

## 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 May 21, 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; Steve Graves, Shop Foreman; Kimberly Kimmel, Finance Director/Board Secretary; John Krchmar, Road Maintenance Supervisor; Suzette Michalski, Administrative Asst/Payroll Clerk; Al Leonard, Engineer-Tech; Jeff Lloyd, Stock Clerk and Dave Sunday, Road Maintenance Foreman.

Pledge of Allegiance.

Guest present: none.

The minutes of the May 7, 2014 regular Board meeting were read. A spelling correction was noted from Grey Rynearson to Greg Rynearson. The minutes were read and approved with the correction.

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 05/11/14 (#50615-50641), FICA, HRA, and AP checks (#66537-66605) totaling \$167,088.97.

Manager Bushong updated the Board on the following: the proposed legal transfer of the county roadside park to the Clare County Historical Society; and CCSD weighmaster services.

Cell phone reimbursement for supervisory staff was discussed. Finance Director Kimmel proposed that we reimburse \$40.00 for basic cell phone plans and \$60.00 for smart phone plans, based on average actual costs. Reimbursements would be processed quarterly. Annually, reimbursed employees must bring in proof of billing/phone plan.

On a motion by Commissioner Duggan, seconded by Commissioner Haynak and carried unanimously it was moved to reimburse \$40.00 per month for basic cell phone plans and \$60.00 per month for smart phone plans for management/supervisory staff.

It was the consensus of the Board to vote for Doug Robidoux, Mason CRC; Jerry Smigelski, Presque Isle CRC; and John Strauss, Kent CRC, for CRASIF Board of Trustees, 3-year term. Board Secretary Kimmel will mail the official ballot.

Manager Bushong informed the Board that the Hulliburger grievance is proceeding to arbitration.

The Organizational Chart/management structure was discussed.

Permit 23-14 for Don Nevill (Nevill Farms) to work in the road right-of-way was examined and signed by all members of the Board.

Freeman Township Limestone contract was approved and signed by all Board members (Fisherman's Dr., Golden Acre Sub, Wallace Dr., Woodridge Dr., Cedar Rd.).

John Krchmar, Road Maintenance Supervisor, gave an update road maintenance report.

Dave Sunday, Road Maintenance Foreman, gave an update road maintenance report.

Steve Graves, Shop Supervisor and Jeff Lloyd, Stock Clerk, gave up updated shop/equipment report.

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

Commissioner Duggan discussed taking bids on fuel.

Commissioner Garver proposed setting up a meeting for frost law weight restriction discussion. He also discussed setting up a meeting with township supervisors and the road commission.

Commissioner Haynak requested an administrative workshop be scheduled to discuss operation management.

There being no further business to come before the Board, the meeting was adjourned at 10:00 a.m.

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Kimberly Kimmel, Board Secretary

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Richard F. Haynak, Chair