

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

June 19, 2018

CALL TO ORDER

Chairperson Kautman-Jones 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: Shirley Kautman-Jones, Chairperson
John Mandelaris, Vice-Chairperson
Robert Johnson, Commissioner
David Arceo, Commissioner
Cloyce Dickerson, Commissioner

Absent: None

Others Present: Anthony Branch, Fred Peivandi, Randy Dellaposta, Coetta Adams, Donna Poplar, Mike Lewis, Bonnie Wood, Corey Jarbeau, (Genesee County Road Commission Staff), Warren Brice, Robert Matkoy, Alfredo Hernandez, Linda Kossak, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Kautman-Jones.

APPROVAL OF AGENDA

June 19, 2018 – Agenda

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the agenda for June 19, 2018.

MOTION CARRIED.

APPROVAL OF MINUTES

April 25, 2018 – Special Board Meeting

May 15, 2018 – Board Meeting

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the minutes for April 25, 2018, as printed and presented.

MOTION CARRIED.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the minutes for May 15, 2018, as printed and presented.

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, June 19, 2018

10:05 a.m. – Public Hearing – Permit Fee Schedule Changes to comply with recent amendments to the right of way permit statute, MCL 224.19b.

Tuesday, June 19, 2018

10:05 a.m. - Presentation – Diversity Training Overview, Mr. Alfredo Hernandez, Michigan Department of Civil Rights (MDCR).

Monday, June 25, 2018

8:00 a.m. – Special Board Meeting, Grand Blanc Township Hall, 5371 S. Saginaw St., Grand Blanc, MI – GCRC Manager-Director position interviews.

Wednesday, July 04, 2018 and Thursday, July 05, 2018

GCRC closed (non-essential operations) in observance of the 4th of July holiday.

Tuesday, July 10, 2018

10:00 a.m. Board Meeting

PUBLIC ADDRESS THE BOARD

None.

PUBLIC HEARING

Chairperson Kautman-Jones announced the public hearing at 10:05 a.m. in the Board Room of the Genesee County Road Commission regarding the Permit Fee Schedule Changes to comply with recent amendments to the right of way permit statute, MCL 224.19b.

No members of the public were present for the public hearing. At 10:07 a.m., with no objections heard, the Chairperson closed the public meeting and the regular Board meeting of the Board of Road Commissioners continued with its regular order of business.

PRESENTATION

Human Resource Director, Ms. Donna Poplar introduced Mr. Alfredo Hernandez, of the Michigan Department of Civil Rights (MDCR). Mr. Hernandez gave a brief presentation to the Board this morning regarding the role government plays in combating racism, encouraging racial equity and promoting diversity in the workplace. Mr. Hernandez will be presenting his program at the upcoming diversity training program being offered to the leaders and employees of the Genesee County Road Commission on July 31 and August 2018.

CORRESPONDENCE

INCOMING

(None.)

OUTGOING

Correspondence from Mr. Fred Peivandi, Co-Interim Manager-Director/County Highway Engineer, to Mr. John Skubinna, Transportation Review Unit, Michigan Department of Environmental Quality - re: MDEQ Modified Permit, 25 Rolston Road, Loon Lake, Fenton Township – In a memorandum dated June 06, 2018, Mr. Fred Peivandi, County Highway Engineer, informed Mr. John Skubinna, MDEQ, that the document requiring the countersignature of the MDEQ modified permit for the Rolston Road culvert at Loon Lake in Fenton Township, was removed from the GCRC agenda at the June 05, 2018 Board meeting. It was the Board's opinion that if the standards were followed, then spending additional limited Act 51 funds at this location is not economically prudent.

