

**GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING**

**JULY 11, 2023**

**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  
Reggie Smith, Commissioner  
Joe Massey, Commissioner  
Chris Gehringer, Commissioner

Others Present: Fred Peivandi, Randy Dellaposta, Tracy Khan, Anthony Branch, Eric Johnston, Kylie Dontje, Kendra Love-Brezzell, Genesee County Road Commission Staff; Clint Carlson, Mary Dillard, Monica Shapiro (Genesee County Residents), Donna Arden, Secretary of the Board of Road Commissioners

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chairperson Elkins.

**APPROVAL OF AGENDA**

July 11, 2023 – Agenda

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Ms. Lane, to approve the agenda for July 11, 2023.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

June 20, 2023 Board Meeting

Commissioner Massey stated that in the public comments section, the comments regarding the DEI speaker should include the racial slur that was used during the speaker’s presentation. Commissioner Massey also stated that someone could question what the questionable words were that were used and the words should be included in the minutes to be transparent.

Managing Director Peivandi added that the Road Commission attorney reviewed the minutes to recommend that the wording ‘racial slur’ be used in place of the actual word. Chairperson Elkins verified that the language in the minutes was provided and approved by the Road Commission attorney. Deputy Managing Director Dellaposta responded that the attorney stated that ‘racial slur’ was more appropriate for the minutes.

Commissioner Massey would like the wording in the minutes changed from ‘inappropriate language’ to ‘racial slur’.

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the amended board meeting minutes for June 20, 2023 with changing ‘inappropriate language’ to ‘racial slur’ in the comments.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

**MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION**

Tuesday, July 18, 2023

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

10:00 a.m. – Board Meeting

**PUBLIC ADDRESS THE BOARD**

Clint Carlson, 7444 Mitchell Drive Swartz Creek, addressed the Board regarding Mitchell Drive be certified as a County Road and placed in the County Road system.

Monica Shapiro, 9413 Burning Tree Drive Grand Blanc, addressed the Board regarding items she believes would improve the Road Commission.

Commissioner Massey questioned Chairperson Elkins responding to public comments in the previous Board meeting, when the Board was told not to comment during public comments.

Chairperson Elkins explained that he had apologized to the public for the incident that was being spoke about by the public and that the Road Commission would make better choices in selecting speakers in the future. Mr. Elkins also added that he got up to speak to an elderly resident after public comments had completed to let them know what he had said. Mr. Elkins felt that he should let the public know that the Board heard what was said and to make a sincere apology to those present.

## **CORRESPONDENCE**

### **INCOMING**

Email correspondence from Kent County Road Commission announcing their grand opening to their new central complex – In an email dated June 8, 2023, Kent County Road Commission extended an invitation to their grand opening of their new central complex on Tuesday, July 11, 2023 at 1:30 p.m. at 1900 4 Mile Road NW, Walker, MI.  
(Copy filed with official minutes.)

MCRCSIP 39<sup>th</sup> Annual Membership Meeting – In an undated email, Mr. Peivandi received the agenda for the MCRCSIP 39<sup>th</sup> Annual Membership Meeting. Mr. Peivandi added that all Board Members are registered and to let him know if they will be attending the conference which is in Mt. Pleasant.  
(Copy filed with official minutes.)

### **OUTGOING**

None.

### **INTERNAL**

None.

### **INFORMATION**

None.

## **BOARD OF ROAD COMMISSIONERS' DECISIONS**

### **DISCUSSION**

Consideration of Adoption by the Board of Road Commissioners - In a memorandum dated June 27, 2023, staff requested the Board adopts the following resolutions concerning, Code of Ethics for Members, Code of Ethics and Standards for GCRC Employees, Code of Civility for Board Members and Employment of Relatives/Family Members. Each resolution was voted on separately.  
(Copy of memorandum filed with official minutes.)

Code of Ethics for members of the Board – In the memorandum stated above, staff recommended the Board adopt the Code of Ethics for Members of the Board of County Road Commissioners.

(Copy of resolution filed with official minutes.)

Commissioner Lane commented of when she started with the Board in 2021, MCRCSIP sent the current Code of Ethics posted on the Board Room wall. She believes that it is a useful tool for government agencies and would like to see the updated Code of Ethics approved by the Board.

Commissioner Massey questioned MCRCSIP preparing a document for the Board. Mr. Elkins replied stating that MCRCSIP prepared these documents for any of the Road Commissions in our state to utilize. MCRCSIP tries to reduce liabilities in all areas of Road Commissions.

Commissioner Massey asked why there wasn't one utilized in the past. Mr. Elkins stated MCRCSIP spent a lot of time researching and developing these documents to be utilized by the Road Commissions. Mr. Massey also asked who enforces the Code of Ethics. Mr. Elkins replied that it is self-enforced by the Board.

