

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

February 18, 2020

CALL TO ORDER

Chairperson Dickerson 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: Cloyce Dickerson, Chairperson
Shirley Kautman-Jones, Vice Chairperson
Robert Johnson, Commissioner
David Arceo, Commissioner
John Mandelaris, Commissioner

Others Present: Fred Peivandi, Anthony Branch, Eric Johnston, Randy Dellaposta, Tracy Khan, Donna Poplar, Stephanie Jaeger, Mike Lewis (Genesee County Road Commission Staff), Amanda Cronk, Stephen Poppe, Joe Kowolski, (Plante Moran), Don McKeon (Genesee County resident), Karyn Miller, Paul Fortino, Larry Green, Scott Bennett, Mark Emmendorfer, Mary Ann Price, Fred Thorsby, Tom Spillane, Tim Elkins (Township Supervisors), Linda Kossak, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Dickerson.

APPROVAL OF AGENDA

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to approve the agenda for February 18, 2020.

MOTION CARRIED.

APPROVAL OF MINUTES

January 21, 2020 – Board Meeting

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the minutes for January 21, 2020.

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, February 18, 2020

10:05 a.m. – Presentation by Plante Moran – Fiscal Year Ended September 30, 2019, Audited Financial Statements.

Friday, February 21, 2020

2:00 p.m. - Special Board Meeting – Compensation Analysis Report with Sage Solutions Group.

Tuesday, March 03, 2020

10:00 a.m. - Board Meeting

PUBLIC ADDRESS THE BOARD

None.

PRESENTATION

Mr. Joe Kowolski, and Ms. Amanda Cronk, Plante Moran, presented the results of the Genesee County Road Commission Financial Audit for fiscal year ending September 30, 2019 to the Board. Mr. Kowolski thanked Managing Director, Fred Peivandi and Finance Director, Ms. Tracy Khan and her staff for their assistance during the audit. Ms. Cronk presented a summary to the Board of the audited financial statements and commented that the audit went really well and that the road commission had a very solid year. In reviewing the audit, Ms. Cronk stated the Road Commission did an excellent job in keeping their expenses and their budget down and there were no findings for fiscal year ending September 30, 2019.

CORRESPONDENCE

INCOMING

Letter Correspondence from Ms. Karyn Miller, Supervisor, Flint Charter Township, regarding reimbursement for the garden that was mowed in the fall of 2018 – In a letter dated February 06, 2020, Ms. Karyn Miller, Flint Township Supervisor, requested reimbursement from GCRC to help pay the cost of replacing the garden that was mowed down in the fall of 2018 at I-75 and Corunna Road in Flint Township. (Copy filed with official minutes.)

Letter Correspondence from Mr. Mario Fusco Jr., M.S. P.E. Supervisor, State of Michigan, Department of Environment, Great Lakes and Energy, Water Resources Division regarding Inspection of the Argentine Dam, Dam 117 – In a letter dated January 29, 2020, Mr. Mario Fusco, Supervisor, State of Michigan, Department of Environment, Great Lakes and Energy indicated that the Argentine Dam, DAM ID 117 in Genesee County, requires owners to complete dam safety inspection reports once every four years. In addition, Mr. Fusco indicated that local units of government might request the Department of Environment, Great Lakes and Energy perform the inspection at no charge to the local government unit. (Copy filed with official minutes.)

Letter Correspondence from Mr. Robert Sammons, Forest Township resident, regarding plans to pave Henderson Road between Lake Road and Farrand Road, Forest Township – In a letter dated February 06, 2020, Forest Township resident, Mr. Robert Sammons inquired on the possibility of the Road Commission paving a portion of Henderson Road from Lake Road to Mt. Morris Road in Forest Township. In addition, Mr. Sammons thanked the Road Commission for the good job they do taking care of the township roads. (Copy filed with official minutes.)

OUTGOING

Letter Correspondence to Ms. Karyn Miller, Flint Township Supervisor regarding a reimbursement request for replacing a garden at I-75 and Corunna Road in Flint Township – In a letter dated February 11, 2020, Managing Director Fred Peivandi informed Flint Township Supervisor, Ms. Karyn Miller that her request for reimbursement of a garden that was mowed in the MDOT road right of way is denied. Mr. Peivandi recommended that the township contact Michigan Department of Transportation (Davison TSC), to secure a permit before planting a garden in the MDOT road right of way. (Copy filed with official minutes.)

Letter Correspondence to Mr. Evan Huizenga, Utilities and Permits Engineer, Michigan Department of Transportation, regarding a Letter of Support endorsing the proposed South Dort Highway connecting to M-54 and I-75 - In a memorandum dated January 30, 2020, Managing Director, Fred Peivandi informed Mr. Evan Huizenga, Utilities and Permits Engineer, Michigan Department of Transportation (Davison TSC) of the Genesee County Road Commissions' support endorsing the proposed South Dort Highway connecting to M-54 and I-75. (Copy filed with official minutes.)

