

HILLSDALE COUNTY ROAD COMMISSION

January 5, 2017

MINUTES

Meeting was called to order by Chair Mike Parney on Thursday, January 5, 2017, at 10:00 a.m. at the road commission office.

Members present: Mike Parney & Bill Watkins.

Member absent: Bob Godfrey. Placed on speaker phone at 10:00 a.m.

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

Visitors present: Andy Barrand, Hillsdale Daily News.

Agenda Approved

Having reviewed the agenda for this date, one addition was requested. The chair declared the agenda to stand approved as presented.

OFFICERS & STAFF APPOINTED FOR 2017

#17-001 Mike Parney moved, Bob Godfrey seconded, that the following officers and staff be appointed and retained for 2017, namely the following:

Chairman:	William L. Watkins
Vice-Chairman:	Robert R. Godfrey
Member:	Michael A. Parney
Manager:	H. John Sanders
Clerk:	Marilyn Kilpatrick

Motion carried.

Minutes Approved

Having reviewed the minutes of the December 15, 2016 regular meeting and the December 21, 2016 special 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

#17-002 Bill Watkins moved, Mike Parney seconded, to confirm the payment of the regular payroll in the amount of \$80,412.83 and the comp time payoff payroll in the amount of \$6,132.73 per Payroll Check Register dated 12/29/2016 as authorized by the manager and the clerk. Motion carried.

HILLSDALE COUNTY ROAD COMMISSION

January 5, 2017

MINUTES

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#17-003 Mike Parney moved, Bill Watkins seconded, to confirm the payment of bills in the amount of \$122,412.71 per Accounts Payable Check Register dated 12/29/2016 as authorized by the manager and clerk. Motion carried.

APPROVAL OF ACCOUNTS PAYABLE

#17-004 Bills in the amount of \$87,610.17 per Accounts Payable Check Register dated 1/5/2017 and the electronic funds transfer in the amount of \$45.90 for a total amount of \$87,656.07 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	\$1,414,446.68
Receipts	\$ 51,702.50
Disbursements:	(\$ 214,598.09)
Ending Cash & Investments Balance	\$ 1,251,551.09
Less: Bonds in Escrow	(\$ 18,250.00)
Less: Reserved CD SMBT	(\$ 300,000.00)
Ending Available Fund Balance	\$ 933,301.09

Note: Outstanding Accounts Payable=\$155,083.92

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

THANK YOU LETTER TO ANDY WELDEN

#17-005 Mike Parney moved, Bill Watkins seconded, to send a thank you letter to Andy Welden for his years of service to Hillsdale County. Carried.

HILLSDALE COUNTY ROAD COMMISSION

January 5, 2017

MINUTES

Cash Revenues & Expenses as of December 31, 2016 (100% of the year)

	<u>Actual</u>	<u>Budget</u>
Revenues	\$6,751,514	\$7,183,100
Expenses	<u>\$6,639,491</u>	<u>\$7,648,200</u>
Revenues over (under) expenses	\$ 112,023	\$ (501,100)

Mr. Sanders reviewed the revenues and expenses for the board.

Tentative 2016 Township Contributions Reviewed

The board reviewed the following tentative 2016 tally of 2016 township contributions:

SOMERSET	\$95,546.56
CAMBRIA	\$90,019.39
WRIGHT	\$78,240.25
READING	\$67,161.93
SCIPIO	\$54,323.55
WOODBIDGE	\$53,723.24
ADAMS	\$52,213.68
CAMDEN	\$43,733.74
PITTSFORD	\$40,567.37
FAYETTE	\$27,555.15
HILLSDALE	\$26,172.38
JEFFERSON	\$19,920.52
AMBOY	\$17,714.82
ALLEN	\$17,562.70
WHEATLAND	\$14,893.93
LITCHFIELD	\$0.00
MOSCOW	\$0.00
TOTAL:	\$699,349.21

