



Meeting Minutes for the March 14, 2025 – Board Meeting

3536 S. US Highway 27, St. Johns, MI 48879 @ 2:00pm

Attendees: Gail Watkins, Michael Frederick; Karla Gurski; Kevin Holt; Douglas Steffen; Marc Trotter; Brian Hurtekant

Guest Present: Tristan Mroczek with Michigan Chloride

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 February 13, 2025, Minutes:

Motion to approve the February 13, 2025, meeting minutes, as presented.

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

Communications:

Motion to receive the communications and place them on file.

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

Information from Commissioner Hurtekant:

Commissioner Hurtekant reported:

- Received a call from Joy Brewer regarding the speed study on Wood Road. Mr. Steffen gave update on the status of the study.
- The County Board of Commissioners have a meeting on March 25th, the main topic will be the Hollister Road cell tower.
- There is a lot of talk about the proposed jail upgrade and the upcoming public-school bond.
- The County approved the proposed facility and management improvements.
- Some meetings are now being live-streamed, hopeful the BOC meetings will be soon as well.

Public Comment:

Tristan with Michigan Chloride provided a brief introduction about the company and its history. The board was open to questions, and Commissioner Watkins inquired about any updates from EGLE. Tristan responded that he wasn't aware of any recent updates or new enforcements from EGLE.

Engineering Report

Mr. Trotter reported:

ROWs:

- The tower mentioned by Commissioner Hurtekant will fill a significant service gap in the Victor Township area.
- Frontier has a county-wide contract, and we've been receiving more permits. Work will be done across multiple townships, and they are fully permitted to operate in the ROW.

Construction:

- The pre-construction meeting for Webster Rd. took place yesterday, with work starting on March 31st. A letter will be sent to the public and schools to help communicate and collaborate during the construction.

- SRTS work will begin first in town, with heavier roadwork scheduled for May/June.
- For the DeWitt Rd. and Kinley Rd. project, bids were received and came in favorably. The recommendation is to accept the base bid, including alternate 1 and 2. The low bid was from a local contractor, and they are ready to begin once the contract is signed and frost laws are lifted.

Projects:

- County-wide paving bids, received yesterday, came in favorable, with prices slightly lower than expected.
- DeWitt Township will proceed with its subdivision projects.
- The Chandler Rd. project is progressing. The team is finalizing funding and project scope, along with permitting.
- For the Airport Rd. project, progress is good, and the GI plan is in place. The goal is to bid the project in late spring or early summer, allowing the contractor to start in the fall. This will likely be a multi-year project due to traffic staging. Coordination is ongoing with Consumers on their project that will be occurring at the same time.
- The Francis Rd. project has a completed soil report, and plans are in place to pave 2 miles of Francis Road in Riley Township.

Planning:

- Local bridge funding applications are due by April 1st, for 2028 funding. We are allowed to submit up to three projects. You will see these later in the agenda.
- A week ago, we received notice that our MS4 permit has been reviewed. There are some maintenance items we need to address on our side. EGLE will start sampling for E. coli levels. We've requested an extension until June 1st to submit our response plan

.Director of Finance Report

- MTF for March, which is for January fuel, was \$1,207,309.88.
- We received the 2024 OPEB AVV, our funded status went from 155% to 161.75%. Chris Veenstra will be at a future board meeting to review the AVV with the board.
- The auditors were on site last week, still working through some final items.
- With the recently passed Earned Sick Time Act, we have implemented a sick time policy for administrative staff and seasonal employees to ensure compliance with ESTA regulations. You will see that it is later in the agenda for approval.
- Commissioners & staff are registered for the CRA Highway Conference on Wednesday, March 26th.

Motion to receive the financials and place on file.

Move: Commissioner Holt Second: Commissioner Frederick Status: Passed

Approval of Vouchers:

Payroll: #92550- #92556 including advices

Vouchers: #68843 - #68873 including ACH

Total: \$937,931.85

Motion to approve the vouchers as presented.

Move: Commissioner Frederick Second: Commissioner Holt Status: Passed

Managing Director Report:

Mr. Steffen reported:

- The Legislative Breakfast is scheduled for April 28th at the Flap Jack Shack in DeWitt.
- Leadership training for managers and supervisors took place earlier this week.
- I will be out of the office from March 24th through the 28th.
- Frost laws are still in effect, mostly through next week. We'll reassess at the end of next week.
- Winter maintenance costs totaled just under \$1 million for this winter.

Resolution for 2028 Bridge Funding

On a motion duly made by Commissioner Holt seconded by Commissioner Frederick, and passed with 3 Ayes, 0 Nays, 0 Absent, it was moved to adopt the following resolution:

WHERE AS, the condition of the bridges listed below have deteriorated to such an extent that replacement, rehabilitation, or preventative maintenance is necessary, and

WHERE AS, the budget of the Clinton County Road Commission will not allow replacement, rehabilitation, or preventative maintenance of these bridges without additional funds from other sources,

THEREFORE BE IT NOW RESOLVED that the Clinton County Board of Road Commissioners request local bridge funds for replacement, rehabilitation, or preventive maintenance of the following bridges (Listed in order).

Proposed Structure Replacement Project	Structure Number	Proposed Year
1. Clark Rd. over branch of the Looking Glass River	1896	2028
2. Grange Rd. over Stony Creek	1917	2028
3. Centerline over Stoney Creek	1953	2028

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

Approval of Policy No. 133 - Sick Leave Policy

Motion to approve Policy No. 133 - Sick Leave Policy for non-union employees.
Move: Commissioner Frederick Second: Commissioner Holt Status: Passed

Approval to Purchase Equipment for 2027

Motion to approve the builds for the purchase of the following equipment in 2027:

- Western Star 49X RDS
- Western Star, 49X Tandem SwapLoader Truck

Move: Commissioner Holt Second: Commissioner Frederick Status: Passed

Approval to Purchase Quad Dump Trailer for 2025

Motion to approve the purchase of the following equipment for 2025:

- Quad Dump Trailer from Royal Truck and Trailer Inc.
- Vibratory Compactor from Alta Equipment Company

Move: Commissioner Holt Second: Commissioner Frederick Status: Passed

Approval to Award the Bid of Epoxy Floor Coating Install for CCRC Garage

Motion to award the bid of the Epoxy Floor Coating Install for the CCRC garage to Michigan Specialty Coatings (MSC) Floors.

Move: Commissioner Frederick Second: Commissioner Holt Status: Passed

Approval to Award Bids for 2025 Materials

Motion to award to all bidders based upon price & availability for the following materials/services:

- Blades
- Catch Basin Cleanout - State Trunkline
- Mineral Well Brine
- CMP - Corrugated Metal Structure
- Cold Patch
- Erosion Control & Geo Textile Fabric
- Pavement Marking - New Construction & Retrace
- Plastic Pipe
- Signs
- Steel Sign Posts
- Street Sweeping - County
- Tires

Move: Commissioner Holt Second: Commissioner Frederick Status: Passed

Approval to Enter into Agreement with Samsara GPS System

Motion to Enter into an Agreement with Samsara GPS System

Move: Commissioner Frederick Second: Commissioner Holt Status: Passed

Approval to Award the Bids for DeWitt Road Earmark Project

Motion to Award the Bid for the DeWitt Road Earmark Project to Miller Brothers Excavating Inc.

Move: Commissioner Holt Second: Commissioner Frederick Status: Passed

Commissioner Comments: None

Adjournment:

With no further business to come before the Board, the meeting was adjourned at 2:56 p.m.

Move: Commissioner Frederick Second: Commissioner Holt Status: Passed



Karla Gurski, Finance Director/Clerk