

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

May 04, 2021

MINUTES

CALL TO ORDER

Chairperson Dickerson called the meeting of the Genesee County Board of Road Commissioners to order at 10:01 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
John Mandelaris, Vice Chairperson
David Arceo, Commissioner
Timothy Elkins, Commissioner
Cathy Lane, Commissioner

Absent: None

Others Present: Fred Peivandi, Eric Johnston, Randy Dellaposta, Donna Poplar, Tracy Khan, Anthony Branch, Bonnie Wood, Herb Herrick, Stephanie Jaeger (remotely), Mike Lewis (remotely), (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 04, 2021 – Agenda

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Elkins, to approve the May 04, 2021 agenda as presented.

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
No: None

MOTION CARRIED.

APPROVAL OF MINUTES

April 06, 2021 Board Meeting Minutes

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to approve the April 06, 2021 board meeting minutes as presented.

VOTE ON MOTION:

Yes: Arceo, Lane, Elkins, Dickerson, Mandelaris
No: None

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Tuesday, May 18, 2021

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

Michigan Department of Transportation Contract No. 21-5155 – Rehabilitation of Carpenter Road from N. Saginaw Street to Harry Street in Genesee Charter Township – In a memorandum dated April 26, 2021, staff requested the Board approve the Michigan Department of Transportation Contract No. 21-5155 for the rehabilitation of Carpenter Road from N. Saginaw Street to Harry Street in Genesee Charter Township. (Copy of memorandum and contract filed with official minutes.)

| | |
|--------------------------------------|----------------------|
| Surface Transportation Program Funds | \$ 981,007.00 |
| GCRC Local Share | <u>\$ 267,093.00</u> |
| Total Project Cost | \$1,248,100.00 |

Commissioner Lane asked staff if these projects ever go over budget. Staff stated that yes, they do occasionally go over budget and if it goes over budget, GCRC would be responsible for the excess amount. Commissioner Lane asked who the project engineer on this project is. Staff stated that two staff members Construction Engineering Manager, Gerrad Godley and Construction Project Engineer Todd Bigler have been assigned to this project.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Elkins, to approve the Michigan Department of Transportation, Contract No. 21-5155 for the rehabilitation of Carpenter Road from N. Saginaw Street to Harry Street in Genesee Charter Township and further, to direct two board members to electronically sign the contract for and on behalf of the Board of County Road Commissioners.

VOTE ON MOTION:

Yes: Lane, Elkins, Dickerson, Mandelaris, Arceo
No: None

MOTION CARRIED.

Michigan Department of Transportation Contract No. 21-5096 – Bristol Road from CN/FedEx Drive to Torrey Road, Traffic Signal Upgrades, Flint Township - In a memorandum dated April 26, 2021, staff requested the Board approve the Michigan Department of Transportation Contract No. 21-5096 for the upgrade of traffic signals on Bristol Road from CN/FedEx Drive to Torrey Road in Flint Township. (Copy of memorandum and contract filed with official minutes.)

| | |
|--------------------|---------------------|
| CMAQ Funds | \$275,669.00 |
| GCRC Local Share | <u>\$ 22,031.00</u> |
| Total Project Cost | \$297,700.00 |

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Elkins, to approve Michigan Department of Transportation Contract No. 21-5096, for the upgrade of traffic signals on Bristol Road from CN/FedEx Drive to Torrey Road in Flint Township and further, to direct two board members to electronically sign the contract for and on behalf of the Board of County Road Commissioners.

VOTE ON MOTION:

Yes: Elkins, Dickerson, Mandelaris, Arceo, Lane
No: None

MOTION CARRIED.

Reid Road Bridge at the Swartz Creek, Contract Modification #003, Mundy Township – In a memorandum dated April 26, 2021, staff requested the Board approve Contract Modification #003 for the increased work associated with the Reid Road Bridge at the Swartz Creek project, Mundy Township (Copy of memorandum and contract modification filed with official minutes.)

ACTION TAKEN – Motion by Mr. Elkins, seconded by Ms. Lane, to approve Contract Modification #003 for the increased work associated with the Reid Road Bridge at the Swartz

Creek project in Mundy Township, and approves the Director of Engineering to sign Contract Modification #003.

VOTE ON MOTION:

Yes: Dickerson, Mandelaris, Arceo, Lane, Elkins
No: None

MOTION CARRIED.

Approval of Consultant for Construction Inspection and Staking, Bristol Road Bridge over W. Branch of the Swartz Creek – In a memorandum dated March 26, 2021, staff requested the Board approve the issuance of blanket purchase orders to Rowe PSC for Construction Inspection and for Construction Staking for the Bristol Road Bridge over W. Branch of the Swartz Creek project. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the issuance of blanket purchase orders to Rowe PSC for Construction Inspection in an amount of \$68,000 and for Construction Staking in an amount of \$25,000 for the Bristol Road Bridge over W. Branch of the Swartz Creek project. (Copy filed with official minutes.)

