

MINUTES OF THE BOARD OF COUNTY ROAD COMMISSIONERS - MONROE, MICHIGAN

January 9, 2023

1 At a Regular Meeting of the Board of County Road Commissioners at their offices located at the Monroe County Road Commission (MCRC) 840 S. Telegraph Road, Monroe, Michigan, the meeting was called to order by Deputy Clerk Woodhull at 5:30pm.

2 **ROLL CALL** by the Deputy Clerk as follows:

Greg Stewart	Present
Danny Minton	Present
Jack Thayer	Present
William Kipf	Present
James Jacobs	Present

A quorum being present, the Board proceeded to transact business.

3 The **PLEDGE OF ALLEGIANCE** was lead by Deputy Clerk Woodhull.

4 **AN OPENING MOMENT OF SILENCE OR PRAYER** was lead by Deputy Clerk Woodhull.

5 **REGULAR MEETING AGENDA APPROVAL**

Moved by Commissioner: Minton Supported by Commissioner: Thayer
to approve the regular meeting agenda as presented.

Vote: Ayes: 5 Nays: 0 Excused: 0 Motion Carried

6 **NOMINATIONS AND ELECTION OF OFFICERS**

6.1 Nomination and election of Chairman
Commissioner Minton nominated Commissioner Stewart as Chairman for 2023.
Commissioner Thayer supported and Commissioner Stewart accepted the nomination.

Vote: Ayes: 5 Nays: 0 Excused: 0 Motion Carried

6.2 Nomination and election of Vice Chairman
Greg Nominated Dan Minton Kipf Supported, Minton accepted - 5 yes
Commissioner Stewart nominated Commissioner Minton as Vice-Chairman for 2023.
Commissioner Kipf supported and Commissioner Minton accepted the nomination.

Vote: Ayes: 5 Nays: 0 Excused: 0 Motion Carried

7 **2023 Appointments**

7.1 Designation of MCRC Depository(s) - First Merchants Bank

Moved by Commissioner: Minton Supported by Commissioner: Thayer
to approve the designation of the MCRC Depository as First Merchants Bank.

Commissioner Kipf asked if the MCRC searches for competitive prices or if bound to First Merchants and also if the rest of the county utilizes First Merchants. Commissioner Thayer also asked what fees are assessed to the MCRC.

Ms. Hawkins-Freelain responded that we are not bound, but have maintained the relationship since First Merchants purchased Monroe Bank and Trust. Following the merger, the first year of service resulted in no fees assessed. Beginning with the second year of service, First Merchants accessed fees which are approximated at \$300.00 per month total. MCRC cash flow is relatively consistent, so there is not much variation in the fees. Ms. Hawkins-Freelain also reported she is unsure what the rest of the county utilizes for banking however she assured that all of our funds are not held in one location, they are varied.

Ayes: 5 Nays: 0 Excused: 0 Motion Carried

7.2 Appointment of Equal Opportunity Officer - Human Resources Director

Moved by Commissioner: Minton Supported by Commissioner: Thayer

to approve the appointment of Camden Regis, Human Resources Director, as the Equal Opportunity Officer.

Ayes: 5 Nays: 0 Excused: 0 Motion Carried

7.3 Appointment of Freedom of Information Act Officer - Human Resources Director

Moved by Commissioner: Minton Supported by Commissioner: Jacobs

to approve the appointment of Camden Regis, Human Resources Director, as the Freedom of Information Act Officer.

Ayes: 5 Nays: 0 Excused: 0 Motion Carried

7.4 Appointment of Board member (and alternate) to the VEBA Trust Board

Moved by Commissioner: Thayer Supported by Commissioner: Jacobs

to approve the appointment of Dan Minton as the VEBA Trust Board Representative.

Ayes: 5 Nays: 0 Excused: 0 Motion Carried

Moved by Commissioner: Jacobs Supported by Commissioner: Kipf

to approve the appointment of Greg Stewart as the VEBA Trust Board Representative alternate.

Ayes: 5 Nays: 0 Excused: 0 Motion Carried

Agenda item number 7.5 was added by Commissioner Stewart during the Regular Meeting.

