



STATE OF INDIANA
 MIKE PENCE
 GOVERNOR

INDIANA-MICHIGAN BOUNDARY LINE COMMISSION

JOHN R. MCNAMARA, P.E., P.S., CHAIR
 DAVID W. MOSTROM, P.S., VICE CHAIR



STATE OF MICHIGAN
 RICK SNYDER
 GOVERNOR

INDIANA COMMISSIONERS

BRAD CRAMER, P.S., ELKHART COUNTY
 REX PRANGER, P.S., LAGRANGE COUNTY
 ANTHONY HENDRICKS, P.S., LAPORTE COUNTY
 JOHN R. MCNAMARA, P.E., P.S., ST. JOSEPH COUNTY
 MICHAEL E. RUFF P.S., STEUBEN COUNTY

MICHIGAN COMMISSIONERS

JOHN G. KAMER, P.S., BERRIEN COUNTY
 EDWARD R. REED, P.S., BRANCH COUNTY
 CHRISTIAN F. MARBACH, P.S., CASS COUNTY
 MIKE LODZINSKI, P.S., HILLSDALE COUNTY
 DAVID W. MOSTROM, P.S., ST. JOSEPH COUNTY

MEETING MINUTES

MAY 21, 2014
 11:00 A.M.

COUNTY COMMISSIONERS MEETING ROOM
 227 WEST JEFFERSON BLVD., 7TH FLOOR COUNTY CITY BUILDING
 SOUTH BEND, IN 46601

MEMBERS PRESENT

John McNamara, Chair
 David Mostrom, Vice Chair
 John Kamer, MI Commissioner
 Anthony Hendricks, IN Commissioner
 Michael Lodzinski, MI Commissioner
 Chris Marbach, MI Commissioner
 Rex Pranger, IN Commissioner

MEMBERS ABSENT

Brad Cramer, IN Commissioner
 Edward Reed, MI Commissioner
 Mike Ruff, IN Commissioner

STATE OF INDIANA PERSONNEL ATTENDING

Mr. Tim Grogg, Indiana Dept. of Admin.
 Mr. Joe Hoage, Indiana DNR
 Mr. Robert Mueller, Indiana DNR

STATE OF MICHIGAN PERSONNEL ATTENDING

Mr. Chris Beland, Director, Office of Land Survey and Remonumentation
 Mr. Keith Lambert, Deputy Director, Bureau of Construction Codes
 Mrs. Angela Sanderson, Secretary, Office of Land Survey and Remonumentation
 Mr. John Scherbarth, Assistant Attorney General

Indiana-Michigan Boundary Line Commission

Office of Land Survey and Remonumentation • Department of Licensing and Regulatory Affairs
 2501 Woodlake Circle, Okemos, MI 48864 • PO Box 30254, Lansing, MI 48909
 www.michigan.gov/sbc • Email: bccolrs@michigan.gov • Telephone (517) 241-6321

OTHERS IN ATTENDANCE

Mr. Don Bengel, NW Chapter ISPLS
Ms. Amanda Gray, Reporter, South Bend Tribune
Mr. Jack Owens, P.S., MI
Mr. John Quine, MSPS
Mr. Frank Walsko, NW Chapter ISPLS

1. CALL TO ORDER AND DETERMINATION OF QUORUM

OLSR Director Beland called the meeting to order at approximately 11:00 a.m. A quorum was determined present at that time.

2. APPROVAL OF AGENDA

A **MOTION** was made by Commissioner Kamer and seconded by Commissioner Marbach to approve the agenda. **MOTION CARRIED UNANIMOUSLY.**

3. CURRENT BUSINESS

a. Election of Chair

A **MOTION** was made by Commissioner Kamer and seconded Commissioner Hendricks to elect Commissioner McNamara as Chair for the Commission. The motion was discussed and the **MOTION CARRIED UNANIMOUSLY.**

b. Determination of need for other officers and election of those officers

A **MOTION** was made by Commissioner Lodzinski and seconded by Commissioner Pranger to nominate Commissioner Mostrom as Vice Chair. The motion was discussed and the **MOTION CARRIED UNANIMOUSLY.**

c. Correspondence

Chairman McNamara mentioned that Commissioner Cramer and Commissioner Ruff had contacted him to inform the Commission that they would not be in attendance.

d. Meeting Locations and Schedule

A **MOTION** was made by Commissioner Pranger and seconded by Commissioner Marbach to approve the 2014 meeting schedule with the following changes; meetings

to begin at 10:30 a.m. and a meeting added for November 12. The motion was discussed and the **MOTION CARRIED UNANIMOUSLY.**

e. Other Business

A **MOTION** was made by Chairman McNamara and seconded by Commissioner Mostrom to formally make the State of Michigan's Office of Land Survey and Remonumentation the administrative support for the Indiana-Michigan Boundary Line Commission. The motion was discussed and the **MOTION CARRIED UNANIMOUSLY.**

OLSR Director Beland commented that the Commission should have its own letterhead. He referenced a draft letterhead that had been provided to the Commission for their review. He said changes will be made after the meeting to include the newly elected Chair and Vice Chair.

A **MOTION** was made by Commissioner Hendricks and seconded by Commissioner Lodzinski to approve the letterhead. The motion was discussed and the **MOTION CARRIED UNANIMOUSLY.** Commissioner's names as they appear on the letterhead would be amended at the Commissioner's request.

4. FUTURE BUSINESS AND DISCUSSIONS

a. Contracting

Chairman McNamara discussed drafting a contract that would be acceptable to both states. OLSR Director Beland mentioned that the purchasing requirements in Indiana and Michigan may require them to have separate contracts.

Discussion ensued regarding contracting requirements.

OLSR Director Beland commented that the company or companies hired to work on the project must be incorporated in one of the two states and registered to do business in the second state.

b. Compensation

Each state has appropriated \$200,000 for the Commission to commence the project.

c. Project Scope and Planning

Discussions ensued on how to manage the project, what costs might be and how best to qualify contractors. A recommendation was made for the Commission to initiate a request for qualifications and proposals. Wherein, the Commission could qualify contractors and then review the qualified contractors' proposals how best to complete the project.

Discussions ensued on the concept of initiating the request process and how to structure the request and project.

A **MOTION** was made by Commissioner Pranger and seconded by Commissioner Lodzinski to initiate a request for a resurvey of the boundary line from mile post 0 thru mile post 20. The motion was discussed and the **MOTION CARRIED UNANIMOUSLY**.

OLSR Director Beland indicated he would work to have a draft proposal for the Commission's review by the next meeting.

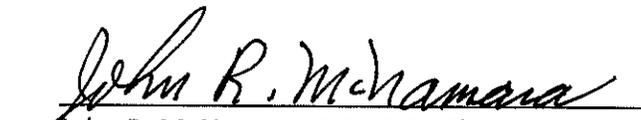
d. Standard Form/Document for Recordation

OLSR Director Beland shared with the Commission the initial draft of the recordation documents that were being proposed to meet the recording requirements for the project. He further indicated that he would work on getting instructions compiled for the how the recordation documents should be completed so the information could be included as part of the bid process.

5. ADJOURNMENT

A **MOTION** was made by Commissioner Kamer seconded by Commissioner Marbach to Adjourn the meeting. **MOTION CARRIED UNANIMOUSLY**. Chairman McNamara adjourned the meeting at 2:15 p.m.

APPROVED:


John R. McNamara, P.E., P.S., Chairman
Indiana-Michigan Boundary Line Commission

6-10-14
Date