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
No: None

MOTION CARRIED.

Center Road Culvert over the Dead Creek, Local Road Agreement for Construction, Thetford Township – In a memorandum dated April 27, 2021, staff requested the Board approve the Local Road Agreement with Thetford Township for the replacement of the Center Road Culvert of the Dead Creek. (Copy of memorandum and agreement filed with official minutes.)

| | |
|--------------------------------|---------------------|
| Genesee County Road Commission | \$ 62,500.00 |
| Thetford Township | <u>\$ 62,500.00</u> |
| Total Project Cost | \$125,000.00 |

ACTION TAKEN – Motion by Mr. Elkins, seconded by Ms. Lane, to approve the Local Road Agreement with Thetford Township for the replacement of the Center Road Culvert of the Dead Creek.

VOTE ON MOTION

Yes: Arceo, Lane, Elkins, Dickerson, Mandelaris
No: None

MOTION CARRIED.

Issuance of a Purchase Order to Carrier & Gable for a SMT Trailer with Arrow Board – In a memorandum dated April 26, 2021, staff requested the Board approve the issuance of a Purchase

Order to Carrier & Gable for a SMT Trailer with Arrow Board. (Copy of memorandum and sales quote filed with official minutes.)

Commissioner Lane asked staff how long this piece of equipment would last. Staff stated that we normally get 15 years of usage out of this equipment.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Elkins, to approve the issuance of a Purchase Order to Carrier & Gable for a SMT Trailer with Arrow Board in an amount of \$30,156.00.

VOTE ON MOTION

Yes: Lane, Elkins, Dickerson, Mandelaris, Arceo
No: None

MOTION CARRIED.

Issuance of a Blanket Purchase Order to Curbcos Sweeping for Street Sweeping Services – In a memorandum dated April 08, 2021, staff requested the Board approve the issuance of a Blanket Purchase Order to Curbcos Sweeping for street sweeping services. (Copy of memorandum and bid sheet filed with official minutes.)

Commissioner Lane asked if the bids include call outs for sweeping services. Staff stated that we do not anticipate call outs because this is only for subdivision streets.

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to approve the issuance of a Blanket Purchase Order to Curbcos Sweeping for street sweeping services in an amount of \$100,000.

VOTE ON MOTION

Yes: Elkins, Dickerson, Mandelaris, Arceo, Elkins
No: None

MOTION CARRIED.

Ratification of Vouchers totaling \$1,269,387.96 – (Copies filed with official minutes.)

Voucher #V-40677

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40677 in the amount of \$487,537.81.

VOTE ON MOTION:

Yes: Elkins, Dickerson, Mandelaris, Arceo, Lane
No: None

MOTION CARRIED.

Voucher #V-40678

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40678 in the amount of \$533,131.49.

VOTE ON MOTION:

Yes: Elkins, Dickerson, Mandelaris, Arceo, Lane

No: None

MOTION CARRIED.

Voucher #V-40679

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40679 in the amount of \$248,718.66.

VOTE ON MOTION:

Yes: Elkins, Dickerson, Mandelaris, Arceo, Lane

No: None

MOTION CARRIED.

CONSENT

Computer Equipment from the IT Department to be sold on the Government Internet Auction website – In a memorandum dated April 25, 2021, staff requested the Board approve the following IT Department items to be sold on the Government Internet Auction website:

| <u>EQUIP. NO</u> | <u>DESCRIPTION</u> | |
|------------------|--------------------|-----------------------|
| 2061 | Systemax PC | Venture |
| 2155 | Systemax PC | Venture VX6 |
| 2156 | Systemax PC | Venture VX6 |
| 2166 | Systemax PC | Venture VX8 |
| 2215 | HP PC | TouchSmart 9300 Elite |
| 2216 | HP PC | TouchSmart 9300 Elite |
| 2218 | HP PC | TouchSmart 9300 Elite |
| 2219 | HP PC | TouchSmart 9300 Elite |
| 2222 | HP PC | TouchSmart 9300 Elite |
| 2223 | HP PC | TouchSmart 9300 Elite |
| 2224 | HP PC | TouchSmart 9300 Elite |
| 2237 | HP PC | TouchSmart 9300 Elite |
| 2238 | HP PC | TouchSmart 9300 Elite |
| 2239 | HP PC | TouchSmart 9300 Elite |
| 2248 | HP PC | TouchSmart 9300 Elite |
| 2249 | HP PC | TouchSmart 9300 Elite |
| 2255 | HP PC | TouchSmart 9300 Elite |
| 2257 | HP PC | TouchSmart 9300 Elite |
| 2269 | HP PC | TouchSmart 9300 Elite |
| 2009 | HP server | ProLiant ML370 G5 |

