

HILLSDALE COUNTY ROAD COMMISSION  
January 19, 2017  
MINUTES

Meeting was called to order by Chair Bill Watkins on Thursday, January 19, 2017, at 10:00 a.m. at the road commission office.

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

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

Visitors present: Andy Barrant, 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.

**Minutes Approved**

Having reviewed the minutes of the January 5, 2017 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**

#17-011 Bob Godfrey moved, Bill Watkins seconded, to confirm the payment of the administrative bonus payroll in the amount of \$5,287.98, the regular payroll in the amount of \$74,715.53 and the signing bonus payroll in the amount of \$31,683.15 per Payroll Check Registers dated 1/12/2017 and 1/19/2017 as authorized by the manager and the clerk. Motion carried.

**APPROVAL OF ACCOUNTS PAYABLE**

#17-012 Bills in the amount of \$197,824.85 per Accounts Payable Check Register dated 1/19/2017 and the electronic funds transfer in the amount of \$47,024.38 for a total amount of \$244,849.23 were presented for board approval. Mike Parney 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	\$1,251,551.09
Receipts	\$ 537,025.60
Disbursements:	(\$ 444,191.96)

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Ending Cash & Investments Balance	\$ 1,334,384.73
Less: Bonds in Escrow	(\$ 18,250.00)
Less: Reserved CD SMBT	(\$ 300,000.00)
 Ending Available Fund Balance	 \$ 1,026,134.73

Note: Outstanding Accounts Payable=\$88,877.22

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

**2016 CERTIFIED MILEAGE MAPS APPROVED & CHAIRMAN AUTHORIZED TO SIGN TITLE SHEET**

The manager presented for the board's review 2016 certified mileage maps. A summary of the changes: decertify following roads in Amboy Township:

Dijon Drive	Calais Drive to 264' south of Cellars Road	- 0.18 mile
Rowen Drive	Calais Drive to Toulon Drive	- 0.10 mile
Calais Drive	Dijon Drive to Woodbridge Road	- 0.18 mile
Toulon Drive	Dijon Drive to Woodbridge Road	- 0.19 mile
Lemans Drive	Dijon Drive to Woodbridge Road	- 0.18 mile
Genoa Drive	Woodbridge Road to Monte Carlo Drive	- 0.10 mile

<u>COUNTY ROADS</u>	<u>PREVIOUS MILEAGE</u>	<u>MILEAGE REVISIONS</u>	<u>CURRENT MILEAGE</u>
Primary	369.97	- 0.000	369.97
Local	<u>828.60</u>	<u>- 0.930</u>	<u>827.67</u>
	1,198.57	- 0.930	1,197.64

There are no changes to report for the Hillsdale County's Urban Area Mileage Certification.

<u>URBAN ROADS</u>	<u>PREVIOUS MILEAGE</u>	<u>MILEAGE REVISIONS</u>	<u>CURRENT MILEAGE</u>
Primary	9.14	0.00	9.14
Local	<u>21.48</u>	<u>0.00</u>	<u>21.48</u>
	30.62	0.00	30.62

**#17-013** Mike Parney moved, Bob Godfrey seconded, to approve the 2016 certified mileage maps and to authorize the chairman to sign the title sheet. Carried.

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**Review county bridge posting list as of January 19, 2017**

The manager reviewed the revised county bridge posting. The changes include:

<u>Road</u>	<u>Stream</u>	<u>Current Posting</u>	<u>New Posting</u>
Camden	Bird Creek	None	6 Ton axle
Elm	Mallory Lake Drain	18	15
Hartley	E. Br. St. Joseph of Maumee River	17	12
Lickley	Newton Drain	17	10
Sampson	W. Br. St. Joseph of Maumee River	None	35/52/69
W. Territorial	W. Fork W. Br. St. Joseph of Maumee River	22/25/38	17/20/30

