

HILLSDALE COUNTY ROAD COMMISSION

January 9, 2025

MINUTES

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, January 9, 2025, at 10:00 a.m. at the road commission office.

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

Staff Present: Robert Griffis, Manager.  
Kathryn Kirkpatrick, Clerk.  
Kwinn Leva, Administrative Assistant.

Visitors Present: Doug Ingles – Hillsdale County Commissioner.

**Pledge of Allegiance**

**OFFICERS APPOINTED FOR 2025**

#25-001 Mark Kline moved, Kathy Schmitt supported, that the following officers from 2024 be appointed and retained for 2025, namely the following:

Chairman: Robert Godfrey.  
Vice-Chairman: Gary Leininger.  
Member: Michael Parney.  
Member: Kathy Schmitt.  
Member: Mark Kline.

Motion Carried.

**STAFF APPOINTED FOR 2025**

#25-002 Kathy Schmitt moved, Mark Kline supported, that the following staff from 2024 be appointed and retained for 2025, namely the following:

Manager: Robert Griffis.  
Clerk: Kathryn Kirkpatrick.

Motion Carried

**Approval of Agenda**

Having reviewed the agenda for January 9, 2025, regular meeting, there were two additions. The chair declared the agenda to stand approved as presented with two additions.

HILLSDALE COUNTY ROAD COMMISSION

January 9, 2025

MINUTES

**Approval of Minutes**

Having reviewed the minutes for December 12, 2024, there were no additions, deletions or corrections noted. The chair declared the minutes to stand approved as presented.

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

**#25-003** Mark Kline moved, Kathy Schmitt supported, to approve the following:

Bills in the amount of \$154,823.81 per Regular Accounts Payable Check Register dated December 27, 2024, as authorized by the office manager and accounts payable clerk.

Bills in the amount of \$143,358.17 and electronic funds transfer in the amount of \$78,756.44 for a total of \$222,114.61 per Regular Accounts Payable Check Register dated January 9, 2025, as authorized by the manager and clerk.

Motion Carried.

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

**#25-004** Gary Leininger moved, Kathy Schmitt supported, to confirm the following:

Regular payroll in the amount of \$128,149.27 per Payroll Check Register dated December 19, 2024, as authorized by the office manager and payroll clerk.

Regular payroll in the amount of \$122,183.00 per Payroll Check Register dated January 2, 2025, as authorized by the officer manager and payroll clerk.

Special payroll in the amount of \$5,421.30 per Payroll Check Register dated January 8, 2025, as authorized by the manager and clerk.

Motion Carried.

HILLSDALE COUNTY ROAD COMMISSION

January 9, 2025

MINUTES

**TREASURER'S REPORT PRESENTED**

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

Beginning Balance-Cash & Investments	\$ 1,980,533.93
Receipts	\$ 1,108,427.28
Disbursements	(\$ 632,691.99)
Ending Cash & Investments Balance	\$ 2,456,269.22
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 668,063.85)
Ending Available Fund Balance	\$ 1,777,955.37

Note: Outstanding Accounts Payable = \$-1,472.78

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

**LIMITED PUBLIC COMMENT**

At 10:15 A.M., the chair opened the meeting to limited public comment.

No comment.

**DUST CONTROL BID AWARDED**

Bids opened at 10:30 a.m. for Dust Control. Three bids were received.

**#25-005** Gary Leininger moved, Mark Kline supported, to award the bid for dust control to Corrigan Environmental Solutions. Copy of the bid tabulation attached.

Motion Carried.

HILLSDALE COUNTY ROAD COMMISSION

January 9, 2025

MINUTES

**Manager's Comment**

Working on trees on Riker Rd and Somerset Rd.

Cold patching when weather allows.

Scraping gravel roads when weather allows.

Elm Road Bridge hydraulic study is complete, and the permit process has started.

Buckeye Road west of Bird Lake Road Culvert and Somerset Road north of Stewart Road Structure have been submitted for EGLE review.

