



MINUTES

Clinton County Road Commission
Board Meeting
Thursday, May 25, 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

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 April 13, 2022, Minutes

Motion to approve the April 13, 2023 Minutes as presented.

Move: Kevin Holt Second: Michael Frederick Status: Passed

D. Communications

Motion to accept the communication and place it on file.

Move: Michael Frederick Second: Kevin Holt Status: Passed

E. 2022 OPEB Actuarial Review w/ Chris Veenstra 9:05 a.m.

Chris Veenstra with Watkins Ross presented an overview of the 2022 OPEB Actuarial Report.

F. 2022 Audit Presentation- Jason with Rehmann

Jason the CPA, with Rehmann, presented a clean opinion of the 2022 Financial Statements of the Clinton County Road Commission.

Motion to receive and place on file the 2022 Financial Statements.

Move: Michael Frederick Second: Kevin Holt Status: Passed

G. Information from County Commissioner Bruce Delong

Commissioner Delong reported:

- Brief update on the potential Mega Site in Eagle Township.

H. Public Comments

There was no public comment.

I. Engineering Report

Mr. Steffen reported:

- Pavement Marking is beginning in mid-June.
- The county paving projects are off to a great start:
 - Meridian Road has been completed.
 - Pratt Road will be done today.
 - Alward Road has been completed.
 - County skip paving is getting done.
 - The subdivision paving projects in DeWitt and Bath Townships are starting soon.
 - Next week we will be starting our chip seal projects.

J. Director of Finance Report

Ms. Gurski reported:

- Completed 2021 MDOT Trunkline audit, \$74,813 is due to MDOT.
- MTF for May (March fuel) was \$1,089,959.82.
- The Finance & HR Conference was May 11th - 13th, it was very beneficial, there was great networking and valuable information was presented. A big topic was potential new accounting software for road commissions.
- The PA 202 for OPEB reporting and PA 530 for Pension reporting (see attached) have been submitted.
- Working on the Annual Report, which will be presented at our next board meeting.
- Per Treasury & the Accounting Manual the necessary account number changes have been updated in Precision.
- Attending a Clerk "boot camp" June 12th & 13th in Detroit, which is put on through the Michigan Association of Municipal Clerks.

Motion to accept financials and place on file.

Move: Holt Second: Frederick Status: Passed

Approval of Vouchers:

Payroll: #92370 - #92382 including advices

Vouchers: #67971- #68048 including ACH

Total: \$2,720,908.48

Motion to approve the vouchers as presented.

Move: Frederick Second: Holt Status: Passed

K. Managing Director Report

Mr. Steffen reported:

- New Facility:
 - Bi-weekly project meetings are going well.
 - An update will be sent out next week on the project.
- Staff Update:
 - We are still searching for a new Engineer.
 - Position analysis coming by the end of summer.
 - LRE is performing very well, we meet every other week to review projects and costs.
- Township Update:
 - Township Contracts are mostly returned.
 - New Contract signature changes, Managing Director will sign and then bring the contracts to the board to accept and place on file.
 - The Friends of Park Lake meeting was last week to discuss some requests for crosswalks.
- Manager Update:
 - Yearly Goals
 - Working with Media Advantage and Jon N. on an employee survey and a public engagement survey.
 - Met with the Sean Dush and John Fuentes to discuss the potential passing of the ORV law.
 - Meeting with other road commissions on June 5th to put our agenda together for when we meet with EGLE to discuss chloride restrictions.
 - The Paser data for 2022 came in, CCRC is in the top 15 out of 83 counties. Compared to 2021, our numbers have increased.

- General Updates:

- The Bio Restore Application on DeWitt Road from M21 to Townsend will be on June 29th at 9:00am.
- The DeWitt Road Meeting at Agro-Liquid is TBD, a date will be sent out once this is confirmed.
- Senator Sam Singh Support letters for funding on the DeWitt Road and Chandler Road projects have been put together and will be submitted along with the township support letters.

L. Approval for 2024 Snowplow Truck Builds with Truck & Trailer

Motion to approve the truck build for two 2024 Snowplow Trucks with Truck & Trailer.

Move: Michael Frederick Second: Kevin Holt Status: Passed

M. Approval of Township Contracts

Motion to approve the following Township contracts:

Bengal: 020173, 020273

Bingham: 030173, 030373, 030473, 030573, 030673, 030773, 030873, 030973

Dallas: 040173, 040273, 040373, 040473, 040573, 040673, 040773, 040873, 040973

Greenbush: 090173, 090273, 090373, 090473 090573, 090673, 090773, 090193, 090293, 090873

Ovid: 120273, 120373, 120473, 120573, 120673, 120773, 120873, 120973, 101073, 121173, 121273

Watertown: 150193, 150293, 150393, 150173, 150273, 150373, 150473, 150573, 150673

Move: Kevin Holt Second: Michael Frederick Status: Passed

N. Commissioner Comments

O. Adjournment

With no further business to come before the Board, the meeting was adjourned at: 10:40 a.m.

Karla Gurski, Clerk of the Board

Move: Michael Frederick Second: Kevin Holt Status: Passed