**Board Minutes**

**April 25, 2024**

**DRAFT**

The regular meeting of the Crawford County Board of Road Commissioners was held at their office at 500 Huron Street on Thursday, April 25, 2024, at 4:30 p.m., Present: Commissioner Jones, Vice Chairman Summers, and Commissioner Hanson. Absent: Commissioner Larson and Chairman Halstead. Administrative staff present: Managing Director Don Babcock and Clerk of the Board, Leann Neilson. Public Attending: Dorothy Frederick, County Commissioner.

It was moved by Commissioner Jones and supported by Commissioner Hanson to approve the April 25, 2024; Crawford County Road Commission Agenda as presented. Roll Call: Larson absent, Halstead absent, Jones yea, Hanson yea, Summers yea. Motion Carried.

It was moved by Vice Chairman Summers, supported by Commissioner Hanson to approve the April 11, 2024, Board Minutes as presented. Roll Call: Larson absent, Halstead absent, Jones yea, Hanson yea, Summers yea. Motion carried.

Accounts Payable Voucher #15 in the amount of $127,373.32 was moved to pay by Vice Chairman Summers and supported by Commissioner Jones. Roll Call: Larson absent, Halstead absent, Jones yea, Hanson yea, Summers yea. Motion Carried.

Accounts Payable Voucher #15-1 in the amount of $569.50 was moved to pay by Vice Chairman Summers and supported by Commissioner Hanson. Roll Call: Larson absent, Halstead absent, Jones yea, Hanson yea, Summers yea. Motion Carried.

**Cash Flow:** None

**Accounts Receivables:** Attorney Cary will be sending Erich Christman a collections letter.

**Blade and Brine Report:** None

**PUBLIC COMMENTS:** County Commissioner Dorothy Frederick reported that Crawford County Board of Commissioners approved the road millage renewal ballot language. In addition, there was a contractors meeting for Portage Creek Dam reconstruction and the County Board is currently waiting for bids to come in. There is an open house at Grayling Ramada on Wednesday May 15 from 6:00 p.m. to 8:00 p.m. regarding PFAS clean up efforts.

**NEW BUSINESS**: None



**OLD BUSINESS:** Retirement Party Policy – Attorney Cary reviewed the existing policy and thinks it’s ok as it is, however, Commission Hanson would prefer to do a Letter of Understanding with the Teamsters to amend the existing union contract to include retirement parties. Managing Director Babcock will work with the Teamsters on a Letter of Understanding to include retirement parties in the existing contract.

ACT 51 Report – A corrective action plan has been submitted to Michigan Department of Treasury stating the road commission will review the budget on a quarterly basis and that due to training of new administrative staff the administrative expenses are expected to remain the same for a least one more fiscal year until some of administrative personnel retire.

It was moved by Vice Chairman Summers and seconded by Commissioner Jones to move to attest the ACT 51 Report as presented and authorize Clerk of the Board Leann Neilson and Chairman Halstead to sign it. Roll Call: Larson absent, Halstead absent, Jones yea, Hanson yea, Summers yea. Motion Carried.

**MANAGING DIRECTOR COMMENTS**:

Ten (10) hour workdays will begin April 29.

The closing process on the Lovells Pit land exchange is completed.

Grayling Township proposed water expansion project plan was discussed and reviewed. The road board would like someone from the township to come to a road commission meeting in the future to discuss plans.

Managing Director Babcock will be preparing an agreement with the City of Grayling regarding the allocation of road millage funds.

County Road 612 bridge construction project update – bridge has been poured and sleeper slabs are being formed. The contractor is making progress and continuing to meet requirements.

The Pioneer Road project will be started soon. Engineer Tech’s have been doing survey work.

The truck garage roof has severe leaks and will need replacing soon.

Managing Director Babcock is waiting for clarification from the townships on upcoming summer projects. Grayling Township’s proposed projects will be on hold.

Continued 4/25/2024 minutes.

**COMMISSIONER’S COMMENTS:**

Commissioner Larson – Absent.

Commissioner Summers – None

Commissioner Hanson – None

Commissioner Jones – None

Chairman Halstead – Absent

There being no further business to come before the Board Vice Chairman Summers declared the meeting adjourned at 4:57 p.m.

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**Vice Chairman, Gary Summers Leann Neilson, Clerk of the Board**