

January 2, 2025

The Board of County Road Commissioners of Montcalm County held their regular meeting at its office located in Stanton, Michigan at 9:00 a.m. on January 2, 2025.

Present: Commissioners Dale Linton, Robert Brundage and Michael Scott; also present: Rob Putnam, Manager, Pat Denton, Engineering and Kim Alexander, Finance Director/Clerk.

The Pledge of Allegiance and prayer were given.

Moved by Linton, seconded by Brundage to approve the minutes of December 18, 2024, meeting as presented. Motion carried.

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

Moved by Linton, seconded by Brundage to appoint Mike Scott as Chairperson of the Board for 2025. Roll call: Yes – Brundage, Linton. Abstain – Scott. Motion carried.

Moved by Brundage, seconded by Scott to appoint Dale Linton as Vice Chairperson of the Board for 2025. Roll call: Yes – Brundage, Scott. Abstain: Linton. Motion carried.

Moved by Brundage, seconded by Linton to appoint Kim Alexander, Finance Director/Clerk for 2024. Roll call: Yes – Brundage, Scott and Linton.

Moved by Linton, seconded by Brundage to appoint Rob Putnam, Managing Director for 2025. Roll call: Yes – Brundage, Scott and Linton Motion carried.

Moved by Linton, seconded by Brundage to appoint Rob Putnam, State Highway Contract Designee for 2024. Roll call: Yes – Brundage, Scott and Linton. Motion carried.

Moved by Brundage, seconded by Linton to appoint Carol Smith, Highway Engineer. Roll call: Yes – Brundage, Scott and Linton. Motion carried.

Moved by Brundage, seconded by Linton to adopt and sign the Commissioner Code of Conduct. Roll call: Yes – Brundage, Scott and Linton. Motion carried.

Moved by Linton, seconded by Brundage to adopt, and sign the Tablet Use Policy. Roll call: Yes – Brundage, Scott and Linton. Motion carried.

Moved by Brundage, seconded by Linton to adopt the 2025 Board Meeting Schedule, as amended. Motion carried.

2025 SCHEDULE

Day	Date	Time
Thurs	January 2, 2025	9:00 AM
Wed	January 15, 2025	9:00 AM
Wed	February 5, 2025	9:00 AM
Thurs	February 20, 2025	9:00 AM
Wed	March 5, 2025	9:00 AM
Wed	March 19, 2025	9:00 AM
Wed	April 2, 2025	9:00 AM
Wed	April 16, 2025	9:00 AM
Tues	May 6, 2025	9:00 AM
Mon	May 19, 2025	9:00 AM
Wed	June 4, 2025	9:00 AM
Wed	June 18, 2025	9:00 AM

Day	Date	Time
Wed	July 2, 2025	9:00 AM
Wed	July 16, 2025	9:00 AM
Wed	August 6, 2025	9:00 AM
Wed	August 20, 2025	9:00 AM
Wed	September 3, 2025	9:00 AM
Annual Budget Meeting		
Wed	September 24, 2025	9:00 AM
Wed	October 15, 2025	9:00 AM
Wed	November 12, 2025	9:00 AM
Wed	December 17, 2025	9:00 AM

Moved by Linton, seconded by Brundage to sign the Manager's 2025-2028 contract as presented. Roll call: Yes – Brundage, Scott and Linton. Motion carried.

Moved by Linton, seconded by Brundage to authorize Rob Putnam to sign a letter of understanding with Mark Christensen for consulting at one hundred dollars (\$100) per hour, with a \$25 per contact minimum for a term of three months with an option to renew for another three months if necessary. Roll call: Yes – Brundage, Scott and Linton. Motion carried.

Moved by Linton, seconded by Brundage to authorize Kim Alexander to sign the MIOSHA MIWISH grant application acceptance. Motion carried.

Manager's Report

- The Drain Commission should be here in the next couple of weeks to work on demolishing the house next door. We will cart away the concrete and fill the hole.
- Thirty-three samples were taken from the old truck garage to be tested for asbestos. Only three were found. Will get a quote on remediation so it is finished before bids are accepted for construction.
- Will post internally for the Utility Foreman/Project Manager position to fill my old position.
- Will work on a MOU for the union regarding upgrading sod loader, skid steer, wheeled excavator and shoulder machine operator positions.
- Meeting with the townships that were unable to meet here for the annual meetings next week.
- The 567 is at Truck and Trailer ready to be outfitted. The expressway truck is also there awaiting equipment.
- Guys did great the last couple snow events. All is running smoothly.
- Crews are out cutting brush and patching when not performing winter maintenance.

Engineering Report

- The engineering department is working on primary road estimates and township road estimates and contracts for the 2025 construction season.

Clerk's Report

- We received a notification of a \$5,000 grant awarded by MIOSHA for communication headsets. These will be used for tree cutting and flagging operations.

Moved by Scott, seconded by Brundage, to approve December 26, 2024, bills totaling \$106,251.02 and Payroll #26 totaling \$163,544.82. Roll call: Yes – Brundage, Scott and Linton. Motion carried.

With no further business coming before the board, the meeting was adjourned at 10:22 a.m.

Chairperson

Clerk