

BOARD OF COMMISSIONERS  
SAGINAW COUNTY ROAD COMMISSION  
COUNTY OF SAGINAW

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REGULAR MEETING  
March 25, 2025  
8:30 A.M.

1. CALL TO ORDER

Chairperson Kestner called the meeting to order at 8:30 a.m.

2. ROLL CALL

Present: Hare, Kestner, Crannell, Wasmiller & Sangster.

Absent:

Also Present: Managing Director Borchard, Deputy Managing Director/Director of Engineering Armentrout, Director of Maintenance Medina, Director of Finance & Benefits Ziola, Information Technology Manager Gradowski, and Board Secretary Gross.

3. PLEDGE OF ALLEGIANCE

Led by Chairperson Kestner.

4. AGENDA

Commissioner Sangster moved to approve the agenda. Seconded by Commissioner Crannell.

Aye 5

Nay 0

5. MINUTES

Commissioner Wasmiller moved to approve the minutes of the organizational and regular meeting of March 11, 2025. Seconded by Crannell.

Aye 5

Nay 0

6. ACCOUNTS PAYABLE AND PAYROLL VOUCHERS

Commissioner Sangster moved to receive the accounts payable and payroll vouchers, including electronic deposits. Seconded by Commissioner Hare.

Roll Call Vote:

Aye 5

Nay 0

(Hare, Kestner, Sangster, Wasmiller and Crannell)

7. PUBLIC COMMENTS

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

- a) Director of Engineering Armentrout recommended acceptance of the Act 51 Additions Resolution and authorize Daniel Armentrout to electronically sign the Certification Maps on their behalf.

Commissioner Sangster moved to approve the acceptance of the Act 51 Additions Resolution and authorize Daniel Armentrout to electronically sign the Certification Maps on their behalf. Seconded by Crannell.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

- b) Director of Engineering Armentrout recommended approval of the Extension of the Haul Route Agreement for Walther Farms on Steel Road.

Commissioner Hare moved to approve the Extension of the Haul Route Agreement for Walther Farms on Steel Road. Seconded by Crannell.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

- c) Director of Engineering Armentrout recommended approval of the revised Policy Number: 1.07, Title: Procedures for Hiring New or Replacement Personnel.

Commissioner Hare moved to approve revised Policy Number: 1.07, Title: Procedures for Hiring New or Replacement Personnel. Seconded by Sangster.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

- d) Director of Engineering Armentrout recommended approval of the revised Policy Number: 1.20, Title: Privacy Policy for Employee Health Information.

Commissioner Wasmiller moved to approve revised Policy Number: 1.20, Title: Privacy Policy for Employee Health Information. Seconded by Crannell.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

- e) Director of Engineering Armentrout recommended approval of the revised Policy Number: 1.22, Title: Social Media Policy.

Commissioner Hare moved to approve revised Policy Number: 1.22, Title: Social Media Policy. Seconded by Wasmiller.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

- f) Director of Engineering Armentrout recommended approval of the revised Policy Number: 3.02, Title: Holidays.

Commissioner Sangster moved to approve revised Policy Number: 3.02, Title: Holidays. Seconded by Crannell.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

- g) Director of Engineering Armentrout recommended approval of the revised Policy Number: 6.03, Title: Credit Card Policy.

Commissioner Sangster moved to approve revised Policy Number: 6.03, Title: Credit Card Policy. Seconded by Hare.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

- h) Director of Engineering Armentrout recommended approval of the revised Policy Number: 6.06, Title: Internet, Electronic, and Voicemail Policy.

Commissioner Hare moved to approve revised Policy Number: 6.06, Title: Internet, Electronic, and Voicemail Policy. Seconded by Wasmiller.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

- i) Director of Engineering Armentrout recommended approval of the revised Policy Number: 6.11, Title: Acceptance of Credit Cards.

Commissioner Sangster moved to approve revised Policy Number: 6.11, Title: Acceptance of Credit Cards. Seconded by Crannell.

Roll Call Vote: Aye 5                      Nay 0  
(Kestner, Sangster, Crannell, Wasmiller and Hare)

10. GENERAL REPORTS OF OFFICERS

Given by: Board Secretary Gross, Director of Finance Ziola, Information Technology Manager Gradowski, Director of Maintenance Medina, Deputy Managing Director/Director of Engineering Armentrout, and Managing Director Borchard.

11. COMMISSIONER COMMENTS

None.

12. EXTENDED PUBLIC COMMENTS

None.

13. ADJOURN

Commissioner Sangster moved to adjourn. Seconded by Commissioner Hare.  
Motion Carried. **TIME: 8:59 a.m.**

CHAIRPERSON

BOARD SECRETARY

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Deb Kestner

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Sarah Gross