

HILLSDALE COUNTY ROAD COMMISSION

May 8, 2025

MINUTES

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, May 8, 2025, 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.
Kwinn Leva, Administrative Assistant.

Visitors Present: Doug Ingles – Hillsdale County Commissioner.
Deb Corbin.
Susan Butters.
Amy Wenner – Gerken Materials.
Mike Jackson – Michigan Paving & Materials.

Pledge of Allegiance

APPROVAL OF AGENDA

#25-060 Mark Kline moved, Kathy Schmitt supported, to approve the agenda for May 8, 2025.

Motion Carried.

Approval of Minutes

Having reviewed the minutes for April 24, 2025, there were no additions, deletions, corrections noted. The chair declared the minutes to stand approved as presented.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#25-061 Kathy Schmitt moved, Gary Leininger seconded, to approve the following:

Bills in the amount of \$80,040.95 per Regular Accounts Payable Check Register dated May 1, 2025, as authorized by manager and clerk.

Motion Carried.

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CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#25-062 Mark Kline moved, Mike Parney supported, to confirm the following:

Regular payroll in the amount of \$115,930.42 per Payroll Check Register dated May 8, 2025, 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	\$ 2,261,488.60
Receipts	\$ 765,645.99
Disbursements	(\$ 195,971.37)
Ending Cash & Investments Balance	\$ 2,831,163.22
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 677,819.50)
Ending Available Fund Balance	\$ 2,143,093.72

Note: Outstanding Accounts Payable = \$ -2,520.69

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

Standing Order

CATCH BASIN CLEANING BID AWARDED – M&K JETTING

At 10:30 A.M., the bids were opened and read aloud for the state and county catch basin cleaning. Two bids were received.

25-063 Mike Parney moved, Gary Leininger seconded, to award the bid for the state and county catch basin cleaning to M&K Jetting at \$225 per basin, and refer the bids to MDOT for confirmation of the approval on the state portion. Carried. Copy of the bid tabulation attached.

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HOT MIX ASPHALT BID AWARDED – MICHIGAN PAVING & MATERIAL

At 10:45 A.M., the bids were opened and read aloud for the hot mix asphalt. Two bids were received.

25-064 Mike Parney moved, Mark Kline supported, to award the bid for hot mix asphalt to Michigan Paving and Materials. Carried. Copy of the bid tabulation attached.

ASPHALT EMULSION BID AWARDED – ASPHALT MATERIALS, INC

At 11:00 A.M., the bids were opened and read about for the asphalt emulsion bid. Two bids were received.

24-065 Mike Parney moved, Gary Leininger seconded, to award the bid for asphalt emulsion to Asphalt Materials, Inc. Carried. Copy of the bid tabulation attached.

LIMITED PUBLIC COMMENT

At 10:06 A.M., the chair opened the meeting to limited public comment.

No Comment.

Superintendent's Comment

Continuing tree work.

Started scraping for brine last week, rain came, and we will start over Monday.

Scraped the state road shoulders.

Cold patching everyday.

Will start limestone and gravel patching in the next couple of days.

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Assistant Manager's Comments

Elm Road Bridge doesn't need a mussel survey.

Waiting on proposals from SME for the Buckeye Road west of Bird Lake Road Culvert and the Somerset Road north of Stewart Road Structure.

Submitted detour plans for the Territorial Road Culvert replacement.

Started conversations with the Drain Commission about working together under their exemption for the Frontier Road south of Burt Road Culvert.

2024 Federal Aid Project started May 7, 2025.

Lakeland Asphalt got the bid for the 2025 Federal Aid Projects.

Started a list for bridge maintenance.

Old Business

Board discussed Cellars Road.

Board discussed Frontier Road south of Burt Road.

Board discussed Camden Road.

Board discussed Territorial Road.

LIMITED PUBLIC COMMENT

At 11:07 A.M., the chair opened the meeting to limited public comment.

Doug Ingles discussed previous year's emulsion.

Deb Corbin and Susan Butters discussed the closure of Bibbons Road.

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Meeting Adjourned – 11:33 A.M.

As there was no further business, the chair declared the meeting adjourned at 11:33 A.M.


Chair


Clerk


Kathryn Kunkpah

CONTRACTOR	STATE (426 EACH) UNIT PRICE & TOTAL	COUNTY (34 EACH) UNIT PRICE & TOTAL	COMBINED COST	TYPE OF EQUIPMENT
M & K Jetting & Televising 3201 W. Michigan Ave. Jackson, MI	426 @ \$225.00 Ea. = \$95,850.00	34 @ \$225.00 Ea. = \$7,650.00	\$103,500.00	Vacuum Trucks
National Industrial Maintenance Inc. 4530 Baring Avenue East Chicago, IN	426 @ \$255.00 Ea. = \$108,630.00	34 @ \$255.00 Ea. = \$8,670.00	\$117,300.00	Combo Jet/Vac Trucks
Bid Awarded to: M & K Jetting & Televising by the Board of County Road Commissioners on May 8, 2025.				

(Contingent on MDOT approval)

Hillsdale County Road Commission

BID TABULATION FOR ASPHALT MIXES

Bid Date: May 8, 2025 Time: 10:45 A.M.

BIDDER	13A	36A	Ohio 301 Base	Ohio 448-2 Intermed.	Ohio 448-1 Surf.
Michigan Paving & Materials P.O. Box 1134 Jackson, MI 49204	\$66.50	\$68.75	No Bid	No Bid	No Bid
Michigan Paving & Materials P.O. Box 1134 Jackson, MI 49204	NW Quad 13 A - \$70.00 36A - \$72.25	NE Quad 13 A - \$70.00 36A - \$72.25	SW Quad 13 A - \$70.50 36A - \$72.75	SE Quad 13 A - \$70.25 36A - \$72.50	LVSP - \$66.50 SEL - \$68.75
Gerken Materials, Inc. 9072 County Road 424 Napoleon, OH 43545	\$70.50	\$74.00	No Bid	No Bid	No Bid

Bid Awarded to: Michigan Paving & Materials by the Board of County Road Commissioners on May 8, 2025.

CONTRACTOR	CRS-2M		HFRS-2		HFRS-2M		SS-1h		MS-Op		FOG SEAL		FOG SEAL		BID TO BE ACCEPTED	
	PRICE PER	GALLON	PRICE PER	GALLON	PRICE PER	GALLON	PRICE PER	GALLON	PRICE PER	GALLON	CSS-1H	DILUTE	CQSEA	PRICE PER	PAYMENT TERMS	
MICHIGAN PAVING & MATERIALS																
1950 WILLIAMS STREET																
ALMA, MI 48801	\$	2.40	NO BID	NO BID	NO BID	\$	3.12	NO BID	NO BID	\$	1.5530	NO BID	\$	1.76		BID ACCEPT: 30 DAYS
ASPHALT MATERIALS, INC.,	\$	2.05	\$ 1.9330	\$ 2.2430	\$ 2.5330	NO BID	\$	1.5530	\$	1.5530						BID ACCEPT: 30 DAYS
940 N WYNN ROAD																
OREGON, OHIO 43616																PAYMENT: NET 30 DAYS

Bid Awarded to: ASPHALT MATERIALS, INC. by the Board of County Road Commissioners on May 8, 2025.