

Approved
7-2-24
TMM

June 18, 2024

The regular meeting of the Board of County Road Commissioners of the County of St. Clair was held on Tuesday, June 18, 2024, at 6:00 pm 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

Minutes: Chariman LaLonde stated if there were no corrections or additions to be made to the minutes of the regular meeting of Tuesday, June 4, 2024 the minutes would stand as presented. No corrections or additions, the minutes approved as submitted.

VOUCHERS:

		<u>Motion</u>		
		<u>To Approve</u>	<u>Second</u>	<u>Action</u>
#25263	\$525,115.55	Ward	Lauwers	Carried 3-0
#25264	\$260,874.59	Ward	Lauwers	Carried 3-0
#25265	\$774,388.50	Ward	Lauwers	Carried 3-0

RELEASES:

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

- \$2,363.56 Cash Deposit St. Clair Investment Group III

Motion carried 3-0 (see exhibit at close of minutes).

ASSISTANT PROJECT MANAGER POSITION:

Director Hazelton presented the board with the job description of a proposed new Supervisor's Union position to be entitled Assistant Project Manager. On a motion by Commissioner Ward seconded by Commissioner Lauwers the position of Assistant Project Manager be added. Motion carried 3-0.

BLUEBILL RD BRIDGE IN-PLANT STEEL BEAM INSPECTION BID AWARD:

Commissioner Lauwers inquired about the inspection process. Director Hazelton replied that all federal aid jobs require an abbreviated in-plant inspection of the steel. On a motion by Commissioner Lauwers seconded by Commissioner Ward the contract bid for the Bluebill Rd Bridge in-plant steel beam inspection be awarded to HRV in the amount of \$10,520.40. Motion carried 3-0.

CONSULTANT CONTRACT – "AS-NEEDED" TESTING SERVICES:

On a motion by Commissioner Ward seconded by Commissioner Lauwers contracts for As-Needed Testing Services be awarded to PSI, BMJ, and SSI. Motion carried 3-0.

I-94 RICHMOND REST AREA BID AWARD:

Commissioner Ward inquired if the rest area was going to be rebuilt and was this a state project. Director Hazelton replied that the rest area was not going to be rebuilt. The Welcome Center that was built awhile back will fulfill the needs of the rest area that is being demolished, and that the project is a state project. Commissioner LaLonde inquired about the lagoons. Director Hazelton replied that the lagoons would be maintained for one year, and after that year they would no longer have to be maintained. On a motion by Commissioner Lauwers seconded by Commissioner Ward the contract bid for the I-94 Richmond Rest Area

be awarded to ML Chartier Excavating in the amount of \$382,052.11. This award would be contingent upon MDOT's approval. Motion carried 3-0.

RESOLUTION 24-11, REMOVAL OF ENROACHMENT – CONCRETE APPROACH – 14265 GILBERT ROAD:

Commissioner Ward inquired if Gilbert Road was a gravel road and had notice been sent. Director Hazelton replied yes it was a gravel road, and three notices had been given to the property owners. On a motion by Commissioner Ward seconded by Commissioner Lauwers Resolution No. 24-11 authorizing the removal of the encroachment – concrete approach at 14265 Gilbert Road be approved. Motion carried 3-0. (See exhibit at close of minutes.)

REPORTS:

The Board received the following reports:

- Cash Flow Report
- Accounting Report – Balance Sheet
- Handbook Revision
- Engineering Project Status Report
- Permit Status Report
- Winter Maintenance Report

MISCELLANEOUS BUSINESS:

Director Hazelton discussed projects underway on State Road and West Water. Director Hazelton noted that Jennifer Nelson was named the new Director of Engineering. Ms. Nelson will be introduced at the next board meeting. Director Hazelton discussed various staffing levels with upcoming retirements and the promotion of Jennifer Nelson. Director Hazelton also noted that the gravel haul is still ongoing, and the next boatload is scheduled for tomorrow.

Secretary Holzberger noted that the Employee Appreciation Day will be Thursday, July 25th at the Central Service Center.

Commissioner Ward discussed the Winter Maintenance Report. Report will be presented to the board during October – April.

Commissioner Lauwers inquired about the mowing that is done on the state roads. Director Hazelton replied that the mowing is billed out to the state, per the contract with MDOT. MDOT creates schedule C rates to charge the equipment out, and the figures are audited back to actual after the state's fiscal year ends.

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 6:21 pm. Motion carried 3-0.

Timothy J. LaLonde, Chairman

Tammy Marquardt-Holzberger, Secretary