

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 8, 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; Dave Sunday, Road Maintenance Foreman; Steve Graves, Shop Foreman and Jeff Lloyd, Stock Clerk.

Pledge of Allegiance.

Guest present: Richard Wells, Freeman Township Trustee and Jack Kleinhardt, Clare County Commissioner.

The minutes of the December 18, 2013 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 Haynak, seconded by Commissioner Garver and approved unanimously, it was moved to approve payments for: payroll ending 12/22/13 (#50331-50355), FICA, HRA, MERS and AP checks (#66143-66192) totaling \$208,111.95.

Commissioner Kleinhardt gave an update on the transportation meeting and expected revenue for 2014.

Richard Wells, Freeman Township Trustee, discussed concerns on various roads in Freeman Township and funding for 2014 road projects.

Manager, Ron Bushong updated the Board on the following: we are investigating the possibility of a contract for weigh master services with the MSP; a notice regarding load restrictions on county gravel roads will be posted in the paper and on our website; the restricted road map will be updated and available; 2014 cash budget is underway; a new shop mechanic has been hired and will start Monday, January 13<sup>th</sup>.

On a motion by Commissioner Duggan, seconded by Commissioner Garver, and carried unanimously, it was moved to appoint Commissioner Richard Haynak as Chair and Commissioner Eddy Garver as Vice-Chair for 2014.

On a motion by Commissioner Duggan, seconded by Commissioner Garver, and carried unanimously, it was moved to appoint Ronald Bushong as Manager; Henry Diemer (Prein & Newhof) as-needed County Highway Engineer; Kimberly Kimmel as Finance Director and Board Secretary for 2014.

Establishing regular meeting dates to comply with the Open Meetings Act No. 267, PA 1976 was discussed. On a motion by Commissioner Haynak, seconded by Commissioner Duggan and carried unanimously, it was moved to hold regular meetings on the first and third Wednesdays of each month starting at 9:00 a.m. unless posted in accordance with Act 267. The Secretary will post a notice of all meeting dates in the office lobby.

On a motion by Commissioner Garver, seconded by Commissioner Duggan and carried unanimously, it was moved to appoint Manager Ronald Bushong as MDOT Contract Administrator and to authorize said person to sign state report. Project Engineer for Federal and State Aid construction projects will be assigned on a case by case basis.

On a motion by Commissioner Haynak, seconded by Commissioner Duggan and carried unanimously, it was moved to use the 2014 IRS standard mileage rate of 56 cents per mile for travel expenses.

Manager Bushong informed the Board that we will be holding a Local Task Force (LTF) meeting on January 16, 2014, at 10:00 a.m. and changes in federal funding will be discussed; a 2014 budget workshop will be held immediately following the LTF meeting; auditors will be here next week to begin our annual audit; Winter Maintenance Policy and mailbox information was posted in the local paper and on our website; Jay Zuchnik, MDOT, had sent a thank-you to our county for a job well done.

Jurisdiction transfer of Colonville Road (Clare Avenue to Eberhart Avenue) to the City of Clare was discussed.

On a motion by Commission Duggan, seconded by Commissioner Haynak and carried unanimously, it was moved to transfer jurisdiction of Colonville Road to the City of Clare. A copy of the resolution may be found immediately following the minutes.

Permit 01-14 for Great Lakes Energy to work in the road right-of-way was examined and signed by all members of the Board.

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

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

Steve Graves, Shop Foreman and Jeff Lloyd, Stock Clerk, gave an updated shop report and discussed refurbishing truck options.

Commissioner Haynak discussed that this year we will be working on improved communication within the road commission and with the public.

Commissioner Garver discussed refurbishing trucks.

There being no further business to come before the Board, the meeting was adjourned at 10:03 a.m.

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Kimberly Kimmel, Board Secretary

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Richard F. Haynak, Chair