

The regular meeting of the Board of County Road Commissioners of the Shiawassee County Road Commission was held on Tuesday, March 23<sup>rd</sup>, 2021 at 7:30 a.m. 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: John Michalec, Ric Crawford, attending via zoom from Stuart, Florida & Mike Constine.

Staff Present at the Shiawassee County Road Commission: Managing Director, Brent Friess, Director of Finance and Human Resources/Clerk, Jennifer Schiebner, Superintendent of Operations, Troy Howes, Equipment Superintendent, Jeremy Dietz and Engineer's Assistant, Chris Cannon.

VISITORS:

John Plowman, Shiawassee County Commissioner.

AGENDA:

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

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

All Ayes.

Motion Carried.

MINUTES:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve the minutes from March 9<sup>th</sup>, 2021.

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

All Ayes.

Motion Carried.

COMMUNICATIONS:

There were no communications.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

NEW MITEL PHONE SYSTEM:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve the purchase of the Mitel Phone system and cabling per the attached quotes at a cost not to exceed \$14,538.28.

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

All Ayes.

Motion Carried.

RESOLUTION FOR THE SECTION 125 PLAN:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve the following resolution for the Section 125 Plan of the Shiawassee County Road Commission:

At a duly called and convened regular board meeting of the governing body of the Shiawassee County Road Commission where a quorum was present, the following actions were duly moved, seconded, and unanimously approved:

WHEREAS it is in the best interest of the Employer to provide its employees with a choice between cash and certain tax-free benefits through the use of a Section 125 plan; and

BE IT RESOLVED that the Shiawassee County Road Commission Flexible Spending Benefit Plan (the "Plan") shall be amended and restated as of January 1<sup>st</sup>, 2021; and

BE IT FURTHER RESOLVED, that the plan year for the Plan shall continue to be the twelve (12) month period ending on December 31<sup>st</sup>; and

BE IT FURTHER RESOLVED, that management is authorized and directed to execute the Plan on behalf of the Employer, execute any amendments that may be necessary to maintain the status of the Plan as a qualified plan under the Internal Revenue Code, to execute any additional amendments to the Plan that do not materially increase the cost to the Employer to maintain the Plan and to take such further steps and to perform such additional acts as may be necessary and proper to effectuate the Plan.

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

All Ayes.

Motion Carried.

LAWN MAINTENANCE CONTRACT:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve the annual contract with Dan Thomas Lawn Sprinkler Company for the maintenance of our lawn sprinkler system for 2021 at a cost not to exceed \$325.00.

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

All Ayes.

Motion Carried.

STAFF REPORTS:

Managing Director, Brent Friess, reported on the following: A) Four (4) Ten (10) hour workweek B) Eight Year Plan C) Township Board Meetings D) COVID-19 Update E) Conferences for this year F) Seasonal Weight Restriction Update and G) Part-time Wages.

A motion was made by Commissioner Michalec, supported by Commissioner Constine, to not allow attendance to any conferences until the end of June 2021.

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

All Ayes.

Motion Carried.

A motion was made by Commissioner Constine, supported by Commissioner Michalec, to authorize the part-time road crew to start at \$12.00 per hour and Engineering part time staff at \$15.00 per hour and each year they return there will be a .50 cent per hour raise.

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

All Ayes.

Motion Carried.

Director of Finance & Human Resources/Clerk, Jennifer Schiebner, reported on the following: A) MTF Update B) Year-end Update C) February 2021 Financial Statements D) Updating our Website and E) Computer updates.

Superintendent of Operations, Troy Howes reported on the following: A) Preparing for summer maintenance work B) Culvert repairs C) Night patrol D) Tree trimming and cutting, Arm mowing and patching as well in this warmer weather and E) Equipment updates.

Garage Superintendent, Jeremy Dietz reported on the following: A) Equipment update B) Forklift update C) New grader should be here in a week or two and D) Mechanic will be advertised this week.

Engineer's Assistant, Chris Cannon reported on the following: A) Thanked the board for the part-time increase for engineering B) trees are all down for the federal aid program this year C) met with Michigan Paving D) Frost laws/weight restriction update – keep some restrictions for two weeks after lift of weight restrictions.

ACCOUNTS PAYABLE:

44 North	552.15
Ace-Saginaw Paving Company	5,094.72
H. K. Allen Paper Company	120.00
Autozone	44.10
Blue Care Network	2,615.58
Blue Cross Blue Shield	21,166.47
Cintas Corporation	89.94
Colony Hardware Corporation	42.36

S422

Consumers Energy	600.70
D&D Truck & Trailer	1,269.88
D&G Equipment Inc	2,246.81
D&K Truck Company	964.41
Dalton Elevator	145.00
Daystarr Communications	268.91
Delta Dental Plan of Michigan	2,429.06
State of Michigan	435.00
Fastenal Company	302.36
First Bankcard	395.52
Flex Administrators	420.00
Jason Gutting	75.00
Renae Holt	650.00
Humana Insurance Co	11,373.53
J&H Oil Company	10,803.86
Jay's Septic Tank Service	200.00
Kimball Midwest	1,420.48
Michael R Kluck & Associates	82.50
M&K Truck Centers of Flint	5,403.04
MERS Retiree Health Funding V	143,710.65
Michigan Cat	1,202.66
Rose Pest Solutions	57.00
Rowe Professional Services Com	11,739.50
Signature Ford-Lincoln-	4,287.93
State Industrial Products	207.36
Valley Truck Parts	2,717.22
Young Chevrolet-Oldsmobile-Cad	58.57

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve Accounts Payable Vouchers #5824 (Checks 19438 - 19471) totaling \$233,192.27 including voided check 19465 to MERS ACH of \$143,710.65; Payroll Voucher #5823 (Checks 26144 – 26152) totaling \$59,096.58 including direct deposits of \$54,098.87.

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried.

PUBLIC COMMENTS:

John Plowman, Shiawassee County Commissioner reported on the following: A) MSU Extension is doing a manpower study for the county government B) Computers are being updated utilizing their COVID funding – the county is projected to get 13 million dollars in COVID funding this year C) Audit is going well projecting this to be wrapped up by the first part of April D) Human Resource position opening at the County and E) Parks & Recreation update.

COMMISSIONERS COMMENTS:

Commissioner Constine inquired about the project on M21 and when it was scheduled.

ADJOURN:

Motion by Commissioner Constine, supported by Commissioner Crawford, to adjourn at 8:35 a.m.

Roll Call Vote

Ayes, Commissioners Constine, Crawford and Michalec.

Nays, None.

Motion Carried.

The next regular board meeting is Tuesday, April 13<sup>th</sup>, 2021 at 7:30 a.m.

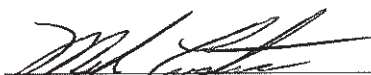
Respectfully Submitted,



Brent P. Friess, Managing Director



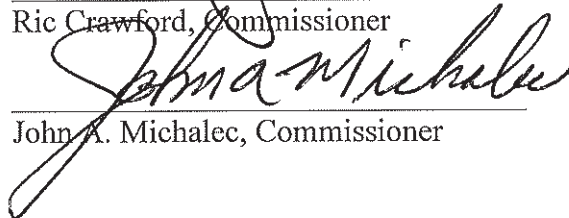
Jennifer Schiebner  
Director of Finance and Human Resources/  
Clerk



Mike Constine, Commissioner



Ric Crawford, Commissioner



John A. Michalec, Commissioner