Commissioner Massey stated that he hadn't had time to discuss these documents with the Road Commission attorney and would like more time to consult with them before making any decisions. Mr. Elkins added that the attorney has reviewed the documents and has found them to be fine for the Road Commission.

Commissioner Smith asked if the new Code of Ethics is to amend the document from 2021 or to replace that document. Mr. Smith also commented, during the swearing in process, doesn't that clarify that the Board will uphold the ethics to the best of the member's ability. Mr. Elkins replied that this is a new document to replace the current one from 2021 and that the Code of Conduct lets the members know what is expected of us as Board Members. Mr. Smith added that anytime you are in an organization, you are always on the honor system.

Commissioner Gehringer stated he spoke at length with Mr. Massey. Mr. Gehringer stated that in research he found a large document by the insurance company and that document is like the document MCRCSIP is giving Road Commissions to utilize which takes the burden from the Board to show the public that we are upholding standards that are put in place.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to adopt the Code of Ethics for Members of the Board of County Road Commissioners.

VOTE ON MOTION:

Yes: Elkins, Lane, Massey, Smith, Gehringer

No: None

**MOTION CARRIED.**

Code of Ethics and Standards for Employees – In the memorandum stated above, staff

recommended the Board adopt the Code of Ethics and Standards for Road Commission Employees.

(Copy of resolution filed with official minutes.)

Commissioner Massey asked if the existing handbook covers the Code of Ethics for Employees. Mr. Dellaposta replied that the existing handbook does cover this topic, since the handbook is being revised, this more detailed Code of Ethics would be included. Each employee would sign a form stating they received the new Code of Ethics. Mr. Massey asked if the employees have to approve of the document. Mr. Dellaposta replied that the employee signs a form stating they received the document.

Commissioner Gehringer questioned what changed on the new document as compared to the current document. Mr. Dellaposta replied stating the new document has more detail than the current document.

Commissioner Smith asked what will happen to an employee that refuses to sign the form they will be asked to sign. Mr. Dellaposta replied that those cases will be handled individually on a case by case basis. The form the employee will be asked to sign is simply an acknowledgement of receipt of the document.

Commissioner Massey added that he needs time to compare the current Code of Ethics to the new proposed one to understand the changes. He would also like to consult with the Road Commission attorney before voting on this item.

Mr. Peivandi added that the topics discussed today are the exact same topics in the employee handbook which is being updated and revised.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Massey, to adopt the Code of Ethics and Standards for Road Commission Employees.

VOTE ON MOTION:

Yes: Elkins, Lane, Gehringer

No: Smith, Massey

**MOTION CARRIED.**

Code of Civility for members of the Board – In the memorandum stated above, staff recommended the Board adopt the Code of Civility for Members of the Board of County Road Commissioners.

(Copy of resolution filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Massey, to adopt the Code of Civility for the Board of County Road Commissioners.

VOTE ON MOTION:

Yes: Lane, Gehringer, Elkins

No: Massey, Smith

**MOTION CARRIED.**

Employment of Relative/Family Members Policy – In the memorandum stated above, staff recommended the Board adopt the Employment of Relative/Family Members Policy. (Copy of policy filed with official minutes.)

Commissioner Massey questioned why the Road Commission would have this type of policy. Mr. Elkins responded that it is in the employee handbook and the policies are being updated. Mr. Massey stated the he needed more time to review the document before making a decision. He would also like to speak to the Road Commission attorney regarding this document. Mr. Elkins replied that the Board is trying to update these documents to keep up with today's standards. Mr. Massey responded that on these types of topics, he would like to have the attorney present to answer questions during the meeting. Mr. Massey requested to postpone this item until the next meeting.

Commissioner Gehringer added that in any organization, members that take pride in their work and that set standards above and beyond, may like to pass that tradition onto family members. He also added in the future when making updates to documents, make the changes from beginning to the end.

Mr. Dellaposta added that this policy allows the Road Commission to hire family members but they cannot work in the chain of command of one another.

**ACTION TAKEN** – None. The Board will review and consider the policy at the July 18, 2023 Board meeting.

Genesee County Road Commission Board Operating Procedure; Subpoenas, Complaints, Warrants and Other Legal Documents – In a memorandum dated June 27, 2023, staff requested the Board approve the formalized operating procedure to ensure that all legal documents concerning subpoenas, complaints, notices of class action, warrants or other legal documents are correctly followed by members and employees of the Road Commission. (Copy filed with official minutes)

Vice Chairperson Lane recommended that the document be amended to include the Managing Director in all areas stating to contact the General Counsel's Office. This would be to ensure that items are followed up on and to make sure all needed information is supplied to General Counsel.

Commissioner Gehringer added that he agrees with Ms. Lane stating that most employees would not otherwise know who to contact.

Vice Chairperson Lane also noted to make sure to speak with Road Commission attorneys and not any outside attorneys.

