Vehicle Plan and authorize the managing director and finance manager to sign the request form and submit for reimbursement, seconded by Dipzinski. Five ayes, no nays. Motion carried.**
- L. 2025 FY Budget Amendment
 - a. **Motion by Camiller to approve the fiscal year-end 2025 Otsego County Road Commission budget amendments as recommended by the Finance Manager, seconded by Gordon. Five ayes, no nays. Motion carried.**
- M. 2025 Heavy Maintenance Project Review
- N. Resolution R25-1 Act 51 Certification Map Approval
 - a. **Motion by Gordon to approve Resolution R25-1 as presented to direct staff to submit the required report to the State Transportation Commission, seconded by Heinz. Roll Call vote: Gordon, yes; Heinz, yes; Dipzinski, yes; Camiller, yes; Huff, yes. Five ayes, no nays. Motion carried.**

ITEM 9 – STAFF REPORTS

- A. Managing Director had no update at this time.
- B. Finance Manager updated the board payables, receivables and the upcoming audit.
- C. Facilities & Equipment Supervisor took delivery of four plow trucks last week and has been educating staff on proper wing usage.
- D. Road Maintenance Supervisor reported on plowing snow and pushing banks back.

ITEM 10 – COMMUNICATIONS

- A. Upcoming OCRC Board Meeting Dates: March 13, 2025
- B. CRA Annual Conference & Road Show: March 25-27, 2025, DoubleTree by Hilton Lansing, MI

ITEM 11– PUBLIC COMMENT

- A. Sanieel & Susan Anaya, 829 Lancewood Street – Address the board regarding the snow plowing on Lancewood Street.

ITEM 12– COMMISSIONER COMMENT

- A. Commissioner Heinz and Commissioner Gordon noted how well the drivers were doing with all the snowfall this year.
- B. Commissioner Huff inquired about Winifred Road project.

ITEM 13 – ADJOURNMENT

- **Motion by Dipzinski to adjourn meeting at 10:21 a.m., seconded by Camiller. Five ayes, no nays. Motion carried.**

Troy Huff, Chairman

Rebecca Hilmert, Board Secretary

Payroll Gross for P/R of 2/6/2025

PR #3

2/5/2025

1/18/2025 to 1/31/2025

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
264 Huff III,Russell	72.50	72.50	\$1,862.53
269 Koronka,Brian	74.00	74.00	\$1,901.06
277 Fox,David	80.00	83.00	\$3,111.29
283 Sewell,Dennis	80.00	91.25	\$2,488.74
284 Kwapis Jr.,Stanley	80.00	114.50	\$3,660.06
287 Myers,Joseph	80.00	106.00	\$3,172.73
294 Mench,Steven	80.00	102.00	\$4,160.66
295 Boughner,Alan	80.00	103.50	\$3,050.69
299 Hinton,Justin	80.00	118.50	\$3,602.63
303 Coughlin Jr.,Thomas	80.00	110.50	\$3,301.20
307 Stiles,William	80.00	115.00	\$3,558.08
308 Wcisel,David	80.00	104.00	\$3,095.66
311 Wiley,James	80.00	122.50	\$3,974.35
314 Kucharek,Joseph	80.00	83.50	\$2,407.20
316 Jones,Tianne	80.00	80.00	\$2,178.40
317 Mitchell Jr.,Dennis	80.00	84.00	\$2,209.34
318 Huff,Troy	0.00	0.00	\$409.09
319 Prusakiewicz,Luke	80.00	102.50	\$3,037.86
321 Tracey,Benjamin	80.00	88.00	\$2,593.49
323 Falkenhagen,Robert	80.00	107.00	\$3,159.91
324 Dipzinski,Michael	0.00	0.00	\$363.64
326 Heinz,Kathy	0.00	0.00	\$363.64
327 Garlock,Cody	80.00	87.00	\$2,402.02
328 Harrier,Kirk	80.00	80.00	\$4,098.41
329 Gordon,Lukas	0.00	0.00	\$363.64
331 Boettner,Cary	72.67	99.67	\$3,086.22
335 Pettis,Charles	78.00	80.00	\$1,878.40
336 Hilmert,Rebecca	80.00	80.00	\$2,694.40
337 Johnson,Zachary	80.00	109.00	\$3,269.07
338 Coady,Patrick	80.00	103.50	\$3,082.88
342 Alexander,Alexis	80.00	95.50	\$2,716.72
343 Hendrick,Robert	73.00	95.50	\$2,909.34
344 Mayle,Michael	80.00	98.00	\$2,748.93
345 Butkovich,Scott	80.00	105.00	\$4,363.96
346 Ford,Logan	80.00	108.50	\$3,275.50
347 Joyce,Caleb	76.50	80.00	\$2,055.20
348 Huff,Justin	78.00	80.00	\$2,055.20
349 Mathers,Andrew	73.50	80.00	\$2,055.28
350 Camiller,James	0.00	0.00	\$363.64
903 BANK,HORIZON	0.00	0.00	\$7,588.08

Total of Employee checks:	2,678.17	3,243.92	\$108,669.14
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Gross Pay by Fund:

	Total
201	108,669.14
Total	108,669.14

Approved: February 13, 2025

Troy Huff, Chairman

Payroll Gross for P/R of 2/20/2025

PR #4

2/18/2025

2/1/2025 to 2/14/2025

Emp Nbr and Name	Regular Hours	Total Hours	Gross Amt
264 Huff III,Russell	57.00	57.00	\$1,464.33
277 Fox,David	80.00	82.00	\$3,056.06
283 Sewell,Dennis	80.00	83.50	\$2,190.08
284 Kwapis Jr.,Stanley	80.00	118.50	\$3,817.21
287 Myers,Joseph	80.00	96.50	\$2,780.95
294 Mench,Steven	80.00	97.00	\$3,884.52
295 Boughner,Alan	80.00	90.50	\$2,465.82
299 Hinton,Justin	80.00	117.00	\$3,583.77
303 Coughlin Jr.,Thomas	80.00	85.50	\$2,267.14
307 Stiles,William	80.00	83.50	\$2,190.08
308 Wcisel,David	80.00	111.50	\$3,461.75
311 Wiley,James	80.00	119.50	\$3,911.41
314 Kucharek,Joseph	80.00	103.00	\$3,319.41
316 Jones,Tianne	80.00	80.00	\$2,178.41
317 Mitchell Jr.,Dennis	80.00	82.00	\$2,132.27
318 Huff,Troy	0.00	0.00	\$526.09
319 Prusakiewicz,Luke	80.00	113.00	\$3,551.64
321 Tracey,Benjamin	80.00	90.50	\$2,699.21
323 Falkenhagen,Robert	80.00	92.00	\$2,517.62
324 Dipzinski,Michael	0.00	0.00	\$363.64
326 Heinz,Kathy	0.00	0.00	\$363.64
327 Garlock,Cody	80.00	110.50	\$3,333.29
328 Harrier,Kirk	80.00	80.00	\$4,098.41
329 Gordon,Lukas	0.00	0.00	\$363.64
331 Boettner,Cary	80.00	86.00	\$2,419.93
335 Pettis,Charles	78.00	80.00	\$1,878.40
336 Hilmert,Rebecca	80.00	80.00	\$2,694.40
337 Johnson,Zachary	80.00	91.00	\$2,479.10
338 Coady,Patrick	80.00	115.00	\$3,635.21
342 Alexander,Alexis	80.00	103.00	\$3,057.11
343 Hendrick,Robert	80.00	86.50	\$2,440.32
344 Mayle,Michael	80.00	87.00	\$2,325.03
345 Butkovich,Scott	80.00	88.00	\$3,416.88
346 Ford,Logan	80.00	104.50	\$3,134.21
347 Joyce,Caleb	68.50	80.00	\$2,055.20
348 Huff,Justin	72.00	80.00	\$2,055.20
349 Mathers,Andrew	74.00	80.00	\$2,055.28
350 Camiller,James	0.00	0.00	\$363.64
903 BANK,HORIZON	0.00	0.00	\$7,089.67

Total of Employee checks:	2,589.50	3,054.00	\$101,619.97
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Gross Pay by Fund:

