**Board Minutes**

**April 10, 2025**

**DRAFT**

The regular meeting of the Crawford County Board of Road Commissioners was held at their office at 500 Huron Street on Thursday, April 10, 2025, at 4:30 p.m., Present: Chairman Halstead, Commissioner Hanson, Commissioner Jones, Vice Chairman Summers, Absent Commissioner: Larson. Administrative staff present: Engineer Tech, Tim McCarthy, Clerk of the Board, Kaitlyn Carlson, Engineer Tech, Matthew Gabriel. Public Attending: Dorothy Frederick, Crawford County Commissioner, Tom Coors, Maple Forest Township Supervisor.

It was moved by Commissioner Jones and supported by Commissioner Hanson to approve the April 10, 2025; Crawford County Road Commission Agenda as presented. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried.

It was moved by Vice Chairman Summers and supported by Chairman Halstead to approve the March 27, 2025, Board Minutes as presented. Roll Call: Larson absent, Halstead yea, Hanson yea, Jones yea, Summers yea. Motion Carried

Accounts Payable Voucher #14 in the amount of $74,857.39 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 #14-1 in the amount of $850.00 was moved to pay by Commissioner Hanson and supported by Chairman Halstead. 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, Crawford County Commissioner, wanted to thank the Crawford County Road Commission for the work they had done clearing the trees off the road after the ice storm. Dorothy also inquired if the Road Commission has a plan in place for when we are placed into a state of emergency. The board was presented with information regarding road funding plans through Michigan Association of Counties by County Commissioner, Frederick.

Maple Forest Township Supervisor thanked the Crawford County Road Commission for the work they have clearing trees if the roads after the ice storm. Coors inquired if the Road Commission would be receiving extra funding for the work performed and chipping. He also informed the board that Maple Forest Township Hall has opened its doors to anyone needing shelter or a place to rest, there is an air mattress, chair, rug, along with some food, water, and two bathrooms.

**NEW BUSINESS:**

Discussion of the Financial statement for the fiscal year ending 09/30/2024 was tabled until the 04/24/2025 meeting, to give the board time to review the financial statement.

**OLD BUSINESS:**

**Blade Bid opening**: **-** It was moved by Chairman Halstead and supported by Commissioner Hanson to award the blade bid Michigan Cat, in the amount of $82.44 each for 5/8”x 8”x6’ double bevel thru hardened (5/8” holes) and $127.75 each for 3/4”x 8”x7’ double bevel thru hardened (3/4” holes). Roll call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea, Motion Carried

**Bituminous Base Crushing Bid opening**: **-** It was moved by Chairman Halstead and supported by Commissioner Hanson to award the Bituminous Base Crushing bid to Pavement Recycling, in the amount of $35,003.11. Roll call: Larson absent, Halstead yea, Summers yea, Hanson yea, Jones yea, Motion Carried

**MANAGING DIRECTOR COMMENTS**:

The Commissioners were presented with a letter stating that residents should take care of their own fallen trees and branches and not pile them roadside. The letter was posted to the Road Commission website, in the Avalanche, sent to the Crawford County Emergency Management team, and shared throughout social media. The commissioners requested the letter also be sent to each Township Supervisor to be posted on their websites. Engineer Tech, McCarthy requested the Boards input on how to handle brush piles placed by residents along the roadside.

**COMMISSIONER’S COMMENTS:**

Commissioner Larson – Absent.

Vice Chairman Summers – Will not be at the 04/25/2025 meeting.

Commissioner Hanson– Inquired about any updates on Industrial Drive. Engineer Tech, McCarthy informed Hanson that Managing Director Babcock received some literature on Industrial Drive and bid should be awarded next meeting.

Commissioner Jones – Confirmed the letter requesting residents take care of their own trees and branches and not pile them on the roadside, would be sent to each township.

Chairman Halstead – Confirmed blading would begin soon.

There being no further business to come before the Board Chairman Halstead declared the meeting adjourned at 5:13 p.m.

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**Ryan Halstead, Chairman Kaitlyn Carlson, Clerk of the Board**