Commissioner Massey asked how do the members know that the amendments are put into the document. Chairperson Elkins replied that the documents are signed by the Chairperson and Vice Chairperson and it is their responsibility to make sure that the requested changes are made before signing the document. Mr. Massey asked if the information would be verbatim in the minutes. Mr. Elkins replied, no that the minutes are a summary and that the recording can be used to verify exact verbiage and information.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the amended Genesee County Road Commission Board Operating Procedure; Subpoenas, Complaints, Warrants and Other Legal Documents which will include the addition of notifying the Managing Director in all areas stating the General Counsel’s Office.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Managing Director Employment Agreement – In a memorandum dated June 27, 2023, staff requested the Board approve the Employment Agreement for the Managing Director effective immediately.

(Copy filed with official minutes)

Commissioner Massey suggested that sick leave for all directors match the managing directors sick leave. Mr. Peivandi replied that all directors including managing director currently receive the same Road Commission benefit policy with regards to vacation and pdo. Ms. Lane added that members can’t compare the previous document to the new document as a memo was added to Mr. Peivandi’s contract of which the attorney then added into the new contract.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the Employment Agreement for the Managing Director effective immediately.

VOTE ON MOTION:

Yes: Smith, Elkins, Lane, Gehringer  
No: Massey

**MOTION CARRIED.**

MDOT Contract No. 23-5226, Irish Road Rehabilitation – Lapeer Road to Court Street, Davison Township – In a memorandum dated June 26, 2023, staff requested the Board approve the Michigan Department of Transportation Contract No. 23-5226 – Irish Road Rehabilitation from Lapeer Road to Court Street, Davison Township.

Surface Transportation Program Funds	\$ 1,770,070.00
GCRC Local Share	<u>\$ 442,518.00</u>
<b>Total Project Cost</b>	<b>\$ 2,212,588.00</b>

(Copy of memorandum and contract filed with official minutes)

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the the Michigan Department of Transportation Contract No. 23-5226 for the Irish Road rehabilitation from Lapeer Road to Court Street and further, authorize the Chairperson and Vice Chairperson to sign the attached resolution for and on behalf of the Board of County Road Commissioners. Funds are available in Department 91.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Local Road Agreement for HMA Paving (Hard Surfacing of a Gravel Road), Whitaker Road from Linden Road to Harp Drive, Fenton Charter Township – In a memorandum dated June 28, 2023, staff requested the Board approve the local Road agreement for HMA paving (hard surfacing of a gravel road) on Whitaker Road from Linden Road to Harp Drive in Fenton Charter Township, with the funding as follows:

Fenton Charter Township (Construction)	\$ 311,000.00
GCRC (Fenton Township Allocation Funds)	\$ 95,000.00
GCRC (Construction Engineering)	<u>\$ 60,000.00</u>
<b>Total Project Cost</b>	<b><u>\$ 466,000.00</u></b>

The Preliminary Engineering (Design) has been paid by Fenton Charter Township  
(Copy filed with official minutes)

Commissioner Gehringer asked if the Road Commission is reimbursing Fenton Charter Township for the preliminary engineering design. Mr. Johnston replied that this project was originally designed in 2018/2019. In Road Commission contracts, if the Township cancels the project, they are then invoiced for the expenses incurred on the project to date. The project was bid out twice, the bids were rejected, at which time the Township decided not to go any further. The Road Commission then invoiced the Township for the to date expenses incurred. The project came to the Road Commission again, a revised agreement was created based on the newer costs of the project. The Township will not be charged for any of the current costs.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the local road agreement for HMA paving (hard surfacing of a gravel road) on Whitaker Road from Linden Road to Harp Drive in Fenton Charter Township. Funds are available in Department 91.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Bid Results for and Award of Contract for Whitaker Road from Linden Road to Harp Drive in Fenton Charter Township – In a memorandum dated June 28, 2023, staff requested the Board

approve the low bid from F. Allied Construction Company, Inc. for the Whitaker Road from Linden Road to Harp Drive Project in Fenton Charter Township.  
(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Massey, to approve the low bid of \$405,576.25 from F. Allied Construction Company, Inc. for the Whitaker Road from Linden Road to Harp Drive Project in Fenton Charter Township. Funds are available in Department 91.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

**Bid Results for and Award of Contract for Hill 23 Drive Widening, Mundy Charter Township** – In a memorandum dated June 14, 2023, staff requested the Board approve the low bid submitted by Diamond Excavating Company for the Hill 23 Widening in Mundy Charter Township.  
(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the low bid of \$242,505.00 from Diamond Excavating Company for the Hill 23 Widening in Mundy Township. Funds are available in Department 91.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

**Approval of Consultant for Material Testing for Torrey Road Bridge Replacement, Mundy Township** – In a memorandum dated July 3, 2023, staff requested the Board approve the issuance of a blanket purchase order to PSI for the Material Testing for the Torrey Road Bridge Replacement project in Mundy Township.  
(Copy filed with official minutes)

