

The regular meeting of the Board of County Road Commissioners of the County of Clinton was held on Wednesday, April 25, 2018 at 9:00 a.m. in the boardroom of the Clinton County Road Commission, 3536 S. BR127, St. Johns, MI 48879.

The pledge of allegiance was led by Chairman Peter Blauwiel

Commissioners Present: Peter Blauwiel, Kevin Holt and Gail Watkins

Staff Present: Managing Director Joseph Pulver, Director of Engineering Daniel Armentrout and Director of Finance/Clerk Jill Rey

Visitors: Kam Washburn

MINUTES:

The minutes of the April 12, 2018 regular meeting were reviewed. It was moved by Commissioner Watkins, seconded by Commissioner Holt and passed unanimously, to approve the April 12, 2018 regular meeting minutes as presented.

AGENDA:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve the Agenda as printed.

COMMUNICATIONS:

The following communication was reviewed: 1) "Updates from MERS" email. It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to accept and place the communication on file.

INFORMATION FROM COUNTY COMMISSIONERS:

County Commissioner Washburn reported: 1) A public hearing will be held on May 10th to amend section 905 of the zoning ordinance to allow a principal structure to be constructed on remainder acreage of a land division.

PUBLIC COMMENT:

There was no public comment.

STAFF REPORTS:

Mr. Armentrout gave updates on Federal Aid projects: Clark Road, Grove Road bridge, Colony Road paving, review of the Federal Aid chip seal projects.

Mrs. Rey reported on the following: 1) Finalized Audit, 2) Reviewing procedures to prepare documentation for PA 202 compliance, 3) Finalizing year-end adjustments, 4) Annual Report preparation, 5) Preparation of F65 Form for the County.

Mr. Pulver reported on the following: 1) Maintenance report, 2) MDOT maintenance report, 3) Seven County Council, 4) Union will vote on changing affiliation, 5) Township Assoc. meeting at Greenbush, 6) Park Lake Road meeting Thursday night, 7) Next Board meeting is May 10th at 10:00 a.m. 8) May need to change the September 13 meeting due to conflict with Northern/Southern meeting.

POLICY REVISIONS/REVIEW:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to

remove the review/revision of Policy #41 - Policy #75 from the table.

It was moved by Commissioner Holt, seconded by Commissioner Watkins, and passed unanimously, to review/revise Policy #41 - Policy #75 as presented below.

Policy No. 41	Previously rescinded	Policy No. 57	Reviewed
Policy No. 42	Reviewed	Policy No. 58	Reviewed
Policy No. 43	Reviewed	Policy No. 59	Reviewed
Policy No. 44	Previously rescinded	Policy No. 60	Reviewed
Policy No. 45	Revised as presented	Policy No. 61	Reviewed
Policy No. 46	Previously rescinded	Policy No. 62	Revised as presented
Policy No. 47	Revised as presented	Policy No. 63	Reviewed
Policy No. 48	Reviewed	Policy No. 65	Revised as presented
Policy No. 49	Revised as presented	Policy No. 66	Previously rescinded
Policy No. 50	Reviewed	Policy No. 67	Reviewed
Policy No. 51	Reviewed	Policy No. 68	Previously rescinded
Policy No. 52	Previously rescinded	Policy No. 69	Previously rescinded
Policy No. 53	Reviewed	Policy No. 70	Reviewed
Policy No. 54	Previously rescinded	Policy No. 73	Reviewed
Policy No. 55	Previously rescinded	Policy No. 74	Revised as presented
Policy No. 56	Revised as presented	Policy No. 75	Reviewed

PRESENTATION OF THE 2017 AUDITED FINANCIAL STATEMENTS BY JORDAN SMITH, CPA

Mr. Smith reviewed the 2017 Audited Financial Statements of the Clinton County Road Commission.

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to receive and place on file the 2017 Audited Financial Statements as presented.

APPROVAL OF 2017 ACT 51 ANNUAL FINANCIAL REPORT:

It was moved by Commissioner Holt, seconded by Commissioner Watkins, and passed unanimously, to authorize the signature and submission of the 2017 Act 51 Annual Financial Report.

REVISION TO POLICY #12:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to revise Policy #12 as presented.

APPROVAL OF TOWNSHIP CONTRACTS:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve the following township contracts:

Bath Twp: 017018, 017028, 017038, 017048, 019018, 019028, 019058, 019068, 019078, 019088, 019098, 019108, 019118, 019128, 019148, 019158, 015028

Bengal Twp: 027018, 027098

Essex:Twp: 087018, 087028

Greenbush Twp: 097018, 097068, 097078, 097058

Ovid Twp: 127018, 127028, 127038

APPROVAL OF RIGHT OF WAY PERMITS:

The right-of-way permits were reviewed by the board. It was moved by Commissioner Holt, seconded by Commissioner Watkins, and passed unanimously, to approve the following right-of-way permits: 059-18 through 070-18.

APPROVAL OF VOUCHERS AND PAYROLLS:

It was moved by Commissioner Watkins seconded by Commissioner Holt, and passed unanimously, to approve vouchers (#61835 - #61879 and electronic checks) and payroll checks (#90729 - #90744 and direct deposit advices) as presented, in the total amount of \$333,471.65.

COMMISSIONER COMMENTS:

Commissioner Holt – No comments

Commissioner Watkins – Tri County Regional planning update

Commissioner Blauwiel – Commissioners conference was beneficial, rode new asphalt on Colony Road and had a flat tire.

EXECUTIVE SESSION FOR THE PURPOSE OF PERFORMING THE MANAGING DIRECTOR'S EVALUATION:

It was moved by Commissioner Watkins and seconded by Commissioner Holt to enter into executive session for the purpose of performing the Managing Director's annual performance evaluation.

Roll call vote as follows: Blauwiel Aye, Holt Aye Watkins Aye.

The Commissioner's performed the annual performance evaluation for Joe Pulver, Managing Director.

It was moved Commissioner Holt and seconded by Commissioner Watkins to close the executive session.

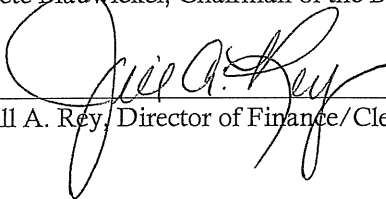
Roll call vote was as follows: Blauwiel Aye, Holt Aye, Watkins Aye.

ADJOURNMENT:

As there was no further business to come before the Board, the meeting was adjourned at 12:03 a.m. with the next regular meeting scheduled for Thursday, May 10, 2018 at **10:00** a.m.



Pete Blauwiel, Chairman of the Board



Jill A. Rey, Director of Finance/Clerk to the Board