

HILLSDALE COUNTY ROAD COMMISSION
March 24, 2023
MINUTES

Meeting was called to order by Vice-Chair Gary Leininger on Friday, March 24, 2023, at 10:00 a.m. at the road commission office.

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

Members Absent: Mike Parney.

Staff present: Bob Griffis, Manager.
Kathryn Kirkpatrick, Clerk.

Visitors present: Allan Andrews.
Doug Tripp.
Shawn Mahoney.
Chris Greene.
Ruth Pawliski.
Mike Pawliski
Eric Clossor.
Rich Gallent.
Elaine Gallent.
Ken McClellan
Dian Carson
Kelley Mapes.
Charlie Briner.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

#23-036 Kathy Schmitt moved, Mark Kline supported, to approve the agenda for March 24, 2023. Motion carried.

APPROVAL OF MINUTES

#23-037 Mark Kline moved, Kathy Schmitt supported, to approve the minutes for February 28, 2023 for regular meeting. Motion carried.

Limited Public Comment

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

Diane Carson addressed the board regarding the condition of Cronk Rd, employee training, and tree clean up.

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Allan Andrews, Reading Township Supervisor questioned the board regarding why are the roads that get repaired not lasting, discussed the condition of the gravel roads in Reading Township.

Ruth Pawliski of Reading Township addressed the board regarding the condition of Hakes Road and asked for definition of the type of road maintenance that the Road Commission does.

Chris Greene of Reading Township addressed the board regarding the condition of Hakes Road and the surrounding road.

Ken McClellan of Reading Township addressed the board regarding communication between the Road Commission and the public.

Eric Clossor of Woodbridge Township addressed the board regarding the water and pothole issues in Woodbridge Township.

Doug Tripp of Reading Township asked the board what Oxcart was and showed the manager pictures of what was being done in a different county regarding the interstate.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#23-038 Kathy Schmitt moved, Mark Kline supported, to confirm the regular payroll in the amount of \$101,827.07 per Payroll Check Registers dated 3/2/2023, as authorized by manager and clerk. Motion carried.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#23-039 Mark Kline moved, Kathy Schmitt supported, to confirm the regular payroll in the amount of \$114,036.67 per Payroll Check Registers dated 3/16/2023, as authorized by manager and clerk. Motion carried.

APPROVAL OF ACCOUNTS PAYABLE

#23-040 Kathy Schmitt moved, Mark Kline supported, to confirm the bills in the amount of \$261,410.56 per Accounts Payable Check Registers dated 3/9/2023 were presented for board approval. Motion carried.

APPROVAL OF ACCOUNTS PAYABLE

#23-041 Kathy Schmitt moved, Mark Kline supported, to confirm the bills in the amount of \$147,992.59 per Accounts Payable Check Registers dated 3/23/2023 were presented for board approval. Motion carried.

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Treasurer's Report Presented

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

Beginning Balance-Cash & Investments	\$3,950,057.05
Receipts	\$1,731,312.31
Disbursements	(\$ 625,266.89)
Ending Cash & Investments Balance	\$ 5,056,102.47
Less: Bonds in Escrow	(\$ 10,250.00)
CD reserved for 2 trucks	(\$ 608,113.58)
Ending Available Fund Balance	\$ 4,437,738.89
Note: Outstanding Accounts Payable = \$ 48,836.75	

APPROVAL OF TREASURY REPORT

#23-042 Mark Kline moved, Kathy Schmitt supported, the treasury report. Carried

Signed Updated Cost Sharing Policy

The board signed the cost sharing policy that was updated at the February 28, 2023 Board meeting. See attachment.

MCRCSIP Board of Directors Position

Presented the board with a letter from MCRCSIP regarding the Directors position.

Signed Curb Sweep Contract Extension – Sani Sweep, Inc

The board gave permission for the manager to sign the curb sweep contract extension with Sani Sweep, Inc.

