

**MINUTES**

**Clinton County Road Commission  
Board Meeting  
Thursday, April 25, 2024, 9:00 am - 10:30 am  
3536 S. US Highway 27  
St. Johns, MI 48879**

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**In Attendance**

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**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. Approval of Agenda  
Motion to approve the agenda as presented.  
Move: Michael Frederick Second: Kevin Holt Status: Passed
- C. Approval of April 4, 2024, Minutes  
Motion to approve the April 4, 2024, minutes as presented.  
Move: Kevin Holt Second: Michael Frederick Status: Passed
- D. Communications  
Motion to accept communications and place them on file.  
Move: Michael Frederick Second: Kevin Holt Status: Passed
- E. 2023 Audit Presentation - Rehmann  
Jason with Rehmann, presented a clean opinion of the 2023 Financial Statements of the Clinton County Road Commission.  
Motion to receive and place on file the 2023 Financial Statements  
Move: Kevin Holt Second: Michael Frederick Status: Passed
- F. Request for Variance on Second Drive Access at Webster Road Townhomes on Somerset Drive in Bath Township - The Eyde Company  
Motion to table the approval of a variance regarding the second drive access at Webster Road Townhomes on Somerset Drive in Bath Township.  
Move: Michael Frederick Second: Kevin Holt Status: Tabled
- G. Request for Variance on Second Drive Access at Nottingham Development in Watertown Township - T.A. Forsberg  
Motion by Commissioner Watkins, seconded by Commissioner Frederick to take a 5 minute recess for staff to review T.A. Forsberg's file for bond history.  
  
Motion to approve variance for the second drive access at Nottingham Development in Watertown Township, subject to the condition that T.A. Forsberg submits a Letter of Agreement committing to either depositing \$200,000 in cash or furnishing a 5-year bond by the end of 2024. This commitment is to ensure compliance with

the road commission's stipulation of having adequate funds available for the emergency access road in the event of the development's failure.

Move: Holt Second: Frederick Status: Passed

#### H. Information from County Commissioner Bruce Delong

Commissioner Delong reported:

The county approved the wind ordinance at their meeting on Tuesday.

#### I. Public Comments

There was no public comment.

#### J. Engineering Report

Mr. Trotter Reported:

##### CONSTRUCTION:

- Federal Aid Stop Sign Replacements:
  - CCRC crews have started work on the Federal Aid Stop Sign project.
- Chandler Road:
  - MDOT paving bid came in 20% under the estimate, HMA prices went down from last year.
  - The Spaulding Drain culvert replacement using a Contech aluminum structure will start in June.
- County Paving
  - Ann Drive and Gary Lane in Bath Township will be getting paved May 1st though May 10th.
  - The DeWitt Township parking lot project will be done at the same time.

##### Design:

- Webster Road in Bath Township:
  - There are TIP funding amendments in May/June, the bid letting will be in September.
  - The EGLE permit has been issued for the fill project at the Kesler site with the plan is to being in May.
- The RFQ's for the Chandler Road and DeWitt Road earmarked projects are under review, we have two firms submitting pricing for each project, the final recommendations will be at our May board meeting.

##### Planning:

- Culvert Asset Plan:
  - LRE has started the inventory/assessments of large diameter culverts. LRE will prepare the asset plan done by township to identify and estimate costs for immediate replacements (1-5 years), as well as costs for long-term maintenance plans. We are collecting the data in the Road-Soft formant for future TAMC reporting.
- MDOT Safety Grants Submitted:
  - Complete countywide stop sign replacement.
  - Clark Road from BR-27 to Wood Road - for a 4/3 lane conversion and signal replacement.
- NPDES Permit Renewal Submitted April 4th:
  - EGLE stormwater permit, part of the MS4 requirements.

##### ROW – Permits – Development:

- The Consumers Energy Pipeline construction has started in Bath Township.

#### K. Director of Finance Report

Ms. Gurski reported:

- Registered for the Finance and HR Conference in May which is being held in Bay City.
- New admin computers were installed a couple of weeks ago. We are replacing the sign shop computer,

