

HILLSDALE COUNTY ROAD COMMISSION

October 10, 2024

MINUTES

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, October 10, 2024, at 10:00 a.m. at the road commission office.

Members Present: Bob Godfrey, Mike Parney, Gary Leininger, and Mark Kline.

Members Absent: Kathy Schmitt.

Staff Present: Robert Griffis, Manager.  
Kwinn Leva, Administrative Assistant.

Staff Absent: Kathryn Kirkpatrick, Clerk.

Visitors Present: Doug Ingles – Hillsdale County Commissioner.  
Nick Bentley.  
Ken Todd.  
Allan Andrews.  
Austin McBean.

**Pledge of Allegiance**

**Approval of Agenda**

Having reviewed the agenda for October 10, 2024, regular meeting, there were two additions. The chair declared the agenda to stand approved as presented with two additions.

**Approval of Minutes**

Having reviewed the minutes for September 26, 2024, there were no additions, deletions or corrections noted. The chair declared the minutes to stand approved as presented.

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

**#24-126** Mark Kline moved, Gary Leininger seconded, to approve the following:

Bills in the amount of \$540,452.01 and electronic funds transfer in the amount of \$80,941.98 for a total of \$621,393.99 per Regular Accounts Payable Register dated October 3, 2024, as authorized by the office manager and accounts payable clerk.

Motion Carried.

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

#24-127 Gary Leininger moved, Mike Parney supported, to approve the following:

Bills in the amount of \$15,400.00 per Special Accounts Payable Register dated October 10, 2024, as authorized by the office manager and clerk.

Motion Carried.

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

#24-128 Mike Parney moved, Mark Kline supported, to confirm the following:

Regular payroll in the amount of \$137,054.15 per Payroll Check Register dated 10/10/2024, as authorized by the manager and clerk.

Motion Carried.

**TREASURER'S REPORT PRESENTED**

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

Beginning Balance-Cash & Investments	\$ 2,025,235.00
Receipts	\$ 845,216.60
Disbursements	(\$ 758,448.14)
Ending Cash & Investments Balance	\$ 2,112,003.46
Less: Bonds in Escrow	(\$ 10,250.00)
CD Reserved for 2 trucks	(\$ 656,873.00)
Ending Available Fund Balance	\$ 1,444,880.46

Note: Outstanding Accounts Payable = \$-1,472.78

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

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**LIMITED PUBLIC COMMENT**

At 10:13 A. M., the chair opened the meeting to limited public comment.

Nick Bentley addressed the board regarding a new sign truck.

Ken Todd addressed the board regarding guard rails on the Hog Creek Road Bridge and a fallen tree.

Austin McBean addressed the board regarding the closure of Bibbins Road.

Rick Emery addressed the board regarding Bunn Road.

**Manager's Comment**

The Traffic Summit is on 10/29/2024 at City Hall and 10:00 a.m.

The Frugal Five registration needs to be done by 10/21/24.

No word on the South East Council Meeting.

Several high speed internet companies will be working the road right of ways.

New speed limit requirements were passed out to the board.

Two letters from Dalton Vegetation were received, a thank you letter, and a letter extending this year's bid to include next year.

Federal Aid projects will include Concord Road, Herring Road, and Jonesville Road.

The Territorial Road Culvert east of Bird Lake Road permit was submitted.

The extra survey data for the Elm Road Bridge is complete and has been submitted for the hydraulic survey.

The 2024 Safety Project should be completed in the next two weeks.

RDK will be striping the parking lots.

Safety Day will be 10/31/2024, which will be the last day of 10 hour days.

All brine is complete.

Scrapping has started to prepare for winter.

Chip seal and fog seal are complete.

Reading Township will have grading, berms cut, and a couple tubes put in.

Still working on Genesee Road.

One more Litchfield Township Road is left which is Riker Road.

The Hog Creek Bridge is done and open, it just needs delineators.

Currently hauling gravel for US-12 shoulders.

Working on the second round of state mowing.

Peterson Road cross tube is complete.

The proposed Cost Share Policy was handed out for review to seek approval at the next meeting.

A hydroseeder has been purchased.

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**Old Business**

Board discussed the failing motors in vehicles.

Board discussed the cost of the Hog Creek Bridge project.

Board discussed the cost of the Territorial Road Twin Bridge project.

Board discussed asking for grant money.

**New Business**

Board discussed a soft spot on Cellars Road.

Board discussed the guard rail on Territorial Road east of Woodbridge Road being damaged.

**APPROVAL OF 2025 DALTON VEGETATION SPRAY**

#24-129 Mike Parney moved, Gary Leininger seconded, to approve Dalton Vegetation to spray in 2025.

Motion Carried.

**APPROVAL OF 2024 AMENDED BUDGET**

#24-130 Gary Leininger moved, Mark Kline supported, to approve the proposed 2024 Amended Budget as presented. 2024 Amended Budget attached.

Motion Carried.

**APPROVAL OF 2025 PROPOSED BUDGET**

#24-131 Gary Leininger moved, Mark Kline supported, to approve the proposed 2025 Budget at presented. 2025 Budget attached.

Motion Carried.

**LIMITED PUBLIC COMMENT**

At 10:27 A. M., the chair opened the meeting to limited public comment.

Ken Todd addressed the board regarding traffic speed through the village of Allen.

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**Meeting Adjourned 11:28 A.M.**

As there was no further business, the chair declared the meeting adjourned at 11:28 A.M.

  
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Chair

  
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Administrative Assistant