

## MINUTES



**Clinton County Road Commission  
Board Meeting  
Wednesday, December 22, 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; Michael Frederick

#### **Staff**

Douglas Steffen; Karla Gurski

#### **Co. Comm.**

David W. Pohl

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### **Not In Attendance**

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#### **Member**

Kevin Holt

#### **Staff**

Marc Trotter

- 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 December 09, 2021 Minutes  
Motion to approve the December 09, 2021 Minutes, as presented.  
Move: Michael Frederick Second: Gail Watkins Status: Passed
- D. Closed Session - Attorney Consult  
Motion by Commissioner Frederick, seconded by Commissioner Watkins, to enter into closed session pursuant to the Open Meetings Act, MCL 15.268, to consult with the attorney regarding strategy in connection to specific pending litigation at 9:03a.m.  
A roll call vote indicated: Frederick - Aye, Watkins - Aye  
Motion by Commissioner Frederick, seconded by Commissioner Watkins, to exit the closed session and to reconvene the regular meeting at 9:31a.m.
- E. Approval of December 09, 2021 Closed Session Minutes  
Motion to approve the December 09, 2021 Closed Session Minutes, as presented.  
Move: Michael Frederick Second: Gail Watkins Status: Passed

F. Communications

Motion to accept communication and place them on file.

Move: Michael Frederick Second: Gail Watkins Status: Passed

G. Information from County Commissioner David Pohl

Mr. Pohl reported: 1) The 911 update is delayed until the end of January due to some unforeseen challenges, 2) The ARP had 107 qualified applicants and they were provided with grants from \$10,000 to \$25,000, 3) The county approved the Waste Management Clean Community Event for April 30th at the Clinton County Road Commission Facility and Free for Fall Event for September 24th at the Granger facility on Wood Street in Dewitt Township, more details to follow, 4) The county is aware that the Clinton County Road Commission is proceeding with the new facility plans and are on schedule to bid the project on January 10th, 6) The Planning Commission submitted a reformatted zoning ordinance, it does not change the substance but the intent is to make it more user friendly, especially online, 7) The Board of Commissioners changed the policy for new full time employees to be eligible for health insurance after 30 days, a reduction from 90 days.

H. Public Comments

There was no public comment.

I. Director of Engineering Report

Mr. Trotter was unable to attend the meeting.

J. Director of Finance Report

Approval of Vouchers:

Payroll: #92175 - #92193 including advices

Vouchers: #66779- #66826 including ACH

Total: \$490,604.86

Ms. Gurski reported: 1) Working toward year end preparation, 2) CRA notified us that they received word last week from MDOT that December's MTF disbursement (which was down 10% overall) has now been fully collected from Exxon. This will be relayed to us in our February disbursement, 3) The majority of townships have paid in full for the year.

Approval of Vouchers:

Payroll: #92175 - #92193 including advices

Vouchers: #66779- #66826 including ACH

Total: \$490,604.86

Motion to approve the vouchers as presented.

Move: Frederick Second: Watkins Status: Passed

K. Managing Director Report

Mr. Steffen reported: 1) Currently we have 1 positive case of COVID with minor symptoms, 2) The facility project is on track for the bidding dates, the final review meeting is next Wednesday with Hobbs & Black, 3) The Solan Rd. Speed Study is complete, we received correspondence from MSP and the findings were that there is not enough traffic volume or

excessive speed there, the road commission and home owners were frustrated as it took way too long to get an answer from MSP, we sent correspondence to the concerned residence and explained that once the development is built we can revisit again at that time, 4) We had a resident reach out about signs in the right of way, they want to put up signs dedicating a stretch of road to a veteran, we will check with other counties to see what they do so we do not make a lot of maintenance work in the future maintaining those signs, 5) The next Seven County Council meeting is scheduled for January 18th at Riley Township Hall, 6) In regards to our new building, there are place holders for a fuel station in the future, while investigating the cost savings, permitting is not outrageous and the numbers with todays fuel prices would have an overall savings of \$84,000 between usage from county and the road commission, the savings would pay for the infrastructure in 10 years, 7) MCRCSIP notified road commissions that they won the lawsuit which was pending from other road commissions who had left MCRCSIP but were arguing they should still receive a refund, 8) We are currently fully staffed on drivers and mechanics and we have started the interviews for the Superintendent of Operations position, the second interviews of that position will be next week.

