

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

September 24, 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, Bonnie Wood, Sue Charnesky, Corey Jarbeau (Genesee County Road Commission Staff), Mark Emmendorfer, Paul Fortino, Larry Green, Chris Gehringer, Mary Ann Price, Pat Major (Township Supervisors and Staff), Linda Kossak, Secretary of the Board of Road Commissioners.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Mandelaris.

APPROVAL OF AGENDA

Chairperson Mandelaris requested that the agenda be amended with the postponement of X. Discussion Item A-12 – Unpaid Right of Way Invoices to be added to Property Tax Statements, to a December 2019 Board meeting so staff can gather more information for the Board.

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Dickerson, to approve the agenda for September 24, 2019 as amended, with the postponement of X. Discussion Item A-12 – Unpaid right-of-way invoices be added to property tax statements.

MOTION CARRIED.

APPROVAL OF MINUTES

August 20, 2019 – Board Meeting

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve the minutes for August 20, 2019.

MOTION CARRIED.

August 27, 2019 – Special Board Meeting – Commissioners Budget Workshop

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve the Special Board Meeting minutes for August 27, 2019.

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, September 24, 2019

10:05 a.m. – Public Hearing for the proposed GCRC Wireless Facilities Permit Policy, Fee Schedule Changes, Public and Private Addressing Policy and Updating of Rules Governing the Granting of Permits for Driveways.

Tuesday, October 08, 2019

10:00 a.m. – Board Meeting

PUBLIC HEARING

At 10:05 a.m., Ms. Bonnie Wood, Traffic Engineering Manager, conducted a public hearing regarding the proposed GCRC Wireless Facilities Permit Policy, Fee Schedule Changes, Public and Private Addressing Policy and Updating of Rules Governing the Granting of Permits for Driveways. Ms. Wood briefly addressed the changes made to current policies as well as the new policies being implemented. Staff members, Mr. Corey Jarbeau and Ms. Sue Charnesky also addressed changes made to the new and previous policies and answered questions the Board presented to them. At 10:15 a.m. with no objections heard, Chairperson Mandelaris closed the public hearing.

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

Letter Correspondence from Ms. Ann Bincsik-Hawker and Mr. Gregory Davis, Wroxton Condominium Association, regarding the intersection of River Valley Drive and River Birch Drive, Flint Township – In correspondence dated September 03, 2019, Ms. Ann Bincsik and Mr. Gregory Davis wrote on behalf of the Wroxton Condominium Association, Board of Directors regarding the deteriorating road conditions at River Valley Drive and River Birch Drive in Flint Township. Ms. Bincsik-Hawker and Mr. Davis requested the GCRC perform reconstruction or repairs to this section of roadway in Flint Township. (Copy filed with official minutes.)

OUTGOING

Letter Correspondence to all Township Supervisors regarding the GCRC Mailbox Informational Brochure incorporated into the Building Permit Process – In a letter dated September 06, 2019, Managing Director Fred Peivandi provided the Township Supervisor’s with the GCRC brochure specifying the construction of mailboxes placed in the road right-of-way. Mr. Peivandi asked each Supervisor to incorporate this brochure into the building process and further, to familiarize their building inspectors with the specifications. (Copy filed with official minutes.)

Letter Correspondence from Managing Director, Fred Peivandi in response to the Ms. Ann Bincsik-Hawker, Managing Agent, Wroxton Condominium Association regarding road conditions at River Valley Drive and River Birch Drive in Flint Township - In correspondence dated September 18, 2019, Managing Director, Fred Peivandi addressed Ms. Bincsik-Hawker’s concerns regarding the road conditions at River Valley and River Birch Drives in Flint Township. Mr. Peivandi provided Ms. Bincsik-Hawker with a list of the steps necessary for getting the roadway reconstructed. (Copy filed with official minutes.)

INTERNAL

None.

INFORMATION

Memorandum regarding Exempt/Salaried At-Will Employees observance of the Veteran’s Day holiday – In a memorandum dated September 18, 2019, Managing Director Fred Peivandi stated that effective immediately, all Exempt/At-Will Employees at the Genesee County Road Commission would observe the Veteran’s Day holiday on November 11, 2019, instead of the fourth Monday in October. (Copy filed with official minutes.)

Request to Approve Correspondence:

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

MOTION CARRIED.

BOARD OF ROAD COMMISSIONERS’ DECISIONS

DISCUSSION

Permit Policy and Fee Schedule Changes to comply with the Small Wireless Communications Facilities Deployment Act – In a memorandum dated September 16, 2019, staff requested the Board adopt the resolution and amended Permit Fee Schedule Policy. (Copy of memorandum and policy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to adopt the resolution and amended Permit Fee Schedule Policy to comply with the Small Wireless Communications Facilities Deployment Act.

Chairperson Mandelaris requested a resolving clause be added to the amended Permit Fee Schedule Policy.

