

EATON COUNTY ROAD COMMISSION

July 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 July 26, 2022.

The meeting was called to order by Chairman Eldred at 6:01 p.m.

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

Members absent: Commissioners Lyons

Others present: Blair Ballou, Engineer/Manager; Matt Hannahs, Assistant County Engineer; Jeremiah Nelson, Superintendent; Louanna Lawson, Finance Director; and Natalie Petermann, Accounting Technician. Absent: None

The Chairman inquired if there anything to add or change regarding the agenda. The Engineer/Manager requested the following be added:

6. New Business

d. Consider approval and execution of the 2022 Overband Crack Fill contract with Scodelleer Construction Inc.

e. Consider approval of contract for the new Engineer/Manager starting August 1, 2022

Moved by Lamoreaux and seconded by Frazier, that the agenda be approved as amended. Motion carried.

The Chairman asked if the minutes of the July 12, 2022, meeting were correct as presented. Moved by Lamoreaux and seconded by Frazier to approve the July 12, 2022, as presented. Motion carried.

Public comment: None

The following vouchers were presented:

a.)	VO 63 (07/15/22)	Accounts Payable	\$1,502,779.50
b.)	VO 64 (07/19/22)	Payroll	\$ 100,456.32

There was discussion. Motion by Lamoreaux and seconded by Aitch that the vouchers with total expenditures of \$1,603,235.82 be approved. Roll call vote: Ayes: Eldred, Lamoreaux, Frazier, and Aitch. Nays: None. Absent: Lyons. Motion carried.

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The Assistant County Engineer requested the Board to consider the Consultant Proposal for Construction Engineering for the Marketplace Blvd/Millett Hwy Federal Aid resurfacing project. There was discussion. Moved by Lamoreaux, seconded by Frazier that the Consultant Proposal for Construction Engineering be awarded to Survey Solutions Inc. Motion carried.

BID TABULATION

Consultant Proposal Comparison

2022 Millett Hwy & Marketplace Blvd Construction Engineering

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Consultant	Hours	Rate
Survey Solutions Incorporated	585	\$ 56,700.00
ENG	696	\$ 59,850.00
Moore & Bruggink	763	\$ 84,500.00
Spicer Group	864	\$100,521.17
SME	789	\$ 112035.00

The Engineer/Manager requested the Board to consider and approve the request for Engineering Reimbursement from the Michigan Department of Transportation. There was discussion. Moved by Frazier, seconded by Aitch to approve the request for Engineering Reimbursement from the Michigan Department of Transportation. Motion carried.

The Engineer/Manager requested the Board to consider and approve the Retirement Eligibility Change as previously proposed. It was noted this should be Old Business. The change requested is for enrollment to be monthly rather than twice per year. There was discussion. Moved by Lamoreaux, seconded by Aitch to approve the Retirement Eligibility Change as presented. Motion carried.

The Engineer/Manager requested the Board to consider and approve the contract for 2022 Crack Seal with Scodeller Construction. There was discussion. Moved by Frazier, seconded by Lamoreaux to approve/execute the contract with Scodeller Construction to do the 2022 Crack Seal work. Motion carried.

Chairman Eldred presented the Engineer/Manager contract to the Board for review and approval. There was discussion. The contract is with Mathew M. Hannahs, the new Engineer/Manager succeeding Blair Ballou effective August 1, 2022. This is a classified as salaried, exempt and paid an annual salary of \$115,000.00. The Board will conduct annual performance reviews each year in August.

Engineer/Manager will be provided vacation as indicated for the applicable years of service plus an additional week. There will be reimbursement for conferences travel and business expenses, as applicable. Employee will receive a transportation/vehicle expense allowance of \$1,050.00 per month (there will not be reimbursement for mileage.) The original copy of the signed copy will reside in the Engineer/Manager's personnel file. There was discussion. Moved by Frazier, seconded by Lamoreaux to approve and execute the contract with Mathew M. Hannahs, Engineer/Manager effective August 1, 2022. Motion carried.