L. Approval of Budget Amendment #2 - Year End

Motion to approve the 2021 Budget Adjustment #2 Year End as presented.

Move: Michael Frederick Second: Gail Watkins Status: Passed

M. Resolution to Approve the GLRC for Stormwater Management Agreement

A motion was made by Commissioner Frederick, seconded by Commissioner Watkins and passed with 2 ayes and 0 naves, it was moved to adopt the following resolution:

WHEREAS the United States Environmental Protection Agency (USEPA) and the Michigan Department of Environment, Great Lakes, and Energy (EGLE) have required communities in the Greater Lansing tri-county region to apply for and maintain compliance with a National Pollutant Discharge Elimination System Phase II (NPDES II) permit, and;

WHEREAS, the communities prepared, reviewed, and proposed a Memorandum of Agreement for adoption by all the communities and agencies to formalize and establish the Greater Lansing Regional Committee for Stormwater Management (GLRC), and

WHEREAS, participation in the GLRC advances local efforts for responsible stewardship of our natural resources, allows for the cooperative management of the watersheds in our community and this region, and assists the participating municipalities and their departments in complying with the regulatory requirements promulgated by EGLE and the USEPA Municipal Separate Storm Sewer System(MS4) stormwater discharge permits, and;

WHEREAS, the Memorandum of Agreement which was adopted by these municipalities and agencies originally in 2008, was revised and updated and re-adopted in 2012 and 2017, and has now been prepared reflecting changes in the participating communities and activities to meet permit requirements and extending the period of the agreement to April 30, 2027, now;

NOW THEREFORE BE IT RESOLVED, that the Clinton County Road Commission approves the Greater Lansing Regional Committee for Stormwater Management Memorandum of Agreement revised by the GLRC on December 2, 2021 and authorizes payment of the appropriate annual assessment for support of the Greater Lansing Regional Committee, and;

BE IT FURTHER RESOLVED, that the community's representative to the Greater Lansing Regional Committee is Marc Trotter, Director of Engineering

N. Approval of Administrative Employee Salaries & Benefits for 2022

Wage Increase  
Short Term Disability  
On Call Schedule  
Retirement Plan

Motion to table the discussion of wage increase for the administrative staff until a new CBA is ratified.

Motion to table - Frederick Second: Watkins Status: Passed

Motion to approve adding the Short Term Disability benefit to the administrative group.

Moved: Frederick Seconded: Watkins Status: Passed

Motion to increase on-call pay (building check) from 1 hour per week to 2 hours per week.

Moved: Frederick Seconded: Watkins Status: Passed

Motion to close the Hybrid Plan to Admin hired on or after January 1, 2022 and move to a DC Plan with Nationwide, 401(a) paired with 457(b), with a minimum employee contribution of 3% and a maximum employer match up to 7%.

Moved: Frederick Seconded: Watkins Status: Passed

O. Approval of Right of Way Permits

#231-21 through #237-21

Motion to approve the right of way permits as presented.

Move: Michael Frederick Second: Gail Watkins Status: Passed

P. Closed Session - Discuss Contract Negotiations

Motion by Commissioner Frederick , seconded by Commissioner Watkins, to enter into closed session pursuant to the Open Meetings Act, MCL 15.268 for strategy and negotiation in regard to the negotiation of the collective bargaining agreement at 10:39 a.m.

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

Motion by Commissioner Frederick, seconded by Commissioner Watkins, to close the closed session and to reconvene the regular meeting at 10:54 a.m.

Q. Commissioner Comments

R. Adjournment

With no further business to come before the Board, the meeting was adjourned at 11:31 a.m.

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Karla Gurski, Finance Director/Clerk