

April 22, 2020

The regular meeting of the Board of County Road Commissioners of the County of St. Clair was held on Tuesday, April 22, 2020, at 7:09 pm by conference call, per the Governor's Executive Order 2020-48.

Present: Chairman Timothy LaLonde, Vice-Chairman William Blumerich, Commissioner Timothy Ward, Managing Director Kirk Weston, Secretary Greg Owens, Deputy Secretary Sandra Clark

Minutes: Chairman LaLonde stated if there were no corrections or additions to be made to the minutes of the regular meeting of March 17, 2020 the minutes would stand as presented. No corrections or additions, the minutes were approved as submitted.

Citizens wishing to address the Board:

There were no citizens wishing to address the Board.

VOUCHERS:

		Motion		
		<u>To Approve</u>	<u>Second</u>	<u>Action</u>
#24929	\$695,525.40	Ward	Blumerich	Carried 3-0
#24930	\$ 64,465.14	Ward	Blumerich	Carried 3-0
#24931	\$250,909.86	Ward	Blumerich	Carried 3-0
#24932	\$141,364.67	Ward	Blumerich	Carried 3-0
#24933	\$272,257.59	Ward	Blumerich	Carried 3-0
#24934	\$224,083.09	Ward	Blumerich	Carried 3-0

RELEASES:

On a motion by Commissioner Blumerich seconded by Commissioner Ward the release of a \$10,000.00 surety bond being held covering Allwood Building Components, Inc. be approved. Motion carried 3-0. (See exhibit at close of minutes.)

BRIDGE FUNDING APPLICATION RESOLUTIONS, NO. 20-10 THROUGH NO. 20-16:

Commissioner Blumerich inquired about the Sperry Road Bridge project. On a motion by Commissioner Ward seconded by Commissioner Blumerich the following resolutions for bridge funding applications were approved:

- 20-10 - Griswold Road over Pine River (17-03P), Kimball Twp – superstructure replacement
- 20-11 - County Park Drive over South Branch of the Pine River (23-12L), Riley Twp – superstructure replacement
- 20-12 - Long Island Court over Unnamed Canal (15-7L), Ira Twp – complete bridge replacement
- 20-13 - Sperry Road over Belle River (1-04L), Berlin Twp – deck replacement and beam painting
- 20-14 - Division Road over Belle River (8-09P), Columbus Twp – preventative maintenance
- 20-15 - Lapeer Road over Cowhy Drain (16-23P), Kenockee Twp – preventative maintenance
- 20-16 - Lapeer Road over Cowhy Drain (16-24P), Kenockee Twp – preventative maintenance

Motion carried 3-0. (See exhibits at close of minutes.)

Approved
5/19/20
SP

SIGNATURE AUTHORIZATION:

On a motion by Commissioner Blumerich seconded by Commissioner Ward that, due to the COVID-19 pandemic and the use of teleconferencing for meetings of the St. Clair County Board of Road Commissioners per the Governor's Executive Order 2020-48, Managing Director Kirk Weston be authorized to sign documents on behalf of the St. Clair County Board of Road Commissioners, this authorization to be limited to the timeframe of the current restrictions. Motion carried 3-0.

REPORTS:

The Board received the following reports:

- COVID-19 Effects on Revenue/Expense – Mr. Owens reviewed his report on the forecasted impact of the COVID-19 pandemic on revenue. In response to forecasted decreases, some projects will be delayed and six employees have been laid off. Mr. Owens also reviewed separation protocols in place at the Waste Water Treatment Plant. Director Weston noted that more adjustments may need to be made. Commissioner Blumerich complimented staff on being proactive. Chairman LaLonde noted fuel is a major Road Commission expense, and inquired if a reduction was being seen due to lower prices. He also asked if there had been any delays in receiving equipment that had been ordered. Commissioner Ward noted, as receipts come in, he would like to see projects be reinstated where possible. Chairman LaLonde inquired about the employee lay-offs.
- Monthly Accounts Payable Accumulation Report
- Monthly Cash Flow Report
- Accounting Report – Balance Sheet
- Monthly Departmental Status Report
- Monthly Service Request Report
- Quarterly Conference Report
- New Hire Report - Engineering

MISCELLANEOUS BUSINESS:

Director Weston had the following:

- Reported that the annual gravel haul will begin May 4th, and the Road Commission will return to the regular summer work schedule for all employees. Social distancing will be maintained and personal protective equipment will be provided.
- Noted that, as an early part of the response to the pandemic, the board meeting schedule had been revised to one meeting per month through August. With the Governor's Executive Order allowing for teleconferencing for meetings, staff is recommending returning to two meetings starting in June. A revised schedule will be presented at the next meeting.
- Reported the townships are being kept informed of the status on projects. He also noted that a project on Range Road had started.

Commissioner Blumerich had the following:

- Asked if there had been any variances on work orders being received from the townships for the gravel haul. He also inquired about the delivery of stone to the dock.
- Inquired if contractors were experiencing issues with staffing.
- Inquired about the used grader being sold by the Road Commission.

Chairman LaLonde provided directions for Accounting Supervisor Tammy Holzberger to scan and email documents needing his signature.

ADJOURN:

There being no further business to come before the Board, it was moved by Commissioner Ward seconded by Commissioner Blumerich to adjourn the meeting at 7:36 pm. Motion carried 3-0.

Timothy J. LaLonde, Chairman

Greg A. Owens, Secretary