

HILLSDALE COUNTY ROAD COMMISSION

June 18, 2020

MINUTES

Meeting was called to order by chair Bob Godfrey on Thursday, June 18, 2020, at 10:00 a.m. at the road commission office.

Members present: Bob Godfrey, Mike Parney & Bill Watkins.

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

Visitors present: Julie Games, Hillsdale County Commissioner.  
Douglas Wittler, Lake Diane Resident.  
Nate Balderman, Rehmann Robson placed on speaker phone at 10:30 a.m. due to COVID-19.

**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. Douglas Wittler addressed the board regarding paving of roads in Lake Diane. He discussed options for a special assessment and asked the board to help out with some of the cost. Mr. Sanders reviewed our policy and addressed some of his concerns.

**Rehmann Robson – 2019 Financial Audit**

At 10:30 a.m., Nate Balderman with Rehmann Robson was placed on speaker phone and presented the 2019 Financial Audit for the road commission. The auditing firm rendered a “clean report” with no findings. Mr. Balderman briefly went over the highlights of the report. He also reviewed some upcoming changes in the accounting standards for road commissions. The board thanked Mr. Balderman for the good report.

**Minutes Approved**

Having reviewed the minutes of the June 4, 2020 regular meeting, there were no additions, deletions or corrections to be noted. The chair declared the minutes to stand approved as presented.

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

**#20-041** Mike Parney moved, Bill Watkins seconded, to confirm the payment of the regular payroll in the amount of \$94,871.431per Payroll Check Register dated 6/11/20 as authorized by the manager and the clerk. Motion carried.

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**APPROVAL OF ACCOUNTS PAYABLE**

**#20-042** Bills in the amount of \$130,762.39 and the electronic funds transfer in the amount of \$53,933.89 for a total amount of \$184,696.28 per Accounts Payable Check Register dated 6/18/20 were presented for board approval. Mike Parney moved, Bill Watkins 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	\$3,593,399.92
Receipts	\$ 450.19
Disbursements:	(\$ 279,567.69)
Ending Cash & Investments Balance	\$3,314,282.42
Less: Bonds in Escrow	(\$ 14,250.00)
Ending Available Fund Balance	\$ 3,300,032.42

Note: Outstanding Accounts Payable=\$ 3,612.32

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

**AUTHORIZATION TO PURCHASE TWO SQ3 SOLAR TRAFFIC LIGHTS**

Discussion followed on renting or purchasing Solar Traffic Lights.

**#20-043** Bill Watkins moved, Mike Parney seconded, authorizing the manager to purchase Two SQ3 Solar Traffic Lights. Carried.

**Lenore Drive**

The manager discussed the water issues on Lenore Drive. Ditches have been dug to help hold the water.

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**TOWNSHIPS AGREEMENT APPROVED**

The following townships agreement was presented for board approval:

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twsp. Share</u>
Litchfield	Road Stabilization one time only	\$ 18,900.00	\$ 7,560.00
Pittsford	Road Stabilization one time only	\$ 20,520.00	\$ 8,208.00
Pittsford	Limestone Gravel Patch	\$ 27,000.00	\$ 13,875.00
Pittsford	Market Road Chip/Fog Seal	\$ 15,840.00	\$ 11,088.00

#20-044 Bill Watkins moved, Mike Parney seconded, that the township agreements be approved and signed. Carried.

**APPROVAL AND SIGNING OF TITLE VI POLICY**

#20-045 Bill Watkins moved, Mike Parney seconded, to approve and sign the Title VI Policy for Federal Aid. Carried. Copy attached.

**BALLOTS CAST FOR MCRCSIP (LIABILITY POOL) BOARD OF DIRECTORS**

#20-046 Bill Watkins moved, Mike Parney seconded, to cast their ballot as asterisked and in bold letters for the MCRCSIP Board of Directors:

\*Lester Livermore, Mackinac (I)

Geoff Moffat, Van Buren

\*Brett Laughlin, Ottawa (I)

Carried.

**APPROVAL OF SIGNING MDOT CONTRACT AND RESOLUTION**

#20-047 Bill Watkins moved, Mike Parney seconded, to approve Bob Godfrey, Chair and Marilyn Kilpatrick, Clerk to sign the contract for hot mix asphalt crushing, shaping and resurfacing work on Camden Road between US-127 and Coman Road at an estimated cost of \$1,005,300 and authorize the clerk to sign the resolution. Carried. Copy of resolution attached.

**MDOT ENGINEERING REIMBURSEMENT 7/01/18 - 6/30/19 APPROVED**

#20-048 Mike Parney moved, Bill Watkins seconded, to approve and sign the MDOT Engineering Reimbursement form in the amount of \$6,787.50 for the employment of a licensed professional engineer from 7/1/19 through 6/30/20. Carried. Copy attached.

**APPROVAL OF COVER LETTER FOR THE 2019 ANNUAL FINANCIAL REPORT**

#20-049 Mike Parney moved, Bill Watkins seconded, to approve and sign the cover letter for the 2019 Annual Financial Report. Carried.

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**Limited Public Comment**

Commissioner Games asked about dust control.

**Meeting Adjourned – 11.20 a.m.**

As there was no further business, the chair declared the meeting adjourned at 11.20 a.m.

  
Chair

  
Clerk