

Approved  
S-7-24  
TMH

April 16, 2024

The regular meeting of the Board of County Road Commissioners of the County of St. Clair was held on Tuesday, April 16, 2024, at 9:00 am in the St. Clair County Road Commission's Central Service Center, 21 Airport Drive, St. Clair, Michigan.

Present: Chairman Timothy LaLonde, Vice-Chairman Timothy Ward, Commissioner Michael Lauwers, Managing Director William Hazelton, Secretary Tammy Marquardt-Holzberger

Citizens: Karen Shafik, UHY, LLC

Minutes: Chairman LaLonde stated if there were no corrections or additions to be made to the minutes of the regular meeting of April 2, 2024 the minutes would stand as presented. No corrections or additions, the minutes approved as submitted.

CITIZENS WISHING TO ADDRESS THE BOARD:

Ms. Karen Shafik of UHY, LLC presented the 2023 Road Commission Audit. She reported that the audit merited an unmodified "clean" opinion and there were no deficiencies in the internal controls and compliance in all areas was noted. Ms. Shafik reported an increase in the Road Commission's Net Position, and reviewed millage receipts, pension and OPEB liabilities.

On a motion by Commissioner Ward seconded by Commissioner Lauwers the 2023 Road Commission Audit be accepted as presented. Motion carried 3-0.

VOUCHERS:

		<u>Motion</u>	<u>Second</u>	<u>Action</u>
		<u>To Approve</u>		
#25249	\$242,271.71	Ward	Lauwers	Carried 3-0
#25250	\$911,055.52	Ward	Lauwers	Carried 3-0

RELEASES:

On a motion by Commissioner Lauwers and seconded by Commissioner Ward for approval of the following releases:

- \$1,346.60 Cash Deposit Casa Tubo, LLC
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- \$3,000.00 Surety Bond Pamar Enterprises, Inc.
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Motion carried 3-0 (see exhibits at close of minutes).

CONFERENCE REQUESTS:

On a motion by Commissioner Ward and seconded by Commissioner Ward approval of Jon Winckler's conference request to attend the 2024 Highway Maintenance Conference, D.J. Hill and Tammy Holzberger's conference request to attend the 2024 Finance and Human Resources Conference, EGLE-Soil Erosion & Sedimentation Control Plan Review & Design Certificate Renewals for Jennifer Nelson, William Hazelton and Michael Clark, and EGLE – Construction Storm Water Operator Certificate Renewals for Jennifer Nelson and William Hazelton be approved as presented. Motion carried 3-0.

BURT ROAD GRAVEL TREATMENT BID:

On a motion by Commissioner Ward seconded by Commissioner Lauwers the soil stabilization of Burt Road and asphalt crushing of Stapleton and Fox Roads bid be awarded to Pavement Recycling, Inc. Commissioner Ward inquired of this was for a new project, Director Hazelton replied, no the projects were planned and noted in the 2024 Budget. Motion carried 3-0.

RESOLUTION 24-06. REMOVAL OF ENCROACHMENT – 2472 MILLER ROAD, RILEY TOWNSHIP:

On a motion by Commissioner Lauwers seconded by Commissioner Ward Resolution 24-06, Removal of Encroachment at 2472 Miller Road be approved. Commissioner Lauwers inquired about the removal. Director Hazelton replied, small pine trees were planted in the Road Commission's Right of Way in 2023. Property owners were notified multiple times, and the property owners never responded or removed the trees. Motion carried 3-0. (See exhibit at close of minutes.)

REPORTS:

The Board received the following reports:

- Cash Flow Report
- Accounting Report – Balance Sheet
- Monthly Service Request Report
- MTF Monthly Report – February
- Quarterly Conference Report
- Engineering Project Status Report
- Permits Status Report
- Engineering Department Summer Hours
- 2023 DPW Audit

MISCELLANEOUS BUSINESS:

Director Hazelton reported that the gravel haul started on Monday, April 15<sup>th</sup>. Two tractors will be coming in soon, the two tractors were ordered last fall. Vanalstine Truck & Equipment had finished the work on truck 90140, coming in at \$28,000. Director Hazelton gave the board an update on the computer network/system.

Commissioner Ward inquired if the Road Commission had received the military truck, Director Hazelton replied that yes we had. Commissioner Ward asked for an update on Nolan Road. Director Hazelton stated that the District Foreman had been out to Nolan Road after another request was put in. The District Foreman noted that the property owner had cleaned up the road, and that the road was not found to be in disrepair, and that it was passable. The property owner did obtain a permit from the Road Commission. It was noted that the road is a gravel road, and that it has always been 1 ½ lane road. Commissioner Ward asked Director Hazelton to follow up with the Supervisor from Wales Township.

Commissioner Lauwers inquired about stone testing. Director Hazelton replied that from each boatload of stone received, two samples are taken and tested. The testing is performed by Road Commission staff, and testing follows the state of Michigan guidelines. The state of Michigan stone specifications are considered very open. Director Hazelton is going to review the specifications for 2025, and have some stone retested from the haul on April 15<sup>th</sup>.

ADJOURN:

There being no further business to come before the Board, it was moved by Commissioner Ward seconded by Chairman Lauwers to adjourn the meeting at 9:34 am. Motion carried 3-0.

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Timothy J. LaLonde, Chairman

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Tammy Marquardt-Holzberger, Secretary