

HILLSDALE COUNTY ROAD COMMISSION

June 26, 2025

MINUTES

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, June 26, 2025, at 10:00 a.m. at the road commission office.

Members Present: Bob Godfrey, Gary Leininger, Mike Parney (10:20am), Mark Kline, and Kathy Schmitt.

Staff Present: Kevin Sanders, Superintendent.
Heather Boyd, Assistant Manager.
Kathryn Kirkpatrick, Clerk.
Kwinn Leva, Administrative Assistant.

Visitors Present: Doug Ingles – Hillsdale County Commissioner.
Nate Balderman – Rehmann Robson
Bruce McRitchie.

Pledge of Allegiance

Approval of Agenda

Having reviewed the agenda for June 26, 2025, regular meeting, there were two additions. The chair declared the agenda to stand approved as presented with two additions.

APPROVAL OF MINUTES

Having reviewed the minutes for June 12, 2025, 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

#25-089 Kathy Schmitt moved, Mark Kline supported, to approve the following:

Bills in the amount of \$289,244.01 per Regular Accounts Payable Check Register dated June 26, 2025, as authorized by the clerk and accounts payable clerk.

Motion Carried.

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CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#25-090 Mark Kline moved, Kathy Schmitt supported, to confirm the following:

Regular payroll in the amount of \$123,936.00 per Payroll Check Register dated June 18, 2025, as authorized by the clerk and payroll clerk.

Motion Carried.

TREASURER'S REPORT PRESENTED

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

Beginning Balance-Cash & Investments	\$ 2,889,714.25
Receipts	\$ 59,654.84
Disbursements	(\$ 413,180.01)
Ending Cash & Investments Balance	\$ 2,536,189.08
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 682,515.86)
Ending Available Fund Balance	\$ 1,843,423.22

Note: Outstanding Accounts Payable = \$-1,703.12

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

LIMITED PUBLIC COMMENT

At 10:09 A.M., the chair opened the meeting to limited public comment.

Bruce McRitchie discussed the culvert being plugged on Bear Lake Rd.

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Standing Order

Solid Waste Dumpster Bids for 2025 Postponed

Bids opened at 10:15 a.m., on June 26, 2025 for the Hillsdale County Road Commission, for Solid Waste Dumpster Bids. One bid was received. It was further decided to postpone awarding the bid to allow time to contact other solid waste disposal companies.

PAVEMENT MARKING BID

Bids opened at 10:30 a.m. on June 26, 2025 for the Hillsdale County Road Commission. One bid was received – Michigan Pavement Markings, LLC.

#25-091 Mike Parney moved, Gary Leininger seconded, to award the pavement marking bid to Michigan Pavement Markings, LLC. Copy of bid tabulation attached.

Motion Carried.

ACCEPT REHMANN ROBSON – 2024 FINANCIAL AUDIT

On June 26, 2025, Nate Balderman presented the 2024 Financial Audit for the Road Commission. The auditing firm rendered a “clean report” with no findings. During the audit Rehmann Robson did not identify any deficiencies in internal control that was considered to be material weakness. Nate Balderman also briefly went over highlights of the report and reviewed some upcoming changes in the account standards for the road commissions.

#25-092 Gary Leininger moved, Mark Kline supported, to accept the audit report as presented.

Motion Carried.

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Superintendent's Comment

Tree contractor started tree work this week.

Paving has started.

Currently scraping in Pittsford Township, Wright is the only township left.

Territorial Road Culvert is set and almost backfilled.

Crews are finishing the first round of roadside mowing today.

Crews are out cold patching every day.

Started limestone and gravel patching, Camden, Reading, and Cambria Townships are done.

Mowing contractor is planning on having the entire county mowed by July 2nd.

Assistant Manager's Comment

SME was hired to do the density test on the Territorial Road Tube.

Still waiting for the permit approval for the Elm Road Bridge.

CEI will work on the design and engineering of the Buckeye Road west of Bird Lake Road Culvert and Somerset Road north of Stewart Road Structure over the next 6 months.

Frontier Road south of Burt Road, Tamarack Road east of M99, and Bacon Road east of Rumsey Road are structures on the radar.

2024 Federal Aid Project, Camden Road, has been completed.

2025 Federal Aid Projects are scheduled to start July 8th.

Blaine has not finished his work on E. Diane Drive and Cellars Road.

EGLE came down reference the Soil Erosion and Sedimentation Control Audit and is pleased with the implementation of erosion control.

Mowing contractor will be done by July 2nd.

M99 will be closed most of July for Stump Drain work.

Herring Drain work is planned for the first part of August.

Old Business

Board discussed the tube on Buckeye Road.

Board discussed the cost of the tube on Territorial Road.

Board discussed pot holes on Lake Wilson Road between Mechanic Road and M-99.

Board discussed road sides that need trees and brush trimmed.

Board discussed Frontier Road.

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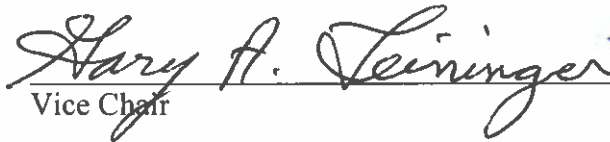
LIMITED PUBLIC COMMENT

At 11:36 A.M., the chair opened the meeting to limited public comment.

No comment.

Meeting Adjourned 11:36 A.M.

As there was no further business, the chair declared the meeting adjourned at 11:36 A.M.

 
Vice Chair Clerk

ITEM OF WORK	QUANTITY	UNIT	PK CONTRACTING, INC		MICHIGAN PAVEMENT MARKINGS, LLC	
			UNIT PRICE BID	AMOUNT	UNIT PRICE BID	AMOUNT
NO PASS ZONE YELLOW	1,802,950	Lft.		\$ -	0.055	\$ 99,162.25
SKIP LINE YELLOW	196,505	Lft.		\$ -	0.060	\$ 11,790.30
EDGE LINE WHITE	1,951,484	Lft.		\$ -	0.055	\$ 107,331.62
RAILROAD CROSSINGS	27	Ea		\$ -	100.000	\$ 2,700.00
SCHOOL ZONES	29	Ea		\$ -	75.000	\$ 2,175.00
STOP BARS	1,617	Lft.		\$ -	2.000	\$ 3,234.00
RUMBLE STRIPS NEW	516	Lft.		\$ -	8.000	\$ 4,128.00
RUMBLE STRIPS REPAIR	5,095	Lft.		\$ -	5.00	\$ 25,475.00
TOTAL BID				\$ -	TOTAL BID	\$ 255,996.17

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			UNIT PRICE BID	AMOUNT	UNIT PRICE BID	AMOUNT
NO PASS ZONE YELLOW	1,802,950	Lft.		\$ -		\$ -
SKIP LINE YELLOW	196,505	Lft.		\$ -		\$ -
EDGE LINE WHITE	1,951,484	Lft.		\$ -		\$ -
RAILROAD CROSSINGS	27	Ea		\$ -		\$ -
SCHOOL ZONES	29	Ea		\$ -		\$ -
STOP BARS	1,617	Lft.		\$ -		\$ -
RUMBLE STRIPS NEW	516	Lft.		\$ -		\$ -
RUMBLE STRIPS REPAIR	5,095	Lft.		\$ -		\$ -
TOTAL BID				\$ -	TOTAL BID	\$ -