



## MINUTES

Clinton County Road Commission  
Board Meeting  
Friday, January 24, 2020, 9:00 am - 10:13 am  
3536 S. US Highway 27  
St. Johns, MI 48879

---

### In Attendance

---

#### Member

Gail Watkins; Kevin Holt

#### Staff

Douglas Steffen; Jill A. Rey

#### Co. Comm.

David W. Pohl

---

### Not In Attendance

---

#### Member

Michael Frederick

A. Welcome and Pledge of Allegiance

B. Approval of Agenda

Motion to approve the Agenda as presented.

Move: Kevin Holt Second: Gail Watkins Status: Passed

C. Approval of January 9, 2020 Minutes

Motion to approve the January 9, 2020 Minutes as presented.

Move: Kevin Holt Second: Gail Watkins Status: Passed

D. Communications

CRASIF - Payroll Audit

Motion to receive the communication and place it on file.

Move: Kevin Holt Second: Gail Watkins Status: Passed

E. Information from County Commissioner David Pohl

Mr. Pohl reported: 1) Recently attended the Rail to Trail meeting. Noted that the road commission is required to designate 1% of MTF toward non-motorized expenses. The Road Commission's participation in trail maintenance would be welcomed and would help to fulfill the 1% requirement toward non-motorized. He discussed the need for consistent standards and the need for a Board to oversee the trail. There is a \$3 million grant for trail maintenance. The Road Commission would be compensated for work done. Commissioner Watkins stated that this is a road commission and that maintaining the rail trail is not our expertise, our equipment is too large and roads are #1 priority, 2) Clinton Transit reported to the Board of Commissioners, the report reviewed the past and highlighted the future. Good discussion, an awakening of sorts to move along with a new vision with the guidance of the new Clinton Transit Director MaLissa Schutt.

F. Public Comments

There were no public comments.

G. January Cash Status Report

Motion to accept and place the January 2020 Cash Status Report on file.

Move: Kevin Holt Second: Gail Watkins Status: Passed

H. Director of Finance Report

Mrs. Rey reported: 1) Year end update, 2) Township meeting schedule was sent out, 3) Still waiting on December MTF, 4) Submitted the OPEB census for actuarial report.

I. Managing Director Report

Mr. Steffen reported: 1) County Maintenance, 2) State Maintenance 3) Met with Watertown Township about 2020 projects, 4) The water/sewer project is nearing completion, we are connected but waiting for meter installation, removal of old equipment and then final testing, 5) Trees on Herbison were marked to be cut for projects, 6) Signal poles were set for Coleman Road, 7) Staffing update: Mechanic, Engineer, Drivers, 8) Attended Township Officer's Meeting, 9) Legislative Breakfast set for 2/21/20 at 8:00 a.m. at FlapJack, 10) Fatal accident on Island Rd at Lusk, 11) Met with Hobbs+Black regarding quote for a Facility Study, 12) 2020 Project Brochure, 13) Met with Leon Searles regarding haul route and gravel, 14) Succession plan for Finance Director position.

J. CRA Board of Directors Ballot

Motion to cast a unanimous vote for John Hunt for the CRA Board of Directors position.

Move: Kevin Holt Second: Gail Watkins Status: Passed

K. Approval of Bid Extension - Carrick Trucking

Motion to accept the February 2019 bid extension from Carrick Trucking for gravel hauling for 2020.

Move: Kevin Holt Second: Gail Watkins Status: Passed

L. Rowe Professional Services Company - Proposal for As-Needed County Highway Engineer Services

Motion to authorize the Managing Director to sign the contract with Rowe Professional Services Company for 6 months not to exceed \$7,920 and by doing so naming Rowe as interim County Highway Engineer for the Clinton County Road Commission.

Move: Kevin Holt Second: Gail Watkins Status: Passed

M. TAP Resolution - DeWitt Road

WHEREAS, The Clinton County Road Commission Requests TAP funding for 2020 path projects on DeWitt Road, from Clark Road north to Herbison Road.

WHEREAS, DeWitt Charter Township and the City of DeWitt will provide matching funding to move forward and commits the funds necessary to carry out the project. This commitment includes but is not limited to, matching funds, engineering for design and construction, permit fees, administration costs and any cost overruns.

WHEREAS, DeWitt Charter Township and the City of DeWitt have committed to owning, operating and funding/implementing a maintenance plan/program over the design life of the proposed improvements and reimbursing the costs for engineering and possible construction match.

NOW, THEREFORE BE IT RESOLVED, that DeWitt Charter Township and the City of DeWitt authorizes The Clinton County Road Commission to Act as the Act 51 agency on their behalf and commit to owning, operating and funding/implementing a maintenance plan/program over the design life of the proposed improvements and reimbursing the costs for engineering and possible construction match.

Motion passed by roll call vote: Holt Aye, Frederick Absent, Watkins Aye.

N. Approval of Right of Way Permits #017-20 through #020-20

Motion to approve ROW permits #017-20 - #020-20.

Move: Kevin Holt Second: Gail Watkins Status: Passed

O. Approval of Vouchers

Payroll: #91481- #91496 including advices

Vouchers: #64286 - #64337 including ACH

Total: \$437,958.11

Motion to approve vouchers as presented.

Move: Kevin Holt Second: Gail Watkins Status: Passed

P. Commissioner Comments

Commissioner Holt reported: The County will be interviewing for the new Clinton County Parks and Recreation Director to replace prior Director Tom Olson.

County Commissioner Dave Pohl reported: On Wright Road North of Pioneer on the West side, there is a patch of phragmite that needs to be addressed.

Q. Adjournment

With no further business to come before the Board, the meeting was adjourned at 10:13 a.m.