MOTION CARRIED.

Adoption of the GCRC Street Addressing Policy - In a memorandum dated September 16, 2019, staff requested the Board approve the Genesee County Road Commission Street Addressing Policy. (Copy of memorandum and addressing policy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the Genesee County Road Commission Street Addressing Policy for private roads within the Townships.

MOTION CARRIED.

Rules Governing the Granting of Permits for Driveways in the Genesee County Road System – In a memorandum dated September 16, 2019, staff requested the Board approve the rules governing the Granting of Permits for Driveways in the Genesee County Road System. (Copy of memorandum and Rules Governing the Granting of Permits filed with official minutes.)

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the Rules Governing the Granting of Permits for Driveways in the Genesee County Road System.

Commissioner Kautman-Jones suggested Townships receive copies of the Rules Governing the Granting of Permits for Driveways.

MOTION CARRIED.

Road Agreement for Proposed Road Improvements on Tandy Drive, Beverage Road, South Utley Road and Hogarth Avenue, Sections 21 and 22, Flint Township - In a memorandum dated September 16, 2019, staff requested the Board approve the Road Agreement for the proposed road improvements to Tandy Drive, Beverage Road, South Utley Road and Hogarth Avenue, Flint Township. (Copy of memorandum and road agreement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the Road Agreement for the proposed road improvements to Tandy Drive, Beverage Road, South Utley Road and Hogarth Avenue as administered by Flint Township.

MOTION CARRIED.

Temporary Traffic Control Order (TCO) Controlling Parking – Maple Avenue from Mount Vernon Pass to Linden Road, Section 32, Flint Township and Section 5, Mundy Township – In a memorandum dated September 16, 2019, staff requested the Board adopt the resolution to approve the temporary Traffic Control Order controlling parking on Maple Avenue from Mount Vernon Pass to Linden Road, Section 32, Flint Township and Section 5, Mundy Township. (Copy of memorandum, resolution and recommendation for traffic control devices filed with official minutes.)

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to adopt the resolution to approve the temporary Traffic Control Order controlling parking on the north and south sides of Maple Avenue from Mount Vernon Pass to Linden Road, Flint and Mundy Townships from 12:01 a.m., Wednesday, September 25, 2019 until a permanent Traffic Control Order can be obtained from the Michigan State Police or further action by this Board.

MOTION CARRIED.

Traffic Control Order Controlling Speed on McKinley Road from 750 feet south of Farrand Road and North 900 feet south of Keewahdin Road, Section 10, Montrose Township – In a memorandum dated September 16, 2019, staff requested the Board adopt the resolution to approve the Traffic Control Order for speed on McKinley Road from 750 feet south of Farrand Road and north to 900 feet south of Keewahdin Road, Section 10, Montrose Township. (Copy of memorandum, resolution and map filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to adopt the resolution to approve the Traffic Control Order for speed on McKinley Road from 750 feet south of Farrand Road and north to 900 feet south of Keewahdin Road, Section 10 in Montrose Township, setting the speed limit to 25 mph.

MOTION CARRIED.

Traffic Control Order controlling Speed, Perry Road from 0.25 miles west of Gale Road to 0.25 miles south on Gale Road, Section 8, Atlas Township – In a memorandum dated September 16, 2019, staff requested the Board adopt the resolution approving the Traffic Control Order for Speed on Perry Road from 0.25 miles west of Gale Road to .25 miles south on Gale Road, Section 8, Atlas Township. (Copy of memorandum, resolution, and map filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to adopt the resolution approving the Traffic Control Order for speed on Perry Road from 0.25 miles west of Gale Road to .25 miles south on Gale Road, Section 8 in Atlas Township, setting the speed limit at 35 mph.

MOTION CARRIED

Local Road Agreement for the Jennings Road Culvert over the Parker Creek, Vienna Charter Township – In a memorandum dated September 17, 2019, staff requested the Board approve and sign the Local Road Agreement for the replacement of the Jennings Road Culvert over the Parker Creek, Vienna Township. (Copy of memorandum and agreement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve and sign the Local Road Agreement with Vienna Charter Township for the replacement of the Jennings Road Culvert over the Parker Creek, with the funding as follows:

Genesee County Road Commission	\$6,000.00
Vienna Charter Township	<u>\$2,000.00</u>
Total Project Cost	\$8,000.00

MOTION CARRIED.

Local Road Agreement for Roadway Resurfacing, Grand Wailea Subdivision Nos. 1 thru 3, Grand Blanc Township – In a memorandum dated September 17, 2019, staff requested the Board approve the Local Road Agreement with Grand Blanc Township for the resurfacing of Grand Wailea Subdivision Nos. 1 thru 3. (Copy of memorandum and agreement 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 Grand Blanc Township for the resurfacing of Grand Wailea Subdivision Nos. 1 thru 3, with the funding as follows:

Grand Blanc Charter Township	\$550,000.00
GCRC (Engineering & Inspection)	<u>\$ 55,000.00</u>
Total Project Cost	\$605,000.00

MOTION CARRIED.

