

HILLSDALE COUNTY ROAD COMMISSION

November 7, 2019

MINUTES

Meeting was called to order by Chair Bob Godfrey on Thursday, November 7, 2019, at 10:00 a.m. at the road commission office.

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

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

Staff absent: Marilyn Kilpatrick, Clerk.

Visitors present: Hillsdale Lyons Club: Ellie Langston, Martha Smith, Judie Palacios.  
Pamela Cross: Half Moon Lake Road resident.  
Jim Koers: Association president.

**Agenda Approved**

Having reviewed the agenda for this date, there were no additions or deletions. The chair declared the agenda to stand approved as presented.

**Limited Public Comment**

At 10:05 a.m., the chair opened the meeting to limited public comment. Ellie Langston on behalf of the Hillsdale Lyons Club addressed the board regarding the installation of a "Deaf Child Area" sign for a resident on Half Moon Lake Road. The resident, Pamela Cross had contacted the road commission requesting a "Deaf Child" sign. Our safety director sent Mrs. Cross a quote for installation. Both parties were here to ask if we could reduce the cost of the signs and installation to a more affordable cost. After some discussion, it was decided that if the Lyons Club and/or Mrs. Cross paid for the signs, then the road commission would install them at no charge. The group thanked the board and manager for their time and left the meeting.

**DEAF CHILD SIGNING APPROVED**

#19-102 Mike Parney moved, Bill Watkins seconded, to approve the installation of two "Deaf Child" signs on Half Moon Lake Road at/near the residence of Pamela Cross. Signs will be purchased by the Lyons Club/property owner, with installation by the road commission at no charge. Motion carried.

**Limited Public Comment**

Jim Koers, Association President attended the meeting and made a request that we live stream the road commission meetings. The manager said the equipment we have right now is not set up for live streaming. The board said they will look into live streaming the meetings.

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**Minutes Approved**

Having reviewed the minutes of the October 17, 2019 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**

**#19-103** Mike Parney moved, Bill Watkins seconded, to confirm the payment of the regular payroll in the amount of \$98,838.21 per Payroll Check Register dated 10/31/19, as authorized by the manager and the clerk. Motion carried.

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

**#19-104** Mike Parney moved, Bill Watkins seconded, to confirm the payment of bills in the amount of \$192,964.58 per Accounts Payable Check Register dated 10/24/19 as authorized by the manager and clerk. Motion carried.

**APPROVAL OF ACCOUNTS PAYABLE**

**#19-105** Bills in the amount of \$547,234.16 and electronic funds transfer in the amount of 84,393.22 for a total amount of \$631,627.38 per Accounts Payable Check Register dated 11/7/19 were presented for board approval. Bill Watkins moved, Mike Parney 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 | \$3,196,752.34  |
| Receipts                             | \$ 786,956.10   |
| Disbursements:                       | (\$ 923,430.17) |
| Ending Cash & Investments Balance    | \$3,060,278.27  |
| Less: Bonds in Escrow                | (\$ 14,250.00)  |
| Reserved CD SMBT                     | (\$ 905,236.90) |
| Ending Available Fund Balance        | \$ 2,140,791.37 |

Note: Outstanding Accounts Payable=\$ 6,158.58

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

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**Ballot Cast for Revised By-laws – Association of Southern Michigan County Road Agencies**

The key changes include:      Change from 9 members to 5 members  
   Removal of annual conference language  
   Addition of grant program

After a short discussion, the following votes were cast: Bob Godfrey, Yes. Mike Parney, Yes. Bill Watkins, No.

**AUTHORIZATION TO PURCHASE HOLIDAY HAMS FOR EMPLOYEES & RETIREES ATTENDING CHRISTMAS LUNCHEON**

#19-106      Bob Godfrey moved, Mike Parney seconded, to authorize the purchase of holiday hams for employees and retirees attending our annual Christmas luncheon. Carried.

**REVISED SCHEDULE OF ANNUAL MEETINGS WITH TOWNSHIPS APPROVED**

#19-107      Bill Watkins moved, Mike Parney seconded, to schedule the annual meetings with townships in January on Tuesday 1/21/20, Wednesday 1/22/20 and Thursday 1/23/20, beginning at 1:00 p.m. Carried.

**ICE CONTROL SAND BIDS APPROVED**

At 10:30 a.m. bids were opened for MDOT 2NS Ice Control Sand. Five bids were received.

#19-108      Mike Parney moved, Bill Watkins seconded, to award to all bidders MDOT 2NS Ice Control Sand through the 2019-2020 winter season. Carried. Copy of bid tabulation attached.

**Meeting Recessed – 10:40 A.M.**

At 10:40 a.m. the chairman recessed the meeting to discuss a park matter.

**Meeting Reconvened – 10:45 A.M.**

At 10:45 a.m. the chairman reconvened the meeting.

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**LIMESTONE BIDS APPROVED**

At 10:45 a.m. bids were opened for Limestone. Three bids were received.

**#19-109** Mike Parney moved, Bill Watkins seconded, to award the limestone bid to all bidders for our 2020 season requirements. Carried. Copy of bid tabulation attached.

**29A SEALCOAT AGGREGATE BIDS APPROVED**

At 11:00 a.m. bids were opened for 29A sealcoat aggregate. Four bids were received.

**#19-110** Bill Watkins moved, Mike Parney seconded, to award the bids for 29A sealcoat aggregate to Gerken Materials and Carr Brothers and Sons. Carried. Copy of bid tabulation attached.

**CORRUGATED STEEL PIPE BIDS TABLED**

At 11:30 a.m. bids were opened for corrugated steel pipe. Four bids were received.

**#19-111** Mike Parney moved, Bill Watkins seconded, to table the award of the corrugated steel pipe bids until the next meeting, so that the bids can be reviewed. Carried.

**Meeting Adjourned – 11:50 a.m.**

As there was no further business, the chair declared the meeting adjourned at 11:50 a.m.

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary