

**-GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING MINUTES**

**August 20, 2019**

**CALL TO ORDER**

Chairperson Mandelaris called the meeting of the Genesee County Board of Road Commissioners to order at 10:02 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  
Robert Johnson, Vice-Chairperson  
Shirley Kautman-Jones, Commissioner  
David Arceo, Commissioner  
Cloyce Dickerson, Commissioner

Absent: None

Others Present: Fred Peivandi, Anthony Branch, Eric Johnston, Randy Dellaposta, Tracy Kahn, Donna Poplar, Stephanie Jaeger, (Genesee County Road Commission Staff), Margaret Perry (Genesee County resident), Karyn Miller (Flint Township Supervisor), Linda Kossak, Secretary of the Board of Road Commissioners.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chairperson Mandelaris.

**APPROVAL OF AGENDA**

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve the agenda for August 20, 2019 as amended, with the addition of XI. Discussion Item A-15 - Local Road Agreement - Silver Ridge Subdivision and A-16 - Issuance of a Purchase Order for Radar Vehicle Detection Services.

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

July 23, 2019 – Board Meeting

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the minutes for July 23, 2019.

**MOTION CARRIED.**

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

Tuesday, August 27, 2019

10:00 a.m. – Commissioners Budget Workshop

Monday, September 02, 2019

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

Tuesday, September 10, 2019

10:00 a.m. – Board Meeting

**PUBLIC ADDRESS THE BOARD**

None

**CORRESPONDENCE**

**INCOMING**

Letter Correspondence from Mr. Christopher Gehringer regarding his retirement from Public Service as Supervisor of Clayton Township – In an undated letter from Clayton Township Supervisor Mr. Christopher Gehringer announcing his retirement from public service as of December 01, 2019. Mr. Gehringer thanked the Road Commission for their unwavering support given to him throughout the years. (Copy filed with official minutes.)

**OUTGOING**

None.

**INTERNAL**

None.

**INFORMATION**

None.

Request to Approve Correspondence:

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

**MOTION CARRIED.**

## **BOARD OF ROAD COMMISSIONERS' DECISIONS**

### **DISCUSSION**

Addendum to Purchase Order #82924 to Professional Service Industries (PSI) for Construction Materials Testing of the Hill Road Rehabilitation project, Grand Blanc Township – In a memorandum dated August 12, 2019, staff requested the Board approve the amendment of Purchase Order #82924 to Professional Service Industries (PSI) for construction materials testing of the Hill Road Rehabilitation project. (Copy of memorandum filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the amendment of Purchase Order #82924 to Professional Service Industries (PSI) for construction materials testing of the Hill Road rehabilitation project (from Fenton Road to Dort Highway) in Grand Blanc Township, in the amount of \$14,000, raising the total amount of the purchase order to \$24,000.

### **MOTION CARRIED.**

Bid Results and Award of Contract for Pollock Road House Demolition as part of the Dort Highway Extension project, Grand Blanc Township – In a memorandum dated August 14, 2019, staff requested the Board accept the low bid of \$48,200.00 as submitted by Zito Construction Company, for the Pollock Road house demolition project, as part of the Dort Highway Extension project in Grand Blanc Township. (Copy of memorandum and bid tabulation sheet filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to accept the low bid of \$48,200.00 as submitted by Zito Construction Company, for the Pollock Road house demolition project (as part of the Dort Highway Extension project) and further, authorizes the award and signs the construction contract after staff has received and accepted the contract, bonds and insurance submitted by the contractor.

### **MOTION CARRIED.**

Bid Results and Award off Contract for Southgate Drive Rehabilitation, Flint Township – In a memorandum dated August 14, 2019, staff requested the Board accept the low bid of \$81,601.00 submitted by Zito Construction Company for the rehabilitation of a portion of Southgate Drive, from Hammerberg Road, westerly to the end of the concrete section, Flint Township. (Copy of memorandum and bid comparison sheet filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Dickerson, seconded by Mr. Johnson, to accept the low bid of \$81,601.00 submitted by Zito Construction Company for the rehabilitation of a portion of Southgate Drive, from Hammerberg Road, westerly to the end of the concrete section, Flint Township and further, authorizes the award and signs the construction contract after staff has received and accepted the contract, bonds and insurance submitted by the contractor.

### **MOTION CARRIED.**

Temporary Traffic Control Order (TCO) Controlling Parking on Maple Avenue from Mount Vernon Pass to Linden Road, Flint and Mundy Townships - In a memorandum dated August 12, 2019, staff requested the Board adopt the resolution to approve the temporary control order controlling parking on Maple Avenue from Mount Vernon Pass to Linden Road, Flint and Mundy Townships. (Copy of memorandum, resolution and map filed with official minutes.)

Chairperson Mandelaris stated the Board members had some further questions regarding this agenda item. Commissioner Arceo and Commissioner Kautman-Jones both voiced their concerns regarding safety issues and stated the TCO warrants some further research before this item is voted on as it will also affect the residents and any visitors that may park there. Commissioner Kautman-Jones and Commissioner Arceo would both like more investigation into this matter before the Board votes on this discussion item.

Maintenance Director Anthony Branch stated that the school district has recently passed some bonds for parking improvements, which may help with the parking situation.

**ACTION TAKEN** – Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to postpone the consideration of the Temporary Traffic Control Order controlling parking on Maple Avenue from Vernon Pass to Linden Road in Flint and Mundy Townships, to a future Board meeting, so staff may contact the School Districts Superintendent’s office for more investigation on this issue.

**MOTION CARRIED.**

Temporary Traffic Control Order (TCO), Ally Challenge Senior PGA Golf Tournament – In a memorandum dated August 13, 2019, staff requested the Board approve the temporary traffic control order for the time period of September 09, 2019 through September 15, 2019. (Copy of memorandum, resolution(s), and Grand Blanc Township request for traffic control filed with official minutes.)

**ACTION TAKEN** Motion by Mr. Johnson, seconded by Ms. Kautman-Jones, to approve the Temporary Control Order to establish no parking zones for the time period from September 09, 2019 through September 15, 2019, during the Ally Challenge Senior PGA Golf Tournament in Grand Blanc Township, for the following areas:

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 in the Charter Township of Grand Blanc.

**MOTION CARRIED.**

Budget for Fiscal Year Ending September 30, 2020 Placement on the Table - In a memorandum dated August 14, 2019, staff requested the Board approve September 03, 2019, as the date of placement on the table for the public viewing of the proposed budget for fiscal year ending September 30, 2020. (Copy of memorandum filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to approve September 03, 2019, as the date of placement on the table for the public viewing of the proposed budget for fiscal year ending September 30, 2020.

**MOTION CARRIED.**

Administrative Services Contract Blue Cross Blue Shield of Michigan – In a memorandum dated August 12, 2019, staff 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 Ms. Kautman-Jones, seconded by Mr. Dickerson, to authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan in the amount of \$239,496 prior to the first day of September 2019, October 2019 and November 2019.

**MOTION CARRIED**

Amendment of Purchase Order #82573 to Ace-Saginaw Paving Company for Item #9 - Hot Mix Asphalt – In a memorandum dated August 06, 2019, staff requested the Board approve the amendment of Purchase Order #82573 to Ace-Saginaw Paving Company for Item #9 Hot Mix Asphalt. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the amendment of Purchase Order #82573 to Ace-Saginaw Paving Company, reflecting an increase of \$174,000, raising the total amount to \$1,174,000.00.

**MOTION CARRIED.**

Extension of Unit Bid Prices and Issuance of Purchase Orders for Item Nos. 74, 2 and 58 – In a memorandum dated August 08, 2019, staff requested the Board approve the extension of the unit bid prices and issuance of purchase orders for Item #74 – Tires, Item #2 – Drainage Pipe and Item #58 – Medium/HD Brake Parts. (Copy of memorandum filed with official minutes.)

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

- Item #74 - GCR Tires for VMI of Tires in an amount of \$80,000.
- Item #2 – Jensen Bridge & Supply for Drainage Pipe in an amount of \$130,000.
- Item #58 – M&K Truck Center for Medium/HD Brake Parts in an amount of \$40,000.

