

The regular meeting of the Board of County Road Commissioners of the Shiawassee County Road Commission was held on Tuesday, September 22<sup>nd</sup>, 2020 at 7:45 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, Director of Finance and Human Resources/Clerk, Jennifer Schiebner.

VISITORS VIA TELECONFERENCE:

Shiawassee County Commissioner, John Plowman.

AGENDA:

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

Roll Call Vote.

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried.

MINUTES:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve the minutes from September 8<sup>th</sup>, 2020.

Roll Call Vote.

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried.

COMMUNICATIONS:

The following communications were received: A) Breakroom News – Mackinaw Administrators, LLC B) CRA 2020 Public Relations Virtual Workshop.

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.

NEW BUSINESS:

MCRC SIP BALLOT TO CHANGE THEIR BYLAWS:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to table this item until further discussion with MCRC SIP regarding the bylaw changes.

Roll Call Vote.

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried

BOARD EFFECT CONTRACT:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve the agreement with Diligent for the BoardEffect program and authorize the Managing Director to sign this agreement for a term of three (3) years at a cost not to exceed \$4,050.00 annually.

Roll Call Vote.

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried

BID EXTENSION REQUEST FROM PAVEMENT RECYCLING INC.:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve and authorize the Managing Director to sign the bid extension request of Pavement Recycling Incorporated to extend their 2020 bid pricing for pulverization and base stabilization for the period of January 1<sup>st</sup>, 2021 through December 31<sup>st</sup>, 2021.

Roll Call Vote.

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried

STAFF REPORTS:

Managing Director, Brent Friess, reported on the following: A) Ruess Road Pit and B) Annual Township Supervisors Meeting C) Lytle Road Park D) MTA Meeting and E) Virtual Zoom Seven County Council Meeting on Tuesday, October 20<sup>th</sup>, 2020 at 9:00 a.m.

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to authorize the sale of surplus property currently occupied by the Lytle Road Park 0.56 acres within the traversed area as per the Landmark Surveying property survey conducted on August 16<sup>th</sup>, 2012 as attached to Shiawassee County Parks and Recreation for \$ 1.00 with paperwork to be completed by Shiawassee County, and to authorize Managing Director Brent Friess to sign all documents associated with the sale.

Roll Call Vote.

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried

Director of Finance & Human Resources/Clerk, Jennifer Schiebner, reported on the following: A) MERS Reporting Changes B) Executive Order No. 2020-176 Safe Start and C) August Financial Statements.

Managing Director, Brent Friess gave the report for the Superintendent of Operations, Troy Howes. He reported on the following: A) Gradall working in Hazelton Township, ten (10) townships complete B) Arm mowers are continuing to work on township agreements and forty (40) hour rotation. Working in Owosso Township, last township for contract brush mowing C) All new gravel is complete and brined D) Roads around solar farm in Hazelton and Venice Townships have been brined a 3<sup>rd</sup> time on Friday, September 18<sup>th</sup>, 2020 E) Hot patches for Vandekarr and Lytle Roads for next years project are complete. Vandekarr Road extension for culverts are being located by Miss Digg system and F) Sciota Township tree trimming agreement, waiting on contractor quote; Owosso Township brush mowing, currently working on; and Rush Township, pulverization for Smith Road is scheduled for Tuesday, September 22<sup>nd</sup>, 2020.

Managing Director, Brent Friess gave the report for the Engineer's Assistant, Chris Cannon. He reported on the following: A) 2020 Carland Road Federal Aid Project – Field Manager/Projectwise is in the final stage before audit. A final walkthrough is being scheduled with MDOT B) 2020 Bridge Rehabilitation – Federal Aid Projects – Projects are going as planned with only minor issues C) Pavement markings – Construction paint has started with centerline being painted first D) Crack sealing – Fahrner Asphalt started crack sealing on September 21<sup>st</sup>, 2020 in Burns Township E) Rush Township – Smith Road between Allan Road and Henderson Road is scheduled for pulverization on September 22<sup>nd</sup>, 2020 and F) Pavement Recyclers submitted a letter wishing to extend their bid for the 2021 construction season.

