



## MINUTES

Clinton County Road Commission  
Board Meeting  
Monday, December 23, 2019, 10:00 am - 11:09 am  
3536 S. US Highway 27  
St. Johns, MI 48879

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### In Attendance

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#### Member

Gail Watkins; Kevin Holt; Michael Frederick

#### Staff

Daniel Armentrout; Douglas Steffen; Jill A. Rey

#### Co. Comm.

Kam Washburn

A. Welcome and Pledge of Allegiance

B. Approval of Agenda

Motion to approve the Agenda as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

C. Approval of December 12, 2019 Minutes

Motion to approve the December 12, 2019 Minutes as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

D. Approval of December 12, 2019 Closed Session Minutes

Motion to approve the December 12, 2019 Closed Session Minutes as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

E. Communications

West MI Public Works Mutual Aid

Email regarding Commissioner per diem

Motion to accept and place the communications on file.

Discussion regarding the details of the Western Michigan Mutual Aid Agreement. Mr. Steffen will report back with more information. Mrs. Rey noted that we have participated in the Western Michigan Mutual Aid Agreement since at least 2006.

Move: Michael Frederick Second: Kevin Holt Status: Passed

F. Information from County Commissioner Kam Washburn

Mr. Washburn reported the following: 1) Reiterated that the per diem for the Road Commissioners won't increase until 2021, 2) County Board of Commissioners will hold its organizational meeting in January at which time he will become Chairman of the Board of County Commissioners which means a new liaison will be appointed to the road commission. He has been serving as the road commission liaison for seven years and has seen much change. He is pleased at how well things are going and commended the Board, 3) Provided 911 millage brochures to be placed in the lobby.

G. Public Comments

H. Director of Engineering Report

Mr. Armentrout reported: 1) Coleman Road - wrapping up for the winter, intent is to get signals up in January on Wood and Coleman Roads. Recommendation to certify for maintenance. Working on next phase, water loop to the south, mill and fill on approaches on Wood Road and West Road, 2) Working on County paving and chip seal projects for 2020, hope to bid county paving in February, 3) Reviewed the 2020 DeWitt Township projects, roundabout and upcoming bridge projects, 4) Water and sewer project update, 5) US127 Safety project was approved for 2021.

I. Director of Finance Report

Mrs. Rey reported: 1) Published the 2020 meeting dates, 2) Humana retiree meeting was well attended. The retirees asked if the Board would consider an increase to the 2016 premium limit and if they could be involved in the insurance selection process, 3) Prepared final budget amendment that will be addressed under new business, 4) Reviewed procedures for closed sessions in the Open Meetings Act, 5) Received the federal aid advance construct conversion, 6) Will transfer Coleman Rd expenses at month end, 7) Reminder to submit last quarter time sheets, 8) 2020 Board Meetings have been added as calendar items in Boardpaq.

J. Managing Director Report

Mr. Steffen reported: 1) Thanked Janette & Jill for organizing the Humana retiree meeting, 2) Routine County maintenance, 3) MDOT routine maintenance, 4) MDOT Trunkline meeting to present budget, 5) Update on Webb Road FOIA, 6) Will be advertising for a mechanic, 7) Vacation next week, 8) Working with the Drain Commission to address downed trees in the Looking Glass River that contribute to flooding, 9) Presented cost of repairs to Gilson Road to DeSaegher.

K. Approval of Budget Amendment #2 - Year End

Motion to approve Budget Amendment #2 - Year End as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

L. Resolution to accept Coleman Road for Maintenance Purposes

WHEREAS, Coleman Road, from Wood Road to US127, (2,800 feet) lies within Section 35 of DeWitt Charter Township in Clinton County, Michigan, and

WHEREAS the Road Right of Way for Coleman Road was accepted by the Clinton County Board of Road Commissioners on August 22, 2019,

NOW THEREFORE BE IT RESOLVED that the Clinton County Road Commissioners wish to place Coleman Road into the certified road system of the Clinton County Road Commission.

Resolution declared adopted by roll call vote : Holt Aye, Frederick Aye, Watkins Aye

M. Approval of Right of Way Permits 260-19 through 264-19

Motion to approve right of way permits 260-19 - 264-19.

Move: Kevin Holt Second: Michael Frederick Status: Passed

N. Approval of Vouchers

Payroll: #91450 - #91466 including advices

Vouchers: #64185 - #64223 including ACH

Total: \$489,728.29

Motion to approve vouchers as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

O. Commissioner Comments

Commissioner Watkins would like the road commission to meet with the City of St. Johns, Bingham Township and Clinton Transit to establish a 50 year plan for future development. Merry Christmas! It has been a great year.

Commissioner Holt reported on Parks and Green Space meeting, \$120,000 grant to go toward park improvements at Clinton Lakes Park. Tom Olson is leaving the organization.

Commissioner Frederick reported that the painters have partially corrected the centerline error on Airport Road.

P. Adjournment

With no further business to come before the Board the meeting was adjourned at 11:09 a.m.