

HILLSDALE COUNTY ROAD COMMISSION
October 1, 2015
MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, October 1, 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, John Sanders, Traffic Safety Director, & Janet Aemisegger, Clerk & Marilyn Kilpatrick (New hire-Office Manager).

Visitor present: Andy Barrand, Hillsdale Daily News.

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.

Minutes Approved

Having reviewed the minutes of the September 14, 2015, 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

#15-123 Bill Watkins moved, Bob Godfrey seconded, to confirm the payment of the payroll in the amount of \$81,913.89 per Payroll Check Register dated 9/24/2015 as authorized by the engineer-manager and the clerk. Motion carried.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#15-124 Bob Godfrey moved, Bill Watkins seconded, to approve the payment of bills in the amount of \$204,134.17 per Accounts Payable Check Register dated 10/01/2015 respectively as authorized by the engineer-manager and the clerk. Motion carried.

Treasurer's Report Presented

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

Beginning Balance-Cash & Investments \$ 950,675.18

Receipts:

09/22/2015 R. 43214-R. 43222 \$ 17,972.03

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10/01/2015 R. 43225-R. 43234		\$ 18,113.67
Other Revenue:		
09/15/2015 Chemical Bank Interest (Aug)	\$	14.93
09/18/2015 State Maint (Aug)	\$	57,121.12
08/27/2015 STP force account EFT payment	\$	125,636.24
10/01/2015 MTF/BMF's	\$	405,461.90
 Total Receipts		 \$ 624,319.89
 Disbursements:		
09/22/2015 Payroll & Mat SS	\$87,796.02	
Less: MERS EFT Deductions	\$(5,049.32)	
Less: Hlth Insur Prem Deductions	\$(430.74)	
Less: Den/Vis Prem Deductions	\$(402.07)	\$ 81,913.89
09/02/2015 Accounts Payable		\$ 204,134.17
 Total Disbursements:		 (\$ 286,048.06)
 Ending Cash & Investments Balance		 \$1,288,947.01
Less: Bonds in Escrow		(\$ 18,750.00)
 Ending Available Fund Balance		 \$1,270,197.01

Note: Outstanding Accounts Payable=\$138,262.43

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

**RESOLUTION ADOPTED IN COMMEMORATION FOR JANET AEMISSEGGER
HONORING HER 42+YEARS OF SERVICE AS OFFICE MANAGER AND CLERK**

#15-125 Without precedent, Bob Godfrey moved, Bill Watkins seconded, to adopt a resolution honoring Janet's 42 years + for her work ethic, dedication, and loyalty. Motion carried.

**DESIGNATE MARILYN KILPATRICK AS OFFICE MANAGER AND CLERK
EFFECTIVE 10/02/2015**

#15-126 Bob Godfrey moved, Bill Watkins seconded, to designate Marilyn Kilpatrick as Office Manager and Clerk effective October 2, 2015. Carried.

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TOWNSHIP AGREEMENT APPROVED

The following township agreement was presented for board approval:

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp. Share</u>
Adams	Mauck Road – replace culverts	\$42,000.00	\$21,100.00

#15-127 Bill Watkins moved, Bob Godfrey seconded, that the township agreement as listed above be approved and signed. Carried.

RESOLUTION ADOPTED FOR ABANDONMENT OF SARATOGA ROAD

#15-128 Bill Watkins moved, Bob Godfrey seconded, to adopt a resolution to abandon and absolutely discontinue effective this date, Saratoga Road in its entirety east of Hadley Road in Litchfield Township. Both abutting owners have signed a mutual grants of right of way to each other, making the road a private road in the future.

Update Re: Joint Southern/Northern road commissions' conference held in Frankenmuth on September 15 – 17

The engineer-manager updated the board on the Southern/Northern road commission conference held September 15 -17. CRASIF discussed mutual funds. Michigan Concrete Association discussed the future challenges of having no experienced personnel in the near future. The 2016 meeting will be held in Boyne Falls on September 14 - 16.

Cash Revenues & Expenses as of August 31 (67% of the year).

	<u>Actual</u>	<u>Budget</u>	
Revenues	\$6,450,620	\$9,037,000	74.1%
Expenses	\$6,347,400	\$9,197,100	69.0%
Revenues over (under) expenses	\$ 103,220	\$ (160,100)	

Mr. Clingerman noted the highlights of the report for the board. It is good to see that we are still running with a surplus.

Construction-Maintenance Update

- Litchfield bridge – roadway paving this week, should be open by October 8.
- Gravel road berming: Weston, Ball, Jerome, Kelso, Borden, Storms, Hadley are done.
- Two crews berming in Amboy Township this week. 10.5 miles done out of 17.5 miles planned.
- Gravel Road resurfacing: Springvalley had Ball done and will gravel Jerome & Kelso next. Burns is gravelling Storms Road this week.
- Drain Commission has completed installation of pipe arches on Burt Road in

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Woodbridge Township and Lickley Road in Wright Township.

Mr. Clingerman said the roadside mowers still have a couple of weeks left as they are doing a second mowing on gravel roads.

Update Re: 2016 health insurance premiums

Early indications from Finkbeiner & Associates for 2016 health insurance: premiums are down 1-2%. State health insurance cap increased 2.5% for 2016. Both BCN and BCBS plan should fall under the cap.

RESOLUTION ADOPTED FOR COUNTY ROAD ASSOCIATION SELF-INSURANCE FUND

#15-129 Bill Watkins moved, Bob Godfrey seconded, to adopt a resolution supporting County Road Association Self-Insurance Fund's proposed conversion from a group fund to a mutual fund effective 7/01/16.

MAUCK ROAD AND LITCHFIELD ROAD PIPE ARCH CULVERT BID AWARDED - JENSEN BRIDGE AND SUPPLY CO.

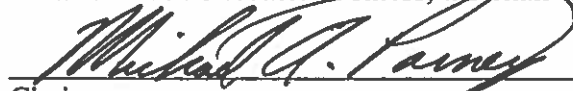
At 11:00 a.m., bids were received and opened for furnishing pipe arches on Mauck Road in Adams Township and Litchfield Road in Litchfield Township (east of Ferry Farm). Three bids were received as follows:

Jensen Bridge	\$ 8,740.50	-1.00% discount
St. Regis Culvert	\$ 9,477.12	No discount
Contech	\$11,338.00	-0.5% discount

#15-130 Bob Godfrey moved, Bill Watkins seconded, to award the Mauck Road and Litchfield Road pipe arch culverts to low bidder, Jensen Bridge, for \$8,740.50. Carried

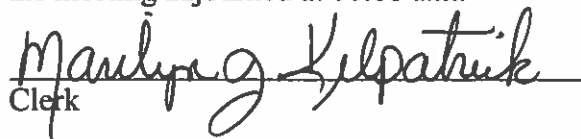
Meeting Adjourned – 11:08 a.m.

As there was no further business, the chair declared the meeting adjourned at 11:08 a.m.



Chairman

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Clerk