

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

July 23, 2019

CALL TO ORDER

Vice Chairperson Johnson called the meeting of the Genesee County Board of Road Commissioners to order at 10:00 a.m. The meeting was held in the Board Room of the Genesee County Road Commission, 211 W. Oakley St., Flint, Michigan 48503-3995.

ROLL CALL

Present: John Mandelaris, Chairperson (arrived at 11:00 a.m.)
Robert Johnson, Vice Chairperson
Cloyce Dickerson, Commissioner
David Arceo, Commissioner
Shirley-Kautman-Jones, Commissioner

Absent: None

Others Present: Fred Peivandi, Eric Johnston, Anthony Branch, Donna Poplar, Randy Dellaposta, Tracy Kahn, Dianna Robertson, Stephanie Jaeger, Ruth Laberge, Monica Pearson, Cherry Grant, Felicia Ivey, Rachel Mullin, (Genesee County Road Commission Staff), Dr. Heidi Reyst, Sherri McDaniel, (Sage Solutions Group), Linda Kossak, Secretary of the Board of Road Commissioners.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice-Chairperson Johnson.

APPROVAL OF AGENDA

Commissioner Kautman-Jones requested the agenda be amended by moving the Sage Solutions Group presentation to the end of the Board meeting to allow Chairperson Mandelaris to hear the presentation. Chairperson Mandelaris is attending a GCRC legal hearing this morning.

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the agenda for July 23, 2019, as amended.

MOTION CARRIED.

APPROVAL OF MINUTES

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the minutes for the June 18, 2019 Board meeting.

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, July 23, 2019

- 9:00 a.m. – Roads & Bridges Advisory Committee Meeting
- 10:00 a.m. – Board Meeting
- 10:45 a.m. – Sage Solutions Group – Presentation on the findings regarding the review of salary and job responsibilities of Road Commission employees.

Tuesday, August 06, 2019

- 10:00 a.m. – Board Meeting

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

Letter Correspondence from resident Mr. Carl Nordberg, 12509 Torrey Road, Fenton - re: The Condition of Roads in Urban Michigan – In a letter dated June 26, 2019, Mr. Carl Nordberg, 12509 Torrey Road, Fenton, MI commented on the poor road conditions in urban sections of Michigan and provided some suggestions for improvements. (Copy of correspondence filed with official minutes.)

OUTGOING

None

INTERNAL

None.

INFORMATION

Fiscal Year 2021 Federal Safety Project Applications – Included in the Board packet was a summarization of the Fiscal Year 2021 Federal Safety project applications that the Genesee County Road Commission will be submitting to the Michigan Department of Transportation on August 01, 2019 for the funding of eight projects. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to receive and file the presented correspondence.

MOTION CARRIED.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Bid Results and Award of Contract for Hill Road Bridge over the Alger Creek, Gaines Township – In a memorandum dated July 15, 2019, staff requested the Board accept the low bid submitted by Nashville Construction Company for the reconstruction of the Hill Road Bridge over the Alger Creek, Gaines Township. (Copy of memorandum and bid comparison sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to accept the low bid of \$748,131.62, authorize the award and sign the construction contract after staff has received and accepted the contract, bonds and insurance submitted by Nashville Construction Company for the reconstruction of the Hill Road Bridge over the Alger Creek in Gaines Township.

MOTION CARRIED.

Bid Results and Award of Contract for Court Street from the Burton City Limits E’ly 0.72 miles (to the 3-lane section), Davison Township – In a memorandum dated July 16, 2019, staff requested the Board accept the low bid submitted, authorize the award and sign the construction agreement with Kennedy Excavating for the Court Street rehabilitation project, Davison Township. (Copy of memorandum and bid comparison sheets filed with official minutes.)

ACTION CARRIED – Motion by Mr. Dickerson, seconded by Mr. Arceo, to accept the low bid of \$504,275.27, authorize the award and sign the construction contract after staff has received and accepted the contract, bonds, and insurance submitted by Kennedy Excavating for the Court Street rehabilitation project from the Burton City Limits E’ly 0.72 miles (to the 3-lane section), Davison Township.

