Board Minutes
October 8, 2026

The regular meeting of the Crawford County Board of Road Commissioners was held at their office at 500 Huron Street on Thursday, October 8, 2026, at 4:30 p.m., Present: Chairman Halstead, Chairman Summers, Commissioner Hanson, Commissioner McNamara. Absent: Commissioner Larson. Administrative Staff Present: Managing Director, Robson, Clerk of the Board, Kaitlyn Pratt. Public Attending: Maple Forest Township Supervisor, Tom Coors, County Commissioner, Dorothy Frederick, Brandy Solak, ROWE, Ann Bale, Dan Bale, Bill Leeson, Phyllis Leeson, Gail Shultz, Jon Shultz, Sharon Sanderson, Cheryl Millikin, Mary Smock, Shirley Welker.

Commissioner McNamara entered the meeting at 4:32 PM.

It was moved by Chairman Halstead and supported by Vice Chairman Summers to approve the October 8, 2026, Crawford County Road Commission Agenda as presented. Roll Call: Larson absent, Hanson yea, Summers yea, Halstead, yea, McNamara yea Motion Carried.

It was moved by Chairman Halstead and supported by Vice Chairman Summers to approve the September 24, 2026 Board Minutes as presented Roll Call: Hanson yea, Larson absent, Summers yea, Halstead yea, McNamara yea. Motion Carried.

Accounts Payable Voucher #1 in the amount of $107,463.08 was moved to pay by Commissioner Hanson and supported by Chairman Halstead. Roll Call: Hanson yea, Larson absent, Summers yea, Halstead yea, McNamara yea. Motion Carried.

Accounts Payable Voucher #1-1 in the amount of $360,892.61 was moved to pay by Commissioner Hanson and supported by Chairman Halstead. Roll Call: Hanson yea, Larson absent, Summers yea, Halstead yea, McNamara yea. Motion Carried.

CASH FLOW: Neighborhood Road Funds: Commissioner Hanson confirmed that Neighborhood Road Funds would be tracked separately. Clerk of the Board Kaitlyn confirmed that a separate spreadsheet would be maintained to track incoming funds and the projects for which the funds are used. She also stated that the Neighborhood Road Funds amount had been removed from the General Funds spreadsheet to ensure the funds are tracked separately.

ACCOUNTS RECEIVABLE: Chairman Halstead inquired whether the Road Commission's attorney or insurance company had been able to recover payment from Wendigo Forest Products. Clerk of the Board Kaitlyn stated that, due to the invoice being two years overdue, the insurance company was unable to recover payment and that, with Board approval, she could write off the balance from the general ledger.

BLADE AND BRINE: None

PUBLIC COMMENTS:
Cheryl Millikin and other concerned attendees representing the Commission on Aging addressed the Board regarding safety concerns related to the 65 mph speed limit in front of the Commission on Aging facility. While acknowledging that the authority to enforce or change the speed limit in this area does not rest with the Road Commission, the attendees requested the Board's support in their efforts to have the speed limit reviewed and reduced.
Brandy Solak of ROWE shared information with Cheryl Millikin regarding speed studies and the process for requesting a speed limit change. The Board asked County Commissioner Dorothy Frederick to bring the matter to the attention of the County Commissioners. The Board expressed its support for the concerns raised and acknowledged the safety risks associated with vehicle speeds in the area.
Managing Director Robson further noted that MDOT is expected to undertake future improvements in the area, including the addition of lanes. He indicated that this project may provide an appropriate opportunity to revisit the speed limit and pursue a change.

NEW BUSINESS:
Audit Engagement Letter: It was moved by Chairman Halstead and supported by Commissioner McNamara to authorize the Clerk of the Board, Kaitlyn Pratt, to sign the Audit Engagement Letter for the audit of the Crawford County Road Commission for the fiscal year ended September 30, 2026. Roll Call: Hanson yea, Larson absent, Summers yea, Halstead yea, McNamara yea. Motion Carried.
Local Road Cost Sharing Program: Managing Director Robson presented a revised copy of the Local Road Cost Sharing Program Agreement. He stated that he would present a revised allocation spreadsheet for fiscal year 2026–2027 at the next meeting, detailing the dollar amounts allocated to each township, and request Board approval of the agreement.

FMLA: Arica D'Amour: Managing Director Robson informed the board that he approved Administrative Clerk, Arica D'Amour to take Family Medical Leave. Commissioner Hanson inquired if we would need to hire a third person in the office for the time being. Robson replied it would not be necessary because she is only gone periodically but still coming in each day to complete work.

OLD BUSINESS: None

MANAGING DIRECTOR COMMENTS:
Employees/Staff Updates: offered Heavy Truck Operator positions to Matt Dearing, Lawrence Albright, and Travis LaMotte, pending completion of pre-employment checks.

Steckert Bridge Repair: repair contract has been signed, with completion projected by December 1, 2026, depending on material availability. Clerk of the Board, Kaitlyn is working with the insurance company on recovery.

Big Creek Bridge Repair: completion scheduled between October 23 and November 6, 2026.

Pere Cheney Road Paving: closeout pending final payment.

Sherman Road Paving: bidding projected for spring 2027.

Twin Bridge Road Bridges: bidding planned for fall 2026 and construction expected to begin in spring 2027.

County Road 612 Road Paving: road striping is expected within three weeks, with project closeout anticipated by late fall 2026.

South Branch Township – Cove Court: Waiting on payment.

CCRC staff are scheduled to pour the second half of the fuel island on 10/12/2026.

COMMISSIONER COMMENTS:

Commissioner Larson – Absent.

Commissioner Hanson– None

Vice Chairman Summers – None

Chairman Halstead- inquired about Managing Director Advisor Don Babcock's retirement plans, including his anticipated retirement date and whether the budget could support his continued employment. Clerk of the Board Kaitlyn stated that Babcock's last working day would be December 18, with plans to remain on the payroll using vacation time through March. Chairman Halstead requested that Kaitlyn prepare cost estimates for keeping Managing Director Advisor Babcock on the payroll during that period.

Commissioner McNamara- reported that concerned citizens had raised concerns about the deteriorating condition of Regimental Road.

There being no further business to come before the Board Chairman Halstead declared the meeting adjourned at 5:40 p.m.

Ryan Halstead, Chairman

Clerk of the Board, Kaitlyn Pratt