

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 4, 2017.

The meeting was called to order at 9:11 a.m. by Vice-Chairman Michael Duggan.

Commissioners present: Richard Haynak and Timothy Haskin.

Commissioners absent: none.

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

Pledge of Allegiance.

Guest present: Dan Dysinger, Grant Township Supervisor and Al Housler, Freeman Township Supervisor.

On a motion by Commissioner Haynak, seconded by Commissioner Haskin, and carried unanimously, it was moved to appoint Commissioner Michael Duggan as Board Chair for 2017.

On a motion by Commissioner Duggan, seconded by Commissioner Haskin, and carried unanimously, it was moved to appoint Commissioner Richard Haynak as Board Vice-Chair for 2017.

The minutes of the December 21, 2016 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: MESC and AP checks (#69735-69768) totaling \$34,823.70.

Dan Dysinger, Grant Township Supervisor, discussed 2016 and 2017 township concerns.

Al Housler, Freeman Township Supervisor, discussed 2016 and 2017 township concerns.

On a motion by Commissioner Haskin, seconded by Commissioner Haynak, and carried unanimously, it was moved to approve the 2017 Cash Budget. A copy of the budget will be following the minutes.

On a motion by Commissioner Haynak, seconded by Commissioner Haskin, and carried unanimously, it was moved to appoint Deepak Gupta as Engineer-Manager and Kimberly Kimmel as Finance Director/Board Secretary for 2017.

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 Haskin 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.

2017 IRS standard mileage rate is 53.5 cents.

Auditors scheduled to be here January 9th – January 11th.

Al Leonard, Engineer-Tech, gave an updated engineering department 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.

There being no further business to come before the Board, the meeting was adjourned at 9:59 a.m.

Kimberly Kimmel, Board Secretary

Michael Duggan, Chair