

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

June 06, 2023

MINUTES

CALL TO ORDER

Chairperson Elkins 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:

Timothy Elkins, Chairperson
Cathy Lane, Vice Chairperson
Reggie Smith, Commissioner
Chris Gehringer, Commissioner
Joe Massey, Commissioner

Others Present: Fred Peivandi, Randy Dellaposta, Eric Johnston, Anthony Branch, Tracy Khan, Kylie Dontje, Kendra Love-Brezzell (Genesee County Road Commission Staff), Terry Carlton, Roger Piotrowski, (Genesee County residents), Linda Kossak, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Elkins.

APPROVAL OF AGENDA

May 23, 2023 – Amended Agenda

Chairperson Elkins stated that IX. Discussion Item A5 – 2022 B-1 Contract Amendment for Grand Pointe Boulevard is being removed from the agenda at the request of Grand Blanc Township.

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the amended agenda for June 06, 2023 with the removal of IX. Discussion Item A5 - 2022 B-1 Contract Amendment Grand Pointe Boulevard.

VOTE ON MOTION:

Yes: Lane, Smith, Massey, Gehringer, Elkins
No: None.

MOTION CARRIED.

APPROVAL OF MINUTES

May 23, 2023 - Board Meeting Minutes

Vice Chairperson Lane stated that she made a few suggested grammar changes that the secretary is aware of and additionally would like motions to include what department the funds are coming from in the future.

Commissioner Massey commented that regarding the DEI training, the secretary stated in the minutes that there was inappropriate language used by the speaker at the Diversity Equity and Inclusion workshop and he would like the minutes to include the actual word within the minutes because inappropriate language can mean many things.

The secretary commented that she did not want to include the slur, which had been used by the presenter reverentially in the context of language which was prohibited by the GCRC, in her minutes because she did not think it was appropriate to include the referenced word in board minutes. Commissioner Massey said if you are going to disguise something, there is no need to write about it. Managing Director Peivandi said no one was trying to disguise anything, but added he would like the Board to decide whether this word is included in the minutes.

Commissioner Lane said she would not want this included in the minutes because it is not something she is comfortable saying. Commissioner Smith said he is fine putting an abbreviated version of the word in the minutes rather than spelling out the entire word. Commissioner Gehringer said he is not opposed to what Commissioner Smith said, but he would be okay saying instead, ‘a derogatory remark’ was made during the presentation. Ms. Lane commented that we could use the abbreviated word in quotations.

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the amended board meeting minutes for May 23, 2023.

VOTE ON MOTION:

Yes: Massey, Gehringer, Elkins, Lane, Smith
No: None

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Tuesday, June 20, 2023

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

10:00 a.m. – Board Meeting

PUBLIC ADDRESS THE BOARD

Mr. Roger Piotrowski, 8133 Grand Blanc Road, Gaines Township, addressed the board regarding rocks that were plowed into his yard during winter maintenance from the snowplow. Deputy Managing Director Dellaposta commented that he would get information from Mr. Piotrowski outside the meeting regarding the rocks in his yard.

CORRESPONDENCE

INCOMING

None.

OUTGOING

None.

INTERNAL

None.

INFORMATION

None.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Architectural & Engineering Services for the Metro Garage Facility – In a memorandum dated May 30, 2023, staff requested the Board approve the increase to Purchase Order No. 85732 to Hobb+Black Architects for the Architectural & Engineering Services for the Metro District Garage project in Genesee Township. (Copy filed with official minutes.)

ACTION TAKEN - Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the increase to Purchase Order No. 85732 to Hobbs+Black Architects for Architectural & Engineering Services in an amount of \$225,238.00, bringing the total amount to \$600,088 for the Metro District Garage project. This cost is due to the increase in size and the budget of the project during the programming and schematic design process. Funds are budgeted in Department 90 for the 2022/2023 fiscal year.