MOTION CARRIED.

Revised posting of Load Restrictions for the Bristol Road Bridge over the W. Branch of the Swartz Creek, Flint Township – In a memorandum dated July 15, 2019, staff advised the Board of the revision to the posted load restrictions of the Bristol Road Bridge over the W. Branch of the Swartz Creek and further, request the Board authorize the GCRC Sign Shop to update the signage. (Copy of memorandum and map filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to authorize the GCRC Sign Shop to update signage denoting the revision to the posted local restriction of the Bristol Road Bridge over the W. Branch of the Swartz Creek in Flint Township as follows:

<u>Existing Load Restrictions</u>		<u>Revised Load Restrictions</u>	
One Unit Vehicle	42 TON	One Unit Vehicle	31 TON
Two Unit Vehicle	52 TON	Two Unit Vehicle	40 TON
Three Unit Vehicle	63 TON	Three Unit Vehicle	56 TON

MOTION CARRIED.

Resolution of Support for Road Commission participation in the proposed Perry Road Trail, Grand Blanc Charter Township and Atlas Township – In a memorandum dated July 17, 2019, staff requested the Board approve the Resolution of Support for the Genesee County Road Commission’s role as lead agency with the Michigan Department of Transportation for the Perry Road Trail-Non Motorized Multi-Use Pathway, Grand Blanc Charter Township and Atlas Township. (Copy of memorandum, resolution and map filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Dickerson, to approve the Resolution of Support for the Genesee County Road Commission’s role as lead agency with the Michigan Department of Transportation for the Perry Road Trail-Non Motorized Multi-Use Pathway, Grand Blanc Charter Township and Atlas Township.

MOTION CARRIED.

Temporary Traffic Control Order (TCO) Controlling Parking on Hollywood Boulevard, Vienna and Thetford Townships – In a memorandum dated July 16, 2019, staff requested the Board adopt the Resolution to approve the temporary Traffic Control Order (TCO) controlling parking on the north side of Hollywood Boulevard, in Vienna and Thetford Township(s). (Copy of memorandum, resolution and recommendation for traffic control device map filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to adopt the Resolution to approve the temporary Traffic Control Order (TCO) controlling parking on the north side of Hollywood Boulevard in Vienna and Thetford Township(s), from 12:01 a.m., Wednesday, July 23, 2019, until a permanent Traffic Control Order can be obtained from the Michigan State Police or further action by this Board.

MOTION CARRIED.

Traffic Control Order Controlling Speed, Dye Road between Miller Road south to end, Section 29 and 32, Flint Township – In a memorandum dated July 16, 2019, staff requested the Board adopt the Resolution to approve the Traffic Control Order for Speed on Dye Road from Miller Road south to the end, Section 29 and 32, Flint Township. (Copy of memorandum, resolution and map filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to adopt the Resolution to approve the Traffic Control Order for Speed on Dye Road from Miller Road south to the end, Section 29 and 32 in Flint Township, setting the speed limit to 45 mph.

MOTION CARRIED.

Amendment to Purchase Order #82473 for Equipment Rental – In a memorandum dated July 15, 2019, staff requested the Board approve the amendment to Purchase Order #82473 to Alta Equipment for Equipment Rental. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the amendment to Purchase Order #82473 to Alta Equipment for equipment rental, reflecting an increase of \$5,500.00, raising the total amount to \$22,000.00.

MOTION CARRIED.

Amendment to Purchase Order #82459 for 23A Limestone – In a memorandum dated July 10, 2019, staff requested the Board approve the amendment to Purchase Order #82459 to Wirt Saginaw Stone Dock for the purchase of 23A Limestone. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve the amendment of Purchase Order #82459 to Wirt Saginaw Stone Dock, reflecting an increase of \$265,000, raising the total amount to \$765,000.00.

