

HILLSDALE COUNTY ROAD COMMISSION

May 7, 2020

MINUTES

Meeting was called to order by chair Bob Godfrey on Thursday, May 7, 2020, at 10:00 a.m. at the maintenance garage/truck storage building.

Members present: Bob Godfrey & Bill Watkins.

Member absent: Mike Parney.

Staff present: John Sanders, Manager & Marilyn Kilpatrick, Clerk.

Visitors present: Julie Games, Hillsdale County Commissioner.

Agenda Approved

Having reviewed the agenda for this date, there were no additions or deletions. The chair declared the agenda to stand approved as presented.

Limited Public Comment

At 10:05 a.m., the chair opened the meeting to limited public comment. Commissioner Games addressed the board regarding a Covid-19 Preparedness and Response Plan for the road commission. The manager advised Commissioner Games that we have received a plan from our insurance company and it has been implemented.

Minutes Approved

Having reviewed the minutes of the April 23, 2020 regular meeting, there were no additions, deletions or corrections to be noted. The chair declared the minutes to stand approved as presented.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#20-028 Bill Watkins moved, Bob Godfrey seconded, to confirm the payment of the regular payroll in the amount of \$89,036.48 per Payroll Check Register dated 4/30/20 as authorized by the manager and the clerk. Motion carried.

APPROVAL OF ACCOUNTS PAYABLE

#20-029 Bills in the amount of \$100,870.93 and the electronic funds transfer in the amount of \$73,534.93 for a total amount of \$174,405.86 per Accounts Payable Check Register dated 5/7/20 were presented for board approval. Bill Watkins moved, Bob Godfrey seconded, that these bills be allowed and orders drawn for the same. Motion carried.

HILLSDALE COUNTY ROAD COMMISSION
 May 7, 2020
 MINUTES

Treasurer's Report Presented

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

Beginning Balance-Cash & Investments	\$3,005,760.55
Receipts	\$ 661,258.65
Disbursements:	(\$ 263,442.34)
Ending Cash & Investments Balance	\$3,403,576.86
Less: Bonds in Escrow	(\$ 14,250.00)
Ending Available Fund Balance	\$ 3,389,326.86

Note: Outstanding Accounts Payable=\$ 3,898.46

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

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>
Cambria	Road Stabilization one time only	\$ 8,100.00	\$ 3,240.00
Cambria	Gravel Patch – Limestone	\$ 41,250.00	\$ 23,125.00
Cambria	Cambria Road – Chip/Fog Seal	\$ 99,600.00	\$ 69,720.00
Cambria	Bear Lake Road – Chip/Fog Seal	\$ 24,000.00	\$ 16,800.00
Cambria	Card Road – Chip/Fog Seal	\$ 33,120.00	\$ 23,184.00

#20-030 Bill Watkins moved, Bob Godfrey seconded, that the township agreements be approved and signed. Carried.

AUTHORIZATION FOR ADDITIONAL FUNDS TRANSFER FROM PRIMARY ROAD FUND TO LOCAL ROAD FUND TO BALANCE FUNDS

#20-031 Bill Watkins moved, to authorize the clerk to transfer additional funds from the primary road fund, to the local road fund, to eliminate the local road fund deficit \$460,239.79 for a total of \$781,341.57. Bob Godfrey seconded. Carried.

HILLSDALE COUNTY ROAD COMMISSION

May 7, 2020

MINUTES

AUTHORIZATION TO START PROCESS TO BUILD NEW SALT BARN

The manager advised the board that he had a video conference with MDOT regarding the requirements to build a new salt barn. They will need our 5 year plan of salt usage. That will determine how much they will pay. At the end of 5 years they will reevaluate the salt usage and that will determine the final reimbursement.

#20-032 Bill Watkins moved, Bob Godfrey seconded, to start the process to build a new salt barn. Carried.

Limited Public Comment

Commissioner Games commended HCRC on their Covid-19 Preparedness and Response Plan.

Correspondence from Angela Lawler/Secretary Regarding Retirement

The manager received correspondence from Angela Lawler addressed to the commissioners, manager and office manager. She has advised them that she will retire on January 29, 2021. Discussion followed on the time frame for her replacement.

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