

MINUTES OF THE BOARD OF COUNTY ROAD COMMISSIONERS

Monroe, Michigan

July 11, 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 A. Telegraph Road, Monroe, Michigan, the meeting was called to order by Chairman Stewart at 5:31pm.

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

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

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

3 The **PLEDGE OF ALLEGIANCE** was lead by Commissioner Stewart.

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

5 **REGULAR MEETING AGENDA APPROVAL**

Moved by Commissioner: Minton Supported by Commissioner: Kipf
to approve the regular meeting agenda with the movement of item number eleven, Report of Officers, before item number eight, Closed Session.

Vote: Ayes: 4 Nays: 0 Excused: 1 Motion Carried

6 **PRESENTATION - Retirement Plan Options** by John Waugh, MERS

Ms. Hawkins-Freelain introduced Mr. John Waugh from the Municipal Employee Retirement System.

Mr. Waugh proceeded with a presentation of different retirement plan options to provide a brief understanding of how each plan works and what the current best practices are. Mr. Waugh also indicated that the County of Monroe and the City of Monroe recently transitioned to hybrid retirement plan options for their employees. Discussion was held following the presentation.

Commissioner Stewart and Minton provided comments on how retirement plans are a large part of employee recruitment and retention.

7 **PUBLIC COMMENT**

Greg Baker - Ash Township Manager - Mr. Baker reported working with Mr. Leach and his team for the last few months. He is in attendance to absorb as much information about the Road Commission as possible. Mr. Baker added that all Townships struggle with roads during the spring, but everything has been great from his perspective.

8 **CONSENT AGENDA (with immediate effect)**

8.1 Approval of Minutes June 27, 2022 Regular Meeting

8.2 Approval of Minutes June 27, 2022 Closed Session

8.3 Journal Entries

Entry No.	Date	Description			Transfer Amount
438	06/22/2022	2nd Qtr. Cafeteria Checks	66223	- 66241	\$ 17,762.25
453	06/29/2022	Vendor Checks	79105	- 79169	\$ 1,813,502.15
469	07/06/2022	Vendor Checks	79170	- 79189	\$ 47,050.56

		Vendor - Bank Service Fee	June, 2022		
468	07/06/2022	Payroll Checks	66242 - 66257	\$	293,030.1
		Advices	33492 - 33579		
		B. Abbott Vacation Payout	6258		
		Payroll - Bank Service Fee	June, 2022		

8.4 Township Contracts

Township	Project #	Road	Location	Work Type
Ash	504.001.220108	East Labo	Calkins to Otter Creek	Drainage
Exeter	504.006.220611	Scofield	Bitz to Raisin	Drainage
LaSalle	504.009.220908	First Street	US-24 to C Street	Drainage

8.5 Approve the Dedicated Highway & Utility Easement for the sum of \$14,000.00 with Daniel Kempa, member of Kindred and Kempa, LLC. For land parcel number 5815-036-007-00 in Whiteford Township.

8.6 Authorize the purchase of a new server and supplemental equipment from Calhoun Technologies in the amount of \$17,050.00; Authorize the Managing Director to sign on behalf of the Board.

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

Vote: Ayes: 4 Nays: 0 Excused: 1 Motion Carried

9 REPORT OF OFFICERS

Dori Hawkins-Freelain (Managing Director) - Ms. Hawkins-Freelain thanked the Board for the discussion following Mr. Waugh's presentation.

Ms. Hawkins-Freelain highlighted the vactor truck purchase potential which was included in the Managing Directors Communication. The truck has a substantial build time, so the vendor was willing to reserve a build spot with the understanding that the full purchase would be presented for approval by the Board within the next Capital Improvement budget. This process is similar to how the Gradall was purchased.

Matthew Snell (County Highway Engineer) - Mr. Snell reported the first two bridges in the bridge deck sealing process have been completed. The next Federal Aid paving project is scheduled to begin on Sumpter Road next week. The bridge rehabilitation project on Summit street will begin next week as well.

David Leach (Superintendent of Maintenance) - Mr. Leach reported that paving is completed on Ostrander Road. The last part of the project to be completed is shoulder stone. In addition, the issue reported last week on Briar Hill and Port Creek as a result of a railroad project has been corrected. Area roads received dust control applications and are now in good shape.

L. Camden Regis (Human Resource Director) - Ms. Regis reported one new COVID case in which the employee has already returned to work. In addition, the MCRC will be participating in two community events. The first is the Touch-A-Truck event in Milan on Thursday July 21, 2022 and the second is the Fair Parade on Sunday July 31, 2022.

Philip Costello (General Counsel) - Mr. Costello reported on a resolution which was passed by the Board several years ago. The Board approved an Encroachment Removal order for the address of 2525 E. Labo Road, Carleton, MI 48117. For an unknown reason, neither the homeowner or the road commission removed the structure. The removal of the structure will be placed on the agenda for the first meeting in August with the new homeowner being given the opportunity to come forward and state why the previous order should be rescinded and/or a new order not be issued.

10 UNFINISHED BUSINESS

11 NEW BUSINESS

12 PUBLIC COMMENT

13 COMMISSIONERS COMMENT

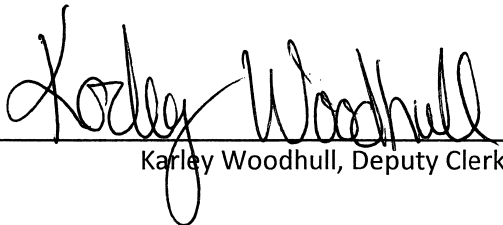
Commissioner Kipf - Nothing to report.
Commissioner Jacobs - Excused.
Commissioner Thayer - Nothing new to report.
Commissioner Minton - Nothing new to report.
Commissioner Stewart - Nothing new to report.

14 ADJOURNMENT

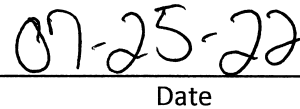
Chairman Stewart requested a motion to adjourn.

Moved by Commissioner: Minton Supported by Commissioner: Thayer
to adjourn. The meeting adjourned at: 6:34pm

Vote: Ayes: 4 Nays: 0 Excused: 1 Motion Carried



Karley Woodhull, Deputy Clerk



Date