The regular meeting of the Board of County Road Commissioners of the Shiawassee County Road Commission was held on Tuesday, December 23rd, 2025, 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 Commissioner Crawford.

Commissioners Present: Ric Crawford, Mike Constine & John Plowman.

Commissioners Absent: None.

Staff present at the Shiawassee County Road Commission: Managing Director, Chris Cannon, Director of Finance/Clerk, Mike Girard, Superintendent of Operations, Jeremy Dietz, and Equipment Superintendent, Matt Sprague.

VISITORS:

Jeff Aspey, from AFSCME Michigan AFL-CIO, and Dave Teachout from J&H Oil.

AGENDA:

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to approve the agenda.
All Ayes.
Motion Carried.

MINUTES:

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to approve the minutes from Tuesday, December 9th, 2025.
All Ayes.
Motion Carried.

COMMUNICATIONS:

The following communications were received: A) CRA's Commissioners in the Classroom Flyer. B) United Way – Thank you note for the use of the facility and for delivering the Christmas gifts.

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to accept the communications as presented and place them on file.
All Ayes.
Motion Carried.

CRA'S COMMISSIONERS IN THE CLASSROOM:

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to authorize two (2) Commissioners to attend the Commissioners' education session in Mt. Pleasant, Michigan, on February 17th, 2026, including two rooms for one (1) night and registration fees.
All Ayes.
Motion Carried

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

2026 JANITORIAL SERVICES BID:

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to award the 2026 Janitorial Services bid to Renae Holt.
All Ayes.
Motion Carried

SEVEN COUNTY COUNCIL MEETING – TUESDAY JANUARY 20th, 2026:

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to authorize up to three (3) Commissioners and three (3) management employees to attend the Seven County Council Meeting on Tuesday, January 20th, 2026 hosted by the Gratiot County Road Commission at a cost not to exceed $20.00 per attendee.
All Ayes.
Motion Carried.

LETTER OF AGREEMENT FOR RETIREE HEALTH CARE SAVINGS

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to approve the Letter of Agreement for establishing a retiree healthcare saving program with MERS with a 1% employee and employer contribution.
Ayes, Commissioners Plowman, Constine and Crawford.
Nays, None.
Motion Carried.

2025 BUDGET AMENDMENT NO. 1:

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to approve and sign the 2025 Budget Amendment No. 1 as presented and place it on file.
Ayes, Commissioners Plowman, Constine and Crawford.
Nays, None.
Motion Carried.

PUBLIC HEARING FOR THE 2026 GENERAL APPROPRIATIONS AND BUDGET:

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to leave regular session and enter the Public Hearing for the 2026 General Appropriations and Budget for the Shiawassee County Road Commission.
Roll Call Vote
Ayes, Commissioners Plowman, Constine, and Crawford.
Nays, None.
Motion Carried.

A motion was made by Commissioner Plowman, supported by Commissioner Constine, to close the public hearing for the 2026 General Appropriations and Budget and enter back into regular session.
Roll Call Vote
Ayes, Commissioners Plowman, Constine, and Crawford.
Nays, None.
Motion Carried.

2026 GENERAL APPROPRIATIONS AND BUDGET:

A motion was made by Commissioner Plowman, supported by Commissioner Constine, to adopt the 2026 General Appropriations Act and Budget of the Shiawassee County Road Commission.
Roll Call Vote
Ayes, Commissioners Plowman, Constine, and Crawford.
Nays, None.
Motion Carried.

STAFF REPORTS:

Managing Director, Chris Cannon, reported on the following: A) Some of the soil bores were done yesterday, with the rest to be completed today. The preliminary results are not that great, there is about 13 feet of clay overburden and very little gravel. B) The wash bay is on schedule to be ready for a bid letting in February. C) Burns and Bennington Townships both said they can talk to their boards without the Road Commission's presence about 2026 road work. D) Chris thanked the United Way and Jeff Aspey from AFSCME for their part in the Christmas gift program. E) Discussed the Northern Conference and talked about some of the agenda items. F) Chris spoke with MCRSCIP about being on Road Commission property during non-working hours. They said it's okay as long as all the employees sign a waiver. G) Chris thanked the board for allowing the purchase of hams.

