

The regular meeting of the Board of County Road Commissioners of the Shiawassee County Road Commission was held on Tuesday, January 9<sup>th</sup>, 2018 at 7:30 a.m. in the boardroom of the Shiawassee County Road Commission, 701 West Corunna Avenue, Corunna, MI 48817-1229.

The pledge of allegiance was led by Chairman, Mike Constine.

Commissioners Present: Mike Constine and John A. Michalec.

Commissioner Absent: Stephen A. Zemcik

Staff Present: Managing Director, Brent Friess, Director of Finance and Human Resources/Clerk, Jennifer Rosser, Superintendent of Operations, Troy Howes, and Chris Cannon.

VISITORS:

There were no visitors.

AGENDA:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to approve the agenda.

All Ayes.

Motion Carried.

MINUTES:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to approve the minutes from December 21<sup>st</sup>, 2017.

All Ayes.

Motion Carried.

COMMUNICATIONS:

The following communications were received: A) CRASIF Letter B) St. Clair County Board of Road Commissioners Resolution and C) SK&T Audit Letter.

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to accept the communications as presented and place them on file.

All Ayes.

Motion Carried.

PUBLIC COMMENTS:

There were no public comments.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

SEVEN COUNTY COUNCIL MEETING:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to approve up to two supervisory and one Commissioner to attend the Seven County Council meeting hosted by Eaton County Road Commission on Tuesday, January 16<sup>th</sup>, 2018 at 9:00 a.m. at a cost not to exceed \$15.00 per attendee.

All Ayes.

Motion Carried.

CRA BOARD OF DIRECTORS BALLOT:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to authorize the Managing Director to cast the ballot for the County Road Association Board of Directors position.

All Ayes.

Motion Carried.

BID EXTENSION REQUEST FROM KRENN TIMBER BRIDGE, INC.:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to authorize the Managing Director to sign the bid extension request from the 2018 Treated Timber Structures to extend the bid from 2016 from Krenn Timber Bridge, Inc. for the 2018 season.

All Ayes.

Motion Carried.

FORD F250 SUPER CAB PICKUPS:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to authorize the Garage Superintendent to order two (2) Ford F250 Super Cab 4x 4 pickup trucks with additional equipment required at a total cost not to exceed \$88,857.40.

All Ayes.

Motion Carried.

MERS 457 PLAN:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to authorize the Managing Director to adopt the resolution from MERS for the 457 plan and sign the plan documents and place them on file.

All Ayes.

Motion Carried.

ADVERTISE FOR BIDS FOR BITUMINOUS PAVING, SCRATCH COURSE PAVING, SKIP PATCHING, CRACK SEALING, JANITORIAL SERVICES AND GRAVEL HAULING:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to authorize the Road Commission to advertise for bids for bituminous paving, scratch course paving, skip patching, crack sealing, janitorial services, and gravel hauling.

All Ayes.

Motion Carried.

STAFF REPORTS:

Managing Director, Brent Friess, reported on the following: A) Watkins Ross Report B) MTA Meeting Schedule C) Middlebury Township Board Meeting- Wednesday, January 10<sup>th</sup>, 2018 at 7:00 p.m. D) Rush Township Board Meeting – Thursday, January 11<sup>th</sup>, 2018 at 7:00 p.m. E) Shiawassee Township Board Meeting – Wednesday, January 17<sup>th</sup>, 2018 at 7:00 p.m. F) Caledonia Charter Township Board Meeting – Monday, January 22<sup>nd</sup>, 2018 at 7:00 p.m. and G) Update for CRA Directory.

Director of Finance and Human Resources/Clerk of the Board reported on the following: A) CRASIF 2016-2017 Payroll Audit Refund Correction B) MTF for November - \$558,974.56 and C) Precision Update.

Superintendent of Operations, Troy Howes, reported on the following: A) Maintenance update.

