

MINUTES

**Clinton County Road Commission
Board Meeting
Thursday, August 22, 2019, 9:00 am - 11:00 am
Board Room**



In Attendance

Daniel Armentrout; Douglas Steffen; Gail Watkins; Jill A. Rey; Kam Washburn; Kevin Holt; Michael Frederick

A. Pledge of Allegiance

Visitors: Bob Showers, Chairperson, Clinton County Board of Commissioners
Dennis Strahle, Eagle Township resident

B. Approval of Agenda

The Agenda was approved with no additions/changes.

Move: Michael Frederick Second: Gail Watkins Status: Passed

C. Presentation by County Commissioner Bob Showers

Mr. Showers, Chairperson of the Clinton County Board of Commissioners, presented the Clinton County Population & Taxable Value Report. He stated the County's goal is to reach a population of 90,000 people. The growth is necessary to grow the tax base which will increase revenue. Clinton County does not have a County wide millage but may need one to cover the costs of 911 equipment updates. He noted that the current growth in the County is happening primarily in the southern quadrant of the County. Mr. Showers requested faster snow removal in the subdivisions in the most densely populated areas in the southern quadrant of the County.

D. MERS Annual Actuarial Report

Presented by Marne Daggett, MERS Regional Manager

The MERS 2018 Annual Actuarial Report was received and placed on file.

Move: Kevin Holt Second: Michael Frederick Status: Passed

E. Approval of Minutes

July 16, 2019

Michael Frederick noted a correction to be made in the July 16, 2019 minutes regarding the motion for Appointment of MERS Delegates: The motion should be corrected to read - It was moved by Commissioner Frederick, seconded by Commissioner Holt, and passed unanimously, to appoint Jill Rey as Officer Delegate and Janette Purves as Officer Alternate for the MERS 2019 Meeting. The correction is to change the word "and" to "as".

The minutes were approved as corrected.

Move: Michael Frederick Second: Gail Watkins Status: Passed

F. Communications

Move: Kevin Holt Second: Michael Frederick Status: Passed

1. Annual Act 51 Mileage Certification
2. Northern/Southern Joint Meeting

G. Information from County Commissioners

Mr. Washburn reported on the following: 1) Recently toured the Glambia facility with the General Manager and CEO. They were very complimentary regarding the cooperation they have experienced while working with all of the agencies in the county, including the road commission. The facility has 8.5 acres under cover and is a \$660 million (combined) investment in Clinton County, 2) Received \$600,000 grant from EPA in Brownfield money, 3) May need to implement a county wide millage to cover the cost of 911 equipment upgrades, 4) Pavillion at Motz Park will be name the Larry E. Martin Memorial Pavillion.

H. Public Comments

There were no public comments.

I. Director of Engineering Report

1) Coleman Road update - bid letting was August 20, 2019, recommendation to award to C&D Hughes who was the low bidder. Other items regarding this project include intersection improvements at Wood Road, intersection improvements at West Road, Coleman Road transition to the East, completing the water main loop with the BW&L and non motorized concerns. Hope to complete Phase 1 construction by July of 2020. Phase 2 items are focused on connections to Coleman and dependent on available funds. The goal for final completion is November 2020, 2) Federal aid projects have been completed, finishing up fog seal on the chip seal force accounts, 3) Maple Rapids road paving to start soon, 4) Will assist the Village of Maple Rapids with Category B Fund paving project, 5) Reviewed 2020 projects.

J. Director of Finance Report

1) MTF received in August (for June) was \$890,957.40, 2) Attended the MCRCSIP Annual Meeting, 3) Positive Pay is working well, 4) Work Comp Audit was conducted on 8/21/19, 5) Boardpaq update, 6) Will attend the annual CRASIF meeting and the Northern/Southern joint meeting in September.

K. Managing Director Report

Mr. Steffen reported on the following: 1) Maintenance report consisted of updates on gravel road maintenance, roadside mowing, chip seal/fog seal, brine application, dura-patching and the water/sewer project 2) MDOT routine maintenance is limited due to budget constraints however contractual catch basin cleaning is finishing up and there will be one more round of mowing, 3) Reviewed the pictures of US127 crash involving truck #700060, 4) Discussion regarding the availability of gravel from Searles. He does not have the gravel made and can't possibly produce what we need to complete the Township projects. Mr. Steffen will purchase the remainder of the gravel needed for 2019 from Stoneco.

L. Financial Reports

July 2019 Financial Statement
August Cash Status Report

The July 2019 Financial Statement and August Cash Status Report were received and placed on file.

Move: Kevin Holt Second: Michael Frederick Status: Passed

M. Unfinished Business

There was no unfinished business.

N. New Business

O. Acceptance of Coleman Road Right of Way

The following Warranty Deeds were reviewed and accepted as presented:

- Chandler Farms LLC, 4.31 Acres \$469,400 Tax Parcel ID No. 050-035-400-040-00
- Chandler Farms LLC, .07 Acres \$ 7,700 Tax Parcel ID No. 33-21-01-02-503-001 (portion of)
- Chandler Farms LLC, .65 Acres \$ 70,800 Tax Parcel ID No. 33-21-01-02-100-0014 (portion of)
- Michigan Paving & Materials Company .97 Acres \$105,700 Tax Parcel ID No. 050-035-300-015-50

Move: Michael Frederick Second: Kevin Holt Status: Passed

P. Award Bid for Construction of Coleman Road

The construction of Coleman Road was awarded to low bidder C&D Hughes at \$3,600,035.67

Move: Kevin Holt Second: Michael Frederick Status: Passed

Q. Annual Certification of Employee-related Conditions

Move: Kevin Holt Second: Michael Frederick Status: Passed

R. Discussion regarding Board Policy #119 - Administrative Employee Incentive

Policy #119 - Administrative Employee Incentive was reviewed and discussed. Mr. Steffen is to provide justification and measurables for this policy at the October 24th meeting.

S. 2019 CRASIF Board of Trustees Election

A unanimous ballot was cast for John Hunt, Mary Sholander and Jerry Smigelski.

Move: Kevin Holt Second: Michael Frederick Status: Passed

T. Acceptance of 2018 Annual Report

The 105th Annual Report of the Clinton County Road Commission was accepted and placed on file.

Move: Michael Frederick Second: Kevin Holt Status: Passed

U. Approval of Right of Way Permits

Right of Way Permits 152-19 through 172-19 were approved as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

V. Approval of Vouchers

The vouchers were approved in the amount of \$3,539,040.66.

Move: Kevin Holt Second: Michael Frederick Status: Passed

W. Commissioner Comments

Commissioner Frederick stated that he had made contact with five Townships, and was always well received.

X. Adjournment

As there was no further business to come before the Board, the meeting was adjourned at 11:42 a.m. The next regular meeting is scheduled for September 19, 2019 at 9:00 a.m.