BOARD OF COUNTY ROAD COMMISSIONERS
OF HILLSDALE COUNTY
AGENDA
Thursday, October 23, 2025
10:00 A.M.

Call to Order

Pledge of Allegiance

Approval of Agenda

Review/Approve Minutes

- Regular Meeting October 9, 2025

Review/Approve Bills

- Accounts Payable Dated –
  - October 16th Regular $ 362,507.35 EFTs $ Total $ 362,507.35

- Payroll Dated –
  - October 23rd Total $ 129,525.56

Treasurer's Report

Standing Order

Public Comments

Manager's Comments

Old Business

New Business

- **Approve 2025 Township Contracts**

Township	Work Type	Est. Cost	Twp Share
Wheatland	Bacon Rd – Waldron/ Gardener 48" X 40' Culvert & Collar	$ 14,050.00	$ 7,025.00

- **Approve Proposed Amended Budget**

Public Comments

Adjournment

DEPOSITS

10/08/2025	$ 710.00	BRIGHTSEED - PERMITS
10/08/2025	$ 110.00	SUZANA SLIMES - PERMIT
10/13/2025	$ 144.10	HCRC – UNIFORM REIMBURSEMENT
10/16/2025	$ 1,600.00	VAN BRUNT TRANSPORT – AUG/SEPT RENTAL
10/16/2025	$ 3,135.00	DMCI BB - PERMIT
10/16/2025	$ 8,388.76	CAMDEN TWP – RD STABILIZATION
10/16/2025	$ 64,279.41	WOODBRIDGE–STABILIZATION/LMST PATCH
10/16/2025	$ 66,484.81	WRIGHT TWP - STABILIZATION/LMST PATCH
10/16/2025	$ 300.00	DMCI BB – TOWER RENT
10/16/2025	$ 14.84	MARTIN STRONG – USED SIGNS
10/20/2025	$ 1.34	WEX, INC – US REFUNDS MANUAL
10/20/2025	$ 373.12	RICHARDSON CONST. – CULVERT SALES
10/20/2025	$ 13,358.35	PITTSFORD TWP – GRAVEL PATCH
10/20/2025	$ 36,117.54	PITTSFORD TWP – GRAVEL PATCH
10/20/2025	$ 471.10	HILLSDALE TWP – GRAVEL PATCH
10/20/2025	$ 2,916.00	CONSUMERS - PERMITS
10/20/2025	$ 11,532.79	SCIPIO TWP – GRAVEL PATCH
10/21/2025	$ 1,458.00	COMCAST – PERMITS
	$ 211,395.16	**DEPOSITED 10/22/25**

10/22/2025	$ 2,425.00	OXCART - PERMITS
10/22/2025	$ 257,772.06	MDOT – SEPT. STATE MAINT.
	$ 260,197.06	**RECORDED 10/22/2025**

