

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

September 10, 2019

CALL TO ORDER

Chairperson Mandelaris called the meeting of the Genesee County Board of Road Commissioners to order at 10:04 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
Cloyce Dickerson, Commissioner

Absent: David Arceo, Commissioner (excused - attending conference)

Chairperson Mandelaris commented that Commissioner Arceo is attending a County Road Association Committee Meeting in Battle Creek, MI this morning.

Others Present: Fred Peivandi, Anthony Branch, Eric Johnston, Randy Dellaposta, Tracy Kahn, Donna Poplar, Dianna Robertson, Stephanie Jaeger, (Genesee County Road Commission Staff), Margaret Perry, Lathom, Jefferson, Bishop Bernadel Jefferson (Genesee County residents), 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. Johnson, to approve the agenda for September 10, 2019.

MOTION CARRIED.

APPROVAL OF MINUTES

August 06, 2019 – Board Meeting

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the minutes for August 06, 2019.

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, September 10, 2019

10:05 a.m. – Public Hearing – Proposed 2019-2020 Genesee County Road Commission Budget.

Tuesday, September 24, 2019

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

10:00 a.m. – Board Meeting

PUBLIC ADDRESS THE BOARD

Ms. Margaret Perry, 2026 Flamingo Drive commented that the Beecher Water District was doing work on Neff Road and she would like to make sure the road is repaired before the winter season. In addition, she asked if the GCRC fiscal year ending September 30, 2020 budget was balanced. Staff stated that the GCRC fiscal year ending September 30, 2020 proposed budget is balanced.

Ms. Margaret Perry, Bishop Bernadel Jefferson and Mr. Lathom Jefferson commented that GCRC employees are all equal regardless of race, ethnicity or gender. They expressed concern that a list was being compiled that separated employees by race. Chairperson Mandelaris stated that the Board would look into this complaint for them.

PUBLIC HEARING

At 10:08 a.m., the Board held a public hearing for the proposed budget of the Genesee County Road Commission for fiscal year ending September 30, 2020. Chairperson Mandelaris stated that the budget has been placed on the table since September 03, 2019. Managing Director Fred Peivandi said the budget has been balanced with the amendment made in Department 60 – Human Resources. Hearing no objections, the public hearing was closed at 10:10 a.m.

CORRESPONDENCE

INCOMING

Letter Correspondence from Attorney Jack Belzer regarding noticeable improvements on Genesee County Roads – In a letter dated August 21, 2019, Attorney Jack Belzer commented on the work being performed in Genesee County by the Road Commission, stating that he has seen marked and noticeable improvement in the condition of the roadways under the direction of Managing Director, Fred Peivandi. (Copy filed with official minutes.)

Letter Correspondence from Ms. Gayle Cummings, Administrator, Michigan Road Commission Self-Insurance Pool regarding 2019 Liability Refunds for Members – In correspondence dated August 26, 2019, Ms. Gayle Cummings, Administrator for the Michigan County Road Commission Self-Insurance Pool announced the MCRSCIP Board’s decision to approve an \$8 million dollar distribution of Pool equity. The Genesee County Road Commission’s net refund totaled \$210,754.00. (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

Agreement with the Genesee County Parks & Recreation Commission for the Flint River Trail (Iron Belle) from Irish Road to N. Gale Road, Richfield Park, Richfield Township – In a memorandum dated August 24, 2019, staff requested the Board approve the agreement with the Genesee County Parks & Recreation Commission for the Flint River Trail (Iron Belle) from Irish Road to N. Gale Road, Richfield Park, Richfield Township. (Copy of memorandum and agreement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve and sign the duplicate originals of the agreement with the Genesee County Parks & Recreation Commission for the cost participation in the Flint River Trail (Iron Belle) from Irish Road to N. Gale Road, Richfield Park in Richfield Township with the funding as follows:

Federal TAP Funds	\$317,168.00
Genesee County Parks & Recreation	\$176,913.00
(Construction Match, PE/CE Project Admin	\$
Genesee County Road Commission)	<u>\$ 0.00</u>
Total	\$494,081.00

MOTION CARRIED.

