

HILLSDALE COUNTY ROAD COMMISSION

February 22, 2024

MINUTES

Meeting was called to order by the Vice-Chair, Gary Leininger, on Thursday, February 22, 2024, at 10:00 a.m. at the road commission office.

Members present: Gary Leininger, Mike Parney (arrived 10:15), Mark Kline & Kathy Schmitt.

Members absent: Bob Godfrey (on phone at 10:40).

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

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

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

# 24-019 Mark Kline moved, Kathy Schmitt supported, to approve the agenda for February 22, 2024, with 2 additions to the agenda.

Motion Carried.

**APPROVAL OF MINUTES**

#24-020 Kathy Schmitt moved, Mark Kline supported, to approve the minutes for February 8, 2024, for the regular meeting.

Motion Carried.

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

#24-021 Kathy Schmitt moved, Mark Kline supported, to approve the following:

Bills in the amount of \$327,816.66 and electronic funds transfer in the amount of \$0.00 for the total of \$327,816.66 per Regular Accounts Payable Check Register dated 02/22/2024, as authorized by manager and clerk.

Motion Carried.

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

#24-022 Mark Kline moved, Kathy Schmitt supported, to confirm the following:

Regular payroll in the amount of \$120,408.07 per Payroll Check Registers dated 02/15/2024, as 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	\$ 3,634,878.61
Receipts	\$ 9,859.20
Disbursements	(\$ 448,224.73)
Ending Cash & Investments Balance	\$ 3,196,513.08
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 637,452.86)
Ending Available Fund Balance	\$ 2,548,810.22

Note: Outstanding Accounts Payable = \$ -380.61

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 10:15 A.M., the vice-chair opened the meeting to limited public comment.

Bob Eichler addressed the board regarding management going to salary positions.

Allan Andrews addressed the board regarding the road conditions of Bankers Road and South Allen Rd. He also informed the board that he recently did the Reading Township ride along with the Manager.

Don Hobbs addressed the board regarding the updated wage scales for management.

**Manager's Comments**

Heard from EGLE regarding Hog Creek Bridge and per EGLE, HCRC has to install a like structure, in the process of getting quote from Krenn Bridges.

Elm Rd is still being evaluated by EGLE.

Mosherville Road - Stoneco permit has not been approved yet, requesting Stoneco to revise their detour route.

In the process of putting bid packets together for cold patch, culverts, and grader blades.

NRC will be posting the past citations and will be doing inspections at HCRC quarterly.

Briefly went over the 2024 CRA Legislative Priorities.

Most Townships contracts are done and have been sending contracts out as they are completed.

Briefed board on the upcoming managers retreat at Treetops Resort on May 8<sup>th</sup> thru May 9<sup>th</sup>.

Offered the Project Manager position.

**Signed Roadside Brush & Weed Control Contract**

The board signed the brush & weed control contract with The Daltons Inc. that was approved December 14, 2023, motion #23-164.

**Signed Guardrail Brush & Weed Control Contract**

The board signed the guardrail brush and weed control contract with The Daltons Inc. that was approved December 14, 2023, motion #23-165.

**Old Business**

Gary Leininger touched base about price for the Amish signs and volunteered to set up a meeting with the head bishop the week of March 11.

**APPROVE RESOLUTION 24-001 – ESTABLISH AUTHORIZED SIGNATORIES FOR MERS.**

**#24-023** Mike Parney moved, Kathy Schmitt supported to establish Kathryn Kirkpatrick as the authorized signatories for MERS.  
Roll Call vote: Yeas – Gary Leininger, Mike Parney, Kathy Schmitt, Mark Kline.  
Nays – none.

Motion Carried.

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**APPROVE RESOLUTION 24-002 – MERS HEALTH CARE SAVINGS PROGRAM**

**#24-024** Mark Kline moved, Kathy Schmitt supported to have the office manager Kathryn Kirkpatrick, to sign Resolution 24-002 – MERS Health Care Savings Program.  
Roll Call vote: Yeas – Gary Leininger, Mike Parney, Kathy Schmitt, Mark Kline.  
Nays – none.

Motion Carried.

**APPROVE OFFICE MANAGER TO SIGN MERS HEALTH CARE SAVINGS PROGRAM PARTICIPATION AGREEMENT**

**#24-025** Mike Parney moved, Kathy Schmitt supported for Kathryn Kirkpatrick to sign MERS Health Savings Program Participation Agreement.

Motion Carried

**APPROVE PROPOSED SALARY SCALE FOR SUPERVISORY MANAGEMENT POSITIONS**

**#24-026** Mark Kline moved, Mike Parney supported, to approve the proposed salary scale for management employees in supervisory roles.

Yeas: Robert Godfrey, Gary Leininger, Mike Parney, Mark Kline.  
Nays: Kathy Schmitt.

Motion Carried.

**New Business**

Commissioners have requested a list of projected projects for primary roads and cost for 2024.

**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>
Reading	Limestone - 1,000 Tons	\$ 44,500.00	\$ 26,500.00
	Road Stabilization – 34 Miles - Twice	\$ 38,760.00	\$ 19,380.00
Litchfield	Road Stabilization – 36 Miles - Twice	\$ 41,040.00	\$ 20,520.00
Allen	Road Stabilization- 49 Miles	\$ 27,930.00	\$ 13,965.00

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#23-027 Mark Kline moved, Mike Parney supported, that the township agreements be approved and signed.

Motion Carried.

**LIMITED PUBLIC COMMENT**

At 11:13 A.M., the vice-chair opened the meeting to limited public comment.

Allan Andrews addressed the board regarding the condition of Bankers Road.

Don Hobbs addressed the board regarding the Project Manager's wages.

Bob Eichler addressed the board regarding the cost of brush spraying. Bob also brought up the possible use of electric cars.

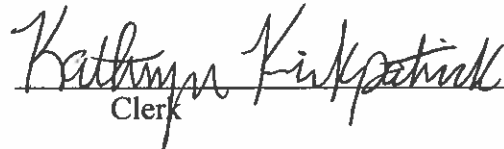
Nick Bentley addressed the board regarding the new union contract coming up.

**Meeting Adjourned – 11:21 A.M.**

#24-028 Mark Kline moved, Mike Parney supported, to adjourn the meeting at 11:21 A.M.

Motion Carried.

  
Vice-Chair

  
Clerk