

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

November 15, 2022

MINUTES

CALL TO ORDER

Chairperson Elkins 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, Flint, Michigan 48503-3995.

ROLL CALL

Present:

Timothy Elkins, Chairperson
Cathy Lane, Vice Chairperson
John Mandelaris, Commissioner
Cloyce Dickerson, Commissioner
David Arceo, Commissioner

Others Present: Fred Peivandi, Randy Dellaposta, Alex Patsy, Anthony Branch, Brenda Kleinfeld, Kylie Dontje (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 Elkins.

APPROVAL OF AGENDA

November 15, 2022 – Agenda

Chairperson Elkins stated that there was an addition to the agenda, IX. Discussion Item A-12 - Land Clearing & Grubbing and Clear Cut Tree Removal at the Metro District garage site.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve the amended agenda with the addition of IX. Discussion Item A-12.

VOTE ON MOTION:

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

MOTION CARRIED.

APPROVAL OF MINUTES

November 01, 2022 - Board Meeting Minutes

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve the November 01, 2022 board meeting minutes as presented.

Commissioner Mandelaris noted that the end of the minutes show John J. Gleason, as Clerk/Register and he stated that is correct. Mr. Gleason will hold that position until November 9, 2022.

VOTE ON MOTION:

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

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Thursday, November 24, 2022 and Friday, December 25, 2022

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

Tuesday, December 06, 2022

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

Revised Credit Card Policy – In a memorandum dated November 08, 2022, staff requested the Board approve the revised Credit Card Policy. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Ms. Lane, to approve the revised Credit Card Policy to reflect the current organizational structure of the Genesee County Road Commission.

VOTE ON MOTION:

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

MOTION CARRIED.

Selection of Consultant for Design Services – Cook Road from Embury Road to Holly Road, Grand Blanc Township – In a memorandum dated November 08, 2022, staff requested the Board approve assignment of Wade-Trim, a consultant in Group ‘A’ category to prepare construction plans for the proposed Cook Road, Embury Road to Holly Road design project, Grand Blanc Township.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve assignment of Wade-Trim, a consultant in Group ‘A’ category to prepare construction plans for the proposed Cook Road (Embury Road to Holly Road) road design project and further, authorize the Chairperson to sign the Consultant Agreement on behalf of the Board of County Road Commissioners when returned.

VOTE ON MOTION

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

MOTION CARRIED.

2022 DS-1 Contract, Contract Modification #2, Miscellaneous Structure Repairs in Flushing, Mt. Morris, Vienna, Mundy, Davison, Fenton, Grand Blanc & Flint Townships – In a memorandum dated November 08, 2022, staff requested the Board approve the contract modification #1 for the 2022 DS-1 project, in Flushing, Mt. Morris, Vienna, Mundy, Davison, Fenton, Grand Blanc & Flint Townships . (Copy filed with official minutes.)

Commissioner Lane asked if this is for overruns on the projects. Programming and Development Engineer, Alex Patsy replied that this is to continue the project/repairs with modifications, specifically contracted activities that we are adding. Mr. Peivandi added that anytime a project goes over 8%, we need to go to the Board for approval of funds.

Commissioner Mandelaris said he would like the motion to include the Chairperson and Managing Director to sign the contract authorization.

ACTION TAKEN – Motion by Mr. Arceo, seconded by Ms. Lane, to approve Contract Modification #1 for the 2022 DS-1 project - Miscellaneous Drainage Structure repairs increasing the contract in the amount of \$67,605.50 and further, authorize the Chairperson and the Managing Director to sign the contract authorization on behalf of the Board of County Road Commissioners. Located in Flushing, Mt. Morris, Vienna, Mundy, Davison, Fenton, Grand Blanc and Flint

Townships.

VOTE ON MOTION:

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

MOTION CARRIED.

Construction and Long-Term Maintenance Agreement, Genesee County Parks & Recreation Commission, Perry Road Trail Phase 2 (Iron Belle) Grand Blanc East Middle School to Mancour/Perry Intersection – In a memorandum dated November 08, 2022, staff requested the Board approve and sign the agreement with the Genesee County Parks & Recreation Commission for the construction and long-term maintenance of the Perry Road Trail Phase 2, Atlas and Grand Blanc Townships. (Copy filed with official minutes.)

Managing Director Peivandi asked Alex Patsy if we have a 10% deposit on this project. Mr. Patsy replied yes we do.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve and sign the agreement with the Genesee County Parks & Recreation Commission for the construction and long-term maintenance of the Perry Road Trail Phase 2 (Iron Belle) from Grand Blanc East Middle School to Mancour/Perry Intersection, located in Atlas and Grand Blanc Townships.

