

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

May 19, 2020

MINUTES

CALL TO ORDER

Chairperson Dickerson 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: Cloyce Dickerson, Chairperson
Shirley Kautman-Jones, Vice Chairperson (remotely)
David M. Arceo, Commissioner
John Mandelaris, Commissioner (remotely)
Robert Johnson, Commissioner

Others Present: Fred Peivandi, Eric Johnston, Tracy Khan, Anthony Branch, Stephanie Jaeger, Randy Dellaposta, Genesee County Road Commission Staff; Linda Kossak, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Dickerson.

APPROVAL OF AGENDA

May 19, 2020 – Agenda

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to approve the agenda for May 19, 2020, as presented.

VOTE ON MOTION:

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

MOTION CARRIED.

APPROVAL OF MINUTES

April 21, 2020 Board Meeting

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Ms. Kautman-Jones, to approve the minutes of the April 21, 2020 Board Meeting as presented.

VOTE ON MOTION:

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

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Monday, May 25, 2020

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

Tuesday, June 02, 2020

10:00 a.m. – Board Meeting

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

None.

OUTGOING

None.

INTERNAL

None.

INFORMATION

None.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

MDOT Contract No. 20-5215, Extension of Flint River Trail from Irish Road to N. Gale Road, Richfield Township – In a memorandum dated May 11, 2020, staff requested Board approval for MDOT Contract No. 20-5215 for the construction of the Extension of Flint River Trail from Irish Road to N. Gale Road, Richfield Township. (Copy of memorandum and contract filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve MDOT Contract No. 20-5215 for the construction of the Extension of Flint River Trail from Irish Road to N. Gale Road and further, directs the Chairperson and Vice Chairperson to sign the duplicate original contracts for and on behalf of the Board of County Road Commissioners. Estimated project funding participation will be as follows:

Federal TAP	\$ 317,168.00
Genesee County Parks	\$ 166,032.00
Genesee County Road Commission	\$ 0.00
Total Project Cost	\$ 483,200.00

VOTE ON MOTION:

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

MOTION CARRIED.

Bid Results and Award of Contract, 2020 MDOT Culvert Replacement Project, Various Townships – In a memorandum dated May 07, 2020, staff requested the Board accept the low bid submitted by Willy’s Contracting for the 2020 MDOT Culvert Replacement project. (Copy of memorandum and bid tabulation sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to accept the low bid of \$192,728.00, authorizes the award and signs the construction contract after staff has received and accepted the contract, bonds and insurance submitted by Willy’s Contracting, Inc. for the 2020 MDOT Culvert Replacement project.

VOTE ON MOTION:

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

MOTION CARRIED.

Secretary’s Note: The motion to approve and sign the duplicate originals of the Local Road Agreement were found to have an error on the (May 12, 2020) memorandum presented to the Board on May 19, 2020. The correct request and subsequent motion should have been to "Approve the Local Road Agreement with the Karegnondi Water Authority for Crack Sealing on Various Roads in Genesee Charter Township & Richfield Township." This item and "motion to approve" was reconsidered and corrected at the June 16, 2020 Board meeting.

Local Road Agreement for Purchase of Crack Seal Material, Karegnondi Watermain Project in 2014 and 2015, Genesee and Richfield Townships – In a memorandum dated May 12, 2020, staff requested the Board approve and sign the Local Road Agreement with the ~~Genesee County Drain Commissioner~~ Karegnondi Water Authority for the purchasing of crack seal materials for the Karegnondi Watermain Project during the years of 2014 and 2015. (Copy of memorandum and agreement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to approve and sign the duplicate originals of the Local Road Agreement with the ~~Genesee County Drain Commissioner~~ Karegnondi Water Authority for the purchasing of crack seal materials to be utilized on the Karegnondi Watermain Project during the years 2014 and 2015, Genesee and Richfield Townships. The cost breakdown for this work is as follows:

GCDC Karegnondi Water Authority	\$53,000.00
GCRC (Engineering & Inspection)	\$ 0.00
Total Project Cost	\$53,000.00

VOTE ON MOTION:

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

MOTION CARRIED.

