

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

OCTOBER 4, 2022

MINUTES

CALL TO ORDER

Chairperson Elkins 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 Street, Flint, Michigan 48503-3995.

ROLL CALL

Present: Tim Elkins, Chairperson
Cathy Lane, Vice Chairperson
Cloyce Dickerson, Commissioner
John Mandelaris, Commissioner
David Arceo, Commissioner

Others Present: Fred Peivandi, Randy Dellaposta, Tracy Khan, Anthony Branch, Eric Johnston, Kylie Dontje, Kendra Love-Brezzell, Robert Johnson, Donna Arden, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Elkins.

APPROVAL OF AGENDA

October 4, 2022 – Agenda

ACTION TAKEN – Motion by Mr. Arceo, seconded by Ms. Lane, to approve the agenda for October 4, 2022, as presented.

VOTE ON MOTION:

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

MOTION CARRIED.

Commissioner Mandelaris stated that Commissioner Arceo's term as Commissioner had ended. Chairperson Elkins provided a letter from the GCRC Attorney giving his legal opinion on the matter. Commissioner Dickerson added that the County Board has already accepted Commissioner Arceo's resignation. Chairperson Elkins replied that according to State Law, Commissioner Arceo is in the position until the next Commissioner is appointed to the Board. This information was provided by the Road Commission Attorney.

Commissioner Dickerson asked if Chairperson Elkins had informed the County Board of this information. Chairperson Elkins replied that he had just received the information the night before. Commissioner Dickerson stated that the County Board should have a chance to weigh in on this decision. Chairperson Elkins stated that he would get with the County, but at this time State Law mandates the person (Commissioner Arceo) remain in their position until another Commissioner is appointed.

Commissioner Dickerson stated that he was told by the County Commissioners that they have accepted Commissioner Arceo's resignation. Chairperson Elkins replied that as of last Thursday (September 29), he was told by the County Representatives that Commissioner's serve until a replacement is appointed for him.

Commissioner Mandelaris added that the Law usually states the position is left as a vacancy. Commissioner Mandelaris asked for a ruling from the County Commissioners. Chairperson Elkins stated that the County Commissioners will be contacted after the meeting for a ruling on this matter.

Commissioner Dickerson requested a vote on the ruling made by Chairperson Elkins stating that Commissioner Arceo will serve in his position on the Board until the County Commissioners appoint a replacement for him.

Vice Chairperson Lane stated that the letter from the GCRC Attorney was marked 'Confidential' and how does the Road Commissioners handle a confidential letter. Chairperson Elkins said that all copies made should be collected. Commissioner Mandelaris asked to keep a copy since it is addressed to the Road Commission and a copy should be sent to the County Commissioners to assist in their decision on this matter. Chairperson Elkins stated he would have the GCRC Attorney reach out to the County Commissioner's Attorney and let them discuss this matter.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve the ruling made by Chairperson Elkins, following State Statute, to allow Mr. Arceo to remain in his position until the County Commissioners and their attorney can be consulted for a ruling on this matter.

VOTE ON MOTION:

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

MOTION CARRIED.

APPROVAL OF MINUTES

September 20, 2022 Board Meeting

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the minutes of the September 20, 2022 Board Meeting.

VOTE ON MOTION:

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

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

- A. October 9-11, 2022
2022 Commissioner’s Seminar in Frankenmuth, MI

- B. Tuesday, October 18, 2022
9:00 a.m. – Roads & Bridges Advisory Committee Meeting
10:00 a.m. – Board Meeting

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

Email Correspondence from John and Kaye Kreutzfeldt, complimenting the Road Commission on the efficient and high-quality work they have done on county roads this summer – In an email dated September 16, 2022, staff forwarded a message from residents, John and Kaye Kreutzfeldt complimenting GCRC on all of the work that has been done this summer.

(Copy filed with official minutes.)

