

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 August 3, 2016.

The meeting was called to order at 9:00 a.m. by Chairman Julie Lightfoot.

Commissioners present: Michael Duggan and Richard Haynak.

Commissioners absent: None.

Staff present: Deepak Gupta, Engineer-Manager; Donna Henke, Administrative Assistant; Kimberly Kimmel, Finance Director/Board Secretary; Al Leonard, Engineer-Tech; Dave Sunday, Road Maintenance Foreman; John Koch and Mike Fillhard, CCRC Staff.

Pledge of Allegiance.

Guest present: Brenda Williams, Surrey Township Resident; Mark Irwin, Garfield Township Trustee..

Additions to agenda: Misc. #1. Woods Drive, Franklin Township, #2. Brush Program, #3. Center Street abandonment, #4. Local Task Force (LTF) meeting.

The minutes of the July 20, 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: Payroll ending 7/7 (comm.) , 8/4/16 (#52069-52093), FICA, HRA and AP checks (#69246-69290) totaling \$525,799.34.

Brenda Williams, Surrey Township Resident, discussed mailbox issue in Surrey Township.

Mark Irwin, Garfield Township Trustee, discussed issues in Garfield Township.

The 2016 MERS annual meeting will be held September 28-29, in Traverse City, Michigan. On a motion by Commissioner Haynak, seconded by Commissioner Lightfoot and carried unanimously, it was moved to appoint Kimberly Kimmel as voting officer delegate and Donna Henke as officer alternate delegate to represent the Board at this annual meeting. The hourly employees have delegated Brian Coon as voting employee delegate and Larry Edwards as employee alternate delegate.

The following misc. agenda items were discussed: Woods Road; Spray/Brush Program; no discussion or action on Center Street and LTF meeting will be August 17th at 10 a.m.

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

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

Kimberly Kimmel, Finance Director, gave an updated administrative report and introduced Donna Henke, Administrative Assistant.

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 10:16 a.m.

Kimberly Kimmel, Board Secretary

Julie Lightfoot, Chair