

HILLSDALE COUNTY ROAD COMMISSION

July 13, 2023

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, July 13, 2023, at 10:00 a.m. at the road commission office.

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

Members Absent: None.

Staff Present: Bob Griffis, Manager.  
Kathryn Kirkpatrick, Clerk.  
Kevin Sanders, Superintendent.

Visitors Present: Doug Ingles.  
Allan Andrews.  
Linda Burcewicz.  
John Irelan.  
Kathy Mikolajczyk.  
Don Hobbs.  
Nick Bentley.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

# 23-095 Kathy Schmitt moved, Mike Parney supported, to approve the agenda for July 13, 2023 with 2 additions to the agenda. Motion Carried.

**APPROVAL OF MINUTES**

#23-096 Kathy Schmitt moved, Mike Parney supported, to approve the minutes for June 22, 2023 for the regular meeting. Motion carried.

**LIMITED PUBLIC COMMENT**

At 10:20 a.m., the chair opened the meeting to limited public comment.

Allan Andrews addressed the board regarding the condition of Montgomery Road.  
Linda Burcewicz addressed the board regarding brush on Card Road and Carpenter Road.  
Kathy Mikolajczyk addressed the board regarding multiple road conditions and discussed millings.

John Irelan addressed the board requesting an update regarding the Rail Road and Second Street project, reported a plugged culvert, and requested a timeline regarding a paving project.

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**CONFIRMATION/ APPROVAL OF ACCOUNTS PAYABLE**

**#23-097** Kathy Schmitt moved, Mike Kline supported, to confirm the bills in the amount of \$417,522.95 per the Accounts Payable Check Registers dated 6/29/2023 authorized by manager and clerk. And bills in the amount of \$757,010.52 and electronic funds transfer in the amount of \$ \$53,051.75 for the total of \$810,062.27 per Accounts Payable Check Register dated 7/13/2023 were presented for approval. Motion Carried.

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

**#23-098** Gary Leininger moved, Kathy Schmitt supported, to confirm the regular payroll in the amount of \$105,196.90 per Payroll Check Registers dated 7/6/2023 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	\$5,064,069.67
Receipts	\$ 866,358.39
Disbursements	(\$1,332,782.12)
Ending Cash & Investments Balance	\$4,597,645.94
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 621,414.92)
Ending Available Fund Balance	\$ 3,965,981.02
Note: Outstanding Accounts Payable = \$26,928.11	

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

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**M-99 CONCRETE REPAIR – (UPON MDOT APPROVAL)**

M-99 Concrete Repair bids were opened at 10:15 on July 13, 2023. Two bids received. Rigid Pavement Construction, LLC read as low bidder. The other bid was from C&D Hughes, Inc.

**#23-099** Gary Leininger moved, Mark Kline supported, to award the M-99 Concrete Repairs to Rigid Pavement Construction, LLC at \$214,935,16, pending MDOT approval. Motion Carried. Copy of bid tabulation attached.

**Open and Discussed 2023, 2024, 2025 Audit Proposals**

Audit proposals were opened at 10:30 on July 13, 2023. Received one audit proposal from Rehmann Robson. The Board would like to look at previous contracts to see what was charged for previous audit contracts and compare.

**Discuss Camden Road Closure**

Camden Road is still currently closed due to waiting for the guardrail to be installed on July 17<sup>th</sup>.

**2023 CRASIF Refund**

CRASIF 2023 refund was in the amount of \$19,261.26.

**ACCEPT REHMANN ROBSON – 2022 FINANCIAL AUDIT**

On June 22, 2023 Nate Balderman presented the 2022 Financial Audit for the Road Commission. The auditing 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. Nate Balderman also briefly went over the highlights of the report and reviewed some upcoming changes in the account standards for the road commissions.

**#23-100** Kathy Schmitt moved, Mark Kline supported, to accept the audit report as presented. Motion carried.

**Somerset township – Zoning Variance Hearing**

Reviewed letter from Somerset Township regarding zoning variance hearing involving application #257 made by the Somerset Center United Methodist Church to build a canopy in front of the church.

