

KCRC Board Meeting Minutes

January 10, 2023

Meeting Time: 2:00 p.m.

Present: Olson, Bracco & Karvonen

Absent: None

Staff Present: Jesse Patrick, Finance Director; Greg Kingstrom, P.E., Engineer/Manager; Chris Cronenworth, Maintenance Foreman

Guests: None

Meeting was called to order at 2:00 p.m. by Commissioner Olson and the Pledge of Allegiance was recited.

This was the organizational meeting of the Board of Road Commissioners. Commissioner Olson made the motion that the Engineer/Manager take charge of the meeting. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. The motion carried.

The Engineer/Manager asked for nominations for Chairman. Commissioner Karvonen motioned to appoint Commissioner Olson as Chairman. Commissioner Bracco supported the motion. Ayes: 3, Nays: 0. The motion carried. Commissioner Olson moved to appoint Commissioner Karvonen as Vice Chairman. Commissioner Bracco supported the motion. Ayes: 3, Nays: 0. The motion carried.

Commissioner Olson moved to appoint Jesse Patrick, Finance Director, as Clerk of the Board. Commissioner Bracco supported the motion. Ayes: 3, Nays: 0. The motion carried. The meeting was turned over to the Chairman.

Commissioner Karvonen moved to approve the agenda as presented. Commissioner Bracco supported the motion. Ayes: 3, Nays: 0. Motion carried.

The regular meeting minutes of December 12, 2022 were reviewed and approved by a motion of Commissioner Karvonen and supported by Commissioner Bracco. Ayes: 3, Nays: 0. Motion carried.

Voucher #28273 and #28274, and Master Vouchers #01-2023 and #02-2023 in the total amount of \$258,056.26 were audited by the Commissioners. Commissioner Bracco motioned to pay the bills as presented. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. Motion carried.

The Financial Statement was presented and approved by a motion of Commissioner Karvonen and supported by Commissioner Bracco. Ayes: 3, Nays: 0. Motion carried.

Opportunity for public comment on non-agenda items was offered: No public comment received.

Unfinished Business:

Discussed the property transfer of lot 7 in Copper Harbor. Deed will be recorded this week.

Discussed Road Commission property in Central that could be offered for sale in the future. Updated appraisals may be needed.

Engineer/Manager updated the Board on the status of R.O.W. encroachment at Fitzgerald's in Eagle River: MCRCSIP has assigning legal representation to KCRC. KCRC attorney has discussed encroachment with Fitzgerald's attorney and will be issuing a response soon.

Public Hearing date for R.O.W. abandonment on Harbor Street in Copper Harbor is tentatively set for March 14, 2023. Petitioner's attorney will be coordinating required Public Notice with KCRC in early February.

New Business:

Gregg Patrick and Joe Waananen will be removed from existing SNB financial accounts. All 3 Commissioners will be added to accounts. Finance Director will forward required forms to Commissioners for execution.

Act 51 Certification maps for 2022 road mileage was discussed by the Board. Commissioner Bracco motioned to authorize Greg Kingstrom, Engineer/Manager or Chairman Olson to sign certification documents prior to submittal to State. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. Motion carried.

Commissioner Bracco motioned to adopt the Resolution authorizing the transfer of up to 30% of the Primary Fund to the Local Fund to made in accordance with section 12 (9) of Act 51, P.A. of 1951, as amended. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. Motion carried.

The Forest Road Projects were discussed by the Board. Commissioner Karvonen motioned to approve the Gratiot Lake Road, Gay-Lac La Belle Road, Bete Gris Road, Brockway Mountain Drive and Cliff Drive as Forest Road Projects for 2023. Commissioner Bracco supported the motion. Ayes: 3, Nays: 0. Motion carried.

Draft advertisement for bids and specifications for buy/lease of new motor grader(s) was reviewed by the Board. Commissioner Karvonen motioned to proceed with solicitation

of for bids, once bid document is finalized by Engineer/Manager. Commissioner Bracco supported the motion. Ayes: 3, Nays: 0. Motion carried.

2023 Weighmaster Agreement and distribution of cost between the four (4) Counties was discussed by the Board. Commissioner Karvonen motioned to agreement. Commissioner Bracco supported the motion. Ayes: 3, Nays: 0. Motion carried.

Board reviewed Performance Resolution for Government Agencies, MDOT Form 2207B. Commissioner Bracco motioned to approve resolution. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. Motion carried.

Commissioner Bracco motioned to approve federal mileage reimbursement rate for travel of 65.5 cents per mile, effective January 1, 2023. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. Motion carried.

Commissioner Bracco motioned to accept "IT" services proposal from REMC and authorize Engineer/Manager to purchase up to \$3,000 of needed equipment/hardware to facilitate upgrades. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. Motion carried.

Board discussed establishing an electronic signature for Chairman. Chairman occasionally required to sign MDOT and other documents electronically. Engineer/Manager will be establishing new e-signature using the required MDOT – OneSpan software. Engineer/Manager will set up e-signature for Chairman as well.

Board discussed establishing KCRC specific email accounts for all Commissioners. Finance Director will set-up and/or coordinate with IT services consultant to do so.

Board discussed Eagle Harbor Township's preliminary inquiry for the abandonment of R.O.W. at Brockway Mountain Drive, West Look-out "loop". Board directed Engineer/Manager to meet with Township Supervisor and provide the documents defining the required R.O.W. abandonment process.

Other:

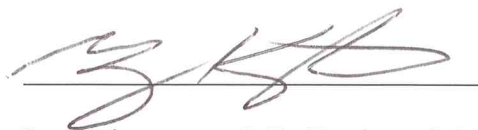
Other items of routine business, upcoming conference and training opportunities were discussed.

Opportunity for public comment was offered. – No public comment received.

The meeting adjourned at 3:35 p.m.



Richard Olson, Chairman



Greg Kingstrom, P.E. Engineer/Manager