Letter correspondence from Mr. Fred Peivandi, P.E., Co-Interim Manager Director/County Highway Engineer, to Ms. Karen Weaver, Mayor, City of Flint – re: Agreement for Rehabilitation of the Carpenter Road Bridge over the Flint River, Genesee Charter Township and the City of Flint – In a letter dated June 06, 2018, Mr. Fred Peivandi requested that Ms. Karen Weaver, Mayor, City of Flint, sign and date the agreement for rehabilitation of the Carpenter Road Bridge over the Flint River, located in Genesee Charter Township and the City of Flint. (Copy filed with official minutes.)

INTERNAL

(None.)

INFORMATION

(None.)

Request to Approve Correspondence:

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

MOTION CARRIED.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Road Agreement with Banbury Commons One LLC for Improvements to Grand Blanc Road, Grand Blanc Charter Township – In a memorandum dated June 06, 2018, staff requested the Board approve and sign the road agreement with Banbury Commons One LLC for the roadway improvement of Grand Blanc Road (Approximately 1900 to 2800 feet east of the intersection of Grand Blanc Road and Porter Road), in Grand Blanc Charter Township. (Copy filed with official minutes.)

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve and sign the road agreement with Banbury Commons One LLC for the roadway improvements to Grand Blanc Road (approximately 1900 to 2800 feet east of the intersection of Grand Blanc Road and Porter Road), Grand Blanc Charter Township.

MOTION CARRIED.

Contract Modification #5 – Concord Green Subdivision Resurfacing and Sump Lead Collector System – In a memorandum dated June 08, 2018, staff requested the Board approve Contract Modification #5 for the Concord Green Subdivision in Grand Blanc Charter Township. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the Contract Modification #5 for the Concord Green Subdivision resurfacing and sump lead collector system contract in the amount of \$58,230.84 and further, that the Board approve the Co-Interim Manager Director and Chairperson of the Board to sign the Contract Modification in the same amount.

MOTION CARRIED.

Permit Fee Schedule Changes to comply with recent Amendments to the Right of Way Permit Statute, MCL 224.19b – In a memorandum dated June 11, 2018, staff requested the Board adopt the amended permit fee schedule change resolution. (Copy filed with official minutes.)

Vice-Chairperson Mandelaris requested that staff add additional language to the Resolution which he has noted on his draft copy to give to staff.

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the amended permit fee schedule changes, with modifications of additional language as requested by Vice-Chairperson Mandelaris, and adopt the resolution to comply with recent amendments to the right of way statute, MCL 224.19b, effective July 01, 2018.

VOTE ON MOTION:

Yes: Arceo, Johnson, Dickerson, Mandelaris, Kautman-Jones
No: None

MOTION CARRIED.

Fiscal Year 2018 Budget Transfer for Supplemental Income – In a memorandum dated June 12, 2018, staff requested the Board approve the budget transfer for supplemental income. (Copy of memorandum and budget sheet filed with official minutes.)

Department 20 Maintenance – Overtime	\$ 300,000
Department 20 Maintenance – Materials	\$ 981,104
Department 91 Road Projects	<u>\$1,030,385</u>
Total	\$2,311,489
Revenues – State Grants	\$2,311,489
Net Increase/Decrease to Fund Balance	<u>\$ 0</u>

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the fiscal year 2018 budget transfer for supplemental income.

MOTION CARRIED.

Administrative Services Contract Blue Cross Blue Shield of Michigan - In a memorandum dated June 04, 2018, staff requested the Board authorize the revised wire transfer of funds to Blue Cross Blue Shield of Michigan for the quarterly settlement. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan in the amounts of \$254,615 prior to the first day of July 2018 and \$265,566 prior to the first day of August 2018.

MOTION CARRIED.

Authorization to Request State Reimbursement of \$10,000 for Licensed Professional Engineers – In a memorandum dated June 08, 2018, staff requested the Board authorize the request for reimbursement from the State of Michigan for a licensed professional engineer. (Copy of memorandum and reimbursement form filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to authorize the request to the State of Michigan for reimbursement in the total amount of \$10,000, for a licensed professional engineer employed by the Road Commission for the period covering July 01, 2017 through June 30, 2018.

