



## MINUTES

Clinton County Road Commission  
Board Meeting  
Thursday, October 15, 2020, 9:00 am - 11:12 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

Douglas Steffen; Jill A. Rey; Karla Gurski; Marc Trotter

#### Co. Comm.

David W. Pohl

#### A. Welcome and Pledge of Allegiance

#### B. Approval of Agenda

Motion to approve the Agenda as presented.

Move: Michael Frederick Second: Gail Watkins Status: Passed

#### C. Approval of September 17, 2020 Minutes

Motion to approve the Minutes from September 17, 2020, as presented.

Move: Michael Frederick Second: Gail Watkins Status: Passed

#### D. Communications

There were no communications.

Commissioner Holt arrived at this time.

#### E. Information from County Commissioner David Pohl

Mr. Pohl reported: 1) He had been contacted regarding the intersection of Colony Road and Wright Road regarding whether rumble strips would be a viable solution to reduce the number of crashes. Mr. Steffen stated that he has been in contact with the Township Supervisor and is addressing the request for improved safety measures at the intersection, 2) Transition with new County Administrator is going great, 3) Budget meeting was held virtually 10.13.20, 4) Approval was given for elevator upgrades for the Court House (now 21 years old), 4) COVID update: Over 700 cases and 14 deaths, 5) Spicer Engineering continues to work on the extensive review of the flood plain through out the County, producing Lidars that will give exact locations of buildings within the flood plain, this will give assistance to property owners who wish to appeal, 6) Department of Waste Management reported that recycling services are available now in most areas of the County. Chairman Watkins inquired when the County Commissioners would meet again in person, Mr. Pohl said this determination is being made month by month.

#### F. Public Comments

There were no public comments.

#### G. Director of Engineering Report

Mr. Trotter reported: 1) Construction updates: Coleman Rd - Paving and painting scheduled, on track for grand opening on 10/21; DeWitt 2020 projects - Field changes and weather delays have caused some delay. Pleased with K&R Construction. Reviewed bridge and sidewalk schedule and budgets, Howe Rd sidewalk has been deferred to Spring 2021; Clark @ DeWitt Roundabout - project also deferred until Spring 2021; Will submit for DeWitt Rd. advance construct conversion soon; Church Rd Bridge - Bid posting next week, contractor on Board in November; 2) 2020 Curve Sign Upgrades - received funding, work to be completed by CCRC; 3) County Wide paving - Alward from BR127 to DeWitt will be paved next week, Bath Twp. paving will be completed tomorrow, County Line W of BR was paved 120'; 4) Reported damage to the signal head at intersection of Wood and State, will need to replace both signal heads; 5) Safety project at Colony and US127 is still on hold, no updates on allowable access; 6) Asset Management plan was submitted on 10/1, considered a working draft, Board needs to adopt today as New Business Agenda item; 7) Brechting Bridge is conducting annual bridge inspections and has completed 50% of the inspections to date.

#### H. Director of Finance Report

Mrs. Rey reported: 1) MTF for October was \$1,076,530.66, 2) Renewed CRASIF membership and submitted wage estimates for 2021-2022, 3) BCBS and BCN average rate increase is 4.67% both plans are under the hardcap, 4) Ordered 5 new computers to replace Windows 7 machines used for time card kiosks, 5) Physical inventory will be counted the last week of October, 6) Glad to have Karla Gurski, Deputy Finance Director/Clerk on board, 7) Seven County Council via Zoom, October 20 at 9:00 a.m., 8) Attended the Zoom CRA PR Workshop.

#### I. Managing Director Report

Mr. Steffen reported: 1) County maintenance - gravel done, prepping for future chip seal projects, pavement marking should be done today, preparing trucks for winter; 2) MDOT - routine budget, new Operations Engineer for our Region, 3) Coleman Rd - Grand Opening Wednesday October 21; 4) Facility study is progressing, met with Hobbs & Black, LRE will do the survey for the facility study, 5) Unused equipment is being stored off site, 6) Wood at State Rd signal fix and maintenance plan.

J. Financial Reports

Motion to accept the September Financial report and the October cash status report, and place them on file.

Move: Kevin Holt Second: Michael Frederick Status: Passed

K. OLD BUSINESS:

L. Tabled: Review of Policy #53 - Vehicle Usage

Motion to remove Review of Policy #53 - Vehicle Usage from the table.

Move: Kevin Holt Second: Michael Frederick Status: Passed

Policy #53 - Vehicle Usage was discussed. The method of taxing employees for the fringe benefit of driving a road commission vehicle and "on call" procedures was discussed.

Motion to postpone the Review of Policy #53 - Vehicle Usage to the November 12, 2020 meeting.

Move: Kevin Holt Second: Michael Frederick Status: Passed

M. NEW BUSINESS:

N. Suspension of Weight Restrictions - Winter Operations

Motion to suspend weight restrictions for CCRC vehicles to perform winter operations during the 2020-2021 snow and ice season.

Move: Kevin Holt Second: Michael Frederick Status: Passed

O. Approval to Fill Vacant Heavy Truck Driver Positions

Motion to authorize the Managing Director to fill three vacant heavy truck driver positions.

Move: Kevin Holt Second: Michael Frederick Status: Passed

P. Motion to Adopt the CCRC Transportation Asset Management Plan

Motion to adopt the Clinton County Road Commission Transportation Asset Management Plan as submitted on October 1, 2020.

Move: Kevin Holt Second: Michael Frederick Status: Passed

Q. Preliminary review of the Thomas Farms proposed development

Motion to authorize preliminary approval for Thomas Farms proposed development excluding the cul-de-sac design. The cul-de-sac design shall reflect CCRC current standards.

Move: Kevin Holt Second: Michael Frederick Status: Passed

R. Michigan Paving Materials 2020 Bid Extension for Hot Mix Asphalt for 2021 paving season

Motion to extend the Michigan Paving & Materials bid for the minimum tonnage agreed in 2020 contract to fulfill the contract.

Move: Michael Frederick Second: Kevin Holt Status: Passed

S. Approval of Township Contracts

Motion to approve the Bath Township Contracts #017050 and #019100.

Move: Kevin Holt Second: Michael Frederick Status: Passed

T. Approval of Right of Way Permits 213-20 through 252-20

Motion to approve Right of Way permits #213-20 through #252-20.

Move: Michael Frederick Second: Kevin Holt Status: Passed

U. Approval of Vouchers

Vouchers: #65210 - #65323 including ACH

Payroll: #91737- #91761 including ACH

Total: \$1,674,910.45

Motion to approve vouchers as presented, in the amount of \$1,674,910.45.

Move: Michael Frederick Second: Kevin Holt Status: Passed

V. Commissioner Comments

Commissioner Watkins reported that there is a Tri County grant approved to study broad band, the need to improve in rural areas, however, the grant does not apply to Clinton County.

W. Adjournment

With no further business to come before the board, the meeting was adjourned at 11:12 a.m.

  
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Jill A. Rey, Clerk to the Board