

HILLSDALE COUNTY ROAD COMMISSION

December 4, 2014

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, December 4, 2014, at 10:00 a.m. at the road commission office.

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

Staff present: Stanley Clingerman, Engineer-Manager & Janet Aemisegger, Clerk.

Visitor present: Andy Barrand, Hillsdale Daily News.

Agenda Approved

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

Minutes Approved

Having reviewed the minutes of the November 13, 2014, regular meeting and the November 20, 2014, special 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

#14-166 Mike Parney moved, Bill Watkins seconded, to confirm the payment of the payroll in the amount of \$67,956.30 per Payroll Check Register dated 12/04/2014 as authorized by the engineer-manager and the clerk. Motion carried.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED BY THE STAFF

#14-167 Mike Parney moved, Bill Watkins seconded, to confirm the payment of bills in the amount of \$77,172.15 per Accounts Payable Check Register dated 11/26/2014 as authorized by the office manager and the accounts payable clerk. Motion carried.

ACCOUNTS PAYABLE APPROVED

#14-168 Bill Watkins moved, Mike Parney seconded, to confirm the payment of bills in the amount of \$46,530.23 per Accounts Payable Check Register dated 12/04/2014. 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		\$2,818,371.61
Receipts:		
11/20/2014 R. 42753-R. 42759	\$ 16,625.75	
11/26/2014 R. 42760-R. 42768	\$ 2,473.41	
12/04/2014 R. 42769-R. 42786	\$ 4,972.50	
12/03/2014 MTF/BMF's	\$315,455.98	
12/03/2014 Snow Funds	\$ 2,258.78	
Total Receipts		\$ 341,786.42
Disbursements:		
11/18/2014 Payroll & Mat SS	\$ 71,662.98	
Less: MERS EFT Deductions	\$ (4,256.27)	
Less: Hlth Insur Prem Deduc	\$ (311.62)	
	\$ 67,095.09	
11/26/2014 Accounts Payable	\$ 77,172.15	
12/02/2014 Payroll & Mat SS	\$ 72,671.54	
Less: MERS EFT Deductions	\$ (4,451.42)	
Less: Hlth Insur Prem Deduc	\$ (263.82)	
	\$ 67,956.30	
12/04/2014 Accounts Payable	\$ 46,530.23	
Total Disbursements:		(\$ 258,753.77)
Ending Cash & Investments Balance		\$2,901,404.26
Less: Bonds in Escrow		(\$ 18,750.00)
Less: Reserve Funds-Territorial Rd. Resurf Proj-PRIP Funds		(\$1,550,000.00)
Ending Available Fund Balance		\$ 1,332,654.26
Note: Outstanding Accounts Payable=\$51,160.17		

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

Washtenaw County Ordinance-Millage for Road & Bridge Repairs Per PA283 of 1909

The engineer-manager reported that a Washtenaw County ordinance to levy ½ mill for road and bridge repairs under PA283 of 1909 will raise \$7.25 million for 2015 projects. Upon consulting County Treasurer Gary Leininger as to what a ½ mill would raise in Hillsdale County, he

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estimated about \$600,000. It was the general consensus that we'd have to try for 1 mill to make it worthwhile.

Mr. Clingerman said he has talked to both Ken Kurtz and Scott Merillatt (Lenawee CRC) this week about the proposed gas tax increase. Mr. Merillatt is concerned about the wholesale tax proposal. It was based on \$3.70/gallon gas and now gas is \$2.70/gallon so the wholesale tax could render us less than the current gas tax of \$0.19/gallon. Mr. Merillatt also has a problem with the proposal as you won't know how to tell people what they're paying. The gas tax is more clear and easy to understand. Mr. Clingerman mentioned these concerns to Mr. Kurtz and he told him the law should have a floor for a minimum gas tax amount.

**TERRITORIAL ROAD HOT MIX OVERLAY CONTRACT APPROVED –
API CONSTRUCTION CORPORATION**

#14-169 Bill Watkins moved, Mike Parney seconded, to approve and sign a contract with API Construction Corporation for the Territorial Road hot mix asphalt overlay project at their low bid price of \$1,252,272.97. Carried.

2015 ROAD BOARD MEETING SCHEDULE APPROVED

#14-170 Mike Parney moved, Bill Watkins seconded, to approve the 2015 regular board meeting schedule as presented: every other Thursday at 10:00 a.m., unless noted otherwise. Carried. Copy attached.

