



MINUTES

Clinton County Road Commission
Board Meeting
Thursday, July 7, 2022, 9:00 am - 10:30 am
3536 S. US Highway 27 St. Johns, MI 48879

In Attendance

Member

Gail Watkins; Michael Frederick

Staff

Douglas Steffen; Karla Gurski

Not In Attendance

Member

Kevin Holt

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: Michael Frederick Second: Gail Watkins Status: Passed

C. Approval of June 22, 2022 Minutes

Motion to approve the June 22, 2022 Minutes as presented.

Move: Michael Frederick Second: Gail Watkins Status: Passed

D. Review of 2021 MERS Annual Actuarial Valuation - Marne Daggett 9:05 a.m.

Marne Daggett from MERS presented a review of the 2021 MERS AVV report.

E. Communications

The Communications were received and placed on file.

Move: Michael Frederick Second: Gail Watkins 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: 1) The road commission has received numerous complaints about the amount of traffic on Clark Road because the I-96 truck traffic is using it as a bypass, we have requested that MDOT place additional signage at the Grange & M-100 off ramps, requiring the trucks to use Grand River with right turns only, the state police are also increasing patrols in the area, 2) The county paving projects will be starting soon, in regard to local paving projects Springbrook Hills in DeWitt is scheduled for July 25 through the

27th, and The Meadows in Bath paving project will be July 27th, for primary road paving, Francis Road from Grand River to Stoll Road paving will begin July 11th, and the DeWitt Road paving from the city limits to Cutler Road will begin on July 12th and go through the 18th, 3) The Food Court development in Bath Township construction was completed in 2021, DL Kesler submitted the easement for signatures and acceptance of ROW, the 433 Drain Office agreement is still needed prior to acceptance for maintenance.

I. Director of Finance Report

Ms. Gurski reported: 1) MTF for July (May fuel) was \$939,682.90 which is about even with last years MTF, we have received 47% of the 2022 budgeted amount, 2) Signed Katie and myself up for the MERS Conference in September which will be held the the Grand Traverse Resort, 3) The new provider for our Short Term Disability & Life Insurance plan, One America, was effective 7/1/22, 4) Administrative staff is continuing to scan old documents into system eliminating paper.

Motion to accept the June financials and place on file.

Move: Frederick Second: Watkins Status: Passed

Approval of Vouchers:

Payroll: #92277 - #92280 including advices

Vouchers: #67337- #67342 including ACH

Total: \$142,889.08

Motion to approve the vouchers as presented.

Move: Frederick Second: Watkins Status: Passed

J. Managing Director Report

Mr. Steffen reported: 1) The building is moving along well, footings are being installed, going forward a bi-weekly memo will be provided to keep commissioners and the county informed of project updates, 2) The contractor finished hauling gravel for last years township projects, they are now working on the 2022 projects and will be finished with those sometime in August, 3) The next Seven County Council meeting is this next Tuesday, July 12th at the Gratiot County Road Commission, 4) We have met with two potential attorneys, Varnum Group and Dickenson Wright, and we will meet with one other attorney then make our recommendation to the board, 5) Mr. Searles did not respond to his letter, we authorized the attorney to draft and file on his behalf and serve him in the near future, 6) We are putting final compensation numbers together for ROWE, this will include legal fees, Marc's time, and any additional costs incurred to complete the project, Nolan will then present the final numbers to the board, 5) MCRSCIP will be sending out an appraiser to look at the John Deere tractor that was involved in the June 23rd accident.

K. Approval to Sign Roadway Easement - Food Court Drive

Motion to authorize the signature of the Roadway Easement for Food Court Drive.

Move: Michael Frederick Second: Gail Watkins Status: Passed

L. Appointment of MERS Delegate(s)

Motion to appoint Doug Steffen as Officer Delegate, and Karla Gurski as Officer Alternate for the 2022 MERS Annual Meeting.

Move: Michael Frederick Second: Gail Watkins Status: Passed

M. Revised CCRC Administrative Handbook

The BOC was presented with a copy of the updated Administrative Handbook for their review.

N. Approval of Township Contracts

Motion to approve the following Township contracts:

Bath - 010292

Move: Michael Frederick Second: Gail Watkins Status: Passed

O. Commissioner Comments

P. Adjournment

With no further business to come before the Board, the meeting was adjourned at:10:36am

Move: Michael Frederick Second: Gail Watkins Status: Passed



Karla Gurski, Clerk to the Board