

MINUTES



**Clinton County Road Commission
Board Meeting
Thursday, August 19, 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: Gail Watkins Status: Passed
- C. Approval of July 08, 2021 Minutes
Motion to approve July 08, 2021 minutes as presented.
Move: Michael Frederick Second: Gail Watkins Status: Passed
- D. Approval of July 08, 2021 Closed Session Minutes
Motion to approve the July 08, 2021 closed session minutes as presented.
Move: Michael Frederick Second: Gail Watkins Status: Passed
- E. Closed Session - Discuss Upcoming Contract Negotiations
Motion by Commissioner Holt, seconded by Commissioner Frederick, to enter into closed session to discuss a upcoming contract negotiations at 10:09 a.m.
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 at 11:29 a.m.
Roll call vote: Frederick - Aye, Holt - Aye, Watkins - Aye
Move: Kevin Holt Second: Michael Frederick Status: Passed
- F. Communications
The Communications were received and placed on file.
Move: Michael Frederick Second: Gail Watkins Status: Passed
- G. Information from County Commissioner David Pohl
Mr. Pohl reported: 1) The Scrap Tire Collection Event is being held September 25th, 2) Waste Management is having the Clean Community Event on October 16th at Granger, 3) The county did not extend emergency declaration beyond July 31st, if data indicates a need to revisit that decision we will address it at that time, 4) 911 project is currently on schedule, may run into an issue with chip shortage that could affect time line, 5) Lansing Economic Area Partnership (LEAP) provided an explanation of how they could assist the County in administering the ARP funds to help businesses that were significantly impacted by the COVID pandemic, 6) The Parks and Greens Space approved project at Clinton Lakes to pave the parking lot and beach development on the north and east side of Big Clinton Lake, plan to start after Labor Day.
- H. Public Comments
Dan Coss with City of DeWitt: Wants to extend their thanks and appreciation on behalf of the City of DeWitt to Doug, Marc, and Jake on the completed projects with CCRC. Only having one hiccup on 4 million dollar project was amazing, and despite any issues with contractors, CCRC did a fine job and delivered a great product. The bike paths and sidewalks are used all the time, these are very appreciated by the public. Overall it was a

seamless project, and there was not one complaint from the downtown businesses during the project and we all really appreciate it.

Andrew Dymczyk: As the DeWitt Township Representative and a resident, the collaboration it took to achieve these projects was very much appreciated. The patience Marc and staff had with residents when navigating through opinions and any difficulty during the project was appreciated. The communication between CCRC and the Township & City made a huge difference.

I. Director of Engineering Report

Mr. Trotter reported: 1) DeWitt Roads & Sidewalks: Andover Street - City cut down two trees, next K&R will be re-mobilizing Monday to hydro-vac remaining areas of concern, we will finish in 2 weeks if all goes well, 2) Colony/127 and Townsend & Krepps - both starting in September, 3) Chip Seals are finished, fog sealing & striping this week, 4) County Paving: Francis Rd-Grand River to Stoll - getting deferred to 2022 to coordinate with MDOT, Price & Colony is complete, 5) Township Paving: Watertown - Riverside & Looking Glass Bridge starting September 23rd, DeWitt - Boichot & Stoll starting in September, Greenbush Township - Scott Road will begin in September and October trying to coordinate with Federal Aid project, Bath - Hunsaker Drive is complete, Victor Township - Hollister Road completed today, 6) Pavement Markings: M&M is 90% complete with the county wide retrace, the new construction striping with go through October, 7) MDOT Bridge Bundling - Tallman & Herbison bridge construction is deferred to 2022, 8) As Needed Engineering RFP for prequalification for engineering consultants in 4 or 5 different categories, would like to put out for 2022 projects - Francis/Clark for survey & design assist, Grand River & Wood for NEPA & design assist, 2022 Bridge inspections, for 2023 projects: Webster Road for survey & design assistance for TAP/SRTS/Paving, Chandler Road for study & design assistance, and lastly for Corridor Studies on Airport, Clark and Chandler, 9) Planning: 2023 through 2026 TIP Projects, CCRC draft list and cost estimates presented and reviewed the list with our urban townships (DeWitt, Watertown, & Bath), 10) Tri-County: We completed the traffic counts in Clinton County and interns will be finished on August 20th, we will not get Ingham County done and Eaton County is handling their own, 11) For the Solon Speed Study CCRC collected preliminary speed data and turned that over to MSP, it showed reasonable speeds around 35-40 mph in the area of concern now we will wait for the MSP's recommendation, 12) Bath Township - Cherry Street Abandonment - we received a petition which was signed by all property owners, this was a paper road that never got developed, petition has signatures from all sides of the property plus required 7 freeholder signatures to expedite abandonment, with approval the property would revert back to adjoining property owners, 13) Developments: Thomas Farms in DeWitt Township submitted for preliminary plat approval, Phase 1A and 1B for the fall of 2021 and Phase 1C TBD, Bingham Farms - starting road work next week for Phase No. 4, Granger in DeWitt Township - working on site plan review for west entrance on Grange Meadows Drive, Culvers Restaurant and Northway Drive in DeWitt Township - Northway is currently a private drive, owners are evaluating turning it over as a public road, CCRC, DeWitt Township, and the Drain Office met last week to review the requirements to do so.