	Total
201	101,619.97
Total	101,619.97

Approved: March 13, 2025

Troy Huff, Chairman

Payables Prepay Report
2-27-2025 Insurances/Utilities

Show Distributions? (Y/N): N - Do Not Show Distributions

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
Payment Type: Checks					
Vendor: ALERUS: Alerus Financial					
Check Nbr: 620732					
Batch 321	2/20/2025	Employer Portion HCSP	1,138.97	0.00	1,138.97
Batch 355	2/20/2025	Employer Portion HCSP	2,780.04	0.00	2,780.04
Check Totals:			3,919.01	0.00	3,919.01
Vendor: BCN: Blue Care Network of MI					
Check Nbr: 620733					
250350013703	2/4/2025	Health Insurance	54,417.63	0.00	54,417.63
Check Totals:			54,417.63	0.00	54,417.63
Vendor: CHATERCO: Charter Communications					
Check Nbr: 620734					
0054030010201	2/1/2025	Internet/Telephone	379.94	0.00	379.94
Check Totals:			379.94	0.00	379.94
Vendor: CITYOFGA: City of Gaylord					
Check Nbr: 620735					
MCCO-00069-00	2/15/2025	Sewer	69.05	0.00	69.05
Check Totals:			69.05	0.00	69.05
Vendor: CONSUME: Consumers Energy					
Check Nbr: 620736					
205191443110	2/20/2025	Electricity	2,262.85	0.00	2,262.85
Check Totals:			2,262.85	0.00	2,262.85
Vendor: CRASIF: CRASIF					
Check Nbr: 620737					
CRA0009227	2/10/2025	W/C Insurance	7,812.00	0.00	7,812.00
Check Totals:			7,812.00	0.00	7,812.00
Vendor: DELTADEN: Delta Dental					
Check Nbr: 620738					
RIS0006252783	3/1/2025	Dental Insurance	3,705.96	0.00	3,705.96
Check Totals:			3,705.96	0.00	3,705.96
Vendor: DTEENERG: DTE Energy					
Check Nbr: 620739					
9100 208 4696 C	2/25/2025	Heating Fuel	5,839.38	0.00	5,839.38
Check Totals:			5,839.38	0.00	5,839.38
Vendor: GFLNA1: GFL Environmental					
Check Nbr: 620740					
0068418742	1/31/2025	Trash Removal	145.00	0.00	145.00
0068418770	1/31/2025	Litter Removal	219.30	0.00	219.30
Check Totals:			364.30	0.00	364.30
Vendor: GREATLA: Great Lakes Energy					
Check Nbr: 620741					
100269003	2/14/2025	TL @ Kris/McCoy	50.75	0.00	50.75
Check Totals:			50.75	0.00	50.75

Payables Prepay Report
2-27-2025 Insurances/Utilities

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
Vendor: HIXSON: Elwanda Hixson					
Check Nbr: 620742					
Private Road Sign	2/27/2025	Private Road Name Sign	215.00	0.00	215.00
Check Totals:			215.00	0.00	215.00
Vendor: MCRCSIP: MCRCSIP					
Check Nbr: 620743					
7223	2/14/2025	Gibson vs. OCRC Deductible	1,000.00	0.00	1,000.00
7224	2/14/2025	Fortier vs. OCRC Deductible	1,000.00	0.00	1,000.00
Check Totals:			2,000.00	0.00	2,000.00
Vendor: MUTOMA: Mutual of Omaha					
Check Nbr: 620744					
001847787979	2/17/2025	L/STD/LTD/ACC	3,294.02	0.00	3,294.02
Check Totals:			3,294.02	0.00	3,294.02
Vendor: OCRC: Otsego County Road Commission					
Check Nbr: 620745					
2/18/25-2/24/25	2/23/2025	HRA Reimbursement	820.19	0.00	820.19
Check Totals:			820.19	0.00	820.19
Vendor: PETTY: Road Commission Petty Cash					
Check Nbr: 620746					
2025 Mailbox	2/25/2025	Mailbox Reimbursements	240.00	0.00	240.00
Check Totals:			240.00	0.00	240.00
Check Grand Totals:		15 Checks	85,390.08	0.00	85,390.08
Grand Totals:		15 EFTP Vendors/Checks	85,390.08	0.00	85,390.08

Payables Prepay Report

3-13-2025 Board Pay

Show Distributions? (Y/N): N - Do Not Show Distributions

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
Payment Type: EFTP					
Vendor: MERS: MERS of Michigan					
00164327-7	2/28/2025	Retirement	75,787.06	0.00	75,787.06
Vendor Totals:			75,787.06	0.00	75,787.06
EFTP Grand Totals:			75,787.06	0.00	75,787.06
			1 EFTP Vendors		
Payment Type: Checks					
Vendor: AIRGAS: AIRGAS USA, LLC					
Check Nbr: 620747					
5513868247	1/31/2025	Cylinder Rental	14.68	0.00	14.68
Check Totals:			14.68	0.00	14.68
Vendor: ALERUS: Alerus Financial					
Check Nbr: 620748					
Batch 323	3/6/2025	Employer Portion 457	1,161.59	0.00	1,161.59
Batch 357	3/6/2025	Employer Portion HCSP	2,780.24	0.00	2,780.24
Check Totals:			3,941.83	0.00	3,941.83
Vendor: ALMA: Alma Tire Service, Inc.					
Check Nbr: 620749					
517018739	2/26/2025	Tire Mount	81.77	0.00	81.77
Check Totals:			81.77	0.00	81.77
Vendor: ATMOBIL: AT&T Mobility					
Check Nbr: 620750					
287318351177X	2/6/2025	Foreman Phones	172.88	0.00	172.88
287339252526X	2/6/2025	MDOT iPad	72.48	0.00	72.48
Check Totals:			245.36	0.00	245.36
Vendor: AUTOZONE: AutoZone, Inc.					
Check Nbr: 620751					
02278404798	2/20/2025	Shop Tools	55.00	0.00	55.00
Check Totals:			55.00	0.00	55.00
Vendor: BBCDIST: BBC Distributing					
Check Nbr: 620752					
397776	2/27/2025	Janitorial Supply	245.27	0.00	245.27
Check Totals:			245.27	0.00	245.27
Vendor: BEAVERRE: Beaver Research Company					
Check Nbr: 620753					
0380588-IN	2/11/2025	Hand Cleaner	179.26	0.00	179.26
Check Totals:			179.26	0.00	179.26
Vendor: BRYCESEE: Bryce Seeley, Inc.					
Check Nbr: 620754					
02182569749	2/18/2025	Shop Tools	620.20	0.00	620.20
Check Totals:			620.20	0.00	620.20
Vendor: BUTKOVIC: Scott Butkovich					
Check Nbr: 620755					
1/1-3/31/25	3/10/2025	1st Quarer Cell Phone	150.00	0.00	150.00
Check Totals:			150.00	0.00	150.00

Payables Prepay Report
3-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
Vendor: CHATERCO: Charter Communications					
Check Nbr: 620756					
0054030010301	3/1/2025	Internet/Telephone	380.00	0.00	380.00
Check Totals:			380.00	0.00	380.00
Vendor: CINTAS: Cintas Corporation #729					
Check Nbr: 620757					
4220819152	2/12/2025	Uniforms/Floor Mats	100.62	0.00	100.62
4221564742	2/19/2025	Uniforms/Floor Mats	162.12	0.00	162.12
4222312505	2/26/2025	Uniforms/Floor Mats	67.05	0.00	67.05
4223027496	3/5/2025	Uniforms, Floor Mats	100.50	0.00	100.50
Check Totals:			430.29	0.00	430.29
Vendor: CONSUME: Consumers Energy					
Check Nbr: 620758					
206703866801	2/28/2025	Bagley TL's	51.44	0.00	51.44
Check Totals:			51.44	0.00	51.44
Vendor: D&BHEAT: D&B Heat Transfer Products, Inc.					
Check Nbr: 620759					
77651	2/20/2025	Radiator, Air Cooler	1,540.00	0.00	1,540.00
77710	2/25/2025	Radiator	2,445.00	0.00	2,445.00
Check Totals:			3,985.00	0.00	3,985.00
Vendor: DORNBOS: Dornbos Sign, Inc.					
Check Nbr: 620760					
INV80429	2/14/2025	Street Sign	57.68	0.00	57.68
Check Totals:			57.68	0.00	57.68
Vendor: ELECTRIC: Electrical Terminal Service, Inc.					
Check Nbr: 620761					
1983746-00	2/20/2025	Zip-ties	178.20	0.00	178.20
1983747-00	2/20/2025	Wire Bin Stock	155.00	0.00	155.00
Check Totals:			333.20	0.00	333.20
Vendor: ELMIRAHE: ELMIRA OCCUPATIONAL HEALTH & MEDICINE					
Check Nbr: 620762					
00233104-00	2/19/2025	CDL Physical	100.00	0.00	100.00
Check Totals:			100.00	0.00	100.00
Vendor: FEDERALF: Federal Fluid Power, Inc.					
Check Nbr: 620763					
130724	2/21/2025	Hyd Fittings	57.36	0.00	57.36
131143	3/4/2025	Hyd Fitting	11.74	0.00	11.74
131309	3/6/2025	Power Wash Hose	349.00	0.00	349.00
Check Totals:			418.10	0.00	418.10
Vendor: FIRSTB: First National Bank of Omaha					
Check Nbr: 620764					
1408	2/26/2025	D. Fox	199.34	0.00	199.34
4288	2/26/2025	S. Butkovich	38.78	0.00	38.78
5602	2/26/2025	K. Harrier	629.81	0.00	629.81
8324	2/26/2025	R. Hilmert	38.26	0.00	38.26
Check Totals:			906.19	0.00	906.19