Vice Chairperson Lane asked if this was due to part of the accident that was on the Hill Road Bridge or is this normal wear and tear on the bridge. Mr. Johnston replied that this is due to normal wear and tear on the bridge due to the bridge being almost 100 years old. The Road Commission was able to get local agency bridge funding for this bridge three years ago so that the bridge could be replaced this year.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the work the issuance of a blanket purchase order to PSI in the amount of \$20,205.90 for the Torrey Road Bridge Replacement project. Funds are available in Department 91.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Approval of Consultant for Construction Inspection, Staking and MDOT Certified Office Tech Services for the Torrey Road Bridge Replacement, Mundy Charter Township – In a memorandum dated July 3, 2023, staff requested the Board approve the issuance of a blanket purchase order to Rowe PSC for construction inspection, staking, and office tech for the Torrey Road Bridge Replacement, Mundy Charter Township.

(Copy filed with official minutes)

Commissioner Gehringer asked about bridge funding applications. Mr. Johnston stated that bridge funding is secured applied for three years in advance of projects. The cost sharing for this funding is 5% Road Commission, 15% State of Michigan, and 80% Federal Government which is for the construction costs of the bridge. The design and construction engineering costs are paid for by the Road Commission.

Commissioner Massey asked how long will it take to replace this bridge. Mr. Johnston replied that it will take a little over three months to replace. Mr. Massey then asked how are the materials ordered with Mr. Johnston replying that the contractor that is doing the project will handle obtaining the materials needed for the project. The Road Commission verifies that the materials selected meet MDOT requirements of the contract.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the issuance of a blanket purchase order in the amount of \$169,619.46 for construction inspection, staking and MDOT certified office tech for the Torrey Road Bridge Replacement project. Funds are available in Department 91.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Approval of Consultant for Construction Inspection, Staking and MDOT Certified Office Tech Services for the Hogan Road Bridge Replacement, Fenton Charter Township – In a memorandum dated July 3, 2023, staff requested the Board approve the issuance of a blanket purchase order to Rowe PSC for construction inspection, staking, and office tech for the Hogan Road Bridge Replacement, Fenton Charter Township.

(Copy filed with official minutes)

Mr. Peivandi asked if the Road Commission has an agreement with Fenton Charter Township for this project. Mr. Johnston stated that the Road Commission does have an agreement with Fenton Charter Township.

Commissioner Gehringer added to make sure that Fenton Charter Township is added to the memorandum in place of Argentine Township that is currently on the memorandum.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the issuance of a blanket purchase order in the amount of \$113,774.42 for construction inspection, staking and MDOT certified office tech for the Hogan Road Bridge Replacement project. Funds are available in Department 91.

VOTE ON MOTION:

Yes: Lane, Massey, Gehringer, Smith, Elkins

No: None

**MOTION CARRIED.**

Approval of Consultant for Construction Inspection and Staking for the River Road High Friction Surface Treatment (Curve 1300' north of Beecher Road), Flint Charter Township – In a memorandum dated July 3, 2023, staff requested the Board approve the issuance of a blanket purchase order to SDA (Spalding DeDecker Associates) for construction inspection and staking for the River Road high friction surface treatment (curve 1300' north of Beecher Road), Fenton Charter Township.

(Copy filed with official minutes)

Commissioner Gehringer asked if Mr. Johnston could explain what a high friction surface is. Mr. Johnston explained that even with advisory signage that may state what the maximum speed should be around a curve, motorists may exceed that amount which can cause them to leave the roadway. With a high friction surface, which is a very highly crushed rock material, there is an increase in the friction between the roadway and the tire by ten times or more than regular material. This roadway is marked as a 35-mph curve but with the high friction surface, vehicles could potentially travel up to 55 mph and stay on the roadway. This project is being paid for by Federal Safety Funds because of accidents that have occurred on this section of roadway. Mr. Peivandi added that this is a very inexpensive safety improvement.

Commissioner Massey asked if high friction surfaces are done on roundabouts. Mr. Johnston replied that they are not utilized on roundabouts due to them being designed for the speeds that are posted. High friction surfaces are not needed in roundabouts.

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the issuance of a blanket purchase order in the amount of \$29,690.14 for construction inspection and staking for the River Road High Friction Surface Treatment Project. Funds are available in Department 91.

VOTE ON MOTION:

Yes: Massey, Gehringer, Smith, Elkins, Lane

No: None

**MOTION CARRIED.**

Approval of Consultant for Construction Inspection and Staking for the Morrish Road and Lennon Road Roundabout project, Clayton Township – In a memorandum dated July 3, 2023, staff requested the Board approve the issuance of a blanket purchase order to OHM Advisors for construction inspection and staking for the Morrish Road and Lennon Road Roundabout project, Clayton Township.

