

EATON COUNTY ROAD COMMISSION

September 10, 2024

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 10, 2024, at 8:30 a.m.

Members present: Commissioners Eldred, Lamoreaux, and Barber

Members absent: Aitch-Guerrant and Lyons

Others present: Mathew Hannahs, Engineer-Manager; Patricia Loosemore, Finance Director; Jeremiah Nelson, Superintendent, Ron Clark; E.T. MacKenzie, Steve Hayward E.T. MacKenzie, Clark Hulliberg and Brian Keeve

The meeting was called to order by Chair Eldred at 8:35 a.m.

The Chair inquired if there were additions or deletions to the agenda. There were no additions or deletions to the agenda. Motion by Lamoreaux and seconded by Barber to approve the agenda as presented. Motion carried.

The Chair asked if the minutes of the August 27, 2024, regular meeting were correct as presented. Motion by Lamoreaux and seconded by Barber to approve the August 27, 2024, meeting minutes as presented. Motion carried.

The Chair asked if the minutes of the August 27, 2024, closed meeting were correct as presented. Motion by Barber and seconded by Lamoreaux to approve the August 27, 2024, closed meeting minutes as presented. Motion carried.

Public comment: Clark Hulliberg of Dimondale spoke regarding the berm in his yard. Brian Keeve spoke regarding a concern of sight distance issue due to brush.

The following vouchers were presented:

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| a. | VO 75 (08/29/24) | Accounts Payable | \$ 2,300,886.78 |
| b. | VO 76 (09/05/24) | Accounts Payable | \$ 153,211.29 |

Motion by Lamoreaux and seconded by Barber to approve Vouchers 75 and 76 with total expenditures of \$2,454,098.07. Roll call vote: Ayes: Eldred, Barber, Lamoreaux. Nays: None. Absent: Aitch-Guerrant and Lyons. Motion carried.

The Board reviewed and discussed the Final Plat for Wind Trace No. 4 as presented by the Engineer/Manager. The Engineer/Manager noted that all required documentation has been received and recommends that the Board approve the street construction agreement, the Section 425 agreement and the Final Plat and authorize the Chairman to sign. Motion by Lamoreaux and seconded by Barber to approve the Final Plat for Wind Trace No. 4 as presented, authorizing the Chair to sign necessary documents. Motion carried.

The Board reviewed and discussed the culvert installation contract with XACT Excavating as presented by the Engineer/Manager with a recommendation that the Board approve and sign the contract. Motion by

Barber and seconded by Lamoreaux to approve the culvert installation contract with XACT Excavating as presented. 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 recommendation by the Engineer/Manager is that the annual adjustment be done on a grade-by-grade basis so that each grade is brought to the 50th percentile of actual data as compiled by MGT consulting for the Clinton/Montcalm Wage study done in 2024. Motion by Barber and seconded by Lamoreaux to adjust the Pay Grade and Step Compensation System for Administrative and Supervisory Employees as presented. Motion carried.

The Board reviewed and discussed the 2024 Longevity Payroll Schedule as presented by the Engineer/Manager. Motion by Barber and seconded by Lamoreaux to approve the 2024 Longevity Payroll Schedule in the amount of \$13,260.00. Motion carried.

The Board reviewed and discussed the Title VI Plan as presented by the Finance Director. Motion by Lamoreaux and seconded by Barber 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 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 Barber and seconded by Lamoreaux to approve certification that the medical benefits offered to the 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 recommended project submittals for the Urban and Rural STP for 2026-2029 to the Transportation Improvement Program (TIP) as presented by the Engineer/Manager. Motion by Barber and seconded by Lamoreaux to approve the recommended projects for Urban and Rural STP for 2026-2029 to the Transportation Improvement Program (TIP). Motion carried.

The Board reviewed and discussed the preliminary draft budget for fiscal year ending 2025 as presented by the Finance Director and Engineer/Manager.

Motion by Barber and seconded by Lamoreaux to schedule the Fiscal Year 2025 budget hearing for September 24, 2024, at 6:00 p.m. Motion carried.

Motion by Lamoreaux and seconded by Barber to move into closed session at 9:21 a.m. per the request of the Engineer/Manager to discuss the 2024 Engineer/Manager evaluation results. Motion carried.

Motion by Barber and seconded by Lamoreaux to move back to open session at 9:40 a.m. Motion carried.

The Board reviewed and discussed the Eaton CRC Wrap Plan as presented by the Engineer/Manager. There was discussion and it was decided that this would be tabled pending additional information from the Engineer/Manager.

The Superintendent updated the Board on Maintenance Activities:

- Security camera issues in Delta and Vermontville due to equipment getting fried during storm
- Crews have been working on guardrail repair
- Crews have been deberming in Kalamo Twp
- Roadside mowing is being done.
- Crews have been working on shoulder maintenance.
- Cold patching is being done.
- Repairs on Royston Rd before paving
- Jetted out culverts
- Dust control, 2 application was completed August 29 2024

The Engineer-Manager provided an update on the following items:

- Creepy Swamp is in the design phase.
- The Royston Rd project had final asphalt yesterday.
- Nixon Rd project is nearing completion
- Smithville Bridge project reopened for a brief period
- Davis Hwy construction project is in phase II
- Meeting with Eaton County 911 to discuss call service.
- RR will reconstruct the Creyts Rd Crossing

Correspondence:

Email from Kyle Butterworth regarding the driveway on Curtis Rd.

Email from Chris Mooney regarding Large Culvert replacement follow-up.

Motion by Lamoreaux and seconded by Barber to adjourn the meeting at 10 :08 a.m. Motion carried.

The date and time of the next regular meeting will be Tuesday, September 24, 2024, at 6:00 p.m.

Duane A. Eldred, Chairman

Patricia M. Loosemore, Clerk to the Board