

HILLSDALE COUNTY ROAD COMMISSION
January 11, 2024
MINUTES

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, January 11, 2024, at 10:00 a.m. at the road commission office.

Members present: Bob Godfrey, Gary Leininger, Mike Parney, Mark Kline & Kathy Schmitt.

Staff Present: Bob Griffis, Manager.
Kathryn Kirkpatrick, Clerk.
Sarah Cook, Administrative Services Specialist.

Visitors Present: Doug Ingles, Hillsdale County Commissioner.

PLEDGE OF ALLEGIANCE

OFFICERS & STAFF APPOINTED FOR 2024

#24-001 Mark Kline moved, Mike Parney supported, that the following officers and staff be appointed and retained for 2024, namely the following:

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

Manager: Robert Griffis.
Clerk: Kathryn Kirkpatrick.

Motion Carried.

APPROVAL OF AGENDA

24-002 Mark Kline moved, Gary Leininger seconded, to approve the agenda for January 11, 2024 with 2 additions to the agenda. Motion Carried.

APPROVAL OF MINUTES

#24-003 Kathy Schmitt moved, Mark Kline supported, to approve the minutes for December 14, 2023 for the regular meeting. Motion carried.

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CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#24-004 Kathy Schmitt moved, Gary Leininger seconded, to approve the following:

Bills in the amount of \$165,827.01 and electronic funds transfer in the amount of \$0.00 for the total of \$165,827.01 per Regular Accounts Payable Check Register dated 12/28/2023, as authorized by manager and clerk.

Bills in the amount of \$224,762.21 and electronic funds transfer in the amount of \$56,203.00 for the total of \$280,992.64 per Regular Accounts Payable Check Register dated 01/11/2024, as authorized by manager and clerk.

Motion Carried.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#24-005 Mike Parney moved, Mark Kline supported, to confirm the following:

Regular payroll in the amount of \$105,851.50 per Payroll Check Registers dated 12/21/2023, as authorized by manager and clerk.

Regular payroll in the amount of \$101,120.58 per Payroll Check Registers dated 01/04/2024, as authorized by manager and clerk.

Special administrative bonus payroll in the amount of \$3,944.81 per Payroll Check Registers dated 01/10/2024, as authorized by manager and clerk.

Special signing bonus payroll in the amount of \$21,838.75 per Payroll Check Registers dated 01/11/2024, as authorized by manager and clerk.

Motion Carried.

TEASURER'S REPORT PRESENTED

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

Beginning Balance-Cash & Investments	\$ 3,075,301.19
Receipts	\$ 796,378.76
Disbursements	(\$ 679,575.29)
Ending Cash & Investments Balance	\$ 3,192,104.66

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Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 629,182.61)
Ending Available Fund Balance	\$ 2,552,672.05

Note: Outstanding Accounts Payable = \$ 35,598.52

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.

None.

New Business

The board discussed and rescheduled the next board meeting for January 26th, 2024.

The board discussed the SE Council being held on January 29th at the Calhoun County Road Commission.

The board discussed the Roads+ Membership donation of personal funds for the political action committee for CRA.

The board discussed having a planning session for 2025-2026 projects.

The board discussed the current bridge projects and their estimated times of completion.

The board discussed primary road conditions and 2024 plans for maintenance and projects.

Old Business

The board discussed E&O Insurance for the commissioners.

Tentative 2023 Township Contributions Reviewed

The board reviewed the following tentative 2023 tally of 2023 township contributions:

ADAMS	\$ 172,956.40
ALLEN	\$ 53,434.08
AMBOY	\$ 167,205.78
CAMBRIA	\$ 123,210.64
CAMDEN	\$ 106,992.58
FAYETTE	\$ 37,627.00
HILLSDALE	\$ 87,609.44

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JEFFERSON	\$ 55,327.64
LITCHFIELD	\$ 42,054.64
MOSCOW	\$ 53,906.02
PITTSFORD	\$ 31,999.80
RANSOM	\$ 10,000.00
READING	\$ 43,922.72
SCIPIO	\$ 93,409.30
SOMERSET	\$ 206,049.64
WHEATLAND	\$ 76,619.84
WOODBIDGE	\$ 50,222.43
WRIGHT	\$ 135,248.79
TOTAL:	\$ 1,547,796.74

2022= \$1,794,430 2021= \$348,075 2020=\$855,674 2019= 793,134

Manager's Comments

Finished OSHA 10 training for the newer employees.

The 2 new hire mechanics have started work.

The 3 trucks purchased from Boyer Ford Trucks have been delivered and are being prepared for the road.

The 2024 township meetings have been scheduled. The road commission will prepare suggestions for specific township projects.

The Allen township supervisor has resigned, and Ken Todd will fill in as acting supervisor until an election can be held.

The manager and safety coordinator have completed their Nuclear Gauge training.

We're waiting to hear from EGLE regarding the Hog Creek bridge project.

The manager has prepared estimates for signage requested by the Amish Bishops.

The road crews are working on trimming trees and brush and cold patching, in addition to snow removal when necessary.

The manager discussed salaries and wages for supervision positions.

The manager discussed the progress and schedule for the Territorial Road Twin Bridges project.

LIMITED PUBLIC COMMENT

At 11:20 A.M., the chair opened the meeting to limited public comment.

Doug Ingles commented on the upcoming snowstorm and snow removal overtime policies.

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Meeting Adjourned – 11:25 A.M.

As there was no further business, the chair declared the meeting adjourned at 11:25 A.M.


Chair


Clerk