

The regular meeting of the Board of County Road Commissioners of the Shiawassee County Road Commission was held on Tuesday, December 20<sup>th</sup>, 2022, 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 & Mike Constine

Staff Present at the Shiawassee County Road Commission: Managing Director, Chris Cannon, Director of Finance and Human Resources/Clerk, Jennifer Schiebner, Superintendent of Operations, Troy Howes, Equipment Superintendent, Jeremy Dietz and AFSCME Chapter Chair, Ryan Kruger.

VISITORS:

Bert DeClerg, Vernon Township Supervisor.

PUBLIC COMMENTS:

United Way representatives, Jeff Apsey & Emily Marrah, thanked the board on behalf of the United Way for allowing the United Way to host their annual Christmas gift delivery to families in need here at the Road Commission facilities and for the Road Commission's employee participation in delivering of gifts to those families.

AGENDA:

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

All Ayes.

Motion Carried.

MINUTES:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve the minutes from Tuesday, December 13<sup>th</sup>, 2022.

All Ayes.

Motion Carried.

COMMUNICATIONS:

The following communications were received: A) MCRCSIP – County Road Board Meetings – Overview and Orientation.

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

All Ayes.

Motion Carried.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

PUBLIC HEARING FOR THE 2023 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 2023 General Appropriations and Budget for the Shiawassee County Road Commission at 7:33 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 2023 General Appropriations and Budget at 7:38 a.m. and enter back into regular session.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

2023 GENERAL APPROPRIATIONS AND BUDGET:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to adopt the 2023 General Appropriations Act and Budget of the Shiawassee County Road Commission.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

2022 BUDGET AMENDMENT NO. 2:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to approve and sign the 2022 Budget Amendment No. 2 as presented and place it on file.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

2022 YEAR – END PROCESSING:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to authorize the following for 2022 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 2022.
- 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 2022 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 30<sup>th</sup>, 2022, if needed, and that these checks will be reviewed by the Shiawassee County Board of Road Commissioners on January 10<sup>th</sup>, 2022.

Roll Call Vote

Ayes, Commissioners Michalec, Crawford and Constine.

Nays, None.

Motion Carried.

2023 MICHIGAN COUNTY ENGINEER'S WORKSHOP:

A motion was made by Commissioner Constine, supported by Commissioner Crawford and passed unanimously, to approve up to three (3) management staff to attend the 2023 Michigan County Engineer's Workshop in Sault Ste Marie from February 6<sup>th</sup> through February 9<sup>th</sup>, 2023, including registration and three rooms for three nights.

All Ayes.

Motion Carried.

ADMINISTRATIVE WAGES:

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to authorize a three percent (3%) hourly administrative wage increase for all administrative employees under the guidelines of the Administrative Handbook.

All Ayes

Motion Carried

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to increase the Office Manager/Accounts Payable & Deputy Clerk an additional .50 cent per hour per discussions that were made with her upon hire.

Roll Call Vote

Commissioner Constine & Crawford – Ayes

Commissioner Michalec - Nay

2023 CRA HIGHWAY CONFERENCE:

A motion was made by Commissioner Constine, supported by Commissioner Crawford, to authorize up to three (3) commissioners and two (2) management personal to attend the 2023 CRA Highway Conference at a registration cost of \$245.00 per attendee plus lodging and applicable fees.

All Ayes.

Motion Carried.

STAFF REPORTS:

Managing Director, Chris Cannon, reported on the following: A) Al Par Peat Update C) United Way Christmas Gift Delivery and D) Finance Director Interviews.

Director of Finance and Human Resources/Clerk, Jennifer Schiebner, reported on the following: A) November 2022 Financial Statements and B) 2023 Conference Meeting Dates.

Superintendent of Operations, Troy Howes, reported on the following: A) Brush mowing on M-21 and will be mowing a few other areas on M-52 and B) Tree trimming and C) Winter Maintenance – had some guys out on Saturday salting due to the weather conditions.

Equipment Superintendent, Jeremy Dietz, reported on A) Continuing to prepare for winter maintenance.

ACCOUNTS PAYABLE:

Advanced Drainage Systems	230.42
Interstate Billing Service/AIS	2,848.09
H. K. Allen Paper Company	178.00
Auto Value	27.54
Bandit Industries Inc	54.66
Thomas Buckelew	290.00
Cintas Corporation	94.89
Consumers Energy	168.45
Mike Constine	678.77
Ricky Crawford	64.42
D&D Truck & Trailer	782.66
D&K Truck Company	523.68
Dalton Elevator	202.10
Daystarr Communications	65.00
DK Security	79.65
First Bankcard	2,551.75
Flint New Holland Inc	10,294.00
Genesee Urgent Care	110.00
Jason Gutting	290.00
J&H Oil Company	6,083.12
Jay's Septic Tank Service	240.00
Kimball Midwest	872.70
M&K Truck Centers of Flint	52.76
The Safety Company	11,677.55
John Michalec	52.50

Michigan Paving & Materials	595.60
Shawn Norton	290.00
David O'Berry	290.00
Pomp's Tire	5,375.20
Rowe Professional Services Com	22,725.76
Jennifer Schiebner	18.45
Shiawassee Co Treasurer	3,000.00
Shiawassee Co Road Commission	10.80
Jody Smith	290.00
James Svrcek	290.00
Truck & Trailer Specialties In	218,362.00

A motion was made by Commissioner Crawford, supported by Commissioner Constine, to approve the Accounts Payable Voucher #5924 (Checks 21998 – 22033) totaling \$289,760.52.

Roll Call Vote

Ayes, Commissioners Constine, Crawford & Michalec.

Nays, None.

Motion Carried.

CALL TO THE PUBLIC:

Vernon Township Supervisor, Bert DeClerg, inquired if we had heard anything from the State Police regarding the speed study on Lansing Road for Durand Schools. The speed limit is currently 55 mph in front of Durand Middle School. Mr. DeClerg would like to have that speed reduced in front of the school. Just before the school at the railroad tracks the speed is 25 mph.

COMMISSIONERS COMMENTS:

Commissioner Constine inquired about the wooden bridge on Newberry Road, that was burned a few weeks ago and if we had heard any communication from our attorney. Managing Director, Chris Cannon, stated that he had not heard anything yet. He also mentioned that on the corner of M-52 and Getman Road the light is not working.

ADJOURN:

Motion by Commissioner Constine supported by Commissioner Crawford, to adjourn at 8:38 a.m.


All Ayes.

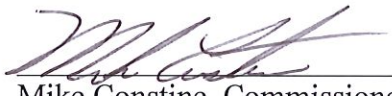
Motion Carried.

The next regular board meeting is Tuesday, January 10th, 2023, at 7:30 a.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Chris Cannon, Managing Director

  
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Jennifer Schiebner  
Director of Finance & Human Resources/  
Clerk

  
\_\_\_\_\_  
Mike Constine, Commissioner

  
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Ric Crawford, Commissioner

  
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John A. Michalec, Commissioner