



MINUTES

Clinton County Road Commission
Board Meeting
Thursday, January 26, 2023, 2:00 pm - 3:00 pm
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

Co. Comm.

Bruce DeLong

A. Welcome and Pledge of Allegiance

B. **Election of Chair & Vice Chair**

Clerk Gurski requested nominations for the position of Chairperson.

Motion by Commissioner Holt, seconded by Commissioner Frederick to nominate Gail Watkins as Chairperson.

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

Clerk Gurski requested nominations for the position of Vice Chairperson.

Motion by Commissioner Holt, seconded by Commissioner Watkins, to nominate Mike Frederick as Vice Chairperson.

Roll Call Vote: Frederick - Aye, Holt, Aye, Watkins - Aye

C. **Appointment of Clerk and County Highway Engineer for 2023**

Motion to appoint Karla Gurski as Clerk of the Board, and Marc Trotter as County Highway Engineer for 2023.

Move: Michael Frederick Second: Kevin Holt Status: Passed

D. Approval of Agenda

Motion to approve the agenda as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

E. Approval of December 22, 2022 Minutes

Motion to approve the December 22, 2022, minutes as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

F. Communications

Motion to accept communications and place them on file.

Move: Michael Frederick Second: Kevin Holt Status: Passed

G. Information from County Commissioner Bruce DeLong

Commissioner DeLong reported:

He is looking forward to attending our meetings and learning more about the road commission.

H. Public Comments

There was no public comment.

I. Director of Engineering Report

Mr. Trotter reported:

- Updates on the upcoming 2023 Construction Projects for Federal Aid, County Projects, and Township Projects.
- Design plans for 2024 Federal Aid projects.
- Planning on projects involving Dexter Trail over the Muskrat Creek in Bengal Township, as well as information for the potential swap of Clark Road in Watertown Township.
- Permitting and ROW update involving the speed study petitions in DeWitt Township and in Bath Township, an update on the Webster Road ROW.

J. Director of Finance Report

Ms. Gurski reported:

- The total MTF for January & February totaled \$2,363,747.27, bringing the total funds received for 2022, to \$12,578,240.62.
- We will be getting staff signed up for 2023 Highway Conference & Road Show March 21st through the 23rd at The Lansing Center.
- Working through year end and we also have an audit date for the week of March 13th and should be receiving the engagement letter soon.

Motion to receive financials and place them on file.

Move: Holt Second: Frederick Status: Passed

Approval of Vouchers:

Payroll: #92350 - #92353 including advices
Vouchers: #67798- #67854 including ACH
Total: \$2,081,537.00

Motion to approve the vouchers as presented.

Move: Holt Second: Frederick Status: Passed

K. Managing Director Report

Mr. Steffen reported:

- The facility coming along nicely, the roof should be done by next week and then they will then start on the siding next.
- We had mediation last week in regard to CDL grievance. We are waiting to hear back from the union's rep.
- We are working with townships on what projects they want to do for 2023.
- Searles Construction has paid us in full and the matter has been dismissed.
- We will be advertising bids for heavy materials next week on Bid Express.
- CRA distributed a study/publication on EV's to show legislatures the damaging impact they are having on road funding.
- The 2023 MSP agreement has been received increased road patrol when necessary.
- The Legislative Breakfast will be the sometime in the first week of March, once state senators and house representatives are confirmed we will set the date.
- Consumers Energy is not being responsive to emails or phone calls for our new facility, so their permits will be held and not approved until they get our new facility needs addressed.

L. Annual Certification of Roads

Motion to authorize Chairperson Watkins to sign the 2022 Annual Certification of Roads.

Move: Michael Frederick Second: Kevin Holt Status: Passed

M. Bid Extensions for 2023

Motion to extend both the 2022 Foliar Brush Spray bid, and the 2022 mowing bids for roadside mowing into 2023.

Move: Michael Frederick Second: Kevin Holt Status: Passed

N. Approval of Township Contracts

Motion to approve the following Township contracts:

Bath - 010772

Move: Kevin Holt Second: Michael Frederick Status: Passed

O. Commissioner Comments

Commissioner Watkins commended Doug on his great leadership by taking time to come into work on Christmas morning to not only greet & thank the staff who had been out working 16-hour days on the holiday weekend, but to also check subdivisions for snow clearing.

Commissioner Frederick mentioned how fantastic the CCRC staff works on the township projects that involve the drain commission, like Church Road Bridge and Muskrat Creek. Doug, Marc and the crews really make it possible to get the job done and maintain a working relationship with the drain commission. Because of our great staff and the work they do, our roads are in much better shape and condition than surrounding counties.

P. Adjournment

With no further business to come before the Board, the meeting was adjourned at 3:24 p.m.

Karla Gurski, Finance Director/Clerk

Move: Kevin Holt Second: Michael Frederick Status: Passed