

MINUTES



**Clinton County Road Commission
Board Meeting
Thursday, October 13, 2022, 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 Agenda as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

C. Approval of September 15, 2022 Minutes

Motion to approve the September 15, 2022 Minutes as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

D. Interagency Collaboration Efforts - Presentation from the Clinton County Sheriff's Department

Sheriff Dush and Under-Sheriff Gute presented on interagency collaboration efforts.

E. Communications

Motion to accept the communications and place it on file.

Move: Michael Frederick Second: Kevin Holt Status: Passed

F. Information from County Commissioner David Pohl

Mr. Pohl reported: 1) The county received the notice of retirement from Craig Longnecker, the County Administrator, which will be effective at the end of January 2023; he has served the county for many years with the last 2+ years as Administrator. The county hopes to have someone on board by 1st of the year. 2) The Clinton County Board of Commissioners approved a Veteran Affairs Contract, whereby the Ingham County Veteran Affairs office provides services to our Veterans. This includes benefit information concerning health issues, emergency assistance, transportation to VA centers, and consultation on other benefits. The phone number is (517) 887-4331, and appointments are available in the Clinton County Courthouse. 3) The MSU Extension contract was renewed. The service areas provided are in Agriculture and Agribusiness, Children & Youth development (including 4-H), Health and Nutrition, Community, and Food & Environment. The offices are located in the lower floor of the Courthouse. 4) The Board of Commissioners held the budget public hearing on October 11, 2022, at 6:00pm, the budget is about 2.6 million higher. 5) In regard to the broadband project we had seven responses to the RFP, Plant Moran is going thru them, there are some issues with proprietary information. The county does feel they have a good enough selection to work from and they should have some more information at the next Ways and Means meeting.

G. Public Comments

There was no public comment.

H. Director of Engineering Report

Mr. Trotter reported: 1) Construction Project Update: The MDOT I-96/I-69 project, Lowell Road over I-69 is on track for opening the end of October, Airport Road over I-69 will be closed in November for 35 days, and the mainline part of I-69 reconstruction is on track for November 2022 completion. For current CCRC federal aid projects, Wood Road from Coleman to State paving is complete and open to traffic, and Rieth-Riley has a tentative start date of October 24th for the Grand River Avenue project. For 2022 County Paving, the microsurfacing on Herbison Road and in Lakeside Preserve is complete, the contractor provided testing documentation, all of the materials met MDOT spec, and they gave us a 1-year warranty. 2) Design Update: Federal Aid Projects, DeWitt Road from Townsend to M-21 had an October 7th bid letting, MPM was the low

bidder at \$599,000, which was within \$3,000 of the estimated amount, the HMA unit prices were between \$85-\$95/ton. The DeWitt Road project from Parks to Townsend has an approved amount of \$395K Small Urban funding for 2024, the plan is to submit for federal aid buyout and construct in 2023 with the rest of the DeWitt Road Corridor and get reimbursed in 2024. The DeWitt Road project from Centerline to Parks Road will be county paving with \$432K of federal buyout funds. The other projects planned, which will be packaged at one MDOT bid project (saving the road commission the expense of running three separate federal aid projects) are Welling Road from French to Maple Rapids, Hyde Road from Welling to Krepps Road, and Meridian Road from Hibbard to Ovid limit. The GI plans to submit October 12th with an April bid letting. DeWitt Township is planning to hold a public input meeting on October 20th from 4-7pm for the 2023 DeWitt Township sidewalks on Webb Road from the city limit to BR-27, the road commission and township have been meeting with property owners, and so far, have received positive feedback. 3) Planning update on the State Bridge funding: the Bridge Council met on October 12th and no Clinton County projects were selected, the Grange Road camelback bridge was CCRC's top priority, but the on-system (primary) funding was limited, it did score in the top 3. The Kinley over Peet bridge, was off-system, had a low score, and is being considered for the next bridge bundle. 4) Permitting & ROW update: Comcast is doing a township wide system upgrade in Bath Township. ENG completed the field survey and exhibits on the Webster Road ROW survey; the township needs to decide how they want to proceed with future pathway plans. SSI will be doing a field survey and providing easement exhibits for the Meridian Road ROW survey, this will help mitigate the property owner dispute as a result of roadway easement not being recorded by road commission years ago. We had a speed study inquiry on Clark Road at Cagewidth Farms, east of Wood Road. The retirement community will be approaching DeWitt Township with residence petition to initiate a speed study, they want to lower the limit from 55 to 45mph. 5) Developments update: Nottingham Field in Watertown Township is in Phase 2 of construction, TA Forsberg and Verline Excavating are installing road base, the ROW acceptance has not been submitted yet.

