

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 19, 2014.

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

Commissioners present: Eddy Garver and Michael Duggan.

Commissioners absent: None.

Staff present: Ronald Bushong, Manager; Kimberly Kimmel, Finance Director/Board Secretary; John Krchmar, Road Maintenance Supervisor; Steve Graves, Shop Foreman; Suzette Michalski, Administrative Asst/Payroll Clerk; Al Leonard, Engineer-Tech and Jeff Lloyd, Stock Clerk.

Pledge of Allegiance.

Guest present: Mike Ireland.

The minutes of the February 5, 2014 regular Board 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 Garver and approved unanimously, it was moved to approve payments for: payroll ending 02/16/14 (#50428-50452 void, 50453-50479), FICA, HRA, MERS, AP checks (#66272-66315) totaling \$174,056.81.

John Krchmar, Road Maintenance Supervisor, gave an updated road maintenance report and also wanted to let the Board know what a great job the crew did on the previous storm.

Manager, Ron Bushong, updated the Board on the following: the new foreman pickup and the walk-n-roll attachment are both ordered; truck refurbishing quotes are currently under review; CCSD's 911 dispatch center is checking into a new radio unit for their department for our radio frequency.

On a motion by Commission Duggan, seconded by Commissioner Garver and carried unanimously it was moved to authorize credit card invoices and utility invoices to be paid as needed to avoid late payment fees. Check registers would be provided at the next Board meeting.

On a motion by Commission Duggan, seconded by Commissioner Garver and carried unanimously it was moved to authorize payment of invoices due the cancellation of the March 5<sup>th</sup> Board meeting. A check register will be provided at the next regular Board meeting, March 19<sup>th</sup>.

The Act 51 Financial Report for fiscal year 2013 was presented and discussed. On a motion by Commissioner Garver, seconded by Commissioner Duggan and carried unanimously, it was moved to transfer \$856,313.62 from the primary road fund to the local road fund and to authorize Chairman Richard Haynak 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 as noted under section 15 of Act 51 of 1951.

On a motion by Commission Duggan, seconded by Commissioner Haynak and carried unanimously it was moved to adopt the MERS 457 Program provided by the Municipal Employees' Retirement System of Michigan. A copy of the agreement may be found immediately following the minutes.

The Board, Manager and staff discussed personnel and administrative issues.

On a motion by Commission Duggan, seconded by Commissioner Haynak and carried unanimously it was moved to approve the updated Organizational Chart reflecting a new temporary operational management structure. This issue will be revisited within six months. A copy of the Organizational Chart may be found immediately following the minutes.

Manager Bushong discussed the possibility of selling a set of truck scales to another road commission.

Manager Bushong also discussed the proposed legislation that would provide \$100 million in emergency funding to road agencies due to the severe winter. If passed, this additional money is expected to be dispersed through the Act 51 MTF formula.

Permit 06-14 for Charter to work in the road right-of-way was examined and signed by all members of the Board.

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

Commissioner Haynak requested a workshop.

It was a consensus of the Board to schedule a workshop on Monday, April 21, 2014 at 8:00 a.m.

There being no further business to come before the Board, the meeting was adjourned at 9:41 a.m.

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Kimberly Kimmel, Board Secretary

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Richard F. Haynak, Chair