**APPROVE 2 TRUCK BUILDS FROM TRUCK AND TRAILER**

**#23-101** Mark Kline moved, Mike Parney supported, the truck builds for 2 trucks at the cost of \$240,470.00 each for a total of \$480,940.00 from Truck & Trailer Specialties, Inc. Motion carried.

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**APPROVE SOLID WASTE DUMSTER BIDS FOR 2023-2025**

**#23-102** Mark Kline moved, Gary Leininger seconded, to award the solid waste dumpster contract to Modern Waste Systems, Inc. One 20 CYD roll-off at \$220.00 per haul plus \$49.00 per ton and one 8 CYD dumpster for the county garage emptied weekly at \$500.00 per month. Motion carried. Bid tabulation attached.

**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>
Allen	Road Stabilization – 49 miles	\$ 26,400.00	\$ 13,200.00
	Haul/Spread Twp Supplied Limestone	\$ 25,500.00	\$ 0.00
Adams	Seal Coat/Fog Seal		
	Dawn Dr (Lk Pleasant/Mauck Rd)	\$ 33,480.00	\$ 19,740.00
	Kim Dr (Lk Pleasant/End Include Perry Ln	\$ 48,600.00	\$ 24,300.00
Camden	Haul/Spread 1,020 Cyd of gravel	\$ 26,010.00	\$ 5,100.00
	Gilmore Between Austin and Camden		

**#23-103** Mark Kline moved, Gary Leininger seconded, that the township agreements be approved and signed. Motion carried.

**Managers Comment**

Started Somerset Township limestone today, scraping in Moscow township and they are brining is in Scipo Township.

Paver patch township contracts are completed.

Going to do about 50 miles of chip seal this season.

Working with the Drain Commission on Osseo Road to change out culvert.

Branch County is no longer going to process gravel for us.

Lake Pleasant Road and Tamerack Road in Ransom Twp. needs to be crushed due to safety issues.

Discussed looking into ordering more new equipment.

**APPROVE ALTA/STANTON EXCAVATING CONTRACT FOR GRAVEL PROCESSING**

**#23-104** Gary Leininger moved, Mark Kline supported, to approve 6-month contract with Alta/Stanton Excavating for the amount of \$80,000.00 per month plus replacement parts if needed. Motion carried.

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MINUTES

**LIMITED PUBLIC COMMENT**

At 11:15 a.m., the chair opened the meeting to limited public comment.

Allan Andrew addressed the board regarding time for Reading Township ditch and deburn projects.

Don Hobbs addressed the board regarding gravel placement in Camden Township and discussed when roads are made private.

Nick Bentley addressed the board regarding purchasing equipment.

**Meeting Adjourned – 12:20 P.M.**

As there was no further business, the chair declared the meeting adjourned at 12:20 P.M.

  
Chair

  
Clerk

CONTRACTOR	M-99 FULL DEPTH CONCRETE REPAIR TOTAL	SUB-CONTRACTORS	DATE TO START	MISCELLANEOUS
C&D HUGHES, INC	\$269,898.96			
RIGID PAVEMENT CONSTRUCTION LLC	214,935.16			

BID AWARDED TO: RIGID PAVEMENT CONTRUCTION LLC BY THE BOARD  
OF COUNTY ROAD COMMISSIONERS ON JULY 13, 2023  
PENDING THE APPROVAL OF MDOT

CONTRACTOR	ONE (1) 20 CYD ROLL OFF FOR ROADSIDE CLEAN-UP	ONE (1) 8 CYD DUMPSTER FOR COUNTY GARAGE EMPTIED WEEKLY	DATE TO START	MISCELLANEOUS
MODERN WASTE SYSTEMS, INC	\$220.00 PER HAUL PLUS \$49.00 PER TON FOR DISPOSAL	24 MONTHS @ \$500.00 TOTAL = \$12,000.00	AUGUST 1, 2023 AUGUST 31, 2025	

BID AWARDED TO: MODERN WASTE SYSTEMS, INC. BY THE BOARD OF  
 COUNTY ROAD COMMISSIONERS ON JULY 13, 2023  
 WITH THE APPROVAL OF MDOT