

HILLSDALE COUNTY ROAD COMMISSION
December 7, 2017
MINUTES

Meeting was called to order by Chair Bill Watkins on Thursday, December 7, 2017, at 10:00 a.m. at the road commission office.

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

Staff present: John Sanders, Manager & Angela Lawler, Secretary.

Staff absent: Marilyn Kilpatrick, Clerk.

Visitors present: Jeff Gray, Jonesville City.
Julie Games, County Commissioner.
Andy Barrand, Hillsdale Daily News.

Agenda Approved with Additions

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

Minutes Approved

Having reviewed the minutes of the November 21, 2017 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 – Jeff Gray, Jonesville City Manager

At 10:05 a.m., the chairman opened the meeting to limited public comment. Jeff Gray, Jonesville City Manager, was in attendance to discuss the assignment of easement we have for M-99 and old Reading Avenue. The locations was previously in Fayette Township and is now in the City of Jonesville. He has provided an Assignment of Highway Easement with the details contained in a legal document for the Board's review and approval later in the meeting. He thanked the Board for their time.

CONFIRMATION OF PAYROLL AS AUTHORIZED FOR PAYMENT BY THE STAFF

#17-129 Mike Parney moved, Bob Godfrey seconded, to confirm the payment of the regular payroll dated November 30 in the amount of \$77,619.75 as authorized by the manager and the clerk. Motion carried.

CONFIRMATION OF SPECIAL ACCOUNTS PAYABLE AS AUTHORIZED BY THE STAFF

#17-130 Bob Godfrey moved, Mike Parney seconded, to confirm the payment of bills in the amount of \$239,208.45 per special Accounts Payable per Check Register dated 11/29/2017 as authorized by the manager and the clerk. Motion carried.

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APPROVAL OF ACCOUNTS PAYABLE

#17-131 Bills in the amount of \$68,044.75 and electronic funds transfer in the amount of \$49,913.19 for a total amount of \$117,957.94 per Accounts Payable Check Register dated 12/7/17 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 secretary as follows:

| | |
|--------------------------------------|-----------------|
| Beginning Balance-Cash & Investments | \$2,493,002.14 |
| Receipts | \$ 498,479.39 |
| Disbursements: | (\$ 434,786.14) |
| Ending Cash & Investments Balance | \$ 2,556,695.39 |
| Less: Bonds in Escrow | (\$ 22,250.00) |
| Less: Reserved CD SMBT | (\$ 301,392.98) |
| Ending Available Fund Balance | \$ 2,233,052.41 |

Note: Outstanding Accounts Payable=\$28,004.00

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

BIDS AWARDED FOR MINERAL WELL AND OIL FIELD BRINES – IVY MMR, LLC

The board reviewed the bids opened on 11/21/17 for mineral well and oil field brines. Ivy MMR, LLC, was the as read low bidder at \$0.14 per gallon. If all 18 townships participate the Price will be \$0.13 per gallon.

#17-132 Bob Godfrey moved, Mike Parney seconded, to award the bid for the mineral well brine to Ivy MMR, LLC, at a cost of \$0.14. Motion carried.

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Update on Purchase of Two New Motor Graders

The manager told the board that the new graders have been ordered and we're looking at a March delivery. AIS has offered a trade in of \$70,000 per grader. The road commission is going to auction the two used graders for more money. If that doesn't happen the trade in offer is good up until delivery of the new graders.

ASSIGNMENT OF HIGHWAY EASEMENT TO JONESVILLE CITY APPROVED

#17-133 Bob Godfrey moved, Mike Parney seconded, to approve the transfer of easement for .26 acre of land more or less previously in the township of Fayette known as Lake Wilson Road and now situated in the City of Jonesville and known as Reading Avenue. Motion carried.

CONTRACT FOR 29A SEALCOAT STONE APPROVED – STONECO OF MICHIGAN

#17-134 Mike Parney moved, Bill Watkins seconded, to approve and sign a contract with Stoneco of Michigan for our 2018 requirements of sealcoat stone. Motion carried.

AUTHORIZATION TO PURCHASE HOLIDAY HAMS FOR EMPLOYEES & RETIREES ATTENDING CHRISTMAS LUNCHEON ON DECEMBER 14, 2107

Prices received for spiral hams as follows:

| | | |
|--------------------------|---------------|-----------------------------|
| Aldi's – Coldwater | Appleton | No special orders this year |
| Kroger's – Hillsdale | Kroger Spiral | \$1.99 per pound |
| Markethouse – Hillsdale | Open Acres | \$1.99 per pound |
| M & M Smokehouse – Osseo | Amish Valley | \$1.99 per pound |

#17-135 Bill Watkins moved, Bob Godfrey seconded, to authorize the purchase of holiday hams at a cost of \$1.99 per pound from M & M Smokehouse, Osseo, (same provider as last year). Carried.

REVISIONS TO 2017 ACT 51 BUDGET APPROVED

The manager and the board reviewed revisions to the 2017 financial budget.

#17-136 Bob Godfrey moved, Mike Parney seconded to approve the revisions to the 2017 financial budget. Motion carried.

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AUTHORIZATION FOR PAYMENT OF YEAR-END BILLS AS NEEDED

#17-137 Bill Watkins moved, Bob Godfrey seconded, to pre-authorize the staff to prepare and issue payment as needed the end of December for any year-end bills that must be paid before the next board meeting on January 4th. Carried.

Christmas Lunch with Office Staff Discussed

The chairman asked when would be a good time to take the office staff out for Christmas lunch. It was the general consensus of all to wait until after the first of the year. The secretary will try to coordinate the lunch to co-inside with the board when they are in the office for township meetings in January.

Bird Lake Bible School Career Day

Bird Lake Bible School has invited the road commission to attend their Annual Career Day on January 26, 2018, from 10:00 a.m. – noon. It was the general consensus of the Board to send Heather Boyd with one of our one ton trucks and one of our truck drivers with one of the new Peterbilt trucks.

Meeting Recessed for 2018 Budget Hearing – 11:00 a.m.

At 11:00 a.m., the chairman recessed the meeting to hold a public hearing to hear public comment prior to the adoption of the 2018 Act 51 budget.

Meeting Reconvened – 11:10 a.m.

The chairman reconvened the regular session at 11:10 a.m.

2018 ACT 51 BUDGET APPROVED

Some highlights of the 2018 Act 51 budget are as follows:

| | | |
|------------------------|---|----------------------|
| Beginning fund balance | = | \$ 2,173,359 |
| Revenues | = | \$ 9,985,516 |
| Expenses | = | <u>\$ 10,339,245</u> |
| Surplus (or deficit) | = | \$ (353,729) |
| Ending fund balance | = | \$ 1,819,630 |
| Less inventory | = | <u>\$ 700,000</u> |
| Ending cash balance | = | \$ 1,119,630 |

The manager reviewed the 2018 Act 51 budget with the board.

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#17-138 Hearing no objections at the public hearing held this date, Mike Parney moved, Bob Godfrey seconded, to adopt the proposed 2018 Act 51 budget as presented. Carried. Copy attached.

Meeting Adjourned – 11:20 a.m.

As there was no further business, the chair declared the meeting adjourned at 11:20 a.m.

W. Wattens

Chair

Angela Hawler

Secretary

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