



MINUTES

Clinton County Road Commission
Board Meeting
Thursday, May 16, 2024, 1:00 pm - 3:00 pm
3536 S. US Highway 27
St. Johns, MI 48879

In Attendance

Member

Gail Watkins; Kevin Holt; Michael Frederick

Staff

Douglas Steffen; Karla Gurski; Marc Trotter

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. Consent Agenda Item: Approval of Minutes

1.) Open Session Minutes of April 25, 2024

2.) Closed Session Minutes of April 25, 2024 - For Strategy and Negotiations of Upcoming Collective Bargaining Agreement

Motion to approve the April 25, 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

Mr. DeLong was unable to attend.

F. Public Comments

There was no public comment.

G. Engineering Report

Mr. Trotter reported:

County Paving:

- Paving is complete on Howe Road from Francis to Airport.
- Milling will be on May 16th & 17th on Chandler Road from Price to Parks Road, with paving commencing on May 20th & 21st.
- In Bath Township, Ann Drive and Gary Lane will receive the top course paving on May 16th & 17th.
- The DeWitt Township parking lot was completed on May 10th.

Design:

- Webster Road in Bath Township:
 - The Kesler fill project south of Drumheller is tentatively scheduled for sometime in June or July. The EGLE permit has been issued.
- Culvert Projects:
 - Chandler over Spaulding: The culvert will be delivered in June with a July installation. CCRC crews and TL Contracting will be doing the work.
 - Kinley over Peets Creek in Lebanon Township: The township has confirmed going with the aluminum structure. The design is complete and the local bid will be in June or July.
 - Dexter Trail in Bengal Township: The design is complete, and TL Contracting is quoting as-needed support for an aluminum structure option.

Planning:

- RFQ's for Chandler Road and DeWitt Road earmarked projects have been reviewed and recommendations are complete
 - Chandler Road may end up moving into 2026 construction, as it could take a year to get the permit to enclose the drain.

ROW – Permits – Development:

- We are waiting on a letter from Bath Township to show their support for the Eyde Somerset Development.

H. Director of Finance Report

Ms. Gurski reported:

- MTF for May (March Fuel) was \$1,081,763.
- Filed the PA 202.
- Filed the qualifying statement with the State of Michigan, as well as the F-65 with the county.
- Thatch was here earlier this week they in the process of replacing the computers in the sign shop, the mechanics diagnostic laptop, as well as the GPS/Server computer.
 - Working on the budget amendment, which I will bring to our June board meeting.

Move: Holt Second: Frederick Status: Passed

Approval of Vouchers:

Payroll: #92477- #92483 including advices

Vouchers: #68502- #68582 including ACH

Total: \$1,129,609.62

Motion to approve the vouchers as presented.

Move: Frederick Second: Holt Status: Passed

I. Managing Director Report

Mr. Steffen reported:

- Jason Hengesbach is our new West Side Supervisor. He will be taking over for Bruce Wirth when he retires at the end of June.
- Attended Lebanon Townships meeting this week, and gave an update on the culvert project.
- Upcoming events:
 - June 4th is lunch with Sam Singh
 - June 5th is the CRA members only event
 - June 26th is the golf outing for the Sheriff's department

J. 2023 Clinton County Road Commission Annual Report

Motion to receive and place on the file the 2023 Annual Report.

Move: Michael Frederick Second: Kevin Holt Status: Passed

K. Approval for the Selection of a Consultant for the Design & Construction on the DeWitt Road Earmarked Project

Motion to approve the consultant, Land & Resource Engineers (LRE), for the design & construction on the DeWitt Road earmarked project.

Commissioner Frederick disclosed that one of the bidders is a client of his firm, and, as a result, is abstaining from voting.

Move: Kevin Holt Second: Gail Watkins Status: Passed

L. Approval for the Selection of a Consultant for the Design & Construction on the Chandler Road Earmarked Project

Motion to approve the consultant, Prein & Newhof, for the design & construction on the Chandler Road earmarked project.

Commissioner Frederick disclosed that one of the bidders is a client of his firm, and, as a result, is abstaining from voting.

Move: Kevin Holt Second: Gail Watkins Status: Passed

M. Resolution to enter into agreement with MDOT Contract No. 24-5186: Dual stop and stop ahead permanent signing with reflective sheeting on sign posts along various routes countywide.

A motion was made by Commissioner Frederick, seconded by Commissioner Holt, to approve the following resolution:

WHEREAS, a contract between the Michigan Department of Transportation and the Clinton County Road Commission has been presented for consideration for Contract No. 24-5186, and

WHEREAS, this contract is for:

- Part A, Job #218034CON: Dual stop and stop ahead permanent signing with reflective sheeting on the sign posts along various routes countywide; and all together with necessary related work, and
- Part B, Job #219911CON: Dual stop and stop ahead permanent signing with reflective sheeting on the sign posts along various routes countywide; and all together with necessary related work, and

WHEREAS, the Clinton County Road Commission has approved participation in their share of this project,

NOW THEREFORE BE IT RESOLVED that Managing Director, Doug Steffen be authorized and instructed to sign the agreement for and on behalf of the Clinton County Road Commission.

A roll call vote indicated: Frederick - Aye, Holt – Aye, Watkins - Aye

N. Southern Michigan County Road Agencies Ballot

Motion to dissolve the Association of Southern Michigan County Road Agencies (ASMCRA) and to have the remaining account balance transferred to CRA for use in education programs.

Move: Kevin Holt Second: Michael Frederick Status: Passed

O. Closed Session - For Strategy and Negotiations of Upcoming Collective Bargaining Agreement

Motion by Commissioner Holt, Seconded by Commissioner Frederick, to enter into closed session pursuant to section 8(c) of the Open Meetings Act, MCL 15.268, to discuss strategy and negotiation connected with the negotiation of the collective bargaining agreement at 1:48 p.m.

Roll call vote: Frederick - Aye, Holt - Aye, Watkins - Aye.

Motion by Commissioner Frederick , seconded by Commissioner Holt, to exit the closed session and reconvene the regular meeting at 3:01 p.m.

Roll call vote: Frederick - Aye, Holt - Aye, Watkins - Aye.

P. Commissioner Comments

Q. Adjournment

With no further business to come before the Board, the meeting was adjourned at 3:02p.m.



Karla Gurski, Finance Director/Clerk

Move: Michael Frederick Second: Kevin Holt Status: Passed