VOTE ON MOTION:

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

MOTION CARRIED

Flint Township SAD#3 – Contract Modification #009 for Holiday Drive and Austin Parkway – In a memorandum dated November 08, 2022, staff requested the Board approve Contract Modification #009 for the increased work associated with Flint Township SAD #3 project – Holiday Drive and Austin Parkway. (Copy filed with official minutes.)

Commissioner Lane asked staff when a project has an increase of 25%, how does the township respond to these increases. Staff stated that the road commission works with the townships during the entire process and they are aware of the cause of the increases just as we are.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve Contract Modification #009 for the SAD#3 increased work associated with the reconstruction/rehabilitation of Holiday Drive and Austin Parkway in Flint Township and further, approve the Director of Engineering to sign the contract modification #009.

VOTE ON MOTION:

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

MOTION CARRIED

Issuance of a Renewal Purchase Order for Storm Water Management Service – In a memorandum dated November 07, 2022, staff requested the Board approve the issuance of a renewal Purchase Order to Global Environmental Engineering Company. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Lane, to approve the issuance of a renewal Purchase Order to Global Environmental Engineering Company in an amount of \$25,000 for storm water management services.

VOTE ON MOTION:

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

MOTION CARRIED

Issuance of a Blanket Purchase Order to Verizon Connect NWF for GPS Monitoring – In a memorandum dated November 02, 2022, staff requested the Board approve the issuance a Blanket Purchase Order to Verizon Connect NWF for GPS Monitoring. (Copy filed with official minutes.)

Commissioner Mandelaris asked how many vehicles are currently utilizing Verizon for GPS monitoring. Staff stated that there are approximately 110 vehicles.

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the issuance of a Blanket Purchase Order to Verizon Connect NWF in an amount of \$22,000 for GFPS Monitoring.

VOTE ON MOTION:

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

MOTION CARRIED.

Issuance of a Purchase Order to TELUS Communications for AVL (Automatic Vehicle Location) and Asset Monitoring Solution – In a memorandum dated November 07, 2022, staff requested the Board approve the issuance of a Purchase Order for AVL and Asset Monitoring. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Lane, to approve the issuance of a Purchase Order to TELUS Communications in an amount of \$24,500 for the third year of AVL (Automatic Vehicle Location) and Asset Monitoring Solution.

VOTE ON MOTION:

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

MOTION CARRIED.

Issuance of a Purchase Order to Truck & Trailer Specialties to purchase and install one (1) Skid-Mounted Anti-Ice Tank Assembly with Boom Kit at the Linden district garage – In a memorandum dated November 01, 2022, staff requested the Board approve the issuance of a Purchase Order to Truck & Trailer Specialties to purchase and install one (1) Skid-Mounted Anti-Ice Tank Assembly with Boom Kit. (Copy filed with official minutes.)

Commissioner Lane stated that this purchase of the skid-mounted anti-ice tank assembly is for the Linden district garage and asked if every district will eventually get one. Director Love-Brezzell stated that every district now has a skid mounted anti-ice tank assembly, as Linden was the last garage to receive one.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the issuance of a Purchase Order to Truck & Trailer Specialties to purchase and install one (1) Skid-Mounted Anti-Ice Tank Assembly with Boom Kit in an amount of \$34,175.00.

VOTE ON MOTION:

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

MOTION CARRIED.

Administrative Services Contract Blue Cross Blue Shield (BCBS) of Michigan Quarterly Settlement – In a memorandum dated October 11, 2022, staff recommended the Board approve the BCBS Quarterly Settlement report for June 2022 to August 2022 and authorize the wire transfer of funds. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the BCBS Quarterly Settlement Report for June 2022 to August 2022 and further, authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan in an amount of \$363,530.00 each, prior to the first day of December 2022, January and February 2023.

VOTE ON MOTION:

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

MOTION CARRIED.

Ratification of Vouchers #40861, 40862, 40863, #40864, #40865, #40866 and #40867 totaling \$1,486,065.48 – (Copies filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to ratify the following Vouchers totaling \$1,486,065.48:

Voucher #40861 in the amount of \$45,833.62
Voucher #40862 in the amount of \$462,255.88
Voucher #40863 in the amount of \$550,820.36
Voucher #40864 in the amount of \$53,859.11

Voucher #40865 in the amount of \$25,165.42
Voucher #40866 in the amount of \$330,518.94
Voucher #40867 in the amount of \$17,612.15

VOTE ON MOTION:

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

MOTION CARRIED.

