

HILLSDALE COUNTY ROAD COMMISSION

January 26, 2023

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, January 26, 2023, at 10:00 a.m. at the road commission office.

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

Staff present: Bob Griffis, Manager & Kathryn Kirkpatrick, Clerk.

Visitors present: Doug Ingles, County Commissioner.
Allan Andrews.
Doug Tripp.
David Cleveland, DMCi Broadband.
Annette Helmuth.
Ron Sweinhagen.

Pledge Allegiance

Agenda Approved

Having reviewed the agenda for this date, the chair requested 2 additions to the agenda. The chair declared the agenda to stand approved as revised.

Limited Public Comment

At 10:10 a.m., the chair opened the meeting to limited public comment.

Dave Cleveland with DMCi Broadband addressed board regarding the permit fee schedule and clarification in pricing.

Allan Andrews addressed the board about getting quotes for township projects for Reading Township board meeting in February. He also discussed the condition of Blair Road.

Minutes Approved

Having reviewed the minutes of the January 12, 2023, regular meeting, 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

#23-015 Mike Parney moved, Gary Leininger seconded, to confirm the bills in the amount of \$198,395.88 per Accounts Payable Check Registers dated 1/26/2023 as authorized by manager and clerk. Motion carried.

HILLSDALE COUNTY ROAD COMMISSION
January 26, 2023
MINUTES

CONFIRMATION OF SPECIAL PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#23-016 Kathy Schmitt moved, Mark Kline supported, to confirm the special payroll in the amount of \$14,347.13 per Payroll Check Registers dated 1/18/2023, as authorized by manager and clerk. Motion carried.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#23-017 Kathy Schmitt moved, Mark Kline supported, to confirm the regular payroll in the amount of \$96,587.84 per Payroll Check Registers dated 1/19/2023, as authorized by manager and clerk. Motion carried.

Treasurer's Report Presented

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

Beginning Balance-Cash & Investments	\$2,720,754.66
Receipts	\$ 1,451,310.39
Disbursements	(\$ 309,330.85)
Ending Cash & Investments Balance	\$ 3,862,734.20
Less: Bonds in Escrow	(\$ 10,250.00)
CD reserved for 2 trucks	(\$ 604,155.52)
Ending Available Fund Balance	\$ 3,248,328.68
Note: Outstanding Accounts Payable = \$ 3,868.09	

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

APPROVAL OF MOVING FINANCIAL INSTITUTION FOR ACH

#23-018 Gary Leininger moved, Mike Parney supported, to approve moving financial institution for ACH to County National Bank for \$15.00 a month. Motion Carried.

HILLSDALE COUNTY ROAD COMMISSION

January 26, 2023

MINUTES

CRA New Commissioner Workshop

CRA is holding a New Commissioner Workshop on February 21, 2023 from 8:00 a.m. – 4:30 p.m. at the Comfort Inn & Suites Conference Center in Mt Pleasant, Michigan. Kathy Schmitt and Mark Kline are going to attend.

CRA 2023 Highway Conference

CRA is holding 2023 Highway Conference on March 21 – March 23 at The Lansing Center, Lansing, Michigan. Bob Griffis, Kathryn Kirkpatrick, Gary Leininger, Kathy Schmitt, Mark Kline are going to attend.

Per Diem Rate For Commissioners

The new per diem rate for commissioners \$35.00 for a half a day, and \$70.00 for a whole day, will be retroactive to the first of the year.

Old Business

2 bridges on Territorial Road will be going out for bid as soon as February.
Camden Road bridge is in the process of being built.
Culvert on Territorial east of M-99 is waiting on EAGLE to proceed.
Discussed the progress of tree cutting.

New Business

Kathy Schmitt was informed at a Hillsdale County Commissioners meeting by a resident of the condition of Genesse Road.

HCRC WILL PAY FOR ONE LINE OF SERVICE PER COMMISSIONER

#23-019 Kathy Schmitt moved, Mark Kline supported, to approve that HCRC will pay for one line of service for each commissioner. Motion Carried.

Manager Comments

Working on Blackbridge Road and Blair Road quotes.
A resident of Tyson Trail is requesting that Tyson Trail, become a public road verses a private road. As of now HCRC must see if the road can be brought to public road requirements and directed resident to speak to their township also.
On January 31st we will have a better understanding of the RTF money that was sold and what project that money can go towards.

HILLSDALE COUNTY ROAD COMMISSION

January 26, 2023

MINUTES

Inspections on Hillsdale County bridges have been finished by Scott Civil Engineering Company and they are going to recommend 10 bridges that need repaired first and HCRC can submit 5. Deadline to submit is the first week of April.

New Skid Steer has arrived. Backhoes and loader should be arriving in March.

Southeast Council meeting is on January 30th, 2023 in Lenawee County.

February 23, 2023 there is a Gravel Road Basic zoom meeting.

March 14,15,16, 2023 Is MI Bridge Week in Muskegon at the Delta Hotel in the conference room.

Resident of Burt Rd called in to say thank-you about being out this past weekend plowing snow. Spoke to MDOT regarding the Meijer store and a traffic light, per MDOT a traffic light is not in the plan. Manager did request to MDOT to continue looking into this and suggested the commissioners to contact the legislature regarding this issue.

Manager did suggest to MDOT to pave ½ mile of Taylor Street where the road will be used as an entrance for Meijer.

RESCHEDULE FEBRUARY 23, 2023 BOARD MEETING

#23-020 Mark Kline moved, Gary Leininger seconded, to change regular board meeting scheduled for February 23, 2023, to February 24,2023. Motion carried.

RESCHEDULE MARCH 23, 2023 BOARD MEETING

#23-021 Gary Leininger moved, Mike Parney seconded, to change regular board meeting scheduled for March 23, 2023, to March 24,2023. Motion carried.

APPROVED TO WRITE TRAFFIC CONTROL RESOLUTION

#23-022 Mark Kline moved, Kathy Schmitt supported, to write a resolution for proper traffic control at M-99 where Meijer store is going.

Yeas: Bob Godfrey, Gary Leininger, Mark Kline, Kathy Schmitt

Nays: None.

Absent: Mike Parney (left meeting at 11:45)

Motion carried.

Limited Public Comment

Annette Helmuth informed the board of the MDOT contacts and where to find their phone numbers and forms.

HILLSDALE COUNTY ROAD COMMISSION

January 26, 2023

MINUTES

Allan Andrews addressed the board about the process to put up a streetlight on a county road.

Ron Sweinhagen addressed the board about cost of maintenance on a John Deer Skid Steer.

Doug Ingles addressed the board and suggested to submit a resolution from HCRC regarding traffic control for the new Meijer at M-99

Meeting Adjourned – 12:45 P.M.

As there was no further business, the chair declared the meeting adjourned at 12:45 P.M.

Gary A. Leininger
Vice Chair

Kathryn Kunkpatrick
Clerk