J. Finance Director Report

Update:

Ms. Gurski reported: 1) MTF for June is \$1,035,219.34, which includes the \$10,000 engineering reimbursement, 2) Attended the first in-person Seven County Council Meeting - it was great to meet people and put faces to names, was also nominated to be the Secretary for the council, 3) The Workman Comp audit was completed on this last Thursday - everything went well, 4) Filed the annual Title VI certification (equal opportunity), 5) Attended the Southern Michigan Road Commission Finance & HR Association quarterly meeting on August 11th - discussed changes in how leases are recorded- GASB 87 - capital leases and operating leases all treated same now, 6) Have been networking more with others, which has been good and given some new insight on processes, 7) Karla and Doug have been enrolled as members of the Michigan Government Finance Officers Association, which provides educational programs/seminars in public finance, updates on pending legislation, new regulations, and accounting standards.

Financials:

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

Move: Michael Frederick Second: Kevin Holt Status: Passed

K. Managing Director Report

Mr. Steffen reported: 1) COVID - following the CDC recommendation of masks, but not currently mandating, 2) The facility study is moving forward, met with Craig and Todd from the county this week, Doug & Karla will attend August 26th Ways and Means meeting to present data along with the draft letter from Miller Canfield on the agreement, 3) Have been meeting with Townships, recently attended Olive, Victor, and Lebanon Township

Meetings, 4) Marc and Doug met with Rowe last week to discuss DeWitt projects, 5) Had a successful Manager & Commissioner mid year workshop on August 9th, 6) MDOT Contract revised new contract updating language and requiring a 2-year period if a Road Commission wants to end the contract, 7) Talking with John. N. this next week to discuss planning, 8) Tracking new infrastructure package of possibly \$425 million over a 5-year period, 9) Letter from DeWitt School Staff regarding bus driver safety concerns - set up a meeting with the new school superintendent to sit down and go through everything, we will work with them on getting any issues resolved, 10) Andrea from Tri-County will be at next board meeting.

L. CRASIF Board of Trustees Ballot

Motion to vote for the following for the CRASIF Board of Trustees: Jesse Campbell and Lisa Kleeman for the Northern Michigan Association of Road Commissions region, for Darrell Cass, for the Upper Peninsula Road Builders Association region, for Ken Hulka, for the two-year at large position, and for Deb Kestner and for Michael Scott for the one year at large position.

Move: Kevin Holt Second: Michael Frederick Status: Passed

M. Award Bid for Paving of BR127

Motion to award to low bidder, Rieth-Riley Construction, for paving of BR127.

Move: Michael Frederick Second: Kevin Holt Status: Passed

N. Authorization to Send Out RFP for Engineering Services

Motion to authorize obtaining RFP for Engineering Services.

Move: Michael Frederick Second: Kevin Holt Status: Passed

O. Authorization to Sign Act 51 Annual Certification of Employee-Related Conditions

Motion to authorize Chairman Watkins and Clerk Gurski to sign and submit the Act 51 Annual Certification of Employee-related conditions.

Move: Michael Frederick Second: Kevin Holt Status: Passed

P. Appointment of MERS Delegate

Motion to appoint Doug Steffen as Officer Delegate, and Karla Gurski as Officer Alternate for the 2021 MERS Annual Meeting.