Payables Prepay Report
3-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
Vendor: GFLENVIR: GFL Environmental					
Check Nbr: 620765					
0068738661	2/28/2025	Trash Removal	172.55	0.00	172.55
0068738689	2/28/2025	Liter Removal	219.30	0.00	219.30
Check Totals:			391.85	0.00	391.85
Vendor: GFLNA1: GFL Environmental					
Check Nbr: 620766					
LQ02672368	2/13/2025	Waste Water Disposal	2,100.11	0.00	2,100.11
LQ02675210	2/18/2025	Waste Water Disposal	1,779.75	0.00	1,779.75
LQ02681378	2/21/2025	Waste Water Disposal	1,781.25	0.00	1,781.25
LQ02699910	3/5/2025	Waste Water Disposal	1,777.50	0.00	1,777.50
Check Totals:			7,438.61	0.00	7,438.61
Vendor: GILLROY: Gill-Roys Hardware					
Check Nbr: 620767					
2502-638580	2/28/2025	Chainsaw Chain	49.98	0.00	49.98
Check Totals:			49.98	0.00	49.98
Vendor: HUMAN: Humana Insurance Co.					
Check Nbr: 620768					
692915173	2/14/2025	Retiree Health Insurance	11,863.46	0.00	11,863.46
Check Totals:			11,863.46	0.00	11,863.46
Vendor: HURONENG: Huron Engineering and Surveying, Inc.					
Check Nbr: 620770					
6885	2/12/2025	As Requested Engineer	912.00	0.00	912.00
6886	2/12/2025	Old State Road	4,413.00	0.00	4,413.00
6888	2/12/2025	Wilkinson Road-Krys Road	2,749.50	0.00	2,749.50
6889	2/12/2025	Wilkinson Road-Krys, Chester	2,038.50	0.00	2,038.50
6890	2/12/2025	Sparr Road	5,449.00	0.00	5,449.00
6891	2/12/2025	Plywood Road	5,704.75	0.00	5,704.75
6892	2/12/2025	Plywood - Old Alba Road	5,183.00	0.00	5,183.00
6893	2/12/2025	Pencil Lake Road	5,438.75	0.00	5,438.75
6894	2/12/2025	Al Do Ro Va Road	3,384.00	0.00	3,384.00
6895	2/12/2025	5 Lakes Road	3,190.50	0.00	3,190.50
6896	2/12/2025	Mt Frederick Road	3,760.00	0.00	3,760.00
6953	2/12/2025	Sparr Rd - Sawyer to Wolf	4,278.00	0.00	4,278.00
Check Totals:			46,501.00	0.00	46,501.00
Vendor: J&HFAMIL: Exit 76 Corporation					
Check Nbr: 620771					
CP-012147	2/28/2025	Fuel	72,300.45	0.00	72,300.45
Check Totals:			72,300.45	0.00	72,300.45
Vendor: LAWSONPR: Lawson Products, Inc.					
Check Nbr: 620772					
9312268694	2/27/2025	Nitrile Gloves	57.60	0.00	57.60
Check Totals:			57.60	0.00	57.60
Vendor: MARCOR: Marcor Technologies, LLC					
Check Nbr: 620773					
61139	2/12/2025	Dec 2024 Cloud Storage	149.32	0.00	149.32

Payables Prepay Report
3-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
61163	2/21/2025	Jan 2025 Cloud Storage	149.57	0.00	149.57
Check Totals:			298.89	0.00	298.89
Vendor: MCVEIGH: McVeigh's Truck Springs					
Check Nbr: 620774					
029471	2/24/2025	U-Bolt	121.71	0.00	121.71
029499	3/3/2025	Leaf Springs	1,510.12	0.00	1,510.12
Check Totals:			1,631.83	0.00	1,631.83
Vendor: MICAT: Michigan CAT					
Check Nbr: 620775					
PD17040700	2/19/2025	Wiper Arm & Blade	76.85	0.00	76.85
PD17050924	2/21/2025	Wiper Blades	42.09	0.00	42.09
PD17056858	2/25/2024	Solifold	331.54	0.00	331.54
PD17064328	2/26/2025	Blade Cylinder	697.52	0.00	697.52
Check Totals:			1,148.00	0.00	1,148.00
Vendor: MIDSTATE: Mid-States Bolt & Screw Co.					
Check Nbr: 620776					
32816147	2/13/2025	Bin Stock	25.00	0.00	25.00
32816324	2/13/2025	Bin Stock	8.05	0.00	8.05
32817219	2/15/2025	Bin Stock	80.67	0.00	80.67
32818859	2/19/2025	Bin Stock	23.36	0.00	23.36
Check Totals:			137.08	0.00	137.08
Vendor: MIKENWOR: Michigan Kenworth, LLC					
Check Nbr: 620777					
022P188363	2/17/2025	Air Cap, Fan bearing	1,359.64	0.00	1,359.64
022P188629	2/11/2025	Filters	404.46	0.00	404.46
022P188709	2/14/2025	Coolant Tube	625.00	0.00	625.00
022P189171	3/3/2025	Alternator	217.76	0.00	217.76
Check Totals:			2,606.86	0.00	2,606.86
Vendor: NORTHERN: Northern Energy, Inc.					
Check Nbr: 620778					
104371	2/20/2025	DEF	875.52	0.00	875.52
104857	2/11/2025	Washer Solvent, Oil	447.98	0.00	447.98
105336	2/14/2025	Hyd. Oil	1,825.26	0.00	1,825.26
Check Totals:			3,148.76	0.00	3,148.76
Vendor: OCRC: Otsego County Road Commission					
Check Nbr: 620779					
2/25/25-3/3/25	3/2/2025	HRA Reimbursement	1,088.84	0.00	1,088.84
Check Totals:			1,088.84	0.00	1,088.84
Vendor: ODSDOO: ODS THE DOOR SPECIALISTS					
Check Nbr: 620780					
22674	2/17/2025	Garage Door Repairs	324.25	0.00	324.25
Check Totals:			324.25	0.00	324.25
Vendor: OMSCOM: OMS Compliance Services					
Check Nbr: 620781					
119348	2/5/2025	PreEmployment Test	111.25	0.00	111.25
Check Totals:			111.25	0.00	111.25

Payables Prepay Report
3-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
Vendor: RONAUT: RONS AUTO & WRECKER					
Check Nbr: 620782					
157994	2/7/2025	Wrecker Call	802.00	0.00	802.00
158313	2/7/2025	Wrecker Call	335.00	0.00	335.00
158328	2/14/2025	Wrecker Call	370.00	0.00	370.00
158513	2/17/2025	Wrecker Call	469.00	0.00	469.00
158532	2/21/2025	Wrecker Call	356.00	0.00	356.00
158709	3/1/2025	Wrecker Call	363.00	0.00	363.00
Check Totals:			2,695.00	0.00	2,695.00
Vendor: SCIBRA: SCIENTIFIC BRAKE & EQUIP.					
Check Nbr: 620785					
0202137631	2/11/2025	Bin Stock	24.50	0.00	24.50
0202137638	2/11/2025	Air Dryer Parts	127.70	0.00	127.70
0202137672	2/13/2025	Air Dryer Heater	29.76	0.00	29.76
0202138032	2/18/2025	Air Valve Clamps	81.81	0.00	81.81
0202138092	2/19/2025	Axle Stud Gasket	35.36	0.00	35.36
0202138256	2/20/2025	Brake Adjustors	245.50	0.00	245.50
0202138376	2/25/2025	Brake Dustshield, Air Governor	298.60	0.00	298.60
0202138448	2/25/2025	Slack Adjuster	117.64	0.00	117.64
0202138465	2/26/2025	Hub Assembly	22.68	0.00	22.68
0202138577	2/27/2025	Brake Clean	211.26	0.00	211.26
0202138591	3/4/2025	Air Fitting	20.38	0.00	20.38
0202138674	3/3/2025	Brake Hardware	16.14	0.00	16.14
0202138756	3/3/2025	Mirrors	41.46	0.00	41.46
0202138888	3/5/2025	Air Bag & Brake Parts	530.27	0.00	530.27
0202138890	3/4/2025	Core Return	-30.80	0.00	-30.80
0202138892	3/5/2025	Headlight	91.51	0.00	91.51
0202138934	3/5/2025	Clamps, Brake Dustshield	191.20	0.00	191.20
0202138935	3/5/2025	Brake Parts	516.80	0.00	516.80
Check Totals:			2,571.77	0.00	2,571.77
Vendor: SHINECLE: Shine Cleaning Service Inc.					
Check Nbr: 620786					
1028	3/1/2025	Rest Area Cleaning	11,479.14	0.00	11,479.14
Check Totals:			11,479.14	0.00	11,479.14
Vendor: SHORELIN: SHORELINE POWER SERVICES, INC					
Check Nbr: 620787					
24477	2/13/2025	Site Fee	320.00	0.00	320.00
Check Totals:			320.00	0.00	320.00
Vendor: STAPLES: Staples					
Check Nbr: 620788					
7004349693	3/1/2025	Office Supply	38.72	0.00	38.72
7004405309	3/6/2025	Office Supply	42.37	0.00	42.37
Check Totals:			81.09	0.00	81.09
Vendor: STOOPS: Stoops Freightliner Western Star					
Check Nbr: 620790					
X316018040:01	2/11/2025	Steering Cyl., Air Valves	1,109.19	0.00	1,109.19

