

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 January 3, 2018.

The meeting was called to order at 9:00 a.m. by Chairman Michael Duggan.

Commissioners present: Timothy Haskin and Richard Haynak.

Commissioners absent: none.

Staff present: Deepak Gupta, Engineer-Manager; Kimberly Kimmel, Finance Director; Al Leonard, Engineer-Tech; Aric McNeilly, Road Maintenance Foreman and David Bondie, Assistant Road Maintenance Foreman.

Pledge of Allegiance.

Guest present: Sandy Bristol, Clare County Board of Commissioners; Jack Kleinhardt, Clare County Board of Commissioners; Stacie Wilhelm, SD Consulting and Dave Sunday, Arthur Township Resident.

On a motion by Commissioner Haskin, seconded by Commissioner Haynak, and carried unanimously, it was moved to appoint Commissioner Michael Duggan as Board Chair for 2018.

On a motion by Commissioner Haskin, seconded by Commissioner Haynak, and carried unanimously, it was moved to appoint Commissioner Richard Haynak as Board Vice-Chair for 2018.

The minutes of the December 6, 2017 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 Haskin and approved unanimously, it was moved to approve payments for: Payroll, FICA, PE 12/7, 12/21, health reimbursement pay (52547-52569), HRA, MERS and AP checks (#70888-70903) totaling \$269,347.72.

It was a consensus of the Board to continue our regularly scheduled board meetings on the 1st and 3rd Wednesday of every month.

Due to a scheduling conflict with our annual audit, it was a consensus of the Board to cancel the January 17th, 2018, board meeting.

On a motion by Commissioner Haynak, seconded by Commissioner Duggan, and carried unanimously, it was moved to appoint Deepak Gupta as Engineer-Manager and Kimberly Kimmel as Finance Director/Board Secretary for 2018.

On a motion by Commissioner Duggan, seconded by Commissioner Haynak and carried unanimously, it was moved to appoint Engineer-Manager, Deepak Gupta, as MDOT Contract Administrator and to authorize said person to sign state report.

On a motion by Commissioner Duggan, seconded by Commissioner Haynak and carried unanimously, it was moved to appoint Engineer-Manager, Deepak Gupta, as Publicly Employed Project Engineer for Federal and State Aid construction projects.

On a motion by Commissioner Duggan, seconded by Commissioner Haynak and carried unanimously, it was moved to appoint Finance Director, Kimberly Kimmel, as the Authorized Person – Local Agency for the purpose of completing the Publicly Employed Project Engineer Statements.

2018 IRS standard mileage rate is 54.5 cents.

Waste Removal services discussed. It was a consensus of the Board to accept the lowest quote and not renew contract with current vendor at end of term.

Sandy Bristol, Clare County Board of Commissioner, discussed Clare County and various township updates.

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

Dave Bondie, Asst. Road Maint. Foreman, gave a updated road report.

There being no further business to come before the Board, the meeting was adjourned at 9:31 a.m.



Kimberly Kimmel, Board Secretary



Michael Duggan, Chair