

The regular meeting of the Board of County Road Commissioners of the Shiawassee County Road Commission was held on Tuesday, May 12th, 2020 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, John Michalec.

Commissioners Present: John Michalec, Ric Crawford & Mike Constine

Staff Present: Managing Director, Brent Friess and Director of Finance, Jennifer Rosser.

VISITORS VIA TELECONFERENCE:

County Commissioner, John Plowman & William Tucker IV, CPA of Maner Costerisan.

AGENDA:

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

Roll Call Vote.

Ayes, Commissioners Crawford, Constine and Michalec.

Nays, None.

Motion Carried.

MINUTES:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve the minutes from April 28<sup>th</sup>, 2020.

Roll Call Vote.

Ayes, Commissioners Crawford, Constine and Michalec.

Nays, None.

Motion Carried.

COMMUNICATIONS:

The following communications were received: A) MCRCSIP- The Pool Cue.

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

Roll Call Vote.

Ayes, Commissioners Crawford, Constine and Michalec.

Nays, None.

Motion Carried.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

PRESENTATION OF 2019 FINANCIAL AUDIT:

William Tucker IV, C.P.A., and Principle of Maner Costerisan presented the 2019 Financial Audit for the Shiawassee County Road Commission.

APPROVAL OF THE 2019 FINANCIAL AUDIT:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve the 2019 Financial Audit performed by Maner Costerisan and presented by William Tucker IV, C.P.A. and Principle of Maner Costerisan.

Roll Call Vote.

Ayes, Commissioners Crawford, Constine & Michalec

Nays, None.

Motion Carried.

TRANSFER FROM PRIMARY ROAD FUND TO LOCAL ROAD FUND FOR 2019:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to authorize a one-time transfer from the primary road fund to the local road fund for year ending December 31<sup>st</sup>, 2019 in the amount of \$1,000,000.00.

Roll Call Vote.

Ayes, Commissioners Crawford, Constine & Michalec

Nays, None.

Motion Carried.

APPROVAL OF THE 2019 ACT 51 REPORT:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve and authorize the Chairman of the Board, John Michalec, and the Director of Finance & Human Resources/Clerk to the Board, Jennifer Rosser, to sign the 2019 ACT 51 report and submit it to MDOT.

Roll Call Vote.

Ayes, Commissioners Crawford, Constine & Michalec

Nays, None.

Motion Carried.

2020 CRA FINANCE AND HUMAN RESOURCE CONFERENCE:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve the Director of Finance & Human Resources/Clerk to attend the 2020 CRA Finance and Human Resource Seminar being held at the Double Tree Hotel and Conference Center in Bay City, Michigan on July 28<sup>th</sup>, 2020 through July 30<sup>th</sup>, 2020 for three nights, four days at a cost not to exceed \$85.00 per night for the hotel stay and \$175.00 registration fee.

Roll Call Vote.

Ayes, Commissioners Crawford, Constine & Michalec

Nays, None.

Motion Carried.

NEO TERRA MAINTENANCE CONTRACT RENEWAL:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to authorize the renewal of the support services for Neo Terra server software for a period of one (1) year at a total cost of \$2,500.00.

Roll Call Vote.

Ayes, Commissioners Crawford, Constine & Michalec

Nays, None.

Motion Carried.

REVISION OF POLICY NO. 40 – INFECTIOUS DISEASE PREPAREDNESS RESPONSE PLAN AND TRANSMISSION REDUCTION PLAN:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve the revision of Policy No. 40 – Infectious Disease Preparedness Response Plan and Transmission Reduction Plan and place it on file.

Roll Call Vote.

Ayes, Commissioners Crawford, Constine & Michalec

Nays, None.

Motion Carried.

STAFF REPORTS:

Managing Director, Brent Friess, reported on the following: A) Township Supervisor Letter B) MTA Meeting C) COVID-19 Discussion and D) 2020 Gravel Processing Bid.

Director of Finance, Jennifer Rosser, reported on the following: A) MTF Update B) MERS Update and C) CRASIF Refund.