Resolution to Adopt a Local Pavement Warranty Program – In a memorandum dated August 29, 2019, staff requested the Board review the attached resolution adopting the Local Pavement Warranty Program. (Copy of memorandum, resolution and local pavement warranty guidelines filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve the attached resolution adopting the Local Pavement Warranty Program in accordance with the directives of the Michigan Legislature and MCL.247.662 and 247.663.

MOTION CARRIED.

Resolution to Implement a Local Pavement Warranty Program – In a memorandum dated August 29, 2019, staff requested the Board review and sign the attached resolution implementing the Local Pavement Warranty Program. (Copy of memorandum and resolution filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve the resolution to implement the Local Pavement Warranty Program and annually report on the projects in accordance with the directives of the Michigan Legislature and MCL 247.662 and 247.663.

MOTION CARRIED.

Selection of Consultant for Design Services, Silver Ridge Subdivision, Fenton Township – In a memorandum dated September 03, 2019, staff requested the Board approve assignment of Kraft Engineering & Surveying (a consultant in Group ‘C’ category) to prepare construction plans for Silver Ridge Subdivision, Fenton Township. (Copy of memorandum and bid comparison sheet filed with official minutes.)

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve assignment of Kraft Engineering & Surveying (a consultant in Group ‘C’ category) to prepare construction plans for Silver Ridge Subdivision in Fenton Township and further, to direct the Chairperson to execute the consultant agreement when it is returned.

MOTION CARRIED.

Selection of Consultant for Design Services, Cook Road (Linden Road to North Jennings Road), Mundy Township - In a memorandum dated August 21, 2019, staff requested the Board approve the assignment of Wade-Trim (a consultant in Group ‘C’ category) to prepare construction plans for Cook Road (Linden Road to North Jennings Road), Mundy Township. (Copy of memorandum, and bid comparison sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the assignment of Wade-Trim (a consultant in Group ‘C’ category) to prepare construction plans for Cook Road (Linden Road to North Jennings Road) and further, to direct the Chairperson to execute the consultant agreement when it is returned.

MOTION CARRIED.

Bid Results and Award of Contract, Pineview Lake Estates Subdivision, Argentine Township – In a memorandum dated August 30, 2019, staff requested the Board accepts the low bid of \$709,755.00 and authorizes the award to Lois Kay Contracting for the rehabilitation of Pineview Lake Estates Subdivision, Argentine Township. (Copy of memorandum and bid comparison sheet filed with official minutes.)

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to accept the low bid of \$709,755.00, authorize the award and sign the construction contract after staff has received and accepted the contract, bonds, and insurance submitted by Lois Kay Contracting for the rehabilitation of Pineview Lake Estates Subdivision, Argentine Township.

MOTION CARRIED.

Bid Results and Award of Contract for Reconstruction of the Reid Road approach (W) at Fenton Road, Mundy Charter Township - In a memorandum dated August 30, 2019, staff requested the Board accept the low bid of \$46,099.00 submitted by Green-Tech Systems for the Reconstruction of the Reid Road Approach (W) at Fenton Road, Mundy Charter 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 \$46,099.00 submitted by Green-Tech Systems, for the reconstruction of the Reid Road Approach (W) at Fenton Road in Mundy Township and further, authorizes the award and signs the construction contract after staff has received and accepted the contract, bonds and insurance.

MOTION CARRIED.

Non-Sufficient Funds Check Policy and Unclaimed Property Policy and Procedures – In a memorandum dated September 03, 2019, staff requested the Board adopt the Non-Sufficient Check Policy and the Unclaimed Property Policy and Procedures. (Copy of memorandum and policies filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve and adopt the Non-Sufficient Check Policy and the Unclaimed Property Policy and Procedures.

MOTION CARRIED.

Fiscal Year 2020 Proposed Budget – In a memorandum dated August 28, 2019, staff requested the Board approve the removal of the fiscal year ending September 30, 2020 proposed budget from the table for public viewing and secondly, adopt the Genesee County Road Commission proposed budget for fiscal year ending September 30, 2020. (Copy of fiscal year ending September 30, 2020 budget filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the removal of the fiscal year ending September 30, 2020 proposed budget from the table for public viewing.

