

**GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING MINUTES**

**August 21, 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

Others Present: Fred Peivandi, Anthony Branch, Randy Dellaposta, Coetta Adams, Donna Poplar, Stephanie Jaeger, Bonnie Wood, (Genesee County Road Commission Staff); Bryant Nolden, Ted Henry, (County Commissioners); Karyn Miller, Mark Emmendorfer, Karen Miller, Dave Guigear, Larry Fortino, Chris Gehringer, Larry Green, Joe Rizk (Township Supervisors), Terry Peck, Flushing Township Treasurer, Sue Burns, Charles Winfrey, Jeff Pinkston, Richard Hubler (residents), 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**

August 21, 2018 – Agenda

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the agenda for August 21, 2018, as printed and presented.

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

July 24, 2018 – Board Meeting

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the minutes for July 24, 2018, as printed and presented.

**MOTION CARRIED.**

**MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION**

Tuesday, August 21, 2018

10:05 a.m. – Public Hearing – Abandonment of Seminole Drive, located off of Silver Lake Road as shown in the recorded plat of Myers Lake Country Club, Liber 15, Page 43, Section 28, Argentine Township.

Tuesday, August 28, 2018

Commissioner’s Budget Workshop for fiscal year ending September 30, 2019.

Monday, September 03, 2018

GCRC closed (non-essential operations) in observance of the Labor Day holiday.

Tuesday, September 11, 2018

10:00 a.m. – Board Meeting

**PUBLIC HEARING**

At 10:06 a.m. a Public Hearing was held regarding the abandonment of Seminole Drive, located off of Silver Lake Road, as shown in the recorded plat of Myers Lake Country Club, Liber 15, Page 43, Section 28, Argentine Township.

Chairperson Kautman-Jones opened the floor for the public hearing. Traffic Engineering Manager, Ms. Bonnie Wood handed out maps of the area for the Board to review.

Ms. Wood stated that the Road Commission was petitioned by the freeholders in Argentine Township to declare a portion of the road right-a-way be abandoned by the Road Commission. Notices of this abandonment were mailed to each property owner, as well as posted at the site and published in the newspaper. Chairperson Kautman-Jones asked if these parcels affected were all owned by one owner and Ms. Wood confirmed that they were owned by one owner. No objections were heard from the public regarding the abandonment of Seminole Drive. At 10:09 a.m., Chairperson Kautman-Jones closed the Public Hearing.

**ACTION TAKEN** - Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the abandonment of Seminole Drive located off of Silver Lake Road, as shown in the recorded plat of Myers Lake Country Club, Liber 15, Page 43, Section 28, Argentine Township.

**VOTE ON MOTION:**

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

**MOTION CARRIED**

**PUBLIC ADDRESS THE BOARD**

Mr. Bryant Nolden, Genesee County Commissioner, District 1, addressed the Board this morning regarding information he had received related to an employee situation at the Road Commission. Mr. Nolden stated he contacted the Genesee County Road Commissioners about this issue and Chairperson Kautman-Jones directed Mr. Nolden to contact Manager-Director, Fred Peivandi regarding employee and union matters. Mr. Nolden stated he just wants to understand the policies here and to get clarification on this matter. He is requesting to have a meeting with Manager-Director, Fred Peivandi, Maintenance Director, Anthony Branch and Human Resource Director, Donna Poplar regarding this employee situation. Manager-Director, Fred Peivandi, stated that he would contact Mr. Nolden and set up a meeting to discuss this matter. Chairperson Kautman-Jones thanked Mr. Nolden for attending this morning's Board meeting.

Manager-Director Selection – Ms. Karyn Miller, Flint Township Supervisor, wanted to thank the Board on the professional way the Board conducted the Manager-Director executive search. Ms. Miller also congratulated the Board on their selection of the new Manager-Director. Township Supervisors' Chris Gehringer, Dave Guigear, Mark Emmendorfer, and Joe Rizk also echoed Ms. Miller's comments and felt the search was done in a very professional manner and agreed with the Board's selection for Manager-Director.