Managing Director, Brent Friess gave the report for the Garage Superintendent, Jeremy Dietz. He reported on the following: A) Aerial lift trucks passed inspections on Monday, September 14<sup>th</sup>, 2020 B) Jack Hill with MCRCSIP stopped in on Tuesday, September 15<sup>th</sup>, 2020 for our road audit C) New Arm mower will be picked up from D&G Equipment on Wednesday, September 23<sup>rd</sup>, 2020 D) Mackinaw Administrators, LLC conducted a safety visit on August 31<sup>st</sup>, 2020 and E) Rangerbid online equipment auction results.

#### ACCOUNTS PAYABLE:

##### **September 6th, 2020**

B&C Jeff Bartz and Co	3,600.00
Consumers Energy	2,195.53
First Bankcard	34.10
Greenscape	1,890.00
Home Depot Credit Services	247.91
State of Michigan-MDEQ	95.00

##### **September 22, 2020**

44 North	724.95
Advanced Drainage Systems	1,123.01
Interstate Billing Service/AIS	322.88
The Argus Press	135.00
Beldyga Farm Drainage & Excava	5,850.00
Card Bros Equipment Inc	1,559.60

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CCP Industries	351.83
Cintas Corporation	410.66
Coffield Oil Co Inc	308.53
Consumers Energy	89.87
Curbco Sweeping	9,497.44
D&D Truck & Trailer	794.30
D&G Equipment Inc	1,476.06
D&K Truck Company	725.00
D&M Pro Inc	15,000.00
Daystarr Communications	269.50
Delta Dental Plan of Michigan	2,406.33
Flint New Holland Inc	456.09
Gilbert Sales & Service	399.75
Hi-Quality Glass	353.85
Renae Holt	650.00
Humana Insurance Co	13,575.95
J&H Oil Company	5,912.92
Jay's Septic Tank Service	200.00
Kalin Construction Co Inc	107,548.00
Kennedy's Auto Repair LLC	191.97
Kimball Midwest	2,727.43
Michael R Kluck & Associates	231.00
L&D Carey and Sons Trucking Co	38,413.78
M&K Truck Centers of Flint	264.06
Michigan Chloride Sales LLC	3,980.31
Michigan Paving & Materials	816.94
Michigan Truck Spring	124.15
Lloyd Miller & Sons	330.93
Northside Service	310.00
North American Overhead Door	1,383.00
Pomp's Tire-Flint	85.00
Ricoh USA Inc	98.81
Rieth-Riley Construction Co In	1,856.58
Rose Pest Solutions	57.00
SLH Metals Inc	904.32
Snyder Poured Walls	1,920.00
State of Michigan-MDOT	3,784.65
Valley Truck Parts	549.51
Win's Electrical Supply Compan	19.30

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve Accounts Payable Vouchers #5790 & 5792 (Checks 18762 - 18812) totaling \$236,252.80 and Payroll Vouchers 5788 & 5791 (Checks 25950 - 25968) totaling \$112,764.32 including direct deposit files of \$102,273.44.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

PUBLIC COMMENTS:

County Commissioner, John Plowman, commented on the following: A) The County Board made a motion to move from MERS over to Nationwide Retirement Systems for all non-

contractual employees B) 2021 budget cuts were made across the county departments and they will be working with the contractual employees as their contracts expire and C) and County is receiving \$550,000.00 under The Cares Act.

UNFINISHED BUSINESS:

ADMINISTRATIVE HANDBOOK WORKSHOP:

Motion was made by Commissioner Crawford, supported by Commissioner Constine, to hold a special meeting to discuss changes to the administrative contract on Tuesday, October 6<sup>th</sup>, 2020 at 7:30 a.m.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

COMMISSIONERS COMMENTS:

Commissioner Constine commented that on Baldwin road culvert on the right-hand side of the road just north of Dewey Road culvert is failing there.

Chairman Michalec stated that we received the goose egg award for no worker's compensation accidents in 2019. Also, our worker's compensation regarding company vehicles being driven from home to work, there is a case currently that they are charging the company for the damages as the court ruled, they were on company time.

ADJOURN:

Motion by Commissioner Crawford, supported by Commissioner Constine, to adjourn at 10:32 a.m.

Roll Call Vote

Ayes, Commissioners Crawford, Constine and Michalec.

Nays, None.

Motion Carried.

The next Regular Board Meeting is Tuesday, October 13<sup>th</sup>, 2020 at 7:30 a.m.

Respectfully Submitted,



Brent P. Friess, Managing Director



Jennifer Schiebler  
Director of Finance and Human Resources/  
Clerk



Mike Constine, Commissioner



Ric Crawford, Commissioner



John A. Michalec, Commissioner