OUTGOING

Letter Correspondence to ACEC/Michigan (American Council of Engineering Companies of Michigan) regarding the Dort Highway Extension project be recognized with an ACEC/Michigan 2023 Engineering and Surveying Excellence Award – In a letter dated September 20, 2022, Managing Director Peivandi requested Rowe Professional Services be recognized with an ACEC Michigan 2023 Engineering and Surveying Excellence Award for the excellent work from their consultants that exceeded the Road Commission’s expectations.

(Copy filed with official minutes.)

INTERNAL

None.

INFORMATION

None.

BOARD OF ROAD COMMISSIONERS’ DECISIONS

DISCUSSION

Approval of Local Roadway (Subdivision) Improvements, Special Assessment District Cost Sharing Policy – In a memorandum dated September 27, 2022, staff requested the Board adopts the amended Policy regarding Genesee County Road Commissions contributions/cost sharing for Local Roadway (Subdivision) Improvements Special Assessment Districts. (Copy of memorandum and contract filed with official minutes.)

Chairperson Elkins asked if the only item changed was under bullet #3. Managing Director Peivandi replied that it is bullet #4 where it states the Township may submit multiple projects with a limit of \$150,000. The previous policy only allowed the Township to submit 1 project with a limit of \$150,000. Chairperson Elkins then asked what happens if five Townships submit projects which would go over the \$500,000 total cap for the fiscal year. Managing Director Peivandi added that the funding would be awarded on a first come first serve basis until the \$500,000 maximum is reached.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to adopt the amended Special Assessment District Cost Sharing Policy.

VOTE ON MOTION:

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

MOTION CARRIED.

Approval of request for Purchase Order for the Engineering Department, Bridge Inspections – Fiscal Year 2022/2023 and Fiscal Year 2023/2024 – In a memorandum dated September 26, 2022, staff requested the Board approve the issuance of a purchase order to Rowe Professional Services for performing bridge inspections in Fiscal Year 2022/2023 and Fiscal Year 2023/2024 for county at large in an amount not to exceed \$57,640.00. (Copy of memorandum and contract filed with official minutes.)

Vice Chairperson Lane asked how many bridges is the Road Commission responsible for in Genesee County and are any of them on the expressways. Director Johnston replied there are 120 bridges GCRC is responsible for plus 1 bridge GCRC assists the County Parks in maintaining. Managing Director Peivandi added that this does not include any MDOT bridges.

Commissioner Arceo asked if the bridges over the lakes in Fenton Township are included in the 120. Managing Director Peivandi said if they are county roads they would be included in that total.

Commissioner Mandelaris asked if there are 120 bridges, is \$57,640 an adequate amount to inspect all bridges? Director Johnston said that is the roughly the same amount the Road Commission has been paying the past few years and should be enough to cover routine inspections. If a more in-depth inspection is needed, Rowe Professional Services will check back to the Road Commission with a proposal to proceed.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the issuance of a purchase order to Rowe Professional Services for performing bridge inspections in Fiscal Year 2022/2023 and Fiscal Year 2023/2024.

VOTE ON MOTION:

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

MOTION CARRIED.

Approval of Perry Road Trail Phase II, request from Genesee County Parks and Recreation to Advance Construct Funds, Grand Blanc and Atlas Townships – In a memorandum dated September 28, 2022, staff requested the Board approve the Genesee County Road Commission to provide \$375,000 to MDOT once the funds necessary are delivered from Genesee County Parks to the Genesee County Road Commission, in effort to advance construct the Perry Road Trail Phase II. Furthermore, upon project obligation by MDOT, the Genesee County Road Commission will reimburse Genesee County Parks with the advanced funds (\$375,000) as reimbursed by MDOT.

(Copy of memorandum and contract filed with official minutes.)

