

EATON COUNTY ROAD COMMISSION

September 14, 2021

A regular meeting of the Eaton County Board of Road Commissioners was held in the Board Room at the Road Commission offices in Charlotte, Michigan on September 14, 2021.

The meeting was called to order by Chairman Lyons at 8:30 a.m.

Members present: Commissioners Lyons, Frazier, Eldred and Aitch-Guerrant  
Members absent: Commissioner Lamoreaux

Others present: Blair Ballou, Engineer/Manager; Matt Hannahs, Assistant County Engineer; Jeremiah Nelson, Acting Superintendent and Patricia Loosemore, Finance Director/Clerk

Motion by Eldred and seconded by Frazier that the agenda be approved with the following additions: h.) Consider Projects to submit to Tri-County; and i.) Discussion/update on Union Negotiations Motion carried.

The Chairman asked if the minutes of the August 24, 2021, meeting were correct as presented. Motion by Eldred and seconded by Frazier to approve the August 24, 2021, meeting minutes with the correction of Commissioner Aitch-Guerrant's arrival time. Motion carried.

The Chairman asked if the minutes of the August 24, 2021, closed session were correct as presented. Motion by Eldred and seconded by Frazier to approve the minutes of the August 24, 2021, closed session as presented. Motion carried.

Public comment: None.

The following vouchers were presented:

a.)	VO. 73 (09-02-21)	Payroll	\$	100,490.79
b.)	VO. 74 (09-02-21)	Accounts Payable	\$	1,495,828.54
c.)	VO. 75 (09-09-21)	Accounts Payable	\$	175,696.13

Motion by Eldred and seconded by Aitch-Guerrant that the vouchers with total expenditures of \$1,772,015.46 be approved. Roll call vote: Ayes: Lyons, Aitch-Guerrant, Eldred and Frazier; Nays: None. Absent: Lamoreaux. Motion carried.

The Board reviewed and discussed the Pay Grade and Step Compensation System for Administrative and Supervisory Employees as presented by the Engineer/Manager. The increase in the CPI-U for the 12-month period ending July 31, 2021 is 5.9%. The recommendation by the Engineer/Manager is that the annual adjustment be 3.25%. Motion by Frazier and seconded by Aitch-Guerrant to adjust the Pay Grade and Step Compensation System for Administrative and Supervisory Employees by 3.25%. Motion carried.

The Board discussed updating the Classification and Compensation Study for Administrative Employees. The Engineer/Manager will pursue the updating of the 2016 study.

The Board reviewed the Annual Certification of Employee-related Conditions for reporting compliance with Public ACT 51, Section 18j(1), MCL 247.668j as presented by the Finance Director. Motion by Eldred and seconded by Frazier to approve certification that the medical benefits offered to the

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employees of the Eaton County Road Commission, is in compliance with Public Act 51, Section 18j, MCL 247.668j, and authorize the Board Chairman and Finance Director to sign the Annual Certification showing compliance with (1)(b). Motion carried.

The Board reviewed and discussed the Title VI Plan as presented by the Finance Director. Motion by Eldred and seconded by Frazier to reaffirm the Road Commission's Title VI Plan to ensure that the fundamental principles of equal opportunity are upheld in all decisions involving our employees and contractors/consultants and ensuring that the residents of our county are afforded access to our programs and services. Motion carried.

The Board reviewed and discussed the preliminary draft budget for fiscal year ending 2022 as presented by the Engineer/Manager and Finance Director.

The Board reviewed and discussed the bid tabulations for grader blades as presented by The Acting Superintendent. Motion by Eldred and seconded by Frazier to award the grader blade contract as follows: Type 1 & Type 2 grader blades awarded to Michigan CAT, being the low bidder and Type 3 & Type 4 grader blades awarded to Winter , being the low bidder. Motion carried.

Motion by Eldred and seconded by Frazier to schedule the Fiscal year 2022 budget hearing for September 28, 2021, at 6:00 p.m. Motion carried.

The Board received the compiled results of the Engineer/Manager's 2021 performance evaluation.

The Board reviewed and discussed Urban STP projects to submit to Tri-County Regional Planning Commission's Transportation Improvement Program (TIP) for 2023-2026 as recommended by the Engineer/Manager and the Assistant County Engineer. Motion by Frazier and seconded by Aitch-Guerrant that the recommended Urban STP projects be approved for submission to the Tri-county Regional Planning Commission's Transportation Improvement Program (TIP). Motion carried.

The Board reviewed and discussed the Delta Township request for TAP or CMAQ funds for a proposed Mall-Ivan-Elmwood Connector as presented and recommended by the Assistant County Engineer. Motion by Eldred and seconded by Frazier to approve Delta Township's request for TAP or CMAQ funds for the Mall-Ivan-Elmwood Connector. Motion carried.

The Board reviewed and discussed possible rural projects to be considered for submission to the Rural Task Force as presented by the Engineer/Manager and the Assistant County Engineer.

The Assistant County Engineer updated the Board on the progress of the 2021 projects.

The Acting Superintendent updated the Board on the Security project. Training will be taking place later today and key card readers should be ready for use.

The Acting Superintendent updated the Board on Sealcoat projects, fog seal projects, patching and dust control.

The Engineer/Manager updated the Board on the completion of the Gates Rd Culvert, Roxand Township. He shared information about an accident that occurred within the County.

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Motion by Eldred and seconded by Aitch-Guerrant to move to closed session at 10:10 a.m. for the purpose of discussing union negotiations. Motion carried.

Motion by Eldred and seconded by Frazier to return to open session at 10:25 a.m. Motion carried.

Motion by Frazier and seconded by Eldred to approve the union negotiation's tentative agreement.

Motion carried.

Motion to adjourn meeting by Eldred and seconded by Aitch-Guerrant at 10:30 a.m. Motion carried.

The date and time of the next regular meeting will be Tuesday, September 28, 2021, at 6:00 p.m.

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Benjamin S. Lyons, Chairman

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Patricia M. Loosemore, Clerk to the Board