Grand Blanc Township Supervisor, Mr. Scott Bennett, congratulated Mr. Peivandi and stated he has seen tangible changes since Mr. Peivandi's appointment in addition to Chairperson Kautman-Jones' appointment to the Board. Joe Rizk, Vienna Township Supervisor, stated he has seen remarkable improvement at the Road Commission already. Terry Peck, Flushing Township Treasurer, stated he appreciates the work the district garages do as well as the Board of Road Commissioners. He also congratulated Manager-Director, Fred Peivandi on his appointment.

Road Commissioner Cloyce Dickerson, congratulated Fred Peivandi on his appointment and apologized to Maintenance Director, Anthony Branch for not being interviewed for the Manager-Director position. Commissioner Dickerson stated he was not happy that Anthony Branch was not interviewed for the position.

**CORRESPONDENCE**

**INCOMING**

Letter Correspondence from County Commissioner, Ms. Kim Courts, District 4, Congratulating Mr. Fred Peivandi on his appointment to GCRC Manager-Director position – In a letter dated August 03, 2018, Ms. Kim Courts, County Commissioner for the 4<sup>th</sup> District, congratulated Mr.

Fred Peivandi on his appointment to the Genesee County Road Commission Manager-Director position. (Copy filed with official minutes.)

**OUTGOING**

(None.)

**INTERNAL**

(None.)

**INFORMATION**

Quarterly Summary Statement of Investments – Included in the board packet, was a memorandum dated August 10, 2018, from Finance Director, Ms. Coetta Adams, in which she provided the quarterly written report concerning the investment of funds – (Copy filed with official minutes.)

Request to Approve Correspondence:

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

**MOTION CARRIED.**

**BOARD OF ROAD COMMISSIONERS' DECISIONS**

**DISCUSSION**

Michigan Department of Transportation Contract No. 18-5400 – Genesee Road at Vienna Road (M-57) Ground Mounted Solar Flashing Beacon, Thetford Township – In a memorandum dated August 06, 2018, staff requested the Board approve Michigan Department of Transportation Contract No. 18-5400, Genesee Road at Vienna Road (M-57) ground mounted solar flashing beacon, in Thetford Township. (Copy filed with official minutes.)

Federal HSIP	\$23,640.12
Federal HRRR	\$ 873.41
GCRC Local Share	<u>\$ 2,723.73</u>
Total Project Cost	\$ 27,237.26

**ACTION TAKEN** - Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the Michigan Department of Transportation Contract No. 18-5400, for the installation of a ground mounted solar flashing beacon, reflective post sheeting and pavement marking work at Genesee Road at the intersection of Vienna Road (M-57) and further, directs the Chairperson and Vice-Chairperson to sign the duplicate original contracts for and on behalf of the Board of County Road Commissioners, Thetford Township.

**MOTION CARRIED.**

Board approval of the Resolution for the Abandonment of Seminole Drive located off of Silver Lake Road as shown in the recorded plat of Myers Lake Country Club, Liber 15, Page 43, Section 28, Argentine Township - In a memorandum dated August 13, 2018, staff requested the Board approve the Resolution approving the abandonment of Seminole Drive located off of Silver Lake Road as shown in the recorded plat of Myers Lake Country Club, Liber 15, Page 43, Section 28, Argentine Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the resolution approving the abandonment of Seminole Drive located off of Silver Lake Road as shown in the recorded plat of Myers Lake Country Club, Liber 15, Page 43, Section 28, Argentine Township.

**MOTION CARRIED**

Bid Results and Award of Contract for Atherton Country Club Estates, Davison Township - In a memorandum dated August 06, 2018, staff requested the Board accept the low bid submitted by Diamond Excavating for the rehabilitation/reconstruction of Atherton Country Club Estates, Davison Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to accept the low bid of \$618,930.00, and authorize the award and signs the construction contract after staff has received and accepted the contract, bonds and insurance submitted by Diamond Excavating for the rehabilitation/reconstruction of Atherton Country Club Estates.

