



MINUTES

Clinton County Road Commission
Board Meeting
Thursday, April 21, 2022, 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

Not In Attendance

Staff

Marc Trotter

Co. Comm.

David W. Pohl

A. Welcome and Pledge of Allegiance

B. Approval of Agenda

Motion to approve Agenda as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

C. Approval of April 7, 2022 Minutes

Motion to approve the April 7, 2022 Minutes as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

D. Doug Deeter with Rehmann - Audit Presentation 9:05 a.m.

Doug Deeter, CPA with Rehmann Robson, presented a clean opinion of the 2021 Financial Statements of the Clinton County Road Commission.

Motion to receive and place on file the 2021 Financial Statements.

Move: Michael Frederick Second: Kevin Holt Status: Passed

E. Communications

Sign 2022-2024 Collective Bargaining Agreement (CBA)

Motion to accept the communication and place it on file.

Move: Kevin Holt Second: Michael Frederick Status: Passed

F. Information from County Commissioner David Pohl

Mr. Pohl was unable to attend the meeting

G. Public Comments

There was no public comment.

H. Director of Engineering Report

Mr. Steffen reported on behalf of Mr. Trotter who was unable to attend the meeting: 1) Primary road paving is going well, we are working with DeWitt Township to finish the last part of DeWitt Road on the north side, 2) The Micro surfacing bids came in for Watertown Township, we might possibly use this product on high traveled roads as an alternative to chip seal, 3) Federal Aid jobs are on track for lettings, 4) We are meeting with Watertown Township to go over the Clark Road piece and get information to them to repave or crush/shape in 2023.

I. Director of Finance Report

Ms. Gurski reported: 1) Attended a couple of webinars this month, one was put on by Treasury and MSU for Fiscally Ready Communities, covering financial best practices, and the other webinar was through the MI Government Finance Officers Association, this was session 1 of 3, covering government accounting, stressing transparency and accountability, 2) Attended Seven County Council earlier this week, 3) We received the bond proceeds in our account last Thursday, 4) Will wrap up YE and file reports with MDOT and Treasury, 5) Will file Qualifying Statement with Treasury, 4) Myself, Alison, Doug & Scott are registered for an MDOT Maintenance Contract Training for May 16th in Lansing, 5) Working on budget amendment for next board meeting

Motion to accept the cash status and place on file.

Move: Frederick Second: Holt Status: Passed

Approval of Vouchers:

Payroll: #92248 - #92252 including advices

Vouchers: #67135- #67177 including ACH

Total: \$438,028.29

Motion to approve the vouchers as presented.

Move: Frederick Second: Holt Status: Passed

J. Managing Director Report

Mr. Steffen reported: 1) A lot of activity going on with new facility, they broke ground on Monday starting with site work, the job trailer is on site and had first bi-weekly meeting with contractor, 2) We have received a lot of the Township contracts back, April 19th was the Township Officer's meeting in DeWitt, 3) We did some installation of hidden drive signs on Solon Road, once the new development is open and in place we will revisit the speed issue at that time, 4) The next Manager - Commissioner meeting is on April 28th, 5) Seven County Council was earlier this week in Eaton County, 6) The annual recycle event is April 30th, 7) Spoke with Craig at the County, will be speaking at their meeting on May 12th to give them an update on the facility, 8) All Administrative Staff went through Reasonable Suspicion Training this week, from that we plan to update some of our procedures, 9) Spoke with John Ninkovich to set up supervisory team trainings, 10) We are currently conducting interviews to hire two new drivers, we also filled the seasonal positions, and we are now on the 4-10 hour schedule until the end of October.

K. Approval of Act 51 Report

Motion to accept and authorize the signature and submittal of the Annual Financial Report of the Board of County Road Commissioners (Act 51 Report).

Move: Kevin Holt Second: Michael Frederick Status: Passed

L. Approval of Township Contracts

Motion to approve the following Township contracts:

Bath: 010272, 010372, 010472, 010572, 010672

Bingham: 030172

Dallas: 040272, 040372, 040472, 040572, 040672, 040772, 040872, 040972, 041072, 041172, 041272

DeWitt: 050572, 050472, 050192, 050372, 050272

Olive: 110272, 110372, 110472, 110572, 110672, 110872, 110972, 111072, 111172

Victor: 140172, 140272, 140372, 140472, 140572, 140672, 140772, 140872, 140972, 141072, 141172, 141272

Watertown: 150172, 150192, 150272, 150372, 150472, 150572, 150672

Move: Kevin Holt Second: Michael Frederick Status: Passed

M. Approval to Award Bid for Micro-Surfacing

Motion to award to Pavement Maintenance based on price and availability for Micro-Surfacing

Move: Michael Frederick Second: Kevin Holt Status: Passed

N. Approval to Proceed with Large Animal Carcass Removal & Disposal

Authorization to enter into an agreement not to exceed \$15,000 for the year 2022 for large animal cleanup on the county primary road system.

Move: Kevin Holt Second: Michael Frederick Status: Passed

O. Approval of Right of Way Permits

#058-22 through #059-22

Motion to approve the Right of Way Permits as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

P. Commissioner Comments

Q. Adjournment

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



Karla Gurski, Clerk of the Board

Move: Kevin Holt Second: Michael Frederick Status: Passed