MOTION CARRIED.

Issuance of a Blanket Purchase Order to Action Traffic Maintenance for Guardrail Placement or Repair – In a memorandum dated June 12, 2018, staff requested the Board approve the issuance of a Blanket Purchase Order to Action Traffic Maintenance for Item No. 95, guardrail placement or repair. (Copy of memorandum and bid sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the issuance of a blanket purchase order to Action Traffic Maintenance for Item No. 95, guardrail placement or repair in an amount not to exceed \$100,000 on an as needed basis.

MOTION CARRIED.

Ratification of Vouchers totaling \$961,642.21 – (Copies filed with official minutes.)

Voucher #V-40369

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to ratify Voucher #40369 in the amount of \$88,395.67.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris, Kautman-Jones
No: None

MOTION CARRIED.

Voucher #V-40370

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to ratify Voucher #40370 in the amount of \$405,334.85.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris, Kautman-Jones
No: None

MOTION CARRIED.

Voucher #V-40371

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to ratify Voucher #40371 in the amount of \$226,403.14.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris, Kautman-Jones
No: None

MOTION CARRIED.

Voucher #V-40372

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to ratify Voucher #40372 in the amount of \$241,508.55

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris, Kautman-Jones

No: None

MOTION CARRIED.

Chairperson Kautman-Jones would like to add the request for proposal for GCRC general legal counsel to the agenda. Each commissioner received a copy of the request for proposal in their board packet to review.

Request for Proposal for General Legal Counsel for the Genesee Road Commission – Request for proposal for general legal counsel for the Genesee County Road Commission. (Copy filed with official minutes.)

Vice Chairperson Mandelaris suggested two minor changes be made to the original request for the proposal for legal counsel on page 2 and page 6.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the request for proposal for general legal counsel, with modifications, as requested by Vice-Chairperson Mandelaris. Staff will advertise the proposal on July 15, 2018, with the bids due on July 31, 2018 at 2:00 p.m. The bid letting to be held on July 31, 2018 at 3:30 pm in the Road Commission Board room.

MOTION CARRIED.

CONSENT

Board Approval to Place Equipment Items for Sale on the Government Internet Auction Website – In a memorandum dated June 07, 2018, staff requested the Board authorize the sale of equipment items on the Government Internet Auction Website. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the placement of equipment items to be sold on the Government Internet Auction Website.

<u>Equipment No.</u>	<u>Description</u>
2576	2006/Allmand Portable Lite Tower
2577	2006/Allmand Portable Lite Tower
2717	1991/Mitron Traffic Counter
2737	1991/Mitron Traffic Counter
2737	1991/Mitron Traffic Counter
2738	1991/Mitron Traffic Counter
2809	1993/Mitron Traffic Counter
2811	1993/Mitron Traffic Counter
2812	1993/Mitron Traffic Counter
2817	1993/Mitron Traffic Counter
2889	1992/Mitron Traffic Counter
2894	1992/Mitron Traffic Counter

2896	1992/Mitron Traffic Counter
2897	1992/Mitron Traffic Counter
2898	1992/Mitron Traffic Counter
2911	1994/Mitron Traffic Counter
2912	1994/Mitron Traffic Counter

MSC 3000 Interface Board, with Manual, Tag#00422
 2 Memory Pack Programmers with Case
 30 Memory Packs with Cases

MOTION CARRIED.

Board Approval to Remove Sold Equipment Items from all Genesee County Road Commission Records – In a memorandum dated June 07, 2018, staff requested the Board authorize the removal of sold equipment items from all Genesee County Road Commission records. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the removal of sold equipment items from all Genesee County Road Commission records. These items were sold on the Government Internet Auction website.