**MOTION CARRIED.**

Bid Results and Award of Contract for 2018 Drainage Structure Repair DS-1, Davison, Fenton, Flint, Flushing, Genesee, Grand Blanc and Richfield Townships – In a memorandum dated August 13, 2018, staff requested the Board accept the low bid submitted by Lois Kay Contracting for the 2018 Drain Structure Repair Proposal DS-1 Project. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to accept the low bid of \$184,082.00 and authorizes the award, and signs the construction contract after staff has received and accepted the contract, bonds and insurance submitted by Lois Kay Contracting for the 2018 Drain Structure Repair, Proposal DS-1 Project.

**MOTION CARRIED.**

Proposed Budget for Fiscal Year Ending September 30, 2019, Placement on the Table – In a memorandum dated August 14, 2018, staff requested the Board approve August 30, 2018, as the date of placement for public viewing of the proposed budget for fiscal year ending September 30, 2019. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve August 30, 2018, as the date of placement for public viewing of the proposed budget for fiscal year ending September 30, 2019.

**MOTION CARRIED.**

Amendment of Purchase Order No. 82193 to Michigan Society of Association Executives (MSAE) – In a memorandum dated August 15, 2018, staff requested the Board approve the amendment of Purchase Order No. 82193 to Michigan Society of Association Executives. (Copy of memorandum and purchase order filed with official minutes.)

Staff stated that this is the final amount due to the Michigan Society of Association Executives.

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the amendment to purchase order No. 82193 to Michigan Society of Association Executives reflecting an increase of \$3,830.48, raising the total amount of the purchase order to \$28,830.48.

**MOTION CARRIED.**

Administrative Services Contract to Blue Cross Blue Shield of Michigan – In a memorandum dated August 09, 2018, staff requested the Board authorize the 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. Arceo, seconded by Mr. Mandelaris, to authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan in the amount of \$169,842, prior to the first day of September, October and November 2018.

**MOTION CARRIED.**

Issuance of a Purchase Order for Item No. 6A – 23A Gravel and Item No. 98 – Freeway Light Standard Foundation Installation - In a memorandum dated August 10, 2018, staff requested the Board approve the issuance of purchase orders for Item No. 6A – 23A, Gravel and Item No. 98 – Freeway Light Standard Foundation Installation. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the issuance of purchase orders for:

- Pierce & Pitt Trucking for Item No. 6A - 23A Gravel in an amount of \$500,000.
- J. Ranck Electric for Item No. 98 - Freeway Light Standard Foundation Installation in an amount of \$13,500.

**MOTION CARRIED.**

Amendment to Purchase Order No. 82438 for Item No. 97 - Brine Tank– In a memorandum dated August 08, 2018, staff requested the Board approve the amendment to purchase order No. 82438 to Truck & Trailer Specialties for an additional Brine Tank. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the amendment to purchase order No. 82438 to Truck & Trailer Specialties for an additional Brine Tank, reflecting an increase of \$36,278.79, raising the total amount of the purchase order to \$159,471.54.

**MOTION CARRIED.**

Extension of Unit Bid Prices and Issuance of Purchase Orders for VMI Materials, VMI Item Nos. 73, 62, 74, 58, 2 and 4 – In a memorandum dated July 23, 2018, staff requested the Board approve the extension of unit bid prices and the issuance of purchase orders for VMI materials for VMI Item Nos. 73, 62, 74, 58, 2 and 4. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the extension of unit bid prices and the issuance of purchase orders to the following companies for VMI materials:

Exotic Automation & Supply	VMI Item No, 73 - Parker Hydraulic Hose & Fittings
Flint New Holland	VMI Item No. 62 – Tiger New Holland Parts
GCR Tire & Service	VMI Item No. 74 – Tires
Graff Truck Center	VMI Item No. 58 – Medium/HD Brake Parts & Accessories
Jensen Bridge & Supply	VMI Item No. 2 – Drainage Pipe
Michigan State Industries	VMI Item No. 4 – Recycling Blanks & Traffic Signs

**MOTION CARRIED.**

Extension of Unit Bid Prices for VMI Bid Items for the Fleet Maintenance Department to AIS, C&S Motors, Jack Doheny, Republic Services and Truck & Trailer Specialties – In a memorandum dated July 23, 2018, staff requested the Board approve the extension of unit bid prices for Fleet Maintenance & Facilities Department VMI bid items. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the extension of unit bid prices for the Fleet Maintenance & Facilities Department VMI bid items:

- AIS for HD Equipment Repair Services, Parts and PM in an amount of \$60,000.
- C&S Motors for Navistar International OEM Parts & Service in an amount of \$40,000.
- Jack Doheny for HD Equipment Repair Services, Parts & PM in an amount of \$25,000.
- Republic Services for rental of dumpsters & Disposal Pickup in an amount of \$25,000.
- Truck & Trailer Specialties for HD Truck Parts & Service in an amount of \$60,000.

**MOTION CARRIED.**

Renewal Purchase Orders for the Fleet Maintenance Department for Materials and Services for Item Nos. 75, 44, 19, 161, 82, Oils & Lubricants and Janitorial Consumable Products & Services – In a memorandum dated July 23, 2018, staff requested the Board approve the renewal purchase orders for the Fleet Maintenance Department for Material and Services for Item Nos. 75, 44, 19, 161, 82, Oils & Lubricants and Janitorial Consumable Products & Services. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the renewal of purchase orders for the Fleet Maintenance & Facilities Department for materials & services:

- Cintas for Uniforms, Mats, Mopheads & Shop Towels in an amount not to exceed \$20,000.
- Cintas for Janitorial Consumable Products & Services in an amount not to exceed \$35,000.
- CSI Geoturf for Hydroseeding Materials in an amount of \$10,000.
- Super-Flite Oil Company for Oil & Lubricants in an amount of \$45,000.
- Webster & Garner for Tank Wagon Delivery of No-Lead & Diesel Fuel in an amount of \$800,000.
- Truck & Trailer Specialties for Kennametal I.C.E. Series Isolated Carbide Edged Blades in an amount of \$80,000.
- Clearview Building Maintenance for Janitorial Cleaning Services in an amount of \$67,200.

**MOTION CARRIED.**

Temporary Traffic Control Order for the Ally Challenge Senior PGA Golf Tournament - In a memorandum dated August 15, 2018, staff requested the Board approve the temporary traffic control order for the Ally Challenge Senior PGA Golf Tournament. (Copy of memorandum. Township request and Notice of Resolution filed with official minutes.)

Vice-Chairperson Mandelaris would like staff to add a starting time of 12:01 a.m., (September 10, 2018) to the Notice of Resolution.

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the temporary traffic control order for the time period commencing at 12:01 a.m., September 10, 2018 and ending at September 16, 2018 at midnight:

1. Authorizing Burning Tree Drive to be operated as a one-way street from Saginaw Road to Territorial Road.
2. Establish temporary No Parking zones on the listed streets to the Charter Township of Grand Blanc.

**MOTION CARRIED.**



Ratification of Vouchers totaling \$882,241.18 – (Copies filed with official minutes.)

Voucher #V-40389

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to ratify Voucher #40389 in the amount of \$403,391.35.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Voucher #V-40390

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40390 in the amount of \$478,849.83.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

MDEQ Requirement for Culvert Replacement, Rolston Road between Ripley Road and Jennings Road, Section 16, Fenton Township – In memorandum dated August 21, 2018, staff requested the Board approve the Draft Modified Permit and Authorization to perform the MDEQ permitted work for culvert replacement on Rolston Road in Fenton Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Johnson, to approve the County Highway Engineer to countersign the Draft Modified Permit as presented by the MDEQ for the Culvert Replacement at Rolston Road between Ripley Road and Jennings Road, Section 16, Fenton Township and further, authorize the Maintenance Department to perform the MDEQ permitted work after receipt of the updated permit. The estimated cost for this project is \$20,000.