Engineer's Assistant, Chris Cannon, reported on the following: A) Township Paving Update-Making good progress in Burns and Antrim Townships and B) Federal Aid Update – Starting on Carland Road now.

ACCOUNTS PAYABLE:

44 North	1,154.58
Advanced Drainage Systems	5,339.61
Interstate Billing Service/AIS	1,106.20
Beaver Research Company	309.12
Blue Cross Blue Shield	29,973.38
Thomas Buckelew	290.00
CE&A Professional Services Co	54.00
Cintas Corporation	179.88
City of Corunna	1,526.05
Coffield Oil Co Inc	236.54
Consumers Energy	2,511.83
Ricky Crawford	25.92
D&D Truck & Trailer	305.04
Delux Trophies & Awards	50.00
Fishbeck	2,290.50
Flint New Holland Inc	364.38

	\$305
Gilbert's Do It Best Hardware	23.70
Grant's Woodshop	200.00
Jason Gutting	290.00
Hi-Quality Glass	375.00
Bruce Holzhausen	3,105.00
Hubbard Supply Co	1,887.50
I.T. Right	980.00
J&H Oil Company	1,499.11
Jay's Septic Tank Service	200.00
Jensen Bridge & Supply Co	1,042.92
Kimball Midwest	299.05
Knapheide Truck Equipment-Flin	435.00
Maurer's Textile Rental	1,473.80
Mutual of Omaha	716.15
NAPA Auto Parts	6.57
Shawn Norton	290.00
David O'Berry	290.00
Ocenasek Inc	3,557.99
Priority One Emergency	623.00
Rose Pest Solutions	57.00
Safety-Kleen Corporation	729.38
Searles Construction Inc	1,617.30
Shiawassee Co Road Commission	20.45
SLH Metals Inc	1,900.00
Jody Smith	290.00
Sumbera Excavating	564.50
James Svrcek	290.00
Verizon Wireless	616.21
Vision Service Plan	236.71
Waste Management	337.50

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve Accounts Payable Voucher #5769 (Checks 18309-18354) totaling \$69,670.87; Payroll Voucher #5768 (Checks 25860 - 25870) totaling \$55,866.85; including direct deposits of \$49,352.38.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

PUBLIC COMMENTS:

Commissioner John Plowman commented that on Thursday, May 21<sup>st</sup>, 2020 there will be a County Board Meeting. Commissioner Mike Constine inquired about what the County was doing for it's office staffing and John stated they are still working limited staffing and he was not sure when they would be back to full staffing levels. Commissioner Crawford inquired about the recycling grant in Laingsburg.

COMMISSIONERS COMMENTS:

There were no commissioner comments.

ADJOURN:

Motion by Commissioner Crawford, supported by Commissioner Constine, to adjourn at 8:31a.m.

Roll Call Vote

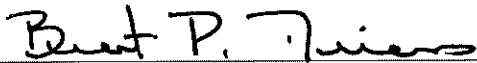
Ayes, Commissioners Crawford, Constine and Michalec.

Nays, None.

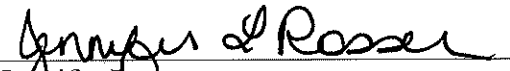
Motion Carried.

The next Regular Board Meeting is Tuesday, May 26<sup>th</sup>, 2020 at 7:30 a.m.

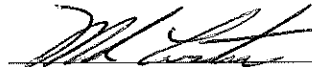
Respectfully Submitted,



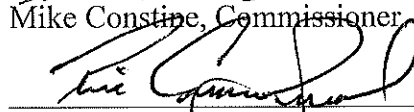
Brent P. Friess, Managing Director



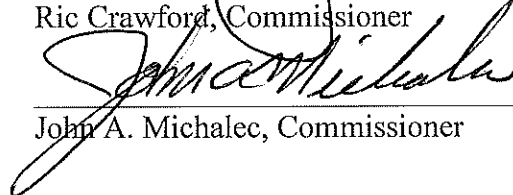
Jennifer Rosser  
Director of Finance & Human Resources/  
Clerk of the Board



Mike Constine, Commissioner



Ric Crawford, Commissioner



John A. Michalec, Commissioner

