

MINUTES OF January 14, 2025

A regular meeting of the Mackinac County Road Commission was called to order Tuesday, January 14, 2025, at 3:30 p.m. by Office Manager Vicki Hough. The meeting was held at the road commission office at 706 N. State Street, St. Ignace, Michigan. Roll call was taken and the following commissioners were present: Lester Livermore, Tom Doty, and Dan Litzner. Also present: Dirk Heckman, John Kling, Don Butkovich and Ryan Edwards.

COMMISSIONER ELECTIONS

Commissioner Doty nominated Commissioner Livermore for Chairman of the Board; Commissioner Litzner seconded.

An all aye vote was cast, motion approved.

Commissioner Livermore nominated Commissioner Doty for Vice-Chairman; Commissioner Litzner seconded.

An all aye vote was cast, motion approved.

COMMITTEE ASSIGNMENTS

COMMITTEE ASSIGNMENTS were as follows:

Mackinac County Board Liaison: All Commissioners.

Policy: Commissioner Doty.

Finance: Commissioner Litzner.

East End Personnel: Commissioner Doty.

West End Personnel: Commissioner Litzner.

Negotiating Committee: Commissioner Livermore.

Safety Committee: Commissioner Livermore.

Public Relations Committee: Commissioner Livermore.

PUBLIC HEARING

KOVAR ROAD CHANGE OF STATUS

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve entering into a Public Hearing for the purpose of taking public comment for the change of status to a portion of Kovar Road.

An all aye vote was cast, motion approved.

Don Butkovich and Ryan Edwards discussed Kovar Road. Mr. Butkovich stated that Garfield Township is in full support of the road being upgraded to allow the Road Commission to plow it as was the intent of the Road Agreement work performed on Kovar Road earlier in 2024.

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve closing the Public Hearing and entering into the regular session.

An all aye vote was cast, motion approved.

PREVIOUS MINUTES

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve the Special Meeting Minutes for December 23, 2024 and the Regular Meeting Minutes of December 30, 2024.

An all aye vote was cast, motion approved.

PUBLIC COMMENTS

John Kling introduced himself as the Mackinac County Board of Commissioner's liason for the Road Commission.

Don Butkovich inquired about various topics including: the Public Relations Committee's second survey results; the new Match Program with the County Board; the Road Commission's Summer Maintenance plan; deadlines for Road Agreement work; the grading operations performed on Pleasant Avenue and the cost of the grader training; and if the Road Commission will provide a new format for match work.

John Kling also informed the Road Commission that the County Board is in the planning stage and is scheduling several meetings throughout the County to take public comment on expanding the Road Commission Board.

KOVAR ROAD STATUS CHANGE APPROVEL AND RESOLUTION

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve changing a portion of Kovar Road from Seasonal and approve the following resolution:

Whereas, a Public Hearing was held January 14, 2025, and said notice of Public Hearing was published in the St. Ignace News for the purpose of revising the Mackinac County Road Commission Seasonal Road System and,

Whereas, the Mackinac County Road Commission's proposed changes were requested from and approved by Garfield Township.

Therefore Be It Resolved; that the following be deleted from the Mackinac County Road Commission's Seasonal Road System:

Kovar Road, #1043, Local Road, beginning 0.6 miles west of Pleasant Avenue (#1032) to the end 0.4 miles, Section 30, T44N, R10W, Garfield Township, Mackinac County, Michigan.

The following vote was cast:
Yeas: Livermore, Doty, Litzner.
Nays: None.
Absent: None.

Motion approved.

ASSISTANT FOREMAN, WEST DISTRICT GARAGE

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve promotion within current employees for the position of West District Assistant Foreman.

The item was discussed.

Commissioner Doty amended his motion to approving promoting a current employee to the position of West District Assistant Foreman at \$33.68 per hour for a six month period.

It was seconded by Commissioner Litzner.
An all aye vote was cast, motion approved.

**AUTHORIZE PURCHASE OF TRUCK HOISTS FROM
THE MDOT MIBID PROCESS**

It was moved by Commissioner Litzner and seconded by Commissioner Doty to approve purchasing truck hoists from MDOT through the MIBid process up to \$30,000.00.

An all aye vote was cast, motion approved.

