

**MINUTES OF THE BOARD OF COUNTY ROAD COMMISSIONERS  
MONROE, MICHIGAN  
May 23, 2022**

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 on Monday, May 23, 2022, the meeting was called to order by Chairman Stewart at 5:34 p.m.
2. Roll Call by Deputy Clerk as follows:  

<u>PRESENT IN-PERSON</u>	<u>EXCUSED</u>
James Jacobs	
Jack Thayer	
Dan Minton	
William Kipf	
Greg Stewart	

A quorum being present, the Board proceeded to transact business.
3. Commissioner Stewart led the Pledge of Allegiance.
4. Commissioner Stewart led the Opening Moment of Silence or Prayer.
5. Approval of Regular Meeting Agenda  
 Commissioner Minton moved, seconded by Commissioner Thayer to approve the May 23, 2022 regular meeting agenda as presented.  
 Vote: Ayes: 5 Nays: 0 Excused: 0 Motion carried.
6. Public Comment - None
7. The following items were listed on the Consent Agenda: *(with immediate effect)*

7.1) Approval of Minutes - May 9, 2022 Regular Meeting Minutes

7.2) Approval of Journal Entries

Entry No.	Date	Description	Transfer Amount
308	05/04/22	Vendor Checks # 78868 Bank Service Fee March 2022 Bank Service Fee April 2022	\$ 10,201.00
323	05/10/22	Payroll Checks # 66155 - 66169 Advices # 33155 - 33237 Bank Service Fee April 2022	\$ 262,827.75
324	05/10/22	Vendor Checks # 78869 - 78929	\$ 498,279.90
347	05/18/22	Vendor Checks # 78930 - 78984	\$ 843,781.71

7.3) Township Contracts

Township	Project #	Road	Location	Work Type
Ida	489-008-220805*	Albain	Douglas to Lewis	HMA
*Rescind contract approved on 02-14-2022 and replace with above. Tree removal and clearing was added to the scope of services.				
Milan	504-011-221108	Petersburg	Hickory to Redman	Aggregate
Milan	504-011-221109	Platt	Day to Couper	Aggregate
Milan	504-011-221110	Platt	Hickory to Milan City Limit	Aggregate
Milan	504-011-221111	Sherman	Wabash to Crowe	Aggregate
Whiteford	489-015-221510	Jeffs	Sterns to Consear	Widening & HMA

- 7.4) Approve the agreement with Spicer Group, Inc. in the amount of \$118,820.00 for Full Construction Engineering Services for the Summit Street Bridge at Shantee Creek and authorize the Managing Director to sign the agreement on behalf of the Board.
- 7.5) 2022 Mowing Contract  
Rescind the mowing contract with Precision Irrigation and Lawn Care, Inc. for Bedford Township local roads in the amount of \$23,600.00 (previously approved by the Board at the regular meeting on Monday January 24, 2022) and approve the presented contract totaling \$26,700.00 which includes new surcharges.
- 7.6) Approve the agreement with Spicer Group, Inc. in the amount of \$40,000.00 for design engineering services for Samaria Road at Bay Creek and Secor Road at Bay Creek and authorize the Managing Director to sign the agreement on behalf of the Board.
- 7.7) Approve the Drainage Covenant (for no monetary consideration) with Steve Fuzinski, member of Avalanche Group Holdings, LLC. for land parcel number 5815-034-002-50 in Whiteford Township.
- 7.8) Approve the Dedicated Highway and Utility Easement for the sum of \$6,360.00 with Nicholas C. Liaros, Trustee of the Lloyd and Alice Nolfo 2012 Family Irrevocable Trust, for land parcel number 5815-027-025-00 in Whiteford Township.

Commissioner Minton moved, seconded by Commissioner Jacobs to approve the May 9, 2022 Consent Agenda as presented with the exception of item number 7.4 which was moved to New Business for discussion.

Vote: Ayes: 4 Nays: 0 Excused: 1 Motion carried.

8. Unfinished Business - None
9. New Business
10. Report of Officers

Dori Hawkins-Freelain (Managing Director) - Ms. Hawkins-Freelain reported that the new County Road commissioner's handbooks were distributed today and encouraged the commissioners to attend training if they are able. Ms. Hawkins-Freelain also reported that the MCRC gardening group was hard at work planting bulbs and flowers in the garden beds and flower pots.

Applications are still being accepted for the Finance Directors position with several new resumes received and reviewed. In addition, Plante and Moran started working last week. The current plan is to have Plante and Moran in office two work days per week and/or remote work if needed. The ultimate goal is to eliminate the comment from the auditors on the segregation of duties. Commissioner Thayer asked if there was an estimated monthly expenditure for Plant and Moran. Ms. Hawkins-Freelain stated that the monthly total would be difficult to determine at this point. They will be utilized to keep things current with day to day activities as well as assist in some preparation for the next audit.

Commissioner Minton requested an update on Chamberlain Drive culvert failure. Ms. Hawkins-Freelain reported that work has already been completed and the new culvert is in place. Appreciation was given to the Drain Commission for their support and quick action. A request was also sent to Bedford for cost sharing on the emergency repair however no response has been received to date. Commissioner Stewart thanked everyone for their coordination on the emergency repairs.

Matthew Snell (County Highway Engineer) - Mr. Snell reported discussions are currently being held with contractors regarding several Federal Aid contracts. More information will come when

the projects are closer to starting.

David M. Leach (Superintendent of Maintenance) - Excused

L. Camden Regis (Human Resource Director) - Ms. Regis reported having several people out waiting on COVID test results or as a close contact.

Ms. Regis reported seeing a presentation on team building from Charlie Pike at MCRCSIP during the Finance and Human Resources conference. Ms. Regis requested Mr. Pike to give the same presentation to the MCRC management team, supervisors and crew leaders next week. The presentation will be followed with a talk-it-out discussion on building stronger teams.

Philip Costello (General Counsel) - Mr. Costello reported working with the engineering department on easements for the Sterns Road project.

11. Public Comment - None

12. Commissioners' Comments

Commissioner Kipf- Mr. Kipf reported he was glad the emergency situation on Chamberlain Drive was quickly and properly taken care of.

Commissioner Jacobs- Mr. Jacobs thanked staff for keeping it beautiful around the site.

Commissioner Thayer - Mr. Thayer had nothing new to report and stated he is thankful for staff staying on top of things.

Commissioner Minton - Mr. Minton reported that the CRA handbook has good information that can be utilized.

Mr. Minton also recognized Ms. Regis for always thinking outside of the box with the team building exercises. Adding that Ms. Regis is doing a great job and wanted to ensure her work is recognized.

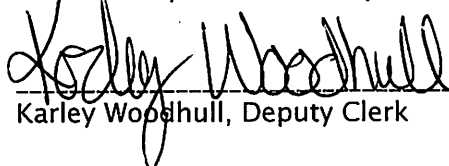
Commissioner Stewart - Mr. Stewart suggested all commissioners attend the CRA handbook training and suggested holding the zoom training in the Board room. Mr. Stewart nothing new to report.

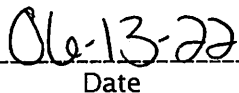
13. Adjournment -

Chairman Stewart asked for a motion to adjourn.

Commissioner Minton moved, seconded by Commissioner Thayer to adjourn; the meeting adjourned at 5:50 p.m.

Vote: Ayes: 5 Nays: 0 Excused: 0 Motion carried.

  
Karley Woodhull, Deputy Clerk

  
Date