

HILLSDALE COUNTY ROAD COMMISSION
December 8, 2022
MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, December 8, 2022, at 10:00 a.m. at the road commission office.

Members present: Bob Godfrey, Mike Parney & Gary Leininger.

Staff present: Bob Griffis, Manager & Kathryn Kirkpatrick, Clerk.

Visitors present: Doug Ingles, County Commissioner.
Allan Andrews.
Walt Zinser.
Wesley Wiekham
Nick Bentley.
Don Hobbs.
Mark Stemen.
Chris Smith.
Norma Littin.

Agenda Approved

Having reviewed the agenda for this date, the chair requested 2 additions to the agenda. The chair declared the agenda to stand approved as revised.

Limited Public Comment

At 10:15 a.m., the chair opened the meeting to limited public comment. Doug Ingles informed the board that the County Clerks office is accepting applications for the 2 new Road Commissioners. Currently have received 9 applications so far and taking applications until December 15 at 5:00 p.m.

Allan Andrews reported to the board that he was happy to see HCRC crews out filling pothole in Reading Township.

Don Hobbs addressed the board on the procedure to get on the agenda.

Minutes Approved

Having reviewed the minutes of the November 23, 2022, regular meeting, there were no additions, deletions or corrections noted. The chair declared the minutes to stand approved as presented.

HILLSDALE COUNTY ROAD COMMISSION

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Having reviewed the minutes of the November 29, 2022, special 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

#22-160 Gary Leininger moved, Mike Parney seconded, to confirm the bills in the amount of \$163,559.05 per Accounts Payable Check Registers dated 11/30/2022 as authorized by manager and clerk. Motion carried.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#22-161 Mike Parney moved, Gary Leininger supported, to confirm the regular payroll in the amount of \$113,732.93 per Payroll Check Registers dated 12/8/2022, as authorized by manager and clerk. Motion carried.

Treasurer's Report Presented

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

Beginning Balance-Cash & Investments	\$3,112,818.90
Receipts	\$ 46,115.97
Disbursements	(\$ 277,291.98)
Ending Cash & Investments Balance	\$ 2,881,642.89
Less: Bonds in Escrow	(\$ 14,250.00)
CD reserved for 2 trucks	(\$ 604,155.52)
Ending Available Fund Balance	\$ 2,263,237.17
Note: Outstanding Accounts Payable = \$ 22,016.36	

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

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2022 Budget Hearing – 10:30 a.m.

At 10:30 a.m. the board held a public hearing for public comments prior to the adoption of the 2023 Act 51 budget.

2023 ACT 51 BUDGET APPROVED

#22-162 Gary Leininger moved, Mike Parney seconded, to approve the 2023 Act 51 budget. Carried. Copy attached.

BRUSH & WEED CONTROL CONTRACT EXTENSION – THE DALTONS – INC APPROVED

#22-163 Mike Parney moved, Gary Leininger supported, to approve and the sign contract extension with the Daltons to extend their 2022 bid price through the 2023 season for brush and weed control. Carried.

2023 ROAD BOARD MEETING SCHEDULE APPROVED

#22-164 Gary Leininger moved, Mike Parney seconded, to approve the 2023 regular board meeting schedule as presented: meeting will be held the second and fourth Thursday of each month at 10:00 a.m., unless noted otherwise. Carried. Copy attached.

LETTER OF UNDERSTANDING FOR NIGHT PATROL WAGE

#22-165 Gary Leininger moved, Mike Parney seconded, to sign the Letter of Understanding from the Association to correct the night patrol wage to add \$0.05. Carried.

Discuss Hillsdale County Park Meeting Time

Discussed and agreed to start the Hillsdale County Park Commission meetings at 8:30 instead of 9:00, meetings will be held prior to the first Road Commission meeting each month.

Discussion Followed on Various Subjects

Territorial Bridges will possibly go out for bid in February.
Discussed that HCRC will supply additional funds to the safety grant for pavement marking.
Discussed at this time of year cutting trees will be our focus.

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50-50 MATCH FOR LEWIS EMERY PARK ROADS TO BE PRESENTED TO THE COUNTY BOARD

#22-166 Gary Leininger moved, Mike Parney seconded, for Doug Ingles, County Commissioner to present to the County Board a 50-50 match for the Lewis Emery Park roads. Carried.

Manager Comments

Crew are finishing up scraping and cold patching the roads.
Gave an update on the MDOT traffic summit, positions that HCRC are planning to hire and general information from the MTA meeting.
Updated the board on filed grievances by association.
Updated the bridge assessments that have been done so far. Load limits have been changed on Hog Creek Bridge, Cranberry Rd Bridge, and Beecher Rd Bridge. Still waiting on more results on other bridges.
Prices for the trucks that were ordered earlier this year have gone up about \$100,000.00 from when the trucks were originally approved. The time frame for the cab and chassis is between May and August and the build is 365-400 days out.
Wildwood Dr. culverts have been cleaned out.

Limited Public Comment

Allan Andrews addressed the board regarding the permit for the culvert for Mead Rd.

Don Hobbs addressed the board about having future meetings with the Association. He wanted clarification regarding the federal aid for 2023 that was traded to Lenawee County.

Nick Bentley also addressed the board about having meetings with the Association.

