

The regular meeting of the Midland County Road Commission was called to order by Chairman Atton on Thursday, June 8, 2023, at 9:00 a.m. at the Midland County Road Commission office.

Present: Mike Atton, Chair
Jim Hyatt, Vice Chair
Bill Cozat, Member
Russ Inman, Director of Engineering
Art Buck, Superintendent
Ben Mead, Facilities Manager
Donna Lowe, Finance Director
Jon Myers, Managing Director
Jeff Brown, Construction Technician
Travis Havercamp, Design Engineer

Absent: Ashley Hiles, GIS Coordinator

Public Present: Maria Sandow, Larkin Township, attended virtually.

The Pledge of Allegiance was said.

Additions to Agenda:

None

Approval of Minutes:

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve the minutes of the May 25, 2023 meeting.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Public Comment:

None

Approval of Open Accounts and Payroll:

The payroll for June 8, 2023 was discussed.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to authorize payroll for June 8, 2023.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

The open accounts for June 8, 2023 were discussed.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve open accounts for June 8, 2023, in the amount of \$464,390.20.

Roll Call.

Yeas: Commissioners Hyatt, Cozat Atton

Nays: None

Motion Carried

Correspondence and Items of Information:

None

The permit listing was reviewed.

Unfinished Business:

None

New Business:

MDOT Agreement 23-5209

A construction contract was received from the Michigan Department of Transportation regarding a project, programmed with the FHWA, for implementation with the use of Federal Funds under the Highway Safety Improvement Program for the Waldo Road at Monroe Road Roundabout Construction.

Commissioner Cozat offered the following resolution and moved for its adoption:

Be it resolved that CONTRACT No. 23-5209, Control Section HSIP 56000, Job Number 210252CON by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION and the Board of County Road Commissioners of the County of Midland, Michigan is hereby accepted. The following Officials are authorized to sign the said contract: Jon Myers, Managing Director; Art Buck, Superintendent.

Supported by Commissioner Hyatt

ADOPTED:

AYES: Hyatt, Cozat, Atton

NAYES: None

ABSENT: None

MDOT Agreement 23-5225

A construction contract was received from the Michigan Department of Transportation regarding a project, programmed with the FHWA, for implementation with the use of Federal Funds under the Highway Safety Improvement Program for the County Wide Intersection Sign Upgrade.

Commissioner Hyatt offered the following resolution and moved for its adoption:

Be it resolved that Contract No. 23-5225, Control Section HSIP 56031, Job Number 213738CON by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION and the Board of County Road Commissioners of the County of Midland, Michigan is hereby accepted. The following Officials are authorized to sign the said contract: Jon Myers, Managing Director; Art Buck, Superintendent.

Supported by Commissioner Cozat

ADOPTED:

AYES: Hyatt, Cozat, Atton

NAYES: None

ABSENT: None

Policy Review: Travel Expenses Policy 200.13

Jon reviewed the Travel Expenses Policy. Proposed revisions included updating meal rates and the addition of reimbursement for parking charges associated with approved travel.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve the revised Travel Expenses Policy 200.13.

Roll Call.

Yeas: Commissioner Hyatt, Cozat, Atton

Nays: None

Motion Carried

Policy Review: Driveways, Banners and Parades Policy 200.08

Jon reviewed the Driveways, Banners and Parades Policy. Proposed revisions included the updating of reference documents and the renaming of the MDOT subject administrative code. Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve the revised Driveways, Banners and Parades Policy 100.08.

Roll Call.

Yeas: Commissioner Hyatt, Cozat, Atton

Nays: None

Motion Carried

Proposed Policy: Hiring Policy

Jon introduced a proposed policy titled: Hiring Policy.

The intention of the policy is to formally document the procedures for creating, posting and hiring positions within the organization.

The proposed policy will be reviewed at the next board meeting.

Miscellaneous:

None.

Staff Reports:

Travis discussed his work being done on drainage projects and his progress developing templates.

Jeff reported that the 2020 Flood Repair projects were being finished today. He also stated that the Waldo Road paving had started on Monday and would be completed in approximately a week. Jeff has also been working with the interns.

Donna reported that she and Jon had met with our current AFLAC representative as well as a broker for supplemental benefits and will be making decisions about moving forward with new options. She also stated that Tom Smith had finished the audit and would be following up shortly. ACT 51 is almost complete as well.

Jon discussed the repeal of unobligated HIPCRRSAA funds by the federal government. It did not affect MCRC because we already applied for and received our funding, but several counties across the state will lose out on those funds. He also reviewed the process for No Spray permits, which has been revised to renew annually. The permit deadline is July 13th, with spraying for invasives to start on July 17th.

Art and Jon met on Monday at the CRA offices with EGLE and several road agencies across the state. There was discussion about the brine restrictions and EGLE is supposed to be drafting a 2nd version of the proposed brine permit. Art also attended a SAM executive board meeting on Tuesday in Frankenmuth. The last of the summer help started this week. All the mowers are out and running, and MDOT mowing will be starting soon. Art also reported that construction projects are moving along well.

Ben discussed a project going on at the Jasper garage to clean up the property line and replace a fence that had fallen onto a neighboring property. He also reported that the new dump truck, number 642, was painted last night and would be ready to be in service next week. The new mechanic started on Monday and is fitting in well with the rest of the employees already and will be a good new addition to the crew. Ben stated that the new Walk n Roll had arrived and as soon as the 672 grader is available to be off the construction jobs it will need to be brought up here to install the Walk n Roll. He also discussed the MCRCSIP walk through on Tuesday. Tom Kramer has been hired to replace Mike Phillips as our new representative.

Mike mentioned his concerns about the asphalt surface on Eastman Road, south of Monroe Road. He requested staff conduct a review.

Meeting was adjourned by Commissioner Atton at 9:40 a.m. until Thursday, June 22, 2023.

Donna Lowe, Finance Director

Mike Atton, Chair