Commissioner Lane wanted to thank Commissioner Gehringer for his work on this project. Managing Director Peivandi added that staff was able to revise the Architectural & Engineering Services fee structure from 6.1% to 5.75% of the final project cost, which resulted in this cost savings.

VOTE ON MOTION:

Yes: Massey, Gehringer, Elkins, Lane, Smith
No: None

MOTION CARRIED.

Amended Rehiring Retirees Policy – In a memorandum dated May 17, 2023, staff requested the Board adopt the amended Rehiring Retiree Policy in accordance with the provisions of the Genesee

County Retirees Retirement System (GCERS).

Commissioner Smith commented that the previous retirement process required one year from the date of retirement to pass before GCRC could rehire a retiree. This amended policy will only require 30 days within the provisions of the GCERS. Mr. Dellaposta replied that is correct, with the exception if an employee took a lump sum at retirement, then they could be hired back full time.

Mr. Dellaposta added that there is an additional requirement of only working up to 1,000 hours per year. Ms. Khan added that the 1,000 hours is a state law and if they exceed 1,000 hours in a year, their pension will be suspended until this is remedied. Mr. Dellaposta added that we wanted this policy in place to potentially hire equipment operators for storms due to the skill set these drivers have already knowing the equipment and the routes. Commissioner Smith added that he assumes we already have a good snapshot or picture of who will be retiring in the near future. Do we know how many can retire in the next few years or are eligible for retirement? Mr. Dellaposta stated that in the last budget layout, Finance Director Tracy Khan put together a list of employees at the tail end of their careers and a large portion of employees are currently are at the end of their career. Commissioner Smith said his concern is that we might not bring in new people. He wants to see the diversity of new people in these positions.

Mr. Dellaposta explained when an employee retires; these jobs are posted internally immediately, and then are offered to the public. We just want these policies in place in case we need to do something quickly in case of storms. We just came out of a pandemic. If an employee works here, is unable to work we still have to perform a duty to the motoring public. This gives us an opportunity to hire a retiree to temporarily replace that employee. The retiree knows the equipment, knows the district so maybe we bring in a retiree to fill in or help temporarily for 60 days. We want to bring new employees in, but we also want a safeguard. Recently 5% of our workforce was out on short-term disability or workmen's compensation and a large portion was from the Maintenance Department (due to the large size of that department).

Commissioner Gehringer referenced the county memorandum dated December 1, 2017, particularly paragraph 13 that we will review the rehiring every 6 months.

Mr. Branch commented that we do not have to follow the county's policy because we are a separate entity. Tracy Khan answered that 30 days was just what the county adopted, it is not a steadfast rule but for finance purposes, it makes it easier on her staff. The pension board would allow us to differentiate from it. However, the 1,000 hours per year is a state requirement.

Commissioner Massey asked if we could include Item 13 from the county memorandum dated December 1, 2017 and that would give us a six-month review to see if we still need that person or should we let them go. Commissioner Massey would also like to see something referring to the equal opportunity hiring practices included in our employee handbook.

Chairperson Elkins paraphrased the Board's requests, The board is fine with the rehiring after 30 days, add in Item 13 from the county memorandum, and add in adherence to the GCRC equal opportunity hiring policy. Chairperson Elkins added that we will send this to legal counsel for review.

ACTION TAKEN – None. Item has been postponed until the June 20, 2023 board meeting so the Board can consult with legal counsel regarding proposed changes made by the board regarding this policy.

Genesee County Road Commission Revised Travel Policy – In a memorandum dated May 17, 2023, staff requested the board adopt the revised Travel Policy to define allowable expenses incurred while traveling on Road Commission business.

Commissioner Massey commented that the revised Travel Policy requires an employee to travel by economy class or most economical mode of transportation. He asked what if economy is not available. Mr. Dellaposta answered that the employee should contact his or her supervisor to tell them about the situation. Mr. Massey asked what if their supervisor is not available. Mr. Peivandi stated that the employee should go up through the chain of command. Mr. Dellaposta added that employees should always obtain the lowest price possible when traveling which is stated in the policy and added that legal counsel has reviewed this policy.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Massey, to approve the Genesee County Road Commission revised Travel Policy.