| | | |
|------|------------------|--------------------|
| 2104 | HP server | ProLiant ML310 G5p |
| 2111 | HP server | ProLiant ML370 G5 |
| 1986 | HP laptop | Compaq nx9420 |
| 2177 | HP laptop | Probook 4720s |
| 2179 | HP laptop | Probook 4720s |
| 2182 | HP laptop | Probook 4720s |
| 2291 | HP tablet | EliteBook 2760p |
| 2299 | HP tablet | EliteBook 2760p |
| 2315 | Lenovo tablet | 34352TU |
| 2333 | Microsoft tablet | Surface Pro 2 |
| 2348 | Microsoft tablet | Surface Pro 3 |
| 2352 | Microsoft tablet | Surface Pro 3 |

(Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Ms. Lane, to approve the IT Department items to be sold on the Government Internet Auction website.

VOTE ON MOTION

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
 No: None.

MOTION CARRIED.

Work Request for Aggregate Resurfacing on Carpenter Road from Duffield Road to M-13, Flushing Township – In a memorandum dated April 26, 2021, staff requested the Board approve the work request for aggregate resurfacing on Carpenter Road from Duffield Road to M-13, in Flushing Township with the funding as follows:

| | |
|-------------------|------------|
| Flushing Township | \$6,017.12 |
| GCRC | \$ 0.00 |
| Total | \$6,017.12 |

(Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the work request for aggregate resurfacing on Carpenter Road from Duffield Road to M-13, Flushing Township.

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
 No: None

MOTION CARRIED.

Work Request for Spot Repairs on Stanley Road from McKinley Road to Johnson Road in Flushing Township – In a memorandum dated April 26, 2021, staff requested the Board approve the work request for spot repairs on Stanley Road from McKinley Road to Johnson Road in Flushing Township with the funding as follows:

| | |
|--------------------|----------------|
| Flushing Township | \$7,490.40 |
| GCRC | <u>\$ 0.00</u> |
| Total project cost | \$7,490.40 |

(Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the work request for spot repairs on Stanley Road from McKinley Road to Johnson Road in Flushing Township.

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
 No: None

MOTION CARRIED

Work Request for Spot Repairs on Stanley Road from Johnson Road to Elms Road, Flushing Township – In a memorandum dated April 26, 2021, staff requested the Board approve the work request for spot repairs on Stanley Road from Johnson Road to Elms Road in Flushing Township with the funding as follows:

| | |
|--------------------|----------------|
| Flushing Township | \$1,872.60 |
| GCRC | <u>\$ 0.00</u> |
| Total project cost | \$1,872.60 |

(Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the work request for spot repairs on Stanley Road from Johnson Road to Elms Road in Flushing Township.

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
 No: None

MOTION CARRIED

Work Request for Mowing at various locations in Flushing Township – In a memorandum dated April 26, 2021, staff requested the Board approve the work request for mowing at various locations in Flushing Township with the funding as follows:

| | |
|--------------------|----------------|
| Flushing Township | \$24,417.24 |
| GCRC | <u>\$ 0.00</u> |
| Total project cost | \$24,417.24 |

(Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo to approve the work request for mowing work in Flushing Township at various locations.

VOTE ON MOTION

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
No: None

MOTION CARRIED.

Work Request for Aggregate Resurfacing on Cook Road from Jennings Road to Torrey Road, Mundy Township – In a memorandum dated April 26, 2021, staff requested the Board approve the work request for aggregate resurfacing on Cook Road from Jennings Road to Torrey Road in Mundy Township, with the funding as follows:

| | |
|----------------|-------------|
| Mundy Township | \$85,934.51 |
| GCRC | \$ 0.00 |
| Total | \$85,934.51 |

(Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the work request aggregate resurfacing on Cook Road from Jennings Road to Torrey Road in Mundy Township.

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
No: None

MOTION CARRIED.

Work Request for Aggregate Resurfacing on Sharp Road from Cook Road to Grand Blanc Road, Mundy Township – In a memorandum dated April 26, 2021, staff requested the Board approve the work request for aggregate resurfacing on Sharp Road from Cook Road to Grand Blanc Road in Mundy Township, with the funding as follows:

| | |
|----------------|-------------|
| Mundy Township | \$77,382.51 |
| GCRC | \$ 0.00 |
| Total | \$77,382.51 |

(Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the work request for aggregate resurfacing on Sharp Road from Cook Road to Grand Blanc Road in Mundy Township.

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
No: None

MOTION CARRIED.

Work Request for Pavement Repair, Chip Seal and Fog Seal on Reid Road between Sharp Road and Linden Road in Mundy Township – In a memorandum dated April 26, 2021, staff requested the Board approve the work request for pavement repair, chip seal and fog seal work on Reid Road between Sharp Road and Linden Road in Mundy Township, with the funding as follows:

| | |
|--------------------|--------------------|
| Mundy Township | \$47,500.00 |
| GCRC | <u>\$47,500.00</u> |
| Total project cost | \$95,000.00 |

(Copy of memorandum filed with official minutes.)