Payables Prepay Report
3-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
X316018143:01	2/17/2025	Coolant Hoses	146.28	0.00	146.28
X316018371:01	2/24/2025	Fan Clutch	502.66	0.00	502.66
X316018386:01	2/18/2025	Oil Tube	157.90	0.00	157.90
X316018444:01	2/24/2025	Oil Fill Tube Clamp	3.02	0.00	3.02
X316018503:01	2/24/2025	Clutch Cylinder	222.37	0.00	222.37
X316018544:01	2/21/2025	DEF Harness	-83.78	0.00	-83.78
X316018659:01	2/27/2025	DEF Harness	207.47	0.00	207.47
X316018677:01	2/26/2025	Brake Cylinder	60.96	0.00	60.96
X316018782:01	3/3/2025	Headlamp	212.79	0.00	212.79
Check Totals:			2,538.86	0.00	2,538.86
Vendor: TEDFES: TED FESTERLING LLC					
Check Nbr: 620791					
11473	2/12/2025	Sander Bearings	378.00	0.00	378.00
11496	2/19/2025	Sander Chains	2,597.99	0.00	2,597.99
Check Totals:			2,975.99	0.00	2,975.99
Vendor: TEXASREF: Texas Refinery Corp					
Check Nbr: 620792					
293673	2/25/2025	Gear Oil	3,931.20	0.00	3,931.20
Check Totals:			3,931.20	0.00	3,931.20
Vendor: TIANNEJ: Tianne Jones					
Check Nbr: 620793					
02/2025	3/4/2025	Dupl. Title: SOS	15.31	0.00	15.31
Check Totals:			15.31	0.00	15.31
Vendor: TRUTRA: TRUCK & TRAILER SPECIALTIES					
Check Nbr: 620795					
BRO008151	2/28/2025	Rear Auger	10,291.00	0.00	10,291.00
BSO026582	2/11/2025	Complete Joystick	2,895.40	0.00	2,895.40
BSO026692	2/27/2025	Wing Rods	1,169.22	0.00	1,169.22
BSO026706	2/27/2025	Strobe Lights	402.20	0.00	402.20
BSO026707	2/27/2025	Hyd Valve	453.84	0.00	453.84
BSO026711	2/19/2025	Strobe Lights	1,206.60	0.00	1,206.60
BSO026851	2/27/2025	Wiper Blades	247.08	0.00	247.08
BSO027022	2/27/2025	Plow Wiring Connector	70.37	0.00	70.37
Check Totals:			16,735.71	0.00	16,735.71
Vendor: VALTRU: VALLEY TRUCK PARTS, INC.					
Check Nbr: 620796					
3-1227610	2/19/2025	Driveline Parts	262.94	0.00	262.94
3-1227652	2/27/2025	Drain Plugs	31.36	0.00	31.36
3-1227702	3/5/2025	Seats	1,078.74	0.00	1,078.74
Check Totals:			1,373.04	0.00	1,373.04
Vendor: VREDEVEL: VREDEVELD HAEFNER LLC					
Check Nbr: 620797					
6705	2/28/2025	Audit	8,000.00	0.00	8,000.00
Check Totals:			8,000.00	0.00	8,000.00

Payables Prepay Report
3-13-2025 Board Pay

Invoice Nbr	Invoice Date	Description	Invoice Amount	Disc Taken	Amount To Pay
Vendor: WELLERTR: Weller Truck Parts					
Check Nbr: 620798					
403413451	2/13/2025	Differential	7,261.66	0.00	7,261.66
403417221	2/19/2024	Diff. Credit	-2,500.00	0.00	-2,500.00
403431558	2/27/2025	Axle Vents	19.60	0.00	19.60
Check Totals:			4,781.26	0.00	4,781.26
Vendor: WILAUT: WILBER AUTOMOTIVE					
Check Nbr: 620799					
351215	2/14/2025	Mini Light Bulbs	25.30	0.00	25.30
351377	2/17/2025	Coupler, Adapter	80.24	0.00	80.24
352662	3/3/2025	Thread Locker	48.98	0.00	48.98
Check Totals:			154.52	0.00	154.52
Vendor: XCELNORT: X-Cel North					
Check Nbr: 620800					
93762	2/17/2025	Rubber Gloves	326.76	0.00	326.76
Check Totals:			326.76	0.00	326.76
Vendor: ZAREQU: ZAREMBA EQUIPMENT, INC.					
Check Nbr: 620801					
193706S	2/19/2025	Windshield Nozzle	39.28	0.00	39.28
193800S	2/21/2025	Fan Blade & Cooler Hose	493.53	0.00	493.53
Check Totals:			532.81	0.00	532.81
Check Grand Totals:		50 Checks	219,806.44	0.00	219,806.44
Grand Totals:		51 EFTP Vendors/Checks	295,593.50	0.00	295,593.50

Accounts Payable Check Register

Low And High Check Date: 02/01/2025 - 02/28/2025
 Show Vendor Codes? (Y/N): N - Do Not Show Vendor Codes
 Show Discount And Pay Amounts? (Y/N): N - Do Not Show Discount And Pay Amounts
 Show Payment Totals By Fund? (Y/N): Y - Show Payment Totals By Fund

Check Nbr	Check Date	Vendor Name	Net Amount
Electronic Funds Transfer Payments			
EFTP	02/13/2025	MERS of Michigan	76,291.24
Electronic Funds Transfer Payments Totals:		1 Payments Listed	76,291.24
Regular Checks Payments			
620674	02/13/2025	AIRGAS USA, LLC	14.18
620675	02/13/2025	AIS Construction/Interstate Billing Service	331.33
620676	02/13/2025	Alerus Financial	3,961.14
620677	02/13/2025	Alma Tire Service, Inc.	310.50
620678	02/13/2025	Alta Equipment Company	284.67
620679	02/13/2025	Auto Value of Gaylord	68.58
620680	02/13/2025	AutoZone, Inc.	59.90
620681	02/13/2025	Baum Hydraulics Corporation	1,509.19
620682	02/13/2025	BBC Distributing	283.82
620683	02/13/2025	Black River Auto Glass	520.00
620684	02/13/2025	Cintas Corporation #729	599.44
620685	02/13/2025	Consumers Energy	51.59
620686	02/13/2025	Cummins Inc	810.00
620687	02/13/2025	D&B Heat Transfer Products, Inc.	845.00
620688	02/13/2025	Dornbos Sign, Inc.	207.64
620689	02/13/2025	EVERON, LLC	631.23
620690 *	02/13/2025	Federal Fluid Power, Inc.	1,357.39
620691 *	02/13/2025	Federal Fluid Power, Inc.	20.16
		<i>* Totals For Multi Part Check Nbr: 620691:</i>	1,377.55
620692	02/13/2025	First National Bank of Omaha	1,562.72
620693	02/13/2025	Gaylord Machine & Fabrication, LLC	87.70
620694 *	02/13/2025	GFL Environmental	9,341.60
620695 *	02/13/2025	GFL Environmental	1,779.00
		<i>* Totals For Multi Part Check Nbr: 620695:</i>	11,120.60
620696	02/13/2025	Grand Traverse Mobile Communications	719.65
620697	02/13/2025	Exit 76 Corporation	82,044.47
620698	02/13/2025	Kimball-Midwest	91.93
620699	02/13/2025	Lawson Products, Inc.	1,691.62
620700	02/13/2025	Marcor Technologies, LLC	864.00
620701	02/13/2025	Matco Tools	809.90
620702	02/13/2025	Meekhof Tire Sales & Service	1,057.12
620703	02/13/2025	MID-North Printing, Inc.	34.00
620704	02/13/2025	Mid-States Bolt & Screw Co.	513.23
620705 *	02/13/2025	Michigan Kenworth, LLC	564.20
620706 *	02/13/2025	Michigan Kenworth, LLC	66.51
		<i>* Totals For Multi Part Check Nbr: 620706:</i>	630.71
620707 *	02/13/2025	Northern Energy, Inc.	10,930.15
620708 *	02/13/2025	Northern Energy, Inc.	863.73
		<i>* Totals For Multi Part Check Nbr: 620708:</i>	11,793.88
620709	02/13/2025	Otsego County Road Commission	53.65