**MOTION CARRIED.**

**CONSENT**

Work Request for Roadside Ditching on Van Vleet Road between Beecher Road and Calkins Road, Clayton Township – In a memorandum dated August 13, 2018, staff requested the Board approve the work request for roadside ditching on Van Vleet Road between Beecher Rod and Calkins Road in Clayton Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the work request for roadside ditching on Van Vleet Road between Beecher Road and Calkins Road in Clayton Township. The Township will be paying 100% for the \$40,463.31 roadside ditching project.

**MOTION CARRIED.**

**Work Request for Roadside Ditching on Nichols Road between Beecher Road and Potter Road, Clayton Township** – In a memorandum dated August 13, 2018, staff requested the Board approve the work request for roadside ditching on Nichols Road between Beecher Road and Potter Road in Clayton Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the work request for roadside ditching on Nichols Road between Beecher Road and Potter Road in Clayton Township. The Township will be paying 100% for the \$20,929.55 roadside ditching project.

**MOTION CARRIED.**

**Work Request for Roadside Ditching on Potter Road between Seymour Road and McKinley Road, Clayton Township** – In a memorandum dated August 13, 2018, staff requested the Board approve the work request for roadside ditching on Potter Road between Seymour Road and McKinley Road in Clayton Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the work request for roadside ditching on Potter Road between Seymour Road and McKinley Road in Clayton Township. The Township will be paying 100% for the \$9,178.24 roadside ditching project.

**MOTION CARRIED.**

**Work Request for Paving on Fairbanks Road Apron at Lahring Road in Fenton Township** – In a memorandum dated August 13, 2018, staff requested the Board approve the work request for paving on Fairbanks Road Apron at Lahring Road in Fenton Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the work request for paving on Fairbanks Road apron at Lahring Road in Fenton Township. The Township will be paying 100% for the \$28,801.27 paving project.

**MOTION CARRIED.**

**MANAGER-DIRECTOR REPORT**

**Fiscal Year Ending September 30, 2019 Proposed Budget** – Finance Director, Ms. Coetta Adams, stated that she will be putting the final proposed budget together this afternoon and mailing a copy to the Board members tomorrow morning.

## COMMISSIONERS CONCERNS

Vice-Chairperson Mandelaris reminded Manager-Director Fred Peivandi, to follow up with County Commissioner Bryant Nolden regarding the meeting he wanted to have with Fred Peivandi, Maintenance Director Anthony Branch and Human Resource Director, Donna Poplar.

Chairperson Kautman-Jones stated that she did receive an email from Mr. Nolden, but she felt that GCRC staff should deal with employee and union issues. Chairperson Kautman-Jones wants Manager-Director Fred Peivandi to conduct the meeting with Mr. Nolden because she feels that it is out of her level that she should be involved in.

Manager-Director Peivandi stated he will call and set up the meeting with Mr. Branch, Ms. Poplar and Mr. Nolden. Commissioner Dickerson asked if the employee in question is in the union. Manager-Director Peivandi stated yes, he is in the Supervisor's union. Commissioner Dickerson added that he would like this meeting with Mr. Nolden to take place as soon as possible.

Vacation and Cash-out Policy - Chairperson Kautman-Jones stated that she would like to consider discussing the Vacation and Cash-out Policy for the Directors at the Commissioner's Budget Workshop meeting on August 28, 2018.

With no objections, Chairperson Kautman-Jones adjourned the meeting at 11:11 a.m.

JOHN J. GLEASON  
Clerk/Register

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Linda B. Kossak, Secretary of the  
Board of Road Commissioners  
lbk, 8/21/18