

CLARE COUNTY ROAD COMMISSION

Minutes of the regular meeting of the Board of County Road Commissioners of Clare County, Michigan, hereinafter referred to as the Board, held at its office at 3900 East Mannsiding Road, Harrison, Michigan on December 16, 2015.

The meeting was called to order at 9:00 a.m. by Chairman Julie Lightfoot.

Commissioners present: Michael Duggan and Richard Haynak.

Commissioners absent: none.

Staff present: Deepak Gupta, Engineer-Manager; Kimberly Kimmel, Finance Director/Board Secretary; Aric McNeilly, Road Maintenance Foreman and Dave Sunday, Road Maintenance Foreman.

Pledge of Allegiance.

Guest present: None.

The minutes of the December 2, 2015 regular meeting were read and approved as read.

The fund balance report was presented, discussed and invoices were reviewed. On a motion by Commissioner Duggan, seconded by Commissioner Haynak and approved unanimously, it was moved to approve payments for: Payroll ending 12/10/15 (#51656-51678), FICA, HRA and AP checks (#68476-68518) totaling \$127,945.92.

Establishing regular meeting dates to comply with the Open Meetings Act No. 267, PA 1976 was discussed. On a motion by Commissioner Haynak, seconded by Commissioner Lightfoot and carried unanimously, it was moved to hold regular meetings on the first and third Wednesdays of each month starting at 9:00 a.m. unless posted in accordance with Act 267. The Secretary will post a notice of all meeting dates in the office lobby and road commission website.

Suzette Michalski, Admin. Asst., gave an updated FOIA report.

Aric McNeilly, Road Maintenance Foreman, gave an updated road maintenance report.

Dave Sunday, Road Maintenance Foreman, gave an updated road maintenance report.

Deepak Gupta, Engineer-Manager, gave an updated Engineer-Manager report.

Commissioner Haynak, Commissioner Lightfoot and Commissioner Duggan gave a brief report.

There being no further business to come before the Board, the meeting was adjourned at 10:14 a.m.

Kimberly Kimmel, Board Secretary

Julie Lightfoot, Chair