



## MINUTES

Clinton County Road Commission  
Board Meeting  
Thursday, June 10, 2021, 9:00 am - 10:30 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: Kevin Holt Status: Passed

C. Approval of May 13, 2021 Minutes

Motion to approve the May 13, 2021 Minutes as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

D. Chris Veenstra MERS Projection Follow Up

Chris presented follow up on MERS projection.

E. Communications

The Communications were received and placed on file.

Move: Kevin Holt Second: Michael Frederick Status: Passed

F. Information from County Commissioner David Pohl

Mr. Pohl Presented: 1) County audit came back unmodified, set contract with auditor for next 5 years, will save \$3000-\$5000 per year, 2) Veteran Affairs: county contracts with Ingham County for services once a week, looking to set up kiosk in court house to communicate directly with VA, 3) County started discussion on Capital Improvement Plan, first three items listed totaled half of the 15 million with most going to jail upgrades, 4) Flag etiquette - setting up place for people to bring old flags and info on how to display flags in county, 5) Extension of Emergency Declaration until end of month, 6) EOC is now 456 days operating, changed to 1st & 3rd Friday meeting each month, 7) New prosecutor and staff separated from the union, county has sent them arrangement to enter into non-union staff, 8) County Park aware of Dewitt Road discussion with Bingham.

G. Public Comments

There was no public comment.

H. Director of Engineering Report

Mr. Trotter reported: 1) Dewitt & Clark Roundabout opened June 4, overall job came in 4.5% over bid costs, working with ROWE on overage because of errors, 2) DeWitt projects: DeWitt Rd/Bridge St open to traffic May 25, Herbison Rd (Airport to Schavey) open to traffic June 7, Howe Rd (Schavey to Quail Run) closed June 7 to June 25, Andover closed June 28 to July 9, 3) Colony/127 project: June 4 was bid letting, project came in at .33% over estimate, Krepps and Townsend came in at 16% under estimate, both jobs should start in

August, 4) Chip Seals MDOT to obligate in June, we will start in August, 5) Coleman Rd: BioRestore complete, restriped entire project with a more durable stripe, 6) Curve Sign Upgrade: submitted closeout & reimbursement to MDOT, 7) County Paving: Francis Rd-Grand River to Stoll planned for mid June, 8) RFP for 2022 need to get going in next couple weeks, 9) Solon Rd speed study: waiting from MSP on preliminary speed data, 10) Developments: Crowner Farms - preliminary layouts proposing two longer cul-de-sacs which township supports, Tom Motz: split at Airport & Cutler in Watertown Twp - township supports, but will require special assessment district for future roadway costs, Thomas Farms: moving forward with Phase 1, Bonnie Meadows PH II - roadway construction is underway.

I. Director of Finance Report

Mrs. Rey reported: 1) MTF was 1,061,331.78, 2) Doug, Karla and I attended underfunded liabilities conference, Doug presented at seminar regarding our efforts in taking control of under funded liabilities with OPEB, 3) This week received approval of ACT 51, 4) New server scheduled for next week, staff met and went through some language revisions for union contract, Karla looking at 457 plan to compare to MERS 457 plan.

J. Managing Director Report

Mr. Steffen reported: 1) COVID: updated plan regarding mask policy with MIOSHA, 2) CCRC received impress award from CRA for joint response during COVID, 3) Facility Study: meeting with Marty weekly, working on cold storage and wash facility, started looking at vehicle parking and maintenance, 4) Website & logo almost complete, 5) Township contracts: most are returned, 6) Setting up meetings with townships this summer to meet in person, 7) Updated Board on Searles gravel utilized for Scott Rd.

K. Financial Reports

Motion to accept the May Financials and place them on file.

Move: Michael Frederick Second: Gail Watkins Status: Passed

L. MCRCSIP 2021 Board of Directors Election

Motion to vote for John Rogers for the MCRCSIP Board of Directors At-Large Position and for Michael Frederick and Tim Haagsma for the MCRCSIP Board of Directors Southern Representatives Positions.

