

The regular meeting of the Board of County Road Commissioners of the County of Clinton was held on Thursday, December 14, 2017 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 and Director of Finance/Clerk Jill Rey

Visitors: Kam Washburn

MINUTES:

The minutes of the November 22, 2017 regular meeting were reviewed. It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve the November 22, 2017 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 communications were reviewed: 1) Gongwer review of pension/OPEB legislation, 2) CRASIF notice of premium due per audit, 3) Finalized 2018 Board Meeting Dates, 4) Cyber Security Review Report. It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to accept and place the communications on file.

INFORMATION FROM COUNTY COMMISSIONERS:

County Commissioner Washburn reported: 1) He appreciates the green lights on the trucks, the lights are much more visible and really make a difference, 2) The County Commissioners have been made aware of the opioid problem and are considering joining a class action law suit against pharmaceutical companies, 3) Merry Christmas!

PUBLIC COMMENT:

There was no public comment.

STAFF REPORTS:

Mrs. Rey reported on the following: 1) MTF received in December (October) was \$717,906.54, 2) Update on the cabling project, 3) Cyber security review report was received, will follow up with current IT provider regarding its findings, 4) Another fraudulent unemployment claim has been filed, now making it four employees who have somehow been hacked, 5) Appreciated the day of CRA training, good job on the budgeting session, 6) 2018 Meeting Dates will be published December 17th & 24th, 7) Sick leave sell back totaled \$28,750.

Mr. Pulver reported on the following: 1) Maintenance report, 2) MDOT maintenance report, 3) CRA meeting, 4) Held Open Enrollment, no changes to plan and only a few employee changes.

NOVEMBER FINANCIAL STATEMENTS:

It was moved by Commissioner Holt, seconded by Commissioner Watkins, and passed unanimously to accept and place on file the November 30, 2017 financial statements, as presented.

CASH STATUS REPORT:

It was moved by Commissioner Holt, seconded by Commissioner Watkins, and passed unanimously to accept and place on file the December cash status report, as presented.

PUBLIC HEARING FOR 2018 BUDGET:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, to open the public hearing for the 2017 Budget. Roll call vote: Blauwikel – aye, Holt – aye, Watkins – aye.

Chairperson Blauwikel called the 2018 Budget Public Hearing to order. He introduced the Board and Staff members and stated the purpose of the public hearing. Clerk Rey attested that the notice of public hearing had been published on November 26, 2017 and December 3, 2017 in the Clinton County News, DeWitt Bath Review and Grand Ledge Independent and that no communication, written or verbal, had been received regarding the proposed 2018 Budget. Managing Director Pulver reviewed the budget document. As there was no public present,

It was moved by Commissioner Watkins, seconded by Commissioner Blauwikel, to close the public hearing. Roll call vote: Blauwikel – aye, Holt – aye, Watkins – aye.

AUTHORIZATION TO ACCEPT BIDS:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve the following bid list for materials/services for 2018: Pavement marking, Symbol Marking, Gravel hauling, Gravel supplied for pickup w/Clinton County Road Commission trucks, Gravel stockpile, Winter maintenance sand, Cold patch, Skip patch, Hot patch, Paving, Emulsion, Micro-surfacing, Overband crackfill, Signs, Bituminous crushing and stabilization, East side mowing, Sign posts, Tires, Blades, Corrugated metal pipe, Plastic pipe, Brush spray, Geotextiles, Seed and mulch, Catch basin cleaning – MDOT, Dust palliative-38% chloride, Curb sweeping-MDOT, Grader.

2018 BUDGET AND GENERAL APPROPRIATIONS ACT:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously to approve the 2018 Budget and General Appropriations Act as presented.
Roll Call: Blauwikel – aye, Holt – aye, Watkins – aye.

AUTHORIZATION AND MOTIONS FOR YEAR END 2017 PROCESSING:

Commissioner Watkins offered the following motions:

- Authorize the Finance Director/Clerk to make up to a **50% transfer of primary road allocation to the local fund or a 50% transfer of local road allocation to the primary road fund to be authorized for 2017.**
- Authorize the Finance Director/Clerk to **make line item adjustments on the Statement of Fund Balance (General Appropriations Budget) (MPA631 of 1978)**, and authorize the Finance Director/Clerk to allocate the distributive expense to the various categories in the same proportion as the allocation of actual distributive expenses at the end of the year.
- Authorize the Finance Director/Clerk to **process vendor checks and deposit money with the Treasurer's Office** on December 29, 2017, if needed and that these checks will be reviewed by the Commissioners on January 10th, 2018.

The motions were seconded by Commissioner Holt and carried unanimously.

EMPLOYEE YEARS OF SERVICE CERTIFICATES:

It was moved by Commissioner Holt, seconded by Commissioner Watkins, and passed unanimously, to authorize the chairperson to sign the employee years of service certificates, thereby congratulating those named employees for their years of service.

EMPLOYEE WITH NO SICK LEAVE USED CERTIFICATES:

It was moved by Commissioner Holt, seconded by Commissioner Watkins, and passed unanimously, to authorize the chairperson to sign the employee no sick leave used certificates, thereby congratulating those named employees for their outstanding attendance.

TRI-COUNTY REGIONAL PLANNING COMMISSION REPRESENTATIVE:

It was moved by Commissioner Holt, seconded by Commissioner Blauwikel, and passed unanimously, to reappoint Gail Watkins as the Road Commission Tri-County Regional Planning Commission representative.

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: 274-17 through 286-17.

APPROVAL OF VOUCHERS AND PAYROLLS:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve vouchers (#61320 - #61380 and electronic checks) and payroll checks (#90589 - #90589 and direct deposit advices) as presented, in the total amount of \$502,360.59.

COMMISSIONER COMMENTS:

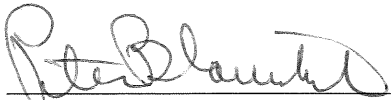
Commissioner Holt – Appreciated the CRA training, it was a great improvement from the prior year.

Commissioner Watkins – Reported that Olive Township would like Tim Swain to attend a Township Board meeting. Tri-County Report – Working on revising the By-Laws. If passed as currently drafted, Clinton County will regain its two seats that were relinquished in 1991.

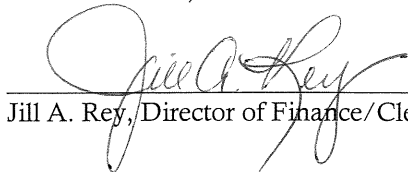
Commissioner Blauwikel – Roads were in pretty good shape this morning, had to take it easy but overall good.

ADJOURNMENT:

As there was no further business to come before the Board, the meeting was adjourned at 10:30 a.m. with the next regular meeting scheduled for Friday, December 22, 2017 at 10:00 a.m.



Pete Blauwikel, Chairman of the Board



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