VOTE ON MOTION:

Yes: Elkins, Lane, Smith, Massey, Gehringer
No: None

MOTION CARRIED.

Administrative Services Contract BCBS of Michigan – In a memorandum dated May 30, 2023, staff recommended the Board approve the BCBS Quarterly Settlement Report for December 2022 to February 2023 and authorize the payment. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the BCBS Quarterly Settlement Report for December 2022 to February 2023 and further, ratify the actions of the Managing Director authorizing the payment of \$367,213 made on June 1 and additionally, authorize the wire transfer of funds to Blue Cross Blue Shield in the amount of \$367,213 each, prior to the first day of July and August of 2023. Funds are available in Department 90.

VOTE ON MOTION:

Yes: Gehringer, Elkins, Lane, Smith, Massey
No: None

MOTION CARRIED.

Genesee Road Storm Sewer Repair Contract Amendment – In a memorandum dated May 30, 2023, staff requested the Board approve the additional drainage work in Genesee Township as part of the Genesee Road Storm Sewer Repairs Contract. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Massey, to approve the additional drainage work in the amount of \$30,000 as part of the Genesee Road Storm Sewer Repairs Contract

and further, authorize the Chairperson to sign the construction modification for and on behalf of the Board of County Road Commissioners. Funds are available in Department 91.

VOTE ON MOTION:

Yes: Lane, Smith, Massey, Gehringer, Elkins
 No: None

MOTION CARRIED.

Issuance of a Purchase Order to Todd Wenzel to purchase Pickup Trucks – In a memorandum dated May 30, 2023, staff requested the Board approve the issuance of a Purchase Order to Todd Wenzel Buick GMC for three (3) 2023 GMC Sierra Pickup Trucks. (Copy filed with official minutes.)

One (1) - 2023 GMC Sierra 1500 Double Cab 4x4 Pickup Truck	\$ 42,816.00
Two (2) - 2023 GMC Sierra 1500 Double Cab 4 x 4 Pickup Truck (TK10753) Includes Convenience Package (\$44,197.55/ea.)	<u>\$ 88,395.50</u>
Total for (3) three 2023 GMC Sierra 1500 Double Cab 4x4 Pickup Trucks (2 with convenience package)	\$131,211.10

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Massey, to approve the issuance of a Purchase Order to Todd Wenzel Buick GMC for (3) three 2023 GMC Sierra 1500 Double Cab Pickup Trucks in an amount of \$131,211.10. Funds are available in Department 30 – Capital Outlay Account, Road Equipment line item. Todd Wenzel Buick GMC will provide an updated EEO plan before a Purchase Order is issued.

VOTE ON MOTION:

Yes: Smith, Massey, Gehringer, Elkins, Lane
 No: None

MOTION CARRIED.

Amendment to Purchase Order for Parts for the Fleet Maintenance & Facilities Department – In a memorandum dated May 30, 2023, staff requested the Board approve the amendment of Purchase Orders for the Fleet Maintenance & Facilities Department. (Copy filed with official minutes.)

<u>PO Number.</u>	<u>Vendor</u>	<u>Increase</u>	<u>Amended Amt.</u>
PO 85610	Truck & Trailer Specialties	\$19,429.70	\$149,429.70
PO 85616	Jensen Bridge & Supply	\$70,213.93	\$250,213.93
PO 85624	Pomp’s Tire Service	\$25,562.63	\$105,262.63
PO 85518	MI CAT	\$ 9,416.14	\$ 24,416.14
PO 85621	D&K Truck Company	\$ 5,544.36	\$ 35,544.36
PO 85461	C&S Motors	\$ 7,043.18	\$ 47,043.18
PO 85641	Vermeer	\$ 1,159.75	\$ 6,159.74
PO 85534	M&K Truck	\$ 1,353.22	\$ 16,353.22
PO 85625	M&K Truck	\$ 4,139.29	\$ 34,139.29

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Smith, to approve the amendment of Purchase Orders for the Fleet Maintenance & Facilities Department. In order to transition from VMI to buying parts as needed, we would be buying the remaining VMI parts inventory due to supply chain shortages. Funds are available in Department 30 for the 2022/2023 fiscal year.