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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>
Litchfield	Road stabilization – Once	\$ 18,900.00	\$ 9,450.00
	Seal Coat/Fog Seal Pavement Marking Mosherville Rd.	\$ 34,069.50	\$ 17,034.75
Pittsford	Road Stabilization – Once	\$ 20,520.00	\$ 10,260.00
Hillsdale	Road Stabilization - Twice	\$ 4,320.00	\$ 2,160.00
	Gravel Roads – 500cyd	\$ 12,750.00	\$ 5,000.00
	Seal Coat/Fog Seal – Jaunita Dr./ Nakomis St/Almeda Dr./Osborn Dr./ Ann St./Helan St./ Lamphere St.	\$ 50,400.00	\$ 25,200.00
	Seal Coat/Fog Seal – Russel Dr./ Earl Dr./Jack Dr.	\$ 17,280.00	\$ 8,640.00
	Seal Coat/ Fog Seal – Wildwood Dr./Ivy Lane	\$ 18,360.00	\$ 9,180.00
	Seal Coat/ Fog Seal/ Pavement Marking-	\$ 36,633.60	\$ 9,158.00

#23-043 Mark Kline moved, Kathy Schmitt supported, that the township agreements be approved and signed. Carried.

Bridge And Crush And Shape Project Update By Charlie Briner.

Territorial Bridge – Met with Rural Task Force and sorted out funding. MDOT letting will be in July.

Camden Bridge – Spoke with Krenn, bridge should be in early June and then sent out for quotes to piling contractors.

2026 bridge applications – Received letter of recommendation from Scipio Township, still waiting on Jefferson and Wright Township to send back their letters of recommendation. Going to send in applications by the end of next week.

Crush and shape for Camden and Montgomery Road project has been rewarded to Gerkin. Will be reaching out to Gerkin to schedule construction.

Bridge Bundling Program – No bridges were selected from Hillsdale County.

SELL EQUIPMENT ON GOVDEALS

#23-044 Kathy Schmitt moved, Mark Kline supported for the Manager to post and sell 2004 New Holland Arm Mower, 1985 Emulsion Sprayer Truck, and 1995 Single Axle Dump Truck on Govdeals. Carried.

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PURCHASE 2 TRUCKS (CAB AND CHASSIS) FROM D&K FREIGHTLINER

#23-045 Kathy Schmitt moved, and Mark Kline supported to purchase 2 trucks from D&K Freightliner for \$150,000 each that will be paid out of 2024 budget. Trucks will still need to be built up. Carried

Managers Comment

The 2 trucks that are ordered could be here possible in the fall.

When crews can't be out scraping roads, they will be cleaning up trees and removing brush.

Had a meeting with Corrigan Oil and they are placing a 20,000-gallon tank at Hillsdale garage.

All the brine will be located at Hillsdale.

The result from the CRA meeting is that EAGLE is going to hold off for now regarding brine regulations.

A company in Hillsdale has 2 oil brine tanks that are full and want to get rid of. Would like to look further into it and see if this could be used.

Looking into signing some employees up for grader training.

Possibly looking into walk and roll attachment for grader.

April 10th will start summer hours.

Need to put culverts out for bid.

Old Business

Meijer Project- Traffic light will be going a the intersection of Moore Road and M-99.

APPROVAL TO PURCHASE DIAGNOSTIC PROGRAM FORM NOREGON

#23-046 Kathy Schmitt moved, Mark Kline supported, for manager to purchase quote number 38715 from Noregon Vehicle Data Express at the cost of \$19,246.21. Carried.

New Business

Suggested looking into flashing light on stop sign and M99 and Territorial Road.

The Safety Manager is looking into applying for a safety grant, applications are due in May.

Limited Public Comment

At 12:40 p.m., the Vice-Chair opened the meeting to limited public comment.

Eric Clossor of Woodbridge Township addressed the board and suggested that flashing light on signs would be a good investment.

An attendee addressed the board and stated concerns of meeting posting according to the Open Meeting Act.

Doug Tripp addressed the board regarding the process of brush cleanup.

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Glen Frogal (phone complaint) addressed the board of washouts on Bunn Road.

Meeting Adjourned – 12:55 P.M.

As there was no further business, the chair declared the meeting adjourned at 12:55 P.M.



Vice Chair



Clerk