MOTION CARRIED.

Ratification of Voucher totaling \$500,331.50– (Copy filed with official minutes.)

Voucher #V-40486

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to ratify Voucher #40486 in the amount of \$500,331.50.

VOTE ON MOTION:

Yes: Kautman-Jones, Johnson, Arceo, Dickerson

No: None

MOTION CARRIED.

CONSENT

Removal of Equipment from all Genesee County Road Commission records – In a memorandum dated July 12, 2019, staff requested the Board approve equipment items be removed from all Genesee County Road Commission records. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Dickerson, to approve the removal of the following equipment items from all Genesee County Road Commission records sold at auction and to the Genesee County Parks Commission:

<u>EQUIPMENT #</u>	<u>DESCRIPTION</u>	<u>REASON</u>
611	2006 3/4 Ton Pick-up Truck	Sold to Genesee Co Parks
614	2007 3/4 Ton Pick-up Truck	Sold to Genesee Co Parks
618	2010 1/2 Ton Pick-up Truck	Sold to Genesee Co Parks
620	2010 1/2 Ton Pick-up Truck	Sold to Genesee Co Parks
622	2010 1/2 Ton Pick-up Truck	Sold to Genesee Co Parks
626	2010 1/2 Ton Pick-up Truck	Sold to Genesee Co Parks
627	2010 1/2 Ton Pick-up Truck	Sold to Genesee Co Parks
637	2012 1/2 Ton Pick-up Truck	Sold to Genesee Co Parks
1086	2004 3/4 Ton Pick-up Truck	Sold to Genesee Co Parks
2576	2006 Allmand Portable Night-Lite Tower	Sold to Genesee Co Parks
2577	2006 Allmand Portable Night-Lite Tower	Sold to Genesee Co Parks
1415	2001 Vactor Tandem Axle	Sold in Auction
2593	2001 Vactor Engine Comb. on #1415	Sold in Auction
2108	2012 Hydraulic Angle Broom	Sold in Auction
1814	2004 TrailKing Trailer	Sold in Auction
1829	2002 Steiger Trailer	Sold in Auction
2100	2009 Falcon Asphalt Hot Patcher	Sold In Auction
2110	2009 Falcon Tack Tank on #2100	Sold in Auction
2120	2009 Vibco Roller on #2100	Sold in Auction
2102	2009 Falcon Asphalt Hot Patcher	Sold In Auction
2112	2009 Falcon Tack Tank on #2102	Sold in Auction
2103	2009 Falcon Asphalt Hot Patcher	Sold in Auction
2113	2009 Falcon Tack Tank on #2103	Sold in Auction
2123	2009 Vibco Roller on #2103	Sold in Auction
2473	2008 Michigan CAT Fork Carriage	Sold in Auction
2499	2003 Vermeer Brush Chipper	Sold in Auction
2507	2001 Vermeer Brush Chipper	Sold in Auction
2641	1997 Stow Portable Equip Cement Mixer	Sold in Auction
2649	1997 Sullivan Air Compressor	Sold in Auction
2823	2000 New Holland Tractor	Sold in Auction
1717	2000 Tiger Mower on #2823	Sold in Auction
2930	1999 New Holland Fr Broom Sweeper	Sold in Auction
2959	2002 Bobcat Skid-Steer	Sold in Auction
2979	2002 Carleton Bucket on #2959	Sold in Auction
2968	2007 Bowie Victor Hydro-Seeder	Sold in Auction
2427	2007 Delta IIIB Traffic Counter	Sold in Auction
2432	2003 Gamma Traffic Counter	Sold in Auction
2518	2003 Gamma Traffic Counter	Sold in Auction

