

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

June 12, 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 Chairman Stewart at 2:00pm

2 ROLL CALL by the Deputy Clerk as follows:

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

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

3 The PLEDGE OF ALLEGIANCE was lead by Chairman Stewart.

4 AN OPENING MOMENT OF SILENCE OR PRAYER was lead by Chairman Stewart.

5 REGULAR MEETING AGENDA APPROVAL

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

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

6 PUBLIC COMMENT - None

7 CONSENT AGENDA (with immediate effect)

7.1 Approval of Minutes: Regular Meeting - May 22, 2023

7.2 Journal Entries

Entry No.	Date	Description	Transfer Amount
374	5/24/2023	Payroll Checks 66730 - 66751	\$ 325,230.85
		Advices 35458 - 35543	
		Bank Service Fee April 2023	
		Voided Checks -Printer Issue 66727 - 66729	
		Voided Check -Printer Issue 66749	
		J. Carroll Vacation Payout 66752	
392	6/1/2023	Vendor Checks 80663 - 80709	\$ 321,733.25
		Bank Service Fee May 2023	
404	6/6/2023	Payroll Checks 66753 - 66775	\$ 336,032.94
		Advices 35544 - 35633	
		Bank Service Fee May 2023	
405	6/7/2023	Vendor Checks 80710 - 80740	\$ 128,961.32

7.3 Township Contracts

Township	Project #	Road	Location	Work Type
Exeter	504.005.230509	Newburg	Exeter to Carleton West	Cross Tile Replace.
Exeter	504.006.230607	Steffas	North of Heiss	Cross Tile Replace.

7.4 Approve the updated contract amount of \$140,103.95 with Spicer Group, LLC for full construction services for the Finzel Road at Stony Creek bridge replacement project and authorize the Managing Director to sign all documents on behalf of the Board.

- 7.5 Authorize the donation of the Consent to Grade to MDOT for its Traffic Signal Modernization Project, and authorize the Managing Director to sign all documents on behalf of the Board.
- 7.6 Approve the Monroe County Fair Association contract for the rental of an outdoor vendor space for the placement of a tandem truck and authorize the Managing Director to sign on behalf of the Board.
- 7.7 Approve the amended Information Technology Contract with Michael D. Pouter, independent contractor of Knight Technology and authorize the Managing Director to sign on behalf of the Board.
- 7.8 Approve the Resolution for MDOT contract number 23-5200 for permanent radar speed feedback signs at various locations in Monroe County and authorize the Managing Director to sign on behalf of the Board.
- 7.9 Award the Whitman Drive Special Assessment District contract to the low bidder A&J Paving Company, Inc. in the amount of \$88,134.02 and authorize the Managing Director to sign all documents on behalf of the Board.
- 7.10 Approve the purchase of two (2) new 2023 GMC Sierra 1500 (regular cab, 4-wheel drive) pickup trucks for \$44,570.00 each equaling a total of \$89,140.00 from Todd Wenzel Buick under MiDeal contract 071B7700184.
- 7.11 Approve the Drainage Easement for no monetary consideration from Grantor Timothy P. Duffy and Kimberly A. Duffy Revocable Trust for parcel number 01-028-014-30 located on East Sigler Road in Ash Township.
- 7.12 Award the bid for Janitorial services to low bidder Contract Service Group for a term of one year with up to two (2) one (1) year renewals.

Moved by Commissioner:           Minton           Supported by Commissioner:           Kipf            
to approve the consent agenda as presented.

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

8 UNFINISHED BUSINESS - None

9 NEW BUSINESS - None

10 REPORT OF OFFICERS

David Leach (Interim Managing Director/Superintendent of Maintenance) -

Mr. Leach reported a organization wide active shooter training was held on site on May 25, 2023. The training went very well. Mr. Leach will be attending a larger active shooter training by the Monroe County Sheriff on June 19th which is hosted by the Emergency Management Division.

Mr. Leach reported he was asked to be a guest speaker on June 14, 2023 for the Business Alliance Association. The topic is on substance abuse in the workplace and how it effects employees. Our organization is not having any issues with substance abuse as the state legalization of marijuana is not recognized for CDL drivers, thus federal regulations are followed.

Mr. Leach thanked the Board for the outside fair booth approval and reported discussions were held around the idea of placing one of our trucks outside of the expo building. The idea was brought to the Board as a way to bring more awareness to the size of our trucks and the space needed for implements. Mr. Leach reported he does not want to staff the outside vendor booth but intends to be present as much as possible to answer questions at our inside vendor booth.

Jim Morgan (Assistant Superintendent of Maintenance) -

Mr. Morgan reported the dust control program has been challenging and the rain that came Sunday helped tremendously by reactivating the brine. Crews are working in Dundee this week and still have Ash, Exeter and Milan Townships to complete. Chip sealing is also progressing at a decent pace. A little more rain will help tremendously with dust generated by both programs.