HILLSDALE CO. ROAD COMMISSION
AP - Payment Selection Register

------ Vendor ------		------------------------- Invoice --------------------			Gross	Discount	Net	Pay	Discount	
Number	Name	Number	Date	Due Date	Amount	Amount	Amount	Amount	Lost	Comments
000050	AirGas USA, LLC	5519306461	9/30/2025	10/30/2025	198.00		198.00	198.00		Cylinder Rental (22 @ $9.00)
000140	Asphalt Materials, Inc.	4013387723	9/29/2025	10/29/2025	18,037.20		18,037.20	18,037.20		CQSEA Fogseal - Montgomery Rd, Camden Rd (11,765.95 Gal)
		4013387906	9/30/2025	10/30/2025	3,083.35		3,083.35	3,083.35		CQSEA Fogseal - Lime Lk Rd, Lk. Wilson Rd, Bunn Rd (2,011.32 Gal)
					21,120.55		21,120.55	21,120.55		
000203	Bakers Gas & Welding Supplies	0009358814	9/30/2025	10/30/2025	10.08		10.08	10.08		Cylinder Rental
000214	Becker & Scrivens, Inc.	INV134697	9/30/2025	10/10/2025	3,366.57		3,366.57	3,366.57		2025 Limestone - Riprap Type "D" (101.25 Tn)
001808	C & D Hughes, Inc	25030-01	9/29/2025	10/29/2025	222,393.75		222,393.75	222,393.75		M-99 Concrete Repairs
000325	Camden Village	093025	9/30/2025	10/30/2025	123.72		123.72	123.72		Water/Sewer - Camden
000295	Cardmember Service- Elan-4853	4798510168848048-OCTOBER	10/13/2025	11/13/2025	2,597.75		2,597.75	2,597.75		Jax, Microsoft, Apple, Lodging, etc.
000344	Carr Brothers & Sons, Inc.	141319	10/3/2025	11/2/2025	769.39		769.39	769.39		Ice Control Sand (48.85 Tn)
		141430	10/9/2025	11/8/2025	697.41		697.41	697.41		Ice Control Sand (44.28 Tn)
		141431	10/9/2025	11/8/2025	1,595.00		1,595.00	1,595.00		Ice Control Sand (101.27 Tn)
					3,061.80		3,061.80	3,061.80		
001718	Chad Sawyer	100325/BOOTS	10/3/2025	11/3/2025	150.00		150.00	150.00		Safety Shoe Reimbursement
000354	Cintas Corp	4245245754	10/2/2025	11/1/2025	219.67		219.67	219.67		Uniform Rental
		4245996737	10/9/2025	11/8/2025	219.67		219.67	219.67		Uniform Rental
					439.34		439.34	439.34		
000359	Civil Engineers Inc.	250605-2	9/26/2025	10/26/2025	8,906.25		8,906.25	8,906.25		Somerset Rd Bridge - Design & Maintenance

HILLSDALE CO. ROAD COMMISSION
AP - Payment Selection Register

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Due Date	Gross Amount	Discount Amount	Net Amount	Pay Amount	Discount Lost	Comments
000359	Civil Engineers Inc	250606-2	9/26/2025	10/26/2025	11,289.75		11,289.75	11,289.75		Buckeye Rd Bridge - Design & Maintenance
					20,196.00		20,196.00	20,196.00		
000385	Consumers Energy	201365256858	10/7/2025	11/6/2025	54.97		54.97	54.97		Electric - Jerome
		202878049369	10/7/2025	11/6/2025	55.30		55.30	55.30		Electric - Camden
		203234049550	10/7/2025	11/6/2025	43.41		43.41	43.41		Electric - Litchfield
		203856960702	10/7/2025	11/6/2025	49.76		49.76	49.76		Electric - Waldron
					203.44		203.44	203.44		
000400	County Road Association of Mi.	25260028	10/1/2025	10/31/2025	14,412.49		14,412.49	14,412.49		NACE & Road Membership
		25260096	10/13/2025	11/12/2025	175.00		175.00	175.00		2025 Communications Workshop - 10/27/25 (HB)
		25260097	10/13/2025	11/12/2025	175.00		175.00	175.00		2025 Communications Workshop - 10/27/25 (KS)
					14,762.49		14,762.49	14,762.49		
000717	Cronin Hillsdale Chrysler Jeep	28563	10/7/2025	11/7/2025	24.99		24.99	24.99		Oil Drain Plug - #8307
000479	Detroit Salt Company LLC	SI26-31951	10/6/2025	11/5/2025	7,210.29		7,210.29	7,210.29		Salt - Jerome (103.79 Tn)
		SI26-31952	10/6/2025	11/5/2025	7,265.17		7,265.17	7,265.17		Salt - Waldron (104.58 Tn)
		SI26-31985	10/7/2025	11/6/2025	25,424.62		25,424.62	25,424.62		Salt - Hillsdale (365.98 Tn)
					39,900.08		39,900.08	39,900.08		
000456	DMCI Broadband, LLC.	209726	10/8/2025	10/18/2025	96.90		96.90	96.90		Internet Service - Litchfield Garage
		209740	10/8/2025	10/18/2025	96.90		96.90	96.90		Internet Service - Camden Garage
		209760	10/8/2025	10/18/2025	490.63		490.63	490.63		Phone - Office, Repair Garage/Truck Barn
		210409	10/13/2025	10/23/2025	749.92		749.92	749.92		Hard Drive - Outside Garages (Jerome, Waldron)