2519	2003 Gamma Traffic Counter	Sold in Auction
2520	2003 Gamma Traffic Counter	Sold in Auction
2521	2003 Gamma Traffic Counter	Sold in Auction
2717	Mitron MSC3000R Traffic Counter	Sold in Auction
2737	Mitron MSC3000R Traffic Counter	Sold in Auction
2738	Mitron MSC3000R Traffic Counter	Sold in Auction
2809	Mitron MSC3000R Traffic Counter	Sold in Auction
2811	Mitron MSC3000R Traffic Counter	Sold in Auction
2812	Mitron MSC3000R Traffic Counter	Sold in Auction
2817	Mitron MSC3000R Traffic Counter	Sold in Auction
2889	Mitron MSC3000R Traffic Counter	Sold in Auction
2894	Mitron MSC3000R Traffic Counter	Sold in Auction
2896	Mitron MSC3000R Traffic Counter	Sold in Auction
2897	Mitron MSC3000R Traffic Counter	Sold in Auction
2898	Mitron MSC3000R Traffic Counter	Sold in Auction
2911	Mitron MSC3000R Traffic Counter	Sold in Auction
2912	Mitron MSC3000R Traffic Counter	Sold in Auction
2381	2012 Topcon RL-1001S Laser Level	Sold in Auction
2382	2012 Topcon RL-1001S Laser Level	Sold in Auction
2477	2010 Topcon RL-1001S Laser Level	Sold in Auction
2571	2005 Topcon RLH1SA Laser Level	Sold in Auction
2916	1998 Topcon LB-1 Laser Level	Sold in Auction

MOTION CARRIED.

Work Request for Crack Sealing in Atlas Township on Ridge Road, Dar Lane, Shinanguage Drive and Burpee Road Approach – In a memorandum dated July 08, 2019, staff requested the Board approve the work request for crack sealing in Atlas Township on the following roads:

- a. Ridge Road from Green Road to the gravel portion
- b. Dar Lane to the dead end and Pine Tree
- c. Shinanguage Drive from Green Road to the dead end
- d. Burpee Road approach at Gale Road

(Copy of memorandum and cost sheet filed with official minutes.).

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Dickerson, to authorize the work request for crack sealing on Ridge Road, Dar Lane, Shinanguage Drive and the Burpee Road approach in Atlas Township, with the funding as follows:

Atlas Township	\$11,301.28
GCRC	\$ <u>0.00</u>
Total	\$11,301.28

MOTION CARRIED.

PRESENTATION

Ms. Sherri McDaniel and Dr. Heidi Reyst from Sage Solutions Group presented their findings to the Board regarding the review of salary and job responsibilities of Road Commission employees. Sage Solutions stated they completed a comprehensive health audit of the GCRC that addressed regulatory areas as well as general human resource functions and gave the Board the results of the audit, stating that there were only minimal changes the Human Resource Department needed to make to be compliant. Ms. Sherri McDaniel answered questions the Board and staff members' directed to them. Ms. McDaniel also recommended that GCRC purchase a Human Resource Software package to streamline paperwork associated with onboarding new employees and tracking legal documents such as W-4's. Sage Solutions presented a revised version of the employee handbook removing duplicated documents and updating the appearance of the handbook.

MANAGING DIRECTOR REPORT

None

COMMISSIONER'S CONCERNS

Hill Road and Belsay Road Roundabout - Vice-Chairperson Johnson stated that he has received many compliments on the Belsay and Hill Road roundabout. Traffic moves much smoother thru this intersection since the roundabout was installed.

Employee Handbook - Commissioner Kautman-Jones stated that she would like the revised employee handbook, as submitted by Sage Solutions Group, be reviewed by legal counsel. Managing Director Fred Peivandi stated he would have Michael Kluck & Associates give a final review before presenting the handbook to employees.

Chairperson Mandelaris stated that he missed the beginning of the Board meeting this morning due to a GCRC legal hearing he had to attend.

ADJOURNMENT

With no objections, Chairperson Mandelaris adjourned the meeting at 12:22 p.m.

JOHN J. GLEASON
Clerk/Register

Linda B. Kossak, Secretary of the
Board of Road Commissioners

lbk/7/23/19