

Proceedings of a regular meeting of the Board of County Road Commissioners of Marquette County, Michigan held on Monday, November 11, 2024, at 6:00 p.m. EST at the Marquette County Road Commission Office, located at 1610 North Second Street, Ishpeming, Michigan.

Present: Commissioners Bryan Johnson, Randell Girard, William Luetzow, Raymond Roberts, and Russell Williams.

Absent: None

Staff In Attendance: Pete Duex, Dawn Solka, Alex Elsenheimer, Ross Olsen, Pam Skytta, and Kara Clisch who recorded the minutes.

1. Call Meeting to Order/Pledge of Allegiance:

Chairperson Roberts called the meeting to order at 6:00 p.m. and led those in attendance in the Pledge of Allegiance.

2. Roll Call:

Roll call was taken by Clerk Solka. Commissioners Johnson, Girard, Luetzow, Roberts, and Williams were present.

3. Agenda Approval:

A motion to **approve the agenda as presented** was made by Commissioner Williams, supported by Commissioner Johnson, and was carried.

4. Agenda Conflict of Interest Review: There were no conflict-of-interest items identified by either Staff or the Board.

5. Recusal for Conflict(s) of Interest: There were no recusals offered.

6. Schedule Meeting to Approve Conflict of Interest Items: As there was no conflict-of-interest items reported, there were no meetings scheduled under this agenda item.

7. Reading of Expenditures:

Dawn Solka, Director of Finance & Administration, read the expenditure reports as identified below:

Reading of Expenditure Reports	
Accounts Payable	\$1,242,405.25
Payroll	\$553,280.24
Debt Service Transfers	-
Debt Service Deposits	-
TOTAL	\$1,795,685.49

8. Consent Agenda:

A motion to **approve the Consent Agenda as presented** was made by Commissioner Williams, supported by Commissioner Luetzow, and was carried.

- A. Regular Meeting Minutes October 21, 2024
- B. Special Meeting Minutes October 21, 2024 @ 3:30 p.m.
- C. Special Meeting Minutes October 21, 2024 @ 4:00 p.m.
- D. Accounts Payable
- E. Payroll
- F. Debt Service/Bonds

9. Approval of the Financial Reports:

Dawn Solka provided an updated Financial Report for September 2024 for review and approval. She informed the final actual MTF for the year was about \$53,000 less than the conservative budget as based off of ORTA publications. She also noted this amount is about \$200,000 less than what would be expected with stable fuel consumption based on the indexed 5% tax increase at the beginning of the year. Dawn also provided an interim Financial Report for October 2024.

A motion to **approve the Financial Reports as presented** was made by Commissioner Luetzow, supported by Commissioner Williams, and was carried.

10. Public Comment: None.

11. Action Items:

A. Employment Agreement:

Dawn Solka recommended the Board postpone any compensation decisions regarding the current employment agreement for the Managing Director until the December regular Board meeting and designate two members to negotiate the terms for the upcoming employment agreement which would be effective for January 1, 2025. Discussion ensued and consensus was to designate Chairperson Roberts and Commissioner Luetzow as the two members to negotiate the term.

B. Republic Township HMA Overlay and Drainage Contract for CR 601:

Pete Duex presented an HMA Overlay and Drainage Contract with Republic Township for CR 601 and recommended the Board approve the contract and authorize himself and Dawn Solka to sign the contract.

A motion to **approve the HMA Overlay and Drainage Contract with Republic Township as well as authorization for Pete Duex, Managing Director, and Dawn Solka, Director of Finance and Administration to sign the contract** was made by Commissioner Girard, supported by Commissioner Johnson and was carried.

C. In-frame Overhaul for Snowplow #94:

Ross Olsen informed the Board that truck #94, a 4-wheel drive snowplow, is experiencing excessive blowby, with oil and exhaust fumes emitting from the engine breather, creating hazardous operating conditions for the operator. Staff received a quote of \$24,194.21 from Interstate Power Systems for an in-frame overhaul to address the blowby and restore performance.

A motion to **approve the purchase of an in-frame overhaul to address the blowby on truck #94 for a total of \$24,194.21, and to add the expense to the FY2025 budget** was made by Commissioner Williams, supported by Commissioner Luetzow, and was carried.

D. Capital Outlay – Lowboy bids:

Ross Olsen informed the board that staff requested prices on a 2007 or newer 55ton Fontaine TL55 lowboy or equivalent that better fits current needs. Two bids were received, and Ross recommended the Board approve the low bid from Superior Contractors Inc. for a 2007 Fontaine TL55 lowboy for a total price of \$30,000.00.

A motion to **award the bid for a 2007 55ton Fontaine TL55 lowboy at a total price of \$30,000.00 to Superior Contractors Inc.** was made by Commissioner Luetzow, supported by Commissioner Williams, and was carried.

E. Woodridge Ave Turnaround:

Alex Elsenheimer stated the Marquette County Road Commission held a public hearing on the abandonment of a portion of Woodridge Ave on November 21, 2022. The abandonment of this portion of Woodridge was contingent upon acquiring an easement for a public turnaround for county snow removal and maintenance as well as completing the circuit court process for the platted right-of-way. Alex provided the proposed easement agreement and easement drawing, recommending that Chairperson Roberts sign the agreement. The abandonment and easement are not final until the plat amendment is completed through circuit court for which the Grantor is responsible for.