Kim LaRocca (Director of Finance) -

Ms. LaRocca reported meeting with Phil Masserent to deliver a laptop for remote work and discuss the plans for training. This was the first step towards getting training completed for the budget.

Matthew Snell (Director of Engineering/County Highway Engineer) -

Mr. Snell reported we were recently notified a portion of funds given as part of a COVID relief legislation in 2021 are being rescinded. This comes after debt ceiling legislation was recently passed. The total rescinded from the Road Commission is approximately \$592,000.00. Mr. Snell reported this funding was counted as bonus and we still have other extra funds to utilize with over nine (9) million dollars in earmarked Federal funding. Mr. Snell reported this will not effect any planned projects.

Mr. Snell reported Todd Road in Ida Township was closed last year due to a culvert failure. This closure had the possibility of impacting Whittaker's Berry Farm as the strawberry harvest is approaching. Mr. Snell stated he is pleased to report the culvert has been replaced and the road reopened. Appreciation was given to the Township and Drain Commission for their assistance in the culvert, replacement.

Camden Regis (Director of Human Resources) -

Ms. Regis reported attending the 150th celebration in the Village of Carleton. A MCRC truck and hot box was taken. Our attendance was a big hit with many adults asking questions and kids enjoying exploring the truck. People were very interested and it was beneficial. The Monroe County Fair parade float is also in progress.

Philip Costello (Legal Counsel) -

Nothing to report on record.

**11 PUBLIC COMMENT -**

Mark Bogi, Supervisor - Milan Township

Mr. Bogi gave appreciation to the Road Commission stating we are doing a great job on the roads. Approximately 10 miles of road was completed with gravel and cutting out the berms, residents are happy. Mr. Bogi requested advance notice of when a chip seal will be completed on various roads so that the residents can be informed. Some residents leave in the morning with a clear road and come home to it being freshly chip sealed without notice. Mr. Morgan confirmed crews will be out for dust control within the next several weeks and will do his best to give notice when chip seals will be completed. Mr. Bogi reported the mowing contractor, KBK, has missed many areas of the township leaving a few residents upset. Mr. Bogi reported a resident who has a nature preserve in the ditch in front of her home. KBK picked up the mower and went around this area. Mr. Bogi requested that this issue is addressed because it will prevent proper drainage causing flooding at five different residences. Mr. Leach stated he would speak with Mr. Bogi more following the meeting.

**12 COMMISSIONERS COMMENT**

Commissioner Jacobs (Member) -

Commissioner Jacobs stated he saw the signs which were put out for Whittaker's Berry Farm. He thought it was a great effort by everyone to help out the business and solve problems. Commissioner Jacobs stated, in regards to mowing ditches, he noticed on Rauch Road that there is a sign in the ditch which says please don't mow my flowers. Mr. Leach stated it is in our policy to disregard those signs and our contractors are informed of this policy. Many people put up do not mow signs; however, what is beautiful to a homeowner is a sight-distance issue for the motoring public. Our contractors are directed to ignore those signs as we do have an obligation to mow. Commissioner Thayer asked if we can release a publication regarding mowing. Mr. Leach confirmed.

Commissioner Kipf (Member) -  
Nothing to report.

Commissioner Thayer (Member) -  
Commissioner Thayer gave appreciation to all for the idea of placing a truck at the Fair. Commissioner Thayer felt it will give the public a better understanding of the size of our equipment and what space is needed on the road.

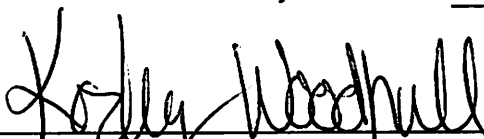
Commissioner Minton (Vice Chairman) -  
Commissioner Minton gave thanks to Mr. Bogi for continuing to come to meetings as Mr. Health used to. Commissioner Minton stated he wished more Township supervisors would attend.

Commissioner Stewart (Chairman) -  
Commissioner Stewart stated he appreciates the idea of placing equipment at the fair. Fair discussions used to be more of a fear of the community instead of the desire to work with them. Commissioner Stewart stated he is glad to see the change as it is about collaboration and working together. Commissioner Stewart stated when notifications are put out by MDOT and the MCRC, if it is in regard to Bedford, Erie, or Whiteford township, he reposts the notifications to different groups that are specifically in those areas to better reach citizens. Commissioner Stewart asked if the information was only a matter of following MCRC social media pages. Ms. Woodhull responded that there are two resources to utilize: following social media pages and notifications from our website. On the website, citizens can pick exactly what they want to be notified of such as the Road Watch report which is published every Thursday and includes the chip seal schedule for the upcoming week. Commissioner Thayer requested that this information be distributed to all Township Supervisors.

**13 ADJOURNMENT**

Chairman Stewart adjourned the meeting with no further objection.

Adjournment at: 2:19pm

  
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Karley Woodhull, Deputy Clerk

Monday, June 26, 2023  
Date