

MINUTES



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

In Attendance

Member

Gail Watkins; Kevin Holt; Michael Frederick

Staff

Douglas Steffen; Karla Gurski; Marc Trotter

Not In Attendance

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 August 19, 2021 Minutes

Motion to approve August 19, 2021 minutes as presented.

Move: Michael Frederick Second: Gail Watkins Status: Passed

D. Approval of August 19, 2021 Closed Session Minutes

Motion to approve the August 19, 2021 closed session minutes as presented.

Move: Michael Frederick Second: Gail Watkins Status: Passed

E. Communications

There were no communications.

F. Information from County Commissioner David Pohl

Commissioner Pohl was unable to attend the meeting.

G. Public Comments

There was no public comment.

H. Director of Engineering Report

Mr. Trotter reported: 1) Construction: DeWitt Roads and sidewalks - Andover Street - K&R will be mobilizing next week, the Colony/127 project - starting September 23rd, and the Townsend & Krepps Road project - starting September 20th, 2) Township Paving - in Watertown Township at Riverside and Looking Glass Bridge, the ditching is complete and paving will start the end of September, in DeWitt at Boichot and Stoll, paving will begin the end of September, in Greenbush Township, Scott Road will get done in September and October as we are coordinating this with the Federal Aid project, 3) M&M is done with the county wide retrace and will be finishing new construction striping through October, 4) Design: the As Needed RFP bids are due September 10th, we will select pre-qualified consultants and start issuing work for 2022 Federal Aid projects as soon as possible, the Webster Road 2023 project planning process is ongoing with the Bath Township Road Committee and SRTS, 5) Planning: the 2023-2026 TIP projects list is due to Tri-County by September 15th, 6) Clinton

Transit is requesting an additional percentage of RTF funds from past agreements, bumping it from \$12,000 to \$20,000 per year, by adding to the \$385k Small Urban funding this will complete 4 bus purchases as they are approximately \$100,000 each, 7) the 2023 Chandler Road MDOT Safety Grant was unsuccessful, we will continue to submit for it each year, 8) Permitting & ROW: the City of St. Johns and Bingham Township are working with Gary Vandenberg on the Scott Road ROW; Gary owns a parcel at the south end of Scott Road, it is landlocked between Townsend/BR-27/Scott Road, Gary is reviewing CCRC ROW records, we did find that MDOT relinquished the ROW to CCRC and the City of St. Johns in 1964, but CCRC never certified it as a public road and there is no record of us formally abandoning it either, Gary will continue to work with City of St. Johns on issue, 9) Developments: Bonnie Meadows in Bath Township is finishing the curb and gutter on Phase 2 and paving the end of September, and Bingham Farms No. 4 in Bingham Township are continuing with the utility installation and road base prep.

I. Director of Finance Report

Update:

Ms. Gurski reported: 1) MTF for August came in at \$880,771.60 (June gas tax), this represents 61% of budgeted MTF for 2021, 2) Registered Katie and myself for the MERS Annual Conference in October, also registered Jeff Brown to attend the Superintendents Seminar in October, 3) Humana renewal rates came in with a 20% increase (there was a 19% decrease last year because of COVID and decrease in medical claims cost) so about same as 2019.

Financials:

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

Move: Kevin Holt Second: Michael Frederick Status: Passed

J. Managing Director Report

Mr. Steffen reported: 1) COVID update - closely tracking, masks are recommended but not currently mandated, 2) Facility Study - attending the County's Ways & Means meeting on September 16th to present them with the agreement terms which was drafted by Miller Canfield, recently met with Marty and reviewed the floor plan, we should see elevations in a few weeks, 3) Continuing to meet with Townships, getting great feedback on the completed projects, meeting with Ovid, Dallas, DeWitt, Duplain and Westphalia over the next couple of weeks, and notifying townships of the gravel supply issues, 4) Spoke to John N. last week in regards to planning the next meeting in November, 5) We also hired two new drivers and look to hire two more in October to replace retirees, 6) Met with DeWitt Public School's new superintendent to address school transportation safety concerns, 7) Planning to have Andrea from Tri-County attend our next meeting if they are allowed to meet in person, 8) Later this month on Saturday, September 25th the County is hosting the Tire Recycling event here at CCRC, 8) Transit is having an open house on September 25th and they are looking to have a CCRC truck or grader at the event, 9) Because of a scheduled conflict we need to change the November Board Meeting, we will have one board meeting instead of two and have it on November 18th, 10) Looking into media outreach, once the 45 day period ends, we are researching and developing a strategy to inform the public of the new building.

K. Approval for 2022 Equipment Lease through Michigan CAT per MiDEAL Pricing

Motion to table the 2022 Lease through MI CAT, we want to get prices from other vendor(s) to compare.

Move: Kevin Holt Second: Michael Frederick Status: Tabled

L. Authorize Managing Director to accept & sign As Needed Engineering RFP's

Motion to authorize Managing Director to accept and sign As Needed Engineering RFP's.

Move: Michael Frederick Second: Kevin Holt Status: Passed

M. Resolution Requesting Abandonment of Portion of ROW for Cherry Street (Road) in Bath Charter Township as Revised

On a motion duly made by Commissioner Frederick, seconded by Commissioner Holt, and passed with 3 ayes and 0 nays, it was moved to adopt 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, said Right-of-Way is not currently being used as a public road, nor has ever been certified as a public road in Clinton County's Local Road System receiving Act 51 Funding.

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:
010-100-014-004-00, S $\frac{3}{4}$ of Lots 4 & 5, Block 14
010-100-014-006-00, Lots 6 & S $\frac{1}{2}$ 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, any easements for public utilities lying within this right-of-way to remain unless abandoned by each public utility individually, and

the abandoned Cherry Street Right-of-Way will remain on the plat, as a private Right-of-Way, until such time a Circuit Court enters an order amending the plat under the Land Division Act, determining allocation to the adjacent property owners or Township.

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

N. Approval of Contracts

Motion to approve the following Contracts:

Clinton Lakes 900071

Move: Michael Frederick Second: Kevin Holt Status: Passed

O. Approval of Right of Way Permits

#149-21 through #165-21

Motion to approve Right of Way permits as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

P. Approval of Vouchers

Payroll: #92071 - #92089 including advices

Vouchers: #66402 - #66474 including ACH

Total: \$1,230,075.74

Motion to approve the vouchers as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

Q. 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 9:57 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 11:10 a.m.

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

R. Commissioner Comments

Commissioner Watkins stated that Doug, himself and Melissa from Transit will be meeting with new director of the Lansing Airport in the next couple of weeks.

S. Adjournment

With no further business to come before the Board, the meeting was adjourned at: 11:24 a.m.



Karla M. Gurski, Deputy Clerk of the Board