HILLSDALE CO. ROAD COMMISSION
AP - Payment Selection Register

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Invoice Due Date	Gross Amount	Discount Amount	Net Amount	Pay Amount	Discount Lost	Comments
					1,434.35		1,434.35	1,434.35		
000590	Frontier	101125	10/11/2025	11/6/2025	64.99		64.99	64.99		Internet Service - Jerome Garage (10/11-11/10/25)
000635	Godfrey, Robert R.	100925/GODFREY	10/9/2025	10/19/2025	19.60		19.60	19.60		Mileage - 09/12-10/09/25 (28 Miles)
000712	Heffernan Soft Water Serv. Inc	119165810	10/1/2025	10/10/2025	51.04		51.04	51.04		Water - Truck Barn (8)
		119173456	10/1/2025	10/10/2025	12.76		12.76	12.76		Water - Office (2)
		119276439	10/1/2025	10/10/2025	10.00		10.00	10.00		Cooler Rental - Office (October)
		119277060	10/1/2025	10/10/2025	12.00		12.00	12.00		Cooler Rental - Truck Barn (October)
					85.80		85.80	85.80		
000863	Imperial Weld & Repair, LLC	3831	10/7/2025	11/7/2025	600.00		600.00	600.00		Hydraulic Tank Repair - #8676
000897	Jensen Bridge & Supply Co.	161671	9/30/2025	10/10/2025	21,463.20	214.63	21,248.57	21,248.57		Elm Road Culvert
000931	Kline, Mark	100925/KLINE	10/9/2025	11/9/2025	49.00		49.00	49.00		Mileage - 09/12-10/09/25 (70 Miles)
001001	Leininger, Gary	100925/LEININGER	10/9/2025	11/9/2025	72.80		72.80	72.80		Mileage - 09/12-10/09/25 (104 Miles)
001118	McMullen, Scott	092525/BOOTS	9/25/2025	10/25/2025	150.00		150.00	150.00		Safety Shoe Reimbursement
001180	Michigan Gas Utilities	100925-O	10/9/2025	10/19/2025	55.36		55.36	55.36		Heat - Office
		100925-TB	10/9/2025	10/19/2025	95.17		95.17	95.17		Heat - Repair Garage/Truck Barn
					150.53		150.53	150.53		
001419	Parney, Michael A.	100925/PARNEY	10/9/2025	10/19/2025	7.00		7.00	7.00		Mileage - 09/12-10/09/25 (10 Miles)

HILLSDALE CO. ROAD COMMISSION
AP - Payment Selection Register

Vendor Number	Vendor Name	Invoice Number	Invoice Date	Due Date	Gross Amount	Discount Amount	Net Amount	Pay Amount	Discount Lost	Comments
001520	Precision Computer Solutions	00048786	9/30/2025	10/10/2025	812.25		812.25	812.25		Phone/Miscellaneous Application Support
001717	Schmitt, Kathleen	100925/SCHMITT	10/9/2025	11/9/2025	38.50		38.50	38.50		Mileage - 09/11-10/09/25 (55 Miles)
001744	Shannon Excavating & Asphalt	093025	9/30/2025	10/30/2025	1,465.84		1,465.84	1,465.84		Load Process Gravel. 1" +/- Stone - Zorman Rd, Elm Rd (120 Yds)
001877	Stoops Freightliner - Fremont	R306070880:03	9/30/2025	10/30/2025	3,937.37		3,937.37	3,937.37		ECU MCM Replacement - #8631
001945	Thatch Computer Consulting LLC	35279-A	9/30/2025	10/10/2025	930.00		930.00	930.00		Managed Computers (24), Managed Server
		35279-B	9/30/2025	10/10/2025	231.00		231.00	231.00		Huntress - MDR (22), Huntress EDR (26)
		35488	9/30/2025	10/10/2025	261.25		261.25	261.25		Tech Support (KK, HB, JM)
					1,422.25		1,422.25	1,422.25		
002073	Van Brunt Transport, Inc	23662	9/30/2025	10/30/2025	1,214.85		1,214.85	1,214.85		2025 Limestone - 23A Office (51.85 Tn)
		23684	10/2/2025	11/1/2025	1,185.09		1,185.09	1,185.09		2025 Limestone - 23A Office (50.58 Tn)
					2,399.94		2,399.94	2,399.94		
			Report Totals		362,721.98	214.63	362,507.35	362,507.35		

