

April 14, 2022
Baldwin, Michigan 49304

Regular meeting of the Board of County Road Commissioners of the County of Lake was called to order at 9:00 a.m. by Chair Truxton.

Present - Gary Truxton, *LCRC Commissioner*
Richard Haslock, *LCRC Commissioner*
Joan Runnels, *LCRC Commissioner*
Leroy Williams, *LCRC Manager*
Jessica LaPointe, *LCRC Finance & HR Manager*
David Leusby, *LCRC Shop Foreman*
Shawn MacDougall, *LCRC Road Foreman*
Tom Smith, *LCRC Road Foreman*
Al Dailey, *LCRC Finance & HR Assistant*

The following bills were presented and allowed for payment:

3/28	Payroll Voucher No. 5086-----	\$ 68,542.42
3/30	Material Voucher No. 5087-----	\$ 159,465.02
3/30	FSA Voucher No. 5088-----	\$ 395.97
4/11	Payroll Voucher No. 5089-----	\$ 77,398.36
4/11	Material Voucher No. 5090-----	\$ 209,706.05

APPROVAL OF MINUTES:

Motion made by Runnels to approve the March 24, 2022 meeting minutes as read. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays - 0.
Motion carried.

PUBLIC COMMENT:

Elizabeth Burrows addressed the Board in reference to road improvements to Circle Blvd.

Josh Myers, employee LCRC, asked the Board to replace his sick time used while off.

Shawn Coffey, employee LCRC, asked the Board to utilize the ½ pay benefit.

Clayton VanTatenhove, employee LCRC, announced his two weeks notice.

REPORTS FROM MANAGEMENT:

FINANCE & HR MANAGER:

Audit is complete.

MANAGER:

Williams registered for MCRC SIP's CDL Training.

Beckman correspondence regarding brine costs.

Melissa Fish from the governor's office was here.

Village of Baldwin President Truxton would like to improve the road behind the road commission.

Second shift mechanic position is posted.

Meeting about Wolf Lake Drain next Wednesday.

4 – 10-hour days begin on Monday.

Elk Township identified two roads they would like to use funds from the Local Road Share Program. Board agrees.

ROAD FOREMAN:

MACDOUGALL –

Lots of blading early this week.

SMITH –

Both excavators were out this week putting culverts in. (72nd St and 24th St).

Weight restrictions will be lifted Monday, April 18, 2022 at 6 am.

EQUIPMENT SUPERINTENDENT:

Haslock, Williams and Leusby went to Mason County to see their brine truck set up.

Bought another trailer off BidCorp.

OLD BUSINESS:

Motion made by Runnels to increase the statement of values per Seth Wenger's recommendation. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

NEW BUSINESS:

Motion made by Haslock to spend up to \$400 with MERS to identify the cost associated with adding the cost of living for current retirees. Supported by Runnels. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

Motion made by Runnels to accept the estimate from Prein & Newhoff for consultant work related to Wolf Lake Drain. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

Motion made by Runnels to adopt the cybersecurity coverage offered by Cowbell. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

Motion made by Runnels to award the 2022 pavement marking bid to Michigan Pavement Markings. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

Motion made by Runnels to switch information technology providers from Thatch Computer Consulting to DMC Unlimited. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

Motion made by Runnels to authorize Jessica LaPointe to apply for credit cards on behalf of the road commission. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

Motion made by Runnels to award the 2022 roadside park maintenance bid to Sue & Company. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

Motion made by Runnels to accept policies 1059 – Title VI and 1060 - Travel. Supported by Haslock. Yeas- Truxton, Haslock and Runnels. Nays – 0. Roll call vote. Motion carried.

Board entered closed session for personnel evaluation at 11:12 am.

Board left closed session at 12:27 pm.

COMMISSIONERS PRIVILIGE:

Haslock - Wondering about the pothole on US -10 near Baldwin River bridge.

Truxton - Had a call from a concerned citizen in Irons regarding blading the roads.

Update on cell tower at Nylands pit?

Runnels - None.

PUBLIC COMMENT:

None.

ADJOURNMENT:

Motion to adjourn made by Runnels. Supported by Haslock. Yeas- Haslock and Runnels. Nays - 0. Motion carried. 12:31 pm

Next Meeting Date: April 28, 2022

Time: 9:00 am

Respectfully submitted by:

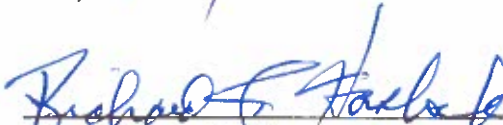


Jessica L. LaPointe - Secretary

Approved by:



Gary A. Truxton - Chairman



Richard J. Haslock - Vice Chairman



Joan Runnels - Member



2022 Pavement Markings

Michigan Pavement
Markings

.05 / 1ft

PK Contracting

yellow - .053 / 1ft
white - .05 / 1ft

Bid Awarded To: Michigan Pavement Markings



2022 Pavement Marking Proposal

NOTICE TO BIDDERS:

Sealed bids will be received by the Board of County Road Commissioners of the County of Lake at their offices, 1180 N. Michigan Avenue, P.O. Box 790, Baldwin, Michigan, 49304 until 10:00 AM Thursday, April 14, 2022 at which time bids will be open publicly and read aloud for the following:

Bid Description: Seeking bids for Centerline and Fog Line pavement markings. Yellow and White 4 inch waterborne. Contractor must follow MDOT 2012 specification for pavement markings.