I. Director of Finance Report

Ms. Gurski reported: 1) Submitted first interest payment on the bond to county (next payments will be in May of 2023 which will be principal and interest), 2) The employee portal is up and running on our website, so now new hires and employees can log in to see documents such as general forms, payroll forms, insurance and benefit info etc. 3) Working on the 2023 budget, as well as adjusting line items for 2022 budget, 4) Attended the annual MERS conference last month in Traverse City, 5) Registered for the upcoming Communication Workshop and Policy workshop that CRA is hosting in November.

Motion to receive the September financials and place on file.

Move: Frederick Second: Holt Status: Passed

Approval of Vouchers:

Payroll: #92304 - #92315 including advices

Vouchers: #67537- #67621 including ACH

Total: \$3,485,283.68

Motion to approve the vouchers as presented.

Move: Holt Second: Frederick Status: Passed

J. Managing Director Report

Mr. Steffen reported: 1) We are continuing the bi-weekly project meetings on the new facility; the trusses and walls have been replaced and the structural steel is being installed. Will also email out the bi-weekly update this next week. 2) Meeting this afternoon with the union representatives on the grievance filed in regard to the mechanic position. 3) Gravel hauling is underway in townships; we have one township left to complete. Attended Dallas Township's meeting on Monday and will attend Eagle Township on the 20th of October, will be reaching out to commissioners with dates for the remaining township meetings. 4) Spoke to Nolan with Dickenson & Wright earlier this week on the Searles lawsuit, the auction process has started, and we informed Nolan that we want payment on what is owed to CCRC by end of this fiscal year. 5) CCRC is waiting on an explanation from ROWE, we should have by the end of the week to see if they want to settle or proceed to a mediator. 6) Earlier this week we met with Soybean Committee, MDOT, and APAM, where we discussed the soy type initiatives. We will be partnering with them on the DeWitt Road project next year. 7) CCRC weight restrictions will be suspended for winter maintenance, the letter will be put in CCRC trucks. 8) Attended the SAM Conference last week in Frankenmuth where Brian Betz and Jeff Brown both received awards for their years of service with the road commission. 9) The next Seven County Council Meeting is this next Tuesday, October 18th at Ionia County Road Department. 10) Started working with Karla on 2023 budget line items. 11) Beginning October 31st, we go back to five days a week. 12) The winter night shift will begin in early November. 13) This year as a thank you to staff, Kroger gift cards will be given out at Thanksgiving, and then we will have our Holiday luncheon in-person

this year on December 22nd at Smith Hall. 14) The November board meeting will be on the 17th at 10:30am following the county's meeting. 15) The next strategic planning meeting is scheduled for November 4th. 16) I will be speaking at the Communication Workshop, which CRA is hosting in Mt. Pleasant on November 2nd. 17) Will reach out to Claudia about the Township Officer's Association Meeting.

- K. Approval to authorize Managing Director to Retain Attorney for As-Needed Legal Services for Labor & Employment.

Approval to authorize the Managing Director to retain the office of Henns Lesperance PLC for as-needed legal services for labor & employment.

Move: Michael Frederick Second: Kevin Holt Status: Passed

- L. Commissioner Comments

- M. Adjournment

With no further business to come before the Board, the meeting was adjourned at: 11:33 a.m.



Karla Gurski, Clerk of the Board