

*M u s k e g o n    C o u n t y*  
*Board of Road Commissioners*

*Lewis J. Collins, Chair    Jack E. Kennedy, Vice Chair    John J. DeWolf, Commissioner*  
*Gerald J. Walter, Commissioner                      Sue E. Buckner, Commissioner*

**Regular Meeting**

**May 18, 2022  
10:00 A.M.**

The Regular Meeting of the Board of County Road Commissioners was called to order by Chairman Collins. The Chairman asked Commissioner Sue Buckner to lead in reciting the Pledge of Allegiance.

**#2022-070    ROLL CALL**

Present: Collins, Kennedy, DeWolf, and Buckner.

Excused: Walter

Staff: Kenneth Hulka, Managing Director; Michelle M. McCabe, Director of Finance & HR; Paul R. Bouman, County Highway Engineer; Andrew Nichols, Maintenance Superintendent; Laurita Humphrey, Senior Accountant; and Amy M. Johnson, Executive Secretary.

Others: Township Supervisors Jeff Martin, Dalton Township; Alan Jager, Holton Township; and Elmer Hoyle, Ravenna Township; Bob Simons, Tri Us Sweeping; Jason Kolkema, resident of Fruitport Township and candidate for Circuit Court Judge in August Primary.

**#2022-071    REVIEW OF MINUTES OF REGULAR MEETING OF APRIL 20, 2022**

With no comments offered, moved by Kennedy, supported by Buckner, that the Board accept the Minutes of the Regular Meeting of April 20, 2022.

Roll Call

Ayes: Collins, Kennedy, DeWolf, and Buckner

Nays: None

**Motion Carried**

**#2022-072 PUBLIC COMMENT (AGENDA ITEM ONLY)**

Chairman Collins opened the floor to public comment on agenda related items. Alan Jager commented on Item #2022-080 and indicated that he appreciated the Board's consideration on this project. There were no other comments.

**#2022-073 REVIEW ACCOUNTS PAYABLE**

Moved by Buckner, supported by DeWolf, to approve Accounts Payable #2022-16, #2022-17, and #2022-18, in the amounts of \$243,804.89, \$345,962.35, and \$154,567.04, represented by Vouchers #2124, #2125, and #2127.

Roll Call

Ayes: Collins, Kennedy, DeWolf, and Buckner

Nays: None

**Motion Carried**

**#2022-074 REVIEW PAYROLL PAYABLE**

Moved by DeWolf, supported by Buckner, to approve Payroll Payable #2022-08 and #2022-09 in the amounts of \$163,485.44 and \$154,567.04 represented by Vouchers #2123 and #2126.

Roll Call

Ayes: Collins, Kennedy, DeWolf, and Buckner

Nays: None

**Motion Carried**

**#2022-075 PRESENTATION OF MONTHLY FINANCIAL REPORT**

The Director of Finance and Human Resources briefly presented the Monthly Financial Report. She noted that the information was presented for the information of the Board and that no action was required.

**#2022-076 RECOMMENDATION FOR 2022/2023 BUDGET TIMELINE**

The Director of Finance & Human Resources recommended, moved by DeWolf, supported by Kennedy, that the Board approve the budget timeline as set forth the document presented.

Roll Call

Ayes: Collins, Kennedy, DeWolf and Buckner  
Nays: None

**Motion Carried**

**#2022-077 MAINTENANCE DEPARTMENT REPORT**

Mr. Nichols provided an update to the Board and those present regarding the completed and current maintenance operations, as well as the projects that are upcoming. He noted that brine would be applied the first week of June and chip seal was also set to start in early June. He noted that no motion was necessary and that the information was being provided for their information only.

**#2021-078 RECOMMENDATION FOR ENGINEERING SERVICES  
ROWE ENGINEERING / WHITE LAKE DRIVE**

The Maintenance Superintendent recommended, moved by DeWolf, supported by Buckner, that the Board accept and approve the quote for Engineering Services provided by ROWE Professional Service Company for White Lake Drive from Russel Road to Staple Road for a total cost of \$39,723.00.

Roll Call

Ayes: Collins, Kennedy, DeWolf and Buckner  
Nays: None

**Motion Carried**

**#2022-079 RECOMMENDATION FOR MDOT CONTRACT EXECUTION**  
**HARRISBURG ROAD – MDOT / MCRC**

Mr. Bouman recommended, moved by Kennedy, supported by Buckner, that the Board authorize the Managing Director to execute the necessary contract with MDOT and any other related project documents that may be necessary to implement the road improvement project on Harrisburg Road between Ravenna Road and Squires Road in Ravenna Township.

