

The regular meeting of the Board of County Road Commissioners of the County of Clinton was held on Thursday, May 16, 2019 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 Chairperson Watkins

Commissioners Present: Michael Frederick, Kevin Holt and Gail Watkins

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

Visitors: Kam Washburn

APPROVAL OF APRIL 25, 2019 REGULAR MEETING MINUTES:

It was moved by Commissioner Holt, seconded by Commissioner Frederick, and passed unanimously, to approve the regular meeting minutes of April 25, 2019 as presented.

AGENDA:

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

COMMUNICATIONS:

The following communications were reviewed: MERS notice of OPEN HOUSE on June 11th.

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to approve the communications as presented.

INFORMATION FROM COUNTY COMMISSIONER:

County Commissioner Washburn reported: 1) Things at the County are going smoothly, 2) Working toward establishing a comfortable range for the level of health care and pension funding, 3) Personally thanked Joe Pulver for his years of service and stated that Joe has done an outstanding job and has been great to work with.

PUBLIC COMMENT:

There was no public comment.

STAFF REPORTS:

Mr. Armentrout reported on the following: 1) Coleman Road update – Review of the acquisition of right of way. Condemnation procedures are underway and if it goes smoothly bids can be taken mid July. This project will have two phases. The goal is to complete Phase 1 Construction by November 2019 and then do the final course of asphalt in Phase 2 in 2020, 2) Reviewed Rural projects, 3) County Paving update, 4) Water and Sewer service project bids due June 5th.

Mrs. Rey reported on the following: 1) MTF received in May for March 2018 was \$976,744.56, 2) MERS first quarter Fiduciary Net Position, 3) Reviewed Positive Pay, a fraud detection program through Mercantile Bank 4) Interviewing for summer office clerical support, 5) Deyo Stone will be on site May 21st to do an itemized inventory of the facility contents for insurance purposes, 6) Congratulated Joe on his retirement! It has been a pleasure working with him and he will be missed.

Mr. Steffen reported on the following: 1) Busy three weeks and is thankful for this time with Joe, 2) Has visited 7 of the Townships, will be attending various Township meetings in the evenings, 3) Happy to be onboard and looking forward to a smooth transition.

Mr. Pulver reported on the following: 1) Maintenance report, 2) MDOT maintenance report, 3) Township Officer's meeting on April 25th, 4) Annual Report to County Commissioners, 5) 2019 New Plow Trucks, 6) Water/sewer update.

APRIL FINANCIAL STATEMENTS:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to accept and place on file the April 2019 Financial Statements as presented.

MAY CASH STATUS REPORT:

It was moved by Commissioner Holt, seconded by Commissioner Frederick, and passed unanimously, to accept and place on file the May 2019 Cash Status Report.

REMOVE THE REVIEW/REVISION TO POLICY #101 - #142 FROM THE TABLE:

It was moved by Commissioner Holt, seconded by Commissioner Frederick, and passed unanimously, to remove the review/revision to Policy #101 – 142 from the table for consideration.

REVIEW/REVISION TO POLICY #101 - #142:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to approve the review/revisions to Policy #101 - #142 as recorded below with Steffen to check with labor council about the possibility of combining Policy #111 and #112 and to bring Policy #119 and #53 back before the Board for reconsideration prior to administrative compensation discussions.

Policy #101 – Previously rescinded	Policy #102 – Revise as presented
Policy #103 – Review only	Policy #104 – Review only
Policy #105 – No action	Policy #106 – No action
Policy #107 – Review only	Policy #108 - Revise as presented
Policy #109- Review only	Policy #110 - Review only
Policy #111 – Review only	Policy #112 – Revise as presented
Policy #113 – Review only	Policy #114 – Review only
Policy #115 – Review only	Policy #116 – Review only
Policy #117 – Revise as presented	Policy #118 – Review only
Policy #119 – Review only	Policy #120 – Review only
Policy #121 – Revise as presented	Policy #122 – Revise as presented
Policy #123 – No action	Policy #124 – Revise as presented
Policy #125 – Revise as presented	Policy #126 - No action
Policy #127 – Review only	Policy #128 – No action
Policy #129 – Review only	Policy #130 – Review only
Policy #131 – Review only	Policy #132 – Review only
Policy #133 – Previously rescinded	Policy #134 – Rescind
Policy #135 – Review only	Policy #136 – Review only
Policy #137 – Review only	Policy #138 – Review only
Policy #139 – Review only	Policy #140 – No action
Policy #141 – No action	Policy #142 – No action

REVIEW/REVISION TO POLICY #60:

It was moved by Commissioner Holt, seconded by Commissioner Frederick, and passed unanimously, to revise Policy #60 as presented.

MDOT FORM 2044 REQUEST FOR ENGINEERING REIMBURSEMENT:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to authorize signature and submission of MDOT form 2044 Request for Engineering Reimbursement.

RESOLUTION AUTHORIZING THE MANAGER AND FINANCE DIRECTOR TO OBTAIN CREDIT CARD:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to approve the Mercantile Bank Governmental Certificate, as presented, authorizing the Managing Director, Douglas Steffen, and Finance Director, Jill Rey, to sign for credit for the purposes of obtaining credit cards.

AUTHORIZATION TO NAME DOUG STEFFEN AS CARTS ALTERNATE:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to appoint Doug Steffen as the CARTS alternate at Tri-County Regional Planning.

APPROVAL OF TOWNSHIP CONTRACTS:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to approve the following Township Contracts:

Bingham Twp: 037019, 037029, 037049, 037059, 037069, 037079, 037089, 037099, 037109

Bengal Twp: 027129

DeWitt Twp: 057019, 057029, 057039, 057049, 057059, 057069, 057069, 057079, 059019, 059029, 059039

Lebanon Twp: 107019, 107029

APPROVAL OF RIGHT-OF-WAY PERMITS:

The right-of-way permits were reviewed by the board. It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed, to approve the following right-of-way permits: 074-19 - 095-19.

APPROVAL OF VOUCHERS AND PAYROLLS:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed, to approve vouchers #63279-#63359 including electronic payments, and payroll checks #91171-#91184 including direct deposit advices, as presented, in the amount of \$973,645.33.

COMMISSIONER COMMENTS:

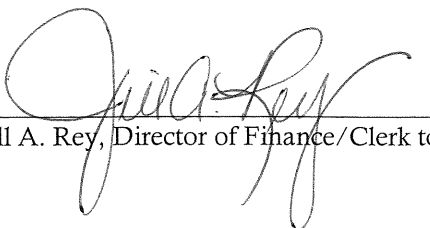
Commissioner Frederick: Thanked Joe for his time and wished him the best in retirement.

Commissioner Holt: Thanked Joe for his time, appreciated watching him work.

Commissioner Watkins: Appreciated the change in how the road commission was run, he will be missed and wished him the best in his retirement.

ADJOURNMENT:

As there was no further business to come before the Board, the meeting was adjourned at 11:09 a.m. with the next regular meeting scheduled for June 20, 2019 at 9:00 a.m..



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