SALT SPREADER BID AWARDED – AUTOMOTIVE SERVICE COMPANY

At 10:30 a.m., bids were opened and read aloud for 3 tailgate salt spreaders. Only one bid was received.

#14-171 Mike Parney moved, Bill Watkins seconded, to award the bid to the Automotive Service Company, the only bidder, for a total bid price of \$8,475.00. Carried. Copy of bid tabulation attached.

**AUTHORIZATION FOR SPECIAL SAFETY AWARD – ZERO LOST WORK DAYS
FROM WORKERS' COMPENSATION INJURY/ILLNESS FOR TWO FULL YEARS**

HCRC Traffic Safety Director John Sanders recently announced that the county road commission employees have completed **two full years** with **NO** lost work days as a result of occupational injuries or illnesses as of 11/20/2014. He recommends awarding each full-time employee with a \$25 pre-paid credit card in accordance with the HCRC Safety Program. The board concurred, but will once again authorize \$25.00 safety award checks, instead of purchasing the pre-paid credit cards and having to pay the additional activation fees. The last time such an award was given, separate checks were issued through accounts payable so to be consistent, the awards will be handled the same way and distributed at the employee Christmas luncheon.

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- #14-172 In accordance with the HCRC Safety Program, Bill Watkins moved, Mike Parney seconded, to authorize safety award checks in the amount of \$25.00 each for every current full-time employee, excluding any probationary employees, to be distributed December 18th at the employee Christmas luncheon as the employees have completed a two full years with **NO** lost work days from occupational injuries or illnesses as of 11/20/14. Carried.

AUTHORIZATION FOR PURCHASE OF HOLIDAY HAMS FOR LOWEST PRICE QUOTE FOR ELIGIBLE EMPLOYEES & RETIREES ATTENDING EMPLOYEE CHRISTMAS DINNER ON DECEMBER 18, 2014

- #14-173 Mike Parney moved, Bill Watkins seconded, to authorize the purchase of holiday hams for the lowest price quoted for all employees and for the retirees who attend the employee Christmas dinner on December 18, 2014. Carried.

RESOLUTION ADOPTED APPROVING MDOT CONTRACT FOR HOT MIX ASPHALT RESURFACING-LAKE WILSON ROAD

- #14-174 Mike Parney moved, Bill Watkins seconded, to adopt a resolution to approve a contract with MDOT for hot mix asphalt resurfacing of Lake Wilson Road from Mechanic Road to M-99 (2.03 miles) and to authorize the chairman and the clerk to sign the same. Carried. Copy attached.

Proposed 2015-2017 Rural Transportation Improvement Program Reviewed

The engineer-manager presented for the board's review a proposed 2015-2017 Rural Transportation Improvement Program prior to scheduling a local public comment meeting. There won't be much change in the plan for 2015. Transit will get their \$10,000. One change will be due to the new rule that we can only carry-over 5% of the funds. For whatever reason, Rick Jenkins did not get the Hillsdale Street design plans done last summer for the Village of North Adams so he didn't get the funds obligated so the \$125,000 in funds disappeared. Mr. Clingerman said he has included the project in the STIP this year to give Mr. Jenkins one last chance to get the plans done. In order to do so, we'll have to reduce our S. Hillsdale Road asphalt overlay from 1.5" to an ultra-thin 1.0" overlay. We'll still do the force account sealcoats and the S. Hillsdale Road project. We'll have to add another \$60,000 for the urban part of the S. Hillsdale Road project, because that part will be done with our own funding. The Montgomery Road guardrail safety project will be done also.

Mr. Clingerman is proposing a big change for the next two years. Our bridge inspections were just completed and two bridges on Territorial Road are of great concern to the bridge inspector. They are very deteriorated and they are in the all season section of Territorial Road. This is a very important road, especially if we make the other end of the road all season. The engineer-manager proposes to fund the Territorial Road bridge, west of the Carpenter Road bridge, in 2016 and to fund the Territorial Road bridge, east of the Carpenter Road bridge, in 2017. He'd like to replace both bridges at the same time with one detour and he'd like to package the projects together and bid both of them to be replaced in 2017. He said we'll have to delay our

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road work in order to do the bridges and start the design and environmental process next year. Mr. Clingerman said he has a call into the planners to discuss doing both bridges at once as we can't carry over funds. He's still waiting for their response. We could offer our 2016 funds to Lenawee and then they could pay us back the next year. The board concurred with the proposed plan.