7.5 Appointment of liaison to the County Parks & Recreation Board

Moved by Commissioner: Kipf Supported by Commissioner: Jacobs

to approve the appointment of Greg Stewart, member as the liaison to the County Parks and Recreation Board.

Ayes: 5 Nays: 0 Excused: 0 Motion Carried

8 PUBLIC COMMENT - None

9 CONSENT AGENDA (with immediate effect)

9.1 Approval of Minutes: Regular Meeting - December 19, 2022

9.1 Journal Entries

Entry No.	Date	Description	Transfer Amount
900	12/14/2022	Vendor Checks	79929 - 79975 \$ 601,376.33
921	12/21/2022	Payroll Checks	66508 - 66525 \$ 326,125.37
		Advices	34506 - 34594
		Voided Checks	66216 & 66506
		Reissued Check to Fifth Third Bank	66507
		C. Herron & R Goertz Pay	66526 - 66529
922	12/21/2022	Vendor Checks	79976 - 80020 \$ 337,895.81
932	12/28/2022	Vendor Checks	80021 - 80047 \$ 299,493.03
9	1/5/2023	Payroll Checks	66531 - 66546 \$ 347,856.30
		Advices	34595 - 34681
		Voided Check	65189
		Reissue Check to K&H Properties	66530
		Bank Service Fee	December, 2022

9.3 Township Contracts

Township	Project #	Road	Location	Work Type
Ash	504.001.230105	Dauncy	Us-24 to Berlin Twp. Line	Aggregate Lift
Ash	504.001.230102	Maxwell	Scofield Carleton to Sigler	Catch Basin Replacement
Ash	504.001.230103	Maxwell	Scofield Carleton to Sigler	Driveway Replacement
Ash	504.001.235001	Various	Various	Dust Control
Ash	504.001.235201	Various	Various	Mowing
Bedford	504.002.235002	Various	Various	Dust Control
Berlin	504.003.235003	Various	Various	Dust Control
Berlin	000	Various	Various	Excess Gradall
Berlin	504.003.235203	Various	Various	Mowing
LaSalle	000	Various	Various	Excess Gradall
LaSalle	504.009.235009	Various	Various	Dust Control

9.4 Approve the five (5) year lease agreement with Applied Innovation for one (1) Richo IM C4500 printer and two (2) Canon 1643iF II printers in the amount of \$341.20 per month; and authorize the Managing Director to sign on behalf of the Board.

Moved by Commissioner: Thayer Supported by Commissioner: Kipf
 to approve the regular meeting consent agenda items 9.1 through 9.4 as presented.
 Ayes: 5 Nays: 0 Excused: 0 Motion Carried

10 UNFINISHED BUSINESS - None

11 NEW BUSINESS - None

12 REPORT OF OFFICERS

Dori Hawkins-Freelain (Managing Director) -

Ms. Hawkins-Freelain wished the Board a happy New Year with hopes that 2023 continues to be prosperous.

Ms. Hawkins-Freelain reported the MCRC was contacted several years ago by Congressman Walberg's office regarding a funding program. Recently, notification was received that the MCRC was awarded two (2) million dollars for the Oakville Waltz project. The original estimate for the project was between five (5) and seven (7) million dollars; therefore the award amount is not enough to cover the project. Discussions are being held as funding will need to be found for the remainder. This project is one which has continuously been brought up in discussions as the road is in need of improvements.

Commissioner Thayer asked if the two (2) million can be reserved until additional funding can be located.

Ms. Hawkins-Freelain reported that no documents have been received regarding the funding. The information received was located online. The funding award is included in a 2023 bill which generally does not allow funding to be rolled over into another budget year.

Ms. Hawkins-Freelain reported the MDOT Traffic Summit was held and included discussion on the 2023 project schedule for Monroe County.

Commissioner Thayer commented on the MDOT Construction Program which includes concrete repairs on US23. The funding allocated indicates the repairs would only be patching the actual problem.