<u>Equipment No.</u>	<u>Year/Description</u>
612	2006/GMC Sierra ¾ Ton Pick-up Truck
2980	2001/Jamar Distance Meter on #612
625	2010/GMC Sierra Pick-up Truck
825	2010/Road Watch on #625
2154	2010/Jamar Distance Meter on #625
1095	2005/Chevrolet Silverado 2500 Pickup
2981	2001/Jamar Distance Meter on #1095
1116	2007/GMC 5500 1 ½ Ton Dump Truck
1600	2007/Western V-Plow on #1116
2416	2007/Whelen Light Bar on #1116
2920	2000/Pro-Broom on #1116
1117	2007/GMC Single Axle – 5500
1614	2007 Western V-Plow on #1117
2417	2007 Whelen Light Bar on #1117
2923	2001/Trynex Pro-Broom on #1117
1119	2007 GMC 5500 1 ½ Ton Dump Truck
1630	2007/Western V-Plow on #1119
2430	2007/Whelen Light Bar on #1119
2924	2001/Trynex Pro-Broom of #1119

MOTION CARRIED.

Work Request for Aggregate Resurfacing at the Montrose Township Cemetery – In a memorandum dated June 06, 2018, staff requested the Board approve the work request for aggregate resurfacing at the Montrose Township Cemetery in Montrose Township. (Copy filed

with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the work request for aggregate resurfacing at the Montrose Township Cemetery in Montrose Township. The Township will be paying 100% of the \$8,355.84 project cost.

MOTION CARRIED.

Work Request for Pavement Repair and Chip Seal for Dodge Road between Seymour Road and Duffield Road in Montrose Township – In a memorandum dated June 11, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Dodge Road between Seymour Road and Duffield Road in Montrose Township. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Dodge Road between Seymour Road and Duffield Road in Montrose Township. The Township will be using their supplemental funds for the \$111,257.93 project.

MOTION CARRIED.

MANAGER-DIRECTOR REPORT

310 W Oakley Street Property Request for Proposal (RFP) – Fleet Maintenance & Facilities Director, Mr. Randy Dellaposta, stated that he has requested information from GovDeals, our current auction sales provider regarding property auction sales for the 310 W. Oakley St. property. However, Mr. Dellaposta stated that they do not do the final property closing on properties. The Road Commission would have to arrange that if the property sells on GovDeals. Mr. Dellaposta said that currently, we are moving forward with the RFP and have sent the RFP information to eight real estate brokers. We have also advertised the RFP in MTIN. The RFP is due back on July 11, 2018 and will be advertised in publications this Sunday, June 24, 2018.

Kipp Road Property, Atlas Township – Mr. Dellaposta informed the Board that the Road Commission's Kipp Road property in Atlas Township currently has a broadcast tower on the property that is owned by Central Michigan University. Central Michigan University will not be using this tower any longer to broadcast. The University of Michigan would like to take over ownership of the tower. Central Michigan University wanted to do a land transfer or a lease agreement for the tower directly to the University of Michigan. Great Lakes Aerial Maintenance aka Goodrich Tower, also made a proposal to the Road Commission to lease space back to the Road Commission in exchange for the property. Ms. Spring Tremaine, Director of Genesee County 911, has also inquired about the tower. Genesee County 911 currently uses the tower for some of their equipment.

At this time, Mr. Dellaposta stated he does not recommend exchanging this property for lease space. Mr. Dellaposta just wants the Board to be aware of the interest in this property and tower and some of the options that the Road Commission can pursue. Co-Interim Manager Director Mr. Anthony Branch, cautioned the Board on selling any property at this time due to environmental concerns. Chairperson Kautman-Jones stated that the Kipp Road property warrants further

discussion before we take any action on this property.

COMMISSIONERS CONCERNS

(None.)

With no objections, Chairperson Kautman-Jones adjourned the meeting at 12:00 p.m.

JOHN J. GLEASON
Clerk/Register

Linda B. Kossak, Secretary of the
Board of Road Commissioners
lbk, 6/19/18