Check Nbr	Check Date	Vendor Name	Net Amount
620710	02/13/2025	Road Warrior Truck Driving School	380.00
620711	02/13/2025	RON'S AUTO & WRECKER	323.00
620712 *	02/13/2025	SCIENTIFIC BRAKE & EQUIP.	4,323.64
620713 *	02/13/2025	SCIENTIFIC BRAKE & EQUIP.	(70.58)
620714 *	02/13/2025	SCIENTIFIC BRAKE & EQUIP.	2,797.51
620715 *	02/13/2025	SCIENTIFIC BRAKE & EQUIP.	492.83
<i>* Totals For Multi Part Check Nbr: 620715:</i>			7,543.40
620716	02/13/2025	Shine Cleaning Service Inc.	11,479.14
620717	02/13/2025	Staples	199.47
620718 *	02/13/2025	Stoops Freightliner Western Star	3,646.83
620719 *	02/13/2025	Stoops Freightliner Western Star	820.19
620720 *	02/13/2025	Stoops Freightliner Western Star	547.10
620721 *	02/13/2025	Stoops Freightliner Western Star	2,138.53
<i>* Totals For Multi Part Check Nbr: 620721:</i>			7,152.65
620722	02/13/2025	TED FESTERLING LLC	2,964.70
620723 *	02/13/2025	TRUCK & TRAILER SPECIALTIES	11,832.27
620724 *	02/13/2025	TRUCK & TRAILER SPECIALTIES	3,054.74
<i>* Totals For Multi Part Check Nbr: 620724:</i>			14,887.01
620725	02/13/2025	US Bank Equipment Finance	243.75
620726	02/13/2025	VALLEY TRUCK PARTS, INC.	1,225.21
620727	02/13/2025	VESCO OIL CORPORATION	101.25
620728	02/13/2025	Visual Edge IT, Inc	3.14
620729	02/13/2025	Weller Truck Parts	11,976.10
620730	02/13/2025	WILBER AUTOMOTIVE	220.02
620731	02/13/2025	ZAREMBA EQUIPMENT, INC.	2,199.58
620732	02/27/2025	Alerus Financial	3,919.01
620733	02/27/2025	Blue Care Network of MI	54,417.63
620734	02/27/2025	Charter Communications	379.94
620735	02/27/2025	City of Gaylord	69.05
620736	02/27/2025	Consumers Energy	2,262.85
620737	02/27/2025	CRASIF	7,812.00
620738	02/27/2025	Delta Dental	3,705.96
620739	02/27/2025	DTE Energy	5,839.38
620740	02/27/2025	GFL Environmental	364.30
620741	02/27/2025	Great Lakes Energy	50.75
620742	02/27/2025	Elwanda Hixson	215.00
620743	02/27/2025	MCRCSIP	2,000.00
620744	02/27/2025	Mutual of Omaha	3,294.02
620745	02/27/2025	Otsego County Road Commission	820.19
620746	02/27/2025	Road Commission Petty Cash	240.00

Regular Checks Payments Totals: 73 Payments Listed 271,229.44

All Payments Grand Totals: 74 Payments Listed 347,520.68

Payment Totals By Fund:	Fund	Net Amount
	201	347,520.68

Check Nbr Check Date Vendor Name Net Amount

Fund	Net Amount
Grand Totals	347,520.68



Otsego County Road Commission Agenda Item Report

FROM: Kirk Harrier, Managing Director
MEETING DATE: March 13, 2025
AGENDA ITEM: 8. A
SUBJECT: Hayes Township Cost Share Agreement

DESCRIPTION

Attached is the cost share agreement regarding the Pencil Lake and Mt. Frederick Road project in Hayes Township.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTIONS

Motion to **approve/deny** the cost share agreement between the Otsego County Road Commission and Hayes Township for the Pencil Lake and Mt. Frederick Road project as presented.

**OTSEGO COUNTY ROAD COMMISSION
PROJECT COST SHARE AGREEMENT WITH HAYES TOWNSHIP
PENCIL LAKE ROAD AND MT. FREDERICK ROAD REHABILITATION PROJECT**

This TOWNSHIP PROJECT COST SHARE AGREEMENT made and entered into this 18th day of March, 2025, by and between the Otsego County Road Commission, (hereinafter "Road Commission") a government entity of 669 W. McCoy Rd., Gaylord, MI 49735, and Hayes Township (hereinafter "Township"), of 71 Hayes Tower Rd., Gaylord MI 49735.

WITNESSETH:

WHEREAS, the Township desires certain work be performed by the Road Commission on local and/or primary roads within Township under the authority provided in Act 51 of P.A. of 1951, as amended; and,

WHEREAS, the parties hereto are desirous of entering into a contract relative to their participation in the costs of the improvements and/or repairs as hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, it is agreed by and between the parties as follows:

IT IS AGREED, that the Road Commission will perform the following work:

HMA crush and shape and HMA paving of approximately 1.86 miles of Pencil Lake Road from the county line to Springgay Road and Wedge and Overlay of approximately 1.30 miles of Mt. Frederick Road from Nicklaus Road to the county line.

The Parties further agree:

1. All engineering with respect to said improvement and/or repairs shall be performed by the Road Commission and all construction shall be under the supervision of and in accordance with the plans and specifications prepared by the Road Commission. The Road Commission will proceed with the above work with the timeline for completion at its sole discretion. Road Commission personnel will oversee all aspects of the work.
2. The estimated cost of this project is \$762,031 construction, \$16,000 design engineering, \$61,000 construction/inspection engineering, for a **total project cost of \$839,031.**
3. The Township hereby agrees to pay \$300,000 towards the project. The parties acknowledge the actual cost of the project may be more due to overruns, additional engineering costs, testing/inspection costs, Road Commission administrative costs, etc. However, the Township will only be responsible for \$300,000.
4. Payment by the Township is due within 30 days when invoiced by the Road Commission upon substantial completion of the project.
5. The Road Commission and Township agree to abide by all local, State, and Federal laws, rules, and regulations.

6. By the execution of this Agreement by the Township, the Township does hereby certify to the Road Commission that this Agreement has been signed by its Supervisor and Clerk on behalf of said Township, after being properly authorized to do so by the Township Board by a majority of said Township Board at a meeting duly called at which a quorum was present.

HAYES TOWNSHIP BOARD

The undersigned Township officers hereby certifies that they were authorized to enter into this Agreement at a meeting of the Hayes Township Board held on the 18th day of March, 2025.

HAYES TOWNSHIP BOARD

HAYES TOWNSHIP BOARD

By: Mary Sanders
Its: Supervisor

By: Richard Ross
Its: Clerk

WITNESS: _____

Print Name

BOARD OF OTSEGO COUNTY ROAD COMMISSION

The undersigned hereby certifies that they were authorized to enter into this Agreement at a meeting of the Board of County Road Commissioners of Otsego County held on the 13th day of March, 2025.

BOARD OF COUNTY ROAD COMMISSIONERS
OF OTSEGO COUNTY

By: Troy Huff
Its: Chairman

WITNESS: _____

Print Name



Otsego County Road Commission Agenda Item Report

FROM: Kirk Harrier, Managing Director
MEETING DATE: March 13, 2025
AGENDA ITEM: 8. B
SUBJECT: Bagley Township Cost Share Agreement

DESCRIPTION

Attached is the cost share agreement regarding the Plywood and Old Alba Road project in Bagley Township.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTIONS

Motion to **approve/deny** the cost share agreement between the Otsego County Road Commission and Bagley Township for the Plywood and Old Alba Road project as presented.

**OTSEGO COUNTY ROAD COMMISSION
PROJECT COST SHARE AGREEMENT WITH BAGLEY TOWNSHIP
PLYWOOD ROAD AND OLD ALBA ROAD REHABILITATION PROJECT**

This TOWNSHIP PROJECT COST SHARE AGREEMENT made and entered into this 10th day of March, 2025, by and between the Otsego County Road Commission, (hereinafter “Road Commission”) a government entity of 669 W. McCoy Rd., Gaylord, MI 49735, and Bagley Township (hereinafter “Township”), of 2946 Old 27 S., PO Box 52 Rd., Gaylord MI 49734.

WITNESSETH:

WHEREAS, the Township desires certain work be performed by the Road Commission on local and/or primary roads within Township under the authority provided in Act 51 of P.A. of 1951, as amended; and,

WHEREAS, the parties hereto are desirous of entering into a contract relative to their participation in the costs of the improvements and/or repairs as hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, it is agreed by and between the parties as follows:

IT IS AGREED, that the Road Commission will perform the following work:

HMA crush and shape and HMA paving of approximately 2.45 miles of Plywood Road from Milbocker Road to Old Alba Road and Old Alba Road from Plywood Road to West Otsego Lake Drive.

The Parties further agree:

1. All engineering with respect to said improvement and/or repairs shall be performed by the Road Commission and all construction shall be under the supervision of and in accordance with the plans and specifications prepared by the Road Commission. The Road Commission will proceed with the above work with the timeline for completion at its sole discretion. Road Commission personnel will oversee all aspects of the work.
2. The estimated cost of this project is \$715,797 construction, \$8,000 design engineering, \$57,263 construction/inspection engineering, for a **total project cost of \$781,060.**
3. The Township hereby agrees to pay \$100,000 towards the project. The parties acknowledge the actual cost of the project may be more due to overruns, additional engineering costs, testing/inspection costs, Road Commission administrative costs, etc. However, the Township will only be responsible for \$100,000.
4. Payment by the Township is due within 30 days when invoiced by the Road Commission upon substantial completion of the project.
5. The Road Commission and Township agree to abide by all local, State, and Federal laws, rules, and regulations.

