

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 Jul 17, 2019.

The meeting was called to order at 1:00 p.m. by Commissioner Richard Haynak.

Commissioners present: Timothy Haskin, Richard Haynak and Karen Hulliberger.

Commissioners absent: none.

Staff present: DJ Blain, Shop Foreman; Kimberly Jones, Finance Director/Board Secretary; Al Leonard, Engineer-Tech/Co-Manager; Aric McNeilly, Road Maintenance Foreman/Co-Manager and David Bondie, Asst. Road Maintenance Foreman.

Pledge of Allegiance.

Guests present: Dan Dysinger, Grant Township Supervisor; Al Housler, Freeman Township Supervisor; Valerie Kusiak, Hayes Township resident; Mike Haley, Hayes Township Trustee.

The minutes of the July 3, 2019 regular meeting, July 3, 2019 closed meeting and July 3, 2019 workshop were read and approved as read.

The fund balance report was presented and discussed. On a motion by Commissioner Haskin, seconded by Commissioner Hulliberger and approved unanimously, it was moved to approve payments for: Payroll, FICA, PE 6/30 (severance/sick), PE 7/14, (53018-53028), AP (72580-72623) and HRA totaling \$572,077.66.

Dan Dysinger, Grant Township Supervisor, discussed the following: thanked Al Leonard, Engineer-Tech/Co-Manager, for the paving project and mill work on Dover Road and Columbus Drive; he also stated that he will contact Al Leonard for future road projects; traffic/truck traffic on restricted road v/s non-restricted roads; PA533; weight limits for Grant Township roads and the township looking at possible changes in the future on a few roads.

Valerie Kusiak, Hayes Township resident, discussed concerns on bridge work currently underway on Mostetler Road. Al Leonard, Engineer-Tech/Co-Manager stated that CCRC is waiting on the paving company and the work that had been completed was from a milling contractor and we had to have that completed while that contractor was in our area. Ms. Kusiak also discussed concerns with the culvert at Jose Creek, East of Spike horn, and wanted CCRC to be aware that there is a lot of logging being done in the area. Aric McNeilly, Road Maintenance Foreman/Co-Manager and Dave Bondie, Assistant Road Maintenance Foreman will review the issue.

Al Housler, Freeman Township Supervisor, thanked Commissioner Haskin for attending their township meeting. He also thanked Dave Bondie, Assistant Road Maintenance Foreman, for the work on Lake Station. At that time, Dave Bondie communicated to Mr. Housler that CCRC will be working on a washout north of Clare Starter, culvert repairs, cleaning or new installation on Surrey, Vandecar and Playland subdivision.

Vandecar/Mill Creek Dam Bridge Project was discussed. Small Urban grant monies from 2020 and 2021 will be \$750,000. Local match will be approx., \$187,500 and will be cost shared with CCRC and Village of Farwell. Total project is estimated at \$937,500, plus engineering. Due to timing on the project, CCRC will be requested to make an advanced construct deposit of \$468,750 in 2019 with construction to begin in 2020.

In 2020 a refund of \$375,000 will be received from the advanced construct from the Small Urban Grant (year 1 monies).

Shop Foreman, DJ Blain, discussed the dozer and the \$60,000 approved amount from the 2019 Cash Budget. He updated the Board with the following: nothing used in the budgeted price range without large repair costs has been located to date; DJ recommended a 2016 CAT for approx \$95,000 with minor repairs needed and low hours. CCRC will receive savings as we will not have to rent a dozer to meet our project needs and we will be trading in our old dozer on this purchase.

On a motion by Commissioner Haskin, seconded by Commissioner Haynak and approved unanimously, it was approved to purchase the 2016 CAT Dozer recommended by Shop Foreman as discussed.

The draft job description for the Managing Director was discussed. On a motion Commissioner Haynak, seconded by Commissioner Hulliberger and approved unanimously, it was moved to approve the draft job description and to move forward to print Job Description and post for the Managing Director position.

The 2019 MERS annual meeting will be held October 2-4, in Traverse City, Michigan. On a motion by Commissioner Haskin, seconded by Commissioner Haynak and carried unanimously, it was moved to appoint Donna Henke as voting officer delegate and Kimberly Kimmel as officer alternate to represent the Board at this annual meeting. The hourly employees have delegated Shawn Burger as voting employee delegate and Nate Hulliberger as employee alternate. Commissioner Hulliberger will also be attending the conference.

The following correspondence was given to the Board: Public Land Sale announcement received from Clare County Treasurer in the Cranberry Lake Sub, CRA Michigan County Road Investment Plan; MSU/4-H Goat Yoga invite; and MTF information from 2004 to current.

Dave Bondie, Assistant Road Maintenance Foreman, gave an updated road maintenance report covering: currently working on normal maintenance and mowing.

Aric McNeilly, Road Maintenance Foreman/Co-Manager, gave an updated road maintenance report stating that he attended Sheridan Township meeting and a project that was tabled and been re-voted on and sounds as if the project was accepted by the township board; boom mowing is completed ahead of brush spray program. He also stated that CCRC will be working on a computerized Service Request program for all calls that are received in the office. We are currently in the beginning stages of setting up the program.

Al Leonard, Engineer-Tech/Co-Manager, gave an updated Engineer-Tech report regarding paving projects and millings.

DJ Blain, Shop Foreman, gave an updated shop report and stated that everything is going well in the shop and his temporary employee is doing a great job.

Commissioner Hulliberger stated that she will be writing another informational article for the newspaper.

There being no further business to come before the Board, the meeting was adjourned at 2:00 p.m.