Location: The Lake County Road Commission will place pavement markings throughout the entire county for 2022. Approximately 250 Miles of Centerline and 50 Miles of Fog line.

This bid will carry a three-year annual renewal if both parties agree.

All other information or questions may be obtained at The Lake County Road Commission office located at 1180 North Michigan Avenue Baldwin, Michigan 49304. 231-745-4666 or email lwilliams@lcrc-roads.com

The board reserves the right to reject any or all proposals or any part of the same, to waive any irregularities, and/or informalities and to make the award in part or entirety as may appear to the best interest of the County of Lake.

LAKE COUNTY ROAD COMMISSION
BALDWIN, MICHIGAN 49304

Gary Truxton, Chairman
Richard Haslock, Vice Chairman
Joan Runnels, Member



MAIN OFFICE
1965 Barrett Drive
Troy, MI 48084-5372
PHONE 248-362-2130
FAX 248-362-4969

West MI Office
8139 Douglas Ave
Kalamazoo, MI 49009
PHONE 269-385-3222
FAX 269-385-3264

North MI Office
6344 Blue Road (M-55)
Lake City, MI 49651
PHONE 231-839-4430
FAX 231-839-4737

Central MI Office
3900 S. US-27
St. Johns, MI 48879
PHONE 989-292-4400
FAX 989-292-4401

LAKE COUNTY ROAD COMMISSION
1180 N. AVE
BALDWIN MICHIGAN 49304

COMMISSIONERS

4/11/2022

PK CONTRACTING WILLFULLY SUBMITS THE FOLLOWING BID FOR APROXIMATELY 250 MILES OF CENTERLINE AND APROXIMATELY 50 MILES OF EDGELINE.

MATERIAL WILL BE WATERBORNE PAINT WITH REFLECTIVE GLASS SPHERES ADDED. ALL MATERIALS USED IN THIS CONTRACT WILL BE MDOT APPROVED, APPLIED AT MDOT SPECIFIED RATES WITH MDOT CERTIFIED EQUIPMENT.

WATERBORNE YELLOW 4" LINE	\$.053/LFT
WATERBORNE WHITE 4" LINE	\$.05/LFT

SINCERELY,

DOUGLAS J KINKEMA
PK CONTRACTING NORTH DIVISION



P.O. Box 9673
Wyoming, MI 49509-0673
Ph: (616) 261-3111
Fx: (616) 261-3150

QUOTE

Project: Lake County Rd Comm
Attn: Leroy Williams
email:
Fax:
Item Description: Pavement Markings

	<u>Unit</u>	<u>Unit Price</u>
Waterborne Paint		
4" yellow	lft	\$0.050
4" white	lft	\$0.050

Any questions please call

Final quantities to be measured on site
For approval please sign and mail or fax back a copy to us.

Signature

Name and Title (please print)

Date


Shannon Nielsen
President



2022 Roadside Park Maintenance

<u>Sue + Company</u> <u>Park Maintenance</u>	<u>793.89 / Total per</u> <u>week</u>

Bid Awarded To: Sue + Company Park
Maintenance

PART I. CONTRACTOR INFORMATION AND TOTAL COST

Furnish labor, equipment, and materials to maintain building and grounds for one year with options of two (2) one-year renewals – April 29th – October 28th 2019 (27 weeks).

Cost Per Week

US-10 East Park Baldwin, MI $\$396.94 \times 27 \text{ weeks}$

US-10 West Park Baldwin, MI $\$396.95 \times 27 \text{ weeks}$

Combined Total per Week*

** To include Refuse Disposal Services*

$\$793.89$ **TOTAL CONTRACT**
 $\times 27 = \underline{\underline{21,435.05}}$

Company Name: Sue + Company: Park Maintenance

Company Address: 6874 S. Beech St
Baldwin MI 49304

Telephone Number: 231-679-9838 Fax #: _____

Email: ggc_09@yahoo.com

Authorized Signature: Sue A Crawford Sue A. Crawford
Written Typed/Printed

Title: maintenance manager Date: 2-22-22

Federal Employer ID# or Social Security #: 368-80-7136

PART II. PRICING SHEET SUMMARY

Company Name: Sue + Company: Park Maintenance

CHECK ALL THAT APPLY	DESCRIPTION OF SERVICES <i>(as defined in the Technical Special Provisions)</i>	UNIT OF MEASURE	ESTIMATED SERVICES PER YEAR	PRICE PER OCCASION	ANNUAL PRICE
x	Roadside Park Janitorial and Maintenance *	Week	27 weeks	533.95	14,416.65
x	Roadside Park Lawn Maintenance **	Cycle	6 Cycles	605.04	3630.24
	Raking		2 Cycles	1694.08	3388.16
ANNUAL TOTAL:					21,435.05

mowin

Quantities are estimates only; actual work performed based on Contract Administrator approval.