Ms. Hawkins-Freelain commented that it will be helpful to establish a relationship with the new Director at MDOT. MDOT is aware of the issues on US-23 and Telegraph. Their discussion included these two roads and conversation was held regarding how they prioritize their dollars and place funding to their projects.

Commissioner Kipf asked if any projects on the MDOT list have to do with the proposed bike path. Ms. Hawkins-Freelain reported the bike path was not discussed.

Commissioner Stewart stated in the past, the attitude at the Summit was not always the best, and asked how it was this year.

Ms. Hawkins-Freelain stated she found MDOT to be open to sharing and answering questions. Several representatives from MDOT were present and it is clear that many changes were made in the meeting. Craig Heidelberg lead the meeting and he is aware of the need to rebuild the relationship. Mr. Heidelberg is also the representative who attended the meeting during the US23 closure.

Philip Costello (Legal Counsel) -

Mr. Costello had nothing to report.

David Leach (Superintendent of Maintenance) -

Mr. Leach was excused from the meeting.

Camden Regis (Human Resources Director) -

Ms. Regis reported no covid cases, however we have had RSV and Flu cases reported. Additionally this week is full of interviews (2-3 per day) for all open positions including county highway engineer, finance director, and accounts payable. Ms. Regis is hopeful we will find someone for the positions and extend an offer of employment.

13 PUBLIC COMMENT - None

14 COMMISSIONERS COMMENT

Commissioner Jacobs (Member) -

Commissioner Jacobs wished a Happy New Year to all and hopes that everyone made it through the holidays healthy. Commissioner Jacobs reported completing a facility walk through for the initial assessment of the proposed new building and storage area. Indoor storage needs were identified as well as the need for additional office space for employees. A written summary report is in progress and will be brought back to the Board once completed. Commissioner Jacobs reported the team will gather a few more times before the report is finalized. Additionally, Commissioner Jacobs reported he was very impressed with the level of equipment cleanliness, even after a weather event. Compliments were given to all staff.

Commissioner Thayer commented he is pleased the process for the building has been started. Adding that employees have been looking forward to it for some time and we also have equipment in outside storage being consistently exposed to the elements.

Commissioner Kipf (Member) -

Commissioner Kipf reported receiving a phone call from County Commissioner Swartout who was very complimentary on the road conditions and how the Road Commission handled the last winter weather event. Commission Kipf also requested a walk through of the MCRC building and facilities.

Commissioner Thayer (Member) -

Commissioner Thayer also requested a tour of the facility. Commissioner Thayer commented on the last winter weather event with blowing snow, crews were on top of the roadways and did a very good job. Adding that there was a clear distinction in road conditions between Monroe County and Ohio, with Monroe being significantly better.

Commissioner Minton (Vice Chairman) -

Commissioner Minton commented on the information provided regarding the maintenance buildings; Commissioner Jacobs nailed it with the need for cold storage. The MCRC spends a good amount of money on equipment to keep the fleet in order, covered storage provides longevity for that equipment. Additionally, in prior discussions the building has been brought up as a need for employees to have a break room however there is much more to it than that. Commissioner Minton thanked the Board for their confidence with the nomination as Vice Chairman for another year.

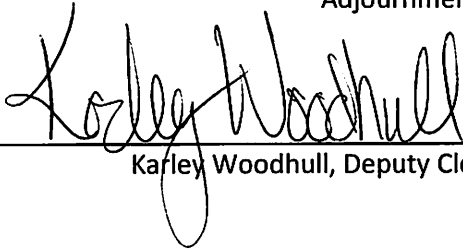
Commissioner Stewart (Chairman) -

Commissioner Stewart thanked the Board for their confidence with his nomination to Chairman for another year. Appreciation was given to the Board members for wanting to look at the current storage building and facility news. Appreciation was given to our crews not just for the snow control, but for how they keep up on our equipment.

15 ADJOURNMENT

Chairman Stewart stated if there is no further objection, the meeting stood adjourned.

Adjournment at: 6:00 PM



Kafley Woodhull, Deputy Clerk

Monday January 23, 2023

Date