Issuance of a Purchase Order to Arbor Master Tree Service for Land Clearing & Grubbing and Clear-Cut Tree Removal for the Metro District Garage – In a memorandum dated November 09, 2022, staff requested the Board approve the issuance of a Purchase Order to Arbor Master Tree Service for Land Clearing & Grubbing and Clear-Cut Tree Removal. (Copy filed with official minutes.)

Commissioner Lane said she always appreciates the thoroughness of staff and commented that when we have a qualified Genesee County firm, she would like to give preference to them. Mr. Peivandi stated that unfortunately, that is not the GCRC policy; if a firm is qualified, and they are the lowest bidder, we award the project to them.

ACTION TAKEN – Motion by Mr. Arceo, seconded by Ms. Lane, to approve the issuance of a Purchase Order to Arbor Master Tree Service in an amount of \$46,800 for land clearing & grubbing and clear-cut tree removal at the Metro District garage site in Genesee Township.

VOTE ON MOTION:

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

MOTION CARRIED.

CONSENT

GCRC Holiday Schedule for 2023 – In a memorandum dated November 03, 2022, staff presented the scheduled holidays for employees of the Genesee County Road Commission for 2023 for approval by the Board. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve the GCRC holiday schedule for 2023.

VOTE ON MOTION:

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

MOTION CARRIED.

GCRC Board Meeting Schedule for 2023 – Staff presented the proposed Genesee County Road Commission Board Meeting Schedule for the Board of County Road Commissioners for 2023. (Copy filed with official minutes.)

ACTION TAKEN - Motion by Ms. Lane, seconded by Mr. Arceo, to approve the schedule for the 2023 Board Meetings of the Genesee County Board of County Road Commissioners.

VOTE ON MOTION:

Yes: Lane, Mandelaris, Dickerson, Arceo, Elkins

No: None

MOTION CARRIED.

MANAGING DIRECTOR REPORT

Verizon GPS Monitoring – Mr. Dellaposta stated in regards to Commissioner Mandelaris’ previous question regarding equipment using Verizon GPS Monitoring, all of our Gradalls as well as the Model 1500 and Model 2500 pickup trucks and single axles account for the 110 vehicles utilizing Verizon GPS Monitoring.

International Union of Operating Engineers (IUOE) Local 324 – Collective Bargaining Agreement - Managing Director Peivandi stated that the IUOE Contract Local 324 Collective Bargaining Agreement needs to be signed by the Chairperson, Managing Director and Deputy Managing Director and then forwarded to legal counsel for their signature.

COVID Update – Mr. Dellaposta stated they received the report from Human Resources that there are two employees currently out quarantining due to Covid.

Baldwin Road Project – Managing Director Peivandi stated that Baldwin Road would be open just before Thanksgiving. Next year we will go back and put on the final top coat of asphalt.

Legal Issues Symposium – Mr. Dellaposta noted that the Legal Issues Symposium would be held on December 06, 2022 in Mt. Pleasant. If any of the Board members would like to attend this symposium, he wanted to remind the Board that we do have a board meeting on December 06, 2022.

COMMISSIONERS’ CONCERNS

Commissioner Lane thanked the Road Commission for inviting her to attend the County Road Association’s Policy Seminar in Mt. Pleasant. Ms. Lane wished everyone a safe and happy holiday.

Commissioner Arceo noted the important role that the Fleet Maintenance & Facilities department plays in this organization and said that the Board appreciates all the work that the staff devotes to this part of the operation.

Commissioner Mandelaris commented that he would like to attend the County Road Association's Legal Issues Symposium on December 6 in Mt. Pleasant but we have a board meeting on that day. Chairperson Elkins suggested we move the Board meeting to Wednesday, December 14, so any board member that would like to attend the Legal Issues Symposium may do so. Staff noted that the Administrative Building employee holiday luncheon would immediately follow the board meeting.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Dickerson to reschedule the Tuesday, December 6 board meeting to Wednesday, December 14.

VOTE ON MOTION

Yes: Elkins, Lane, Mandelaris, Dickerson, Arceo

No: None

MOTION CARRIED.

Chairperson Elkins mentioned that he is handing out a proposed job description for the Managing Director to the board members for their review. Please make any changes you would like and send it back to him so we can discuss this at a future board meeting.

The Board wished everyone a safe and happy Thanksgiving holiday.

ADJOURNMENT

Chairperson Elkins, without objection, adjourned the meeting at 10:49 a.m.

Leslie Raleigh
Chief Deputy Clerk

Linda B. Kossak, Secretary of the
Board of County Road Commissioners
lbk – 11/15/22