

The regular meeting of the Board of County Road Commissioners of the County of Clinton was held on Thursday, December 13, 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 and Director of Finance/Clerk Jill Rey

Visitors: Kam Washburn, Mike Frederick

MINUTES:

The minutes of the November 21, 2018 regular meeting were reviewed. It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve the November 21, 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 communications were reviewed: 1) TAMC-2018 Asset Management Plan Schedule, 2) Duplain Township minutes from November 14, 2018 re: Hall Road abandonment.

It was moved by Commissioner Holt, seconded by Commissioner Watkins, and passed unanimously, to accept and place the communications on file.

INFORMATION FROM COUNTY COMMISSIONERS:

County Commissioner Washburn reported: 1) Dr. Porter is retiring so Dr. Minnick will serve as the County Medical Examiner, 2) Will utilize the City of St. Johns space in the court house for the indigent defense program, this is an unfunded mandate, 87% cases in Clinton County are court appointed, 3) The Brownfields Program was not administered through the county but regionally through LEAP but now the City of Lansing will be the lead agency, 4) Thanked the Commissioners and Mr. Pulver for attending the memorial road dedication for Hollister and Colony Roads.

PUBLIC COMMENT:

There was no public comment.

STAFF REPORTS:

Mrs. Rey reported on the following: 1) MTF received in December was \$886,500.98, 2) Appreciated the day of CRA Legal Symposium training, 3) The 2019 Meeting Dates will be published December 23rd & 30th, 4) Sick leave sell back totaled 984.3 hours for a total of \$30,844.14, 5) Held Open Enrollment on November 27th, was able to offer the same plans with only a slight increase to the BCN cost for prescriptions, only one employee changed between plans, 6 employees now utilize the FSA, 6) MDOT meeting to review Trunkline budget.

Mr. Pulver reported on the following: 1) Maintenance report, 2) MDOT maintenance report, 3) CRA Legal Symposium meeting, 4) Township Officers Association meeting went well, 5) Reviewed the Managing Director advertisement, 6) Ovid road tour, 7) Bridge posting changes/revisions.

Commissioner Watkins complimented Pulver on his presentation at the Township Officers Meeting.

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, 2018 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 2019 Budget. Roll call vote: Blauwikel – aye, Holt – aye, Watkins – aye.

Chairperson Blauwikel called the 2019 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 12/02/18 and 12/09/18 in the Clinton County News, DeWitt Bath Review, Grand Ledge Independent and the Lansing State Journal and that no communication, written or verbal, had been received regarding the proposed 2019 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.

2018 BUDGET AND GENERAL APPROPRIATIONS ACT:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously to approve the 2019 Budget and General Appropriations Act as presented.

Roll Call: Blauwikel – aye, Holt – aye, Watkins – aye

AUTHORIZATION AND MOTIONS FOR YEAR END 2018 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 2018.**
- 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 28, 2018, if needed and that these checks will be reviewed by the Commissioners on January 10th, 2019.

The motions were seconded by Commissioner Holt and carried unanimously.

CLOSED SESSION – NEGOTIATION UPDATE:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed with a roll call vote to enter closed session to discuss the status of union negotiations.

Vote: Blauwikel – Aye, Holt - Aye, Watkins - Aye

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed with a roll call vote to reconvene the regular board meeting.

Vote: Blauwikel - Aye, Holt - Aye, Watkins - Aye.

APPROVAL OF BID EXTENSION – WEST SIDE MOWING:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to accept the bid extension for west side mowing services as presented.

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 to the Clinton County Road Commission.

TRI-COUNTY REGIONAL PLANNING COMMISSION REPRESENTATIVE:

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

RECOMMENDATION FOR ADMINISTRATIVE EMPLOYEE SALARIES AND BENEFITS:

It was moved by Commissioner Blauwiel to accept the 2019 Administrative Wage adjustments as presented. Motion died for lack of support.

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve a 2.5% administrative wage increase along with the adjustments as presented in the Managers recommendation.

APPROVAL OF CONTRACT:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve the Village of Elsie Contract #900530.

APPROVAL OF RIGHT OF WAY PERMITS:

The right-of-way permits were reviewed by the board. It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve the following right-of-way permits: 258-18 through 262-18.

APPROVAL OF VOUCHERS AND PAYROLLS:

It was moved by Commissioner Watkins, seconded by Commissioner Holt, and passed unanimously, to approve vouchers (#62700 - #62766 electronic checks) and payroll checks (#90983 - #91008 and direct deposit advices) as presented, in the total amount of \$760,083.52.

COMMISSIONER COMMENTS:

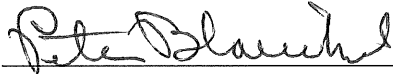
Commissioner Holt – Noticed the trucks out, good job salting the roads. Signal on Herbison Road is up but not energized.

Commissioner Watkins – No comments.

Commissioner Blauwiel – No comments.

ADJOURNMENT:

As there was no further business to come before the Board, the meeting was adjourned at 12:25 p.m. with the next regular meeting scheduled for Friday, December 21, 2018 at 10:00 a.m.



Pete Blauwikel, Chairman of the Board



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