(Copy filed with official minutes)

Commissioner Gehringer cautioned that when the safety/construction signs are installed to make sure that there are no trees blocking the signs. Mr. Johnston replied that the Road Commission will go out and take a look at the area.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the issuance of a blanket purchase order in the amount of \$81,461.69 for construction inspection and staking for the Morrish Road and Lennon Road Roundabout project, Clayton Township. Funds are available in Department 91.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Salt Agreement between Genesee County Road Commission and Grand Blanc Charter Township – In a memorandum dated June 19, 2023, staff requested the Board approve the Salt Agreement between the Genesee County Road Commission and Grand Blanc Charter Township to supply up to three hundred tons of salt per winter season at no charge to the Township. This agreement shall renew annually on June 1 of each year unless either party presents a Dissolution of Agreement prior to June 1 of any given year.

(Copy filed with official minutes)

Commissioner Gehringer asked if putting an overabundance of salt on the Townships subdivisions in years past, before a limit was set, led to the poor conditions of these subdivision streets today. Mr. Branch agreed stating he agrees that is what caused the poor conditions of these roadways we are seeing now. If higher volumes of salt are applied, then what happens is this turns to salt water which seeps into the cracks or seams in the roadway, freezes, and then heaves up the roadway causing potholes.

Chairperson Elkins asked how many years has the Road Commission been doing an agreement like this with Townships. Mr. Branch replied at least over 30 years, not previously in writing.

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Ms. Lane, to approve the Salt Agreement between the Genesee County Road Commission and Grand Blanc Charter Township to supply up to three hundred tons of salt per winter season at no charge to the Township

VOTE ON MOTION:

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

**MOTION CARRIED.**

Amendment of Purchase Order No. 85970 for Soffit Installation – In a memorandum dated June 13, 2023, staff requested the Board approve the amendment of Purchase Order 85970 to White Pine Building & Development reflecting an increase of \$2,900.00 to make additional repairs of blocking off soffits on the front and rear gables to prevent birds from nesting in barn, Montrose Garage Salt Barn.

(Copy filed with official minutes)

Commissioner Gehringer stated the members received a copy of the original estimate for \$19,000 and why did the vendor not see the additional work that needed to be done. Ms. Love-Brezzell replied that when the salt barn was originally constructed, the contractor used osb boards instead of 2X4 boards which created a constant problem with birds pecking through the osb and gaining access to the rafters to make nests. The prebid from February 2023 was just to fix the soffit, at that time there was no discussion about fixing the soffit due to damages caused by birds. The Montrose Garage Supervisor asked if some boards could be put up to stop the birds from getting into the rafters. White Pine Building & Development then wrote the estimate for an additional \$2,900 to stop the birds from entering. The gable ends need these repairs before the soffits are repaired. Ms. Love-Brezzell added that even with the additional \$2,900 the overall cost is still less than the second low bidder.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the amendment of Purchase Order 85970 to White Pine Building & Development reflecting an increase of \$2,900.00. Funds are available in Department 30.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Board Approval to Purchase a 2023 Bandit 15” Drum Style Chipper – In a memorandum dated June 13, 2023, staff requested the Board approve the issuance of a purchase order to Bandit Industries for the purchase of a 2023 Bandit Chipper.

(Copy filed with official minutes)

Commissioner Massey asked how long does a chipper of this type usually last. Ms. Love-Brezzell replied the previous one lasted over 15 years. These are not used on a daily basis, so the equipment lasts longer than other equipment that is used on a regular basis.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the issuance of a Purchase Order to Bandit Industries in the amount of \$51,612.00 for the purchase of a 2023

Bandit Chipper. Funds are available in Department 30.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Board Approval to Purchase an Interstate 40DLA Trailer – In a memorandum dated June 14, 2023, staff requested the Board approve the issuance of a Purchase Order to Flint New Holland for the purchase of an Interstate 40DLA Commercial Tag Trailer.

(Copy filed with official minutes)

Commissioner Massey asked how long do these types of trailers last. Ms. Love-Brezzell responded stating that these types of trailers can last up to 20 years or more. Mr. Massey then asked if renting trailers was ever an option. Mr. Dellaposta responded stating that in certain instances trailers are rented but each district garage has their own assigned to them.

Commissioner Gehringer asked if this trailer will have undercoating or powder coating added to the trailer to help it last longer. Mr. Dellaposta replied that this trailer will have undercoating applied and the Fleet Maintenance Department will also inspect the trailer once received and add any additional undercoating in areas the manufacturer may not have undercoated. These trailers are made by the manufacturer for all over and they may not consider undercoating in places that may need it due to Michigan winters. Mr. Gehringer then asked if the Fleet Maintenance Department has a sandblaster on site. Mr. Dellaposta responded that the Fleet Maintenance Department does have one on site.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the issuance of a Purchase Order to Flint New Holland in the amount of \$26,490.00 for the purchase of an Interstate 40DLA Commercial Tag Trailer. Funds are available in fiscal year 2023/2024 Department 30 budget.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Board Approval to Purchase a Skid-Mounted Anti-Ice Tank Assembly – In a memorandum dated June 13, 2023, staff requested the Board approve the issuance of a Purchase Order to Truck & Trailer Specialties to purchase and have installed on Skid-Mounted Anti-Ice Tank Assembly with Boom Kit.