A motion to **approve the easement agreement** was made by Commissioner Luetzow, supported by Commissioner Johnson, and was carried.

F. Venture Drive Abandonment Recommendation:

Alex Elsenheimer stated the Marquette County Road Commission held a public hearing on the abandonment of Venture Drive on September 30, 2024. He noted that there was no opposition to the abandonment at the public hearing as long as a connection was still provided between CR 505 (Commerce Dr.) and Old Wright Street via realignment of Venture Drive.

Alex recommended approving the abandonment of Venture Drive contingent upon the developer providing a connection between CR 505 (Commerce Dr.) and Old

Wright Street via realignment of Venture Drive that meets or exceeds the existing conditions of the current configuration. This includes the following items:

1. The Safe Routes to School project is maintained along the new alignment.
2. The new alignment is constructed to the same cross-section as the portion that is proposed to be abandoned.
3. That CR HQ be realigned with the new proposed Venture intersection at some point in the future if HQ is reconstructed.
4. All existing municipal utilities be relocated at the developer's expense.
5. Existing roadway is to be obliterated and restored at developer's expense.
6. The relocated Venture must be paved and open to traffic before the existing road can be abandoned.
7. The new right of way must be equal or greater to the existing 80' right of way.
8. The developer bears all costs to construct the new road and all costs associated with abandoning the existing road including legal expenses for right-of-way transfer.

Chairperson Roberts asked if the abandonment wouldn't go through until it is recorded at the register of deeds. Alex Elsenheimer confirmed that because it isn't part of a plat it doesn't need to go through circuit court, and that as soon as the new right of way is received and is recorded at the register of deeds the abandonment will be finalized.

A motion to **approve the abandonment of Venture Drive contingent upon the developer providing a connection between CR 505 and Old Wright Street via realignment of Venture Drive that meets or exceeds the existing conditions of the current configuration, including the items as noted by the Director of Engineering** was made by Commissioner Johnson, supported by Commissioner Williams and was carried.

G. Out of State Travel:

Dawn Solka requested attendance at the annual Acumatica Summit January 26-29, 2025. It is the Acumatica Construction edition that is targeted for implementation at MCRC within the next 1-2 years. While continuing to work with the CRA Software Evaluation workgroup, this will provide a targeted opportunity to see the platform from real world perspectives. Dawn provided a total estimated cost of \$3,681.00.

A motion to **approve the out of state travel request for Dawn Solka to attend the Acumatica Summit January 26-29, 2025 and associated travel expenses** was made by Commissioner Williams, supported by Commissioner Johnson, and was carried.

H. MDOT Contract – Category F Funded Project (w/Resolution):

Alex Elsenheimer provided the standard MDOT contract for receiving the Category F funding for CR 551, Cherry Creek Road. The estimated cost is

\$764,045.00 with the Marquette County Road Commission match of \$389,663.00 and Category F funding providing the remainder. Alex recommended the Board approve the contract and resolution authorizing the manager to sign the contract. The resolution reads:

“WHEREAS, the Board of County Road Commissioners wishes to enter into a construction agreement with the Michigan Department of Transportation for road improvements, and

WHEREAS, the Board of County Road Commissioners has approved this project to be the Hot mix asphalt cold milling and paving along Cherry Creek Road/County Road 551 from County Road 480 northerly approximately 7,920 feet, including concrete curb and gutter; and all together with necessary related work.; and all together with necessary related work.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Marquette County Road Commissioners of Marquette County Michigan agrees to the terms of the contract as proposed by the Michigan Department of Transportation Contract Number 24-5448 (MDOT Job Number 220258CON, Control Section EDF 52000), and

BE IT FURTHER RESOLVED THAT, Peter Duex, Managing Director, is hereby authorized to sign the contract documents.”

A motion to **approve the MDOT contract and associated resolution to receive the Category F funding for CR 551, Cherry Creek Road, and authorize Pete Duex, Managing Director to sign the contract** was made by Commissioner Luetzow and supported by Commissioner Williams. A roll call vote was taken: Ayes – Johnson, Girard, Roberts, Luetzow, Williams. Nays- None. Absent – None. Motion carried.

12. Unfinished Business:

- A. Policy Review Project Updates: No current updates

13. New Business: None.

14. Informational Business:

- A. US 41 Corridor Meeting Minutes: Alex Elsenheimer provided minutes from the US-41 Corridor Meeting held on October 8, 2024.
- B. Staffing Update: None.
- C. MDOT 2025 Construction Map: Pete Duex provided a copy of the MDOT 2025 construction map.
- D. Thank You Letter – County Road 492: A copy of a thank you letter received from Steve Holman regarding drainage on County Road 492 was provided to the Board.

15. Late Additions: None.

16. Public Comment: None.

17. Board Member Comments:

Commissioner Luetzow inquired about the Township Association Christmas party. He also inquired if the crews are ready for snow. Staff responded affirmatively.

Commissioner Williams commented on the excellent job the maintenance crew did working at the intersection of M-35 and CR 492.

18. Adjournment:

A motion **to adjourn** was made by Commissioner Williams, supported by Commissioner Johnson, and was carried. Meeting adjourned at 6:26 p.m.

This is to certify that the minutes above were passed by a majority vote of the Board of County Road Commissioners of Marquette County, Michigan.



Dawn A. Solka, Clerk