

HILLSDALE COUNTY ROAD COMMISSION

August 4, 2016

MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, August 4, 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 Barrand, Hillsdale Daily News.  
Teri Sparks, 6510 Dobson Road, Jonesville, MI.  
Jack McLain, 1445 S. Bunn Road, Hillsdale, MI.

**Agenda Approved**

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

**Limited Public Comment**

At 10:05 a.m., the chairman opened the meeting to public comment. Jack McClain representing the Hillsdale Township Fire Department advised the board that the fire department is having trouble collecting on insurance claims. If the fire department could be an agent for the road commission they would be able to bill for cleanup time. Mike Parney responded that he didn't know how we could do that because of liability purposes. He will check with the insurance company. Bill Watkins suggested he contact Representative Eric Leutheuser regarding the issue.

Ms. Sparks will comment under Collard Road update.

**Minutes Approved**

Having reviewed the minutes of the July 21, 2016, 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**

#16-075 Bob Godfrey moved, Mike Parney seconded, to confirm the payment of the payroll in the amount of \$84,905.05 per Payroll Check Register dated 7/28/2016 as authorized by the manager and the clerk. Motion carried.

**APPROVAL OF ACCOUNTS PAYABLE**

#16-076 Bills in the amount of \$180,133.47 per Accounts Payable Check Register dated 8/4/2016 were presented for board approval. Bob Godfrey moved, Bill Watkins seconded, that these bills be allowed and orders drawn for the same. Motion carried.

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August 4, 2016

MINUTES

**Treasurer's Report Presented**

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

Beginning Balance-Cash & Investments	\$ 1,667,858.20
Receipts	\$ 636,262.44
Disbursements:	(\$ 265,038.52)
Ending Cash & Investments Balance	\$2,039,082.12
Less: Bonds in Escrow	(\$ 18,250.00)
Less: Reserved CD SMBT	(\$ 300,000.00)
Ending Available Fund Balance	\$ 1,720,832.12

Note: Outstanding Accounts Payable=\$222,971.88

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

**Discussion on Global Positioning Satellite**

The manager updated the board on GPS. Verizon has bought out Fleetmatics. Mr. Sanders has met with Verizon. The upfront costs will be around \$8,000.00 and the monthly cost will be approximately \$1,300.00 a month. Skyhawk will have their costs today. Mr. Sanders plans to have the GPS installed and in place by November 1<sup>st</sup>.

**Brining roads**

Bill Watkins inquired why can't we brine our own roads instead of contracting with other companies? He has done some research and other counties are doing it with their own employees. Discussion followed on the number of employees we have and also where would we get the brine? We need to rebid and tighten up the completion time on the contract.

**Collard Road update**

Mr. Sanders updated the board and Ms. Sparks on the status of the progress with the right of way issues concerning Godfrey Brothers. The road commission had to hire a registered surveyor because the property is not listed under Godfrey Brothers. We need to have exact measurements. It will be surveyed within the next two weeks. The manager will call today and follow up with the surveyor.

HILLSDALE COUNTY ROAD COMMISSION

August 4, 2016

MINUTES

Ms. Sparks asked if this is going to be a long process is it possible to place No Parking Signs on Collard Road? The manager advised Ms. Sparks that the road commission would have to write a Traffic Control Order and the board would have to approve it.

**Health Insurance premiums for 2017**

Mike Parney received correspondence from Dave Burgee of The Burgee Agency regarding moving our health insurance plans to his company. Mr. Sanders suggested that they bring in a proposal in September and he would present it to the committee.

**Ballots cast for Association of Southern Michigan Road Commissions:**

The board cast their ballot as follows for five directors to the Board of Association of Southern Michigan Road Commissions:

Commissioners

Vote for 2

BARRY – Solmes, David\*

IONIA – Minkley, Chuck

KALAMAZOO – Oscarson, Ken\*

SANILAC – Gerstenberger, Ron

Staff

Vote for 3

BERRIEN – Bennet, Kari

CASS – Janssen, Brenda

MUSKEGON – Whisenant, Joyce\*

OTTAWA – Kemppainen, Ryan

SAGINAW – Wisniewski, Joe

WASHTENAW – Harris, Ken\*

\*Incumbents

BARRY – David Solmes, KALAMAZOO – Ken Oscarson, MUSKEGON – Joyce Whisenant, OTTAWA – Ryan Kemppainen, WASHTENAW – Ken Harris.

**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>
Somerset	Shannon Drive/crush/shape & asphalt pave	\$111,065.50	\$101,565.50

#16-077 Bill Watkins moved, Bob Godfrey seconded, that the township agreement be approved and signed. Carried.

HILLSDALE COUNTY ROAD COMMISSION

August 4, 2016

MINUTES

**Cash Revenues & Expenses as of July 31, 2016**

	<u>Actual</u>	<u>Budget</u>	
Revenues	\$3,924,181	\$7,183,100	55%
Expenses	<u>\$3,465,955</u>	<u>\$7,684,200</u>	45%
Revenues over (under) expenses	\$ 465,955	\$ (501,100)	

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

**Construction –Maintenance Update**

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

- Litchfield Road work started Wednesday 8/3/16
- Sealcoating began on July 26, 2016. Crews have completed about 20 miles, with approximately 50 miles yet to seal.

**Meeting Adjourned – 11:35 a.m.**

As there was no further business, the chair declared the meeting adjourned at 11:35 a.m.

Chair

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Clerk