(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the issuance of a Purchase Order to Truck & Trailer Specialties in the amount of \$34,665.00 to purchase and have

installed one Skid-Mounted Anti-Ice Tank Assembly with Boom Kit. Funds are available in Department 30.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Board Approval to Purchase a 2023 Elgin Eagle Mechanical Sweeper – In a memorandum dated June 14, 2023, staff requested the Board approve the issuance of a Purchase Order to Bell Equipment Co. to purchase a 2023 Elgin Eagle Mechanical Street Sweeper.  
(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the issuance of a Purchase Order to Bell Equipment Co. in the amount of \$397,960.00 to purchase a 2023 Elgin Eagle Mechanical Street Sweeper. Funds are available in the fiscal year 2023/2024 Department 30 budget.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Board Approval for Frame Repair on Equipment No. 1316 Western Star 4900 Truck – In a memorandum dated June 14, 2023, staff requested the Board approve the issuance of a Purchase Order to Truck Collision Services for frame repair on equipment #1316.  
(Copy filed with official minutes)

Vice Chairperson Lane asked if the employee involved in the accident was alright. Ms. Love-Brezzell responded that the employee is alright.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Massey, to approve the issuance of a Purchase Order to Truck Collision Services in the amount of \$35,322.82 for frame repair on equipment #1316. Funds are available in Department 90.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Board Approval to Purchase a Topcon RD-MC Paving Kit for Cat E-Series Paver and Topcon RD-M1 Road Scanning Kit to Upgrade Current Paver – In a memorandum dated June 27, 2023, staff requested the Board approve the issuance of a Purchase Order to AIS Construction

Equipment for the purchase and installation of one Topcon RD-MC Paving Kit for Cat E-Series on current paver #2116 and Topcon RD-M1 Road Scanning Kit.  
(Copy filed with official minutes)

Commissioner Gehringer asked if a warranty is included with the purchase. Ms. Love-Brezzell responded that a two to three warranty is included and she will let the Board know the exact length of the warranty.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Massey, to approve the issuance of a Purchase Order to AIS Construction Equipment in the amount of \$191,067.00 for the purchase and installation of one Topcon RD-MC Paving Kit for Cat E-Series on current paver #2116 and Topcon RD-M1 Road Scanning Kit. Funds are available in Department 30.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Amendment to Purchase Order No. 85518 and No. 85621 – In a memorandum dated June 26, 2023, staff requested the Board approve the amendment of Purchase Orders as noted:

PO#	Vendor	Item	Previous Amount	New Amount
85518	MI Cat	Cat Parts	\$24,416.14	\$40,000.00
85621	D& K Truck Company	Med/HD Brake Parts	\$35,544.36	\$50,544.36

(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the amendment of Purchase orders #85518 reflecting an increase of \$15,583.86 and #85621 reflecting an increase of \$15,000.00. Funds are available in Department 30.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Amendment to Purchase Order No. 85634 for Hardware and Electrical Supplies – In a memorandum dated June 26, 2023, staff requested the Board approve the amendment of Purchase Order 85634 issued to Fastenal.

(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the issuance of the amendment of Purchase Order 85634 issued to Fastenal reflecting an increase of \$1,500.00. Funds are available in Department 30.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Amendment to Purchase Order Nos. 85583, 85516, 85559 and 85636 – In a memorandum dated June 27, 2023, staff requested the Board approve the amendment of Purchase Orders as noted:

PO#	Vendor	Item	Previous Amount	New Amount
85583	Auto Value	Lt Duty Truck Parts	\$15,000.00	\$16,500.00
85516	Bell Equipment	HD Repair Serv. & Parts	\$15,000.00	\$16,500.00
85559	Goyette Mechanical	HVAC Parts & Serv.	\$15,000.00	\$16,500.00
85636	Mid State Bolt & Screw	Misc. Hardware & Parts	\$15,000.00	\$16,500.00

(Copy filed with official minutes)

Commissioner Gehringer asked if these bids are still below what the second lowest bidder had initially bid. Ms. Love-Brezzell responded that in our purchasing policy, a purchase order can be amended and increased by 10% without going back through the bid process.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the amendment of Purchase orders 85583, 85516, 85559 and 85636, each reflecting an increase of \$1,500.00. Funds are available in Department 30.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Board Approval to Purchase a 2023 Cat BA3024V Hydraulic Angle Broom – In a memorandum dated June 26, 2023, staff requested the Board approve the issuance of a Purchase Order to Michigan Cat for the purchase of one 2023 Cat Hydraulic Angle Broom.