Commissioner Lane asked staff if all of these work requests are performed by the district garages. Staff stated that yes, the work is performed by the district garage work crews.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo to approve the work request for pavement repair, chip seal and fog seal work on Reid Road between Sharp Road and Linden Road in Mundy Township.

VOTE ON MOTION:

- Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
- No: None

MOTION CARRIED.

Work Request for Pavement Repair, Chip Seal and Fog Seal on Reid Road between Linden Road and Jennings Road in Mundy Township – In a memorandum dated April 26, 2021, staff requested the Board approve the work request for pavement repair, chip seal and fog seal work on Reid Road between Linden Road and Jennings Road in Mundy Township, with the funding as follows:

| | |
|--------------------|--------------------|
| Mundy Township | \$47,500.00 |
| GCRC | <u>\$47,500.00</u> |
| Total project cost | \$95,000.00 |

(Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo to approve the work request for pavement repair, chip seal and fog seal work on Reid Road between Linden Road and Jennings Road in Mundy Township.

VOTE ON MOTION:

- Yes: Mandelaris, Arceo, Lane, Elkins, Dickerson
- No: None

MOTION CARRIED.

MANAGING DIRECTOR REPORT

COVID-19 Update – Human Resource Director Ms. Donna Poplar updated the Board on the current COVID-19 cases at the GCRC. Currently we have had 16 employees testing positive with the virus. Of those 16, only one employee is out on extended leave (6 months) due to the virus. Ms. Poplar stated that 70 out of 151 of our employees have been affected by COVID-19, either testing positive or having to quarantine due to contact with someone that did test positive. In addition, the Covid worksheet that employees fill out every morning will include vaccination questions on Monday, May 10, 2021. Ms. Poplar said that these questions are strictly volunteer and will be kept confidential.

Chairperson Dickerson stated that the Board extends their heartfelt wishes for a full recovery to the GCRC employee that is still out on COVID-19 related leave.

President of the County Road Association of Michigan (CRA) – Managing Director Fred Peivandi stated that he was elected president of the County Road Association of Michigan on April 01, 2021. Mr. Peivandi remarked that he has been very busy with CRA and will be attending a workshop this Thursday and Friday in Gaylord, Michigan. In addition, he said he would be attending the Human Resource and Finance CRA Conference in Sault Ste. Marie on May 18, 2021, along with Finance Director Tracy Khan and Finance Manager Brenda Kleinfeld.

Professional Traffic Operations Engineer (PTOE) Certification – Engineering Director, Mr. Eric Johnston congratulated Ms. Bonnie Wood, Traffic Engineering Manager on obtaining her PTOE Certification, which is a certification designating her as a Professional Traffic Operations Engineer. The certification demonstrates her knowledge, skill and ability in the specialized application of traffic operations engineering. The Board and staff members joined Mr. Johnston in congratulating Ms. Wood on her achievement.

COMMISSIONERS' CONCERNS

Chairperson Dickerson congratulated Fred Peivandi on being elected president of County Road Association of Michigan for the 2021-2022 year as well as Bonnie Wood for her Professional Traffic Operations Engineer certification.

Chairperson Dickerson said he was approached by the UAW President regarding outsourcing practices at the Road Commission. He would like to have a meeting with Human Resources and staff regarding these practices.

Commissioner Lane stated that the Board adopted the Code of Conduct in January and she stated she would like the board members to consider adopting a Best Practices Policy at a future meeting.

Ms. Lane thanked Maintenance Director Anthony Branch for providing her with maps of the district garages. Ms. Lane said she and Commissioner Elkins have had the opportunity to visit the districts and stated there is a wonderful group of people that work at them. Ms. Lane also

commented that she had difficulty maneuvering the turn onto Morrish Road to go to the Swartz Creek garage once she got off the trunkline. Vice Chairperson Mandelaris agreed that this area is very congested. Mr. Peivandi commented that the Road Commission has looked into an alternative entrance to the Swartz Creek district garage but was unable to obtain an easement from the city of Swartz Creek. Staff stated they would look into this area again to see if they could make some changes. Commissioner Arceo agreed that this is a busy area and stated that the traffic might be more congested if they have the racetrack operating again.

Commissioner Elkins also said he enjoyed visiting the Swartz Creek garage and meeting the employees that work in this district.

Vice Chairperson Mandelaris thanked staff for providing the colored maps in the board packets, especially with the consent items.

ADJOURNMENT

Chairperson Dickerson, without objection, adjourned the meeting at 11:01 a.m.

JOHN J. GLEASON
Clerk/Register

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

lbk/

5/04/2021