

## MINUTES

Clinton County Road Commission  
Board Meeting  
Wednesday, December 23, 2020, 9:00 am - 10:12 am  
Join Zoom Meeting  
<https://us02web.zoom.us/j/87158410481>

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### In Attendance

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#### Member

David W. Pohl (remote); Gail Watkins (remote); Kevin Holt (remote); Michael Frederick (remote)

#### Staff

Douglas Steffen (remote); Jill A. Rey (remote); Karla Gurski (remote); Marc Trotter (remote)

#### A. Commissioners remote location:

Commissioner Watkins: Olive Township, Michigan  
Commissioner Holt: Bingham Township, MI  
Commissioner Frederick: Lansing, MI  
County Commissioner Pohl: Dallas Township

#### B. Approval of Agenda

Motion to approve the Agenda as presented.  
Role Call Vote: Frederick - Aye, Holt - Aye, Watkins - Aye

Move: Michael Frederick Second: Kevin Holt Status: Passed

#### C. Approval of December 10, 2020 Minutes

Motion to approve the December 10, 2020 Minutes as presented.  
Role Call Vote: Frederick - Aye, Holt - Aye, Watkins - Aye

Move: Michael Frederick Second: Kevin Holt Status: Passed

#### D. Communications

There were no communications.

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

County Commissioner Pohl reported: 1) County Organizational meeting will be held January 5th, 2) Dog licenses are extended for delinquency, will waive fees for penalty, 3) Did not receive the grant for the Riley Township, Pratt Road park property. The Committee will review in the Spring and likely reapply, 4) Extended the County Wide

State of Emergency through January 31, 2021, 5) Issues with the computer program that processes reapportionment reports has now been resolved, 6) Celebrated nine retirements at the County. The retirees had 200 years of combined service to the County, 6) The County is in a good position at year end despite the pandemic.

#### F. Public Comments

There was no public comment.

#### G. Director of Engineering Report

Mr. Trotter reported: 1) Coleman Rd: Light poles are up, light heads being installed today, will take about 3 weeks to complete, 2) Design: Colony @ US27: Public meeting at end of January to go over final Federal Hwy plan, will also stay in communication with Twp Supervisor, 2021 DeWitt Rd: May swap out funds with Ingham for funding in a future year, 3) Planning: Have been in contact with Kyle Thorton, Parks & Greenspace Director, regarding pathways, offered for him to sit in on CARTS to get a better understanding. We will assist with paving the Motz County Park parking lot next summer, it is good to partner with things that make sense. 4) Development: Whitehills #5 is ready but needs to complete paperwork. BWL has requested a ROW permit to place wireless meter reading equipment in the ROW. This permit request has not been approved, the current policy will be reviewed and consistency between adjoining Counties will be coordinated. A removal bond will also be considered. Commissioner Watkins asked questions regarding RTF funding. He also asked how our purchase of funds from Arenac affects Tri County. He also questioned small urban money and who qualifies for it. Trotter will research these concerns and report back. He noted that a small urban meeting is planned to discuss 2024 and 2026.

#### H. Director of Finance Report

Mrs. Rey reported: 1) Working toward year end preparation, 2) Beginning discussions with Bid Express to go to online bid process, 3) Merry Christmas!

#### I. Managing Director Report

Mr. Steffen reported: 1) COVID update: Discussed how vaccines will roll out, group 1B, Moderna vaccine, we cannot force employees to get vaccinated, 2) Attended Essex Zoom meeting, had one question about road grading, 3) Updating some Greenbush field drives with culverts, 4) Facility Study is about 95% complete, scheduled to present on January 7th, 5) Finalizing Michigan State Police contract for 2021 Weighmaster services, requesting additional coverage raises the contract to \$25,000, 6) The radio equipment contract with the County is not yet executed but working on final draft, 7) 2020 has forever changed how we do business so I am working with Media Advantage to improve our presence on Facebook, Twitter and Instagram, 7) Fatal crash at Wright and Clark, discussed options to improve the safety of the intersection, 8) Reviewed the work done in 2020, improved 114.2 miles total, down this year from last year due to COVID. Good roads dropped by 3 and fair increased 4 and poor stayed the same, the average is 6.16. There was a discussion on passer ratings, 8) Will be training with John

Ninkovich in January, 9) Would like to schedule a work session with the Board, lay out the plan for the year and get feedback and direction, 10) Will be on vacation the week between Christmas and New Year, 11) Will share map that shows work done in 2020.

