

The regular meeting of the Board of County Road Commissioners of the Shiawassee County Road Commission was held on Tuesday, December 22nd, 2020 at 7:30 a.m. via Zoom virtual meeting 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 via Zoom: John Michalec, attending from Owosso, Michigan, Ric Crawford attending from Corunna, Michigan & Mike Constine attending from Ovid, Michigan.

Staff Present via Zoom at the Shiawassee County Road Commission Office: Managing Director, Brent Friess, Director of Finance and Human Resources/Clerk, Jennifer Schiebner.

VISITORS VIA ZOOM VIDEO AND TELECONFERENCE:

John Plowman, Shiawassee County Commissioner

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 December 8th, 2020.

Roll Call Vote.

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried.

COMMUNICATIONS:

The following communications were received: A) MCRCSIP December Pool Cue B) CRASIF Breakroom News – December 2020 and C) 2021 CRA Highway Conference and Road Show.

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:

PUBLIC HEARING FOR THE 2021 GENERAL APPROPRIATIONS AND BUDGET:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to leave regular session and enter the Public Hearing for the 2021 General Appropriations and Budget for the Shiawassee County Road Commission at 7:34 a.m.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to close the public hearing for the 2021 General Appropriations and Budget at 7:37 a.m. and enter back into regular session.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

2021 GENERAL APPROPRIATIONS AND BUDGET:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to adopt the 2021 General Appropriations Act and Budget of the Shiawassee County Road Commission.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

2020 BUDGET AMENDMENT NO. 1:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve and sign the 2020 Budget Amendment No. 1 as presented and place it on file.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

REVISION OF POLICY NO.40- COVID-19 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 – COVID-19 Infectious Disease Preparedness Response Plan and Transmission Reduction Plan and authorize the Director of Finance and Human

Resources/Clerk to distribute the revised plan to the employees of the Shiawassee County Road Commission and place it on file.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

2020 YEAR – END PROCESSING:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to authorize the following for 2020 year end processing:

- Authorize the Director of Finance and Human Resources/Clerk to make up to a 50% transfer of primary road allocation to the local road fund or a 50% transfer of local road allocation to the primary road fund to be authorized for 2020.
- Authorize the Director of Finance and Human Resources/Clerk to make line-item adjustments on the Statement of Fund Balance (General Appropriations Budget) (MPA631 of 1978) and authorize the Director of Finance and Human Resources/Clerk to allocate the distributive and fringe expenditures to the various categories in the same proportion as the allocation of the actual distributive and fringe expenditures at the end of the 2020 calendar/fiscal year.
- Authorize the Director of Finance and Human Resources/Clerk to process vendor checks and deposit money with the Treasurer's office on December 31<sup>st</sup>, 2020, if needed, and that these checks will be reviewed by the Shiawassee County Board of Road Commissioners on January 12<sup>th</sup>, 2021.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

ROWE PROFESSIONAL SERVICES COMPANY PROPOSAL FOR CARLAND ROAD:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve the proposal from ROWE Professional Services Company for the design engineering services for Carland Road reconstruction project – Juddville Road to Riley Road and authorize the Managing Director to sign; at a cost not to exceed \$84,500.00

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

ROWE PROFESSIONAL SERVICES COMPANY PROPOSAL FOR DURAND ROAD BRIDGE:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve the proposal from ROWE Professional Services Company for the design engineering services for Durand Road Bridge over the Rushbed Creek and authorize the Managing Director to sign; at a cost not to exceed \$115,570.00

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.  
Motion Carried.

STAFF REPORTS:

Managing Director, Brent Friess, reported on the following: A) COVID-19 Update B) Eight (8) Year Plan C) 2021 Township Meetings and D) Seven County Council Meeting – January 19<sup>th</sup>, 2021.

Director of Finance & Human Resources/Clerk, Jennifer Schiebner, reported on the following: A) Accounts Receivable Update.

Managing Director, Brent Friess gave the report for the Superintendent of Operations, Troy Howes. He reported on the following: A) Brush mowing – continuing to brush mow in townships in the milder weather B) Scraping gravel roads when we can, it has been hit and miss from the moisture and drying out time needed this time of year. Graders have the plow pusher and wing mounts installed; graders will be limited to spot scraping as straight blades are going to be installed before the holiday weekend C) Tree Cutting in districts – east and west sides of county have started tree cutting D) Salting – First one was last Wednesday and Thursday morning applying material to intersections and bridge decks (30 tons total) E) State Highway overtime and salt has been very minor so far this year F) Verizon is aware of the manhole issue at Chestnut Street and M-21 and G) District operators have been pulling chipper around county on both sides, cutting and chipping brush along road sides.