MOTION CARRIED.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to adopt the proposed budget for the Genesee County Road Commission for fiscal year ending September 30, 2020 for \$83,174,645.00.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Mandelaris,

No: Kautman-Jones

MOTION CARRIED.

GCRC Employee Handbook Final Draft Copy – In a memorandum dated, September 05, 2019, staff requested the Board of County Road Commissioners approve the final draft copy of the GCRC Employee Handbook. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – None. Chairperson Mandelaris would like to postpone the approval of the final draft of the Employee Handbook until a later date so staff and legal counsel can review it further.

Amendment of Purchase Order #82294 to Action Traffic Maintenance for Guardrail Placement or Repair Services – In a memorandum dated September 03, 2019, staff requested the Board approve the amendment of Purchase Order #82294 to Action Traffic Maintenance for guardrail placement or repair services. (Copy of memorandum and blanket purchase order filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the issuance of the amendment of Purchase Order #82294 to Action Traffic Maintenance reflecting an increase of \$185,000, raising the total amount to \$535,000.

MOTION CARRIED.

Amendment of Purchase Order #82351 for Item #62 to Flint New Holland Parts - In a memorandum dated August 22, 2019, staff requested the Board approve the amendment of Purchase Order #82351 to Flint New Holland for Item #62 – Tiger/New Holland parts. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the amendment of Purchase Order #82351 to Flint New Holland for Item #62 – Tiger/New Holland parts, reflecting an increase of \$10,000, raising the total amount to \$40,000.

MOTION CARRIED.

Issuance of Purchase Orders for Item Nos. 57, 73 and 91 for Materials and Services – In a memorandum dated August 28, 2019, staff requested the Board approve the issuance of Purchase Orders for Item Nos. 57, 73 and 91 for material and services for the Fleet Maintenance & Equipment Department. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the issuance of Purchase Orders for the following materials & services for the Fleet Maintenance Department:

- Michigan CAT for VMI Item #57 - CAT Parts for \$35,000.
- Exotic Automation for VMI Item #73 – Parker Hydraulic Hose & Fittings for \$25,000.
- C&S Motors for Item #91 - Navistar International OEM Parts & Service on an as needed basis in an amount of \$140,000.

MOTION CARRIED.

Extension of Unit Bid Prices and issuance of Purchase Orders to Truck & Trailer Specialties for Item #16E and Versalift Midwest for Parts & Service - In a memorandum dated August 29, 2019, staff requested the Board approve the extension of unit bid prices and issuance of Purchase Orders to Truck & Trailer Specialties for Item #16E – Isolated Carbide Edged Blades and Versalift Midwest for parts and services for Cannon Aerial Trucks. (Copy of memorandum and agreement 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 materials and services on an as needed basis.

- Truck & Trailer Specialties for Isolated Carbide Edged Blades in an amount of \$60,000.
- Versalift Midwest for parts and services for Cannon Aerial Trucks in an amount of \$40,000.

MOTION CARRIED.

Renewal Purchase Orders to Sonitrol for Annual Security Monitoring and Gibraltar for Guardrail Parts – In a memorandum dated September 10, 2019, staff requested the board approve the renewal Purchase Order be issued to Sonitrol for annual security monitoring and to Gibraltar for guardrail parts. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the renewal Purchase Orders be issued to the following companies:

- Sonitrol for annual Security Monitoring in an amount of \$36,528.
- Gibraltar for Guardrail Parts in an amount of \$30,000.

MOTION CARRIED.

Issuance of Blanket Purchase Orders to M&M Pavement Markings for Item #14 and Modern Concrete for Item #116 – In a memorandum dated September 03, 2019, staff requested the Board of County Road Commissioners approve the issuance of Blanket Purchase Orders to M&M Pavement Markings for Pavement Marking and to Modern Concrete for Redi-mix Concrete. (Copy of memorandum and bid sheets filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the issuance of Blanket Purchase Orders to the following companies:

- M&M Pavement for Pavement Marking on an as needed basis in an amount of \$400,500.00.
- Modern Concrete for Redi-Mix Concrete on an as needed basis in an amount of \$111,000.00.

