**Board Minutes**

**April 28, 2022**

The regular meeting of the Crawford County Board of Road Commissioners was held at their office at 500 Huron Street on Thursday, April 28, 2022, at 4:30 p.m., **Present:** Chairman Halstead**,** Vice Chairman Summers, Commissioner Jones., and Commissioner Hanson**.**  **Absent:** Commissioner Larson. **Administrative staff present:** Don Babcock Managing Director, Clerk of the Board Leann Neilson. **Public attending:** Duncan Gray Crawford County Commissioner Liaison to the Road Commission, Tom Coors Maple Forest Township Supervisor, Steve Nelson a Beaver Creek Township resident, and Amelia Halstead a Grayling Township resident.

It was moved by Commissioner Jones and supported by Commissioner Hanson to approve April 28, 2022 amended Agenda which include additions under New Business “Permission to Bid MDOT Culvert Lining Material” and under Old Business “Permission to purchase shoulder widening machine”. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

It was moved by Commissioner Hanson and supported by Commissioner Jones to approve the April 14, 2022, Board Minutes as presented. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

**Accounts Payable Voucher #15** in the amount of $95,787.98 was moved to pay by Chairman Halstead and supported by Commissioner Hanson. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

**Accounts Payable Voucher #15-1** in the amount of $1761.00 was moved to pay by Chairman Halstead and supported by Commissioner Hanson. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

**Cash Flow**: No Discussion.

**Accounts Receivables:** Chairman Halstead inquired about the State of Michigan outstanding balance. Managing Director Babcock gave a brief explanation of the overcharges by Colecchio Construction. Legal counsel is working on resolving this issue with Colecchio Construction.

**Blade and Brine Report**: The crew has been working hard on improving gravel road conditions.

**PUBLIC COMMENTS**: Steve Nelson, a Beaver Creek Township resident requested that CCRC consider widening the southern end of S. Oak Rd. near Dort Road, north to Fletcher Road. The road is becoming very narrow and creating potentially dangerous situation with oncoming traffic. Managing Director Babcock will look at the issue.

Tom Coors, Maple Forest Township Supervisor inquired about how frequently the CCRC crew is working on Industrial Drive and Iron Belle Trail system. Managing Director Babcock explained that the crew is not consistently working on Industrial Drive, and that it is a fill project when personnel become available.

**NEW BUSINESS:**

**Seasonal Labor & Truck Drivers**: CCRC will be advertising for Seasonal Laborer positions. Managing Director Babcock asked for the Boards input on the starting wage of $12.00 an hour for Seasonal Labor. The Board agreed that $12.00 is a fair wage for seasonal help. CCRC is hoping to hire at least three more fulltime truck drivers. Managing Director Babcock would like to make a fulltime employment offer to our current Seasonal employee and advertise for two more positions. The Board agreed.

**Permission to Bid MDOT Culvert Lining Material:** It was moved by Chairman Halstead and seconded by Commissioner Jones to advertise for bids for Culvert Lining Materials on behalf of MDOT. Roll Call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea. Motion Carried.

**OLD BUSINESS:**

**MDOT Labor:** It was movedby Commissioner Hanson, seconded by Chairman Halstead to award the MDOT Labor Crew bid to Palmer & Palmer Enterprises Inc. as recommended by MDOT. Roll Call: Larson absent, Halstead yea, Hanson yea, Summers yea, Jones yea. Motion carried.

**Permission to Purchase Shoulder Widening Machine:** It was moved by Chairman Halstead, and seconded by Commissioner Jones to purchase a 2003 Blaw-Knox RW100 shoulder widening machine for $49,000.00 with delivery charges of $2,475.00, from Central Wisconsin Equipment company of Marion Wisconsin. Roll Call: Larson absent, Halstead yea, Hanson yea, Summers yea, Jones yea. Motion carried.

**Jones Lake Road Allocation Summary:** Managing Director Babcock explained the revised estimate of cost and revisions to the Jones Lake Road Allocation Summary as presented in the Board packet handout.

**MANAGINIG DIRECTOR COMMENTS:**

Update on Wakeley Bridge project – Beams are set, and they are pouring concrete. On schedule to be open to traffic in mid to late May.

Iron Belle Trail update – crews are moving dirt from a hill on the Industrial Drive project and relocating it to the Iron Belle Trail project. This is helpful for CCRC on both projects. Project is coming along nicely.

Hay Marsh Creek update – waiting to hear from Attorney Carey.

Summer Hours - CCRC will be starting summer hours on Monday May 9th. Hours of operation will be Monday – Thursday from 6:00 a.m. to 4:30 p.m.

Janitorial Position – Managing Director Babcock discussed with the Board the possibility of increasing the hours of the Janitorial Position to fulltime. The Board inquired about what the cost increase will be to CCRC for that position. The Board would like to see an explanation for the increased need for more hours and a list of additional duties that the position will acquire.

**COMMISSIONER COMMENTS:**

Commissioner Larson – Absent.

Commissioner Summers – Questions & discussion regarding Kirtland Community College and the land clearing going on near their facility.

Commissioner Hanson – Thanked Leann for a great job on the accuracy of the meeting minutes.

Commissioner Jones – None

Chairman Halstead – None

There being no further business to come before the Board Chairman Halstead declared the meeting adjourned at 5:00 p.m.

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Chairman, Ryan Halstead Leann Neilson, Clerk of the Board