J. Resolution of Retirement - Ruben Gonzalez

Motion by Commissioner Holt, seconded by Commissioner Frederick to adopt the following resolution:

WHEREAS, Ruben Gonzalez has decided to retire from the Clinton County Road Commission on September 30, 2020, and

WHEREAS, Ruben has provided thirty-one plus years of service to the Clinton County community, and

WHEREAS, Ruben has held the position of grader operator at the road commission during his thirty-one plus years of service

WHEREAS, Ruben has been a valuable asset to the Road Commission by bringing experience and skill to the duties he performed, and

WHEREAS, Ruben's company was greatly enjoyed by all fellow Road Commission staff,

WHEREAS, Ruben is anticipating many future years of restful retirement, so

BE IT THEREFORE RESOLVED that the Commissioners of the Clinton County Road Commission wish to express their appreciation to Ruben for his years of outstanding service to the Clinton County Road Commission and wish him many years of healthy, enjoyable retirement.

Roll call vote: Frederick - Aye, Holt - Aye, Watkins - Aye

Move: Kevin Holt Second: Michael Frederick Status: Passed

K. Adoption of Budget Adjustment #2  
2020 Year End Budget

Motion to approve the 2020 Budget Adjustment #2 - Year End as presented.

Roll Call Vote: Frederick - Aye, Holt - Aye, Watkins - Aye

Move: Kevin Holt Second: Michael Frederick Status: Passed

L. Approval to Certify and Accept for Maintenance - Stone River Drive -  
Looking Glass Estates

Motion to adopt the following resolution:

WHEREAS, Stone River Drive (1,121 feet), is located within the borders of DeWitt Charter Township, and

WHEREAS, Stone River Drive lies within Section 3 of DeWitt Charter Township in Clinton County, Michigan, and

WHEREAS, the Looking Glass Estates Subdivision Road Construction Agreement, which includes the construction of Stone River Drive, was signed by the Clinton County Board of Road Commissioners on December 23, 2020, and

WHEREAS, the Roadway Easement for Stone River Drive, Looking Glass Estates Subdivision, was signed by the Clinton County Board of Road Commissioners on December 23, 2020, for the following described land:

An area of land in the Southeast and Northeast 1/4- of Section 4, T5N, R2W, Dewitt Township, Clinton County, Michigan; the surveyed boundary of said area being described as commencing at the East 1/4 Corner of Section 4, T5N, R2W, Michigan Meridian; thence N00°25'03"E, along the East Section line, 375.49 feet; thence N89°34'57"W, 1542.22 feet to the centerline Round Lake Road and the POINT OF BEGINNING; thence S31 °37'03" E, along the Southwesterly line of recorded plat of Riverview Heights Subdivision as recorded in Liber 2 of Plats, Page 49 of Clinton County Records, 50.58 feet; thence S49°,q '50"W, parallel with the centerline of Round Lake Road, 282.93 feet; thence S43 °23' 1 O" [, 171 .37 feet; thence along a curve to the right 116.30 feet, said curve having a radius of 208.00 feet, a delta angle of 32°02'09" and a chord of S27 °22'06"E, 114.79 feet; thence S11 °21'01"E, 261.12 feet; thence along a curve to the right 105.11 feet, said curve having a radius of 208.00 feet, a delta angle of 28 °57'09" and a chord of S25°49'36"E, 103.99 feet; thence S40 °18'10"E, 179.70 feet; thence along a curve to the left 402.89 feet, said curve having a radius of 75.00 feet, a delta angle of 307°47'32" and a chord of S49°41'50"W, 66.00 feet; thence N40 °18'10"W, 213.78 feet; thence along a curve to the right 71.75 feet, said curve having a radius of 142.00 feet, a delta angle of 28 °57'09" and a chord of N25°49'36"W, 70.99 feet; thence N11 °21 '01 "W, 295.20 feet; thence along a curve to the right 79.40 feet, a radius of 142.00 feet, a delta angle of 32°02'09" and a chord of tJ27°22'06"W, 78.37 feet; thence N43 °23' 1 O" W, 225.00 feet; thence N49 °41 '50" E, along said centerline, 359.36 feet to the point of beginning; said area contains 2.07 acres.

NOW THEREFORE BE IT RESOLVED that the Clinton County Road Commissioners wish to place the above described rights of way, known as Stone River Drive, into the certified road system of the Clinton County Road Commission.

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

Move: Michael Frederick Second: Kevin Holt Status: Passed

M. Approval of Right of Way Permits 307-20 through 309-20

Motion to approve Right of Way Permits as presented.  
Role Call Vote: Frederick - Aye, Holt - Aye, Watkins - Aye

Move: Kevin Holt Second: Kevin Holt Status: Passed

N. Approval of Vouchers

Vouchers: #65542 - #65603 including ACH  
Payroll: #91842- #91854 including ACH  
Total: \$258,140.85

Motion to approve Vouchers as presented.  
Role Call Vote: Frederick - Aye, Holt - Aye, Watkins - Aye

Move: Kevin Holt Second: Michael Frederick Status: Passed

O. Commissioner Comments

Commissioner Holt: Merry Christmas!

Commissioner Watkins: Merry Christmas!

P. Adjournment

With no further business to come before the Board, the meeting was adjourned at  
10:12 a.m.



Jill A. Rey, Finance Director/Clerk