

**HILLSDALE COUNTY ROAD COMMISSION**  
**May 9, 2024**  
**MINUTES**

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, May 9, 2024, at 10:00 a.m. at the road commission office.

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

**Members Absent:** Mark Kline.

**Staff Present:** Kathryn Kirkpatrick, Clerk.  
Kevin Sanders, Superintendent.  
Heather Boyd, Project Manager.

**Staff Absent:** Bob Griffis, Manager.

**Visitors Present:** Doug Ingles, Hillsdale County Commissioner.  
Chris Wingate.  
Allan Andrews.  
Mark Krieg.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**# 24-064** Gary Leininger moved, Mike Parney supported, to approve the agenda for May 9, 2024, with 2 additions to the agenda.

Motion Carried.

**APPROVAL OF MINUTES**

**#24-065** Mike Parney moved, Kathy Schmitt supported, to approve the minutes for April 25, 2024, for the regular meeting.

Motion Carried.

**CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF**

**#24-066** Kathy Schmitt moved, Gary Leininger second, to approve the following:

Bills in the amount of \$184,088.72 and electronic funds transfer in the amount of \$71,246.80 for the total of \$255,335.52 per Regular Accounts Payable Check Register dated 05/02/2024, as authorized by the clerk and the accounts payable clerk.

Motion Carried.

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**CONFIRMATION OF PAYROLLS AUTHORIZED FOR PAYMENT BY THE STAFF**

#24-067 Kathy Schmitt moved, Gary Leininger seconded, to confirm the following:

Regular payroll in the amount of \$118,557.43 per Payroll Check Registers dated 05/9/2024, 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	\$ 3,313,146.37
Receipts	\$ 51,704.57
Disbursements	(\$ 373,892.95)
Ending Cash & Investments Balance	\$ 2,990,957.99
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 645,831.82)
Ending Available Fund Balance	\$ 2,334,876.17

Note: Outstanding Accounts Payable = \$ 17,365.26

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

**LIMITED PUBLIC COMMENT**

At 10:05 A.M., the chair opened the meeting to limited public comment.

Allan Andrews addressed the board regarding the board meeting recordings and the progress on Blair Rd and Bankers Rd.

**Superintendent's Comment**

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Started paving Bankers Rd.  
Planning on limestone and gravel patching the week of May 12<sup>th</sup>, weather permitting.  
Starting to do interviews for seasonal help.

**Old Business**

Territorial Road Bridges are still on track to be finished towards the end of June.

**M-99 FULL DEPTH CONCRETE PAVEMENT REPAIR**

Bids opened at 10:15 a.m. for M-99 Full Depth Concrete Pavement Repair. Two bids were received.

#24-068 Gary Leininger moved, Kathy Schmitt seconded, to award the bid for M-99 Full Depth Concrete Pavement Repair to C&D Hughes pending MDOT approval. Bid tabulation attached.

**AWARDED - C&D HUGHES (PENDING MDOT APPROVAL)**

Motion carried.

**WEST SAUK TRAIL CRUSH & SHAPE – TABLED TILL MAY 24,2024 BOARD MEEETING**

Bids opened at 10:30 a.m. for West Sauk Trail Crush and Shape. Six bids were received.

#24-069 Kathy Schmitt moved, Mike Parney supported, to table West Sauk Trail Crush & Shape bid till May 24, 2024, so the Manager can review contracts.  
Motion carried.

**2024 ASPHALT EMULSION BID EXTENSION – ASPHALT MATERIALS, INC**

#24-070 Mike Parney moved, Gary Leininger seconded, to approve Asphalt Materials, Inc bid extension for 2024 asphalt emulsion.  
Motion carried.

**APPROVED RESOLUTION #24-004 – 2024 TRANSPORTATION ASSET MANAGEMENT PLAN**

#24-071 Mike Parney moved, Gary Leininger seconded, to approve the 2024 Transportation Asset Management Plan.  
Yeas: Bob Godrey, Gary Leininger, Mike Parney, and Kathy Schmitt.  
Naya: None.  
Motion carried.

**Chair Signed Proof of Acceptance – Certification of Transportation Asset Management Plan**

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Board Chair, Bob Godfrey, signed the Proof of Acceptance for the 2024 Transportation Asset Management Plan.

**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>
Jefferson	Road Stabilization – 37 Miles 1 application	\$ 21,090.00	\$ 10,545.00

\*Contingent on availability of schedule

#24-072 Gary Leininger moved, Mike Parney supported, that the township agreements, contingent on prioritization, be approved and signed.

Motion Carried.

**LIMITED PUBLIC COMMENT**

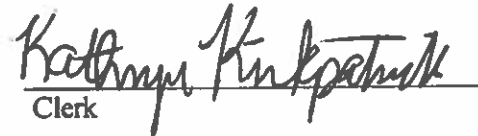
At 10:55 A.M., the chair opened the meeting to limited public comment.

Allan Andrews addressed the board regarding the road condition on Bunn Rd.  
Chris Wingate addressed the board regarding the brine season. Also brought up the road conditions on Fowler Rd.

**Meeting Adjourned – 11:00 A.M.**

As there was no further business, the chair declared the meeting adjourned at 11:00.

  
Chair

  
Clerk

CONTRACTOR	M-99 FULL DEPTH CONCRETE REPAIR TOTAL	SUB-CONTRACTORS	DATE TO START	MISCELLANEOUS
C&D HUGES, INC	\$199,745.99	Gliiks		
E.T. MACKENZIE COMPANY				
GERKEN PAVING, INC				
RIETH-RILEY CONSTRUCTION				
RIDGID PAVEMENT CONSTRUCTION	218,756.97			
DAVIS CONSTRUCTION INC.				
EASTLUND CONCRETE CONSTRUCTION				
FLORENCE CEMENT CO				
CAUSIE CONTRACTING INC				

BID AWARDED TO: C & D HUGES, INC. BY:  
 THE BOARD OF COUNTY ROAD COMMISSIONERS  
 ON MAY 9, 2024