

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 26, 2016.

The meeting was called to order at 8:34 a.m. by Chairman Julie Lightfoot.

Commissioners present: Michael Duggan and Richard Haynak.

Commissioners absent: none.

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

Pledge of Allegiance.

Guest present: Arden Shell, Arden Shell Trucking & Exc.

The minutes of the February 10, 2016 regular meeting were read and approved as read.

Additions to agenda: New Business #4. Union Business, #5. Engineer-Manager Evaluation

The fund balance report was presented, discussed and invoices were reviewed. On a motion by Commissioner Haynak, seconded by Commissioner Duggan and approved unanimously, it was moved to approve payments for: Payroll ending 2/18/16 (#51773-51795), FICA, HRA, MERS and AP checks (#68668-68718) totaling \$230,963.96.

The Act 51 Financial Report for fiscal year 2015 was presented and discussed. On a motion by Commissioner Lightfoot, seconded by Commissioner Duggan and carried unanimously, it was moved to transfer \$426,683.60 from the primary road fund to the local road fund and to authorize Chairman Julie Lightfoot 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.

Gravel bids opened on February 23, 2016 were reviewed by the Board. On a motion by Commissioner Duggan, seconded by Commissioner Haynak and approved unanimously, it was moved to award the bids in the best interest of the Road Commission. A copy of the bids may be found following these minutes.

Due to scheduling conflicts the May 18<sup>th</sup>, 2016 board meeting has been cancelled.

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.

Jack Kleinhardt, Accident Investigator, gave an updated department report.

Deepak Gupta, Engineer-Manager, gave an updated Engineer-Manager report.

Commissioners gave a brief report.

On a motion by Commissioner Duggan, seconded by Commissioner Lightfoot and carried unanimously, it was moved and affirmed by roll call vote to go into closed session at 9:26 a.m. to discuss union negotiations and personnel evaluation of Engineer-Manager (as requested by Engineer-Manager Gupta).

The Board came out of closed session at 10:17 a.m.

There being no further business to come before the Board, the meeting was adjourned for lunch at 10:18 a.m.

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Kimberly Kimmel, Board Secretary

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Julie Lightfoot, Chair