**MOTION CARRIED.**

Renewal Purchase Order for Item Nos. 75, 19, 82 and 89 for Fleet Maintenance & Facilities Department Materials and Services– In a memorandum dated August 09, 2019, staff requested the Board approve the issuance of renewal Purchase Orders for Item Nos. 75, 19, 82 and 89 for the Fleet Maintenance & Facilities Department. (Copy of memorandum filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the issuance of renewal Purchase Orders to the following companies for goods and services on an as needed basis:

Item #75 – Cintas for Uniforms, Mats, Mopheads & Shop Towels in an amount not to exceed \$25,000.

Item #19 – Webster & Garner for Tank Wagon Delivery of No Lead & Diesel Fuel in an amount not to exceed \$800,000.

Item #82 – Clearview Building Management for Janitorial leaning Services in an amount of \$67,200.

Item #89 – Winter Equipment for Reverse Curve Wing Blades in an amount of \$60,000.

**MOTION CARRIED.**

Extension of Unit Bid Prices for Fleet Maintenance & Facilities Department Bid Items – Janitorial Consumable Products & Services, Item Nos. 83, 17, MIDeal, 84, 3, 4, 30, 30-VHD64FF and Lubricants – In a memorandum dated August 08, 2019, staff requested the Board approve the extension of unit bid prices and issuance of Purchase Orders for materials and services for the Fleet Maintenance & Facilities Department bid items.

**ACTION TAKEN** – Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to approve the extension of unit bid prices and issuance of purchase orders for materials and services for the Fleet Maintenance & Facilities Department bid items as follows:

- Janitorial - Cintas for Janitorial Consumable Products & Services in an amount of \$40,000.
- Item #82 - GCR Tires for Wheels and Tires in an amount of \$40,000.
- Item #17 - GCR Tires for Tire Recapping in an amount of \$60,000
- MIDeal - Grainger for Hardware & MRO related Items in an amount of \$50,000.
- Item #84 - Klassic Lawn & Landscape for Lawn Care in an amount of \$17,000.
- Item #3 - MD Solutions for Steel Posts for Signs & Delineators in an amount of \$40,000.
- Item #4 - Michigan State Industries for Recycling Blanks and Traffic Signs in an amount of \$60,000.
- Item #30 - Republic Services for Dumpster Rental in an amount of \$30,000.
- Item #30-VHD64FF - SnoDepot for Volvo Tandem Axle Equipment Parts in an amount of \$40,000.
- Lubricants - Superflite for Lubricants in an amount of \$45,000.

**MOTION CARRIED.**

Renewal Purchase Order for Fleet Maintenance & Facilities Department Materials & Services for VMI, Item Nos. 77, 76, and 92 – In a memorandum dated August 09, 2019, staff requested the Board approve the Renewal Purchase Orders for VMI Items 77 – Fleetguard Filters, Item #76 – Volvo Parts and Item #92 – Monroe Parts. (Copy of memorandum filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the renewal Purchase Order to the following companies for Vendor Management Inventory Materials:

VMI Item #77 - M& K Truck Center for Fleetguard Filters in an amount of \$50,000.

VMI Item #76 – M&K Truck Center for Volvo Parts in an amount of \$25,000

VMI Item #92 – Truck & Trailer Specialties for Monroe Parts in an amount of \$100,000.

**MOTION CARRIED.**

Local Road Agreement for Roadway Hard Surfacing of Cook Road from Linden Road to Jennings Road, Mundy Charter Township - In a memorandum dated August 14, 2019, staff requested the Board approve the Local Road Agreement with Mundy Charter Township for the Hard Surfacing (HMA Paving) of Cook Road, from Linden Road to Jennings Road, Mundy Charter Township. (Copy of memorandum and agreement filed with official minutes.)

**ACTION TAKEN**- Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the Local Road Agreement with Mundy Charter Township for the Hard Surfacing (HMA Paving) of Cook Road from Linden Road to Jennings Road and further, signs the duplicate original agreement with Mundy Charter Township with the funding as follows:

Mundy Charter Township-Construction	\$1,350,000
GCRC – Engineering & Inspection	<u>\$ 377,000</u>
Total Project Cost	\$1,687,000

**MOTION CARRIED.**

Ratification of Vouchers totaling \$2,446,151.55 – (Copies filed with official minutes.)

Voucher #V-40494

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40494 in the amount of \$1,910,846.65.

