

HILLSDALE COUNTY ROAD COMMISSION

March 14, 2024

MINUTES

Meeting was called to order by the Vice-Chair, Gary Leininger, on Thursday, March 14, 2024, at 10:05 a.m. at the road commission office.

Members present: Gary Leininger, Mike Parney, Mark Kline & Kathy Schmitt.  
Members absent: Bob Godfrey (on phone).

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

Visitors Present: Doug Ingles, Hillsdale County Commissioner.  
Allan Andrews.  
Chris Wingate.  
Don Hobbs.  
Nick Bentley.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

# 24-029 Kathy Schmitt moved, Mark Kline supported, to approve the agenda for March 14, 2024, with 2 additions to the agenda.

Motion Carried.

**APPROVAL OF MINUTES**

#24-030 Mike Parney moved, Kathy Schmitt supported, to approve the minutes for February 22, 2024, for the regular meeting.

Motion Carried.

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

**#24-031** Kathy Schmitt moved, Mark Kline supported, to approve the following:

Bills in the amount of \$251,946.67 and electronic funds transfer in the amount of \$106,445.14 for the total of \$358,391.81 per Regular Accounts Payable Check Register dated 03/07/2024, as authorized by the clerk and accounts payable clerk.

Motion Carried.

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

**#24-032** Mark Kline moved, Kathy Schmitt supported, to confirm the following:

Regular payroll in the amount of \$121,250.71 per Payroll Check Registers dated 02/29/2024, as authorized by the clerk and payroll clerk.

Regular payroll in the amount of \$116,045.85 per Payroll Check Registers dated 03/14/2024, 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	\$ 3,196,513.08
Receipts	\$ 999,000.50
Disbursements	(\$ 595,688.37)
Ending Cash & Investments Balance	\$ 3,599,825.21
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 637,452.86)
Ending Available Fund Balance	\$ 2,952,122.35

Note: Outstanding Accounts Payable = \$ 28,810.35

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

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**LIMITED PUBLIC COMMENT**

At 10:18 A.M., the vice-chair opened the meeting to limited public comment.

Doug Ingles provided the board with a progress report and photos of the courthouse renovations. Don Hobbs addressed the board regarding the updated wage scales for management. Nick Bentley requested to speak with County Commissioner, Doug Ingles after the meeting.

**Manager's Comments**

The Manager discussed the MCRSIP Board of Directors positions and which ones are up for election in 2024.

The manager attended the Allen Township meeting to discuss and present a contract for the Hog Creek Bridge project.

The manager discussed the responses from EGLE regarding Hog Creek Bridge and Elm Road Bridge. Hog Creek Bridge is likely to be approved if a like-structure replaces the old structure. EGLE requested a hydraulics study for the Elm Road Bridge and it is likely to be approved if the new structure supports the current water flow. The hydraulic study will be sent out for bid.

The Amish have ordered 10 signs so far.

Stoneco installed the culvert to run their conveyor through Mosherville Road. The manager suggested they do some additional grading to help control the water flow.

Crews are working on projects that were not completed last year, including ditch & de berm and trees & brush projects.

The position of the Administrative Services Specialist will be posted soon.

The new trucks waiting to go to Truck & Trailer to be built should arrive at their facility soon.

Bids were sent out for culverts and cold patch. Bids for catch-basin cleaning will be sent out soon, as well.

The manager discussed the condition of the lean-to attached to the old salt barn, and suggested repair and possible replacement.

The manager discussed union grievances, their progress, and the process currently being utilized.

The Territorial Road Twin Bridge project is on schedule and likely to be completed on time.

The manager discussed scheduling the next SE Council meeting.

The manager discussed the MI Deal salt bid going out soon and suggested using the same strategy as last year for salt purchases.

**Old Business**

None.

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**New Business**

**TOWNSHIP AGREEMENTS APPROVED**

The following township agreements were presented for board approval:

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp. Share</u>
Amboy	Limestone - 1,500 Tons	\$ 66,750.00	\$ 39,750.00
	Road Stabilization – 29 Miles 2 Applications	\$ 33,060.00	\$ 16,530.00
Somerset	Limestone - 1,500 Tons	\$ 66,750.00	\$ 39,750.00
	Road Stabilization – 45 Miles 1 Application	\$ 25,650.00	\$ 12,825.00
Reading	Chief Rd – Berm & Ditch/Limestone 200T	\$ 23,700.00	\$ 11,850.00
	Gilmore Rd – Berm & Ditch/Gravel 1,000T	\$ 107,000.00	\$ 26,750.00
Fayette	Gravel – 1,000 cyd	\$ 33,000.00	\$ 18,000.00
	Road Stabilization – 23 Miles 3 Applications	\$ 39,330.00	\$ 19,665.00
Camden	Gravel – 1,500 cyd	\$ 49,500.00	\$ 22,500.00
	Road Stabilization – 29 Miles 1 Application	\$ 16,530.00	\$ 8,265.00
	Austin Rd – Haul & Spread Gravel	\$ 64,005.00	\$ 25,100.00
	Limestone – 1,000 Tn	\$ 44,500.00	\$ 26,500.00

\*Contingent on availability of schedule

**#23-033** Mike Parney moved, Mark Kline supported, that the township agreements, contingent on prioritization, be approved and signed.

Motion Carried.

**2024 ACT 51 MILEAGE CERTIFICATION TITLE PAGE SIGNATURE**

**#23-34** Mike Parney moved, Kathy Schmitt supported to have the chair sign the 2024 Act 51 mileage certification title page.

Motion Carried.

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**LIMITED PUBLIC COMMENT**

At 11:15 A.M., the vice-chair opened the meeting to limited public comment.

Allan Andrews addressed the board regarding the condition of Bankers Road and progress of cold patching. and requested a project update for Reading Township.

Chris Wingate addressed the board regarding seal coat projects from 2023, and he noted the condition of shoulders on Doty Road.


Don Hobbs addressed the board regarding the union's grievance procedure. He also noted his delight to hear about HCRC receiving discounted emulsion to repair Bacon Road.

Nick Bentley informed the board that the union would present their letter of intent for the new contract at the next board meeting. He also offered additional insight on the cold patch process.

**MEETING ADJOURNED – 11:30 A.M.**

#24-035 Mark Kline moved, Mike Parney supported, to adjourn the meeting at 11:30 A.M.

Motion Carried.

  
Vice-Chair

  
Clerk