

HILLSDALE COUNTY ROAD COMMISSION
June 25, 2015
MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, June 25, 2015, at 10:00 a.m. at the road commission office.

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

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, one addition was requested. The chair declared the agenda to stand approved as revised.

Minutes Approved

Having reviewed the minutes of the June 11, 2015 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

#15-085 Bob Godfrey moved, Bill Watkins seconded, to confirm the payment of the payroll in the amount of \$80,632.03 per Payroll Check Register dated 6/18/2015 as authorized by the engineer-manager and the clerk. Motion carried.

ACCOUNTS PAYABLE APPROVED

#15-086 Bills in the amount of \$651,385.53 per Accounts Payable Check Register dated 6/25/2015 were presented for board approval. Bill Watkins moved, Bob Godfrey seconded, that these bills be allowed and orders drawn for the same. Motion carried.

Treasurer's Report Presented

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

Beginning Balance-Cash & Investments \$2,481,296.10

Receipts:

06/16/2015 R. 43100-R. 43112	\$101,988.96
06/25/2015 R. 43113-R. 43118	\$ 382.80

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Treasurer's Report Continued

06/25/2015 STP force account-PP/Seal EFT pymts	\$ 67,677.94	
Total Receipts		\$ 170,049.70
Disbursements:		
06/16/2015 Payroll & Mat SS	\$86,118.72	
Less: MERS EFT Deductions	\$(4,644.98)	
Less: Hlth Insur Prem Deductions	\$(439.64)	
Less: Den/Vis Prem Deductions	\$(402.07)	
	\$ 80,632.03	
06/16/2015 MERS EFT Payment	\$ 27,756.99	
06/16/2015 Sales Tax EFT Payment	\$ 4.02	
06/25/2015 Accounts Payable	\$ 651,385.53	
Total Disbursements:		(\$ 759,778.57)
Ending Cash & Investments Balance		\$1,891,567.23
Less: Bonds in Escrow		(\$ 18,750.00)
Less: Reserve Funds-Territorial Rd. Resurf Proj-PRIP Funds		(\$1,043,653.09)
Ending Available Fund Balance		\$ 829,164.14
Note: Outstanding Accounts Payable=69,415.22		

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

Update Re: Truck Driver Job Offers

Job offers were made on June 12th to 4 of 9 people interviewed for full-time truck driver positions. They had physicals last week and we are awaiting results, plus background investigations. Tentative start date = July 6th.

NEW "FREEDOM OF INFORMATION ACT" POLICY ADOPTED

#15-087 As required by PA 563 of 2014 and as recommended by the engineer-manager, Bill Watkins moved, Bob Godfrey seconded, to adopt new Freedom of Information procedures and guidelines. Carried. Copy on file and a summary copy will be added to the HCRC website.

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Update Re: New Truck Deliveries

New truck deliveries are expected as follows:

- Dodge trucks – Two pick-ups & two cab & chassis trucks delivered June 15th.
- Peterbilt trucks – Four tandem trucks scheduled for delivery on June 25th (today).

Construction-Maintenance Update

- Moscow Road paving & curb project was completed June 2.
- Broom Road was paved last week – need gravel shoulders.
- Territorial Road –east 7 miles are paved and shouldered.
- Paver patching – north half of county is done. In Ransom Township now. 3,525 of 7,280 tons complete.
- Brining – 11 of 18 townships done – rains are slowing progress.

SOMERSET TOWNSHIP AGREEMENTS APPROVED

The following townships agreements were presented for board approval and signing:

<u>Road</u>	<u>Work Type</u>	<u>Est. Cost</u>
Somerset Road	Paver patch/shoulder gravel 2015	\$ 28,000
Somerset Road	Sealcoat/Fog seal 2016	\$ 39,900

#15-088 Bob Godfrey moved, Bill Watkins seconded, that the township agreements be approved and signed. Carried.

WRIGHT TOWNSHIP AGREEMENT APPROVED

The following township agreement was presented for board approval:

<u>Road</u>	<u>Work Type</u>	<u>Est. Cost</u>
Lickley Road (south of Tamarack)	Furnish pipe arch culvert for drain commission to install	\$7,500.00 (100% township share)

#15-089 Bob Godfrey moved, Bill Watkins seconded, to approve the township agreement and sign the same. Carried.

CAMDEN TOWNSHIP – POATS ROAD PAVER PATCH AGREEMENT DENIED

#15-090 Bill Watkins moved, Bob Godfrey seconded, to approve an agreement with Camden Township providing for the paver patching of Poats Road at an estimated cost of \$55,000. Yeas, none. Nays, Parney, Watkins & Godfrey. Since the township changed the cost sharing from 70/30% to 50/50% on the agreement, the board rejected the agreement.

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CRASIF Workers' Comp Loss Run (July 2014-May, 2015)

5 injuries and \$2,257 paid to date

Note: +1 new injury in June – Back sprain.

**RESOLUTION ADOPTED FOR REVISION OF
"ADOPTION AGREEMENT FOR WELFARE BENEFIT PLAN"**

#15-091 Bob Godfrey moved, Bill Watkins seconded, to adopt a resolution approving the revision of the "Adoption Agreement for the Welfare Benefit Plan" to incorporate the new insurance provider for short term disability and life insurance. Carried. Copy of resolution attached.

Sign Refurbishing

For the engineer-manager's information, Bill Watkins advised that he has learned that Michigan State Industries can refurbish road signs and refresh their reflectivity.

LICKLEY ROAD PIPE ARCH CULVERT BID AWARDED – ST. REGIS CULVERT

At 11:00 a.m., quotations were received and opened for furnishing and delivering one pipe arch culvert for Lickley Road (budget (\$7,500). Three quotes were received as follows:

Contech	\$6,998.50	- 0.5% discount
Jensen Bridge	\$6,031.20	- 1.0% discount
St. Regis Culvert	\$4,878.00	- 1.0% discount

#15-092 Bob Godfrey moved, Bill Watkins seconded, to award the Lickley Road pipe arch culvert order to the low bidder, St. Regis Culvert, for \$4,878.00, if the correct gage was quoted. Carried.

Meeting Adjourned – 11:17 a.m.

As there was no further business, the chair declared the meeting adjourned at 11:17 a.m.

W Watkins
Vic Chairman

Janet Lemisegger
Clerk

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