LETTER OF UNDERSTANDING AUTHORIZING CLOSING ALL OPERATIONS ON FRIDAYS AFTER CHRISTMAS AND NEW YEARS

#14-175 Bill Watkins moved, Mike Parney seconded, to adopt a letter of understanding authorizing the employees to be off work on 12/26/14, the Friday after Christmas, and on 01/02/2015, the Friday after New Years, with the road crews subject to call-in on said dates as needed. The entire road commission will be closed on said dates. Employees may use vacation, personal leave, comp time or no pay to cover their time-off for the aforementioned days. A no pay day will not jeopardize their holiday pay. Carried. Copy attached.

The engineer-manager will offer the letter of understanding to the Association for their approval.

MEETING RECESSED FOR 2015 BUDGET HEARING – 11:00 A.M.

#14-176 At 11:00 a.m., Mike Parney moved, Bill Watkins seconded, to recess the meeting to hold a public hearing to hear public comments prior to the adoption of the 2015 Act 51 budget. Carried.

Meeting Reconvened – 11:10 a.m.

The chairman reconvened the regular session at 11:10 a.m.

2015 ACT 51 BUDGET APPROVED

Some highlights of the 2015 Act 51 budget are as follows:

Beginning fund balance=		\$1,556,765
Revenues	=	\$10,756,000
Expenses	=	\$11,248,000
Surplus (or deficit)	=	\$ (492,000)
Ending fund balance	=	\$1,064,765

Note: This roughly \$11 million budget is about \$4 million higher than our normal \$7 million budget due to increased federal aid and special legislative funding.

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Some revenue highlights include:

Federal sources:		\$1,481,500
State sources: MTF	=	\$4,438,000
PRIP	=	\$1,550,000 for Territorial overlay
Townships:		\$1,040,000
State Maintenance:		\$750,000

Some expense highlights include:

16 miles of primary road overlay (Moscow, Broom, Lake Wilson, Territorial)	=	\$2,444,000
Litchfield Road bridge replacement	=	\$700,000
65 miles of chip seal and 7400 tons of paver patch	=	\$2,042,000
Other primary/local road maintenance (snow, signs, patching, drainage, gravel)	=	\$3,627,000
Sand Lake bridge superstructure replacement	=	\$70,000
4 large culvert replacements on local roads (Mauck, Burt, Union, Grover)	=	\$145,000
Equipment purchases include:		
4 tandem axle scraper trucks	=	\$840,000
2 pickups for engineering	=	\$50,000
1 tractor/twin mower	=	\$80,000
4 dump boxes	=	\$20,000
1 GPS system	=	\$60,000
1 phone system	=	\$15,000

#14-177 Hearing no objections at the public hearing held this date, Mike Parney moved, Bill Watkins seconded, to adopt the proposed 2015 Act 51 Budget as presented. Copy attached.

CLOSED SESSION RE: LABOR CONTRACT NEGOTIATIONS

#14-178 At 11:30 a.m., Mike Parney moved, Bill Watkins seconded, to go into closed session to discuss labor negotiation strategies. Roll call vote: Yeas, Godfrey, Parney, Watkins. Nays, none. Carried.

Meeting Reconvened – 11:55 a.m.

The chairman reconvened the regular session at 11:55 a.m.

Meeting Recessed – 12:00 p.m.

At 12:00 p.m., the chairman recessed the meeting for lunch.

Meeting Reconvened – 1:00 p.m.

The chairman reconvened the meeting at 1:00 p.m. to conduct labor contract negotiations with the Association.

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CLOSED SESSION RE: LABOR CONTRACT NEGOTIATIONS

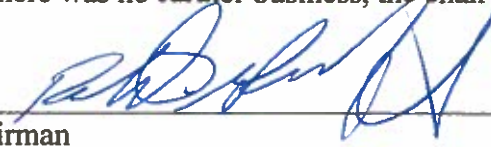
#14-179 At 1:00 p.m., Bill Watkins moved, Mike Parney seconded, to go into closed session to conduct labor negotiations with the Association committee. Roll call vote: Yeas, Godfrey, Parney, Watkins. Nays, none. Carried.

Meeting Reconvened – 2:30 p.m.

The chairman reconvened the regular session at 2:30 p.m.

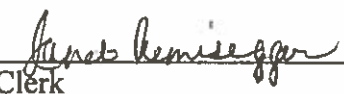
Meeting Adjourned – 2:33 p.m.

As there was no further business, the chair declared the meeting adjourned at 2:33 p.m.



Chairman

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Clerk