

HILLSDALE COUNTY ROAD COMMISSION

October 23, 2025

MINUTES

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, October 23, 2025, at 10:00 a.m. at the road commission office.

Members Present: Bob Godfrey, Gary Leininger, Mike Parney (10:09a.m.), Kathy Schmitt and Mark Kline.

Staff Present: Bob Griffis, Manager.
Katie Kirkpatch, Clerk.
Kwinn Leva, Administrative Assistant.

Visitors Present: John Irelan.
Dave Cook.
Don Hobbs.
Nick Bentley.

Pledge of Allegiance

APPROVAL OF AGENDA

#25-137 Mark Kline moved, Gary Leininger seconded, to approve the agenda, with two additions, for October 23, 2025.

Motion Carried.

APPROVAL OF MINUTES

#25-138 Mark Kline moved, Gary Leininger seconded, to approve the minutes for October 9, 2025.

Motion Carried.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#25-139 Gary Leininger moved, Mark Kline supported, to approve the following:

Bills in the amount of \$362,507.35 per Regular Accounts Payable Register dated October 16, 2025, as authorized by the manager and clerk.

Motion Carried.

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CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#25-140 Mark Kline moved, Kathy Schmitt supported, to confirm the following:

Regular payroll in the amount of \$129,525.56 per Payroll Check Register dated October 23, 2025, 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	\$ 2,490,450.15
Receipts	\$ 471,592.22
Disbursements	(\$ 492,032.91)
Ending Cash & Investments Balance	\$ 2,470,009.46
Less: CD Reserved for 2 trucks	(\$ 689,700.71)
Ending Available Fund Balance	\$ 1,780,308.75

Note: Outstanding Accounts Payable = \$ 30,244.54

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

LIMITED PUBLIC COMMENT

At 10:06 A.M., the chair opened the meeting to limited public comment.

John Irelan discussed the condition of Kildare Lane and stumps left on his property.

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Manager's Comment

Discussed the condition of Bibbins Road.

Guardrail at the Elm Road Culvert, Camden Road Bridge, and S. Allen Road near Cole Road will be replaced in the spring.

Health Insurance plans will remain the same and open enrollment will be mid-November.

Safety Day is October 30, 2025.

Camden Road was healed in and it turned out well.

The Traffic Safety Summit was yesterday.

Material bids will go out soon.

Michigan Pavement Marking will complete the rumble strips on North Adams Road at Milnes Road.

There is room in the budget under capital outlay to purchase some equipment.

Fuel upgrades should be done this fall.

The Northern Conference is in December.

Southeast Counsel Meeting is November 3, 2025, in Branch County.

Need to discuss the Buckeye Road west of Bird Lake Road Culvert and the Somerset Road north of Stewart Road Structure with the townships.

Albright Construction has almost completed the 2025 list of bridge maintenance.

Special pavement markings are currently being done.

Extreme Milling and Pulverizing is finishing the profile milling in the northbound lane of US-127 today.

The M-99 closure should be finished this week.

Ditch and deberming projects are still being completed.

All limestone and gravel patching has been completed.

All brine applications have been completed.

All sealcoating and fog sealing has been completed.

All brush spray has been completed.

Lilac Road, and possibly McCallum Road, are the next paving projects.

Plan to replace the Bacon Road east of Waldron Road Culvert this fall.

New Business

Board discussed the RTF Meeting.

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TOWNSHIP AGREEMENT APPROVED

The following township agreement was presented for board approval.

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp. Share</u>
Wheatland	Bacon Rd – Waldron/Gardener 48” X 40’ Culvert & Collar	\$ 14,050.00	\$ 7,025.00

#25-141 Mark Kline moved, Gary Leininger seconded, that the township agreement be approved and signed.

Motion Carried.

APPROVAL OF 2025 AMENDED BUDGET

#25-142 Kathy Schmitt moved, Gary Leininger seconded, to approve the proposed 2025 Amended Budget as presented. 2025 Amended Budget attached.

Motion Carried.

RATIFY AND SIGN SIGNATURE PAGE FOR THE THREE YEAR COLLECTIVE BARGAINING AGREEMENT

#25-143 Gary Leininger moved, Mike Parney supported, to sign the signature page of the three year collective bargaining agreement.

NON-ASSOCIATION WAGE INCREASE OF 3% AND \$1,800 BONUS EFFECTIVE 10/23/2025

The manager asked the board for a 3% wage increase and a \$1,800 bonus for non-association employees.

#25-144 Mike Parney moved, Mark Kline supported, to approve a 3% wage increase and a \$1,800 bonus for non-association employees.

LIMITED PUBLIC COMMENT

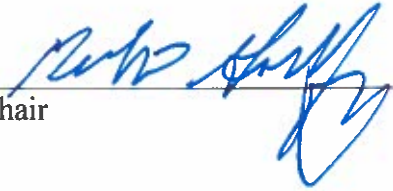
At 11:21 A.M., the chair opened the meeting to limited public comment.

