

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

May 01, 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, 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, Donna Poplar, Coetta Adams, Stephanie Jaeger (Genesee County Road Commission Staff), Jeff Peake (Gaines Township resident), 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

May 01, 2018 – Agenda

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the agenda for May 01, 2018.

MOTION CARRIED.

APPROVAL OF MINUTES

March 08, 2018 – Special Board Meeting – Customer Service Workshop – GCRC Supervisors

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to approve the minutes for March 08, 2018 morning meeting, as printed and presented.

MOTION CARRIED.

March 08, 2018 – Special Board Meeting – Mr. Todd Surline, Hiring Solutions LLC

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Arceo, to approve the minutes for March 08, 2018 afternoon meeting, as printed and presented.

MOTION CARRIED.

March 09, 2018 – Special Board Meeting – Ms. Cheryl Ronk, MSAE

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the minutes for March 09, 2018, as printed and presented.

MOTION CARRIED.

April 03, 2018 – Board Meeting

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Arceo, to approve the minutes for April 03, 2018, as printed and presented.

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Tuesday, May 15, 2018

9:00 a.m. – Roads & Bridges Advisory Committee Meeting

10:00 a.m. – Board Meeting

Tuesday, May 28, 2018

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

PUBLIC ADDRESS THE BOARD

Mr. Jeff Peake, Gaines Township resident addressed the Board this morning to discuss the condition of Charles and Murray Roads in Gaines Township. Staff stated that these roads are scheduled to be graded this week. The Board thanked Mr. Peake for attending today’s Board meeting.

CORRESPONDENCE

INCOMING

Letter Correspondence from State Senator Jim Ananich, Senate Minority Leader to Mr. Kirk Steudle, Director, Michigan Department of Transportation - re: State Legislative RRR Funding –
In correspondence dated April 18, 2018, State Senator Jim Ananich, Senate Minority Leader sent a letter of support to Mr. Kirk Steudle, Director, Michigan Department of Transportation

regarding the Genesee County Road Commission's remaining balance from the completed projects from monies allocated from Road & Risks Reserve Funds, to use on a project to replace a large culvert on Mt. Morris Road over Central Drain, in Mt. Morris Township. (Copy of memorandum filed with official minutes.)

Letter Correspondence from Attorney William Henn (Henn Lesperance PLC) – re: Electronic Data used in E-Discovery Documents – In a letter dated April 18, 2018, Attorney William Henn, Henn Lesperance PLC, informed staff that any and all electronic data contained on GCRC work and home computers relating to the events which form the basis of lawsuits are discoverable and must be preserved from loss or modification or face adverse legal effects, including sanctions, from the trial judge. (Copy filed with official minutes.)

OUTGOING

None.

INTERNAL

None.

INFORMATION

None.

Request to Approve Correspondence:

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

MOTION CARRIED.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Local Road Agreement for Construction of Grand Blanc/Morrish Road Roundabout, Gaines Township – In a memorandum dated April 20, 2018, staff requested the Board approve the Local Road Agreement with Gaines Township for the Grand Blanc/Morrish Road intersection roundabout. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve and sign the duplicate originals of the Local Road Agreement with Gaines Township for the construction of the Grand Blanc/Morrish Road intersection roundabout.

MDOT (HRRR)	\$ 620,000.00
GCRC (Construction Costs)	\$ 75,000.00
GCRC (Engineering & Inspection)	\$ 180,000.00
GCRC (Gaines Twp 2019 Allocation)	\$ 12,500.00
Gaines Township	<u>\$ 12,500.00</u>
Total Project Cost	\$ 900,000.00

MOTION CARRIED.

Administrative Services Contract BCBS of Michigan – In a memorandum dated April 20, 2018, staff has requested the Board authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan for the Quarterly Settlement. (Copy of memorandum and payment schedule filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan for the quarterly settlement in the amount of \$276,517 prior to the first day of June, July and August 2018.

MOTION CARRIED.

Municipal Employees Retirement System (MERS) Health Care Savings Program Resolution and Agreements – In a memorandum dated April 23, 2018, staff requested the Board approve the four part retiree health care savings retirement account resolution and agreement for employees hired after the effective dates of current union contracts. (Copy of memorandum, MERS Resolution and Agreements filed with official minutes.)

ACTION TAKEN – Motion “Nunc pro Tunc” by Mr. Johnson, seconded by Mr. Dickerson, to approve the four part action for the Municipal Employees Retirement System (MERS) Health Care Savings Program Resolution and Agreements.

