

HILLSDALE COUNTY ROAD COMMISSION

August 6, 2015

MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, August 6, 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 Welden, County Commissioner.

Agenda Approved

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

Minutes Approved

Having reviewed the minutes of the July 23, 2015, regular meeting and of the July 30, 2015, 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

#15-099 Bob Godfrey moved, Mike Parney seconded, to confirm the payment of the payroll in the amount of \$84,621.01 per Payroll Check Register dated 7/30/2015 as authorized by the engineer-manager and the clerk. Motion carried.

ACCOUNTS PAYABLE APPROVED

#15-100 Bills in the amount of \$312,585.89 and electronic funds transfer in the amount of \$44,649.71 for a total amount of \$357,235.60 per Accounts Payable Check Register dated 8/06/2015 were presented for board approval. Bob Godfrey moved, Bill Watkins 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	\$1,417,286.60
Receipts:	
07/30/2015 R. 43157-R. 43160	\$ 16,016.20
08/06/2015 R. 43161-R. 43166	\$ 866.29

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Treasurer's Report Continued

07/15/2015 State Maintenance	\$ 56,272.82
08/05/2015 MTF/BMF's + Engr. Reimb.	\$407,580.42
08/05/2015 PA 252 4 th Qtr. Legislative appropriation	\$100,453.75
Total Receipts	\$ 581,189.48
Disbursements:	
07/28/2015 Payroll & Mat SS	\$90,292.26
Less: MERS EFT Deductions	\$(5,014.10)
Less: Hlth Insur Prem Deductions	\$(362.50)
Less: Den/Vis Prem Deductions	<u>\$(294.65)</u>
	\$ 84,621.01
08/06/2015 Accounts Payable-Reg. bills	\$163,180.21
-API bill #5-	
Territorial Rd.	<u>\$149,405.68</u>
	\$312,585.89
Total Disbursements:	(\$ 397,206.90)
Ending Cash & Investments Balance	\$1,601,269.18
Less: Bonds in Escrow	(\$ 18,750.00)
Less: Reserve Funds-Territorial Rd. Resurf Proj-PRIP Funds	(\$ 66,797.89)
Ending Available Fund Balance	\$ 1,515,721.29

Note: Outstanding Accounts Payable=261,938.65

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

MANAGER POSITION OFFERED TO JOHN SANDERS EFFECTIVE 1/01/2016

15-101 Having interviewed the current HCRC Construction/Traffic Safety Director, John Sanders, last Friday for the vacancy that will be created by the retirement of the engineer-manager mid-January next year, Bob Godfrey moved, Bill Watkins seconded, to offer him the position of HCRC Manager effective January 1, 2016, at a salary of \$62,500.00. Carried.

The clerk will prepare a written offer for the chair to sign and present to Mr. Sanders. The board proceeded to select applicants to be interviewed next Friday afternoon for the upcoming office manager vacancy.

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RESOLUTION ADOPTED FOR SEASONAL CHURCH ROAD ABANDONMENT

- #15-102** As the surveyor is completing the location of the section markers today on the seasonal part of Church Road from Rumsey Road to Pittsford Road in Adams Township that has been proposed for abandonment, Bob Godfrey moved to adopt a resolution to absolutely abandon and discontinue said section of road effective August 10, 2015. Carried. Copy of resolution attached.

BALLOTS FOR ASSOCIATION OF SOUTHERN MICHIGAN ROAD COMMISSIONS' DIRECTOR & BALLOT QUESTION CAST

- #15-103** Bob Godfrey moved, Bill Watkins seconded, to cast ballots for Robert Kaarlie, Allegan, for election to the ASMRC Board of Directors and for the adoption of new bylaws for the ASMRC. Carried.

Summary and proposed bylaw changes:

- Change road commission to county road agencies
- Reduce board from 13 to 9 members (8 by ballot and 1 as past president)
- CRA Board liaison – shall be a southern board member and selected annually for one year term by the board, not the membership

Construction-Maintenance Update

The engineer-manager updated the board on the status of the HCRC's construction and maintenance as follows:

- Litchfield Bridge – poured concrete for west abutment this week.
- Lake Wilson resurface – Rieth-Riley shouldered this week and needs paint to finish.
- Hillsdale Street (North Adams) – Needs paint to finish.
- Montgomery guardrail – Dale Dukes & Sons installed last week.
- S. Hillsdale ultrathin – will be paved in late August by Gerken.
- Sealcoat – about 30 of 55 miles completed.
- Brining – Second applications in Fayette, Amboy, Scipio & Wright. 4 more townships to do.
- Sand Lake Bridge – Removed superstructure this week. Albright Contractors are repairing the abutments to receive the new timber superstructure next week.

September 17TH Board Meeting Re-Scheduled to September 14TH

Due to a meeting conflict, the chairman declared that the September 17, 2015, board meeting will be re-scheduled to Monday, September 14, 2015, at 2:00 p.m., following the park meeting

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that is scheduled to be held at 1:00 p.m. that date. Public notice of the change will be posted by the clerk.

**TERRITORIAL ROAD PRIORITY ROADS INVESTMENT PROGRAM (PRIP)
PROJECT COST REPORTING & CERTIFICATION FORM APPROVED & CHAIR
AUTHORIZED TO SIGN**

The engineer-manager presented for the board's approval the Priority Roads Investment Program (PRIP) Project Cost Reporting & Certification Form for the asphalt resurfacing of Territorial Road from M-99 to US-127 for a distance of 10.12 miles for a total cost of \$1,573,179.43, including the design/construction engineering and cross-culvert replacements. The project was completed on July 28, 2015. The total grant amount was \$1,550,000.00 so project costs only slightly exceeded the grant proceeds and no funds will have to be returned to MDOT.

#15-104 Bill Watkins moved, Bob Godfrey seconded, to approve the PRIP project cost reporting and certification form and to authorize the chairman to sign the same. Carried. Copy attached.

**RESOLUTION ADOPTED FOR MOSHERVILLE @ ROUNTREE
SAFETY GRANT APPLICATION**

#15-105 Bill Watkins moved, Bob Godfrey seconded, to adopt a resolution supporting an application to the Michigan Department of Transportation for 2017 federal safety funds for intersection reconstruction on Mosherville Road at Rountree Road in Moscow Township. Carried. Copy attached.

Meeting Adjourned – 11:20 a.m.

As there was no further business, the chair declared the meeting adjourned at 11:20 a.m.


Chairman


Clerk

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