

MINUTES

**Clinton County Road Commission
Board Meeting
Thursday, October 24, 2019, 9:00 am - 11:00 am
3536 S. US Highway 27
St. Johns, MI 48879**



- A. Pledge of Allegiance
- B. Approval of Agenda
Motion to approve as presented.
Move: Michael Frederick Second: Kevin Holt Status: Passed
- C. October 10, 2019 Minutes
Motion to approve as presented.
Move: Michael Frederick Second: Kevin Holt Status: Passed
- D. Communications
Sedgwick Claim Denial
Motion to receive and place on file.
Move: Kevin Holt Second: Michael Frederick Status: Passed
- E. Information from County Commissioner Kam Washburn
1) Commented on the extremely wet harvest season that has caused mud from the fields to be tracked onto the roads. He appreciates the road commission's proactive approach to the situation by providing "slippery road" signs for farmers to use, 2) Ways and Means committee hopes to address the issue caused by the flood plain maps created by FEMA years ago that require some homeowners to purchase expensive flood insurance. Spicer Engineering may be hired to review maps and LIDAR data to determine discrepancies which may assist homeowners who dispute the maps by providing more accurate data, 3) Currently reviewing the pay for road commissioners and per diems, there has been no change in four years, 4) Enjoys using Boardpaq very much.
- F. Public Comments
There was no public comment.
- G. Director of Finance Report
Mrs. Rey reported: 1) Submitted CRASIF renewal packet including estimated wages for 2020-2021, 2) Will be meeting with 44North to review health insurance renewals, 3) Discussed 2019 Christmas Party, 4) Completed physical inventory with less than a 1% variance, 5) Continuing to invoice Townships as projects are completed, 6) Attending weekly Boardpaq webinar, 7) Coleman Road update, total spent \$2,472,686, 8) Estimating cost share for 2020 may go down slightly due to the extra \$2 million that was received last year in special allocations that was shared with townships.
- H. Managing Director Report
Mr. Steffen reported: 1) Gravel hauling has been completed for the season, 2) Dura patching and installing culverts for 2020 projects, 3) Airport Road cross culvert project went very well and rides great, 4) Winter preparations have begun: storing equipment, prepping trucks, salt is being delivered, 5) Mud on road from extreme harvest conditions, the farmers are aware and working with us, 6) MDOT routine maintenance, 7) Glanbia salt product, only 2-3% chloride, will get them in touch with Michigan Chloride, 8) Coleman Rd moving along, grade all the way to the east side still on target, 9) Update on 2020 Fed Aid Grants, 10) Sewer and water project update, 11) Paving update: Kinley Road was paved a week ago, shoulders

tomorrow, pavement marking finishing up soon, Bath Township added a couple paving projects this year, 12) CRA legal symposium coming in December, DeWitt Twp project informational meeting November 13th 6:00 p.m., Career Fair, November 5th at DeWitt High School.

I. September Financial Statement

Motion to accept and place on file.

Move: Michael Frederick Second: Kevin Holt Status: Passed

J. Petition to Abandon a Portion of Superior Drive

Motion to accept the Petition to Abandon a portion of Superior Drive .

Move: Kevin Holt Second: Kevin Holt Status: Passed

K. Resolution to Abandon a Portion of Superior Drive

WHEREAS, a request has been received to abandon a portion of the right-of-way known as Superior Drive, Bingham Township, Section 22 described as: Portion of Liber 987, Page 481 to be Abandoned: An area of land in the Southwest 1/4 of Section 22, T7N, R2W, Bingham Township, Clinton County, Michigan, the limits of said area described as: Commencing at the Southwest corner of said Section 22; thence N00°01'24"W along the West line of said Section 22 a distance of 1543.59 feet; thence N89°58'36"E 145.68 feet; thence Northeasterly 370.55 feet on a curve to the left, said curve having a radius of 367.00 feet, a delta angle of 57°50'59" and a chord length of 355.01 feet bearing N61°03'06"E; thence Northeasterly 439.74 feet on a curve to the right, said curve having a radius of 433.00 feet, a delta angle of 58°11'14" and a chord length of 421.08 feet bearing N61°13'14"E; thence S89°41'10"E 19.62 feet; thence N00°31'34"E 49.83 feet; thence S89°28'26"E 66.00 feet; thence S00°31'34"W 49.59 feet; thence S89°41'10"E 49.98 feet to the point of beginning of this description; thence continuing S89°41'10"E 748.09 feet; thence S00°18'50"W 66.00 feet; thence N89°41'10"W 475.46 feet; thence Northwesterly 105.92 feet on a curve to the right, said curve having a radius of 467.00 feet, a delta angle of 12°59'41" and a chord length of 105.69 feet bearing N72°51'18"W; thence Northwesterly 176.31 feet on a curve to the left, said curve having a radius of 433.00 feet, a delta angle of 23°19'45" and a chord length of 175.09 feet bearing N78°01'18"W to the point of beginning; said area containing 0.88 acre, more or less; said area subject to all other easements and restrictions, if any.

WHEREAS, the petition has been signed by all adjacent property owners,

NOW THEREFORE BE IT RESOLVED that the aforementioned road right-of-way known as Superior Drive as described above be absolutely and permanently abandoned.

Motion was passed by a roll call vote as follows:

Frederick - Aye, Holt - Aye, Watkins - Aye

L. Review of Policy #119 - Administrative Employee Incentive Pay

Policy #119 - Administrative Incentive Pay was reviewed. Mr. Steffen provided the Board with a sample of the evaluation sheets used for performance evaluations. He also discussed a method to eliminate Policy #119 and the merit pay "pay type" in the future. The Board requested more specific documentation for the next meeting. Longevity and the administrative vacation schedule was also discussed.

M. Suspension of Weight Restrictions-Winter Operations

Motion to approve the letter of exemption for operating CCRC equipment during weight restrictions.

Move: Kevin Holt Second: Michael Frederick Status: Passed

N. Authorization to purchase chip spreader

Motion to approve the purchase of one (1) Etnyre Chip Spreader for \$347,808. It was noted that Etnyre is the only manufacturer that met specifications.

Move: Michael Frederick Second: Kevin Holt Status: Passed

O. Approval of Right of Way Permits 218-19 through 229-19

Motion to approve right of way permits as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

P. Approval of Vouchers

Payroll: #91377- #91392

Vouchers: #63929 - #63995

Total: \$767,233.53

Motion to approve vouchers as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

Q. Commissioner Comments

There were no Commissioner comments.

R. Adjournment

With no further business to come before the Board, the meeting was adjourned at 10:37 a.m.

The next regular meeting is scheduled for Thursday, November 7, 2019 at 9:00 a.m.