6. By the execution of this Agreement by the Township, the Township does hereby certify to the Road Commission that this Agreement has been signed by its Supervisor and Clerk on behalf of said Township, after being properly authorized to do so by the Township Board by a majority of said Township Board at a meeting duly called at which a quorum was present.

BAGLEY TOWNSHIP BOARD

The undersigned Township officers hereby certifies that they were authorized to enter into this Agreement at a meeting of the Bagley Township Board held on the 10th day of March, 2025.

BAGLEY TOWNSHIP BOARD

BAGLEY TOWNSHIP BOARD

By: Michelle Noiro
Its: Supervisor

By: Jim Szymanski
Its: Clerk

WITNESS: _____

Print Name

BOARD OF OTSEGO COUNTY ROAD COMMISSION

The undersigned hereby certifies that they were authorized to enter into this Agreement at a meeting of the Board of County Road Commissioners of Otsego County held on the 13th day of March, 2025.

BOARD OF COUNTY ROAD COMMISSIONERS
OF OTSEGO COUNTY

By: Troy Huff
Its: Chairman

WITNESS: _____

Print Name



Otsego County Road Commission Agenda Item Report

FROM: Scott Butkovich, Operations Manager
MEETING DATE: March 13, 2025
AGENDA ITEM: 8. C
SUBJECT: Bid Award – Annual Ice Control Sand

DESCRIPTION

Bids for 2025 Ice Control Sand were advertised and received. Bid award recommendation for 2025 Ice Control Sand to Sackrider Excavating, LLC for \$8.50/cu. yd. The bid tabulation is attached to this report.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the following vendor's bid for Ice Control Sand to Sackrider Excavating, LLC.



**OTSEGO COUNTY ROAD COMMISSION
TABULATION OF BIDS**

Friday, February 28th, 2025

2:00 p.m.

ICE CONTROL SAND

COMPANY	BID
Sackrider Excavating, LLC	\$8.50 /cu. yd
Base Sand and Gravel, LLC	\$10.27 /cu. yd
Darrow Brothers Excavating, Inc.	\$11.00 /cu. yd
Lewiston Sand and Gravel	\$12.50 /cu. yd
Rieth-Riley Construction Co., Inc.	\$12.60/cu. yd



Otsego County Road Commission Agenda Item Report

FROM: Kirk Harrier, Managing Director
MEETING DATE: March 13, 2025
AGENDA ITEM: 8. D
SUBJECT: Resolution R25-2 Critical Bridge Funding

DESCRIPTION

The Michigan Critical Bridge Program, administered by the Michigan Department of Transportation, provides funding for needed bridge projects. Michigan Critical Bridge funding is typically used to leverage funding received from the Federal Highway Bridge Replacement and Rehabilitation program. The application procedures require an approved resolution from the governing body that supports the efforts to secure State and Federal Local Bridge Program Funds. The attached Resolution meets the application requirements.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** Resolution R25-2 to secure State and Federal Local Bridge Program Funds for replacement or preventative maintenance of the bridges in Otsego County.

**OTSEGO COUNTY ROAD COMMISSION
RESOLUTION R25-2**

**A RESOLUTION TO SUPPORT AND SECURE CRITICAL BRIDGE FUNDING FOR
INFRASTRUCTURE IN OTSEGO COUNTY**

RECITALS

WHEREAS, the Board of County Road Commissioners of Otsego County fully supports the efforts to secure State and Federal Local Bridge Program Funds for replacement or preventative maintenance of the bridges in Otsego County, and

WHEREAS, the Otsego County Road Commission will participate in funding the local share of project costs.

NOW, THEREFORE, BE IT RESOLVED that:

- 1.) That the Otsego County Board of Road Commissioners approve the bridge replacement or preventative maintenance of any bridge structure in Otsego County, Michigan.

- 2.) All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

ADOPTED March 13, 2025

OTSEGO COUNTY ROAD COMMISSION

BY: _____
Troy Huff, Chairman

CERTIFICATION

I, Rebecca Hilmert, the duly appointed Board Secretary of the Otsego County Road Commission, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Otsego County Board of Road Commissioners at a regular meeting held March 13, 2025, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Rebecca Hilmert, Board Secretary



Otsego County Road Commission Agenda Item Report

FROM: Kirk Harrier, Managing Director

MEETING DATE: March 13, 2025

AGENDA ITEM: 8. E

SUBJECT: Resolution R25-3 Establishing Sparr/Meridian Line/Hetherton truck route in Charlton Township

DESCRIPTION

The OCRC Board has expressed interest in directing truck traffic in certain areas of Charlton Township in order to preserve the road system in the area. The creation of prohibitions and limitations on truck traffic by local authorities and county road commissions is governed by MCL 257.726, which is part of Public Act 300 of 1949, as amended, commonly referred to as the Michigan Vehicle Code. The attached Resolution creates a truck route on Sparr/Meridian Line/Hetherton roads in Charlton Township. Some of these roads, however, are not rated for all season use and will be regulated when weight restrictions are in place in the spring. Please review page two of this report for a detailed map of the route and noted limitations.

BUDGET ACTION REQUIRED

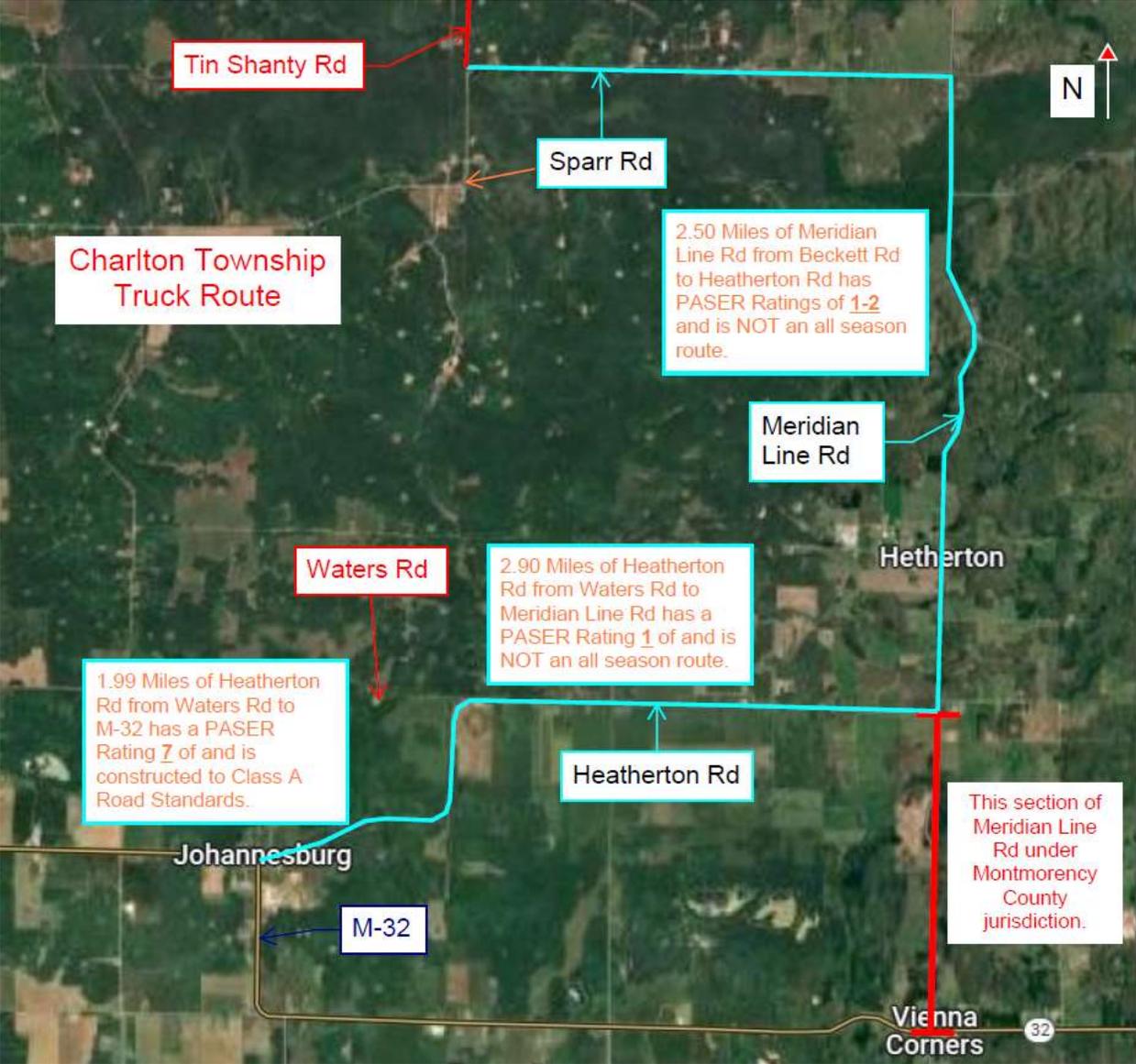
N/A

LEGAL REVIEW

Bill Henn, attorney at Henn Lesperance PLC, prepared the attached Resolution.

