



## Meeting Minutes for the January 15, 2026, – Board Meeting 3536 S. US Highway 27, St. Johns, MI 48879 @ 9:00am

**Attendees:** Michael Frederick; Karla Gurski; Kevin Holt; Douglas Steffen; Gail Watkins; Bob Showers (County Liaison, attended virtually); members of the public present.

### **Welcome and Pledge of Allegiance**

### **Election of Chair & Vice Chair**

Clerk Gurski requested nominations for the position of Chairperson.

Motion by Commissioner Watkins, seconded by Commissioner Holt, to nominate Michael Frederick as Chairperson.

Roll Call Vote: Commissioner Frederick - Aye, Commissioner Holt - Aye, Commissioner Watkins - Aye

Clerk Gurski requested nominations for the position of Vice Chairperson.

Motion by Commissioner Holt, seconded by Commissioner Frederick, to nominate Gail Watkins as Vice Chairperson.

Roll Call Vote: Commissioner Frederick - Aye, Commissioner Holt - Aye, Commissioner Watkins - Aye

### **Appointment of Clerk and County Highway Engineer for 2026**

Motion to appoint Karla Gurski as Clerk of the Board, and Daniel Troia, PE, from Spaulding DeDecker as the County Highway Engineer for 2026.

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

### **Approval of Agenda**

Motion to approve the agenda as presented.

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

### **Approval of December 23, 2025 Meeting Minutes**

Motion to approve the December 23, 2025, meeting minutes, as presented.

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

### **Communications**

Motion to accept the communications and place them on file.

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

### **Information from County Commissioner Bob Showers**

Commissioner Showers reported:

- Nothing new to update at this time

### **Public Comments**

There was no public comment.

### **Director of Finance Report**

Ms. Gurski reported:

- The auditor was here on the 9th to do a spot check on inventory; there were no concerns and all went well .
- We are currently addressing year-end items and preparing for the audit, which is scheduled for the last week of February.

- This morning, we received the reimbursement from SOM for the countywide sign upgrade project that was completed at the end of last year.
- At the most recent Southern Michigan Road Commission Finance & HR Association meeting, I was appointed as the new secretary for a two-year term. The association meets quarterly to discuss accounting procedures and updates related to finance and human resources.
- Effective January 1, we transitioned to a new healthcare plan with Blue Cross. There were initial issues related to plan effective dates and coverage, but it appears that the majority of those issues have now been resolved.

Motion to receive the financials and place on file.

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

Approval of Vouchers:

Payroll: #92631- 92632 #advices

Vouchers: #69156 - 69168 #including ACH

Total: \$472,831.74

Motion to approve the vouchers as presented.

Move: Commissioner Watkins Second: Commissioner Holt Status: Passed

## **Managing Director Report & Engineering Update**

Mr. Steffen reported:

### **Staffing**

- Two new truck drivers were hired and have recently started.
- An Engineering Technician has been hired and will be starting at the end of the month.
- Recruitment for a mechanic position is ongoing.

### **Operations**

- Meetings with townships are progressing well regarding upcoming projects, and contracts are being drafted.
- Local gravel roads are in poor condition, resulting in many calls from the public. Some road grading was completed this week. Staff are continuing to communicate that weather conditions are impacting road conditions and progress, and motorists are encouraged to slow down. Additional grading will be completed as weather allows.
- A response letter regarding 2026 road work was sent to Greenbush Township.

### **Meetings**

- The Seven County District Meeting will be held on January 20 at the Gratiot County Road Commission.

### **Engineering**

- MDOT has approved chip sealing M-21 west to Ionia for this year.
- Planning for 2026 engineering projects remains on track.
- Chandler Road is scheduled to go out for bid on February 3. The township has several bid alternate options in place should costs come in higher than expected. An agreement will be completed prior to award with a not-to-exceed amount and brought to the Board for approval at the March meeting. The final meeting with the Intercounty Drain Board will include a 425 Agreement for the channel.
- Airport Road Phase two remains on track to begin mid-March, with a significant amount of material already staged. Staff will coordinate with the township and the airport to provide public messaging as the project moves forward.
- The Lehman Road culvert project in Riley Township is on track for mid-summer construction.

### **Development**

- Thomas Farms Phase II is expected to begin this spring.

- Eyde Development is also anticipated to start this spring and will be going out to bid.
- Another phase of The Quarry is beginning.

### **Commissioner Comments**

None.

### **Adjournment**

With no further business coming before the Board, the meeting was adjourned at 9:23 a.m.  
Move: Commissioner Watkins Second: Commissioner Holt Status: Passed

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Karla Gurski, Finance Director/Clerk