

HILLSDALE COUNTY ROAD COMMISSION

April 25, 2024

MINUTES

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

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

Staff Present: Bob Griffis, Manager.
Kathryn Kirkpatrick, Clerk.

Visitors Present: Doug Ingles, Hillsdale County Commissioner.
Chris Wingate.
Deb Corbin.
Sue Butters.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

24-056 Kathy Schmitt moved, Mark Kline supported, to approve the agenda for April 25, 2024, with 2 additions to the agenda.

Motion Carried.

APPROVAL OF MINUTES

#24-057 Mark Kline moved, Kathy Schmitt supported, to approve the minutes for April 11, 2024, for the regular meeting.

Motion Carried.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#24-058 Mark Kline moved, Kathy Schmitt supported, to approve the following:

Bills in the amount of \$395,763.17 and electronic funds transfer in the amount of \$336.22 for the total of \$396,099.39 per Regular Accounts Payable Check Register dated 04/18/2024, as authorized by the clerk and the accounts payable clerk.

Motion Carried.

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CONFIRMATION OF PAYROLLS AS AUTHORIZED FOR PAYMENT BY THE STAFF

#24-059 Gary Leininger moved, Kathy Schmitt supported, to confirm the following:

Regular payroll in the amount of \$119,246.27 per Payroll Check Registers dated 04/25/2024, 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	\$ 3,764,625.19
Receipts	\$ 63,866.84
Disbursements	(\$ 515,345.66)
Ending Cash & Investments Balance	\$ 3,313,146.37
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 637,452.86)
Ending Available Fund Balance	\$ 2,665,443.51

Note: Outstanding Accounts Payable = \$ 7,239.53

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

LIMITED PUBLIC COMMENT

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

Chris Wingate addressed the board regarding comments from Moscow Township meeting regarding rocks on Mosherville Road.

Doug Ingles addressed the board regarding the Hillsdale County Budget Committee meeting with the Hillsdale County Park Commission to discuss the Lewis Emery Park Road estimate.

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EXTENDING STORAGE CONTRACT WITH VAN BRUNT TRANSPORT

#24-060 Mike Parney moved, Kathy Schmitt supported, to approve to extend storage contract with Van Brunt Transport to store wood chips at Stephens pit for another 6 months.

Motion Carried.

Manager's Comments

Submitted application for the 2026 Federal Local Safety Program.

Had Safety Day on April 19th, 2024.

Started working 4 ten-hour shifts.

Request for bids are out for West Sauk Trail in Somerset Twp.

Two of the Diesel fuel pumps are not working and cannot be repaired due to age. Currently looking into what HCRC's options are regarding to replace.

The manager will not be at the next board meeting on May 6, 2024.

Frugal 5 meeting will be held at the Kalamazoo County Road Commission on April 29th.

Southeast council will be held on May 6th at Lewis Emery Park Community Center.

Asphalt Materials are going to send a letter to extend prices for 2024. Also going to supply material to redo Bacon Rd, and the parking lot. Going to discuss material for other areas.

Currently doing interviews for the Administrative Specialist.

Manager position is posted till May 2nd.

Brine is to start mid-May, almost have all township contracts in.

Hoping to start paving in May.

Old Business

Territorial Road Bridges are still on track to be finished towards the end of June.

Working with EGLE on a culvert on Territorial Road.

Tripp and Beecher culverts have been ordered.

Waiting on hydraulic study for Elm Road.

New Business

Discussed drainage on Tuttle Rd in Wright Township.

Discussed signage placed in right of way.

TO CORRECT MOTION #24-053 TO TRANSFER MONEY FROM PRIMARY TO LOCAL

#24-061 Mark Kline moved, Gary Leininger seconded, to authorize clerk to correct motion #24-035 to transfer a total of \$1,726,662.32 from Primary to Local fund due to a late adjustment.

Motion carried.

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Signed Attest Page For The 2023 Annual Financial Report

The chair signed the attest page for the 2023 Annual Financial report.

TOWNSHIP AGREEMENTS APPROVED

The following township agreements were presented for board approval:

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp. Share</u>
Cambria	Road Stabilization – 16 Miles 1 application	\$ 9,120.00	\$ 4,560.00
Moscow	Road Stabilization – 47 Miles 1 application	\$ 26,790.00	\$ 13,395.00
	Gravel Patch - 300 Tons	\$ 9,900.00	\$ 4,500.00
	Spread 700 Tons - Donated	\$ 12,600.00	\$ 0.00

*Contingent on availability of schedule

#24-062 Mark Kline moved, Mike Parney supported, that the township agreements, contingent on prioritization, be approved and signed.

Motion Carried.

LIMITED PUBLIC COMMENT

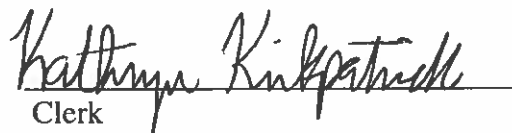
At 11:10 A.M., the chair opened the meeting to limited public comment.

None.

MEETING ADJOURNED – 11:10 A.M.

#24-063 Gary Leininger moved, Mark Kline supported, to adjourn the meeting at 11:10 A.M.


Chair


Clerk