SAMPLE MOTION:

Motion to **approve/deny** Resolution R25-3 Establishing Sparr/Meridian Line/Hetherton truck route in Charlton Township.



**OTSEGO COUNTY ROAD COMMISSION
RESOLUTION R25-3**

**RESOLUTION ESTABLISHING SPARR/MERIDIAN LINE/HETHERTON TRUCK
ROUTE IN CHARLTON TOWNSHIP**

RECITALS

WHEREAS, to protect the public health, safety and general welfare under the authority of Public Act 359 of 1947, as amended, the Board of County Road Commissioners of Otsego County (the "Board") has determined it is advisable and in the best interest of the public to adopt a resolution regulating certain commercial truck traffic by creating a truck route to accommodate truck traffic between certain roads located in Charlton Township, Otsego County, Michigan; and

WHEREAS, the creation of prohibitions and limitations on truck traffic by local authorities and county road commissions is governed by MCL 257.726, which is part of Public Act 300 of 1949, as amended, commonly referred to as the Michigan Vehicle Code;

NOW, THEREFORE, BE IT RESOLVED:

1. The Board determines that creating a designated truck route for commercial truck traffic traveling between Tin Shanty Road and M-32 within Charlton Township is advisable and in the best interest of the public.
2. A truck route is implemented according to the attached map, said route starting and running as follows:
 - Commercial truck traffic from Tin Shanty Rd to Sparr Road
 - Sparr Road east to Meridian Line Road
 - Meridian Line Road south to Hetherton Road
 - Hetherton Road west to M32.
3. Except as expressly permitted in writing by the Otsego County Road Commission in accordance with MCL 257.725, the provisions of the county highway law, and the Michigan Vehicle Code, all commercial truck traffic traveling from Tin Shanty Road to M-32 or from M-32 to Tin Shanty Road within Charlton Township, Otsego County, Michigan, shall follow the route described herein, which roads or highways shall be posted with appropriate signage designating the route as required by the laws of this State. Any person who operates a commercial truck in violation of this Resolution shall be subject to the penalties provided herein.
4. The following activities shall be exempt from the provisions of this Resolution:
 - a. Fire trucks or other emergency vehicles or vehicles on emergency business involved in the saving of lives or property; and
 - b. Vehicles used to transport agricultural products, farm machinery, farm supplies, or a combination of these items, to or from a farm as necessary for agricultural production; and
 - c. Road repair, construction, or maintenance vehicles while involved in the repair, construction, or maintenance of roads, public and private utilities,

cable television, and drains within the County; and

- d. Trash/garbage service vehicles while involved in the provision of services to residents and businesses within the County; and
 - e. Commercial vehicles commencing their route from, or returning to, an occupied residence or business located on roads not identified herein and between the Tin Shanty/Sparr Road intersection and M-32 in Charlton Township, so long as such vehicles travel the shortest possible distance to the described roads; and
 - f. Commercial vehicles delivering consumer goods or services to an occupied residence or business on roads not identified herein and between the Tin Shanty/Sparr Road intersection and M-32 in Charlton Township.
5. Pursuant to MCL 257.726, a person who violates any of the provisions of this Resolution shall be responsible for a civil infraction, and upon conviction thereof, shall be assessed costs, damages, expenses, and other sanctions allowed by law.
6. A copy of this Resolution with the Exhibit 1 shall be forwarded to Charlton Township.
7. This Resolution shall take effect immediately.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

ADOPTED March 13, 2025

OTSEGO COUNTY ROAD COMMISSION

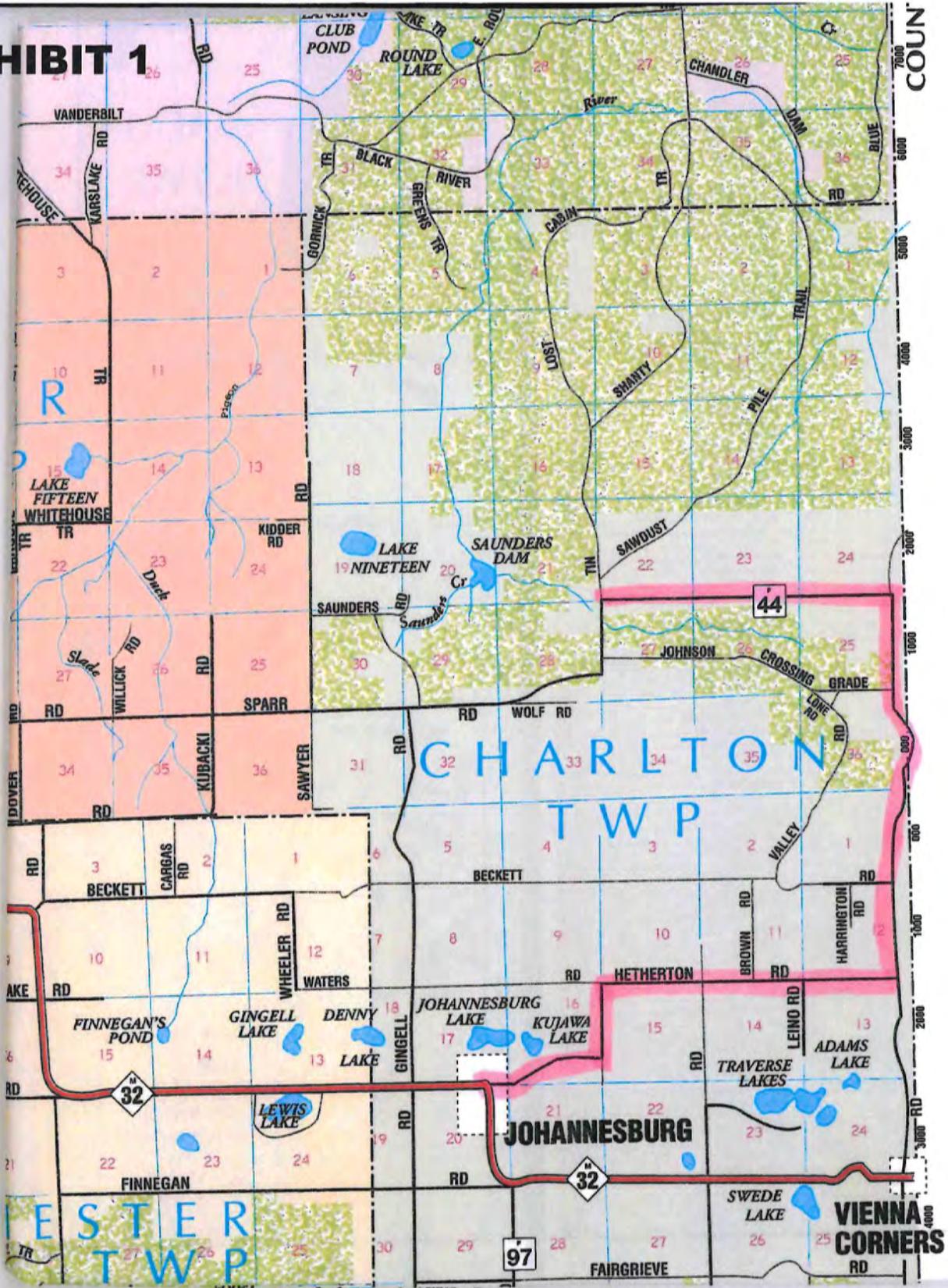
BY: _____
Troy Huff, Chairman

CERTIFICATION

I, Rebecca Hilmert, the duly appointed Board Secretary of the Otsego County Road Commission, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Otsego County Board of Road Commissioners at a regular meeting held March 13, 2025, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Rebecca Hilmert, Board Secretary

EXHIBIT 1



3

T 31 N

4

5

T 30 N



Otsego County Road Commission

Agenda Item Report

FROM: Scott Butkovich, Operations Manager
MEETING DATE: March 13, 2025
AGENDA ITEM: 8. F
SUBJECT: Bid Award 2025 Construction/Maintenance Projects

DESCRIPTION

Engineer bid award recommendation for the OCRC 2025 Construction/Maintenance Projects in the amount of \$5,038,780.53 for eight projects.