**VOTE ON MOTION:**

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

No: None

**MOTION CARRIED.**

Voucher #V-40495

**ACTION TAKEN** – Motion by Mr. Dickerson seconded by Mr. Johnson, to ratify Voucher #40495 in the amount of \$535,304.90.

**VOTE ON MOTION:**

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

No: None

**MOTION CARRIED.**

Local Road Agreement for Roadway Rehabilitation, Silver Ridge Subdivision No. 1, Fenton Charter Township - In a memorandum dated August 15, 2019, staff requested the Board approve the Local Road Agreement with Fenton Charter Township for the Roadway Rehabilitation of Silver Ridge Subdivision No. 1. (Copy of memorandum and agreement filed with official minutes.)

**ACTION TAKEN**- Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the Local Road Agreement with Fenton Charter Township for the Roadway Rehabilitation of Silver Ridge Subdivision No. 1, with the funding as follows:

Fenton Charter Township-Construction	\$1,250,000
GCRC – Engineering & Inspection	\$ 187,000
Total Project Cost	\$1,437,000

**MOTION CARRIED**

Issuance of a Purchase Order to Wavetronix for Radar Vehicle Detection Devices – In a memorandum dated August 15, 2019, staff requested the Board approve the issuance of a purchase Order to Wavetronix for Radar Vehicle Detection Devices. (Copy of memorandum and quotation filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the issuance of a Purchase Order to Wavetronix for Radar Vehicle Detection Devices in an amount of \$15,132.50.

**MOTION CARRIED.**

**CONSENT**

Work Request for Aggregate Resurfacing on Reid Road between Torrey Road and US-23, Mundy Township – In a memorandum dated August 05, 2019, staff requested the Board approve the work request for aggregate resurfacing on Reid Road between Torrey Road and US 23, Mundy Township. (Copy of memorandum and cost sheet filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the work request for aggregate resurfacing on Reid Road between Torrey Road and US-23, Mundy Township, with the funding as follows:

Mundy Township	\$16,778.57
GCRC	\$ 0.00
Total Project Cost	\$16,778.57

**MOTION CARRIED.**

## **MANAGER-DIRECTOR REPORT**

Operations Director, Randy Dellaposta gave a 'Back to the Bricks' report to the Board and staff members present. Mr. Dellaposta thanked all of the volunteers for the time they spent setting up the displays, moving the equipment as well as volunteering at the event. He personally acknowledged Ms. Kendra Love-Brezzell, GCRC Fleet Maintenance & Facilities Manager for coordinating the process, which included equipment set-up, television interviews as well as insuring everything ran smoothly. Mr. Dellaposta stated that there was an outstanding showing of GCRC employees to help at the event. The public enjoyed the exhibit and took the time to inspect the vehicles. In the next few weeks, Mr. Dellaposta stated that GCRC might try to be involved with the University of Michigan Safety Department's 'Touch a Truck' program to be held on Saturday, September 21, 2019.

Mr. Dellaposta thanked the Board for allowing the GCRC to participate in the Back to the Bricks event this year.

## **COMMISSIONERS CONCERNS**

Back to the Bricks Participation- Commissioner Dickerson thanked Randy Dellaposta as well as all of the employees who volunteered at the 2019 Back to the Bricks event.

Clayton Supervisor Retirement - Commissioner Arceo thanked Clayton Township Supervisor, Christopher Gehringer, for his service to the Township.

Commissioners Budget Workshop - Commissioner Kautman-Jones inquired about the start time of the Commissioners Budget Workshop on August 27, 2019. Staff stated it is scheduled to begin at 10:00 a.m.

County Road Association Self-Insurance Fund Meeting – Commissioner Kautman-Jones reminded the Board that there is a CRA Self-Insurance Fund Meeting in Battle Creek on September 11, 2019.

Employee Handbook - Chairperson Mandelaris inquired on the status of the revised employee handbook. Staff stated the Ms. Wendy Hardt from Michael Kluck & Associates made some recommendations/changes to the handbook and that the recommendations have been sent to Sage Solutions.

CRA Commissioner Surveys – Chairperson Mandelaris reminded the Board that the CRA Commissioner Surveys are due back to the Managing Director next week.

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**ADJOURNMENT**

With no objections, Chairperson Mandelaris adjourned the meeting at 10:55 a.m.

JOHN J. GLEASON

Clerk/Register

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

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08/20/19