

HILLSDALE COUNTY ROAD COMMISSION

July 10, 2014

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, July 10, 2014, at 10:00 a.m. at the road commission office.

Members present: Bob Godfrey, Mike Parney & Bill Watkins.

Staff present: Stanley Clingerman, Engr.-Mgr., & Janet Aemisegger, Clerk.

Visitor present: Andy Barrand, Hillsdale Daily News.

Agenda Approved

Having reviewed the agenda for this date, two additions were requested. The chair declared the agenda to stand approved with two additions.

Minutes Presented

Having reviewed the minutes of the June 26, 2014, 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

#14-103 Mike Parney moved, Bill Watkins seconded, to confirm the payment of the payroll in the amount of \$72,658.25 per Payroll Check Register dated 7/02/2014 as authorized by the engineer-manager and the clerk. Motion carried.

ACCOUNTS PAYABLE APPROVED

#14-104 Bill Watkins moved, Mike Parney seconded, to confirm the payment of bills in the amount of \$67,072.81 and the electronic funds transfer in the amount of \$23,924.52 total amount of \$90,997.33 per Accounts Payable Check Register dated 7/10/2014. Motion carried.

Treasurer's Report Presented

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

Beginning Balance-Cash & Investments		\$1,074,828.70
Receipts:		
07/10/2014 R. 42576-R. 42590	\$ 53,684.80	
07/03/2014 MTF/BMF's	\$355,827.56	
Total Receipts		\$ 409,512.36

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Disbursements:

06/30/2014 Payroll & Mat SS	\$ 77,128.19		
Less: MERS EFT Deductions	\$ (4,206.12)		
Less: Hlth Insur Prem Deduc	\$ (263.82)	\$	72,658.25
07/10/2014 Accounts Payable		\$	67,072.81

Total Disbursements:		(\$	139,731.06)
Ending Cash & Investments Balance		\$	1,344,610.00
Less: Bonds in Escrow		(\$	18,750.00)
Ending Available Fund Balance		\$	1,325,860.00

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

Update Re: Long Lake Road Guardrail – James Brown Residence

The engineer-manager reported that the curved design he proposed for the Long Lake Road guardrail at site #5 (James Brown residence) did not meet MDOT standards, and following their embankment table, resulted in a longer guardrail farther back in the property owner's yard. Mr. Clingerman advised the Browns that he is unable to come up with an acceptable re-design following the standards so the guardrail will have to remain as is.

Update Re: Legislature's Selection of Territorial Road Hot Mix Asphalt Overlay for Priority Improvement Program (PRIP) Funding in FY2014

A week or so ago, an MDOT representative, on behalf of the legislators, called Mr. Clingerman to see how far along he is with the design plans for the Territorial Road hot mix asphalt overlay project. Mr. Clingerman asked what happened to the Litchfield Road bridge project that was supposed to be considered instead. MDOT said the project is still on the list, but the legislators want to stick with the projects originally submitted for the Priority Improvement Program. Mr. Clingerman told him both projects are 70% designed. The MDOT representative responded that the legislators have asked for projects that could be completed before the election.

Mr. Clingerman noted that since it's not practical for the road construction contractors to perform all of this new work yet this year, the projects will probably be completed in 2015. In talking with Ken Kurtz and Bruce Caswell, Mr. Clingerman learned they had no input in the decision. Bill Watkins asked if the proposed overlay would upgrade the road to all season status? The engineer-manager said soil borings will be performed to determine if it will be eligible.

Mr. Clingerman said in the past, for funds like these, once the paperwork is completed and all parameters are covered, MDOT has EFT'd the funds to us and we have paid the contractor direct. He contacted the proper people to advise them that once the funds are available, we're

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ready to proceed with either project. He's relatively sure critical bridge funds will be available for the Litchfield Road bridge based on what he's been told.

2014 Cash Budget Reviewed

The engineer-manager reviewed the 2014 cash budget as of June 30, 2014. A summary of the revenues and expenses follows:

	<u>Actual</u>	<u>Budget</u>	
Revenues	\$3,233,033	\$6,713,400	48%
Expenses	\$3,040,509	\$6,584,000	46%
Revenues over (under) expenses	\$ 193,124	\$ 129,100	

Mr. Clingerman noted that revenues are still over expenses, but they wouldn't be if we hadn't received the special legislative appropriation.

2014 MTF Receipts Reviewed

The board reviewed the following summary of 2014 MTF receipts:

	<u>2014</u>	<u>2013</u>	<u>Difference</u>
March thru July (5 months)	\$1,929,436	\$1,912,230	+\$17,206 (+0.9%)

MERS ANNUAL MEETING OFFICER DELEGATE APPOINTED

#14-105 Mike Parney moved, Bill Watkins seconded, to appoint Office Manager Janet Aemisegger to serve as the officer delegate for the MERS annual meeting in September to be held at the Detroit Marriott Renaissance Center. Carried.

RESOLUTION ADOPTED AUTHORIZING CHANGE IN CHECKING ACCOUNT SIGNATORIES

#14-106 Bill Watkins moved, Mike Parney seconded, to adopt a resolution for "Approval of Change in HCRC Checking Account Signatories". Carried. Copy of resolution on file.

Association Staffing Shortages Due to Retirements & Bid Job Transfers

Discussion was held regarding Association staffing shortages due to retirements and bid job transfers.

Camden
1 truck driver

Jerome
2 truck drivers
1 grader operator

Mr. Clingerman said the budget still includes funding for 40 employees, plus 3 winter temporary employees. He said we may have to consider hiring a couple employees to get a grader operator and possibly a truck driver in Jerome.

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Road Construction/Maintenance Update

Gravel patching: All done, except patch Camden limestone before second brining.
Brining: Only 2 townships left: Litchfield & Ransom.
Paver patching: About 2,000 tons of 5,000 tons done.
Sealcoating: Start around August 11?? Awful late. 45 miles to do.
Pipe arch culverts: Installed Tuttle Road this week—2 left on Minor & Balcom.
E. Bacon Road: Pouring concrete curbs today – Start asphalt paving next week.
W. Bacon Road: Start drainage & curb work July 16?
Storm tree clean-up: Mostly north of US-12 on July 1 & 2. Guys did a good job. All roads open second day.

AUTHORIZATION FOR GRADER BLADE CONTRACT EXTENSION – ST. REGIS CULVERT

#14-107 Mike Parney moved, Bill Watkins seconded, to authorize the engineer-manager to extend the grader blade contract with St. Regis Culvert at their 2011 bid price of \$14.10 per lineal foot for a 3rd time. Yeas, Godfrey, Parney. Nays, Watkins.
Motion carried.

Request for Comparison of Amount of Road Work Performed Previous Vs. Now

Bill Watkins asked the engineer-manager to prepare a summary of the amount of road projects performed previously versus what's being performed now, including the cost of the work then and now. He said it would be useful information to have.

AMBOY TOWNSHIP AGREEMENTS APPROVED

#14-108 Bob Godfrey moved, Mike Parney seconded, to approve and sign the following township agreements just received:

Project

East Lake Diane public roads berm by HCRC and gravel by Burns
Durbin Road berm by HCRC and gravel by Burns

Carried.

Mr. Clingerman reported that Amboy Township has cancelled the Cellars Road berm and gravel project previously approved in favor of these projects.

Meeting Adjourned – 11:05 a.m.

As there was no further business, the chair declared the meeting adjourned at 11:05 a.m.


Chairman

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Clerk