

Work Session of the Board of County Road Commissioners for the County of St. Joseph, State of Michigan, was held in the Board Room at the St. Joseph County Road Commission, 20914 M-86, Centreville, Michigan at 8:00 a.m.

Present: Chairman David Allen, Vice Chairman Eric Shafer, Commissioner Jack Coleman, Clerk Julie Mayuiers, Manager John Lindsey

Present via Polycom: Commissioner Vincent Mifsud, Commissioner Rodney Chupp (joined at 8:25 am)

Guests present: Garrett Myland, Assistant Manager, Project Engineer
Robert Tomlison, TR Commercial
Mike Harris, Director of Operations
Brittany Hinn, Accounting Clerk

Motion by Vice Chairman Shafer seconded by Commissioner Coleman to approve the agenda as amended and the Consent Agenda consisting of minutes of the April 7, 2021 Board meeting as presented. Motion carried.

Motion by Commissioner Coleman seconded by Commissioner Mifsud to approve the March Payroll vouchers in the amount of \$162,226.20. Roll Call Vote taken: Ayes: Coleman, Mifsud, Shafer, Allen
Nays: None Absent: Chupp Abstained: None Motion carried.

Motion by Vice Chairman Shafer seconded by Commissioner Coleman to approve the March A/P vouchers in the amount of \$139,852.19. Roll Call Vote taken: Ayes: Mifsud, Shafer, Coleman, Allen
Nays: None Absent: Chupp Abstained: None Motion carried.

New Business – the 1st Qtr. of 2021 Safety Drawing winners were: John Lindsey, Michel Harris, Paul Roberts and Tom Scott.

Motion by Commissioner Coleman seconded by Vice Chairman Shafer to accept the Recognition Award Policy as presented. Motion carried

St. Joseph County Road Commission Recognition Award Policy

Mission: In cooperation with county and township governments, the mission of the St. Joseph County Road Commission is to provide a well-maintained road system for the traveling public while enhancing economic development, tourism and specifically the overall quality of life for our customers, the citizens of St. Joseph County.

In recognition of their noteworthy and significant contributions to the mission of the St. Joseph County Road Commission the Board wishes to acknowledge individuals who have had a lasting impact on this mission.

1. Purpose. To provide specific guidelines, nomination requirements, timelines, and procedures for the Board of Road Commissioners Award Recognition Program.

2. Background: On January 6, 2021, the St. Joseph County Road Commission Board agreed to establish the Recognition Award program to recognize individuals who represent the best of the St. Joseph County Road Commission by demonstrating both professional and personal dedication. No Road Commission funds will be used now or in the future and all associated costs will be funded by individual Board members.

3. Eligibility: The award recognizes individuals who best represent the dedicated professionals serving our road commission. The candidate is typified by superior performance, county impact, mission contribution, leadership, dedication, and outstanding professionalism. The Board recognizes that there are individuals not employed by the road commission that have made great contributions to the improvement of the roads in St. Joseph County. When reviewing candidates for selection, additional consideration should be given to those individuals who have excelled in increasingly demanding, challenging, and unique accomplishments which embodies the St. Joseph County Road Commission vision.

4. Action. The award cycle will run from January 1st to December 31st every year. Any person can complete a nomination form, submitted in the recommended format, by 3:00 pm February 15th to the Human Resources Manager. The Road Commission Board will complete the process by reviewing all nominations and voting for 3 candidates at the March public meeting each year.

5. Recognition. The nominees selected by the designated Road Commissioners will receive:

- a. Letter of Recognition. The St. Joseph County Road Commission Recognition Award will include an official letter of recognition, on St. Joseph County Road Commission letterhead, individually signed by each current appointed Road Commissioner and member of management.
- b. Press Release. The Board Chairman will prepare a brief statement of the Boards appreciation and description of the individual's accomplishments and give it to the press covering the Board meeting. The recipient will be recognized on SJCRC's Facebook page and will be added to a list of previous recipients on SJCRC's website.
- c. The St. Joseph County Road Commission Chairman or their designee will present awardee information to the County Commission Board at the next available public meeting. The information presented will also include the name of the individual and a brief description of accomplishment(s) which resulted in award recognition.
- d. Perpetual Plaque. Each awardee will have their name included on a plaque including the year in which they were recognized in a conspicuous place within the Road Commission board room.

By: Board of County Road Commissioners
of the County of St Joseph on April 21, 2021

David H. Allen, Chairman

Eric B. Shafer Vice-Chairman

Rodney D. Chupp, Member

Vincent J. Mifsud, Member

Jack D. Coleman, Member

SAMPLE NOMINATION FORMAT

ST. JOSEPH COUNTY ROAD COMMISSION (SJCRC)
RECOGNITION AWARD PROGRAM NOMINEE

Date: _____

I _____ nominate _____ as a 20____ SJCRC
Recognition Award Recipient

2. Complete contact information of member nominated:

a. Name: (last, first, middle initial) _____

b. Present occupation and position _____

c. Address: Work _____

Home _____

e. Telephone: Work _____ Home/Cell: _____

f. E-mail Address: _____

3. If previously selected list year: _____

4. Justification of nomination: List reasons and qualifications on separate typewritten pages.

a. Scope and impact of action leading to nomination.

b. Institutional and technical expertise.

c. Special qualifications.

d. History of individual accomplishments related to SJCRC.

f. Education and professional history.

Commissioners Comments:

Coleman: Thank you to Vince, John and Rodney on their suggestions and help on getting the Recognition Award Policy put together. He will be attending more township meetings in the future.

Chupp: Thank you Jack and Vince for the Recognition Award Policy. Hearing good things about the transparency of the road commission also. There was transparency when John Lindsey was hired by including a couple of county commissioners and a couple of staff in the interview process. Kudo's to John, Garrett and Don on working hard with the citizens of our county. He has been watching the prep work for our upcoming paving projects. Thank you to Vince for going to the upcoming SW Council Meeting on May 5. The current road millage is up in 2024 and we need to start looking at the wording for new millage.

Mifsud: Appreciates another good meeting and the transparency we have going for us.

Shafer: Thank you to Jack and Vince for the time they put into the Recognition Award Policy and to Vince for attending a township meeting the other night.

Allen: The easiest thing to do is do what you have always done. Cool thing is that we are doing new things this year. Crew is always coming up with new ideas and everybody is empowered to do what is in the best interest of the residents of the county.

Meeting adjourned at 9:10 am

David H. Allen Chairman

Julie Mayuiers, Clerk of the Board

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