

HILLSDALE COUNTY ROAD COMMISSION
June 22, 2023
MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, June 22, 2023, at 10:00 a.m. at the road commission office.

Members Present: Bob Godfrey, Mike Parney, Kathy Schmitt, and Mark Kline.

Members Absent: Gary Leininger.

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

Visitors Present: Doug Ingles.
Allan Andrews.
Linda Burcewicz.
Maureen Miller.
Ken McClellan.
Doug Tripp.
Don Hobbs.
Nick Bentley.
Nate Balderman from Rehmann Robson.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

23-088 Mike Parney moved, Mark Kline supported, to approve the agenda for June 22, 2023 with 2 additions to the agenda. Motion Carried.

APPROVAL OF MINUTES

#23-089 Mark Kline moved, Mike Parney supported, to approve the minutes for June 8, 2023 for regular meeting. Motion carried.

Rehmann Robson – 2022 Financial Audit

At 10:05 presented the 2022 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 the internal control that was considered to be material weakness. Balderman also briefly went over the highlights of the report and reviewed some upcoming changes in the accounting standards for the road commissions.

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**CAMDEN ROAD “CRUSH AND SHAPE WITH OVERLAY” MONTGOMERY ROAD
“MILL AND ONE COURSE HMA OVERLAY”**

Camden Road Bids opened at 10:15 for Crush and Shape with HMA Overlay and Montgomery Road bids were opened at 10:30 to Mill and One Coarse HMA Overlay on June 22, 2023. Two bids each for project received. Gerken Materials read as low bidder for both projects.

#23-090 Mike Parney moved, Kathy Schmitt supported, to award both Camden Road “Crush and Shape with HMA Overlay” and Montgomery Road “Mill and One Coarse HMA Overlay” to low bidder, Gerken Materials. Motion Carried. Copy of bid tabulation attached.

LIMITED PUBLIC COMMENT

At 10:40 a.m., the chair opened the meeting to limited public comment.

Allan Andrews addressed the board of the location of a damaged guard rail and asked about the timeline for Blair Road Ditch and debrum project.

Doug Ingles addressed the board regarding the brining in Hillsdale Township.

Doug Tripp questioned the board about the HCRC board meeting agenda.

Ken McClellan addressed the board regarding the improvement of the gravel roads in Reading Township and discussed brine on the road.

Linda Burcewicz addressed the board regarding where the limestone gets placed.

Don Hobbs addressed the board regarding the MERS unfunded retirement.

Nick Bentley addressed the board regarding the Township contracts for Addison Road.

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

#23-091 Kathy Schmitt moved, Mike Parney supported, to confirm the bills in the amount of \$355,225.94 per the Accounts Payable Check Registers dated 6/15/2023 authorized by manager and clerk. Motion Carried.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#23-092 Mark Kline moved, Kathy Schmitt supported, to confirm the regular payroll in the amount of \$100,490.38 per Payroll Check Registers dated 6/22/2023 authorized by manager and clerk. 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	\$5,518,655.36
Receipts	\$ 1,130.63
Disbursements	(\$ 455,716.32)
Ending Cash & Investments Balance	\$5,064,069.67
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 614,194.72)
Ending Available Fund Balance	\$ 4,439,624.95
Note: Outstanding Accounts Payable = \$26,928.11	

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

APPROVE MDOT ENGINEERING REIMBURSEMENT FORM

#23-093 Kathy Schmitt moved, Mark Kline supported, to approve the MDOT engineering reimbursement form. Motion carried.

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>
Moscow	Gravel – 300 tons	\$ 7,650.00	\$ 3,100.00
	Paver/Patch/Seal Coat/Fog Seal	\$325,333.20	\$ 40,578.30
	Shoulder Gravel/Pavement Marking		
	Addison Road		
	(Knowles Rd & E. Township Line)		

#23-094 Kathy Schmitt moved, Mike Parney supported, that the township agreements be approved and signed. Motion carried.

Managers Comment

Brine has been done in Wright Township, Ransom Township, Camden Township, Amboy Township, Woodbridge Township, Reading Township, Cambria Township, Jefferson Township, Pittsford Township, and started Wheatland Township. Limestone/gravel is done in Adams

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Township, Hillsdale Township, Fayette Township, and Allen Township. Finished scraping in Adams Township.

Camden Road crush and shape from Lickley Road and Tuttle Road is being paved and will stay closed till guard rail is installed.

Will be putting Tash contract up for bid.

LIMITED PUBLIC COMMENT

At 11:15 a.m., the chair opened the meeting to limited public comment.

Allen Andrew addressed the board regarding how the new signs that are being put up look great.

Doug Tripp asked the board if they knew the time line for Montgomery Road project.

Don Hobbs addressed the board regarding what MDOT is doing on M-99.

Nick Bentley addressed the board regarding purchasing equipment.

Meeting Adjourned – 12:00 P.M.

As there was no further business, the chair declared the meeting adjourned at 11:35 A.M.


Chair


Clerk