MOTION CARRIED.

Ratification of Vouchers totaling \$1,649,303.53 – (Copies filed with official minutes.)

Voucher #V-40496

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40496 in the amount of \$81,429.30.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40497

ACTION TAKEN – Motion by Mr. Dickerson seconded by Mr. Johnson, to ratify Voucher #40497 in the amount of \$465,587.10.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40498

ACTION TAKEN – Motion by Mr. Dickerson seconded by Mr. Johnson, to ratify Voucher #40498 in the amount of \$171,071.28.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40499

ACTION TAKEN – Motion by Mr. Dickerson seconded by Mr. Johnson, to ratify Voucher #40499 in the amount of \$417,357.92.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40500

ACTION TAKEN – Motion by Mr. Dickerson seconded by Mr. Johnson, to ratify Voucher #40500 in the amount of \$513,857.93.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

CONSENT

Removal of Equipment from Genesee County Road Commission records – In a memorandum dated August 15, 2019, staff requested the Board approve the removal of equipment from all Genesee County Road Commission records. (Copy of memorandum filed with official minutes.)

ACTION TAKEN- Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the removal of the following equipment from all Genesee County Road Commission records with the list of items as follows:

<u>EQUIPMENT #</u>	<u>DESCRIPTION</u>	<u>REASON</u>
818	Road Watch Temp Sensor on #618	Sold to Genesee Co Parks
822	Road Watch Temp Sensor on #622	Sold to Genesee Co Parks
837	Road Watch Temp Sensor on #637	Sold to Genesee Co Parks
2954	2004 Caterpillar 966G Wheel Loader	Sold to MI CAT as Trade-In
2184	2011 Loadrite Weighing Scale on #2954	Sold to MI CAT as Trade-In
2957	2003 Caterpillar 924G Wheel Loader	Sold to AIS as Trade-In
2977	2003 Caterpillar Bucket on #2957	Sold to AIS as Trade-In
2187	2011 Loadrite Weighing Scale on #2957	Sold to AIS as Trade-In
4014	2006 Volvo Tandem Axle Dump Truck	Sold in Auction
414	2008 Teletrac GPS on #4014	Sold in Auction
714	Road Watch Temp Sensor on #4014	Sold in Auction
6014	2006 Underbody Scraper on #4014	Sold in Auction
4015	2006 Volvo Tandem Axle Dump Truck	Sold in Auction
415	2008 Teletrac GPS on #4015	Sold in Auction
715	Road Watch Temp Sensor on #4015	Sold in Auction
6015	2006 Underbody Scraper on #4015	Sold in Auction
4063	2016 International 7600SBA Tri-Axle	Sold in Auction
763	Road Watch Temp Sensor on #4063	Sold in Auction
2063	2016 Monroe Wetting System on #4063	Sold in Auction
3247	2004 Monroe Underbody Scraper on #4063	Sold in Auction

5063	2016 Monroe Wing Plow on # 4063	Sold in Auction
5563	2016 Laserline Guidance Laser on #4063	Sold in Auction
7063	2016 Monroe Dump Spreader on #4063	Sold in Auction
4064	2016 International 7600SBA Tri-Axle	Sold in Auction
764	Road Watch Temp Sensor on #4064	Sold in Auction
2064	2016 Monroe Wetting System on #4064	Sold in Auction
5064	2016 Monroe Wing Plow on #4064	Sold in Auction
5564	2016 Laserline Guidance Laser on #4064	Sold in Auction
6004	2003 Monroe Underbody Scraper on #4064	Sold in Auction
7064	2016 Monroe Dump Spreader on #4064	Sold in Auction

MOTION CARRIED

Work Request for Fog Seal on Dillon Road between Pierson Road and Carpenter Road, Flushing Township - In a memorandum dated August 15, 2019, staff requested the Board approve the work request for fog seal on Dillon Road between Pierson Road and Carpenter Road in Flushing Township. (Copy of memorandum and cost sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the work request for fog seal on Dillon Road between Pierson Road and Carpenter Road in Flushing Township with the funding as follows:

Flushing Township	\$3,494.00
GCRC	<u>\$ 0.00</u>
Total Cost	\$3,494.00

MOTION CARRIED.