Approved:

Robert Griffis
Robert Griffis, Manager

Janet McClellan
Janet McClellan, Accounts Payable Clerk

HILLSDALE COUNTY ROAD COMMISSION

TREASURER'S REPORT

10/22/2025

Beginning Cash & Investment Balance					2,490,450.15
Receipts:					
Date:					
1/22/2025	R. 47766 - R. 47783		211,395.16		
	R. R.				
	R. - R.				
	VOID Check# 031430				
	US Nuclear Regulatory Commission				
	MTF/BMF'S - August				
10/22/2025	Oxcart Permits (Sept)		2,425.00		
10/22/2025	State Maintance (Sept)		257,772.06		
	CNB Int NOW July				
	PBS Int July				
	SMBT Int July				
	CNBMMS Int July				
	MDOT Equip Advance				
	2022 MDOT Adjustment				
	23 Maintenance Advance				
	Gov Deals				
	CD Interest				
	Capital Equipment Advance				
Total Receipts					471,592.22
Disbursements:					
Date:					
10/21/2025	Payroll & Mat SS	139,671.38			
	Less: MERS EFT Deductions	-8,119.04			
	Less: Den/Vis/Vol Life Prem Deductions	-2026.78		129,525.56	
	Payroll & Mat SS				
	Less: MERS EFT Deductions				
	Less: Den/Vis/Vol Life Prem Deductions			0.00	
10/16/2025	Accounts Payable			362,507.35	
	Payroll & Mat SS				
	Less: MERS EFT Deductions				
	Less: Den/Vis/Vol Life Prem Deductions			0.00	
	Accounts Payable				
	Bonds Paid out of Escrow				
	Special Payroll & Mat SS				
	Special Payroll & Mat SS				
	Less: MERS EFT Deductions			0.00	
Total Disbursements:					-492,032.91
Ending Cash & Investments Balance					2,470,009.46
Less:	Bonds in Escrow				0.00
	CD Reserved for 2 trucks				-689,700.71
*ENDING AVAILABLE FUND BALANCE					1,780,308.75
	*NOTE: Outstanding Accounts Payable =	$30,244.54			

RECEIVED OCT 20 2025

DATE: 10/07/2025

The **WHEATLAND** Township Board requests the Hillsdale County Road Commission to perform the work described below and hereby agrees to fund their share of the actual cost of such work under the terms of the current cost sharing policy adopted by the road commission. The costs shown below are estimates only, and the actual cost billed may be below or above the estimated cost. The Road Commission reserves the right to schedule all projects.

ROAD **Bacon Road** BETWEEN: Waldron Road and Gardener Road

DESCRIPTION OF WORK TO BE PERFORMED:
Remove and dispose of existing culvert, install new culvert, reshape road surface, and establish proper slope for drainage.

ESTIMATED COST

	Total Cost
48" X 40' Culvert & Collar	$3,100.00
Remove existing culvert Install new 48" x 40' culvert replace and reshape road surface slope ROW for proper drainage (Includes Material)	$10,950.00
TOTAL ESTIMATED COST:	$14,050.00

Costs to be shared with Wheatland Township **Township Share 50%** **$7,025.00**

Prepared By: BG

ACCEPTED:
HILLSDALE COUNTY ROAD COMMISSION

______________________ Chairman

______________________ Vice-Chairman

______________________ Member

______________________ Member

______________________ Member

DATE: ______________________

TOWNSHIP BOARD

Dal [signature] Supervisor

Dawn Johnson Clerk

Laticia Lotherer Treasurer

Mark Reif Trustee

Martha J. Ulf Trustee

DATE: 10-14-2025

Billing Policy:
Township costs for project materials purchased by the road commission will be invoiced when materials have been received and paid for by the road commission. Other township costs will be invoiced when the project is completed. If a project has not been completed as of December 31st, a partial billing will be sent for the portion of the project that has been completed. A final invoice will be sent for the remaining costs after the project has been completed in its entirety. Payment Terms: Net 45 days from date of billing. Interest assessed at 1% per month on unpaid balance.

