

EATON COUNTY ROAD COMMISSION

April 26, 2022

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 April 26, 2022.

The meeting was called to order by Chairman Eldred at 6:06 p.m.

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

Members absent: Commissioner Eldred

Others present: Blair Ballou, Engineer/Manager; Matt Hannahs, Assistant County Engineer; Louanna Lawson, Finance Director; and Natalie Petermann, Accounting Technician. Absent: Jeremiah Nelson, Superintendent

Moved by Frazier and seconded by Aitch that the agenda be approved with the following additions:

7. New Business

- i. Consider approval of Proposal for Roadside Mowing
- j. Consider Reschedule or Cancel May 10, 2022 meeting

Motion carried.

The Vice-Chairman asked if the minutes of the April 12, 2022, meeting were correct as presented.

Moved by Aitch and seconded by Frazier to approve the April 12, 2022, meeting minutes as presented.

Motion carried.

Public comment: None

The following vouchers were presented:

a.)	VO 48 (04/14/22)	Payroll	\$ 100,094.99
b.)	VO 49 (04/13/22)	Accounts Payable	\$ 96,379.58
c.)	VO 50 (04/26/22)	Payroll	\$ 90,634.39

There was discussion. Motion by Frazier and seconded by Lyons that the vouchers with total expenditures of \$287,108.96 be approved.

Roll call vote: Ayes: Lamoreaux, Frazier, Lyons, and Aitch; Nays: None. Absent: Eldred. Motion carried.

Engineer/Manager presented and recommended the 2022 Aggregate Surface Course Contract with Carr Brothers & Sons, Inc. be signed/executed. There was discussion.

2022 Aggregate Surface Course Contract with Carr Brothers & Sons, Inc. was signed/executed by Lamoreaux, Frazier, Aitch and Lyons.

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Engineer/Manager presented and recommended the 2022 Aggregate Surface Course Contract with Crandell Brothers Trucking Company be signed/executed. There was discussion.

2022 Aggregate Surface Course Contract with Crandell Brothers Trucking Company was signed/executed by Lamoreaux, Frazier, Aitch and Lyons.

Assistant County Engineer presented the request to consider limits of 2023 Five Point Small Urban project previously submitted to TIP. He recommended to submit a TIP amendment to shorten length of the project and remove from federal aid consideration. There was discussion.

Moved by Lyons, seconded by Aitch to shorten limits of 2023 Five Point Small Urban project in a TIP amendment as presented by the Assistant County Engineer. Motion carried.

Assistant County Engineer presented the request to consider the 2022 Multiple Bridge Preventative Maintenance Construction Engineering request for proposals. He presented quote from Spicer Group for \$47,360.72. This quote was based on an estimated number of hours needed to perform the tasks described for the federal aid projects. This was the only quote received for this RFP. There was discussion.

Moved by Lyons, seconded by Frazier to approve the 2022 Multiple Bridge Preventative Maintenance Construction Engineering quote from Spicer Group as presented by the Assistant County Engineer. Motion carried.

Assistant County Engineer presented the request to approve the Wage Authorization for Engineering Interns. The interns are hired to assist during the summer season. Aitch suggested to research the idea of stipend or scholarship for returning interns going forward – this may be a good recruiting tool. There was further discussion on wages in general.

Moved by Frazier, seconded by Lyons to award to approve wage authorization as presented by the Assistant County Engineer. Motion carried.

The Engineer/Manager presented to consider an additional one-year extension on Roadside Mowing with the same vendor previously being used. The vendor has proposed to extend the agreement at the 2019 rates and does a great job. There was discussion.

Moved by Aitch, seconded by Lyons to approve the extension of current vendor at the proposed 2019 rates for the 2022 Roadside Mowing. Motion carried.

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The Engineer/Manager presented to consider rescheduling or cancel the Eaton County Board of Road Commissioners Meeting scheduled for May 10, 2022, at 8:30 a.m. There was discussion.

Moved by Lyons, seconded by Frazier to cancel the May 10, 2022, Eaton County Board of Road Commissioners Meeting. Motion carried.

The Engineer/Manager provided an update on the Security Audit and System in the Superintendent's absence. He reported the Vermontville Garage needs camera reconfiguration. The Superintendent has called in the service request to the vendor. The Eaton County Road Commission is still holding payment pending work completed and satisfaction of product delivery and installation. There was discussion.

The Assistant County Engineer provided an update on the staffing levels in the Engineering Department. Three full-time positions will be vacant. He indicated advertisements have been posted on the ECRC website, County Road Association website and ECRC Facebook page. There was discussion on using other forms of advertising. The Assistant County Engineer updated regarding the installation package for the Butterfield Culvert is out for bid. Bid proposals are due back early May. An update was asked for on the beacons to be installed on Stewart Road. The beacons should be here and ECRC will install at that time. There was further discussion.

The Engineer/Manager provided an update on the various emails he is responding to constituents on regarding the condition of the roads with the Spring weather, gravel needing graded and potholes needing fixed. He updated that Delta is working on cold patching as time allows when they aren't working on Spring weather cleanup and fixes. The Engineer/Manager indicated the Superintendent has rented a backhoe to work on culvert replacements in a variety of areas.

There was no correspondence to review.

The other items are reminders that the following conferences and courses are taking place with staff attending:

2022 Michigan Highway Maintenance Conference from April 26, 2022 – April 27, 2022, in Bellaire.

2022 Worker's Compensation Specialist Course on May 9, 2022, in Frankenmuth.

2022 Finance & Human Resource Seminar from May 10, 2022 – May 12, 2022, in Frankenmuth.

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The Engineer/Manager spoke about wanting to retire prior to the end of 2022. The subject was brought up as a courtesy for the Board to have time to recruit and hire without being in too much of a rush. He is flexible and will assist however needed going forward. Date of retirement is yet to be determined. The Engineer/Manager retirement was requested to be added to the agenda for further discussion on the May 24, 2022, as an agenda item.

The date and time of the next regular meeting will be Tuesday, May 24, 2022, at 6:00 p.m.

Moved by Lyons, to adjourn. There were no objections. The meeting was adjourned at 7:00 p.m.

Duane A. Eldred, Chairman

Louanna L. Lawson, Clerk to the Board