ACCOUNTS PAYABLE:

January 9<sup>th</sup>, 2017:

15664	44 North	3,429.83
15665	Interstate Billing Service/AIS	1,081.20
15666	The Argus Press	38.00
15667	CCP Industries	219.69
15668	Certified Power Inc	1,234.70
15669	Cintas Corporation	191.40
15670	Coffield Oil Co Inc	1,715.60
15671	Consumers Energy	115.49
15672	Construction Fasteners	33.12
15673	D&D Truck & Trailer	1,530.05
15674	D&K Truck Company	776.38
15675	Dalton Elevator	131.20
15676	Dell Marketing LP	830.89
15677	State Of Michigan	270.00
15678	GCR Tires & Service	418.00
15679	Genesee County Road Commission	3.41
15680	Gilbert's Do It Best Hardware	61.96
15681	Graff Truck Center	1,983.07
15682	Great Lakes Fusion	240.00

15683	Home Depot Credit Services	39.98
15684	Hubbard Supply Co	101.52
15685	J&H Oil Company	13,445.45
15686	Kimball Midwest	1,424.25
15687	Knapheide Truck Equipment-Flin	13,373.01
15688	Maurer Heating & Cooling	1,537.00
15689	Maurer's Textile Rental	1,350.64
15690	Michigan Cat	1,178.58
15691	Donald Nickels	80.00
15692	Kevin Ondrus	80.00
15693	Ricoh Usa Inc	265.20
15694	Rowe Professional Services Com	17,363.26
15695	Schutt Photography	575.00
15696	Signature Ford-Lincoln-	116.07
15697	Snap-On Tools	3.60
15698	Valley Truck Parts	629.70
15699	Verizon Wireless	622.11
15700	Waste Management	418.42
15701	Watkins Ross	1,700.01
15702	D&K Truck Company	221,566.01
15703	GCR Tires & Service	7,526.01
15704	Independent Ad-Visor Newspaper	295.00
15705	J&H Oil Company	3,056.17

January 2<sup>nd</sup>, 2018

15659	BENISTAR/UA-6803	18,717.00
15660	BLUE CROSS BLUE SHIELD	30,083.57
15661	DELTA DENTAL PLAN OF MICHIGAN	2,838.76
15662	LINCOLN NATIONAL LIFE INSURANCE CO	729.17
15663	VISION SERVICE PLAN	254.74

December 21<sup>st</sup>, 2017

15652	J&H OIL COMPANY	15,400.83
15653	MCLAREN RENT IT	100.48
15654	SHAWN NORTON	290.00
15655	DAVID O'BERRY	290.00
15656	JODY SMITH	290.00
15657	MATTHEW SPRAGUE	290.00
15658	JAMES SVRCEK	290.00

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to approve Accounts Payable Vouchers #5628, 5629 and 5631 (Check numbers 15652 - 15705) totaling \$370,624.48.

Roll Call Vote

Ayes, Commissioner Constine and Michalec.

Nays, None.

Motion Carried.

CLOSED SESSION:

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to enter into closed session at 8:11 a.m. to review the closed session minutes of December 21<sup>st</sup>, 2017.

Roll Call Vote

Ayes, Commissioner Constine and Michalec

Nays, None

Motion Carried.

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to leave closed session and enter into regular session at 8:14 a.m.

Roll Call Vote

Ayes, Commissioner Constine and Zemcik

Nays, None

Motion Carried.

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to approve the closed session minutes of December 21<sup>st</sup>, 2017 and place them on file.

All Ayes.

Motion Carried.

COMMISSIONERS COMMENTS:

There were no Commissioner comments.

ADJOURN:

Motion by Commissioner Michalec, supported by Commissioner Constine, to adjourn at 8:14 a.m.

All Ayes.

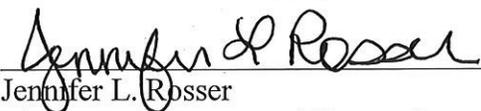
Motion Carried.

The next Regular Board Meeting is Tuesday, January 23<sup>rd</sup>, 2018 at 7:30 a.m.

Respectfully Submitted,



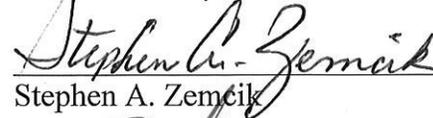
Brent P. Friess, Managing Director



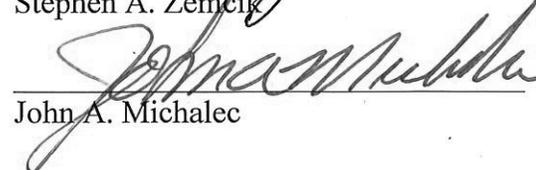
Jennifer L. Rosser  
Director of Finance and Human Resources  
Clerk of the Board



Mike Constine, Chairman



Stephen A. Zemcik



John A. Michalec