Director Johnston explained with an AC (advanced construct) project, there is typically funds in two different fiscal years. As in this case, they have funds in 2022/2023 and 2023/2024 fiscal years. The County Parks would like to take the funds from the 2023/2024 fiscal year and advance them to the 2022/2023 fiscal year in order to build the project in 2022/2023 fiscal year. In order to do this, MDOT requires County Parks to a deposit of \$375,000 from the Act 51 agent (GCRC). The Road Commission will be acting on behalf of the County Parks. The County Parks will give the Road Commission a check for \$375,000 as a deposit to MDOT and the Road Commission in turn will pay that amount to MDOT. In October 2024, the Road Commission will then receive the funds back from MDOT, which will then be reimbursed back to the County Parks.

Managing Director Peivandi added that the Road Commission has done this in the past for road projects.

Vice Chairperson Lane asked if this construction would be along the road versus in the roadway disrupting traffic. Director Johnston said that this construction would not be in the roadway.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve the Perry Trail Phase II request from Genesee County Parks and Recreation to advance construct funds.

VOTE ON MOTION:

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

MOTION CARRIED.

Approval of Short-Term Disability Benefits Policy – In a memorandum dated September 28, 2022, staff requested the Board adopt the October 4, 2022 Short-Term Disability Benefit Policy. (Copy of memorandum filed with official minutes.)

Deputy Managing Director Dellaposta stated that this change will not affect any employee currently on short-term disability. Any leave after the policy is approved will include this policy.

Commissioner Dickerson asked what committee worked on this policy. Deputy Managing Director Dellaposta stated the committee consisted of Brown & Brown (insurance carrier consultant), GCRC Labor Attorney, GCRC Benefits Coordinator, GCRC Human Resources Coordinator, Deputy Managing Director Dellaposta, Managing Director Peivandi, Chairperson Elkins, and Director Khan.

Commissioner Dickerson then asked why it was so important to change the policy now. Deputy Managing Director Dellaposta stated that our insurance is third party administered (self-insured) and are trying to get the Road Commission to a fully insured carrier. In order to get to a fully insured carrier, the Road Commission has to align itself to the standards of what a fully insured carrier would rate the Road Commission. At this time the Road Commission is not at these standards. This will be a cost savings to the Road Commission. In a meeting with a Representative from Brown & Brown, it was explained in the past the short-term disability claims have been paid incorrectly by the third-party claim's processor. Chairperson Elkins stated in the past 3 years alone, the Road Commission could have saved over \$62,000 3 years ago, \$27,000 last year and over \$20,000 so far this year. Chairperson Elkins added that the Road Commission is trying to standardize the benefits the same across the exempt, at-will, and three unions.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to adopt the October 4, 2022 Short-Term Disability Benefit Policy.

VOTE ON MOTION:

Yes: Arceo, Lane, Elkins
No: Dickerson
Abstain: Mandelaris

MOTION CARRIED.

Approval of the issuance of a Blanket Purchase Order for De-Ice Master + in the amount of in the amount of \$33,000.00 to be purchased on an as needed basis – In a memorandum dated September 28, 2022, staff requested the Board approve the issuance of a Blanket Purchase Order to Michigan Chloride for De-Ice Master + to be purchased on an as needed basis for use on local roads in an amount of \$33,000.00.

(Copy of memorandum filed with official minutes.)

Vice Chairperson Lane asked if this De-Ice Master + be used with the calcium chloride.

Deputy Managing Director Dellaposta replied that those are 2 separate products. The De-Ice Master + will be used at the Road Commission District Garages and the calcium chloride will be used on our trunklines roadways. This product was tested last year in one complete district, which encompasses three Townships.

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to authorize the issuance of a Blanket Purchase Order to Michigan Chloride for De-Ice Master + in the amount of \$33,000.00.

VOTE ON MOTION:

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

MOTION CARRIED.

Approval to amend Purchase Order #84645 to Great Lakes Chloride for Item #10 – Calcium Chloride reflecting an increase of \$240,000.00 – In a memorandum dated September 28, 2022, staff requested the Board approve amendment of Purchase Order #84645 to Great Lakes Chloride reflecting an increase of \$240,000.00, raising the total amount to \$1,490,000.00.

