

HILLSDALE COUNTY ROAD COMMISSION

January 27, 2022

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, January 27, 2022, at 10:00 a.m. at the road commission office.

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

Staff present: John Sanders, Manager & Marilyn Kilpatrick, Clerk.

Visitors present: Allan Andrews.  
Roberta Day.  
Ann Butynski.  
Don Hobbs.  
Mark Nichols.

**Agenda Approved**

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

**Limited Public Comment**

At 10:05 a.m., the chair opened the meeting to limited public comment. Allan Andrews discussed the work that needs to be completed on Ridge Drive.

Roberta Day inquired if something could be done to Doty Road and M-99. On the north side of the road water stands in the summer and ice freezes in the winter. The manager advised that he is meeting with MDOT to resolve the issue.

Ann Butynski asked if we could scrape Lake Avenue off M-34. The manager advised that is a private road. He will address the driver to clear the intersection.

Don Hobbs addressed the board that he is not getting answers to his requests for viewing the camera footage. He also advised that the furnace is not working in the sign shop. The parts have been ordered.

Mark Nichols inquired about the MTA Meeting that will be held on February 2<sup>nd</sup> at the MSU Extension Office.

**Minutes Approved**

Having reviewed the minutes of the January 13, 2022 regular meeting, there were no additions, deletions or corrections to be noted. The chair declared the minutes to stand approved as presented.

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

**#22-008** Mike Parney moved, Gary Leininger supported, to confirm the regular payroll in the amount of \$105,492.04 per Payroll Check Registers dated 1/20/22, and the personal leave payoff in the amount of \$20,001.86 per Payroll Check Registers dated 01/19/2022 as authorized by the manager and the clerk. Motion carried.

**APPROVAL OF ACCOUNTS PAYABLE**

**#22-009** Bills in the amount of \$447,681.19 per Accounts Payable Check Registers dated 1/27/22, were presented for board approval. Gary Leininger moved, Mike Parney seconded, that these bills be allowed and orders drawn for the same. Motion carried.

**Treasurer's Report Presented**

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

Beginning Balance-Cash & Investments	\$2,458,673.87
Receipts	\$ 43,982.64
Disbursements:	(\$ 605,175.09)
Ending Cash & Investments Balance	\$1,897,481.42
Less: Bonds in Escrow	(\$ 14,250.00)
CD reserved for 2 trucks	(\$ 600,000.00)
Ending Available Fund Balance	\$1,283,231.42
Note: Outstanding Accounts Payable = \$ 32,465.12	

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

**Discussion Followed on Bridge and Road Projects**

Montgomery Road Bridge – bid and let trying to schedule pre-con meeting.  
Territorial Road Bridge – plans need to be revised and resubmitted to MDOT.  
Camden Road Bridge – MDOT has reviewed the plans. The plans need to be revised and resubmitted to MDOT.  
Squawfield Road Bridge – not sure when it will be started.

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Waldron Road Bridges – sent out for designs and should be back in February.

**FIVE PERCENT INCREASE FOR LIMESTONE FROM VANBRUNT**

**#22-010** Gary Leininger moved, Mike Parney seconded, to approve the 5% increase from VanBrunt for trucking costs. He will start hauling the limestone immediately.  
Carried.

**Cast Ballot for CRA Board of Directors**

The board will leave up to the manager to cast the vote for CRA Board of Directors three- year term.

**Tentative 2021 Township Contributions Reviewed**

The board reviewed the following tentative 2020 tally of 2020 township contributions:

Adams	\$	0.00
Allen	\$	0.00
Amboy	\$	78,980.87
Cambria	\$	27,072.42
Camden	\$	53,104.84
Fayette	\$	11,422.82
Hillsdale	\$	6,211.13
Jefferson	\$	22,668.89
Litchfield	\$	7,560.00
Moscow	\$	12,342.60
Pittsford	\$	22,609.50
Ransom	\$	6,912.00
Reading	\$	7,344.00
Scipio	\$	24,428.44
Somerset	\$	9,504.00
Wheatland	\$	18,229.21
Woodbridge	\$	21,294.47
Wright	\$	62,389.37
	TOTAL:	\$384,074.56

2020 = \$855,674    2019 = \$793,134    2018 = \$893,626    2017 = \$545,716

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**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 – Once	\$ 27,195.00	\$ 10,878.00
Adams	Road stabilization – Once	\$ 18,315.00	\$ 7,326.00
Adams	Limestone – 3,000 ton	\$ 88,500.00	\$ 57,750.00
Somerset	Road stabilization – Once	\$ 24,420.00	\$ 9,768.00
Somerset	Limestone – 1,000 ton	\$ 32,500.00	\$ 17,250.00

**#22-011** Gary Leininger moved, Mike Parney seconded, that the township agreements be approved and signed. Carried.

**FEBRUARY 10, 2022 BOARD MEETING CANCELLED**

**#22-012** Due to a conflict, Mike Parney moved, Gary Leininger supported, that the February 10th board meeting be cancelled. The next road meeting will be held on February 24<sup>th</sup>. Carried.

**MARCH 10, 2022 BOARD MEETING RESCHEDULED TO MARCH 16, 2022**

**#22-013** Due to the Highway Conference, Gary Leininger moved, Mike Parney seconded, that the March 10th board meeting be rescheduled to Wednesday, March 16, 2022. Carried.

**Limited Public Comment**

Allan Andrews inquired about the drone for Circle Drive. The manager has contacted Jackson County DOT and they are willing to bring their drone to Hillsdale.

Mark Nichols asked how many county parks do we have? He was advised that we have four parks and two employees.

Don Hobbs asked if all the county trucks have GPS and addressed why we only have one employee on nights. The manager responded that GPS is used for safety and maintenance and the truck being used for the night patrol has GPS. He also addressed that seven county trucks are being driven home. The manager advised that they are not used for personal use.

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**Snow Policy Discussed**

The policy for snow plowing on weekends was discussed. The manager explained the policy and it was decided to look at the policy for revisions.

**CLOSED SESSION RE: LABOR CONTRACT NEGOTIATIONS AND MANAGER'S EVALUATION**

#22-014 At 11:31 a.m., Gary Leininger moved, Mike Parney seconded, to go into closed session to discuss labor negotiation and the manager's evaluation. Roll call vote: Yeas, Godfrey, Parney, Leininger. Nays, none. Carried.

**Regular Session Reconvened at 12:40 p.m.**

At 12:40 p.m., the chair reconvened the regular session.

**END POLICY TO PAY COMP TIME FOR SALARIED EMPLOYEES**

#22-015 Gary Leininger moved, Mike Parney seconded, to end the policy put into place in early 1990,s by the prior road commission board to pay comp time for salaried employees. No additional pay for hours worked over 2080. Carried.

**INCREASE MANAGER'S SALARY**

The board reviewed the salaries of the manager's in other counties that compared to Hillsdale.

#22-016 Gary Leininger moved, Mike Parney seconded, to increase the manager's salary to \$88,000.00 annually with 10% of his annual salary to be placed into a deferred compensation plan. Carried.

**Meeting Adjourned – 12:50 p.m.**

As there was no further business, the chair declared the meeting adjourned at 12:50 p.m.

  
Chair

  
Clerk