Letter Correspondence to Mr. Mario Fusco Jr., P.E., Supervisor, State of Michigan, Department of Environment, Great Lakes and Energy, Water Resources Division regarding Inspection of the Argentine Dam, Dam 117 – In a letter dated February 03, 2020, Engineering Director, Mr. Eric Johnston, requested that the Department of Environment, Great Lakes and Energy perform the required field inspection and preparation of a Dam Safety Inspection Report for the Argentine Dam in Argentine Township. (Copy filed with official minutes.)

INTERNAL

None.

INFORMATION

Consumers Energy Roadway Projects in Genesee County – Included in the Board packet was a copy of the 2020 Consumers Energy Roadway projects. (Copy filed with official minutes.)

Advisement of the Posting of Load Restrictions on the Lake Road Bridge over the Pine Run, Vienna Township – In a memorandum dated February 10, 2020, staff advised the Board of the posting to the load restriction of the Lake Road Bridge over the Pine Run in Vienna Township. (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

Fiscal Year Ended September 30, 2019 Audited Financial Statements – In a memorandum dated February 04, 2020, staff requested the Board approve the Genesee County Road Commission financial statements for fiscal year ended September 30, 2019. (Copy of memorandum and financial statements filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to approve the Genesee County Road Commission financial statements for fiscal year ending September 30, 2019.

MOTION CARRIED.

Michigan Department of Transportation Contract No. 20-5050 – Grand Blanc Road over Swartz Creek Bridge reconstruction, Mundy Charter Township – In a memorandum dated February 11, 2020, staff requested the Board approve MDOT Contract 20-5050 for Grand Blanc Road over Swartz Creek bridge reconstruction, Mundy Charter Township. (Copy of memorandum and contract filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Ms. Kautman-Jones, to approve the Michigan Department of Transportation Contract No. 20-5050 for Grand Blanc Road over Swartz Creek bridge reconstruction, Mundy Charter Township and further, directs both the Chairperson and Vice Chairperson to sign the duplicate original contracts for and on behalf of the Board of County Road Commissioners.

Federal Bridge Funds	\$1,956,900.00
State Local Agency Bridge Funds	\$ 366,900.00
GCRC (Local Share)	<u>\$ 123,300.00</u>
Total Project Cost	\$2,447,100.00

MOTION CARRIED.

Resolution of Support for Road Commission Participation in the proposed Iron Belle (Flint River Trail) Extension Pathway from Irish Road to Gale Road (Richfield Park), Richfield Township - In a memorandum dated February 10, 2020, staff requested the Board approve the resolution of support for the Genesee County Road Commission's role as lead agency with the Michigan Department of Transportation for the Iron Belle (Flint River Trail) Extension Pathway from Irish Road to Gale Road (Richfield Park), Richfield Township. (Copy of memorandum, resolution and map filed with official minutes.)

ACTION TAKEN - Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the resolution of support for the Genesee County Road Commission’s role as lead agency with Michigan Department of Transportation for the Iron Belle (Flint River Trail) Extension Pathway from Irish Road to Gale Road (Richfield Park) in Richfield Township.

MOTION CARRIED.

Act 51 Certified Mileage Annual Report - In a memorandum dated February 05, 2020, staff requested the Board approve the mileage certification and sign the title sheet of the certification maps for the Act 51 annual report. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Ms. Kautman-Jones, to approve the mileage certification and sign the title sheet of the certification maps for the Public Act 1951 certified mileage annual report.

MOTION CARRIED.

Road Use Agreement between Genesee County Road Commission and Consumers Energy for the Construction of the 2020 Saginaw Trail Pipeline – In a memorandum dated February 11, 2020, staff requested the Board approve the Road Use Agreement for the proposed 2020 Saginaw Trail Pipeline project. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the Road Use Agreement for the proposed 2020 Saginaw Trail Pipeline project. All cost of road repairs will be 100% paid by Consumers Energy.

MOTION CARRIED.

Consultant Selection for Material Testing Services for 2020/20201 Yearly Contract – In a memorandum dated January 24, 2020, staff requested the Board accept pricing from CTS, TED, PSI and SSI to perform design and construction testing services on an as needed basis throughout 2020 and 2021 calendar year. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Ms. Kautman-Jones to accept pricing from CTS, TED, PSI and SSI to perform design and construction testing services on an as needed basis throughout 2020 and 2021 calendar year and further, that these services will be utilized to the best advantage of the Genesee County Road Commission.

Testing Engineers and Consultants (TEC)	Troy, MI
Professional Service Industries (PSI)	Saginaw, MI
Construction Testing Services (CTS)	Burton, MI
Surveying Solutions, Inc. (SSI)	Standish, MI

MOTION CARRIED.