No comment.

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Meeting Adjourned 11:22 A.M.

As there was no further business, the chair declared the meeting adjourned at 11:22 a.m.


Chair


Clerk

2025 Hillside CRC Approved Amended Budget

REVENUES	2025 Proposed Amended	2025 Approved Budget	2024 Approved Amended
Permits and Inspection Fees	\$370,000.00	\$60,000.00	\$45,000.00
Federal Sources			
Surface Transportation Program	\$1,651,830.00	\$941,000.00	\$999,978.00
Federal Aid Buy-Out	\$0.00	\$0.00	\$0.00
Other Federal Sources	\$52,000.00	\$0.00	\$2,356,867.00
Safety Grant	\$0.00	\$0.00	\$446,400.00
State Sources			
MTF - Engineering	\$10,000.00	\$10,000.00	\$10,000.00
MTF - Snow Removal	\$5,200.00	\$4,500.00	\$4,500.00
MTF - Primary	\$5,369,331.00	\$5,369,331.58	\$5,151,359.00
MTF - Local	\$3,549,219.00	\$3,549,219.18	\$3,463,844.00
MTF - Primary Urban	\$136,508.00	\$136,508.43	\$177,633.00
MTF - Local Urban	\$45,502.00	\$45,502.81	\$88,816.00
Local Bridge Program	\$0.00	\$0.00	\$0.00
TEDF - Rural Primary (D)	\$275,000.00	\$125,191.00	\$673,047.00
Other State Sources	\$0.00	\$0.00	\$0.00
Local Contributions			
City & Village	\$0.00	\$0.00	\$0.00
Township Contributions	\$900,000.00	\$500,000.00	\$850,000.00
Charges for Services			
Trunkline Maintenance	\$1,100,000.00	\$1,000,000.00	\$1,300,000.00
Cash/Savings Sales	\$38,000.00	\$15,000.00	\$33,000.00
Other Charges	\$0.00	\$0.00	\$0.00
Interest and Rents			
Interest Earned	\$50,000.00	\$25,000.00	\$45,000.00
Property Rentals	\$12,000.00	\$12,000.00	\$12,000.00
Other Revenues			
Gain/Loss on Sale of Equipment	\$35,000.00	\$1,000.00	\$500.00
Other	\$0.00	\$0.00	\$0.00
TOTAL REVENUE	\$13,549,590.00	\$11,794,253.00	\$15,657,944.00

EXPENDITURES					
Preservation/Structural Improvement	2025 Proposed Amended		2025 Approved Budget		2024 Approved Amended
Roads Primary	\$1,300,000.00		\$1,300,000.00		\$1,800,000.00
Roads Local	\$750,000.00		\$750,000.00		\$1,030,000.00
Bridge Primary	\$75,000.00		\$400,000.00		\$3,816,800.00
Bridge Local	\$0.00		\$350,000.00		\$356,000.00
Maintenance					
Roads Primary	\$2,000,000.00		\$3,500,000.00		\$2,500,000.00
Roads Local	\$4,700,000.00		\$2,500,000.00		\$4,000,000.00
Bridge Primary	\$39,145.00		\$13,000.00		\$13,000.00
Bridge Local	\$25,175.00		\$15,000.00		\$15,000.00
Winter Maintenance Primary	\$850,000.00		\$600,000.00		\$350,000.00
Winter Maintenance Local	\$625,000.00		\$500,000.00		\$575,000.00
Traffic Control Primary	\$250,000.00		\$200,000.00		\$250,000.00
Traffic Control Local	\$250,000.00		\$150,000.00		\$180,000.00
Safety Projects			\$0.00		\$565,500.00
Other Expenditures					
Trunkline Maintenance	\$1,200,000.00		\$1,000,000.00		\$1,000,000.00
Administrative - Net	\$1,313,000.00		\$1,313,000.00		\$1,213,000.00
Equipment - Net	- \$300,000.00		(\$650,000.00)		(\$660,000.00)
Capital Outlay - Net	\$300,000.00		\$900,000.00		\$1,200,000.00
Debt - Principal Payment	\$0.00		\$0.00		\$0.00
Debt - Interest Payment	\$0.00		\$0.00		\$10,000.00
Other Expenses	\$50,000.00		\$50,000.00		\$50,000.00
TOTAL EXPENDITURES	\$13,121,320.00		\$12,793,000.00		\$18,534,300.00
Begining Balance	2025 Approved Amended Budget	2025 Approved Budget	2024 Approved Amended		
Annual Change	\$4,796,544.00	\$3,014,428.60	\$5,880,784.60		
Ending Balance	\$438,270.00	(\$596,747.00)	(\$2,866,356.00)		
	\$5,124,814.00	\$1,017,681.60	\$3,014,428.60		
Board Approved	10/23/2025	10/24/2024	10/24/2024		