



MINUTES

Clinton County Road Commission
Board Meeting
Thursday, April 13, 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

Not In Attendance

Co. Comm.

Bruce DeLong

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 16, 2022, Minutes

Motion to approve the March 16, 2023, Minutes as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

D. Communications

Motion to accept the communications and place them on file.

Move: Kevin Holt Second: Michael Frederick Status: Passed

E. Information from County Commissioner Bruce DeLong

Mr. DeLong was unable to attend the meeting.

F. Public Comments

There was no public comment.

G. Engineering Report

Mr. Steffen reported:

- Paving projects will be starting soon. April 24th Rieth Riley will be finishing the paving on the Grand River Avenue project. The county wide paving should begin on or around May 10th.
- The DeWitt Road crush and shape project will start around May 5th. The soybean rejuvenator will be applied once the pavement marking is done and has set for 2 weeks. The MI Soybean Association plans to host an event to showcase it, they are trying to put together a lunch-n-learn, where those that attend can see the process done and discuss.
- We have been meeting biweekly with the LRE consultant for PE services.
- Met with Bath Township last week, the SRTS project is on track, this will be a 2024 project.
- The two speed studies that came in at the end of last year for Wood Road and State Road will start back up now that the gravel trains are hauling.

H. Director of Finance Report

Ms. Gurski reported:

- Registered for the upcoming Finance & HR Conference in May, also registered for the Michigan Association of Municipal Clerks Annual Conference in Detroit, which will be coming up in June for a two-day Clerk Bootcamp.
- MTF for April (February fuel) was \$1,161,380.71.
- Finalizing items with the auditor and planning to have them present at our next board meeting in May.
- Doug & I have a review of the 2021 MDOT Trunkline Audit this next Monday, April 17th.
- Starting to work on the 1st budget amendment.

Motion to receive financials and place them on file.

Move: Frederick Second: Holt Status: Passed

Approval of Vouchers:

Payroll: #92364 - #92369 including advices
Vouchers: #67925- #67970 including ACH
Total: \$3,089,308.39

Motion to approve the vouchers as presented.

Move: Frederick Second: Holt Status: Passed

I. Managing Director Report

Mr. Steffen reported:

- The project meetings for the new building are going well. The installation of the metal roof on the administrative building is starting, and the mechanical and electrical work rough-in inspections are close to being ready.
- We are working on a plan for the scheduling with a tentative move in date.
- The three new truck drivers that we hired, started this last week and seem to be doing well.
- We are still actively searching for a new engineer, but in the meantime, things are going well with LRE assisting where needed on projects.
- We are continuing to work with our townships to get the 2023 projects set.
- The next Clinton County Township Officers Association meeting is April 25th at Clinton Transit at 7pm.
- EGLE has stopped the implementation of the Chloride restrictions until further notice.
- The next Seven County Council meeting is this coming Tuesday, April 18th, hosted by Montcalm County Road Commission.

J. Approval of Township Contracts

Motion to approve the following Township contracts:

Bath: 010273

Bingham: 030273

DeWitt: 050173, 050193, 050273, 900571

Duplain: 060173, 060273, 060373, 060473, 060573, 060673 & 060773

Eagle: 070173, 070273, 070373, 070473, 070573, 070673, 070773, 070873, 070193

Lebanon: 100173

Olive: 110173, 110373, 110473, 110573, 110673, 110773, 110873, 110973, 111073, 111173, 111273

Ovid: 120173

Riley: 130173, 130273

Victor: 140173, 140273, 140193

Westphalia: 160173

Move: Michael Frederick Second: Kevin Holt Status: Passed

K. Approval for Truck Purchase - Heavy Duty Pick-Ups

Approval to purchase three 2023 Heavy Duty Pick-Up Trucks.

Move: Michael Frederick Second: Kevin Holt Status: Passed

L. Approval for Truck Purchase - Snowplow Trucks in 2024

Approval to purchase (2) Tandem Axle Snowplow Trucks for 2024.

Move: Michael Frederick Second: Kevin Holt Status: Passed

M. Approval of ACT 51 Report

Motion to accept & authorize the signature and submittal of the annual financial report of the Board of County Road Commissioners (ACT 51 Report), pending no changes from the auditor.

Move: Michael Frederick Second: Kevin Holt Status: Passed

N. Commissioner Comments

O. Adjournment

With no further business to come before the Board at this time the meeting was adjourned at 9:53 a.m.



Karla Gurski, Clerk of the Board

Move: Michael Frederick Second: Kevin Holt Status: Passed