

November 18, 2020

The Board of County Road Commissioners of Montcalm County held a regular meeting at its office located in Stanton, Michigan at 9:00 a.m. on November 18, 2020.

Present: Commissioners Dale Linton, Robert Brundage and Michael Scott also present: Mark Christensen, Managing Director, Pat Denton, Engineering Technician and Kim Alexander, Finance Director-Clerk.

The Pledge of Allegiance and a prayer were given.

Moved by Brundage, seconded by Scott, to approve the agenda as presented. Motion carried.

Moved by Scott, seconded by Brundage, to approve the minutes of the October 28, 2020 meeting as presented. Motion carried.

Moved by Scott, seconded by Brundage to approve the proposed 5 Year TIP Plan as presented. Roll call: Brundage – yes, Scott – yes and Linton – yes. Motion carried.

Moved by Brundage, seconded by Scott to approve the purchase of employee gift cards in the amount of \$25 each as outlined in the Employee Policy Manual. Roll call: Brundage – yes, Scott – yes and Linton – yes. Motion carried.

With the new MDHHS order going into effect on November 18th regarding the pandemic, the board will meet via Zoom, if necessary, starting with the December meeting. It will be posted appropriately, with links, if needed.

Moved by Brundage, seconded by Scott to increase the credit limits on Mark and Kim’s credit cards to \$5,000 each to accommodate the need for larger online purchases when needed. Roll call: Brundage – yes, Scott – yes and Linton – yes. Motion carried.

Manager’s Report

- We are continuing to work on transitioning trucks from fall work to winter. We are in good shape if we were to get some snow.
- Gravel roads took a hit over the weekend from the rain. We will be grading gravels until the winter weather starts.
- We will have a full crew at the end of November with the last new driver starting on 11/30. We are still working on a replacement for a spring vacancy in Engineering.
- Night patrol will start on November 29th.
- We are meeting with Gallagher Asphalt today regarding using recycled materials.
- The new liquid route truck is here. We will be working on calibration this week.
- We are putting two of the older Ford float trucks on the December auction. The motorgraders will probably go on in January. We are working to establish a minimum price for bidders.

Engineering Report

- All paving projects have been completed.
- The Local Task Force meeting was held on November 17th. The STP was approved for 2021-2024. The Rural Task Force 8A meeting will be held on December 3rd.
- We are looking at moving to a third party (Oxcart) to process moving and seasonal weight restriction permits.
- Primary work list for 2021 is supplied.

Moved by Brundage, seconded by Scott, to approve the November 4, 2020 bills totaling \$627,878.27, the November 19, 2020 bills totaling \$163,928.73, Payroll #23 totaling \$98,956.78 and Payroll #24 totaling \$92,066.91. Roll call: Brundage-yes, Scott-yes and Linton-yes. Motion carried.

There being no further business to come before the board, the meeting adjourned at 9:58 a.m.

Chairman

Clerk