Roll Call

Ayes: Collins, Kennedy, DeWolf, and Buckner

Nays: None

**Motion Carried**

**#2022-080 RECOMMENDATION FOR LOCAL ROAD IMPROVEMENT PROJECT**  
**BRUNSWICK ROAD / HOLTON TOWNSHIP**

Mr. Hulka recommended, moved by Kennedy, supported by Buckner, that the Board approve the contract with Holton Township for the improvement of a section of Brunswick Road two miles west of Schow Road; and authorize the Chair and Managing Director to sign and execute the contract.

Roll Call

Ayes: Collins, Kennedy, DeWolf, and Buckner

Nays: None

**Motion Carried**

**#2022-081 RECOMMENDATION FOR LOCAL ROAD IMPROVEMENT PROJECT**  
**OAK ROAD / CEDAR CREEK TOWNSHIP**

Mr. Hulka recommended, moved by Kennedy, supported by Buckner, that the Board approve the contract with Cedar Creek Township for the improvement of Oak Road from Ewing Road to River Road; and authorize the Chair and Managing Director to sign and execute the contract.

Roll Call

Ayes: Collins, Kennedy, DeWolf, and Buckner

Nays: None

**Motion Carried**

**#2022-082 COMMUNICATIONS**

- A. Day of Review Peterson Drain / *Water Resources Commissioner***
- B. Meinert Road / *Holton Township***

Mr. Hulka indicated that the Drain Commissioner was moving on plans to proceed with a drain project using the ditch in the road right-of-way of Peterson Road. The Board had discussed this during a work session and staff is moving ahead on formulating a policy in this regard that will be presented at a future date.

Regarding Item #2022-082 B., it was moved by Buckner, supported by DeWolf, that the Board authorize moving forward with grinding up Meinert Road between Brickyard Road and Maple Island Road, as well as ½ mile of Brickyard Road starting at Meinert Road and heading north.

Roll Call

Ayes: Collins, Kennedy, DeWolf, Walter and Buckner

Nays: None

**Motion Carried**

**#2022-083 PUBLIC COMMENT (NON-AGENDA ITEM ONLY)**

Chairman Collins opened the meeting to comments from the audience. Bob Simons from Tri-Us Sweeping provided some photos and other documentation regarding our current contract sweeper. He brought up numerous perceived problems with contractual and safety obligations of the contractor not being met. Mr. Hulka addressed Mr. Simons and the Board and indicated that the contractor is a new vendor and that corrective action has been taken to fix any issues that may have occurred.

Jason Kolkema was present to introduce himself and noted that he was running for Circuit Court Judge.

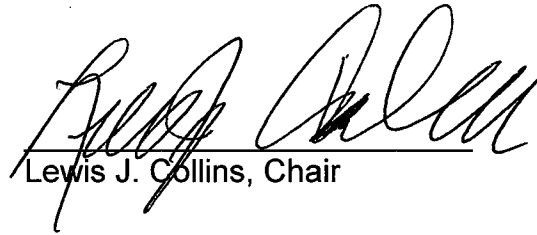
Sue Buckner asked about the condition of Laketon Avenue. Mr. Hulka indicated that it is a probably a million dollar job, even to grind the road and add new gravel.

Paul Bouman noted that the Maple Island Road project will be starting soon and the Board could be receiving calls about the road closure, etc. He just wanted to give them a heads up and noted that the information was on the website regarding the project and detour, etc.

**#2022-084 ADJOURN**

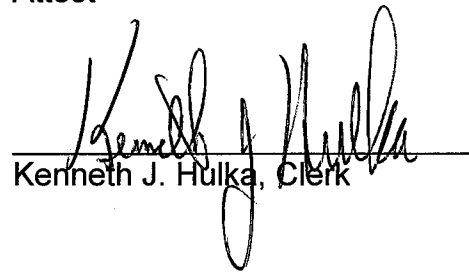
With no other business before the Board, moved by DeWolf, supported by Walter, that the meeting be adjourned.

**Motion Carried**



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Lewis J. Collins, Chair

**Attest**



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Kenneth J. Hulka, Clerk

/amj