Local Road Agreement for Roadway Resurfacing, Frances Road from Saginaw Road to Dort Highway, Thetford and Genesee Townships – In a memorandum dated May 12, 2020, staff requested Board approval of the local road agreement for the roadway resurfacing of Frances Road from Saginaw Road to Dort Highway, Thetford and Genesee Charter Townships. (Copy of memorandum and agreement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the local road agreement with Thetford and Genesee Charter Township for the HMA roadway resurfacing of Frances Road from Saginaw Road to Dort Highway. The cost breakdown for this work will be as follows:

Thetford Township	\$45,000.00
GCRC (Thetford Township 50/50 Allocation)	\$22,500.00
GCRC (Genesee Township 50/50 Allocation)	<u>\$22,500.00</u>
Total Project Cost	\$90,000.00

VOTE ON MOTION:

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

MOTION CARRIED.

Local Road Agreement for Roadway Rehabilitation, Grandville Estates Subdivision Nos. 2 and 3, Robin Drive and Thrush Drive, Grand Blanc Charter Township – In a memorandum dated May 12, 2020, staff requested Board approval of a local road agreement for the roadway rehabilitation of Robin Drive and Thrush Drive, Grand Blanc Charter Township. (Copy of memorandum and agreement filed with official minutes.)

Grand Blanc Charter Township	\$600,000.00
GCRC (Engineering & Inspection)	<u>\$150,000.00</u>
Total Project Cost	\$750,000.00

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the local road agreement with Grand Blanc Charter Township for the rehabilitation of Robin Drive and Thrush Drive, located between Hill Road and Cardinal Drive, part of Grandville Estates Subdivision Nos. 2 and 3.

VOTE ON MOTION:

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

MOTION CARRIED.

Local Road Agreement for Roadway Rehabilitation, Grandville Estates Subdivision Nos. 2 and 3, Meadowlark Drive between Robin Drive and Thrush Drive, Grand Blanc Charter Township – In a memorandum dated May 12, 2020, staff requested Board approval of a local road agreement for the roadway rehabilitation of Meadowlark Drive, between Robin Drive and Thrush Drive, Grand Blanc Charter Township. (Copy of memorandum and agreement filed with official minutes.)

Grand Blanc Charter Township	\$50,000.00
GCRC (Engineering & Inspection)	<u>\$13,000.00</u>
Total Project Cost	\$63,000.00

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the local road agreement with Grand Blanc Charter Township for the rehabilitation of Meadowlark Drive, located between Robin Drive and Thrush Drive, part of Grandville Estates Subdivision Nos. 2 and 3.

VOTE ON MOTION:

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

MOTION CARRIED.

Selection of Consultant for Design Services, Grandville Estates Subdivision, Grand Blanc Charter Township – In a memorandum dated May 11, 2020, staff requested the Board approve assignment of OHM Advisors (a consultant in Group ‘C’ category) to prepare construction plans for Grandville Estates Subdivision. (Copy of memorandum and design consultant assignment for group ‘C’ filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to approve the assignment of OHM Advisors (a consultant in Group ‘C’ category) to prepare construction plans for Grandville Estates Subdivision and furthermore, to direct the Chairperson of the Board to execute the Consultant Agreement when it is returned.

VOTE ON MOTION:

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

MOTION CARRIED.

Authorization to request State Reimbursement of \$10,000 for Licensed Professional Engineers – In a memorandum dated May 07, 2020, staff requested Board authorization for reimbursement from the State of Michigan of payment for licensed professional engineers employed by the Road Commission. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to authorize the request for reimbursement in the amount of \$10,000 from the State of Michigan, for licensed professional engineers employed by the Genesee County Road Commission for the period covering July 01, 2019 through June 30, 2020.

VOTE ON MOTION:

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

MOTION CARRIED.

Fiscal Year 2020 Budget Transfer – In a memorandum dated May 11, 2020, staff requested the Board approve fiscal year 2020 budget transfer allowing the Road Commission to use resources from Fund Balance to improve Primary Roadways and providing Engineering Services for additional Special Assessment District Township Projects for 2020. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the budget transfer for fiscal year ending September 30, 2020, allowing the Road Commission to use resources from Fund Balance to improve Primary Roadways and provide Engineering Services for additional Special Assessment District Township Projects for 2020.

<u>Department</u>	<u>Increase/(Decrease)</u>
Department 20 Maintenance	\$ 2,500,000
Department 91 Road Construction	\$ 1,000,000

Decrease to Fund Balance \$(3,500,000)

Commissioner Kautman Jones asked what the remaining balance in Fund Balance would be after this budget transfer. Managing Director Peivandi stated it would be approximately \$24,000,000.

VOTE ON MOTION:

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

MOTION CARRIED.

Ratification of Vouchers totaling \$868,402.36– (Copies filed with official minutes.)