Consultant Selection for Construction Surveying & Staking Services for the 2020 Calendar Year - In a memorandum dated January 24, 2020, staff requested the Board accept cost proposals from Kraft Engineering & Surveying, Rowe Professional Services, Wade Trim, OHM Advisors and Fleis & Vandenbrink to perform construction surveying and staking services for the 2020 calendar year.

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to accept cost proposals from Kraft Engineering & Surveying, Rowe Professional Services, Wade Trim, OHM Advisors and Fleis & VandenBrink to perform construction surveying and staking services for the 2020 calendar year and that those services will be utilized to the best advantage of the Genesee County Road Commission.

<u>Consultant</u>	<u>Straight Time</u>	<u>Overtime</u>
Kraft Engineering & Surveying	\$140.00/hour	\$160.00/hour
Rowe Professional Services	\$150.00/hour	\$180.00/hour
Wade Trim	\$155.00/hour	\$232.50/hour
OHM Advisors	\$165.00/hour	\$165.00/hour

MOTION CARRIED.

Construction Inspection Services Consultant Selection for the 2020 Calendar Year – In a memorandum dated January 24, 2020, staff requested the Board accept cost proposals from OHM Advisors, Rowe Professional Services, Kraft Engineering & Surveying, Fleis & VandenBrink and Wade Trim to perform construction inspection services for the 2020 calendar year. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to accept cost proposals from OHM Advisors, Rowe Professional Services, Kraft Engineering & Surveying, Fleis & VandenBrink and Wade Trim to perform construction inspection services for the 2020 calendar year and that those services will be utilized to the best advantage of the Genesee County Road Commission.

<u>Consultant</u>	<u>Straight Time</u>	<u>Overtime</u>
OHM Advisors	\$ 81.00/hour	\$ 93.00/hour
Rowe Professional Services	\$ 90.00/hour	\$100.00/hour
Kraft Engineering & Surveying	\$ 90.00/hour	\$110.00/hour
Fleis & Vandenbrink	\$ 91.00/hour	\$104.00/hour
Wade Trim	\$115.00/hour	\$144.00/hour

MOTION CARRIED.

Issuance of a Purchase Order to GreensGroomer for the Purchase of a Scrub Seal Broom – In a memorandum dated February 07, 2020, staff requested the Board approve the issuance of a Purchase Order to GreensGroomer for the purchase and delivery of a Scrub Seal Broom. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the issuance of a Purchase Order to GreensGroomer for the purchase and delivery of one GreensBroom Scrub Seal Broom and Spare Brush Kit in an amount of *\$18,815.00.

*Staff stated that Vice Chairperson Kautman-Jones had questioned the high freight charges for this item (\$1,013.80) and staff was able to negotiate a lower shipping charge by \$513.80, reducing the cost of the Purchase Order from \$19,328.80 to \$18,815.00.

MOTION CARRIED.

Issuance of a Purchase Order to AIS Construction Equipment for a Kennametal Stinger Bit Cutting Edge System and Installation for a leased Motor Grader – In a memorandum dated February 07, 2020, staff requested the Board approve the issuance of a Purchase Order to AIS Construction Equipment for a Kennametal Stinger Bit Cutting Edge System and the installation of the system for a leased motor grader. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the issuance of a Purchase Order to AIS Construction Equipment for a Kennametal Stinger Bit Cutting Edge System and the installation of the system in an amount of \$7,550.00 for a leased motor grader.

MOTION CARRIED.

Genesee County Road Commission Co-Op and Intern Employee Policy – In a memorandum dated January 31, 2020, staff requested the Board approve the Genesee County Road Commissions Co-Op and Intern Policy. (Copy of memorandum and policy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to approve the Genesee County Road Commission’s Co-Op and Intern Policy.

MOTION CARRIED.

Amendment to Purchase Order #83247 to CHOP for Tree Removal in Gaines, Mundy, Grand Blanc, Vienna, Flushing and Clayton Townships – In a memorandum dated February 10, 2020, staff requested the Board approve the amendment of Purchase Order #83247 to CHOP for tree removal in Gaines, Mundy, Grand Blanc, Vienna, Flushing and Clayton Townships. (Copy filed with official minutes.)

ACTION CARRIED – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the amendment to Purchase Order #83247 to CHOP for tree removal services in Gaines, Mundy, Grand Blanc, Vienna, Flushing and Clayton Townships reflecting an increase of \$135,000, raising the total amount to \$385,000.

MOTION CARRIED.

Ratification of Vouchers totaling \$1,829,427.30 – (Copies filed with official minutes.)

