

HILLSDALE COUNTY ROAD COMMISSION

September 14, 2023

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, September 14, 2023, at 10:00 a.m. at the road commission office.

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

Members Absent: Kathy Schmitt.

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

Staff Absent: Bob Griffis, Manager.

Visitors Present: Doug Ingles.  
Allan Andrews.  
Linda Burcewicz.  
Robert Socha – DMCI.  
Chris Wingate.  
Chris Myers.  
Don Hobbs.  
Nick Bentley.  
Kelly Mapes.  
Ron Sweinhager.  
Kathy Mikolayczyk.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

# 23-122 Mark Kline moved, Mike Parney supported, to approve the agenda for September 14, 2023 with 2 additions to the agenda. Motion Carried.

**Minutes Approved As Presented**

Having reviewed the minutes of the August 24, 2023 meeting the chair asked if there were any corrections to be noted. As there were no questions or corrections to the minutes, the chair declared the minutes to stand approved as presented.

**APPROVED BOARD ROOM CAMERAS**

# 23-123 Mike Parney moved, Mark Kline supported, to authorize DMCI to install 2-UVC-G4 dome unifi video cameras in board room at this price \$1,367.43. Motion Carried.

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**APPROVAL OF ACCOUNTS PAYABLE**

#23-124 Mark Kline moved, Gary Leininger seconded, to approve the following:

Bills in the amount of \$390.75 and electronic funds transfer in the amount of \$0.00 for the total of \$390.75 per Special Accounts Payable Check Register dated 8/30/2023 authorized by manager and clerk.

Bills in the amount of \$245,204.34 and electronic funds transfer in the amount of \$78,595.27 for the total of \$323,799.61 per Regular Accounts Payable Check Register dated 9/7/2023 authorized by manager and clerk.

Bills in the amount of \$21,014.34 and electronic funds transfer in the amount of \$81.42 for the total of \$21,095.76 per Special Accounts Payable Check Register dated 9/14/2023.

Motion Carried.

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

#23-125 Mike Parney moved, Mark Kline supported, to confirm the following:

Regular payroll in the amount of \$113,061.88 per Payroll Check Registers dated 8/30/2023 authorized by manager and clerk.

Regular payroll in the amount of \$105,593.08 per Payroll Check Registers dated 9/14/2023 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	\$4,460,048.93
Receipts	\$ 758,409.52
Disbursements	(\$ 563,941.08)
Ending Cash & Investments Balance	\$ 4,654,517.37
Less: Bonds in Escrow	(\$ 10,250.00)

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CD Reserved for 2 trucks	(\$ 621,414.92)
Ending Available Fund Balance	\$ 4,022,852.45

Note: Outstanding Accounts Payable = \$59,172.41

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

**LIMITED PUBLIC COMMENT**

At 10:20 a.m., the chair opened the meeting to limited public comment.

Allen Andrews addressed the board about driveway permits, broken sign at Bankers Rd./Long Lake Rd. and multiple road conditions. Mentioned the repaired roads in Reading Twp looked good.

Chris Wingate addressed the board regarding the “do not spray” signs for private property during brush spraying.

Chris Myers addressed the board regarding brine applications and thanked the office manager for the MSDS for the Brine.

Don Hobbs addressed the board about recording union meetings.

Kelly Mapes addressed the board regarding recording and streaming meetings, the condition of Bernard St., and OT usage.

**Project Update**

Finishing up brine in Somerset tomorrow. Then will start scraping in Fayette township next week for 3<sup>rd</sup> application.

15.84 miles of sealcoating has been completed, with still 15.32 miles left to do.

Started to trim brush for Territorial Road bridges.

**MERS Health Care Savings Program**

Information about the MERS Health Care Savings Program will be presented to the board at the meeting scheduled for October 26<sup>th</sup>, 2023.

**EAGLE Resolution for Brine Discussion**

Mark Kline suggested the option to adopt a resolution and have it presented to EAGLE regarding newly proposed brine requirements and permit processes.

**Signed Rehmann Robson Contract**

The board signed the 2023, 2024, 2025 Audit contract with Rehmann Robson contract.

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**APPROVAL AND SIGNING OF TITLE VI POLICY**

#23-126 Gary Leininger moved, Mark Kline supported, to approve the Title VI Policy and to authorize the manager to sign. Motion carried.

**APPROVAL AND SIGNING OF MDOT AGREEMENT #23-5370**

#23-127 Gary Leininger moved, Mark Kline supported, to approve the chair and vice chair to sign the MDOT agreement #23-5370. Motion carried.

**TOWNSHIP AGREEMENTS APPROVED**

The following township agreements were presented to the board for approval:

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp Share</u>
Jefferson	75" X 40' replace/reshape road Tripp Rd.	\$17,632.80	\$6,692.80

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp Share</u>
Reading City	Seal Coat/Fog Seal/Pavement Marking Center St./M-49 to Warner St. E. Lincoln St./M-49 to Strong St. E. State St./M-49 to Strong St. Maple St./Chestnut St. to East St. Warner St./Center St. to Legion St. N. Ann St./Michigan St. to Dead End Enterprise St./M-49 to Dead End	\$46,122.36	\$46,122.36

#23-128 Mike Parney moved, Mark Kline supported, to approve and sign the contract with the City of Reading. Motion carried.

**LIMITED PUBLIC COMMENT**

At 11:05 a.m., the chair opened the meeting to limited public comment.

Chris Wingate addressed the board about used culvert sales and bridge grants.

Chris Meyers addressed the board about brine testing.

Allan Andrews addressed the board about progress reports for township projects.

Nick Bentley addressed the board regarding the drug testing policy and discussed the culvert on Dennings Lake Road.

Don Hobbs addressed the board regarding JDOT invoices.

Kelly Mapes addressed the board regarding JDOT invoices and the tour of the Gradall factory.

She also expressed her feelings toward the manager.

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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

**TOWNSHIP AGREEMENTS APPROVED**

#23-128 Mike Parney moved, Mark Kline supported, to approve and sign the contracts with the City of Reading and Jefferson Township. Motion Carried.

**APPROVAL AND SIGNING OF MDOT AGREEMENT #23-5370 (TERRITORIAL ROAD TWIN BRIDGES)**

#23-127 Gary Leininger moved, Mark Kline supported, to approve the chair and vice chair to sign the MDOT agreement #23-5370 (Territorial Road Twin Bridges).

Total: \$3,321,000.00  
Federal and State Aid: \$3,176,631.91  
Local Share (HCRC): \$144,368.09

Motion Carried.