Local Road Agreement for Roadway Rehabilitation, Lippincott Road from the Kearsley Creek Bridge (#2776) to M-15, Davison Township – In a memorandum dated September 17, 2019, staff requested the Board approve the Local Road Agreement with Davison Township for the rehabilitation of Lippincott Road. (Copy of memorandum and agreement 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 Davison Township for the rehabilitation and HMA resurfacing of Lippincott Road from the Kearsley Creek Bridge (#2776) to M-15 with the funding as follows:

Davison Township (Construction)	\$380,000.00
GCRC (Engineering & Inspection)	<u>\$ 38,000.00</u>
Total Project Cost	\$418,000.00

MOTION CARRIED.

Annual Certification of Employee-related Conditions – In a memorandum dated September 06, 2019, staff requested the Board approve the signing of the Annual Certification of Employee-related Conditions. (Copy of memorandum and certificate filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Kautman-Jones, to approve the signing and submittal of the Annual Certification of Employee-related Conditions for certification year 2019.

MOTION CARRIED.

Authorization to request Unpaid Right-of-Way repair invoices to be added to Property Tax Statement – In a memorandum dated September 11, 2019, staff requested the Board authorize unpaid right-of-way invoices be added to property owners' tax statements. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Ms. Kautman-Jones, to postpone the action taken on this discussion item until a December 2019 Board meeting so staff can conduct more research on this matter.

MOTION CARRIED.

Issuance of Purchase Orders for Item #23, #112 and #118 for the Fleet Maintenance & Facilities Department – In a memorandum dated September 13, 2019, staff requested the Board approve the issuance of Purchase Orders for Item Nos. 23, 112 and 118 for materials and/or services (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 purchase orders to the following companies for materials and/or services:

- Item #23 – Carrier & Gable - Anchor Base Steel Strain Poles on an as needed basis.
- Item #112 – Michigan CAT – HD Equipment Repair Services on an as needed basis.
- Item #118 – Justice Fence – ZipTrack Gate & Installation

MOTION CARRIED.

Extension of Unit Bid Prices and Issuance of Purchase Orders for HD Equipment Repair Services and Parts – In a memorandum dated September 13, 2019, staff requested the Board approve the extension of unit bid prices and the issuance of purchase orders for HD Equipment Repair Services and Parts on an as needed basis. (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 HD Equipment Repair Services & Parts on an as needed basis to the following companies:

- Truck & Trailer Specialties in an amount of \$80,000.00
- Jack Doheny in an amount of \$25,000.00
- AIS in an amount of \$75,000.00

MOTION CARRIED.

Amendment to Purchase Order #82459 to Wirt Saginaw Stone Dock – In a memorandum dated September 10, 2019, staff requested the Board approve the amendment of Purchase Order #82459 to Wirt Saginaw Stone Dock for 23A Limestone. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the amendment of Purchase Order #82459 to Wirt Saginaw Stone Dock reflecting an increase of \$500,000 raising the total amount of the purchase order to \$1,265,000.00.

MOTION CARRIED.

Amendment to Purchase Order #82462 to Ace-Saginaw Paving Company for Bituminous Base and Topping Mix – In a memorandum dated September 11, 2019, staff requested the Board approve the amendment of Purchase Order #82462 to Ace-Saginaw Paving Company for Bituminous Base & Topping Mix. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Johnson, to approve the amendment of Purchase Order #82462 to Ace-Saginaw Paving Company for Bituminous Base and Topping Mix, reflecting an increase of \$1,500,000.00 raising the total amount to \$3,158,500.00.

MOTION CARRIED.

Amendment to Purchase Order #82781 to Melching, Inc. for Hydroseeding – In a memorandum dated September 16, 2019, staff requested the Board approve amendment of Purchase Order #82781 to Melching, Inc. for Hydroseeding. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to approve the amendment of Purchase Order #82781 to Melching, Inc. for Hydroseeding, reflecting an increase of \$145,000, raising the total amount of the Purchase Order to \$395,000.00.

MOTION CARRIED.

