

HILLSDALE COUNTY ROAD COMMISSION

July 25, 2024

MINUTES

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, July, 25 2024, at 10:00 a.m. at the road commission office.

Members Present: Bob Godfrey, Mike Parney, Mark Kline, and Kathy Schmitt.

Members Absent: Gary Leininger.

Staff Present: Bob Griffis, Manager.
Kathryn Kirkpatrick, Clerk.
Kwinn Leva, Administrative Assistant.

Visitors Present: Doug Ingles – Hillsdale County Commissioner.
Chris Wingate.
Allan Andrews.
Kelly Rollins.

Pledge of Allegiance

Approval of Agenda

Having reviewed the agenda for July 25, 2024, regular meeting, with 2 additions. The chair declared the agenda to stand approved as presented.

Approval of Minutes

Having reviewed the minutes for July 11, 2024, regular meeting, there were no additions, deletions or corrections noted. The chair declared the minutes to stand approved as presented.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#24-098 Mark Kline moved, Mike Parney supported, to approve the following:

Bills in the amount of \$157,826.21 per Regular Accounts Payable Check Register dated 07/25/2024, as authorized by the manager and clerk.

Motion Carried.

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CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#24-099 Kathy Schmitt moved, Mark Kline supported, to confirm the following:

Regular payroll in the amount of \$137,021.90 per Payroll Check Registers dated 07/18/2024, as authorized by the manager and clerk.

Motion Carried.

TREASURER'S REPORT PRESENTED

The treasurer's report was presented by the clerk as follows:

Beginning Balance-Cash & Investments	\$ 2,528,547.17
Receipts	\$ 103,290.94
Disbursements	(\$ 294,848.11)
Ending Cash & Investments Balance	\$ 2,336,990.00
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 651,282.82)
Ending Available Fund Balance	\$ 1,675,457.18

Note: Outstanding Accounts Payable = (\$3,133.95)

As there were no questions or comments regarding the report, the chair declared the report to stand approved as read.

LIMITED PUBLIC COMMENT

At 10:05 A.M., the chair opened the meeting to limited public comment.

Kelly Rollins addressed the board regarding the speed limit on Bankers Rd.

Allan Andrews addressed the board regarding the brush on Bankers Rd.

Chris Wingate addressed the board regarding yellow traffic light duration and who to speak to.

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ACCEPT REHMANN ROBSON – 2023 FINANCIAL AUDIT

On July 25, 2024 Corrin Day presented the 2023 Financial Audit for the Road Commission. The audit firm rendered a “clean report” with no findings. During the audit Rehmann Robson did not identify any deficiencies in the internal control that was considered to be material weakness. Corrin Day also briefly went over the highlights of the report.

#24-100 Mike Parney moved, Mike Kline supported, to accept the audit report as presented. Motion carried.

Manager’s Comment

Paving has been completed but there is still some paver patching that needs to be done. Chip seal will be starting in approximately a week and a half. Tubes on Beecher Rd. have been fixed. Gravel and limestone patching is complete, and now finishing scraping. Crack sealing is on Reading Rd. at Carpenter Rd. right now and will continue on. Shoulders started on Bankers Rd. today. Michigan Pavement Markings will start painting next week. The survey for the culvert on Territorial Rd. east of Bird Lake Rd. is done. Once done the survey will be submitted to EGLE and EGLE will advise what size culvert is needed. A stream bed survey is needed for Bacon Rd. east of Rumsey Rd. for the permit. Hog Creek bridge will most likely be here in mid September. The bid for the contractor will be opened Aug 8th. There will also be an aggregate bid opened on Aug 8th. Submitted the NEPA request for the 2025 Federal Aid Projects. The estimate for Somerset Twp Harrison St. and Buhl St. is done. W. Sauk Trail work is in process. PASER ratings are almost finished. In fall the gravel roads will be rated. Summer help has started traffic counters. Dust control sprays a pattern of 20 feet and carries 3000 gallons. Asphalt Materials was here and recognized the problem with the emulsion from last year. They are discussing replacing the materials.

Old Business

BALLOT AND OVERVIEW OF PROPOSED UPDATES TO CRA BYLAWS

#24-101 Mike Parney moved, Mark Kline supported, to accept as presented. Motion carried.

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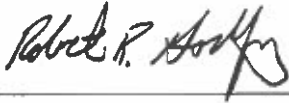
LIMITED PUBLIC COMMENT

At 11:10 A.M., the chair opened the meeting to limited public comment.

Allan Andrews addressed the board regarding the PASER rating and when the information will be available, he also addressed the board regarding township mileages.

Meeting Adjourned – 11:16 A.M.

As there was no further business, the chair declared the meeting adjourned at 11:16.



Chair



Clerk