

HILLSDALE COUNTY ROAD COMMISSION
October 13, 2022
MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, October 13, 2022, at 10:00 a.m. at the road commission office.

Members present: Bob Godfrey & Gary Leininger.

Members absent: Mike Parney.

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

Visitors present: Doug Ingles, County Commissioner.
Allan Andrews.
Jenny Leininger.
Dour Tripp.
Jack Mosley.
Howard Littin.
Norma Littin.
Ken McCellan.
Chris Smith.

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 10:15 a.m., the chair opened the meeting to limited public comment.

Allen Andrews addressed the board regarding work being done on Wildwood Rd involving ditches, culverts and loose dirt along the roadside. Also, about a petition that Reading Township received from Michigan Gas.

Kevin McCellan addressed the board about a missed appointment with Road Commission regarding Kellogg Dr. Also thanked the Road Commission regarding the south part of Kellogg Dr. on that the road has been scraped at least three times and still no berms.

Jack Mosley addressed the board on any updates regarding on Ash-Te-Wette Dr. lawsuit and informed the board that he spoke with a contractor and concrete was recommended concrete vs. asphalt.

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Minutes Approved

Having reviewed the minutes of the September 22, 2022, regular meeting, there were no additions, deletions or corrections noted. The chair declared the minutes to stand approved as presented.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#22-132 Gary Leininger moved, Bob Godfrey supported, to confirm the regular payroll in the amount of \$100,690.42 per Payroll Check Registers dated 9/29/2022, as authorized by manager and clerk. Motion carried.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#22-133 Gary Leininger moved, Bob Godfrey supported, to confirm the regular payroll in the amount of \$102,132.30 per Payroll Check Registers dated 10/13/2022, as authorized by manager and clerk. Motion carried.

CONFIRMATION OF SPECIAL ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#22-134 Gary Leininger moved, Bob Godfrey supported, to confirm the bills in the amount of \$46,057.77 per Accounts Payable Check Registers dated 9/28/2022 as authorized by the clerk and accounts payable clerk. Motion carried.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#22-135 Gary Leininger moved, Bob Godfrey supported, to confirm the bills in the amount of \$348,665.99 per Accounts Payable Check Registers dated 10/6/2022 as authorized by the clerk and accounts payable clerk. Motion carried.

Treasurer's Report Presented

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

Beginning Balance-Cash & Investments	\$1,983,209.42
Receipts	\$1,164,234.38

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Disbursements	(\$ 653,393.36)
Ending Cash & Investments Balance	\$ 2,494,050.44
Less: Bonds in Escrow	(\$ 14,250.00)
CD reserved for 2 trucks	(\$ 601,973.37)
Ending Available Fund Balance	\$ 1,877,827.07
Note: Outstanding Accounts Payable = \$ 11,642.41	

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

APPROVAL FOR CHANGE IN HCRC CHECKING ACCOUNT SIGNATORIES

#22-136 Gary Leininger moved, Robert Godfrey supported, to adopt to sign a resolution for "Approval for changes in HCRC Checking Account Signatories" adding Robert Griffis, Manager and removing Cynthia Ricketts and Darlene Kittle for Hillsdale County National Bank. Carried.

APPROVAL TO BID OUT 2NS ICE CONTROL SAND

#22-137 Gary Leininger moved, Robert Godfrey supported, for manager to bid out 2NS Ice Control Sand due to existing bid expiring. Carried.

APPROVAL AND SIGNING OF TITLE VI POLICY

#22-138 Gary Leininger moved, Robert Godfrey supported, to approve and sign the Title VI Policy. Carried. Copy Attached

APPROVAL AND SIGNING LETTER OF UNDERSTANDINGS REGARDING UNION CONTRACTS

#22-139 Gary Leininger moved, Robert Godfrey supported, to approve and sign the Letter of Understandings regarding the union contract that affects comp time and starting 5 8 hours days. Carried.

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APPROVAL OF BRIDGE INSPECTION AND FUNDING APPLICATION SERVICES

#22-140 Gary Leininger moved, Robert Godfrey supported, to approve Scott Civil Engineering Company to do bridge inspections and funding applications.

Bridge inspection: \$225.00 per bridge (92 bridges, total \$20,700)

As needed services: Cross sections - \$50.00 per bridge

Load rating- \$125.00 per hour

Inventory review for funding candidates - \$400.00 lump sum

Funding application preparation and submittal - \$600.00 per bridge

Carried.

