

The regular meeting of the Board of County Road Commissioners of the County of Clinton was held on Thursday, June 20, 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: Managing Director Douglas Steffen, Director of Engineering Daniel Armentrout, and Director of Finance/Clerk Jill Rey

Visitors: Kam Washburn, Scott Idle

APPROVAL OF MAY 16, 2019 REGULAR MEETING MINUTES:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to approve the regular meeting minutes of May 16, 2019 as presented.

AGENDA:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to approve the Agenda with the addition of item 7) Strategic planning.

COMMUNICATIONS:

The following communications were reviewed: 1) MERS Communication regarding the impact of upcoming changes to economic assumptions, 2) CRASIF letter regarding 2019 Work Comp premium, 3) CRASIF May 30 letter regarding 2019 Dividend Distribution, 4) CRASIF Call for Trustees, 5) MERS 2019 Annual Conference, 6) Kendall Ide letter regarding flooding at Watson and Howe, 7) Certification of Appraisal of buildings and contents from Deyo Stone, 8) Letter of congratulations from Rep. Filler for the CRA Impress Award.

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) Currently in the budget process, made some changes on how to go through the wage process, also investigating 911 funding, this could result in a first time county wide millage, 2) There have been 9 new employees recently hired at the County recently, it continues to be a challenge to be able to offer competitive pay when funding levels remain flat, 3) Reviewing Bylaws at Clinton Transit to be more transparent, 4) Inquired about status of Webb Road tree litigation, 5) Chairperson Watkins offered to report to the County Commissioners biannually. He and Mr. Steffen will attend the July 23rd meeting at 9:00 with an update on road projects.

PUBLIC COMMENT:

There was no public comment.

STAFF REPORTS:

Mr. Armentrout reported on the following: 1) Coleman Road update – Attorney is working on acquisition of right of way. Property chain of title is questionable, needed extra title work. Working through the permits process, hopeful to bid in August and complete Phase 1 construction by spring of 2020, 2) Reviewed Rural projects, 3) County Paving update, 4) Round About in 2020 at DeWitt and Clark, survey is complete, plans should be completed in August, 4) Water and Sewer service project bid opened on June 5th, received only one bid, recommendation to award bid as presented, 5) Herbison Road 2020 projects moving along, 6) Updates on Forest Hill and Francis Road bridges.

Mrs. Rey reported on the following: 1) MTF received in June for April 2019 was \$832,906.92, 2) Filed Annual Unclaimed Property Report, 3) Filed Treasury Qualifying Statement, 4) Will file PA 530 Retirement report, 5) Filed Annual PCORI fees, 6) Precision software update on June 25th, 7) Attended the MERS behind the scenes meeting with Mr. Steffen, 8) MERS funding level up from 64% to 66%, MERS Regional Manager will present at July meeting, 9) Chris Veenstra on June 24th to review OPEB with Steffen, 10) Lunch with 44North to meet our team, 10) Received the Deyo-Stone Insurance Appraisal report, 12) New monitors are up and operational, 12) Purchased ipads and had demo with Boardpaq, 13) Received \$18,738.00 for 2017 MDOT Audit Adjustment, 14) Will test positive pay on July 2nd, 15) Will set up a "roadcommissioner@ccrc-roads.com" email address to put on the website.

Mr. Steffen reported on the following: 1) Maintenance, 2) MDOT Maintenance, 3) Attended Essex Township meeting, 4) New loader and 2 new plow trucks are expected to arrive within the month, 5) We host Seven County Council on July 16 at Westphalia Township Hall, 6) MCRCSIP Annual meeting in Mt. Pleasant on July 17-18.

MAY FINANCIAL STATEMENTS:

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

JUNE CASH STATUS REPORT:

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

AWARD BID FOR WATER AND SEWER SERVICE:

It was moved by Commissioner Frederick and seconded by Commissioner Holt to award the bid for water and sewer service installation to Leavitt & Stark, for \$213,920.

Discussion: Due to the busy construction season, unseasonably wet weather and continued water/sewer system issues, it was determined to go forward with the project with only one bid presented for consideration.

Vote: Motion passed unanimously

MCRCSIP 2019 BOARD OF DIRECTORS ELECTION (At large position):

It was moved by Commissioner Holt, seconded by Commissioner Frederick, and passed unanimously, to cast a vote for Dorothy Pohl, as member at large, for the MCRCSIP Board of Directors Position.

APPROVAL OF BUDGET AMENDMENT #1:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to approve Budget Amendment #1 as presented.

APPROVAL OF TOWNSHIP CONTRACTS:

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

Eagle Twp: 077019, 077029, 077049, 077059, 077069, 077079, 077089, 077099, 077109, 077119, 079019
 Ovid Township Parking lot: 900538
 Lebanon Twp: 107039, 107049, 107059, 107069, 107079, 107089, 107099
 Watertown Twp: 157039
 Westphalia Twp: 169029, 169039, 167039, 167049

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 Frederick, and passed unanimously, to approve the following right-of-way permits: 096-19 - 130-19.

APPROVAL OF VOUCHERS AND PAYROLLS:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to approve vouchers #63360-#63495 including electronic payments, and payroll checks #91185-#91230 including direct deposit advices, as presented, in the amount of \$1,599,346.62.

STRATEGIC PLANNING:

It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to authorize the Managing Director to send out a Request for Proposal for strategic planning services.

COMMISSIONER COMMENTS:

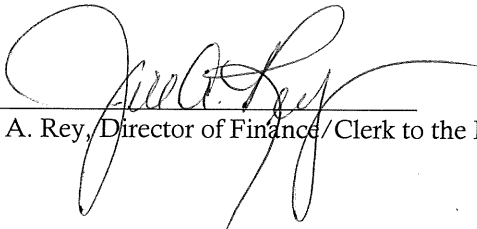
Commissioner Frederick: No comment

Commissioner Holt: Will not be able to attend the July 25th meeting.

Commissioner Watkins: No comment

ADJOURNMENT:

As there was no further business to come before the Board, the meeting was adjourned at 10:57 a.m. with the next regular meeting scheduled for July 25, 2019 at 9:00 a.m..



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