(Copy of memorandum filed with official minutes.)

Vice Chairperson Lane asked for clarification on where the funds would come from. Director Branch replied that the funds would be coming from the Maintenance budget which does have funds available for this increase in the purchase order. Director Branch added that the increase is to pay incoming invoices from the Fiscal Year 2021/2022.

Managing Director Peivandi added that we have a grace period before the Road Commission closes the Fiscal Year 2021/2022.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Lane, approve amendment of Purchase Order #84645 reflecting an increase of \$240,000.00.

VOTE ON MOTION:

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

MOTION CARRIED.

Ratification of Vouchers Nos. 40844, 40845, 40846, 40847, and 40848 totaling \$3,811,026.56 -
(Copies filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to ratify the following Vouchers totaling \$3,811,026.56:

- Voucher #40844 in the amount of \$513,787.35
- Voucher #40845 in the amount of \$1,198,582.28
- Voucher #40846 in the amount of \$445,789.40
- Voucher #40847 in the amount of \$938,453.53
- Voucher #40848 in the amount of \$714,414.00

VOTE ON MOTION:

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

MOTION CARRIED.

CONSENT

Resolution for Outstanding Service to the Genesee County Road Commission for Road Commissioner David M. Arceo – In honor of his notable service to the Genesee County Road Commission, a Resolution was presented at the October 4, 2022 Board Meeting.
(Copy filed with official minutes)

Commissioner Arceo served as Road Commissioner for over 9 years. He has earned the admiration and respect of his fellow board members and employees at the Genesee County Road Commission.

Commissioner Mandelaris stated that Commissioner Arceo did an excellent job serving on the Flint Township Roads Advisory Committee. Since Commissioner Arceo still serving as a Road Commissioner, his end date should be changed. Managing Director Peivandi added the change would be made before signing is completed.

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Ms. Lane, to approve the Resolution for Outstanding Service to the Genesee County Road Commission for Road Commissioner David M. Arceo.

VOTE ON MOTION:

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

MOTION CARRIED.

Resolution for Outstanding Service to the Genesee County Road Commission for Road Commissioner Robert C. Johnson – In honor of his notable service to the Genesee County Road Commission, a Resolution was presented at the October 4, 2022 Board Meeting.
(Copy filed with official minutes)

Mr. Johnson served as Road Commissioner for over 13 years. He was known for his knowledge, dedication, service, enthusiasm, professionalism, sense of humor and hard work given for the residents of Genesee County.

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Ms. Lane, to approve the Resolution for Outstanding Service to the Genesee County Road Commission for Road Commissioner Robert C. Johnson.

VOTE ON MOTION:

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

MOTION CARRIED.

Approval of Purchase of a clock or award plaque for Commissioner David M. Arceo – Commissioners and staff will be purchasing a clock or award plaque for Commissioner Arceo utilizing personal funds from employees of the Road Commission that would like to contribute.
(Copy filed with official minutes)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Ms. Lane, to purchase a clock or award plaque for Mr. Arceo utilizing personal funds from employees of the Road Commission that would like to contribute.

VOTE ON MOTION:

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

MOTION CARRIED.

MANAGING DIRECTOR REPORT

Deputy Managing Director Dellaposta reported as of today, there are no COVID cases at the Road Commission.

The Commissioner's Seminar is in Frankenmuth and it starts Sunday, October 9 and continues through Tuesday, October 11. All of the Commissioners are attending except Commissioner Arceo.

COMMISSIONERS' CONCERNS

Vice Chairperson Lane thanked Mr. Johnson for his service as a Road Commissioner.

ADJOURNMENT

Chairperson Elkins, without objection, adjourned the meeting at 10:46 a.m.

JOHN J. GLEASON
Clerk/Register

Donna Arden, Secretary of the
Board of County Road Commissioners

/da

10/04/2022