APPOINT FOIA COORIDINATOR

#22-141 Gary Leininger moved, Robert Godfrey supported, to appoint Kathryn Kirkpatrick as FOIA coordinator. Carried.

Sign Shop Equipment

The motion for approval to update sign shop equipment in minutes September 22, 2022 was awarded to TraffTeck Pro System at the cost of \$14,475.00. Carried.

Old Business

Received 2020 MDOT audit adjustment.

Culvert on Montgomery Rd was finished.

Rumble strips installed and paint lines are done.

Manager Comments

Camden Rd culvert/bridge is in process of getting a proposal for timber bridge.

Pavement marking- If the Road Commission sticks with the same funding as of this year, could do a quarter of the county each year.

About to post stockroom and mechanic position and going to start looking into safety director position.

Safety Day scheduled for October 20th, 2022.

Jackson County Department of Transportation has milling project on US-127 in Hudson and is giving the millings to HCRC in the understanding that HCRC is responsible for the trucking. The millings will be put in the Pittsford Pit.

Limited Public Comment

Allen Andrew addressed the board in requesting a copy of the local road map for Reading Township.

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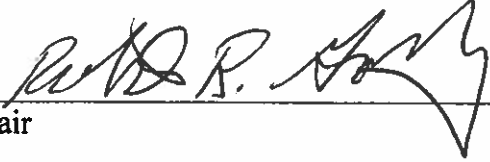
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An attendee addressed the board regarding Montgomery Rd west of M-49 the condition and if the road was in the process in being fixed.

Meeting Adjourned – 11:10 A.M.

As there was no further business, the chair declared the meeting adjourned at 11:10 A.M.



Chair



Clerk



Hillsdale County Road Commission

1919 HUDSON ROAD (M-99)

HILLSDALE MICHIGAN 49242

Robert R. Godfrey, Chairman
Pittsford

(517) 437-4458

Michael A. Parney, Vice Chairman
Hillsdale

FAX (517) 437-0048

hillsdale@hillsdalecrc.org

Gary A. Leininger, Member
Pittsford

TITLE VI POLICY STATEMENT FOR FEDERAL AID

October 13, 2022

The Hillsdale County Road Commission is committed to ensuring that the fundamental principles of equal opportunity are upheld in all decisions involving our employees and contractors/consultants, and to ensuring that the residents of our county are afforded access to our programs and services.

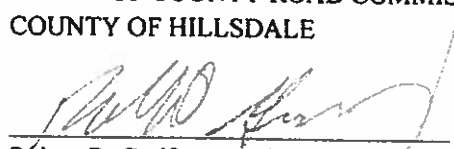
The Board of County Road Commissioners of the county of Hillsdale designates the Manager as the Title VI officer with the responsibility of ensuring the Hillsdale County Road Commission's compliance with Title VI regulations in association with the Michigan Department of Transportation Title VI Department. The head of each department is responsible for ensuring that, within their department, no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Hillsdale County Road Commission program or activity on the grounds of race, color, national origin, income, sex, age, disability, or limited English proficiency. The Hillsdale County Road Commission assures all its programs and activities will be free from discrimination, whether those programs and activities are federally funded or not.

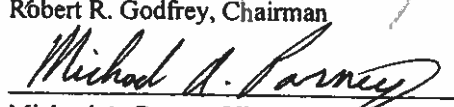
Inquiries concerning the Hillsdale County Road Commission's policies, investigations, complaints, compliance with applicable laws, regulations, and concerns regarding compliance with Title VI may be directed to the Manager, Hillsdale County Road Commission, 1919 Hudson Road, Hillsdale MI 49242. 517-437-4458.

This policy statement will be circulated throughout the Hillsdale County Road Commission and included by reference in all contracts, agreements, programs and services administered by the Hillsdale County Road Commission.

This policy was adopted by the Board of County Road Commissioners of the County of Hillsdale at a regular meeting held on the 18th day of June, 2020.

BOARD OF COUNTY ROAD COMMISSIONERS
COUNTY OF HILLSDALE


Robert R. Godfrey, Chairman


Michael A. Parney, Vice-Chairman


Gary Leininger, Member