

HILLSDALE COUNTY ROAD COMMISSION

April 28 2016

MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, April 28, 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.  
Brad Benzing, 9425 Steamburg Road, Hillsdale, MI.  
Teri Sparks, 6510 Dobson Road, Jonesville, MI.

**Agenda Approved**

Having reviewed the agenda for this date, no additions, deletions or corrections were requested. The chair declared the agenda to stand approved as presented.

**Minutes Approved**

Having reviewed the minutes of the April 14, 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 the road commission for its assistance in having an air compressor moved. The unit in question sits in the right-of-way behind Godfrey Brothers in Jonesville. Ms. Sparks said the compressor runs throughout the night, which violates the township's noise ordinance. The road commission sent a letter to Godfrey, Brothers Inc. in December asking them to move it. Mr. Parney responded that they would have their attorney look at the issue and send a letter to Godfrey Brothers, stating that the compressor had to be moved. Ms. Sparks asked "why can't the last letter that was sent in December stand? You guys are just dragging your feet; it isn't going to change anything". Ms. Sparks also said "he just keeps ignoring you guys. It is an ongoing issue that no one is taking responsibility for." The board assured Ms. Sparks that they would do everything they could to help resolve the situation.

Brad Benzie introduced himself to the board. He announced that he is running for Woodbridge Township Supervisor and is looking forward to working with them.

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**CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF**

#16-041 Bob Godfrey moved, Bill Watkins seconded, to confirm the payment of bills in the amount of \$1,025.00 per Accounts Payable Check Register dated 4/19/2016 as authorized by the manager and clerk. Motion carried.

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

#16-042 Bob Godfrey moved, Bill Watkins seconded, to confirm the payment of the regular payroll in the amount of \$75,711.25 per Payroll Check Register dated 4/21/2016 as authorized by the manager and the clerk. Motion carried.

**APPROVAL OF ACCOUNTS PAYABLE**

#16-043 Bills in the amount of \$230,770.03 per Accounts Payable Check Register dated 4/28/2016 were presented for board approval. Mike Parney 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	\$ 1,359,081.67
Receipts	\$ 122,249.16
Disbursements:	(\$ 307,506.28)
Ending Cash & Investments Balance	\$1,173,824.55
Less: Bonds in Escrow	(\$ 18,250.00)
Less: Reserved CD SMBT	(\$ 300,000.00)
Ending Available Fund Balance	\$ 855,574.55

Note: Outstanding Accounts Payable=\$12,083.03

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

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**Gravel road scraping**

Bill Watkins asked the manager where are we with the graders? Mr. Sanders said that 70% of the gravel roads in the county have been graded with a grader. We are currently gravel patching and will grade the roads one more time before the brine will be applied.

**RESOLUTION ADOPTED APPROVING CONTRACT WITH MDOT FOR RESURFACING LITCHFIELD ROAD**

#16-044 Bill Watkins moved, Bob Godfrey seconded, to adopt a resolution approving a contract with MDOT for the resurfacing of Litchfield Road at an estimated cost of \$462,600 and to authorize the chairman and the clerk to sign the same. (Funding = 80% federal/20% HCRC). Motion carried. Copy of resolution attached.

**RECOMMEND APPROVAL FOR BRIDGE INSPECTION PROPOSALS**

Bridge inspections proposals for 2016 through 2019 were reviewed and discussed. Two quotes were received as follows:

Great Lakes Engineering:

<u>Bridge inspections</u>	<u>Number of bridges</u>	<u>Price per bridge</u>	<u>Total cost</u>
2016	94	\$250.00	\$23,500.00
2017	9	\$265.00	\$ 2,385.00
2018	94	\$260.00	\$24,440.00
2019	9	\$275.00	\$ 2,475.00

Scott Civil Engineering Company:

<u>Bridge inspections</u>	<u>Number of bridges</u>	<u>Price per bridge</u>	<u>Total cost</u>
2016	94	\$195.00	\$18,330.00
2017	9	\$225.00	\$ 2,025.00
2018	94	\$195.00	\$18,330.00
2019	9	\$225.00	\$ 2,025.00

#16-045 Bob Godfrey moved, Bill Watkins seconded, to approve the proposal from Scott Civil Engineering Company for bridge inspections.

**2015 ACT 51 ANNUAL FINANCIAL REPORT APPROVED & AUTHORIZATION FOR PRIMARY AND COUNTY ROAD MTF FUND TRANSFERS TO LOCAL ROAD FUND TO BALANCE FUNDS**

The manager presented the board with the following summary of the highlights of the 2015 Act 51 annual financial report:

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	<u>Budget</u>	<u>Actual</u>
Revenues	\$10,820,000	\$10,919,596
Expenses	<u>\$10,290,945</u>	<u>\$10,749,340</u>
Revenues exceed expenses or (deficit)	\$ 529,055	\$ 170,256

Facts:

- \$170,256 swing to the good.
- The smallest local road deficit in many years.
- Fourth year in a row – revenues exceeding expenses.
- Severe winter resulted in record snow removal costs of \$1.1 million – 80% above our previous 5 year average of \$88,535.
- Cash budget had smaller revenues exceeding expenses of \$66,220.

Overall fund balance (12/31/14)	\$2,454,004
+ 2015 excess	\$ 170,256
-Inventories	<u>\$ - 964,703</u>
Unreserved fund balance	\$1,659,557

Cash and investment balance \$1,139,730

- #16-046** Bob Godfrey moved that the 2015 Hillsdale County Road Commission annual financial report be approved, subject to audit, and that the chairman and the clerk be authorized to sign the same. He further moved to authorize the clerk to transfer from the primary road MTF revenues \$2,021.39 to the local road fund, as well as another \$583,031.48 from the county road fund to the local road fund, to eliminate the local road fund deficit (\$585,052.87). Bill Watkins seconded. Carried. Copy of annual report booklet letter 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>
Amboy	Cellars Rd. – berm/ditch/gravel	\$19,100.00	\$ 7,800.00
Amboy	Woodbridge Rd.– pp/seal/fogseal/gravel	\$34,500.00	\$24,150.00
Cambria	S. Hillsdale St. – gravel/pulverize/shape	\$ 4,700.00	\$ 3,290.00
Wheatland	Brine – MMR	\$17,160.00	\$12,760.00
Wheatland	Church Rd. – berm/ditch/gravel	\$24,800.00	\$ 9,800.00
Wheatland	Wheatland Rd. – berm/ditch/gravel	\$24,800.00	\$ 9,800.00
Wheatland	gravel patch – 1,000 cyd.	\$19,000.00	\$14,250.00

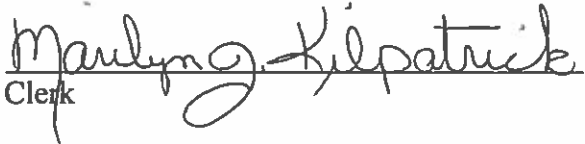
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#16-047 Bob Godfrey moved, Bill Watkins seconded, that the township agreements be approved and signed. Carried.

**Meeting Adjourned – 11:00 a.m.**

As there was no further business, the chair declared the meeting adjourned at 11:00 a.m.

  
Chairman  
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Clerk