**Summary:** Removal of Weight Limits = 1  
 Lowering of Weight Limits = 4  
 No Change is Weight Limits = 22

Current # of Posted Bridges = 28  
 Current # of Closed Bridges = 0

**Cast four (4) ballots that seek to amend the CRA Constitution and Bylaws**

The board cast their ballot as follows to amend the CRA Constitution and Bylaws:

- Proposed amendment to update the stated Vision and Mission of the Association – yes
- Proposed amendment to add a standing Education Committee – yes
- Proposed amendment to remove Bay County Road Commission from the Blue Water Highway Council and added to the East Central Council. Bay County Road Commission to also be removed from the Association of Southern Michigan County Road Agencies and add it to Northern Michigan Association of Road Commissions – yes
- Proposed amendment to change the Association fiscal year beginning date to October 1 of each year - yes

**LIMESTONE CONTRACT EXTENSION FOR THE 2017 SEASON APPROVED**

**#17-014** Mike Parney moved, Bob Godfrey seconded, to approve and sign a contract extension with Spring Valley Trucking to extend their bid price for furnishing and delivering limestone for the 2017 season at the following rates:

MDOT 23A	\$15.20/ton	TYPE D RIPRAP	\$19.35/ton
MDOT 21AA	\$15.20/ton	ALLEN TWP. 23A	\$15.45/ton

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OHIO #2	\$15.80/ton	CAMDEN TWP. 23A	\$16.65/ton
OHIO #4	\$17.60/ton	WRIGHT TWP. 23A	\$15.20/ton
TYPE C RIPRAP	\$28.95/ton	SOMERSET TWP.23A	\$15.20/ton

Motion carried.

**MANAGEMENT 2017-2018 WAGE & BENEFIT CHANGES APPROVED**

- #17-015 Bob Godfrey moved to approve an “across the board” wage increase for the management employees listed on the attached list. He further moved to approve the benefit adjustments for the management employees as shown on the attached list. Bill Watkins seconded. Carried.

**Board meetings rescheduled due to meeting and planned vacations**

Discussion followed regarding rescheduling or canceling the February 2<sup>nd</sup> board meeting. It was decided that the February 2<sup>nd</sup> board meeting be rescheduled to February 9<sup>th</sup> due to the manager attending the Engineer’s Workshop and a commissioner’s planned vacation. The March 2<sup>nd</sup> board meeting will also be rescheduled to March 9<sup>th</sup> and March 30<sup>th</sup> board meeting will be rescheduled to March 23<sup>rd</sup> due to a planned vacation and public notices of the same be posted.

**CLOSED SESSION RE: NON-ASSOCIATION EMPLOYEES’ WAGES**

- #17-016 At 10:50 a.m., Mike Parney moved, Bob Godfrey seconded, to go into closed session to discuss Non-Association employees’ wages. Roll call vote: Yeas, Watkins, Godfrey and Parney. Nays, none. Carried.

**Meeting Reconvened – 11:18 a.m.**

The chairman reconvened the regular session at 11:18 a.m.

**NON-ASSOCIATION 2017 WAGE ADJUSTMENTS APPROVED**

- #17-017 Bob Godfrey moved, Mike Parney seconded to approve a \$.75 per hour merit increase for Darlene Kittle effective January 22, 2017. Angela Lawler was also approved to receive a \$.75 per hour merit increase effective January 22, 2017 and January 1, 2018.

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**HAUL ROUTE PERMITS APPROVED**

#17-018 Bob Godfrey moved, Bill Watkins seconded, to approve and sign the following haul route permits:

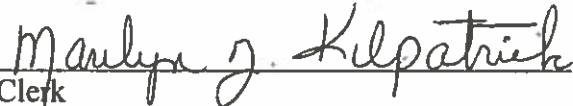
2017-01 CountryMark – Haul Route  
2017-02 Gerken Materials, Inc. – Haul Route

Carried.

**Meeting Adjourned – 11:25 a.m.**

As there was no further business, the chair declared the meeting adjourned at 11:25 a.m.

  
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Chair  
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Clerk