

HILLSDALE COUNTY ROAD COMMISSION

October 26, 2023

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, October 26, 2023, at 10:00 a.m. at the road commission office.

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

Staff Present: Bob Griffis, Manager.  
Kathryn Kirkpatrick, Clerk.  
Sarah Cook, Administrative Services Specialist.  
Kevin Sanders, Operations Superintendent.

Visitors Present: Doug Ingles.  
Leah Behnke – MERS.  
Allan Andrews.  
Don Hobbs.  
Max Null.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

# 23-139 Gary Leininger moved, Kathy Schmitt supported, to approve the agenda for October 26, 2023 with 2 additions to the agenda. Motion Carried.

**MINUTES APPROVED AS PRESENTED**

Having reviewed the minutes of the October 12, 2023 meeting, the chair asked if there were any corrections to be noted. There were no corrections to be made to the minutes, and the chair declared the minutes to stand approved as presented.

**APPROVAL OF ACCOUNTS PAYABLE**

#23-140 Kathy Schmitt moved, Mark Kline supported, to approve the following:

Bills in the amount of \$535,476.89 and electronic funds transfer in the amount of \$0.00 for the total of \$535,476.89 per Regular Accounts Payable Check Register dated 10/19/2023 authorized by manager and clerk.

Motion Carried.

HILLSDALE COUNTY ROAD COMMISSION

October 26, 2023

MINUTES

**CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF**

#23-141 Mark Kline moved, Gary Leininger seconded, to confirm the following:

Regular payroll in the amount of \$113,807.12 per Payroll Check Registers dated 10/26/2023 authorized by manager and clerk.

Motion Carried.

**TEASURER'S REPORT PRESENTED**

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

Beginning Balance-Cash & Investments	\$4,502,162.76
Receipts	\$ 367,936.45
Disbursements	(\$ 649,284.01)
Ending Cash & Investments Balance	\$ 4,220,815.20
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 629,182.61)
Ending Available Fund Balance	\$ 3,581,382.59

Note: Outstanding Accounts Payable = \$667.27

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.

Don Hobbs addressed the board regarding the recordings of the last meeting on the HCRC website and YouTube. He also complimented the quality of the recordings from the union meeting and showed his appreciation for the work being done on Montgomery Road.

Doug Ingles thanked the manager for attending and providing an update at the Hillsdale County Commissioners meeting.

**MERS Health Care Savings Program**

At 10:10 a.m., MERS representative, Leah Behnke, presented information to the board regarding their MERS Health Care Savings Program that provides funds for employees to use for qualified

HILLSDALE COUNTY ROAD COMMISSION

October 26, 2023

MINUTES

medical costs after leaving their position at the Hillsdale County Road Commission. Plan options and benefits for the employer and employees were discussed.

**Manager's Comments**

The bid for the Territorial Road Bridges project was awarded to Milbocker & Sons Inc.. They plan to close the bridges on November 13<sup>th</sup> to start demolition.

Chipseal has been completed.

About 18 miles of Fog Seal is still left to be completed.

The stoplights on M-99 have been removed and the temporary fix for the road has been completed.

The project on M-49 has been completed and the road was reopened on October 13<sup>th</sup>.

Paving has begun on Montgomery Rd. and the base course has been completed, and the top base is estimated to be finished tomorrow.

The manager requested from the board that the Amended 2023 Financial Budget be approved at the next meeting on November 9<sup>th</sup>, 2023, and will have the 2024 Budget meeting on November, 22<sup>nd</sup>, 2023.

The manager suggested purchasing 3 trucks from National Auto Fleet Group, and there was no objection from the board.

The manager met with Milbocker & Sons Inc. at the work site for the Territorial Road Bridges project, and discussed working with Consumers Energy regarding the current placement of the powerlines.

An RFP (Request for Proposal) was posted requesting an engineering company be assigned to inspecting the Territorial Road Bridges project. A decision for who to award the bid to should be ready to be made at the next meeting (Nov. 9<sup>th</sup>). This will not be covered by the MDOT 80/20 contribution.