VOTE ON MOTION:

Yes: Massey, Gehringer, Elkins, Lane, Smith

No: None

MOTION CARRIED.

Amendment of Purchase Order Nos. 85524 and 85578 for Electrical Supplies and Light Duty Equipment Parts & Service – In a memorandum dated May 24, 2023, staff requested the Board approve the amendment of Purchase Order No. 85524 issued to McNaughton-McKay for electrical parts and for Purchase Order No. 85578 to Applegate Chevrolet for Lt. Duty Parts and Service. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the amendment of Purchase Order No. 85524, issued to McNaughton-McKay and Purchase Order No. 85578 issued to Applegate Chevrolet as follows:

PO #	Vendor	Description	Increase	Total Amount
#85524	McNaughton-McKay	Electrical Parts	\$15,000	\$30,000
#85578	Applegate Chevrolet	Lt. Duty Parts & Svc	\$15,000	\$30,000

Funds are available in Department 30 for fiscal year 2022/2023 in the parts account.

VOTE ON MOTION:

Yes: Gehringer, Elkins, Lane, Smith, Massey

No: None

MOTION CARRIED.

Amendment to Purchase Order Nos. 85602 to AIS and 86463 to MI CAT – In a memorandum dated May 30, 2023, staff requested the Board approve the amendment of Purchase Order Nos. 85602 and 86463 to cover increased expenses due to increase in cost for parts. (Copy filed with official minutes.)

Director Love-Brezzell commented that Michigan CAT had two engine repairs for graders. Commissioner Massey asked how many miles are on the engines and if we have a policy on when equipment is removed from the fleet. Director Love-Brezzell answered that we measure by hours of usage and stated the 1998 – 2013 Grader has 5,000 hours and the 1992 – 2006 Grader has 9,000 hours. Graders have a longer-term limit because they are not highway driven, ten years is standard for highway trucks but with graders, we typically go for 15 years.

Mr. Dellaposta added that we started leasing our equipment under 7-year leases with the option to purchase after 7 years. Then at the end of the lease, we can determine if we want to renew the lease

or lease new equipment with new technology. Ms. Love-Brezzell stated we have also looked into rebuilding our older graders because when you rebuild we can get new serial numbers and recapitalize the equipment. We currently have 15 motor graders. Commissioner Massey asked how much do we save by leasing. Mr. Dellaposta responded that we have not gone through a full cycle yet, we are only 5 years out with the leasing program so we will not have the numbers yet, we will have to access at the end of the lease. At the end of 7 years, we have three options. We can trade it in, buy out the balloon or option three see what the market value is because the used vehicle market has been up in the last few years.

Commissioner Massey stated that a lot of thought has gone into this to realize a savings. How are employees rewarded when you get savings for the GCRC? Chairperson Elkins asked the Managing Director and Deputy Managing Director to bring a reward system to the board at a later board meeting.

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the amendment of Purchase Order Nos. 85602 and 86463 as follows:

PO #	Vendor	Description	Increase	Total Amount
85602	AIS	Gradall Parts & Service	\$ 45,000	\$105,500
86463	Michigan CAT	HD Equip Repair Parts/Svc	\$100,000	\$260,000

Funds are available in Department 30 in the parts and repair accounts for fiscal year 2022/2023.

VOTE ON MOTION:

Yes: Elkins, Lane, Smith, Massey, Gehringer
 No: None

MOTION CARRIED.