Director of Finance/Clerk, Mike Girard, reported on the following: A) MTF – November. B) Inventory.

Superintendent of Operations, Jeremy Dietz, reported on the following: A) Winter maintenance has been in full swing. B) MDOT routes include deer and trash pickup and patching. C). Crews were out cutting trees and limbs in the county. D) Arm Mowers are working in Shiawassee and Woodhull Townships.

Equipment Superintendent, Matt Sprague, reported on the following: A) PJ Steel, the company renting a portion of the land at the Perry salt barn, has finished with the project and will be clearing out today. B) Starting to work on some of the equipment needed for spring between winter breakdowns.

ACCOUNTS PAYABLE:

Action Traffic Maintenance Inc	6,528.60
Advanced Benefit Solutions Inc	613.50
Interstate Billing Service/AIS	783.08
H. K. Allen Paper Co., Inc.	462.00
Corunna Auto Value	620.79
C & S Motors, Inc.	648.00
Certified Power Inc	935.67
Cintas Corp	977.50
Coffield Oil Company, Inc.	1,900.25
Consumers Energy	694.73
Constine Gravel Co	16,980.75
Ricky Crawford	378.00
CSH Electric Motor & Repair	473.00
Culligan of Owosso	106.00
D&D Truck and Trailer Parts	1,976.26
D&K Truck Co	3,898.92
Dalton Elevator	435.00
DayStarr Communications	65.00
Delta Dental Plan of Michigan	2,814.91
Durand Meat Processing	1,664.44
Fertilizer Dealer Supply Inc	505.00
Flex Administrators	65.00
Foster Swift Collins & Smith P	325.00
Brent Friess	540.00
Genesee County Road Commission	69.53
Gilbert's Do It Best Hardware	262.88
Mike Girard	272.16
Health Alliance Plan DP 271101	27,594.89
Alliance Health Life 270301	13,024.33
Humana Insurance Co	12,700.35
Hutson Inc	3,722.10
J&H Oil Company	23,246.74
Kimball Midwest	2,323.68
Knapheide Truck Equipment-Flint	3,167.82
Lunghamer Ford-Owosso	379.17
M&K Truck Centers of Flint	6,384.47
Maurer's Textile Rental Service	1,111.56
Michigan Cat	671.84
Michigan Chloride Sales LLC	2,773.83
North American Overhead Door	899.58
American United Life Insurance	1,323.74
Owosso Bolt & Brass Company	33.88
Pomp's Tire	840.00
Ravenna Hydraulics	3,687.83
Red River Specialties LLC	450.00
Ricoh USA Inc	246.88
Rose Pest Solutions	75.00

Safety-Kleen Corporation	751.84
Matthew Sprague	100.00
State of Michigan-MDOT	13,756.17
Summit Fire Protection	2,771.10
Truck & Trailer Specialties In	6,490.76
Verizon Wireless	441.23

A motion was made by Commissioner Constine, supported by Commissioner Plowman, to approve Accounts Payable Voucher #6088 (Checks 25381 – 25433) totaling $173,964.76. Payroll Vouchers #6087 (Checks 27715 – 27718) totaling $94,317.03.

Roll Call Vote
Ayes, Commissioners Constine, Plowman, and Crawford.
Nays, None.
Motion Carried.

PUBLIC COMMENTS:

Jeff Aspey thanked the Road Commission on behalf of the United Way for the assistance and the use of our space for the Christmas gift delivery.

Dave Tinch from J&H Oil, spoke about the Road Commission's fuel bid and said we were overcharged. He stated we were charged retail minus taxes and would be getting a refund of over $19,000.00.

COMMISSIONERS COMMENTS:

None

NEXT MEETING:

The next regular board meeting is Monday, January 12th, 2026, at 7:30 a.m.

ADJOURN:

Motion by Commissioner Plowman, supported by Commissioner Constine, to adjourn at 8:32 a.m.
All Ayes.
Motion Carried.

Respectfully Submitted,

Chris Cannon, Managing Director

Mike Girard, Director of Finance/Clerk

Mike Constine, Commissioner

Ric Crawford, Commissioner

John Plowman, Commissioner