- 1.) Wilkinson Rd., Marquardt Rd., Krys Rd, Chester Rd.
- 2.) Sparr Rd. (Tin Shanty to Meridian Line)
- 3.) Plywood Rd. & Old Alba Rd. (Milbocker Rd. to Old Alba Rd. and TWP Line to West Otsego Lake Dr.)
- 4.) Pencil Lake Rd. (County Line to Springgay Rd.)
- 5.) Al Do Ro Va Rd. (Loop off of Morgan Rd.)
- 6.) Five Lake Rd. (Murner Rd. to Holly Ln.)
- 7.) Mt. Frederick Rd. (County Line to Nicklaus Rd.)
- 8.) Countywide Chip Seal
 - a. McCoy Rd - Old 27 S to M-32
 - b. Old 27 South - I-75 SB Off Ramp to Waters
 - c. Mt Jack Rd - Alba Rd (C-42) to M-32
 - d. Turtle Lake Rd - Bass Lake Landing Rd to McCoy Rd

SAMPLE MOTION

Motion to **approve/deny** engineers bid award recommendations dated March 7 as follows:

- 1.) Wilkinson Rd., Marquardt Rd., Krys Rd, Chester Rd. to J&N Construction, LLC for \$1,284,778.45
- 2.) Sparr Rd. to Elmer's Crane and Dozer, Inc for \$914,671.50
- 3.) Plywood & Old Alba Rd. to J&N Construction, LLC for \$716,048.00
- 4.) Pencil Lake Rd. to Payne & Dolan, Inc for \$574,916.00
- 5.) Al Do Ro Va Rd. to Reith-Riley Construction Co. for \$151,247.00
- 6.) Five Lake Rd. to Reith-Riley Construction Co. for \$57,725.00
- 7.) Mt. Frederick Rd. to Reith-Riley Construction Co. for \$187,115.00
- 8.) Countywide Chip Seal to Pavement Maintenance Systems, LLC for \$1,152,279.58



3205 US-23 South
Alpena, MI 49707
Ph: 989-356-6375
Fax: 989-354-8286

March 7, 2025

Otsego County Road Commission
Mr. Kirk Harrier, Manager
PO Box 537
669 W McCoy Rd
Gaylord, MI 49734

Re: 2025 Project Award Recommendations

Dear Mr. Harrier,

On March 4, 2025 at 9:00 am bids were received at the Otsego County Road Commission for the projects listed below. Huron has reviewed the bid tabs for each project and recommends award of each project as noted below. Bid Comparison Reports are attached for each project for your review.

Wilkinson Rd, Marquardt Rd, Krys Rd, Chester Rd

J & N Construction, LLC	\$1,284,778.45	
M & M Excavating Company	\$1,295,297.35	
E.F. Wilkinson & Sons, Inc.	\$1,323,375.75	
Elmer's Crane and Dozer, Inc.	\$1,368,712.95	
Payne & Dolan, Inc.	\$1,431,424.85*	* Correction addition error of -\$0.01
TBD Construction	\$1,657,250.80	

We recommend award of this project to the low bidder J & N Construction, LLC.

Sparr Road

Elmer's Crane and Dozer, Inc.	\$914,671.50	
J&N Construction, LLC	\$917,711.60	
Tri County Excavating Group, LLC	\$930,457.85*	* Corrects math error of +\$60.00
Payne & Dolan, Inc.	\$934,538.50	
M&M Excavating Company	\$937,451.00	
E.F. Wilkinson & Sons, Inc.	\$1,020,835.60	
TBD Construction	\$1,113,650.40	

We recommend award of this project to the low bidder Elmer's Crane and Dozer, Inc.



3205 US-23 South
Alpena, MI 49707
Ph: 989-356-6375
Fax: 989-354-8286

Plywood Rd & Old Alba Rd

J&N Construction, LLC	\$716,048.00*	* Correction addition error of +\$251.00
M&M Excavating Company	\$743,287.15	
Elmer's Crane and Dozer, Inc.	\$760,696.60	
Payne & Dolan, Inc.	\$774,687.35	
E.F. Wilkinson & Sons, Inc.	\$779,139.05*	* Correction addition error of -\$20,000.00
TBD Construction	\$917,660.50	

We recommend award of this project to the low bidder J&N Construction, LLC

Pencil Lake Road

Payne & Dolan, Inc.	\$574,916.00
J&N Construction, LLC	\$578,711.00
Rieth-Riley Construction Co	\$621,374.00
M&M Excavating Company	\$629,087.40
Tri County Excavating Group, LLC	\$653,912.50
E.F. Wilkinson & Sons, Inc.	\$685,892.50
TBD Construction	\$719,727.00

We recommend award of this project to the low bidder Payne & Dolan, Inc.

Al Do Ro Va Road

Rieth-Riley Construction Co	\$151,247.00
Payne & Dolan, Inc.	\$152,965.00
TBD Construction	\$198,745.00
Pyramid Paving and Contracting Co.	\$220,590.30

We recommend award of this project to the low bidder Rieth-Riley Construction Co.

5 Lakes Road

Rieth-Riley Construction Co	\$57,725.00	
Payne & Dolan, Inc.	\$62,087.50	
TBD Construction	\$63,725.00	
Pyramid Paving and Contracting Co.	\$73,407.00*	* Correction addition error of -\$24,805.00

We recommend award of this project to the low bidder Rieth-Riley Construction Co.

Mt Frederick Road

Rieth-Riley Construction Co	\$187,115.00
Payne & Dolan, Inc.	\$208,145.00
TBD Construction	\$261,470.00

We recommend award of this project to the low bidder Rieth-Riley Construction Co.



3205 US-23 South
Alpena, MI 49707
Ph: 989-356-6375
Fax: 989-354-8286

Countywide Chip Seal and Fog Seal

Pavement Maintenance Systems, LLC	\$1,152,279.58
Fahrner Asphalt Sealers, L.L.C.	\$1,241,213.91

We recommend award of this project to the low bidder Pavement Maintenance Systems, LLC.

Sincerely,
Huron Engineering and Surveying, Inc.

A handwritten signature in black ink that reads "Rebecca E Rivard". The signature is written in a cursive style and is positioned above a horizontal line.

Rebecca Rivard, P.E.
Project Engineer



Otsego County Road Commission Agenda Item Report

FROM: Scott Butkovich, Operations Manager
MEETING DATE: March 13, 2025
AGENDA ITEM: 8.G
SUBJECT: Proposal Award (Design Engineering and Construction Engineering Services for the McCoy Rd Roundabouts)

DESCRIPTION

Attached is the proposal from Prein & Newhof to provide the OCRC with Design Engineering and Construction Engineering services regarding the McCoy Rd Roundabouts located at McCoy Rd/Milbocker Rd/Dickerson Rd and at McCoy Rd/Krys Rd. Prein & Newhof is qualified and meets the requirements set forth to complete the work as presented in the OCRC Request for Proposals. A Not-to-Exceed amount of \$100,000.00 was submitted for Design Engineering including both locations. A Not-to-Exceed amount of \$191,790.00 was submitted for Construction Engineering including both locations totaling \$291,790.00 for Design and Construction Engineering Services.

BUDGET ACTION REQUIRED

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the proposal received March 10, 2025 from Prein & Newhof for the McCoy Rd RAB's Design and Construction Engineering services as presented.



3205 US-23 South
Alpena, MI 49707
Ph: 989-356-6375
Fax: 989-354-8286

March 12, 2025

Otsego County Road Commission
Mr. Kirk Harrier, Manager
PO Box 537
669 W McCoy Rd
Gaylord, MI 49734

Re: *Award Recommendations*
 Milbocker/Dickerson & McCoy/Krys Roundabout Design & CE Proposal

Dear Mr. Harrier,

On March 10, 2025 at 9:00 am Design & CE Proposals were received for the projects listed above. A team consisting of representatives from the Otsego County Road Commission and Huron Engineering have reviewed the proposals. Proposals were received from the following:

Prein & Newhoff
OHM Advisors
DLZ Michigan, Inc
Spicer Group
Rowe
Kimley-Horn

After review of the proposals, all respondents submitted well prepared proposals. We recommend that the project be awarded to Prien & Newhoff.

Sincerely,
Huron Engineering and Surveying, Inc.

A handwritten signature in black ink that reads "Rebecca E Rivard". The signature is written in a cursive style and is positioned above a horizontal line.

Rebecca Rivard, P.E.
Project Engineer

2025 McCoy RAB's Cost Comparison

	Prein & Newhof	OHM Advisors	DLZ/ Gourdie-Fraser	Spicer	Rowe	Kimley Horn/ Wade Trim
McCoy/Milbocker/ Dickerson Design	\$ 54,000.00	\$ 63,800.00	\$ 154,270.00	\$ 54,950.00	\$ 69,450.00	\$ 130,000.00
McCoy/Krys Design	\$ 46,000.00	\$ 58,600.00		\$ 51,000.00	\$ 69,450.00	\$ 125,000.00
McCoy/Milbocker/ Dickerson CE	\$ 95,895.00	\$ 134,100.00	\$ 285,776.00	\$ 219,050.00	\$ 208,740.00	\$ 195,000.00
McCoy/Krys CE	\$ 95,895.00	\$ 116,900.00		\$ 170,825.00	\$ 188,620.00	\$ 195,000.00
Total Estimated Cost	\$ 291,790.00	\$ 373,400.00	\$ 440,046.00	\$ 495,825.00	\$ 536,260.00	\$ 645,000.00