Managing Director, Brent Friess gave the report for the Garage Superintendent, Jeremy Dietz. He reported on the following: A) 2021 grader quotes for the next board meeting. Both Michigan CAT and John Deere will lock in this years (2020) prices so we won't have to worry about a new year's price increase in our order.

ACCOUNTS PAYABLE:

44 North	684.05
Ace-Saginaw Paving Company	5,121.60
Advanced Drainage Systems	512.72
Interstate Billing Service/AIS	567.14
Thomas Buckelew	290.00
Central Michigan Diesel	2,400.35
Certified Power Inc	1,593.04
Cintas Corporation	870.00
Consumers Energy	181.01
Mike Constine	541.08
Ricky Crawford	71.30
D&D Truck & Trailer	2,527.56
D&G Equipment Inc	967.28
D&K Truck Company	293.26
Dalton Elevator	276.20
Daystarr Communications	260.45
State of Michigan	270.00
Environmental Rubber Recycling	1,500.00
First Bankcard	1,281.48
Fishbeck	261.00

S385

Flint New Holland Inc	2,323.64
Free Conference Call.com	200.00
Jason Gutting	290.00
Renae Holt	623.58
Independent Newspapers/I60 Med	93.40
J&H Oil Company	6,222.49
Kennedy's Auto Repair LLC	644.91
Kimball Midwest	2,477.67
Michael R Kluck & Associates	313.50
Knapheide Truck Equipment-Flin	1,901.36
M&K Truck Centers of Flint	1,123.72
M&M Pavement Marking Inc	2,457.00
Michigan Cat	3,012.17
John Michalec	20.13
Northwoods Printers LLC	165.00
Shawn Norton	290.00
North American Overhead Door	395.49
David O'Berry	290.00
Pomp's Tire	740.25
Precision Diesel Injection & T	130.00
Ricoh USA Inc	67.71
Rose Pest Solutions	57.00
Safety-Kleen Corporation	151.10
Shiawassee Co Treasurer	7,001.00
Signature Ford-Lincoln-	586.94
SLH Metals Inc	352.86
Jody Smith	290.00
State of Michigan-MDOT	1,171.53
Staples	402.17
James Svrcek	290.00
Travers Auto	200.00
Truck & Trailer Specialties In	14,072.07
Valley Truck Parts	5,360.83
Vernon Township	3,000.00

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve Accounts Payable Vouchers #5809 (Checks 19143 - 19196) totaling \$77,187.04; Payroll Voucher #5808 (Checks 26055 - 26066) totaling \$55,007.97 including direct deposit files of \$46,306.98.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

PUBLIC COMMENTS:

Shiawassee County Commissioner, John Plowman, reported on the following: A) The board voted at the last meeting to change accounting firms that handle their pension and retirement plans to Maner Costerisan and B) The budget for 2021 was approved at the last board meeting and this is the first time Commissioner Plowman can remember that they have not budgeted to move monies from the delinquent tax fund to balance their budget.

COMMISSIONERS COMMENTS:

Commissioner Constine inquired about pretreating bridges with chloride; he also commented that he has noticed in his travels that bridge decks are being treated with salt or sand brine mix and it seems to be working well. He went on to mention that at Bennington and M-52 intersection, the light is out. Also, at Delaney and south M-52 and Ruess and M-21.

Chairman Michalec commented on Copas Road from Oliver Street to Gould on the north side the water after a hard rain tends to flood into the middle of the roadway. He stated that there is no ditch going through that section and after a rain it is halfway across the road.

ADJOURN:

Motion by Commissioner Constine supported by Commissioner Crawford, to adjourn at 8:21 a.m.

Roll Call Vote

Ayes, Commissioners Crawford, Constine and Michalec.

Nays, None.

Motion Carried.

The next regular board meeting is Tuesday, January 12<sup>th</sup>, 2021 at 7:30 a.m. via Zoom.

Respectfully Submitted,



Brent P. Friess, Managing Director

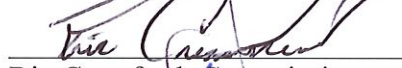


Jennifer Schiebner

Director of Finance and Human Resources/  
Clerk



Mike Constine, Commissioner



Ric Crawford, Commissioner



John A. Michalec, Commissioner