** Sections I., II., and V. of the Technical Special Provisions (Janitorial Services and Refuse Disposal)*

***To include Spring and Fall Clean up*

PART III. BUSINESS PLAN FOR WEEKLY ROADSIDE PARK EXPENSES

Company Name: Sue & Company: Park Maintenance

Labor 2 hrs x \$22 x 7 days	\$ <u>308.00</u>	
Paper Products	\$ <u>645.77</u>	÷ 27 = 23.92
Chemicals & Cleaners	\$ <u>475.00</u>	÷ 27 = 17.59
Plastic Products	\$ <u>153.65</u>	÷ 27 = 5.69
Miscellaneous Supplies (Gloves, signs, mops, etc.)	\$ <u>122.96</u>	÷ 27 = 4.55
Equipment	\$ _____	
Lawn Care	\$ <u>134.45</u>	raking <u>125.49</u>
Travel MDOT Equipment Code 10.100 11.12 x 14 hrs	\$ <u>155.68</u>	
Overhead	\$ _____	
Liability Insurance/Worker's Compensation	\$ <u>18.52</u>	
Profit	\$ _____	
TOTAL*	\$ <u>793.89</u>	

*TOTAL MUST EQUAL WEEKLY TOTAL AMOUNT BID

Note: This information will be considered confidential.

PART IV. LIST OF SUPPLIES TO BE USED

Company Name: Sue + Company: Park maintenance

Fill out where applicable.

<u>MATERIAL</u>	<u>BRAND NAME</u>	<u>PRODUCT NUMBER</u>	
Toilet Paper 20 cases	General Joe 2 ply 12 pk case 31.29	GJ02565012	625.8
Liquid Hand Soap (manual dispenser)	NA		
Plastic Bag (Barrel Liners 55 gal.) 5 cases	KSS 38 x 58 50 - \$21.27	226250	106.3
Plastic Bag (Barrel Liners 33 gal.)	NA		
LYSOL DISINFECTANT	11.69 / 2 ct = 38 oz	x6	70.1
LYSOL MULTI SURFACE	(6) 90 oz / 5.27 + (2)	32 oz spray 12.10	31.6 12.10
Toilet Chemical 6 cases	ARRAY LAVENDAR ALL PURPOSE CLEANER 41.99 case	6906421	251.9
Stainless Steel Cleaner	NA		
Marker/Vandal Remover 2 bottles	Motzenbocker Lift OFF #3 10.80 23 oz		21.6
Protective Gloves	RAVEN SAS SAFETY (2) 100 ct box 23.65	X2	47.3
Personal Eye Wash	NA		
Cotton Mops	Rubbermaid BI- LEVEL scrub brush	7356000	17.99
Mop Handle			

Scrub Pads 6 packages	ARRAY 2.99 / 6	7055911	17.94
Handles			
Mop Bucket & Wringer	ACE Buckets & 3 each		\$6.00
Broom Rakes x 2	ARRAY CORN Broom Fiskars Metal Leaf	12.99 115371 21.97 x 2	12.99 43.94
Toilet Bowl Mop	Unger Ergo Toilet Bowl Brush SET	UNGBBWHR	24.1
Spray Bottles			
Sponges, Cloths	Scott Professional Multi Purpose Shop towels 12 Rolls		19.99
Bug Spray	Raid Flying Insect Killer off insect spray	8.72 / 2 15oz Can 5.88 / 6oz (x6)	52.3 35.2
Air Blower	NA		
Wet-Dry Vacuum	Optional		
Portable Pump-up Sprayer	NA		
Garden Hose	NA		
Oil Dry	NA		
Multipurpose, Telescoping Ladder	Optional		
Metal Halide Bulbs (100 Watt)	NA		

Metal Halide Bulbs (50 Watt)	NA	
Florescent Bulbs (40 Watt)	NA	
Toilet Plunger	NA	
Drain Snake	NA	
Aerosol Gum Remover	All purpose cleaner included	
Shredded Mulch Bark	NA	
Flowers	NA	
Soil Mix	NA	
Fertilizer	NA	

mowing 2022

6 hrs per park

12 hrs per month

labor 12 hrs x 22.00 = 264.00

Equipment rental car 11.12 x 4 44.48

trailer 10.24 x 4 40.96

mower 22.72 x 10 227.20

trimmer 3.77 x 4 15.08

blower 3.33 x 4 13.32

per month (2 parks) 605.04

per season 2 parks / 6 mowings 3630.24

per week 134.45

trucking

16 hrs per park x 2 people @ \$22 704.00

x 2 parks 1408.00

x 2 cycles 2816.00

car 11.22 x 16 x 2 cycles 359.04

blowers (2) 32 hrs x 3.33 x 2 cycles 213.12

3388.16

per season 3388.16

per cycle 1694.08

per park / 1 cycle 847.04

per week 125.49