

HILLSDALE COUNTY ROAD COMMISSION

April 6, 2017

MINUTES

Meeting was called to order by Vice-Chair Bob Godfrey on Thursday, April 6, 2017, at 10:00 a.m. at the road commission office.

Members present: Bob Godfrey & Mike Parney.

Member absent: Bill Watkins.

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

Visitors present: None.

Agenda Approved

Having reviewed the agenda for this date, there were no additions or deletions. The vice-chair declared the agenda to stand approved as presented.

Minutes Approved

Having reviewed the minutes of the March 23, 2017 regular meeting, there were no additions, deletions or corrections to be noted. The vice-chair declared the minutes to stand approved as presented.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#17-048 Mike Parney moved, Bob Godfrey seconded, to confirm the payment of the regular payroll in the amount of \$76,054.02 per payroll Check Register dated 4/6/2017 as authorized by the manager and the clerk. Motion carried.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED BY THE STAFF

#17-049 Bob Godfrey moved, Mike Parney seconded, to confirm the payments of bills in the amount of \$44,155.50 per Accounts Payable Check Register dated 3/31/2017 as authorized by the manager and the clerk. Motion carried.

Treasurer's Report Presented

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

Beginning Balance-Cash & Investments	\$1,433,885.11
Receipts	\$ 577,297.27
Disbursements:	(\$ 120,209.52)
Ending Cash & Investments Balance	\$ 1,890,972.86

HILLSDALE COUNTY ROAD COMMISSION

April 6, 2017

MINUTES

Less: Bonds in Escrow	(\$ 31,050.00)
Less: Reserved CD SMBT	(\$ 300,296.40)
Ending Available Fund Balance	\$ 1,559,626.46

Note: Outstanding Accounts Payable=\$54,576.88

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

ONE ONE-HALF TON PICK-UP TRUCK BIDS REJECTED

The bids received on March 23rd for one ½ ton 4WD crew cab pickup truck were reviewed and discussed.

#17-050 Mike Parney moved, Bob Godfrey seconded, to reject all bids for the one ½ ton pickup truck. Based on the bids received, it is in the best interest of the road commission to purchase three ¾ ton pickup trucks, instead of two. Carried. Copy of bid tabulation attached.

THREE-QUARTER TON PICK-UP TRUCKS BID AWARDED – CR MOTOR SALES

The bids received on March 23rd for two ¾ ton 4WD crew cab pickup trucks were reviewed and discussed. A summary of the bids followed:

<u>Bidder</u>	<u>Truck</u>	<u>Bid</u>
CR Motor Sales	2500 Tradesman	\$30,808.00
Berger Chevrolet	Chevy Silverado	\$31,975.00
Ken Stillwell Ford	Ford F-250	\$32,325.12
Jim Knox Chrysler	2500 Tradesman	\$30,980.00

#17-051 Mike Parney moved, Bob Godfrey seconded, to award the bid for three ¾ ton pickup trucks with 4-wheel drive, instead of two, to the low bidder, CR Motor Sales, Hudson. Carried. Copy of bid tabulation attached.

TWO ONE TON CAB AND CHASSIS TRUCK BIDS AWARDED – CR MOTORS SALES

The bids received on March 23rd for two one-ton cab & chassis trucks were reviewed and discussed. A summary of the bids follows:

HILLSDALE COUNTY ROAD COMMISSION

April 6, 2017

MINUTES

<u>Bidder</u>	<u>Truck</u>	<u>+4WD</u>	<u>Bid</u>
CR Motor Sales	Dodge Ram 3500	Included	\$25,561.00
CR Motor Sales	Dodge Ram 3500	4x2	\$25,709.00
Berger Chevrolet	Chevy 3500	\$2,195.00	\$25,810.00
Jim Knox Chrysler	Dodge Ram 3500	\$2,864.00	\$29,173.00
Stillwell Ford	Ford F-350	\$2,784.00	\$28,295.12

#17-052 Mike Parney moved, Bob Godfrey seconded, to award the bid for two one ton cab & chassis trucks with 4-wheel drive, to the low bidder CR Motors Sales, Hudson. Carried. Copy of bid tabulation attached.

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	Hallett Road – berm/ditch	\$ 24,800.00	\$ -0-
Fayette	Mineral well brine – MI Mineral	\$ 14,040.00	\$ 11,640.00
Fayette	White Road – berm/ditch/gravel	\$ 28,700.00	\$ 12,000.00
Fayette	Moore Road – berm/ditch/gravel	\$ 28,500.00	\$ 12,000.00
Jefferson	Mineral well brine – MI Chloride	\$ 14,328.00	\$ 10,728.00
Jefferson	Gravel patch – processed gravel	\$ 9,000.00	\$ 4,500.00
Moscow	Oil field brine – JLM – once	\$ 17,160.00	\$ 12,760.00

#17-053 Mike Parney moved, Bob Godfrey seconded, that the township agreements be approved and signed. Carried.

2016 ACT 51 ANNUAL FINANCIAL REPORT APPROVED & AUTHORIZATION FOR PRIMARY AND COUNTY ROAD MTF FUND TRANSFERS TO LOCAL ROAD FUND TO BALANCE FUNDS

The manager presented the board with the following summary of the highlights of the 2016 Act 51 annual financial report:

	<u>Budget</u>	<u>Actual</u>
Revenues	\$ 7,343,500	\$ 7,150,568
Expenses	\$ 7,816,700	\$ 7,301,899
Revenues exceed expenses or (deficit)	\$ (423,200)	\$ (151,331)

Fact:

- Cash budget had revenues exceeding expenses of \$112,023.

HILLSDALE COUNTY ROAD COMMISSION

April 6, 2017

MINUTES

Overall fund balance (12/31/15)	\$2,624,260
- 2016 deficit	\$ (151,331)
- Capital Outlays	<u>\$ - 356,645</u>
Unreserved fund balance	\$2,116,284
Cash and investment balance	\$1,252,385

#17-054 Bob Godfrey moved that the 2016 Hillsdale County Road Commission annual financial report be approved, subject to audit, and that the chairman and the clerk be authorized to sign the same. He further moved to authorize the clerk to transfer from the primary road fund \$334,553.90 to the local road fund, as well as another \$561,411.76 from the county road fund to the local road fund, to eliminate the local road fund deficit (\$895,965.66). Mike Parney seconded. Carried. Copy of annual report booklet letter attached.

CLOSED SESSION RE: HEARING SCHEDULED FOR APRIL 25, 2017

#17-055 At 10:40 a.m. Mike Parney moved, Bob Godfrey seconded, to go into closed session to discuss scheduled hearing on April 25, 2017 regarding Hillsdale County Road Commission Employees Association claiming unfair labor practices of GPS installation and contemplating installation of video surveillance equipment. Roll call vote: Yeas, Godfrey and Parney. Nays, none. Carried.

Meeting Reconvened – 11:02 a.m.

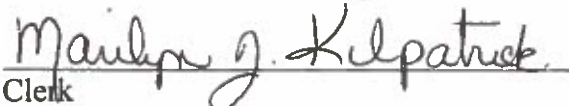
The vice-chair reconvened the regular session at 11:02 a.m.

Meeting Adjourned – 11:10 a.m.

As there was no further business, the vice-chair declared the meeting adjourned at 11:10 a.m.



Vice-Chair
c:\WordFiles\Minutes\2017 Mins\4.06.17.doc



Clerk