2025 Hillsdale CRC Proposed Amended Budget

REVENUES	2025 Proposed Amended	2025 Approved Budget	2024 Approved Amended
Permits and Inspection Fees	$320,000.00	$60,000.00	$45,000.00
Federal Sources			
Surface Transportation Program	$1,651,830.00	$941,000.00	$999,978.00
Federal Aid Buy-Out	$0.00	$0.00	$0.00
Other Federal Sources	$52,000.00	$0.00	$2,356,867.00
Safety Grant	$0.00	$0.00	$446,400.00
State Sources			
MTF - Engineering	$10,000.00	$10,000.00	$10,000.00
MTF - Snow Removal	$5,200.00	$4,500.00	$4,500.00
MTF - Primary	$5,369,331.00	$5,369,331.58	$5,151,359.00
MTF - Local	$3,549,219.00	$3,549,219.18	$3,463,844.00
MTF - Primary Urban	$136,508.00	$136,508.43	$177,633.00
MTF - Local Urban	$45,502.00	$45,502.81	$88,816.00
Local Bridge Program	$0.00	$0.00	$0.00
TEDF - Rural Primary (D)	$275,000.00	$125,191.00	$673,047.00
Other State Sources	$0.00	$0.00	$0.00
Local Contributions			
City & Village	$0.00	$0.00	$0.00
Township Contributions	$900,000.00	$500,000.00	$850,000.00
Charges for Service			
Trunkline Maintenance	$1,100,000.00	$1,000,000.00	$1,300,000.00
Cash/Salvage Sales	$38,000.00	$15,000.00	$33,000.00
Other Charges	$0.00	$0.00	$0.00
Interest and Rents			
Interest Earned	$50,000.00	$25,000.00	$45,000.00
Property Rentals	$12,000.00	$12,000.00	$12,000.00
Other Revenues			
Gain/Loss on Sale of Equipment	$35,000.00	$1,000.00	$500.00
Other	$0.00	$0.00	$0.00
TOTAL REVENUE	**$13,549,590.00**	**$11,794,253.00**	**$15,657,944.00**

EXPENDITURES	2025 Proposed Amended	2025 Approved Budget	2024 Approved Amended
Preservation/Structural Improvement			
Roads Primary	$1,300,000.00	$1,300,000.00	$1,800,000.00
Roads Local	$750,000.00	$750,000.00	$1,030,000.00
Bridge Primary	$75,000.00	$400,000.00	$3,816,800.00
Bridge Local	$0.00	$350,000.00	$356,000.00
Maintenance			
Roads Primary	$2,000,000.00	$3,500,000.00	$2,500,000.00
Roads Local	$4,700,000.00	$2,500,000.00	$4,000,000.00
Bridge Primary	$33,145.00	$13,000.00	$13,000.00
Bridge Local	$25,175.00	$15,000.00	$15,000.00
Winter Maintenance Primary	$650,000.00	$600,000.00	$550,000.00
Winter Maintenance Local	$625,000.00	$500,000.00	$575,000.00
Traffic Control Primary	$250,000.00	$200,000.00	$250,000.00
Traffic Control Local	$250,000.00	$150,000.00	$180,000.00
Safety Projects		$0.00	$565,500.00
Other Expenditures			
Trunkline Maintenance	$1,100,000.00	$1,000,000.00	$1,000,000.00
Administrative - Net	$1,313,000.00	$1,313,000.00	$1,213,000.00
Equipment - Net	-$300,000.00	($650,000.00)	($600,000.00)
Capital Outlay - Net	$300,000.00	$800,000.00	$1,200,000.00
Debt - Principal Payment	$0.00	$0.00	$0.00
Debt - Interest Payment	$0.00	$0.00	$10,000.00
Other Expenses	$50,000.00	$50,000.00	$50,000.00
TOTAL EXPENDITURES	**$13,121,320.00**	**$12,791,000.00**	**$18,524,300.00**
	2025 Proposed Amended Budget	**2025 Approved Budget**	**2024 Approved Amended**
Beginning Balance	$4,796,544.00	$3,014,428.60	$5,880,784.60
Annual Change	$428,270.00	($996,747.00)	($2,866,356.00)
Ending Balance	$5,224,814.00	$2,017,681.60	$3,014,428.60
Board Approved		10/24/2024	10/10/2024