**Board Minutes**

**September 26, 2024**

**DRAFT**

The regular meeting of the Crawford County Board of Road Commissioners was held at their office at 500 Huron Street on Thursday, September 26, 2024, at 4:30 p.m., Present: Chairman Halstead, Commissioner Jones, Vice Chairman Summers, Commissioner Hanson, Absent: Commissioner Larson. Administrative staff present: Managing Director Donald Babcock, Clerk of the Board Leann Neilson. Public Attending: Dorothy Frederick, Crawford County Commissioner, Tom Coors, Maple Forest Township Supervisor.

It was moved by Chairman Halstead and supported by Commissioner Jomes to approve the September 26, 2024; Crawford County Road Commission Agenda with the addition of Notice To Bidders under New Business. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

It was moved by Chairman Halstead, supported by Commissioner Jones to approve the September 12, 2024, Board Minutes as presented. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion carried.

Accounts Payable Voucher #26 in the amount of $106,345.03 was moved to pay by Chairman Halstead and supported by Commissioner Jones. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

Accounts Payable Voucher #26-1 in the amount of $299,605.57 was moved to pay by Chairman Halstead and supported by Vice Chairman Summers. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

**Cash Flow:** None

**Accounts Receivables:** None

**Blade and Brine Report:** None

**PUBLIC COMMENTS:**

Dorothy Frederick, County Commissioner reported that the Crawford County Board of Commissioners passed a balanced budget. Dorothy will be out of town for the next road board meeting. Chairman Halstead would like to know of any upcoming County Board meeting that SAAB would attend. Lengthy discussion was held regarding SAAB and the Raven Project.

Maple Forest Township Supervisor Tom Coors gave insight into SAAB and the Raven Project. Tom also inquired about the epoxy coating on the newly resurfaced bridges.

**NEW BUSINESS:**

It was moved by Commissioner Hanson, seconded by Commissioner Jones to authorize Managing Director Babcock to enter into and sign the Build Ready Sites Program Grant Agreement between Michigan Strategic Fund and Crawford County Road Commission. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

It was moved by Chairman Halstead, seconded by Commissioner Jones to approve the 2024-2025 Crawford County Road Commission Draft Budget. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

It was moved by Chairman Halstead and seconded by Vice Chairman Summers to authorize the road commission to publish a Notice To Bidders for roofing for the truck storage garage. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

**OLD BUSINESS: None**

**MANAGING DIRECTOR COMMENTS**:

Road Program Public Hearing scheduled in conjunction with October 10, 2024, road board meeting at the road commission.

Leline Road – project to start next week.

Chase Bridge Road – update given; paving is expected to begin Saturday.

County Road 612 Bridge – no new information available.

Industrial Drive & Raven Project – Managing Director Babcock submitted a grant application to MDOT with a total expected project cost being approximately $9.6 million dollars.

Update on Grayling Water Main Project. 3 bids returned. Project expected to start next spring.

Explanation and update given on fuel pump accident.

Frederic Township is having a Big Foot Festival and would like permission to paint footprints on the road. The Board is ok with some painting on local roads, but not primary roads and they would like documentation on where the painting is being done. Managing Director Babcock will speak with Frederic Township Supervisor Brandon Gabriel.

Discussion took place regarding the position of Clerk of the Board, and whether the position should be advertised to the public, a wage compensation package and the promotion of Administrative Clerk, Kaitlyn Carlson.

Continued minutes 09/26/2024

It was moved by Chairman Halstead and seconded by Commissioner Jones to promote Kaitlyn Carlson to Clerk of the Board with an immediate wage increase to $25.36 per hour with subsequent raises to follow as experience increases.

**COMMISSIONER’S COMMENTS:**

Commissioner Larson – Absent.

Commissioner Summers – won’t be at the next meeting

Commissioner Hanson– None

Commissioner Jones – None

Chairman Halstead – None

There being no further business to come before the Board Chairman Halstead declared the meeting adjourned at 5:39 p.m.

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