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The Superintendent provided an update on the Security Audit and System. Siemens took pictures and indicated they would resolve. Payment is still being held pending work completed and satisfaction of product delivery and installation. There was discussion.

The Assistant County Engineer provided an update on Vermontville Hwy, Lamie Rd, and Mason Rd – closing will begin on January 29, 2022, for milling/waterproofing. Preventative maintenance is taking place on the following roads and will be closed for a period after which flagging will be necessary if the work is not complete: Vermontville Hwy - up to two weeks; Mason Road – four weeks; Lamie Road – six weeks. A report on the status of the millage projects was made. He spoke about the crush and shape on the north mile of Gunnell Rd being in the works, the south mile will be delayed until 2023 due to a county drain project planned within that section of Gunnell Hwy.

There was also an update on the widening of the intersections on Houston Rd and Dow Rd. The Assistant Engineer updated on meeting with the Sheriff and County Facilities Director at the Vermontville Hwy Pit east of Potterville, they would like fencing there. The Assistant Engineer updated the Board on staffing. He indicated there was discussion with Lauren (intern) regarding accepting the Assistant Engineer position when it becomes available. Lauren graduates in May 2023 and has the availability to work 20 hours per week until then. If she accepts the position, the Engineer/Manager will oversee the Assistant Engineer as the licensed engineer. Working under a licensed engineer for four years is necessary after graduation to become a licensed engineer. Lauren knows most of the local details and has managed one federal aid project. The Engineer/Manager will take her to as many meetings as possible to have her acclimated over time. He reported he is still searching for two Engineering Technicians.

The Superintendent provided an update the crews are busy spot blading, prepping for seal coat so ready when tar is available, hot mastic work is being done on Needmore. The new mower is hopefully on its way, the mower portion of the tractor is being installed now. They are doing crushing and getting quicker with it, currently working on Shaytown, St. Joe Hwy, and Gunnell Rd. Crews are doing some cold patching, seven culverts have been done. The Superintendent advised there is more summer help being hired and he will interview for an Area Supervisor on Wednesday, July 27. The candidate has some experience in construction and lives in Charlotte.

Engineer/Manager update: None.

Correspondence: None.

Upcoming events: None.

Public comment: None

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Commissioner comment: Commissioner Eldred presented and read aloud a Resolution for Engineer/Manager, Blair Ballou for his upcoming retirement.

**RESOLUTION HONORING BLAIR BALLOU, ENGINEER/MANAGER,
FOR SERVICE TO THE EATON COUNTY ROAD COMMISSION**

WHEREAS, Blair Ballou served as the Assistant County Engineer from 1984 through 1991; and

WHEREAS, Blair Ballou, has been the Eaton County Engineer/Manager from 1991 through 2022; and

WHEREAS, Blair Ballou's cooperative nature, attention to detail, and quality management of the Eaton County Road Commission have been greatly appreciated and will be truly missed by the entire staff;

NOW THEREFORE BE IT RESOLVED, that the Board of County Road Commissioners of the County of Eaton hereby commends and sincerely thanks Blair Ballou for his thirty-eight years of dedicated service and personal commitment;

BE IT FURTHER RESOLVED, that the Board extends to him its best wishes for a long, happy, and healthy retirement;

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Blair Ballou as a reminder of the respect and admiration the people of Eaton County hold for his service and accomplishments on behalf of our County.

Roll Call: Ayes: Commissioner Duane A. Eldred
 Commissioner Timothy J. Lamoreaux
 Commissioner Jerry L. Frazier
 Commissioner Lauren K. Aitch-Guerrant

Nayes: None

Absent: Commissioner Benjamin S. Lyons

Moved by Frazier, seconded by Lamoreaux that the meeting be adjourned. Motion carried.

Board meeting was adjourned at 6:36 p.m.

The date and time of the next regular meeting will be Tuesday, August 9, 2022, at 8:30 a.m.

Duane A. Eldred, Chairman

Louanna L. Lawson, Clerk to the Board