

MINUTES



Clinton County Road Commission
Board Meeting
Thursday, April 8, 2021, 9:00 am - 10:30 am
3536 S. US Highway 27
St. Johns, MI 48879

A. Welcome and Pledge of Allegiance

B. Approval of Agenda

Motion to approve the Agenda as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

C. Approval of March 18, 2021 Minutes

Motion to approve the March 18, 2021 Minutes as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

D. Bendzinski Group presentation 9:05 a.m.

Mr. Bendzinski reported on three financing options to finance the Road Commission building, recommendation of the lowest cost to the Road Commission would be for the County to issue General Obligation Tax Bonds for CCRC and the Road Commission would then enter into an agreement to pay the debt services bonds. Bendzinski firm will be sending an amortization schedule for a 10-, 15-, or 20-year option. The next step will be for Doug to discuss with County.

E. Communications

There were no communications.

F. Information from County Commissioner David Pohl

Mr. Pohl - 1) County newsletter goes out with tax bills in July, will include paragraph about CCRC potential of new construction to help get word out, 2) County approved extension of Emergency Order through end of April 2021, 3) County adopted an emergency operation plan, no major changes, 4) Drain commissioner sent out letter to property owners who may be currently paying for flood insurance but may not need it. Spicer Group conducted detail study of properties for the amendment (around 100-125 are affected), 5) EGLE audited the soil conservation program in county, found deficiencies so items will be updated accordingly, 6) County continues to microfilm projects to maintain records, 7) The County is improving Clinton Lakes Park enhancements on north side to beach area, proposed dog park on little Clinton Lake side, improvements have been approved by state, waiting on feds, 8) The County is hoping used tire collection will be part of clean community event this fall as spring cleanup is for hazardous products only, 9) Discussion by County of the American Rescue Plan - it is understood that there should be no money spent OH for future, 10) COVID update: County health department doing a good job, many facilities in county that are participating, we are par with other counties.

G. Public Comments

There was no public comment.

H. Director of Engineering Report

Mr. Trotter reported: 1) Construction updates: DeWitt projects going full speed. Roundabout ahead of schedule, Malley has pavement removed, prepping grade for roundabout, Consumers & Frontier have not moved utilities, have had a year to do so, all countywide ROW permits for both companies are on hold until work completed, 2) DeWitt Roads & Sidewalks: K&R working on timberwall on Herbison, sidewalk will be next week. Schavey 10ft pathway is next, then Howe Rd sidewalk and then DeWitt/Bridge St, 3) Church Rd Bridge: Central Excavating starting today, setting new culvert next week, should be about a 3 day process, 4) Coleman Rd. project

remaining funds will be used on restripe & fencing, Pavement preservation quotes from MPM \$12,500 with our crews applying and BioRestore (soy product) \$23,800 they install, 5) Colony/127 Project - March to April CCRC prep work on Scott, crews to start trees, ditching and geogrid tomorrow, 6) Design projects on track, Colony & US-127 Project and the Townsend/Krepps Rd. Project both set for June letting, 7) 2021 Chip Seals on track, no reduction in funding, 8) RFP's for design support: 2022 Francis & Clark Intersection Safety, 2022 County bridges - Chandler & Pratt, 2023 Webster Rd, 8) Planning Updates: Bridge Load Ratings, MDOT approved time extension til August 31st, allows for summer interns to scan & draw bridge plans, 8) MS4 permit update & submitted March 31st, Would like to get with the Drain Office and see if CCRC can pair up with them on the MS4 permit for the future, 9) MDOT Grant applications -2024 Bridge was submitted April 5th, same list as 2020, 2023 Category F due May 3rd Urban, all season routes, \$375,000 max, Chandler - Coleman to Clark same as 2020 submittal, 10) 2023 Safety - May 3: DeWitt - Parks to Centerline - Superelevation corrections to supplement RTF funding, Countywide sign upgrades - stop signs or curve warnings, Chandler - Coleman to Clark corridor, 9) Development that came in this morning, Thomas Farms in DeWitt, sent in final prelim. plan, addressed our comments, Went to DeWitt Township yesterday for next step in process.

I. Director of Finance Report

Mrs. Rey reported:

- 1) MTF for April \$1,054,435.18,
- 2) Cyber liability providers would not work with MCRCSIP to make a Pooled Cyber Insurance Program, we have applied for cyber insurance through Cowbell (recommended by MCRCSIP), 1,000,000 coverage for \$5,635. Overall MCRCSIP invoice was down \$19,333, change was reduction of \$10,000 in Michigan Catastrophic Claims and \$7,865 in excess umbrella, small change in licensed vehicles mostly from us cleaning up schedule of insured vehicles,
- 3) Started process for purchase and installation of new server,
- 4) Doug, Karla, Katie and I attended a MERS Portfolio & Performance Update - March 2021, excellent information and good explanation of "smoothing". MERS overall is exceeding the 7.35% actuarial rate over long term and currently at every period. The actual rate of return for 2020 was 13.79% the smoothed rate will be 8.00%
- 5) Sent final work papers to Auditor yesterday, will be on the Agenda for presentation at the next Board meeting.
- 6) Registered Karla and I to go to the Finance & HR Annual conference in Sault St. Marie in May.
- 7) Budget amendment for next board meeting.

J. Managing Director Report

Mr. Steffen reported: 1) COVID update: No big changes, the numbers in MI are high, likely due to the new variant. About 30% of CCRC employees have received the vaccine, 2) Working with townships to set up road tours. Had a road tour with Victor on Monday, Dallas, Bengal and Westphalia will do road tours next week, 3) Meeting with Dave Kudwa next week to discuss small urban funds and what other roads might be eligible. Going to Bingham Townships next meeting on May 10th, will have numbers on paper for Bingham to show costs of local road vs. primary. Will communicate to Bingham, that we have alternate plans to spend funds elsewhere if they do not want to participate, 4) Our condolences to Bath Township on the passing of their Clerk, 5) Facility study: Met with Hobbs and Black yesterday, working on scheduling building tours to see other new facilities, 6) Brian Hatcher will be at next board meeting to present logos and progress of website, 7) Summer hours started Monday of this week.

K. Financial Reports

Motion to accept the March Cash Status and place it on file.

Move: Kevin Holt Second: Michael Frederick Status: Passed

L. Purchase of Used Roller from Michigan CAT

Motion to approve the purchase of the used roller from Michigan CAT for a revised price of \$44,900.

Move: Michael Frederick Second: Kevin Holt Status: Passed

M. Approval of Township Contracts

Motion to approve the following Township contracts:

Essex: 080271

Riley: 130171, 130271, 130371, 130471, 130571, 130671, 130191

Move: Michael Frederick Second: Kevin Holt Status: Passed

N. Approval of Right of Way Permits

#039-21 through #048-21

Motion to approve the Right of Way Permits as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

O. Approval of Vouchers

Payroll: #91936 - #91961 including advices

Vouchers: #65909 - #65972 including ACH

Total: \$538,843.24


Motion to approve the vouchers as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

P. Commissioner Comments

Q. Adjournment

With no further business to come before the Board, the meeting was adjourned at: 10:53 am



Karla M. Gurski, Deputy Clerk of the Board