Work Request for Aggregate Resurfacing on Graytrax Road between Baldwin Road and Cook Road, Grand Blanc Township – In a memorandum dated August 27, 2019, staff requested the Board approve the work request for aggregate resurfacing on Graytrax Road between Baldwin Road and Cook Road, Grand Blanc Township. (Copy of memorandum and cost sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the work request for aggregate resurfacing on Graytrax Road between Baldwin Road and Cook Road in Grand Blanc Township with the funding as follows:

Grand Blanc Township	\$38,133.07
GCRC	<u>\$38,133.07</u>
Total project cost	\$76,266.14

MOTION CARRIED.

Work Request for Roadside Ditching on Maplewood Drive and Lake Street, Village of Otisville – In a memorandum dated August 27, 2019, staff requested the Board approve the work request for roadside ditching on Maplewood Drive and Lake Street in the Village of Otisville. (Copy of memorandum and cost sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the work request for roadside ditching on Maplewood Drive and Lake Street in the Village of Otisville with the funding as follows:

Village of Otisville	\$4,148.10
GCRC	\$ 0.00
Total project cost	\$4,148.10

MOTION CARRIED.

MANAGER-DIRECTOR REPORT

Northern Michigan County Road Association Conference - Managing Director Fred Peivandi stated that he and Operations Director, Mr. Randy Dellaposta would be attending the Northern Michigan County Road Association Conference this week in Battle Creek, Michigan.

Resurfacing and Chip Seal Projects – Maintenance Director, Mr. Anthony Branch stated that all chip seal/fog seal projects have been completed. Mr. Branch said that Maintenance has a few paving projects and approaches that still need to be finished before the end of the year.

Hill Road Project - Engineering Director, Mr. Eric Johnston stated that the Hill Road project is almost completed. They have a few minor areas they need to finalize before its completion.

GCRC Diversity and Workplace Violence Training - Human Resource Director, Ms. Donna Poplar stated that the first diversity training session would take place this afternoon at the MTA building on Dort Highway. Ms. Poplar said the other two training sessions would be held on September 24 and September 30, 2019 at the same location.

In addition, Ms. Poplar said that the Workplace Violence Training Workshop would be held on September 25, 2019 in the GCRC Boardroom at 9:00 a.m.

COMMISSIONERS CONCERNS

Commissioner Dickerson stated that there was an incident that happened at the Road Commission last week involving a resident falling on the steps. He would like to commend Ms. Donna Poplar, Ms. Carrie O’Dell and Ms. Ruth Laberge for their quick actions aiding this person.

Email Service Issues – Commissioner Kautman-Jones stated that she is still having issues receiving her GCRC email. Staff stated that the IT Department would look into the issue.

MCRSCIP Refund – Commissioner Kautman-Jones commented that she was very pleased with the amount of the insurance refund received from MCRSCIP this year. Staff stated that amount is up slightly from last year’s refund.

October Board Meeting Dates - Chairperson Mandelaris requested the GCRC October Board Meeting dates be changed from October 01, 2019 and October 15, 2019, to October 08, 2019 and October 22, 2019. Chairperson Mandelaris called for a motion to reflect these meeting date changes.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve the GCRC October Board Meetings be changed to Tuesday, October 08, 2019 and Tuesday, October 22, 2019.

Staff stated they would make the necessary changes to reflect these October Board Meeting date changes on the website and post notices in the building.

MOTION CARRIED.

Stops Signs in Flint Charter Township – Chairperson Mandelaris commented on the new design of the stop signs recently installed in Flint Township at three locations, Dye Road, Calkins Road and Ryan Road.

ADJOURNMENT

With no objections, Chairperson Mandelaris adjourned the meeting at 11:03 a.m.

JOHN J. GLEASON
Clerk/Register

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

lbk
09/10/19