1. Adopt attached Uniform Resolution for Health Care Savings Program with MERS, authorizing them to establish programs for GCRC.
2. Adopt attached MERS Health Care Savings Program Participation Agreement for all full time AFSCME employees hired after September 01, 2016.
3. Adopt attached MERS Health Care Savings Program Participation Agreement for full time SEIU employees hired after January 01, 2018.
4. Approve the Finance Director to make wire transfers each payday, into the MERS accounts established by Participation Agreements adopted.

MOTION CARRIED.

Ratification of Vouchers totaling \$846,886.37 – (Copies filed with official minutes.)

Voucher #V-40357

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to ratify Voucher #40357 in the amount of \$157,444.19.

VOTE ON MOTION:

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

MOTION CARRIED.

Voucher #V-40358

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40358 in the amount of \$417,763.05.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40359

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to ratify Voucher #40359 in the amount of \$271,679.13.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Consent

(None.)

MANAGER-DIRECTOR REPORT

Mt. Morris Road Culvert Project, Mt. Morris Township - Co-Interim Manager-Director/County Highway Engineer, Mr. Fred Peivandi stated that Mr. Kirk Steudle, Director of the Michigan Department of Transportation has approved the Road Risks & Reserve fund monies left over from three completed GCRC projects to be used for the Mt. Morris Road culvert project in Mt. Morris Township. Mr. Peivandi stated that the project should be completed by the end of July 2018. Mr. Peivandi stated that we will be installing a box culvert and we anticipate a total estimated project cost of \$369,000.

Letter received by GCRC Board of Commissioners - Human Resource Director, Ms. Donna Poplar passed out a copy of an anonymous letter that was received by the GCRC Board of Road Commissioners and staff members. Chairperson Kautman-Jones stated that we don't like to address anonymous letters in a public meeting. Ms. Poplar stated she wanted the entire Board present when she addressed this issue. There was some disturbing information in this letter and Ms. Poplar wanted to clarify some of the things that were written in this correspondence that she felt were offensive. Ms. Poplar stated that we have an obligation as a team to not support this type of behavior. Ms. Poplar thanked the Board for letting her address this issue.

COMMISSIONERS CONCERNS

Freedom of Information Act Policy Forms and Procedures - Chairperson Kautman-Jones stated that the Board will be reviewing the draft of the GCRC Freedom of Information Policy Forms and Procedures to be adopted by the Board and put on the Road Commission website at the next GCRC Board meeting on May 15, 2018. Board members will be provided a copy of the draft policy and procedures so it can be thoroughly reviewed before it is adopted. Chairperson Kautman-Jones also recommended GCRC purchase “*An introduction to the Freedom of Information Act*” booklet compiled by the Michigan Township Association.

Request for Proposal (RFP) for General Legal Counsel Search – Chairperson Kautman-Jones stated that the Board would like to submit a Request for Proposal (RFP) for legal services for a general legal counsel attorney or firm for the benefit of the Road Commission. The Board would like a firm familiar with municipal law as well as other specialties. In addition, the Chairperson Kautman-Jones Board would like the general legal counsel firm to be able to attend Board meetings for a period of time such as one year. Staff will provide the Board with a draft of an RFP for the Board to review. Commissioner Mandelaris stated that with the retirement of Attorney Charles McKone, (McKone Law Firm, PLLC) this would be an opportune time to search for legal services for general legal counsel.

Grand Blanc and Morrish Road Roundabout - Commissioner Arceo stated that the proposed Grand Blanc and Morrish Road Roundabout has caused some concerns in Gaines Township. After reading the minutes from their Board meeting, he read that there were three votes for the roundabout and two votes against the project.

Chairperson Kautman Jones stated that Richfield Township submitted a letter outlining the qualities they would like to see in a Manager-Director for the Road Commissions.

Letter of Appreciation - Commissioner Mandelaris requested staff send a letter of appreciation to State Senator Jim Ananich for his assistance in the Road & Risk Reserve fund monies being used for the Mt. Morris Road Call Drain, in Mt. Morris Township. Chairperson Kautman-Jones also suggested we send GCRC agendas to our local legislators to encourage their attendance.

Commissioner Dickerson thanked Human Resource Director, Ms. Donna Poplar for her comments this morning.

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

JOHN J. GLEASON
Clerk/Register

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

5/01/18