



## Meeting Minutes for the February 13, 2025 – Board Meeting

3536 S. US Highway 27, St. Johns, MI 48879

**Attendees:** Michael Frederick; Karla Gurski; Kevin Holt; Douglas Steffen; Marc Trotter; Brian Hurtekant

**Absent:** Gail Watkins

### Welcome and Pledge of Allegiance

#### Approval of Agenda:

Motion to approve the agenda as presented.

Move: Commissioner Holt, Second: Commissioner Frederick, Status: Passed

#### Approval of January 16, 2025, Minutes:

Motion to approve the January 16, 2025, meeting minutes, as presented.

Move: Commissioner Holt, Second: Commissioner Frederick, Status: Passed

#### Communications:

Motion to accept the communications and place them on file.

Move: Commissioner Holt, Second: Commissioner Frederick, Status: Passed

#### Information from Commissioner Hurtekant:

Commissioner Hurtekant reported:

- The County held its first board meeting on January 28<sup>th</sup>. The Planning Commission postponed voting on the utility noise ordinance, as the public stated there wasn't enough time to review the comments. It will be revisited for a vote at the February 28<sup>th</sup> meeting.
- The County Jail is said to be in poor condition and in need of costly repairs. A proposal for a new facility is estimated at \$91 million, and efforts are underway to gather more information and better understand the necessity of the project.
- The County is currently in the planning and engineering phase with Frontier for the broadband expansion.
- The Ways and Means meetings will soon be livestreamed, and there is also a push to hold Board of Commissioner meetings in the evening. These changes aim to increase public participation.

#### Public Comments

There was no public comment.

#### Engineering Report

Mr. Trotter reported:

- Frontier is making good progress with its broadband expansion, performing well within the organization. They are working their way north from DeWitt to SJ. Compared to other companies in the area, they have been the most efficient in dealing with permitting and are quick to respond to any issues.

- Construction on the Webster Road project in Bath is set to begin soon. Contractors plan to start in April, once the weather improves. The project is expected to be paved and completed by the end of June or early July.
- The county paving projects are in the design phase and are expected to be posted for bid by the end of February. DeWitt Township informed us that they will be completing \$1.3 million worth of subdivision paving this year.
- The Chandler Rd. Earmark project is moving forward. We have been in collaboration with an adjacent landowner, whose property was formerly a sod farm. We have received approval from him to submit the EGLE permit for mitigation on his land. The next step involves discussing funding, including preliminary estimates and a breakdown of costs for the road, stormwater, and sanitary sewer, as well as determining who will cover each portion.
- The DeWitt Rd. Earmark project is currently posted for bid. A pre-bid meeting was held on Monday, and there was strong interest from contractors.
- The Airport Rd. Earmark project is halfway through the design phase and is expected to be completed by May or June.
- This summer we plan to repave a two-mile stretch of Francis Rd between Pratt and Price.
- Other planning items include discussions with MDOT regarding NEPA environmental clearance issues and processes. There are ideas to pre-clear some of our projects, potentially through Tri-County. Both NEPA and MDOT staff support this approach. If we can work with Tri-County and have a single consultant handling all of our projects, it would be beneficial for everyone involved.

### **Director of Finance Report**

Ms. Gurski reported:

- MTF for February, which is December fuel, was \$1,555,900.80. The total MTF revenue for 2024 totaled \$13,458,213.17.
- The calculated cost share for 2025 increased about 2%.
- Nationwide notified us of the co-fiduciary change from Morningstar to Creative Planning on our retirement accounts. As in the past, we will continue with their suggested fund recommendations.
- We received the Letter of Engagement from Rehmann; they will be here at the end of this month.
- Continuing to work through year end items and prepare for the audit.

Motion to accept financials and place on file.

Move: Commissioner Holt Second: Commissioner Frederick Status: Passed

Approval of Vouchers:

Payroll: #92543- #92549 including advices

Vouchers: #68812- #68842 including ACH

Total: \$1,361,951.44

Motion to approve the vouchers as presented.

Move: Commissioner Holt Second: Commissioner Frederick Status: Passed

## Managing Director Report

Mr. Steffen reported:

- We have met with all the townships to discuss this year's projects. Bengal Township expressed appreciation for the culvert assessment in their area, noting it as a helpful planning tool.
- We experienced a few chipseal failures from 2024. We are working with suppliers to determine what went wrong and why it isn't sticking properly.
- The legislative breakfast is tentatively scheduled for April 28th. Confirmation will be sent out to everyone soon.
- We had administrative staff training last week, focusing on DiSC assessment. It went well and was well received. We're following up with another training session for management and supervisors.
- Bids for materials were posted on Bid Express on Monday this week.
- With the above average usage of salt this winter, we are doing our best to conserve what we have.
- Marc, Jake, and I attended the County Engineer's Conference in Bellaire earlier this week.

### **CRA Board of Directors Ballot for Two Ballot Seats:**

Motion to vote for Larry Brown, for the 3-Year Southern Seat and for Scott Merillat, for the 4-Year Southern Seat, for the CRA Board of Directors Ballot.

Move: Commissioner Holt Second: Commissioner: Frederick Status: Passed

### **Approval to Purchase Pickup Trucks for 2026:**

After review and careful consideration of submitted bids and the required specifications outlined in the bid request, a motion was made by Commissioner Holt, seconded by Commissioner Frederick, and passed unanimously to approve the purchase of the following pickup trucks for 2026 from Youngs Chevrolet: (1) Crew Cab, (3) Extended Cab ¾ Ton Pickups, and (3) 3500HD Regular Cab WT Dually Pickups.

### **Approval of Bid Extensions for 2025:**

Motion to approve the bid extensions for 2025.

Move: Commissioner Holt Second: Commissioner: Frederick Status: Passed

### **Commissioner Comments:**

### **Adjournment:**

With no further business to come before the Board, the meeting was adjourned at 9:59 am.



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Karla Gurski, Finance Director/Clerk

Move: Commissioner Holt, Second: Commissioner Frederick, Status: Passed