Move: Kevin Holt Second: Gail Watkins Status: Passed

M. Approval of MDOT Contract No. 21-5189: Colony - Scott to Kinley

A motion was made by Commissioner Frederick and seconded by Commissioner Holt to approve the following resolution:

WHEREAS, a contract between the Michigan Department of Transportation and the Clinton County Road Commission has been presented for consideration for Contract No. 21-5189, and

WHEREAS, this contract is for:

PART A: Hot mix asphalt surface removal, roadway grading, paving and guardrail along Scott Road from Colony Road to Kinley Road, including signing and pavements markings; and all together with necessary related work, and

PART B: Hot mix asphalt base crushing and shaping, surface removal, roadway grading and approach paving, guardrail, bollard and access gate installation to cul-de-sac Colony Road at US-127 and remove the US-127 median crossover to Colony Road, including slope restoration; and all together with necessary related work. Guardrail removal, bollard and access gate installation along State Road north of Kinley Road; and all together with necessary related work, and

PART C: Mailbox post within limits as described in PART A; and all together with necessary related work, and

WHEREAS, the Clinton County Road Commission has approved participation in their share of this project,

NOW THEREFORE BE IT RESOLVED that Managing Director Doug Steffen and Director of Engineering Marc Trotter be authorized and instructed to sign the contract for and on behalf of the Clinton County Road Commission.

A roll call vote indicated: Frederick - Aye, Holt - Aye, Watkins - Aye

Move: Michael Frederick Second: Kevin Holt Status: Passed

N. Approval of Township Contracts

Motion to approve the following Township Contracts:

Bath: 010171, 010271, 010371, 010471, 010671, 010771, 010871, 010971, 011071, 011171, 011271, 011371, 010191, 010291,

Bengal: 020271, 020371, 020471, 020571, 020671, 020771, 020871, 020971, 021071, 021171, 021271, 021371, 021471, 021571

Dallas: 040171, 040271, 040371, 040471, 040571, 040671, 040771, 040871, 040971, 041071, 041171, 041271

Eagle: 070371, 070471, 070671, 070771, 070871, 070971, 071071, 071171

Essex: 080171

Greenbush: 097060, 090191

Westphalia: 160171

Move: Kevin Holt Second: Michael Frederick Status: Passed

O. Resolution of Retirement - Jill A. Rey

WHEREAS, Jill A. Rey has decided to retire from the Clinton County Road Commission on June 24, 2021, and

WHEREAS, Jill has provided more than twenty years of service to the Clinton County community, and

WHEREAS, Jill has filled the positions of payroll clerk, office manager, deputy clerk, and for the last seven years of her employment has served as finance director/clerk to the board of the Road Commission, her dedication was exemplified by her arriving early and staying late, and

WHEREAS, Jill has been an active member in the Seven County Council serving as secretary, and a lifetime member of the County Road Association of Michigan, and

WHEREAS, Jill has worked diligently for the last 20 years to understand and streamline many processes and procedures at the Road Commission, has developed positive and helpful relationships with the road union and administrative staff, has committed to educating and working with the commissioners and staff on the importance of paying down unfunded liabilities, has been a valuable resource working in conjunction with other finance directors problem solving finance matters, has shared her love of baking and cooking with the staff of the road commission bringing in delicious food over the years that was made with love and nourished our bellies,

WHEREAS, Jill is anticipating many future years of active retirement, gardening, biking, and spending much of her time enjoying her grandchildren,

BE IT THEREFORE RESOLVED that the Commissioners of the Clinton County Road Commission wish to express their appreciation to Jill A. Rey for her years of leadership to the Clinton County Road Commission and wish her and her husband, Randy, many years of healthy, enjoyable retirement.

A roll call vote indicated: Frederick - Aye, Holt - Aye, Watkins - Aye

Move: Kevin Holt Second: Michael Frederick Status: Passed

P. Reschedule July Board Meeting Date

Motion to approve rescheduling of July Board Meeting date from July 15, 2021 to July 8, 2021

Move: Kevin Holt Second: Michael Frederick Status: Passed

Q. Approval of Right of Way Permits

#069-21 through #089-21

Motion to approve the Right of Way Permits as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

R. Approval of Vouchers

Payroll: #91984 - #92015 including advices

Vouchers: #66108 - #66219 including ACH

Total: \$1,504,775.54

Motion to approve the vouchers as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

S. Closed Session - Discuss Upcoming Contract Negotiations

Motion by Commissioner Frederick, seconded by Commissioner Holt, to enter into closed session to discuss a upcoming contract negotiations.

A roll call vote indicated: Frederick - Aye, Holt - Aye, Watkins - Aye

Motion by Commissioner Holt, seconded by Commissioner Frederick, to close the closed session and to reconvene the regular meeting.

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

T. Commissioner Comments

U. Adjournment

With no further business to come before the Board, the meeting was adjourned at: 11:37 a.m



Karla M. Gurski, Deputy Clerk of the Board

Move: Michael Frederick Second: Kevin Holt Status: Passed