

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 February 2, 2011.

The meeting was called to order at 9:00 a.m. by Chairman Michael Duggan with Commissioner Eddy Garver in attendance. Staff present was Ron Bushong, Manager; John Krchmar, Road Maintenance Supervisor; and Kimberly Kimmel, Finance Director. Commissioner Richard Haynak was not in attendance.

Pledge of Allegiance

The minutes of the January 19, 2011 regular Board meeting were read and approved.

The fund balance report was presented and discussed and bills were reviewed. On a motion by Commissioner Duggan, seconded by Commissioner Garver and carried unanimously, it was moved to approve for payment payroll ending 01/23/2011 (checks 48078-48107), check for FICA, and AP checks 62849 thru 62896 totaling \$125,178.68.

Manager Ron Bushong gave an update on the Safe Route to School grant.

There will be a meeting to hear public comment on the 2011-2014 Transportation Improvement Plan on February 16, 2011 at 9:30 a.m. in the road commission board room.

Manager Ron Bushong discussed updating the current cell phone policy. On a motion by Commissioner Duggan, seconded by Commissioner Garver and carried unanimously it was moved to amend the cell phone policy. A copy of the amended policy is attached to the minutes.

Correspondence regarding the purchasing of road commission property was discussed. The Board advised Manager Bushong to check into the legality of purchasing road commission property.

Two-way radios were discussed. The law requires the road commission to update all radios by 2013 to stay compliant.

The Act 51 Financial Report for fiscal year 2010 was presented and discussed. On a motion by Commissioner Duggan, seconded by Commissioner Garver and

carried unanimously, it was moved to transfer \$ 614,234.12 from the primary road fund to the local road fund and to authorize Chairman Michael Duggan to sign said report. Finance Director Kimmel will submit the financial report to the Michigan Department of Transportation via the internet and deliver a paper copy of the same to the Clare County Clerk, and Treasurer. Township boards will receive an abbreviated version prescribed under section 15 of Act 51 of 1951.

Finance Director Kim Kimmel discussed the transferring of funds into a certificate of deposit. On a motion by Commissioner Garver, seconded by Commissioner Duggan and carried unanimously it was moved to authorize the county treasurer to transfer \$200,000 into a C.D. The treasurer will check where the best rates can be obtained.

Manager Ron Bushong gave an update on the meeting that was held on January 26, 2011 with Sgt. Clinton Keene, (Michigan State Police). Trooper Keene recommends not posting speed limit signs on gravel roads, stay consistent and follow the manual.

County Highway Engineer Stocking is still waiting for two signatures before finalizing the paperwork to make Sunny Ridge Road a certified road maintained by the county.

There being no further business to come before the Board, the meeting was adjourned at 9:55 a.m.

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Kathy Duynslager, Board Secretary

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Michael S. Duggan, Chair