2024 NO LOST TIME AWARD OF PERSONAL TIME

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve awarding all personnel 8 hours of personal time for no lost time on record in 2024.

The item was discussed.

An all aye vote was cast, motion approved.

SAFETY REWARDS PROGRAM POLICY

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve the following Safety Rewards Program Policy:

The objective of the Safety Rewards Program is to ensure everyone employed by the Mackinac County Road Commission work in a safe and efficient manner with a focus on personal safety through proper PPE, housekeeping and equipment.

Safety Program Parameters

Program will run from January 14, 2025 to the end of Maintenance Season, spring of 2025.

Participation in monthly training talks are required.

Any employee that incurs lost time injury becomes ineligible for all rewards.

Rewards will be distributed at the Spring Safety Day Meeting.

Seasonal Employees are not eligible for rewards.

Safety Program Rewards

Rewards shall be \$150.00 allowance per eligible employee for safety equipment from the Safety Store or Northern Sand and Gravel store in Sault Ste. Marie, Michigan.

The Policy was discussed.

Commissioner Doty amended his motion to approve the Safety Rewards program Policy to include the following:

Full time Employees must be present at the Safety Day to win Safety Program Rewards.

Commissioner Litzner seconded the motion.

An all aye vote was cast, motion approved.

**STRAITS AREA COUNCIL MEETING, FEBRUARY 4, 2025,
MACKINAW CITY, MICHIGAN**

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve all interested to attend the Straits Area Council Meeting, February 4, 2025, in Mackinaw City, Michigan.

An all aye vote was cast, motion approved.

**NEW COMMISSIONER'S WORKSHOP, FEBRUARY 18, 2025,
MOUNT PLEASANT, MICHIGAN**

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve all interested to attend the New Commissioner's Workshop February 18, 2025, in Mount Pleasant, Michigan.

An all aye vote was cast, motion approved.

**2025 CRA ANNUAL HIGHWAY CONFERENCE, MARCH 25-27, 2025,
LANSING, MICHIGAN**

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve all interested to attend the 2025 CRA Annual Highway Conference, March 25-27, 2025, in Lansing, Michigan.

An all aye vote was cast, motion approved.

MANAGER'S COMMENTS

The Engineer/Manager reported the Safety Day will be held, weather permitting, Thursday, January 16, at the Little Bear Conference Center.

Truck #1243 caught fire while snowplowing on Sunday. The Foreman was able to put out the fire and return the truck to the garage. Damage is being assessed.

Due to the County Road Association's Board Meeting schedule, the Tuesday, February 11, regularly scheduled meeting is in conflict. The Engineer/Manager requested the meeting be changed.

The Engineer/Manager also requested to be excused for the March 24, 2025, regularly scheduled meeting.

The two new seasonal HEO have started at the East District Garage.

Crews have been performing brushing operations, limbing, and sign installations in addition to their winter maintenance.

The discipline/discharge procedures have been implemented.

A harassment policy will be forthcoming for the Board's consideration.

OTHER BUSINESS

MEETING CHANGE

It was moved by Commissioner Doty and seconded by Commissioner Litzner to change the regularly scheduled Board Meeting of Tuesday, February 11, 2025 at 3:30 p.m., at the Road Commission Office, to Monday February 10, 2025, at 1:00 p.m., at the Road Commission Office.

An all aye vote was cast, motion approved.

COMMISSIONER COMMENTS

Commissioner Doty reported he is in the process of writing a discipline policy.

Commissioner Livermore commented he has researched discipline policies also and provided his research to the other Board members.

Commissioner Livermore reported on consulting with local law enforcement for help with residents who are plowing across the roadways, in violation of MCL - Section 257.677a.

COMMITTEE REPORTS

There were no reports.

APPROVAL OF PAYROLL AND BILLS

It was moved by Commissioner Doty and seconded by Commissioner Litzner to approve the of 1/16/25 for \$69,000.84 and bills on 1/14/25 for \$65,344.74. An all aye vote was cast, motion approved.

ADJOURNMENT

It was moved by Commissioner Doty and seconded by Commissioner Litzner to adjourn the meeting at 4:53 p.m. An all aye vote was cast, motion approved.

MINUTES APPROVED: