



MINUTES

Clinton County Road Commission
Board Meeting
Thursday, February 16, 2023, 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

Co. Comm.

Bruce DeLong

Not In Attendance

Staff

Marc Trotter

A. Welcome and Pledge of Allegiance

B. Approval of Agenda

Motion to approve the Agenda as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

C. Approval of March 17, 2022 Minutes

Motion to approve the January 26, 2023 Minutes as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

D. Communications

Motion to accept the communication and place it on file.

Move: Michael Frederick Second: Kevin Holt Status: Passed

E. Information from County Commissioner Bruce DeLong

Mr. DeLong reported:

- This next Tuesday, February 21st, there will be a meeting at the courthouse regarding the Ag Corridor. LEAP will present on what they are proposing for the project. Doug mentioned he will inform Melissa at MDOT about the meeting.

F. Public Comments

There was no public comment.

G. Director of Engineering Report

Mr. Trotter was unable to attend the meeting, Mr. Steffen reported on his behalf:

Federal Aid:

- The 2023 Federal Aid projects are on track. We recently received notice that the \$20,000 Soybean Grant for 2023 was approved to be used on DeWitt Road.

Paving:

- Earlier this week, we received the HMA bids back for the county paving and they did come in slightly lower

than last year.

Design:

- We are continuing to work with Bengal Township on the replacement of the Dexter Trail box culvert. Bengal has approved to move forward with the design consultant.

Permits/ROW:

- The Forsberg project off of Stoll Road for Nottingham Fields needs to do the proper density testing before CCRC will accept the road.

H. Director of Finance Report

Ms. Gurski reported:

- Year-end processing continues.
- Cost share for 2023 went up about 3% overall from last year. Some townships amounts did go down slightly because of the 2020 census numbers now being used.
- We received the letter of engagement from Rehmann Robson, and we are looking at the week of March 13th for the audit.
- Staff & commissioners are signed up for the CRA Road Show on Wednesday, March 22nd.

Motion to receive financials and place them on file.

Move: Holt Second: Frederick Status: Passed

Approval of Vouchers:

Payroll: #92354 - #92356 including advices

Vouchers: #67855- #67883 including ACH

Total: \$581,350.28

Motion to approve the vouchers as presented.

Move: Holt Second: Frederick Status: Passed

I. Managing Director Report

Mr. Steffen reported:

Road Abandonment:

- Bill Henn presented information to the board on the road abandonment process.

New Facility:

- Bi-weekly project meetings are going well.
- The construction workers have the roofing complete and will be starting on the siding next.
- The installation of the electrical and mechanical portions of the new building are moving along well.

Staff:

- This past week a grievance was filed regarding the recent employee termination, so we are working through that with our attorney.
- We are currently advertising to hire for two truck drivers.

Townships:

- Working with our 16 townships to get projects set for 2023.

Manager:

- The checks have been mailed out by both parties in the ROWE settlement.
- We are looking into and pursuing the complaint against Mr. Whiteherse.
- The work by Consumers Energy's for our new facility is complete.
- We have the Annual Township Meetings scheduled for March 8th and 9th.
- Considering the recent events, we are looking into scheduling an Active Shooter Training - Dealing with Difficult Situations training for our staff.
- Attended an EGLE Chloride Restrictions meeting the other day. EGLE is to have restrictions effective on April 1st but stay tuned for updates.
- The 2023 Construction Maps will be loaded to our website for the public.

- Spring weight restrictions are in effect.
- We are looking into improving the school zone signage at the intersection of Colony and Hollister Road.
- Updated commissioners on the 2023 Manager Goals.

General updates:

- The Legislative breakfast is set for March 17th at Flap Jack at 8:00am.

J. Approval for 2023 Equipment Leases

Motion to Approve 2023 Equipment Leases through Michigan CAT per MiDEAL Pricing for (2) Motor Grader leases.

Move: Michael Frederick Second: Kevin Holt Status: Passed

K. Approval to Award Bid for Materials

Motion to award to low bidders for the following materials/services:

Asphalt Base Crushing & Shaping
 Bituminous Products
 Bituminous Materials
 Bituminous Mixture 13a
 Corrugated Metal Pipe
 Dust Control - 38%
 Erosion Control and Geo Textile Materials
 Overband Crackfill Treatment Program
 Plastic Pipe
 Scraper Blades
 Signs
 Sign-Posts
 Steel Sign-Posts

Motion to award to all bidders based upon price & availability for the following materials/services:

Bituminous Hot Patch
 Pavement Marking - Retrace (based on timeliness and responsiveness)
 Pavement Marking - New Construction (based on timeliness and responsiveness)
 Site Work
 Street Sweeping - County
 Street Sweeping- State
 Tires

Move: Kevin Holt Second: Michael Frederick Status: Passed

L. Approval of Township Contracts

Motion to approve the following Township contracts:

DeWitt: 900521

Move: Kevin Holt Second: Michael Frederick Status: Passed

M. Commissioner Comments

Discussion to move the March 16th board meeting date to Thursday, March 9th at 1p.m., following the township meetings.

N. Adjournment

With no further business to come before the Board at this time the meeting was adjourned at 10:39 a.m.


 Karla Gurski, Clerk of the Board

Move: Kevin Holt Second: Michael Frederick Status: Passed

