

CLARE COUNTY ROAD COMMISSION

Minutes of the regular meeting of the Board of County Road Commissioners of Clare County, Michigan, hereinafter referred to as the Board, held at its office at 3900 East Mannsiding Road, Harrison, Michigan on August 5, 2020.

The meeting was called to order at 9:00 a.m. by Commissioner Richard Haynak.

Commissioners present: Merle Harmon, Timothy Haskin, Richard Haynak, Karen Hulliberger and William Simpson.

Commissioners absent: none.

Staff present: Dewayne Rogers, Managing Director; Kimberly Jones, Finance Director/Board Secretary; David Bondie, Superintendent and Donna Henke, Administrative Assistant.

Guests present: Mike Kraul, EGLE; Max Schunk, Sheridan Township resident (2021 newly elected Board of Clare County Road Commissioner, barring any successful write-in candidates in November); Debbie Rochester, MERS Benefit Plan Advisor and Norm Kutcher.

The minutes of the July 15, 2020 meeting were read and approved as read.

The fund balance report was presented and discussed. On a motion by Commissioner Haskin, seconded by Commissioner Haynak and approved unanimously, it was moved to approve payments for: AP (73540--73601), MERS, PCORI and HRA totaling \$466,775.17.

Max Schunk introduced himself as the newly elected 2021 Board of Clare County Road Commissioner. He stated he is attending to listen and learn more about our meetings.

CCRC Policies and Procedures were discussed in detail. It was a consensus that Policies and Procedures should be reviewed annually and updated if necessary.

Dewayne Rogers, Managing Director, Mostetler Bridge - stated that there is no update available.

Surrey Road, Sheridan Township project was discussed. Project is completed and will be invoiced. An update will be provided at the next meeting for projects completed and invoiced to townships.

Dewayne Rogers, Managing Director, discussed Hobbs+Black Architects, future building needs/updates. The Board and Dewayne discussed additions to buildings, safety need, list of needs and priorities identified. On a motion by Commissioner Haynak, seconded by Commissioner Hulliberger and approved unanimously, it was moved to table this issue until January of 2021.

CCRC Organizational Chart was discussed. Greg Hilyard was promoted to Road Foreman (south).

Debbie Rochester, MERS Benefit Plan Advisor, discussed plan details, various plan options and the possibility of saving CCRC money and future liabilities with the following plans: 401a (defined contribution) and 457. It was a consensus of the Board, at the next board meeting. Dewayne will have more detailed information for the future of the plans discussed.

Commissioner Haskin discussed current MERS plans and liabilities. Debbie Rochester, from MERS, confirmed that CCRC has requested the 10-year no-phase in option. Board and staff discussed past and present MERS issues and what is currently in place what and all details.

On a motion by Commissioner Haskin, seconded by Commissioner Haynak and carried unanimously, it was moved to approve the contract with Michigan Department of Transportation for Job No. 133177CON; Control Section STUL 18035; Contract No. 20-5320; Vandecar Road over Mill Creek Bridge. Contract signers will be Commissioner Haynak and Manager Rogers. A copy of the resolution may be found following these minutes.

Manager Rogers discussed the COVID-19 and Preparedness and Response Plan and Health Screening Form. He stated that Superintendent Dave Bondie has been working on this and keeping up on the changes.

Culvert Repair on Dover was discussed as well as guardrail safety and three other areas for safety. The issue was an emergency repair. Three vendors were contacted for prices. Lowest price was with Dale Dukes and awarded. On a motion by Commissioner Haskin, seconded by Commissioner Hulliberger and carried unanimously it was moved to support the Managers decision and emergency award.

On a motion by Commissioner Haynak, seconded by Commissioner Haskin and carried unanimously, it was approved for Kimberly Jones and Dewayne Rogers to vote for the CRASIF 2020 Board Election.

Service Request Module was discussed and working well. Mr. Sczepanski from Lincoln Township was discussed regarding an abandonment question. It was decided that CCRC does not own the parcel in question. The Abandonment Policy and Procedures were discussed.

Norm Kutcher, Frost Township resident. Norm discussed beaver issues and how quickly the problems were solved and thank you for the quick response the work to Road Foreman, Brian Coon and Manager, Dewayne Rogers. Norm also discussed an issue with Major Mountain Road. Dewayne stated that he will look into the issue.

Max Schunk discussed a 15-year reoccurring overflow culvert issue and stated the in the past month it had been repaired.

Dave Bondie, Superintendent, discussed the following: mowing, project update, brining and county maintenance.

Dewayne Rogers, Managing Director, discussed the following: township projects, service requests, chip seal projects (MDOT and Local), overlay projects and Dave Bondie and Al Leonard will be doing township ride-a-longs for future project discussions.

Commissioner Hulliberger questioned if the damaged grader was being covered 100% from our insurance. Dewayne stated that insurance is covering the damage and providing a grader until the repair is complete.

Commissioner Simpson wanted to send CCRC's condolences to the Gibis family and stated that he attended City of Clare and Frost Township meetings and everything seems to be going well.

There being no further business to come before the Board, the meeting was adjourned at 10:11 a.m.

Kimberly Jones, Finance Director/Board Secretary

Richard Haynak, Chairman

Commissioner Haskin offered the following resolution and moved for its adoption:

WHEREAS, a contract between the Michigan Department of Transportation and the Board of County Road Commissioners of the County of Clare has been presented for the following project:

Control Section STUL 18035; Job No. 133177CON; Project 20A0(848) ; CFDA NO. 20.205; Contract No. 20-5320

Spillway removal and concrete box culvert installation work along Vandecar Road over Mill Creek; including sheet piling, hot mix asphalt roadway reconstruction, sanitary sewer, and guardrail installation work; and all together with necessary related work.

NOW THEREFORE BE IT RESOLVED, this contract be approved by the Board of County Road Commissioners of the County of Clare, and

BE IT FURTHER RESOLVED, that the signatures of the Chairman, Richard Haynak and Managing Director, Dewayne Rogers, be authorized on this contract.

The motion was supported by Commissioner Haynak and passed as follows:

YEAS: Commissioners Haskin, Haynak, Hulliberger, Simpson and Harmon.

NAYS: None

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at the regular meeting of the Board of Clare County Road Commissioners, of the County of Clare, on the 5th day of August, 2020.

Kimberly N. Jones, Finance Director/Board Secretary