(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the issuance of a Purchase Order to Michigan Cat in the Amount of \$20,403.58 for the purchase of one 2023 Cat Hydraulic Broom. Funds are available in Department 30.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Ratification of Vouchers Nos. 40931, 40932, 40933, 40934 and 40935 totaling \$3,007,733.74 - (Copies filed with official minutes.)

Commissioner Massey asked how many employees look at the vouchers. Ms. Kahn replied that it is processed through 4 individuals before being placed on the Board Agenda. Ms. Kahn added that she also reviews them again when she prepares the budget comparisons and she can also correct any errors to account charges at that time.

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Ms. Lane, to ratify the following Vouchers totaling \$3,007,733.74:

Voucher #40931 in the amount of \$458,115.49  
Voucher #40932 in the amount of \$829,983.97  
Voucher #40933 in the amount of \$564,663.61  
Voucher #40934 in the amount of \$166,506.59  
Voucher #40935 in the amount of \$988,464.08

VOTE ON MOTION:

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

**MOTION CARRIED.**

**CONSENT**

Temporary Traffic Control Order Ally Challenge Senior PGA Golf Tournament – In a memorandum dated June 22, 2023, staff requested the Board approve the temporary traffic control orders for the time period from August 21, 2023 through August 27, 2023.  
(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the temporary traffic control orders for the time period from August 21, 2023 through August 27, 2023.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Equipment #1835, 2004 Trailer Trail King TK18 to be auctioned on the Government Internet Auction Website – In a memorandum dated June 15, 2023, staff requested the Board approve the 2004 Trailer Trail King TK18 with equipment #1835 be auctioned as conveyed in the Board approved GCRC Disposal of Surplus Equipment and Personal Property Policy.  
(Copy filed with official minutes)

Commissioner Massey asked how the auctions take place. Mr. Dellaposta replied that the auctions are done online through GovDeals.

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the 2004

Trailer Trail King TK18 with equipment #1835 be auctioned as conveyed in the Board approved GCRC Disposal of Surplus Equipment and Personal Property Policy.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Removal of Equipment Item #2543 (Unrepairable) from all GCRC records – In a memorandum dated June 15, 2023, staff requested the Board approve the removal of sold and unrepairable equipment #2543, 2004 Stihl FS110 String Trimmer, from all Genesee County Road Commission records.

(Copy filed with official minutes)

Commissioner Massey asked what is meant by removing from all Road Commission records. Ms. Love-Brezzell replied that the equipment is moved from an active status to an inactive status in the Road Commission software system.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the removal of sold and unrepairable equipment #2543, 2004 Stihl FS110 String Trimmer, from all Genesee County Road Commission records.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Work Requests for Mt. Morris Township – In memorandums dated June 27, 2023, staff requested the Board approve the following work requests for Mt. Morris Township:

<u>Road Name</u>	<u>Work Type</u>	<u>Total Project Cost</u>
Pinegate Dr.-Pasadena to Highland Shores	Milling & Paving	\$50,994.70
Kimberly Woods Ct.-Millwood to the Blvd	Milling & Paving	\$22,461.45
Camellia Dr.-Oleander to Palmetto AND Palmetto Dr.-Camellia to Flamingo	Milling & Paving	\$135,842.74
Orange Blossom Dr.-Cypress to Flowerday	Milling & Paving	\$26,222.08
Pinehill Pl.-Pasadena to Apple Hill	Milling & Paving	\$29,785.79
Webster Rd.-Carpenter to Oleksyn	Paving Overlay	\$44,261.13
Wayburn Ave.-Frances to Mt. Morris	Aggregate Resurfacing	\$12,955.75
Roosevelt Ave.-Benson to Woolfit	Aggregate Resurfacing	\$18,714.80
Woolfit Ave.-Roosevelt to Haven	Aggregate Resurfacing	\$32,834.47

(Copy filed with official minutes)

Vice Chairperson Lane asked if any of these were going to be special assessment districts (SAD). Mr. Branch responded that Mt. Morris Township is utilizing their ARPA funds they have received from the government.

Commissioner Massey asked how long does a milling machine last. Mr. Branch responded replied that the milling is contracted out to a contractor. The machine is very costly to maintain and is more economical to contract the work out to a contractor.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the above work requests for Mt. Morris Township. Mt. Morris Township is paying 100% of all of the listed project costs.