Norma Littin addressed the board regarding Ash-Te-Wette Dr. and complemented the manager on updating the public on projects.

Meeting Adjourned – 11:05 A.M.

As there was no further business, the chair declared the meeting adjourned at 11:05 A.M.


Chair


Clerk



Hillsdale County Road Commission

1919 HUDSON ROAD (M-99)

HILLSDALE, MICHIGAN 49242

Robert R. Godfrey, Chairman
Pittsford

(517) 437-4458

H. John Sanders
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Gary A. Leining, Member
Pittsford

SCHEDULE OF 2023 REGULAR BOARD MEETING DATES

Listed below are the scheduled 2023 regular meeting dates for the Board of County Road Commissioners of the County of Hillsdale. The Meetings are held on the 2nd and 4th Thursdays of the month beginning at 10:00 AM unless otherwise noted below. All meetings are held at the Road Commission office located at 1919 Hudson Road, Hillsdale, Michigan.

January 12, 2023
January 26, 2023

July 13, 2023
July 27, 2023

February 9, 2023
February 23, 2023

August 10, 2023
August 24, 2023

March 9, 2023
March 23, 2023

September 14, 2023
September 28, 2023

April 13, 2023
April 27, 2023

October 12, 2023
October 26, 2023

May 11, 2023
May 25, 2023

November 9, 2023
November 22, 2023

June 8, 2023
June 22, 2023

December 14, 2023
December 28, 2023

HILLSDALE COUNTY ROAD COMMISSION

By

Robert R. Godfrey, Chairman

HILLSDALE COUNTY ROAD COMMISSION
BUDGETS ADOPTED 12/08/22

	2023 Approved	2022 Revised	2022 Original
Licenses and Permits	\$45,000.00	\$45,000.00	\$35,000.00
Federal Sources			
Surface Transportation Program	\$2,300,000.00	\$0.00	\$725,724.00
Other Federal Sources	\$0.00	\$0.00	\$1,531,371.00
State Sources			
MTF - Engineering	\$10,000.00	\$10,000.00	\$10,000.00
MTF - Snow Removal	\$4,100.00	\$4,060.95	\$4,000.00
MTF - Primary	\$5,000,000.00	\$4,831,962.49	\$4,840,000.00
MTF - Local	\$3,350,000.00	\$3,233,993.84	\$3,243,000.00
MTF - Primary Urban	\$150,000.00	\$146,556.68	\$146,000.00
MTF - Local Urban	\$59,500.00	\$57,404.04	\$57,000.00
Local Bridge Program	\$2,480,000.00	\$667,400.00	\$788,800.00
TEDF - Rural Primary (D)	\$125,000.00	\$0.00	\$114,316.00
Other State Sources	\$0.00	\$66,000.00	\$0.00
Local Contributions			
City & Village	\$20,000.00	\$1,800.00	\$0.00
Township Contributions	\$700,000.00	\$2,600,000.00	\$600,000.00
Charges for Service			
Trunkline Maintenance	\$950,000.00	\$905,000.00	\$918,836.00
Salvage Sales	\$1,000.00	\$10,700.00	\$0.00
Other Charges	\$0.00	\$0.00	\$0.00
Interest and Rents			
Interest Earned	\$5,000.00	\$12,500.00	\$10,000.00
Property Rentals	\$3,600.00	\$3,600.00	\$3,600.00
Other Revenues			
Gain/Loss on Sale of Equipment	\$10,000.00	\$57,000.00	\$15,000.00
Other	\$20,000.00	\$200,000.00	\$31,400.00
TOTAL REVENUE	\$15,233,200.00	\$12,852,977.99	\$13,074,047.00

	2023 Approved	2022 Revised	2022 Original
Preservation/Structural Improvement			
Roads	\$3,328,986.00	\$1,260,000.00	\$3,645,000.00
Structures	\$3,300,000.00	\$834,000.00	\$2,686,000.00
Safety Projects	\$500,000.00	\$0.00	\$0.00
Maintenance			
Roads	\$7,000,000.00	\$6,500,000.00	\$4,583,010.46
Structures	\$20,000.00	\$6,500.00	\$32,090.00
Winter Maintenance	\$1,100,000.00	\$1,000,000.00	\$868,989.54
Traffic Control	\$350,000.00	\$200,000.00	\$320,000.00
Other Expenditures			
Trunkline Maintenance	\$950,000.00	\$835,000.00	\$918,836.00
Administrative - Net	\$800,000.00	\$650,000.00	\$875,000.00
Equipment - Net		\$353,000.00	(\$400,000.00)
Capital Outlay - Net	\$1,000,000.00	(\$165,800.00)	\$1,500,000.00
Debt - Principal Payment	\$0.00	\$0.00	\$0.00
Debt - Interest Payment	\$0.00	\$0.00	\$500.00
Other Expenses	\$35,000.00	\$35,000.00	\$80,000.00
TOTAL EXPENDITURES	\$18,383,986.00	\$11,507,700.00	\$15,109,426.00

FUND BALANCE

	2023 Approved	2022 Revised	2022 Original
Beginning Balance	\$5,968,857.76	\$4,689,579.77	\$5,702,456.00
Annual Change	(\$3,150,786.00)	\$1,345,277.99	(\$2,035,379.00)
Ending Balance	\$2,818,071.76	\$6,034,857.76	\$3,667,077.00