Amendment to Purchase Order Nos. 85476 and 85948 for Maintenance Materials – In a memorandum dated May 25, 2023, staff requested the Board approve the amendment of Purchase Order Nos. 85476 to Michigan Paving & Materials and No. 85948 to Wirt Saginaw Stone Dock. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the amendment of Purchase Orders Nos. 85476 to Michigan Paving & Materials reflecting an increase of \$950,000, raising the total amount to \$1,465,000 and to Purchase Order No. 85948 to Wirt Saginaw Stone Dock reflecting an increase of \$150,000, raising the total amount to \$350,000. Fund are available in Department 20 maintenance materials for fiscal year 2022/2023. Additional funds were needed due to un-anticipated projects.

VOTE ON MOTION:

Yes: Lane, Smith, Massey, Gehringer, Elkins
 No: None

MOTION CARRIED.

Ratification of Voucher Nos. #40922, #40923, #40924, 40925 and #40926 totaling \$2,041,878.66
– (Copies filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Massey, to ratify the following Vouchers totaling \$2,041,878.66:

Voucher #40922 in the amount of \$290,106.18
Voucher #40923 in the amount of \$122,933.22
Voucher #40924 in the amount of \$438,513.84
Voucher #40925 in the amount of \$521,125.83
Voucher #40926 in the amount of \$669,199.59

VOTE ON MOTION:

Yes: Smith, Massey, Gehringer, Elkins, Lane
No: None

MOTION CARRIED.

Managing Director Employment Agreement – Chairperson Elkins stated he passed out the employment agreement for Mr. Peivandi a month ago and he has not received any comments back from Board members so he assumes everyone is okay with the language.

The first sheet has a wage study for Managing Directors - three, four and five county averages. He included rural counties as well as urban counties for comparison. Mr. Peivandi is fine with a one-year contract, he will continue with the same benefits and Mr. Peivandi would like a \$5,000 raise, bringing his compensation moving forward to \$161,750. His review last year was outstanding, the year before that was outstanding, and the previous year was good. This agreement would be effective today.

Commissioner Massey stated he would like to have time to review this agreement, he is not saying that he does not agree with the agreement, he just wants time to review the document. Commissioner Smith echoed Mr. Massey's request explaining that he saw the template but never saw the final agreement with Mr. Peivandi's name on it. Ms. Lane commented that she is fine to proceed with this agreement today. Commissioner Smith said he had met with Chairperson Elkins but he does not recall ever seeing this contract for Mr. Peivandi, but he did see Mr. Dellaposta's agreement.

Commissioner Gehringer asked if it would satisfy the board members, we could review this agreement for two weeks and postpone the discussion item until the June 20, 2023 board meeting.

ACTION TAKEN – None. The Managing Director Employment Agreement is postponed until the June 20, 2023 board meeting.

CONSENT

None.

MANAGING DIRECTOR REPORT

None.

COMMISSIONER'S CONCERNS

Board Meeting Agenda Packets – Commissioner Lane stated in reviewing the minutes, she would like to remind the board members that we also receive the board meeting packet via email copy.

2022 B-1 Contract Amendment, Grand Pointe Boulevard, Grand Blanc Charter Township – Commissioner Lane asked staff why the Grand Pointe Boulevard project was removed from the agenda. Engineering Director Eric Johnston stated that Grand Blanc Township was hoping to have participation from Elga Credit Union and General Motors but were unable to get the participation at this time. Ms. Lane asked if this is a private road, Mr. Johnston replied that it is under the GCRC's jurisdiction and the project has been delayed.

Managing Director's Responsibilities – Commissioner Massey asked what do we expect from the Managing Director. Chairperson Elkins answered that he is in charge of the budgeting process through the department directors, planning, negotiating contracts, etc. Chairperson Elkins added that the Board evaluates his performance on a yearly basis, which we will be distributing his evaluation form at the June 20, 2023 board meeting to the board members.

ADJOURNMENT

Chairperson Elkins, without objection, adjourned the meeting at 11:58 am

Domonique Clemons
Clerk/Register

Linda B. Kossak, Secretary of the
Board of County Road Commissioners
lbk – 6/06/2023