Planning to post an RFP next year to contract out the first cut of mowing in 2024, so our employees can focus on brush and 2<sup>nd</sup> & 3<sup>rd</sup> cuts.

Ditching and Berm Removal has been started on Sterling Rd., Blair Rd., and Blackbridge Rd.

**APPROVAL TO PURCHASE 3 TRUCKS**

#23-142 Mark Kline moved, Mike Parney supported, to for manager to purchase 3 trucks for \$389,105 each, from National Auto Fleet Group in the total of \$1,167,315.00.

Motion carried.

**Old Business**

**RESOLUTION 23-004 ADOPTED FOR FY CONTRACT 23-5370 TERRITORIAL ROAD BRIDGES**

#23-143 Gary Leininger moved, Kathy Schmitt supported, to approved Resolution 23-004 to submit Contract 23-5370 Territorial Road Bridges.

HILLSDALE COUNTY ROAD COMMISSION

October 26, 2023

MINUTES

Yeas: Bob Godfrey, Gary Leininger, Mike Parney, Mark Kline, Kathy Schmitt.

Nays: None.

Motion carried.

**AMENDED READING TOWNSHIP CONTRACT APPROVED**

**#23-144** Mike Parney moved, Gary Leininger seconded, to approve the amendments to the following township agreement as presented:

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp. Share</u>
Reading	Berm & Ditch / Gravel Blair Rd (Reading/Humphrey)	\$ 94,520.00	\$ 69,020.00

Motion Carried.

**New Business**

Gary Leininger provided an update from the Frugal Five Meeting and stressed the importance of having board members attend. Topics discussed included MCRSIP, E&O Insurance, wages for supervisory personnel, and future dates for the next Frugal Five meeting in the spring.

**LIMITED PUBLIC COMMENT**

At 11:20 a.m., the chair opened the meeting to limited public comment.

Alan Andrews addressed the board regarding when he could pick up the cover letter for the amended contract with Reading Township.

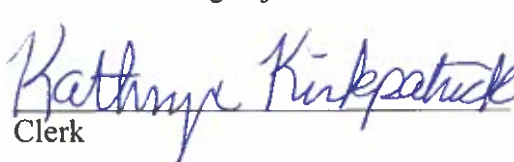
Don Hobbs addressed the board regarding when another MERS presentation could be held for further explanation of the Health Savings Program. He also requested from the board for clarification about E&O insurance.

Doug Ingles addressed the board about E&O insurance.

**Meeting Adjourned – 11:25 A.M.**

As there was no further business, the chair declared the meeting adjourned at 11:25 A.M.

  
Chair

  
Clerk



**Hillsdale County Road Commission**  
 1919 Hudson Road (M-99) • Hillsdale, MI 49242  
 517.437.4458 (main) • 517.437.0048 (fax)  
 hillsdale@hillsdalecrc.org

**Robert Griffis**  
 Manager

**Kathryn Kirkpatrick**  
 Clerk

**RESOLUTION #23-004**

Commissioner Gary Leininger offered the following resolution and moved for its adoption:

Be it resolved that.

CONTRACT No. 23-5370, Control Section HSIP 30000, Job Number 129381CON & Job Number 129383CON

by and between the

MICHIGAN DEPARTMENT OF TRANSPORTATION

and the

Hillsdale County Road Commission

Hillsdale, MI. 49242

is hereby accepted.

The following Official(s) is/are authorized to sign the said contract:

Robert Godfrey, Chairman

Supported by Commissioner Kathleen Schmitt.

ADOPTED: AYES: Gary Leininger, Mike Parney, Robert Griffis, Kathleen Schmitt,  
 & Mark Kline.  
 NAYES: None.  
 ABSENT: None.

Motion Carried.

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at

a regular meeting of the Hillsdale County Road Commission on the

26<sup>th</sup> DAY of October 2023.

Signed   
 Robert Godfrey, Chairman

**Robert Godfrey**  
 Chairman

**Gary Leininger**  
 Vice-Chairman

**Kathleen Schmitt**  
 Member

**Michael Parney**  
 Member

**Mark Kline**  
 Member