

CLARE COUNTY ROAD COMMISSION

Minutes of the teleconference/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 July 1, 2020.

The meeting was called to order at 9:00 a.m. by Commissioner Richard Haynak.

Commissioners present: Merle Harmon, Timothy Haskin, Richard Haynak, Karen Hulliberger and William Simpson.

Commissioners absent: none.

Staff present: Dewayne Rogers, Managing Director; Kimberly Jones, Finance Director/Board Secretary; Al Leonard, Engineer-Tech. and Donna Henke, Administrative Assistant/Payroll Clerk.

Guests present: Jim Anderson, CPA., and Kay Anderson; Sargent Steven Sentz.

The minutes of the June 17, 2020 meeting were read and approved as read.

The fund balance report was presented and discussed. On a motion by Commissioner Hulliberger, seconded by Commissioner Simpson and approved unanimously, it was moved to approve payments for: AP (73467-73492, 63465&63466 manual checks), Payroll PE 6/30 (#53272-53279; 8060-8101) and HRA totaling \$150,004.61.

At 9:05 a.m., James M. Anderson, CPA, presented the audited financial report for fiscal year 2019.

Dewayne Rogers, Managing Director, updated the Board on the following: Cold Springs, Garfield Township and stated it is completed; Surrey Road, Sheridan Township and stated this issue is still ongoing regarding ditching concerns and Mostetler Bridge and stated that a granted has been submitted for the bridge. CCRC has been working with Michigan Works on grant opportunities.

On a motion by Commissioner Haynak, seconded by Commissioner Haskin and approved unanimously, it was moved to vote for Lester Livermore and Geoff Moffat for MCRCSIP Board of Directors, At-Large Representatives.

On a motion by Commissioner Haskin, seconded by Commissioner Harmon and approved unanimously, it was moved to vote for Alan Cooper and Brian Gutowski for MCRCSIP Board of Directors, Northern Representatives.

Commissioner Haskin proposed the following resolution and moved for its' adoption.

We, the Board of County Road Commissioners of Clare County, do hereby request reimbursement in the amount of \$10,000.00 (not to exceed \$10,000.00) for payments made during the period of July 1, 2019 through June 30, 2020 to licensed professional engineers employed or retained by this Commission, in accordance with the following:

Sec 12(2) of Act 51, as amended.

Each county road commission shall be reimbursed in an amount to \$10,000.00 per year for the sum paid to a licensed professional engineer employed or retained by the county road commission in the previous year. The sum shall be returned to each county road commission certified by the state transportation department as complying with this subsection regarding the employment of an engineer."

We further state that if we do not have a licensed professional engineer in our employ, copies of billings are enclosed with the completed form to justify the payment.

Resolution seconded by Commissioner Hulliberger and carried unanimously.

On a motion by Commissioner Haskin, seconded by Commissioner Hulliberger and approved unanimously, it was moved to allow Manager Rogers to proceed with Hobbs + Black Architects. A representative will be at our next meeting to discuss building issues/needs as Manager Rogers briefly discussed to the Board.

Sargent Steven Sentz discussed the following: CCRC garage heights if building changes are made in the future for weighing truck; and steel wheel issues on asphalt roads.

Dewayne Rogers, Managing Director, discussed the following: Meredith Grade in Franklin Township is nearing completion, Ridge and Ball in Frost Township is starting today, ditching will begin on Long Lake Rd., culvert replacement is taking place on Dover Road; Lake Station and Cedar should be approved with EGLE and work will proceed after approval/permits; funds were obligated for Vandecar Road/Bridge and CCRC is hoping for a September letting; miscellaneous ditching jobs starting; maintenance and brining; and 2020 Federal Chip Seal project.

Al Leonard, Engineer-Tech., gave an updated engineering dept report and discussed approximately 10 miles of township chip seal projects with the possibility of CCRC matching funds, if applicable; 10 miles of paving for Townships; discussed bridge maintenance and preservation.

Commissioner Harmon discussed the following: requested a copy of the Organization Chart, Cell Phone Policy; cell phone reimbursement information and a safety issue regarding a speed limit sign (Lake Station/Garfield Twp). Donna Henke, Administrative Assistant, verified that the call came in regarding the speed limit sign and the information was passed on to CCRC sign person.

Board and staff discussed CCRC's radios and cell phones, service request module implementation, Foremen laptop and wireless capabilities.

Commissioner Hulliberger discussed Mandy Robert and her position at CCRC. Manager Rogers stated that she is currently a temporary position in the Engineering Office, current job duties and possibilities for the future.

There being no further business to come before the Board, the meeting was adjourned at 10:17 a.m.

Kimberly Jones, Finance Director/Board Secretary

Richard Haynak, Chairman