Extension of Unit Bid Prices and Issuance of Purchase Orders for Materials and Services for Item Nos. 6,6A, 7A, 8B, 10, 11-HFRS2m, 28, 33, 42, 45 and 90 – In a memorandum dated September 11, 2019, staff requested the Board approve the extension of unit bid prices and the issuance of Purchase Orders to the following companies for materials and or services on an needed basis for Item Nos. 6,6A, 7A, 8B, 10, 11-HFRS2m, 28, 33, 42, 45 and 90. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Kautman-Jones, seconded by Mr. Arceo, to approve the extension of unit bid prices and the issuance of Purchase Orders to the following companies for materials and or services on an needed basis

Item #6 – Wirt Saginaw Stone Dock for 23A Limestone - \$750,000.00

Item #6A – Pierce and Pitt Trucking for 23A Gravel - \$200,000.00

Item #7A – Stoneco of Michigan for 29A Limestone - \$250,000.00

Item #8B – Unique Paving Materials for UPM Permanent Pavement Repair Materials - \$250,000.00

Item #10 – Great Lakes Chloride for Calcium Chloride - \$1,000,000.00

Item #11-HFRS2m – Michigan Paving & Materials for Asphalt Emulsion - \$300,000.00

Item #28 – Mark Martin & Sons for Snow and Ice Control Abrasives - \$20,000.00

Item #33 - - Republic Services for Disposal of Trash - \$25,000.00

Item #42 – Great Lakes Chloride for Liquid Calcium, Chloride w/Boost - \$100,000.00

Item #45 – CHOP for Tree Removal - \$250,000.00

Item #90 – Shaw Contracting for Roto Milling - \$32,000.00

MOTION CARRIED.

Ratification of Vouchers totaling \$3,166,714.81 – (Copies filed with official minutes.)

Voucher #V-40501

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40501 in the amount of \$282,220.14.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40502

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40502 in the amount of \$751,190.97.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40503

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40503 in the amount of \$135,893.60.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40504

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40504 in the amount of \$507,283.57

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40505

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40505 in the amount of \$316,786.30.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40506

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40506 in the amount of \$1,173,340.23.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

CONSENT

None.

MANAGER-DIRECTOR REPORT

Director of Engineering, Mr. Eric Johnston updated the Board on the various road projects the Road Commission is currently working on:

- Dort Highway Extension project progress
- Embury Road Traffic Signal slated for 2021
- Two Seymour Road projects have been completed
- Three bridge projects Linden Road, Carpenter Road Bridge and Lippincott Road Bridge are currently underway
- Hill Road completed
- Green Valley Subdivision is complete
- Hill Road over Alger Creek box culvert project has an October 2019 start date.

- Ray Road Culvert – we are waiting for the culvert to be delivered to the job site and as soon as it is delivered, the Linden district garage will start the work.

COMMISSIONERS CONCERNS

Battle Creek Road Conference - Commissioner Arceo stated that he attended the Road Conference in Battle Creek two weeks ago and said it was a very informational conference. Commissioner Arceo thanked the Board for allowing him to attend this conference.

Commercial Driveways - Commissioner Johnson commented that many commercial driveways on Pierson Road are not wide enough and the semi-trucks are driving over the curbs. Staff stated that commercial driveways have a minimum size that they must conform to and all driveways meet that minimum size requirement.

Transportation Town Hall Meeting by State Representative Tim Sneller - Commissioner Kautman-Jones said that she attended the Town Hall meeting hosted by State Representative Tim Sneller in Grand Blanc Township. Commissioner Kautman-Jones commented that she found it interesting that the State of Michigan has not increased road funding dollars in 20 years. Chairperson Mandelaris commented that the presentation given by Managing Director Fred Peivandi at the Town Hall meeting was very well done.

Revised Employee Handbook – Chairperson Mandelaris stated that the revised Employee Handbook should be ready for Board approval in November.

Diversity Training Workshops - Chairperson Mandelaris stated that there are two remaining Diversity Training workshops, today September 24, 2019 and on September 30, 2019.

Chairperson Mandelaris thanked the Township Supervisors for attending today's Board Meeting.

Montrose Township Supervisor, Mr. Mark Emmendorfer, addressed the Board to extend his appreciation to Managing Director, Fred Peivandi for the improved communication with the townships since becoming the Managing Director of the Genesee County Road Commission. Mr. Emmendorfer stated Mr. Peivandi was a great choice for this position.

Township Supervisor's Mr. Paul Fortino, Mr. Larry Green, Ms. Mary Ann Price and Mr. Chris Gehringer echoed Mr. Emmendorfer's sentiments regarding the improvements made to the Genesee County Road Commission under the direction of Managing Director Fred Peivandi. Clayton Township Supervisor, Mr. Chris Gehringer added that this past year's accomplishments, under Mr. Peivandi's direction has aided the townships immensely.

Mr. Larry Green, Mt. Morris Township Supervisor thanked the Board for allowing Mr. Peivandi to expand the funding for Townships to improve their roads. Mr. Paul Fortino, Gaines Township Supervisor stated that Mr. Peivandi is a pleasure to work with and finds Mr. Peivandi very honest and upfront regarding road funding matters and township projects.

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ADJOURNMENT

With no objections, Chairperson Mandelaris adjourned the meeting at 11:17 a.m.

JOHN J. GLEASON

Clerk/Register

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

lbk

09/24/19