

HILLSDALE COUNTY ROAD COMMISSION

May 12, 2016

MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, May 12, 2016, at 10:00 a.m. at the road commission office.

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

Staff present: John Sanders, Manager, & Marilyn Kilpatrick, Clerk.

Visitors present: Andy Welden, County Commissioner.  
Andy Barrand, Hillsdale Daily News.  
Teri Sparks, 6510 Dobson Road, Jonesville, MI.

**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 April 28, 2016, regular meeting, there were no additions, deletions or corrections to be noted. The chair declared the minutes to stand approved as presented.

**Limited Public comment – Teri Sparks, Everett Sparks and Sons - Jonesville**

At 10:05 a.m., the chairman opened the meeting to limited public comment. Ms. Sparks asked if any progress had been made with removing the air compressor from the right-of-way? Mr. Sanders advised Ms. Sparks that they had to get an accurate survey to proceed. An out of town attorney has been contacted to move forward. Ms. Sparks will attend next board meeting for a follow up.

**CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF**

#16-048 Bob Godfrey moved, Bill Watkins seconded, to confirm the payment of the regular payroll in the amount of \$71,634.36 per Payroll Check Register dated 5/5/2016 as authorized by the manager and the clerk. Motion carried.

**APPROVAL OF ACCOUNTS PAYABLE**

#16-049 Bills in the amount of \$93,329.76 per Accounts Payable Check Register dated 5/12/2016 and the electronic funds transfer in the amount of \$29,356.31 for a total amount of \$122,686.07 were presented for board approval. Bill Watkins moved, Bob Godfrey seconded, that these bills be allowed and orders drawn for the same. 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	\$ 1,173,824.55
Receipts	\$ 3,158.51
Disbursements:	(\$ 223,676.74)
Ending Cash & Investments Balance	\$ 953,306.32
Less: Bonds in Escrow	(\$ 18,250.00)
Less: Reserved CD SMBT	(\$ 300,000.00)
Ending Available Fund Balance	\$ 635,056.32

Note: Outstanding Accounts Payable=\$35,907.24

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

**RESOLUTION ADOPTED APPROVING MDOT CONTRACTS FOR FORCE ACCOUNT ASPHALT WEDGE/CHIP SEAL PROJECTS**

**#16-050** Bill Watkins moved, Bob Godfrey seconded, to adopt a resolution to approve four contracts with MDOT for asphalt wedging/chip seals on 16 miles of Reading, Carpenter, Sterling and Long Lake Roads at an estimated cost of \$376,000 (80% federal/20% HCRC) and to authorize the chair and the clerk to sign the same. Carried. Copy of resolution attached.

**MDOT ENGINEERING REIMBURSEMENT 7/01/15 - 6/30/16 APPROVED**

**#16-051** Bill Watkins moved, Bob Godfrey seconded, to approve and sign the MDOT Engineering Reimbursement form in the amount of \$10,000 for the employment of a licensed professional engineer from July 1, 2015 through June 30, 2016. Carried. Copy attached.

**TOWNSHIP AGREEMENTS APPROVED**

The following township agreements were presented for board approval:

<u>Township</u>	<u>Work Type</u>	<u>Est. Cost</u>	<u>Twp. Share</u>
Scipio	Sterling Road berm/ditch/gravel	\$48,300.00	\$19,500.00
Scipio	Hastings Lake paver patch/seal/fog seal	\$83,400.00	\$58,380.00

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#16-052 Bill Watkins moved, Bob Godfrey seconded, that the township agreements be approved and signed. Carried.

**MDOT Bid Results for Litchfield Road Reviewed**

The board and the manager reviewed MDOT's bid result for Litchfield Road as follows:

<u>Project</u>	<u>Low Bidder</u>	<u>Bid Price</u>	<u>Estimate</u>	<u>Over/Under bid</u>
Litchfield Road	Michigan Paving	\$383,233.97	\$462,565.75	-17.15%

**Cash Revenues & Expenses as of April 30, 2016 (33% of year).**

The board reviewed the actual cash revenues and expenses as of April 30, 2016. A summary of the expenses and revenues follows:

	<u>Actual</u>	<u>Budget</u>	
Revenues	\$2,180,488	\$7,183,100	30.1%
Expenses	<u>\$2,146,292</u>	\$7,684,200	28.0%
Revenues over (under) expenses	\$ 34,195	\$ (501,100)	

Mr. Sanders noted the highlights of the report to the board. The manager commented that we are where we need to be for the time of year.

**DUST CONTROL PERMITS APPROVED**

The following dust control permits were presented for board approval:

Tank Truck Service	-2016-72
McConnell & Scully, Inc.	-2016-73
Michigan Chloride Sales, Inc.	-2016-74
Michigan Mineral Resource, LLC	-2016-75

#16-053 Bill Watkins moved, Bob Godfrey seconded, to approve and sign the dust control permits as presented above. Carried.

**Update on Township Projects**

The manager updated the board on all the township agreements that have been approved. He reviewed the township's share and HCRC's share for the projects.

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**CATCH BASIN CLEANING BID AWARDED – GREENSCAPE**

At 10:30 a.m., bids were opened and read aloud for the state and county catch basin cleaning. One bid and one no bid were received.

**#16-054** Bill Watkins moved, Bob Godfrey seconded, to award the bid for the state and county catch basin cleaning to Greenscape, the only bidder, at \$72.00 per basin, and to refer the bids to MDOT for confirmation of the approval on the state portion. Carried. Copy of bid tabulation attached.

**HOT MIX ASPHALT AWARDED TO ALL BIDDERS**

At 11:00 a.m., bids were received and read aloud for hot mix asphalt for anticipated purchases for the upcoming summer season. Three bids were submitted and opened. The manager recommended that the board consider awarding the bids to all bidders.

**#16-055** Bob Godfrey moved, Bill Watkins seconded, to award the hot mix asphalt bid to all bidders. Carried. Copy of bid tabulation attached.

**Tire Grant**

Mike Parney asked if we were going to apply for the tire grant this year. The board was informed that Jefferson Township and the Hillsdale County Conservation District both received grants. Jefferson Township received \$12,200 and the conservation district received \$40,000.

**Miscellaneous**

Discussion followed regarding work being performed around Lewis Emery Park.

Commissioner Welden provided the board with information on Ice B'Gone Magic, which is a de-icing agent.

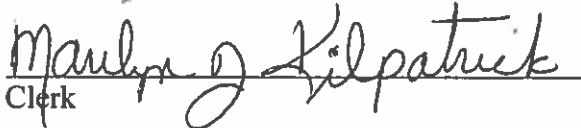
**Meeting Adjourned – 11:10 a.m.**

As there was no further business, the chair declared the meeting adjourned at 11:10 a.m.



Chairman

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Clerk