Voucher #V-40549

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to ratify Voucher #40549 in the amount of \$311,774.79.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40550

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to ratify Voucher #40550 in the amount of \$9,084.33.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40551

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to ratify Voucher #40551 in the amount of \$937,330.02.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40552

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to ratify Voucher #40552 in the amount of \$571,238.16.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

CONSENT

Removal of Equipment Item Nos. 5516, 2950, 2180, 2475 and 2970 from all Genesee County Road Commission Records – In a memorandum dated February 04, 2020, staff requested the Board approve the removal of equipment item Nos. 5516, 2950, 2180, 2475 and 2970 from all Genesee County Road Commission records. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to approve the removal of equipment item Nos. 5516, 2950, 2180, 2475 and 2970 from all Genesee County Road Commission records.

<u>EQUIPMENT #</u>	<u>DESCRIPTION</u>	<u>REASON</u>
5516	Guidance Laser	Deemed Unrepairable
2950	2001 Caterpillar 924G Wheel Loader	Sold to Mi CAT as Trade-In
2180	2011 Loadrite Scale L2180 on #2950	Sold to Mi CAT as Trade-In
2475	2008 Caterpillar Fork Carriage on #2950	Sold to MI CAT as Trade-In
2970	2001 Caterpillar Bucket on #2950	Sold to MI CAT as Trade-In

MOTION CARRIED.

Removal of Equipment Item No. 442 from all Genesee County Road Commission Records – In a memorandum dated February 10, 2020, staff requested the Board approve the removal of equipment item No. 442 from all Genesee County Road Commission records. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to approve the removal of equipment item No. 442 from all Genesee County Road Commission records.

<u>EQUIPMENT #</u>	<u>DESCRIPTION</u>	<u>REASON</u>
#442	2018 Stihl Pole Saw	Too Costly to Repair

MOTION CARRIED

Public Highway Institutional Control for ExxonMobil Environmental and Property Solutions Company @ the former Mobil 99-M1F, 5007 Fenton Road, Section 6, Grand Blanc Township, Genesee County – In a memorandum dated February 10, 2020, staff requested the Board authorize the Managing Director to sign the Public Highway Institutional Control Form for the Mobil 99-M1F. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to authorize the Managing Director to sign the Public Highway Institutional Control Form for the Mobil 99-M1F, 5007 Fenton Road, Section 6, Grand Blanc Township. Staff will scan, map and file form and attachments to our database to track these areas of concern.

MOTION CARRIED.

Public Highway Institutional Control for Speedway LLC @ Speedway Station #8385 Mt. Morris Road, Section 4, Genesee Township, Genesee County – In a memorandum dated February 10, 2020, staff requested the Board authorize the Managing Director to sign the Public Highway Institutional Control Form for the Speedway Station #8385, 3009 Mt. Morris Road, Section 4, Genesee Township, Genesee County. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to authorize the Managing Director to sign the Public Highway Institutional Control Form for the Speedway Station #8385, 3009 Mt. Morris Road, Section 4, Genesee Township, Genesee County. Staff will scan map and file the form and attachments to our database to track these areas of concern.

MOTION CARRIED.

MANAGING DIRECTOR REPORT

County Road Association of Michigan (CRA) Board Appointment – Managing Director Fred Peivandi stated that he attended the Urban Council Meeting in Grand Blanc this past week. During that meeting, Mr. Peivandi said he was nominated to be Vice President of the County Road Association starting April 2020. Ultimately, Mr. Peivandi stated, he will assume the President position the following year.

Additional Funding/Revenue for Road Projects from the State Legislature – Mr. Peivandi stated that the state legislature did not talk about any extra funding for road projects this year at their last session. As it stands now, Mr. Peivandi stated that the Road Commission will not have any additional revenues for county road projects

2020 NACE Conference in Alabama – Managing Director Fred Peivandi stated that he would like to attend the 2020 NACE Conference being held in Alabama this year. Mr. Peivandi indicated that the cost will be \$1,500 to \$2,000 and will be held on April 19 through April 23, 2020.

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to approve Managing Director Fred Peivandi attend the 2020 NACE Conference in Alabama from April 19 through April 23, 2020 at an estimated cost of \$1,500 to \$2,000.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

COMMISSIONERS' CONCERNS

Special Board Meeting on Friday, February 21, 2020 – Vice Chairperson Kautman-Jones reminded the Board that there would be a Special Board Meeting on Friday, February 21, 2020 at 2:00 p.m. to discuss the compensation analysis report with staff and Sage Solutions Group.

Miss Dig Report – Chairperson Dickerson requested that staff provide the Board with a Miss Dig report outlining all safety and disciplinary actions associated with Miss Dig, from January 2017 to the present time. Staff stated they would compile this report.

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ADJOURNMENT

With no objections, Chairperson Dickerson adjourned the meeting at 10:57 a.m.

JOHN J. GLEASON

Clerk/Register

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

/lbk

02/18/2020