

HILLSDALE COUNTY ROAD COMMISSION

July 7, 2016

MINUTES

Meeting was called to order by Vice-Chair Bill Watkins on Thursday, July 7, 2016, at 10:00 a.m. at the road commission office.

Members present: Bill Watkins & Bob Godfrey.

Member absent: Mike Parney.

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

Visitors present: Andy Welden, County Commissioner.
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.

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

At 10:05 a.m., the vice-chair opened the meeting to limited public comment. Ms. Sparks asked the status of the progress with the right of way issues concerning Godfrey Brothers. Mr. Sanders advised Ms. Sparks that he has no update. The attorney will be out of the office until July 11th. Ms. Sparks asked the name of the attorney. The manager advised her that we have retained Richard Wilson.

Ms. Sparks asked why Godfrey Brothers was allowed a driveway permit? Discussion followed with the manager and board reviewing requirements for a driveway permit. HCRC can't deny access to a piece of property. The permit would be issued, but not approved.

Ms. Sparks contacted the sheriff's department and was advised that someone from the road commission has to call them regarding the road being blocked. She asked for a board member or the manager's cell phone number in the event this happened again. Mr. Watkins gave her his cell phone number.

Minutes Approved

Having reviewed the minutes of the June 23, 2016, regular meeting, there were no additions, deletions or corrections to be noted. The vice-chair declared the minutes to stand approved as presented.

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MINUTES

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#16-068 Bob Godfrey moved, Bill Watkins seconded, to confirm the payment of the regular payroll in the amount of \$80,640.22 per Payroll Check Register dated 6/30/2016 as authorized by the manager and the clerk. Motion carried.

APPROVAL OF ACCOUNTS PAYABLE

#16-069 Bills in the amount of \$45,439.45 per Accounts Payable Check Register dated 7/7/2016 and the electronic funds transfer in the amount of \$42,490.22 for a total amount of \$87,929.67 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	\$ 1,589,871.14
Receipts	\$ 383,246.57
Disbursements:	(\$ 168,569.89)
Ending Cash & Investments Balance	\$ 1,804,547.82
Less: Bonds in Escrow	(\$ 18,250.00)
Less: Reserved CD SMBT	(\$ 300,000.00)
Ending Available Fund Balance	\$ 1,486,297.82

Note: Outstanding Accounts Payable=\$171,169.45

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

Update on Mowing Tractor with twin rotary mowers

Mr. Sanders advised the board that Flint New Holland is testing the new brackets for safety. Once the safety requirements are met the tractor will be delivered. Mr. Sanders inquired again why this was not taken care of before hand?

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PURCHASE OF TANDEM TRUCK FROM THE CITY OF HILLSDALE

The manager asked the board if they were still interested in purchasing the 1996 International Tandem Truck from the city? Mr. Sanders was contacted by the city and was told we could come and pick the truck up.

#16-070 Bill Watkins moved, Bob Godfrey seconded, to authorize the manager to purchase the 1996 International Tandem Truck from the city in the amount of \$32,000.00 with attachments. Carried.

Somerset Township Agreement for Shannon Drive

Mr. Watkins asked if Somerset Township signed the agreement for Shannon Drive? Mr. Sanders advised the board that the agreement was not signed. He has spoken with the township on other options for improvements on Shannon Drive.

Cash Revenues & Expenses as of June 30, 2016

	<u>Actual</u>	<u>Budget</u>	
Revenues	\$3,307,515	\$7,183,100	46%
Expenses	<u>\$2,937,626</u>	<u>\$7,684,200</u>	38%
Revenues over (under) expenses	\$ 369,889	\$ (501,100)	

Mr. Sanders noted the highlights of the report for the board. Copy attached.

CORRUGATED STEEL PIPE ARCH BID AWARDED – JENSEN BRIDGE

At 11:00 a.m. bids were received and opened for furnishing and delivering three pipe arches for Bishop Road, Shaffer Drive and Somerset Road. The bids received are as follows:

<u>Bidder</u>	<u>Bishop Road</u>	<u>Shaffer Drive</u>	<u>Somerset Road</u>	<u>Total</u>
St. Regis	No bid	\$13,056.00	No bid	\$13,056.00
Jensen Bridge	\$10,185.00	\$10,613.40	\$18,974.90	\$39,773.30

16-071 Bill Watkins moved, Bob Godfrey seconded, to award the Bishop Road, Shaffer Drive and Somerset Road pipe arches to the low bidder, Jensen Bridge for a total amount of \$39,773.30. Carried.

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Construction –Maintenance Update

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

- Litchfield Road overlay schedule to begin on July 11.
- Paver patching should be completed next week.
- Brining – 10 out of 18 townships done.

Meeting Adjourned – 11:18 a.m.

As there was no further business, the chair declared the meeting adjourned at 11:18 a.m.

W L Watkins
Vice-Chair

Marilyn Kilpatrick
Clerk

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