



MINUTES

Clinton County Road Commission
Board Meeting
Thursday, June 20, 2024, 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

Staff

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. Consent Agenda Items:

1.) Open Session Minutes of May 16, 2024

2.) Closed Session Minutes of May 16, 2024 - For Strategy and Negotiations of Upcoming Collective Bargaining Agreement

Motion to approve the May 16, 2024, Minutes from both the public session and the closed session 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. Information from County Commissioner Bruce DeLong

Commissioner DeLong was unable to attend.

F. Public Comments

There was no public comment.

G. Engineering Report

Mr. Steffen reported on behalf of Mr. Trotter:

Construction:

- The Webster Road bid letting is scheduled for August 2nd. Depending on the contractor, the project is expected to start in September.
- Chandler Road from Price to Parks Road paving is complete. The Townsend Road culvert will be completed by

June 26th and the federal Aid paving will be sometime in July or August.

Design:

- Chandler Road from Coleman to Stoll Road:
 - Attended the Remy-Chandler Intercounty Drain meeting on July 17th where CCRC was approved to apply for the drain enclosure with EGLE.
- DeWitt Road from M-21 to Colony:
 - The topo survey and traffic data collection are underway.
- Airport Road from Grand River to Herbison:
 - We received the EGLE Scrap Tire contract. We are now awaiting confirmation of possible additional earmarked funding to determine the design scope.

- Culvert Projects:
 - Jason over the Morris: CCRC will have an as needed contractor price the project. The township can then determine which agency/contractor to lead the installation.
 - Kinley over Peets Creek in Lebanon Township: The bid letting is scheduled for July.
 - Dexter Trail in Bengal Township: The township gave the OK to proceed with scheduling; the installation will be with CCRC and an as-needed contractor.

Planning:

- Countywide Culvert Asset Plan:
 - The first data collections are complete for the county wide culvert asset plan. CCRC will compile the reports for each township over the winter.
- FHWA safe streets for all (SS4A) planning grant:
 - Bath and Watertown Townships have expressed interest in partnering with CCRC on an application. The first step is an area wide safety study to identify potential safety projects.

ROW – Permits – Development:

- Eyde Development in Bath Township:
 - The township board minutes and recommendation letter has been submitted to the CCRC board for consideration.

H. Director of Finance Report

Ms. Gurski reported:

- MTF for May (April Fuel) was \$1,082,359. We have received 35% of the budgeted amount of MTF for the year.
- Attended the Finance & HR Conference last month in Bay City, there was great information provided and good networking.
- Computer replacements and updates have been completed.
- Registered for Title VI training on July 31st through MDOT.
- Attending the Southern Finance & HR Association meeting at Kalamazoo CRC this coming Monday, June 24th.

Move: Holt Second: Frederick Status: Passed

Approval of Vouchers:

Payroll: #92484- #92490 including advices

Vouchers: #68529- #68563 including ACH

Total: \$2,615,207.98

Motion to approve the vouchers as presented.

Move: Frederick Second: Holt Status: Passed

I. Managing Director Report

Mr. Steffen reported:

- Attended Bengal Townships meeting last week, their board approved to move forward with the culvert replacement.

- Tonight we are attending the Eagle Township board meeting. With new board members in place, we intend to provide a brief overview of road funding and discuss the processes.
- Eric Verlinde has officially taken over as the township supervisor for Essex.
- Andrew Wiswasser is the new supervisor for Victor Township.
- We have our first negotiation session with the union scheduled for July 17th.
- The next Seven County Council meeting is July 16th at the Livingston County Road Commission.
- We are arranging a meeting with MDOT, the City of St. Johns, and our team to discuss M-21.
- The sheriff's office conducted mock traffic training on our grounds yesterday.
- The Dust-Kill Application was completed on Pratt Road this past Monday. We will continue to monitor and see how the application holds up.
- Earlier this week, lightning struck the traffic signal at Chandler and Coleman Road.

J. OLD BUSINESS:

1. Tabled: Request for Variance on Second Drive Access at Webster Road Townhomes on Somerset Drive in Bath Township - The Eyde Company

Motion to Remove Request for Variance on Second Drive Access at Webster Road Townhomes on Somerset Drive in Bath Township by The Eyde Company from the table.

Move: Holt Second: Frederick Status: Passed

Motion to approve the Eyde Company's request for a variance for a second drive access at Webster Road Townhomes on Somerset Drive in Bath Township, with the understanding that Bath Township, based on the board's memo, agrees that a second drive cannot be provided by the Eyde Company and the Bath Township Board support's CCRC's variance approval, allowing the development to proceed.

Move: Frederick Second: Holt Status: Passed

K. NEW BUSINESS:

- L. Authorize the Managing Director & the Finance Director to Sign the Drain Improvement Agreements:

- a.) Morris Drain Agreement
- b.) Spaulding Drain Agreement
- c.) Cox Drain Agreement
- d.) Muskrat Creek Drain Agreement
- e.) Sharps Drain Agreement

Motion to Authorize the Managing Director & the Finance Director to Sign the Drain Improvement Agreements.

Move: Michael Frederick Second: Kevin Holt Status: Passed

- M. MCRCSIP Board of Directors Ballot

Motion to vote for the following for the MCRCSIP Board of Directors: Timothy Elkins & Timothy Haagsma, for the Board of Trustees for Southern Representative, and Jake Welch for the At-Large position.

Move: Kevin Holt Second: Michael Frederick Status: Passed

- N. 2024 Budget Amendment #1

Motion to approve the budget amendment as presented.

Move: Michael Frederick Second: Kevin Holt Status: Passed

- O. Resolution of Retirement - Bruce Wirth

WHEREAS, Bruce Wirth has decided to retire from the Clinton County Road Commission on July 08, 2024, and

WHEREAS, Bruce has provided over eleven years of service to the Clinton County community, and

WHEREAS, Bruce has held the position of Heavy Truck Driver and West District Supervisor here at the Road Commission, and

WHEREAS, Bruce has been a valuable asset to the Road Commission bringing experience and skill to all the duties he performed, and

