**Board Minutes**

**September 28, 2023**

The regular meeting of the Crawford County Board of Road Commissioners was held at their office at 500 Huron Street on Thursday, September 28,2023, at 4:31 p.m., **Present:** Commissioner Hanson, Vice Chairman Summers, Commissioner Jones and Chairman Halstead. Absent: Commissioner Larson. **Administrative staff present:** Managing Director Don Babcock and Clerk of the Board, Leann Neilson. **Public Attending**: Dorothy Frederick, County Commissioner liaison.

It was moved by Commissioner Jones and supported by Chairman Halstead to approve the September 28, 2023, Crawford County Road Commission Agenda as presented. Roll Call: Larson absent, Halstead yea, Jones yea, Summers yea, Hanson yea. Motion Carried.

It was moved by Chairman Halstead, supported by Commissioner Jones to approve the September 14, 2023, Board Minutes as presented. Roll Call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea. Motion carried.

Accounts Payable Voucher #26 in the amount of $156,886.34 was moved to pay by Chairman Halstead and supported by Commissioner Jones. Roll Call: Larson absent, Halstead yea, Jones yea, Summers yea, Hanson yea. Motion Carried.

Accounts Payable Voucher #26-1 in the amount of $267,467.41 was moved to pay by Chairman Halstead and supported by Vice Chairman Summer. Roll Call: Larson absent, Halstead yea, Jones yea, Summers yea, Hanson yea. Motion Carried.

**Cash Flow:** cash holding steady, upcoming bills for paving projects will temporarily diminish cash, however, MTF funds should be deposited next week.

**Accounts Receivables:** None

**Blade and Brine Report:** None

**PUBLIC COMMENTS**: Dorothy Frederick, County Commissioner liaison reported that the County Commissioners adopted their new budget today. County Commissioners are continuing to work on a Broad Band Grant which they are expecting to take three to five years to complete the project. Commissioner Frederick inquired about the estimates on Asset Management report provided in the board packet. Managing Director Babcock clarified that an estimate next to a project does not mean that the project is already underway.

**NEW BUSINESS**:

**Public Hearing –** there is a Public Hearing scheduled for Thursday October 26 at 4:30 during the regular Board Meeting at the Crawford County Road Commission to select and approve projects eligible to receive Federal and State Aid Funding. Upon completion of the hearing the Board will present the recommended proposed projects to the Regional Task Force for consideration.

**OLD BUSINESS:**

**Asset Management Road Condition Rating –** overview of the road rating numbers and rating factors. Discussion regarding proposed projects. Cost estimates next to the proposed projects doesn’t mean that they are already underway.

**Task Force #9 5 Year Surface Transportation Improvement Program** – Managing Director provided an explanation of proposed project plan funding. Work is being done to obtain Critical Bridge Funds for Stephan Bridge. Would like to coordinate Stephan Bridge Road resurfacing with the proposed bridge repair.

**2023-2024 Crawford County Road Commission Budget –** review of changes that were made to Draft Budget. Purchase of message boards is now included along with reallocating the current year local road funds from Beaver Creek Township to South Branch Township.

It was moved by Commissioner Hanson and seconded by Chairman Halstead to adopt the 2023 – 2024 Crawford County Road Commission Budget as presented. Roll Call: Larson absent, Halstead yea, Hanson yea, Summers yea, Jones yea. Motion Carried.

**MANAGING DIRECTOR COMMENTS:**

**County Road 612 over the AuSable River Bridge Project** – contractor is way behind, and the bridge may not be open to traffic this year. Liquidated damages will be assessed.

**County Road 612 over Big Creek** – contractor is nearly two months past the completion deadline. Liquidated damages are being assessed and accumulating daily @ $800.00/day, already totaling approximately $47,000.00

**County Road 612, Jones Lake Rd. west 1 mile –** currently waiting for Reith Riley to pave.

**Chase Bridge Road, from 7 Mile Road, south, 3000 feet**. – currently waiting for Reith Riley to pave.

**Pere Cheney Road** – crews are currently working on stripping topsoil, turnpiking a roadbed and installing culverts and drainage structures. Gravel will be hauled to the project by Team Elmer’s next week.

**Job Interviews –** interviewed five candidates and presented three job offers. One applicant declined the job offer, one applicant failed pre-employment drug screening, and the third applicant started working on September 27. One of the summer employees obtained a learners permit and will be going through the CDL program. The road commission will continue to accept applications for all positions.

Continued 09/28/2023 minutes.

**State Foreman position –** notice was posted for State Foreman position and resume’s will be accepted until Monday October 2. Three resumes have been received as of today.

**COMMISSIONER’S COMMENTS:**

Commissioner Larson – Absent.

Commissioner Summers – None

Commissioner Hanson – Commissioner Hanson inquired about the road commission website being out of service. It is indeed temporarily out of service but is currently being worked on and should be up and running by the end of the day.

Commissioner Jones – None

Chairman Halstead – Keep up the good work on the Pere Cheney Road project. Nice to see the younger guys out there working.

There being no further business to come before the Board Chairman Halstead declared the meeting adjourned at 5:14 p.m.

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**Chairman, Ryan Halstead Leann Neilson, Clerk of the Board**