Voucher #V-40568

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to ratify Voucher #40568 in the amount of \$485,174.62.

VOTE ON MOTION:

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

MOTION CARRIED.

Voucher #V-40569

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Johnson, to ratify Voucher #40569 in the amount of \$383,227.74.

VOTE ON MOTION:

Yes: Kautman-Jones (except check #108785), Mandelaris, Arceo, Dickerson,
 Johnson
No: None
Abstain: Kautman-Jones (check #108785 – reimbursement for mileage for Commissioner
 Kautman-Jones for the CRA Highway Conference)

MOTION CARRIED.

CONSENT

Work Request for Paving Overlay on Alcott Avenue from Richfield Road to Potter Road, Genesee Township – In a memorandum dated April 28, 2020, staff requested Board approval to perform paving overlay work on Alcott Avenue from Richfield Road to Potter Road in Genesee Township. (Copy of memorandum and cost estimate form filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to authorize the Road Commission to perform paving overlay work on Alcott Avenue from Richfield Road to Potter Road in Genesee Township with the funding as follows:

Genesee Township	\$ 48,846.69
GCRC	\$ <u>0.00</u>
Total Project Cost	\$ 48,846.69

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Work Request for Paving Overlay on Gregor Street from Genesee Road to Glidden Street, Genesee Township – In a memorandum dated April 28, 2020, staff requested Board approval to perform paving overlay work on Gregor Street from Genesee Road to Glidden Street, in Genesee Township. (Copy of memorandum and cost estimate form filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to authorize the Road Commission to perform paving overlay work on Gregor Street from Genesee Road to Glidden Street in Genesee Township with the funding as follows:

Genesee Township	\$ 16,281.29
GCRC	\$ <u>0.00</u>
Total Project Cost	\$ 16,281.29

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Work Request for Paving Overlay on Roberts Drive and Hopkins Road (North and South) Genesee Township – In a memorandum dated May 07, 2020, staff requested Board approval to perform paving overlay work on Roberts Drive and Hopkins Road (North and South) in Genesee Township. (Copy of memorandum and cost estimate form filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to authorize the Road Commission to perform paving overlay work on Roberts Drive and Hopkins Road (North and South) in Genesee Township with the funding as follows:

Genesee Township	\$ 52,238.27
GCRC	\$ <u>52,238.28</u>
Total Project Cost	\$104,476.55

VOTE ON MOTION:

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

MOTION CARRIED.

Work Request for Milling and Paving on Pasadena Avenue from Warner Road to Linden Road, Mt. Morris and Flint Township – In a memorandum dated May 07, 2020, staff requested Board approval to perform milling and paving work on Pasadena Avenue from Warner Road to Linden Road in Mt. Morris and Flint Townships. (Copy of memorandum and cost estimate forms filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to authorize the Road Commission to perform milling and paving on Pasadena Avenue from Warner Road to Linden Road in Mt. Morris and Flint Townships with the funding as follows:

Mt. Morris Township	\$ 27,030.25
Flint Township	\$ 27,030.25
GCRC (50/50 Allocation)	<u>\$ 54,060.49</u>
Total Project Cost	\$108,120.99

VOTE ON MOTION:

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

MOTION CARRIED.

Work Request for Milling and Paving on Neff Road from Mt. Morris Road to Frances Road, Mt. Morris Township – In a memorandum dated May 07, 2020, staff requested Board approval to perform milling and paving on Neff Road from Mt. Morris Road to Frances Road in Mt. Morris Township. (Copy of memorandum and cost estimate form filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to authorize the Road Commission to perform milling and paving work on Neff Road between Mt. Morris Road and Frances Road in Mt. Morris Township with the funding as follows:

Mt. Morris Township	\$ 86,374.00
GCRC	<u>\$ 86,374.00</u>
Total Project Cost	\$172,748.00

VOTE ON MOTION:

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

MOTION CARRIED.

Work Request for Paving Overlay on Lake Road from Bray Road to Center Road, Thetford Township – In a memorandum dated May 07, 2020, staff requested Board approval to perform paving overlay work on Lake Road from Bray Road to Center Road in Thetford Township. (Copy of memorandum and cost estimate form filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to authorize the Road Commission to perform paving overlay work on Lake Road from Bray Road to Center Road in Thetford Township with the funding as follows:

Thetford Township	\$ 71,890.19
GCRC	<u>\$ 71,890.20</u>
Total Project Cost	\$143,780.39

VOTE ON MOTION:

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

MOTION CARRIED.