Territorial Road east of Bird Lake Road Culvert permit has been approved, and plan to replace it in the Spring.

2025 Federal Aid Projects Grade Inspection Meeting was held, there are revisions that need to be made, and then the final package will be submitted.

2026 Small Urban Project has been awarded to the HCRC and will be a 2 inch overlay.

2024 Safety Project is complete.

Soil Erosion and Sedimentation Control (SESC) Audit is taking place.

A quote has been received to dispose of the density nuclear gauge.

Township meetings took place this week.

**Old Business**

Board discussed township contributions.

Board discussed Camden Road.

**New Business**

Board discussed the proposed gravel pit on Lake Pleasant Rd.

HILLSDALE COUNTY ROAD COMMISSION  
January 9, 2025  
MINUTES

**Tentative 2024 Township Contributions Reviewed**

The board reviewed the following tentative 2024 tally of 2024 township contributions:

○ ADAMS	\$ 60,780.38
○ ALLEN	\$ 175,822.47
○ AMBOY	\$ 45,410.40
○ CAMBRIA	\$ 49,561.49
○ CAMDEN	\$ 28,219.17
○ FAYETTE	\$ 76,957.52
○ HILLSDALE	\$ 25,256.90
○ JEFFERSON	\$ 28,076.85
○ LITCFIELD	\$ 167,171.81
○ MOSCOW	\$ 17,051.80
○ PITTSFORD	\$ 28,847.53
○ RANSOM	\$ 21,095.79
○ READING	\$ 149,666.65
○ SCIPIO	\$ 64,607.07
○ SOMERSET	\$ 207,280.82
○ WHEATLAND	\$ 49,839.93
○ WOODBRIDGE	\$ 45,303.43
○ WRIGHT	\$ 48,438.37
TOTAL	\$1,289,388.38

2023 - \$1,547,796.74    2022 - \$1,794,430.00    2021 - \$ 384,075.00    2020 - \$ 855,674.00

**RESCHEDULE MARCH 27, 2025 BOARD MEETING**

**#25-006** Gary Leininger moved, Mark Kline supported, to move the March 27, 2025 board meeting to March 28, 2025 at 10:00 a. m. due to the CRA Conference.

Motion Carried.

HILLSDALE COUNTY ROAD COMMISSION  
January 9, 2025  
MINUTES

**LIMITED PUBLIC COMMENT**

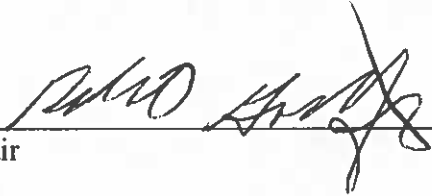
At 10:52 A.M., the chair opened the meeting to limited public comment.

No comment.

**Meeting Adjourned 10:52 A.M.**

As there was no further business, the chair declared the meeting adjourned at 10:52 A.M.

Chair



Clerk



**HILLSDALE COUNTY ROAD COMMISSION**

**BID TABULATION FOR MINERAL WELL BRINE**

Bid Date: January 9, 2025      Time: 10:30 AM

BIDDER	MINERAL WELL BRINE	ALTERNATE BIDS	TERMS	PRICE FIRM THRU
Liquid Calcium Chloride Sales 2715 S. Huron Road Kawkawlin, MI 48631	NO BID	38% Calcium Chloride \$0.867/gal	Net 30 Days	October 2025
Michigan Chloride Sales, LLC 402 W. Jackson Road St. Louis, MI 48880	NO BID	NO BID	NO BID	NO BID
<b>Corrigan Environmental Solutions 11620 Whitmore Lake Road Whitmore Lake, MI 48189</b>	<b>15-25% Calcium Chloride \$0.189/gal</b>	<b>NO BID</b>	<b>Net 30 Days</b>	<b>One Year from Date of Acceptance</b>

Bid Awarded to: Corrigan Environmental Solutions by the Board of County Road Commissioners on 1/9/2025