

Muskegon County

Board of Road Commissioners

Gerald J. Walter, Chairman Jack E. Kennedy, Vice Chair Lewis J. Collins, Commissioner

John J. DeWolf, Commissioner

Sue E. Buckner, Commissioner

Regular Meeting

**November 19, 2025
10:00 A.M.**

The Regular Meeting of the Board of County Road Commissioners was called to order by Chairman Walter. He asked Cindy Hulka to lead those present in reciting the Pledge of Allegiance.

#2025-170 ROLL CALL

Present: Commissioners Walter, Kennedy, DeWolf and Buckner. Commissioner Collins participated in the meeting via telephone located in Roosevelt Park Atrium Center in Muskegon, Michigan per Open Meetings Act – Remote Attendance at Board Meeting(s) Memo from Legal Counsel.

Staff: Ken Hulka, Managing Director; Laurita Humphrey, Director of Finance & HR; Paul R. Bouman, Director of Engineering; Scott Saigeon, County Highway Engineer; Andrew Nichols, Maintenance Superintendent; Jay Feltman, Equipment Superintendent; Heather Coverly, Maintenance Superintendent; and Amy Johnson, Executive Secretary.

Others: Township Supervisors Paul Black, Casnovia Township; Jeff Marcinkowski, Fruitland Township; Kim Arter, Laketon Township; Steve Patterson, Ravenna Township; and Dennis Kroll, Whitehall Township. Deborah Therrian, Blue Lake Township Treasurer. Cindy Hulka, Keith Skrabis and another resident of Farr Road, all residents of Fruitport Township.

#2025-171 REVIEW OF MINUTES OF REGULAR MEETING OF OCTOBER 15, 2025

Moved by Collins, supported by Buckner, that the Board accept the Minutes of the Regular Meeting of October 15, 2025.

Roll Call

Ayes: Walter, Kennedy, Collins, DeWolf and Buckner

Nays: None

Motion Carried

#2025-172 PUBLIC COMMENT (AGENDA ITEM ONLY)

Chairman Walter opened the floor to public comment on agenda related items. Jeff Marcinkowski provided informational comments on Item #2025-172 – Public Hearing for Zoning Change. When the Chairman called upon the attendees for any other comments, there were none.

#2025-173 REVIEW ACCOUNTS PAYABLE

Moved by DeWolf, supported by Buckner, to approve Accounts Payable #2025-38, #2025-39, #2025-40, and #2025-41, in the amounts of \$156,187.42, \$601,907.97, \$850,243.09, and \$735,274.48 represented by Vouchers #2385, #2386, #2388 and #2389.

Roll Call

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

Motion Carried

#2025-174 REVIEW PAYROLL PAYABLE

Moved by Collins, supported by DeWolf, to approve Payroll Payable #2025-21, #2025-22 and #2025-23, in the amounts of \$206,573.88, \$199,531.44 and \$206,200.38 represented by Vouchers #2384, #2387 and #2390.

Roll Call

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

Motion Carried

#2025-175 PRESENTATION OF MONTHLY FINANCIAL REPORT

The Director of Finance & HR gave a brief presentation of the Monthly Financial Report. She noted that the information was presented for the information of the Board and that no action was required.

**#2025-176 RECOMMENDATION FOR PURCHASE OF CARHARTT BIBS
MAINTENANCE & ENGINEERING EMPLOYEES**

Mrs. Humphrey recommended, moved by Kennedy, supported by Buckner that the Board approve the purchase of insulated bibs for designated field employees for the 2025-2026 winter season.

Roll Call

Ayes: Walter, Kennedy, Collins, DeWolf and Buckner

Nays: None

Motion Carried

#2025-177 REPORT ON MAINTENANCE OPERATIONS & PROJECTS

Mr. Nichols provided an updated report on operations and projects. He noted that the MISS Digs in Moorland Township finally cleared yesterday so crews were going to be able to complete ditching on Bailey Road. He said later this week crews are expecting to finish up some work on Farr Road at a driveway at Farr Park, as well as some topsoil on Towner Street. The Automobile Road project in Dalton is complete. The paving contractor is planning to pave Trent Road on Friday or Saturday this week. Crews are also very busy working on more routine services like brush hogging, clear vision cutting, dura patching and various training. He reported that the Equipment Superintendent has been great about making sure that the new trucks are up and running and provided a forecast of an average winter coming. He noted that the information was presented for the information of the Board and that no action was required.

**#2025-178 RECOMMENDATION FOR EQUIPMENT PURCHASE
2022 WESTERN STAR 4700 SINGLE AXLE PLOW TRUCK**

Mr. Hulka recommended, moved by DeWolf, supported by Buckner, that the Board authorize staff to purchase one (1) 2022 Western Star 4700 Single Axle Plow Truck from Transwest Truck Trailer RV in St. Michael, Minnesota for a total cost of \$239,000.00

Roll Call

Ayes: Walter, Kennedy, Collins, DeWolf and Buckner

Nays: None

Motion Carried

**#2025-179 RECOMMENDATION FOR LOCAL ROAD IMPROVEMENT PROJECT
CRESS CREEK DRIVE / FRUITPORT TOWNSHIP**

The Managing Director recommended, moved by Kennedy, supported by Buckner, that the Board approve the contract with Fruitport Township for the improvement of Cress Creek Drive and authorize the Chair and Managing Director to sign and execute the contract.

Roll Call

Ayes: Walter, Kennedy, Collins, DeWolf and Buckner

Nays: None

Motion Carried

#2025-180 COMMUNICATIONS

- A. **Public Hearing Notice Parcel Zoning Change / *Fruitland Township***
- B. **Public Hearing Notice Arrowwaste Site Plan / *Egelston Township***
- C. **Hickory Place Condominium Notice / *Whitehall Township***

Mr. Hulka noted that the above items were presented for the information of the Board and no action was required on these items at this time.

#2025-181 PUBLIC COMMENT (NON-AGENDA ITEM ONLY)

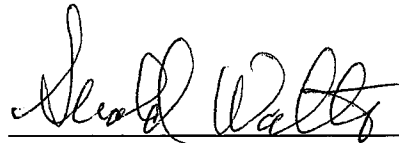
Chairman Walter opened the meeting to comments from the audience. Keith Skrabis, resident of Farr Road wished to inquire about the Farr Road Project as it related to the execution of the project and the costs therein. He specifically asked why 4" of gravel wasn't applied to the entirety of the project. Mr. Hulka informed him that the project was carried out as it had been decided on by the township and per contract, i.e. there were only a few designated areas that were going to be receiving 4" of gravel. The project happened as it was anticipated, and it is believed that the project came in under budget and those savings would be shared equally between the township and the Road Commission.

Chairman Walter asked if there were any further comments and there were none.

#2025-182 ADJOURN

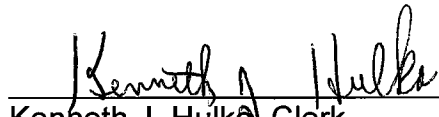
With no other business before the Board, moved by Buckner, supported by Walter, that the meeting be adjourned.

Motion Carried



Gerald J. Walter, Chair

Attest



Kenneth J. Hulka Clerk

/amj