Work Request for Milling and Paving on Jennings Road from M-57 to Wilson Road in Vienna Township – In a memorandum dated May 07, 2020, staff requested Board approval to perform milling and paving work on Jennings Road from M-57 to Wilson Road in Vienna Township. (Copy of memorandum and cost estimate form filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to authorize the Road Commission to perform milling and paving work on Jennings Road from M-57 to Wilson Road in Vienna Township with the funding as follows:

Vienna Township	\$ 87,841.47
GCRC	<u>\$ 87,841.48</u>
Total Project Cost	\$175,682.95

VOTE ON MOTION:

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

MOTION CARRIED.

Work Request for Paving Overlay on Hurd Road from Neff Road to Morgan Road in Vienna Township – In a memorandum dated May 07, 2020, staff requested Board approval to perform paving overlay work on Hurd Road from Neff Road to Morgan Road in Vienna Township. (Copy of memorandum and cost estimate form filed with official minutes.)

ACTION TAKEN – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to authorize the Road Commission to perform paving overlay work on Hurd Road from Neff Road to Morgan Road in Vienna Township with the funding as follows:

Vienna Township	\$ 38,414.18
GCRC	\$ 38,414.19
Total Project Cost	\$ 76,828.37

VOTE ON MOTION:

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

MOTION CARRIED

MANAGING DIRECTOR REPORT

Managing Director Fred Peivandi stated that there are no new updates regarding the COVID-19 pandemic as it pertains to the Road Commission. Staff is still working four 10-hour days, social distancing and wearing masks when social distancing is not possible.

Mr. Peivandi reminded the Board that there is a Transportation Asset Management Webinar for local officials on May 27, 2020 from 9:00 am until 12:00 pm.

Mr. Peivandi stated that the first GCRC Roadway Newsletter was just published and all Board members and employees received a copy.

Engineering Director Eric Johnston listed the current ongoing GCRC construction projects:

- Clio Road
- Two Bridge Projects have started – Mt. Morris Road and Grand Blanc Road (both using aluminum box culverts)
- Grand Wailea Subdivision
- B2 Paving Projects
- Dort Highway Extension project - we are waiting for plans from the consultant then we will bid that project out in two phases.
- Pre-construction meeting for Hill Road from Saginaw to Center Road. This will be a total reconstruction project.
- Pre-construction meeting for Van Slyke Road from Maple Road north to Bristol Road.

COMMISSIONER’S CONCERNS

Public Relations - Commissioner Arceo stated that with all of the ongoing Road Commission projects, he recommends that we keep the public informed of all the current projects underway. Managing Director Peivandi stated that we update our website, Facebook page and issue media announcements on a daily basis to keep the public aware of current road projects.

GCRC Roadway Newsletter – Commissioner Kautman-Jones asked staff to email the Board of County Commissioners, Township Supervisors as well as Legislators a copy of the GCRC Roadway Newsletter for their information.

CRASIF Dividend Distribution Letter – Commissioner Kautman-Jones commented that she had received a letter from CRASIF regarding the dividend distribution that GCRC will be receiving. Staff stated that they would present this information to the Board at the June 02, 2020 board meeting.

Hands-Free Sanitizer Stations at the GCRC Entrances – Commissioner Kautman-Jones asked staff to look into getting hands-free sanitizer stations at all GCRC building entrances. Staff will look into the cost of these.

Genesee County Dams – Commissioner Mandelaris asked for a status on the Genesee County Dams. Eric Johnston stated that both the Atlas Dam and Argentine Dam are in good condition. Mr. Johnston said the Argentine Dam was just inspected yesterday by the State of Michigan Environment, Great Lakes and Energy Department (EGLE) and that the Argentine Dam water level has returned to normal and we were able to open the secondary gates and one of the main gates. Mr. Johnston said the Atlas Dam study has been completed. In October, we will authorize the consultant to do the improvements that the EGLE recommended. Mr. Johnston added that the rain that Genesee County received was much less than what the Midland area received.

Chairperson Dickerson extended his condolences to Fleet Maintenance Facilities Manager, Ms. Kendra Love-Brezzell and her family on the passing of her daughter.

Chairperson Dickerson congratulated Maintenance Director Mr. Anthony Branch on being named Beecher High School's new head football coach.

ADJOURNMENT

Chairperson Dickerson, without objection, adjourned the meeting at 10:41 a.m.

JOHN J. GLEASON
Clerk/Register

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

/lbk

05/19/20