Move: Michael Frederick Second: Kevin Holt Status: Passed

Q. Resolution of Retirement - Ralph H. Feldpausch:

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

WHEREAS, Ralph H. Feldpausch has decided to retire from the Clinton County Road Commission on August 1, 2021, and

WHEREAS, Ralph has provided twenty-eight plus years of service to the Clinton County community, and

WHEREAS, Ralph has held multiple positions at the road commission during his twenty-eight years of service including: heavy truck driver, distributor operator for chip seal and crack filling, and most recently sign shop, and

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

WHEREAS, Ralph's positive attitude, contagious laugh, witty personality, and ability to be easily startled have brought laughter (and sometimes embarrassment) throughout his career, all of which made him a delightful person to be around.

WHEREAS, Ralph 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 Ralph for his years of outstanding service to the Clinton County Road Commission and wish him many years of healthy, enjoyable retirement.

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

- R. Authorization to Approve Increase of Costs with Programming/ Schematic Design of New Facility with Hobbs + Black

Motion to authorize the increase of the not to exceed cost, from \$120,000 to \$250,000 with Hobbs + Black on the Programming/Schematic Design of New Facility on a time and material basis.

Move: Michael Frederick Second: Kevin Holt Status: Passed

- S. Approval to Accept Petition to Abandon Portion of ROW for Cherry Road in Bath Charter Township:

Motion to accept petition to abandon portion of Right of Way for Cherry Road in Bath Charter Township.

Move: Michael Frederick Second: Gail Watkins Status: Passed

- T. Resolution Requesting Abandonment of Portion of ROW for Cherry Street (Road) in Bath Charter Township:
A motion was made by Commissioner Frederick and seconded by Commissioner Watkins to approve the following resolution:

WHEREAS, a petition was received by the Board of Clinton County Road Commissioners to consider abandonment of a portion of Cherry Street (Road) Right of Way, located between Clinton Street and Main Street, within Bath Charter Township, Section 17, and

WHEREAS, a separate public hearing is not required based on Clinton County Road Commission Policy for Abandoning a Road (No. 116), the adjacent property owner(s) along with 7 freeholders of the Township have signed the petition, and the roadway does not cross or border on a waterway, and

WHEREAS, the Clinton County Board of Road Commissioners feels that abandonment of the portion of the Cherry Street (Road) Right-of-Way is in the best interest of the public, and said property will revert to the adjacent property owners,

NOW THEREFORE BE IT RESOLVED that the portion of the Cherry Street Right-of-Way, a 66' wide strip of land extending approximately 313.5' east from Clinton Street to Main Street located between Parcels:

10-100-014-004-00, S ¼ of Lots 4 & 5, Block 14

010-100-014-006-00, Lots 6 & S ½ of Lot 7, Block 14

010-100-015-007-60, Lots 1, 2, 3, 4, 5, 7 & 8, and the S 1 Rod of Lot 9, Block 15

010-100-015-009-00, Lots 9 & 10, Exc the S 1 Rod of Lot 9, Block 15

as shown on the Plat of the Addition to the Village of Bath, dated Feb 1, 1895, be absolutely and permanently abandoned and dedicated to the adjacent property owners, any easements for public utilities lying within this right-of-way to remain unless abandoned by each public utility individually.

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

- U. Preliminary Plat Approval of Thomas Farms Development

Motion to approve Thomas Farms Preliminary Plat as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

- V. Resolution to enter into MDOT 2021 County State Trunkline Contract

A motion was made by Commissioner Holt, and seconded by Commissioner Frederick, 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 trunkline maintenance, and

WHEREAS, this contract is for maintenance work on US-127, BR-127, and M-21, from October 1, 2021 through

September 30, 2026 within the boundaries of Clinton County, and

WHEREAS, the Clinton County Road Commission has approved this five-year contract,

NOW THEREFORE BE IT RESOLVED that Managing Director, Doug Steffen, and the Finance Director, Karla Gurski, 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

W. Approval of Township & City Contracts

Motion to approve the following Township Contracts:

Bingham: 030271

City of St. Johns: 900553

Move: Kevin Holt Second: Michael Frederick Status: Passed

X. Approval of Right of Way Permits

#114-21 through #148-21

Motion to approve Right of Way permits as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

Y. Approval of Vouchers

Payroll: #92038 - #92070 including advices

Vouchers: #65909 - # including ACH

Total: \$2,850,042.83

Motion to approve the vouchers as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

Z. Commissioner Comments

Commissioner Holt mentioned he will be out of town on September 16th, there was consensus from all to move the next board meeting to September 9, 2021

AA. Adjournment

With no further business to come before the Board, the meeting was adjourned at: 12:02 p.m.



Karla M. Gurski, Deputy Clerk of the Board