2015= \$684,707 2014 = \$789,746 2013 = \$519,656 2012 = \$764,111

2017-2018 LABOR CONTRACT APPROVED WITH HCRC EMPLOYEES' ASSOCIATION

#17-006 Mike Parney moved, Bill Watkins seconded, to approve and sign a new labor agreement with the HCRC Employees' Association for the two year period of 2017 and 2018, with the economic package listed below:

HILLSDALE COUNTY ROAD COMMISSION

January 5, 2017

MINUTES

Wage increases: 50 cents in January 2017 50 cents in January 2018
Bonuses: \$750 in January 2017 \$750 in January 2018
Carried.

MEETING RECESSED FOR 2017 BUDGET HEARING – 11:00 A.M.

#17-007 At 11:00 a.m., Mike Parney moved, Bill Watkins seconded, to recess the meeting to hold a public hearing to hear public comments prior to the adoption of the 2017 Act 51 budget. Carried.

Meeting Reconvened – 11:15 a.m.

The chairman reconvened the regular session at 11:15 a.m.

2017 ACT 51 BUDGET APPROVED

Some highlights of the 2017 Act 51 budget are as follows:

Beginning fund balance	=	\$ 1,813,804
Revenues	=	\$ 6,950,349
Expenses	=	<u>\$ 7,213,700</u>
Surplus (or deficit)	=	\$ (263,351)
Ending fund balance	=	\$ 1,550,453
Less inventory	=	<u>\$ 750,000</u> estimate
Ending cash balance	=	\$ 800,453

The manager reviewed the 2017 Act 51 budget with the board. A two percent increase in funding was added to the 2017 Act 51 budget. Mr. Sanders advised the board if the state funding is dispersed as it is supposed to be, he can recalculate the budget.

#17-008 Hearing no objections at the public hearing held this date, Mike Parney moved, Bill Watkins seconded, to adopt the proposed 2017 Act 51 Budget as presented. Carried. Copy attached.

HAUL ROUTE PERMITS APPROVED

#17-009 Mike Parney moved, Bill Watkins seconded, to approve and sign the following haul route permits:

2017-03	Milk Source, LLC – Haul Route
2017-04	McConnell & Scully, Inc. – Haul Route
2017-05	Sunrise Aggregate – Haul Route

Carried.

HILLSDALE COUNTY ROAD COMMISSION

January 5, 2017

MINUTES

CLOSED SESSION RE: SALARIED EMPLOYEES' ECONOMIC PACKAGE

#17-010 At 11:22 a.m., Mike Parney moved, Bill Watkins seconded, to go into closed session to discuss salaried employees' economic package. Roll call vote: Yeas, Watkins, Godfrey, Parney. Nays, none. Carried.

The manager addressed the board regarding the two salaried employees namely John Sanders and Marilyn Kilpatrick. After a brief discussion the board asked the salaried employees if they would mind leaving the room. The manager and office manager left the room and returned to the meeting to hear the board's response.

Meeting Reconvened – 11:45 a.m.

The chairman reconvened the regular session at 11:45 a.m.

APPROVAL OF SALARIED EMPLOYEES' ECONOMIC PACKAGE

#17-010 Mike Parney moved, Bill Watkins seconded, to approve the economic package with the two HCRC salaried employees as listed below:

Salary is based on 2,080 regular hours. Any hours worked in excess of 2,230 hours shall be compensated the last pay of the year at the current hourly rate.

John Sanders	\$75,000.00 annual salary
Marilyn Kilpatrick	\$63,000.00 annual salary
Carried.	

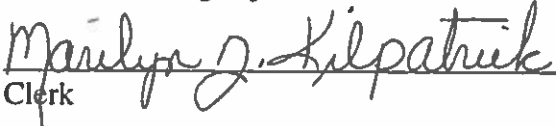
Meeting Adjourned – 11:47 a.m.

As there was no further business, the chair declared the meeting adjourned at 11:47 a.m.



Chair

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Clerk