VOTE ON MOTION:

Yes: Elkins, Lane, Massey, Gehringer, Smith

No: None

**MOTION CARRIED.**

Work Requests for Clayton Township – In memorandums dated June 21, 2023, staff requested the Board approve the following work requests for Clayton Township:

<u>Road Name</u>	<u>Work Type</u>	<u>Total Project Cost</u>
Bristol Rd.-Sheridan to Duffield	Roadside Ditching	\$49,387.64
Calkins Rd.-Van Vleet to Seymour	Roadside Ditching	\$23,228.69
Beecher Rd.-Van Vleet to Seymour	Roadside Ditching	\$11,080.27

(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the above work requests for Clayton Township. Clayton Township is paying 100% of all of the listed project costs.

VOTE ON MOTION:

Yes: Smith, Elkins, Lane, Massey, Gehringer

No: None

Work Requests for Fenton Township – In memorandums dated June 13, 2023, staff requested the Board approve the following work requests for Fenton Township:

<u>Road Name</u>	<u>Work Type</u>	<u>Twp Share</u>	<u>GCRC Share</u>	<u>Total Project Cost</u>
Dalhart Dr.	Aggregate Resurfacing	\$10,084.25	\$10,084.25	\$20,168.50
Roberts Dr. & Lakeview Dr.	Aggregate Resurfacing	\$13,807.55	\$13,807.22	\$27,615.09

(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the above work requests for Fenton Township.

VOTE ON MOTION:

Yes: Massey, Gehringer, Smith, Elkins, Lane

No: None

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Ray Road from Torrey Road West to US-23, Fenton and Mundy Townships – In a memorandum dated June 13, 2023, staff requested the Board approve the work request for Aggregate Resurfacing on Ray Road from Torrey Road West to US-23, Fenton and Mundy Townships, with the funding as follows:

Mundy Township	\$ 8,177.31
Fenton Township	\$ 8,177.31
GCRC	<u>\$16,354.63</u>
Total project cost	\$32,709.25

(Copy filed with official minutes)

Commissioner Gehringer asked if there were action documents from the Townships attached. Mr. Branch stated there wasn't but he would provide them to the Board.

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Ms. Lane, to approve the work request for aggregate resurfacing on Ray Road from Torrey Road West to US-23, Fenton and Mundy Townships pending receipt of the board minutes from Mundy and Fenton Township.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Work Request for Mowing at Various Locations, Village of Otter Lake – In a memorandum dated June 14, 2023, staff requested the Board approve the work request for mowing at various locations, Village of Otter Lake, with the funding as follows:

Village of Otter Lake	\$4,400.74
GCRC	<u>\$ 0.00</u>
Total project cost	\$4,400.74

(Copy filed with official minutes)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the work request for mowing at various locations, Village of Otter Lake. Village of Otter Lake is paying 100% of the project cost.

VOTE ON MOTION:

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

**MOTION CARRIED.**

## MANAGING DIRECTOR REPORT

Mr. Peivandi reminded the Board that the Managing Director's evaluation is due the end of July.

Any Board Member that would need to stay over at the MCRSIP Conference in Mt. Pleasant, let Mr. Peivandi know so arrangements can be made. Also, at the conference on July 19<sup>th</sup> in the morning is a Commissioner's Meeting before the start of the conference.

## **COMMISSIONERS' CONCERNS**

Vice Chairperson Lane commented on the two residents that spoke to the Board during public addressing the Board. She asked if the Managing Director or Deputy Managing Director had any comments that would be helpful to the Board. Mr. Peivandi replied that the procedure for taking a private road into the county public road system is the plans must first be approved by all local government entities (road commission, drain commission, etc.), then the request to go to the State of Michigan for final approval/disapproval. The State of Michigan would then notify the Road Commission of the approval and then the Road Commission can take over the roadway and put it into the public system. In this case the Road Commission never received the final approval for this roadway. Mr. Peivandi added that in past practice, the road should have originally been built to Road Commission standards, in this case the roadway was up to Road Commission standards. Mr. Peivandi let the Board know that he will schedule a meeting with the Township and see if it is possible to pass a special assessment to allow for all of the subdivision to be repaired and not just this one section that remains private. Ms. Lane stated that she spoke to the resident before the meeting and he was told that this roadway needs to be milled and repaved due to its current condition.

Commissioner Gehringer added that the issue is that in 2008 when this roadway went through the initial process of becoming a public roadway it was a brand new now and now the road had deteriorated and the roadway needs repair. Mr. Johnston added that it was approved by the State of Michigan, but the Road Commission never received the paperwork. Mr. Massey asked how many homes were on this street. Mr. Peivandi replied that there are five homes on this street.

Commissioner Smith asked for follow up on the DEI speaker and if measures were in place so this does not happen again in the future. Mr. Elkins replied that he talked with Dr. Brown (County Commissioner) and she is going to provide information along with attending some meetings with the County. Mr. Dellaposta stated they will be attending a meeting with the County DEI Committee and also taking the recommendations from Dr. Brown on a new speaker for the Road Commission's DEI training. Mr. Dellaposta stated once all of the information is gathered, he will come back to the Board with the recommendation of how to proceed with future DEI trainings.

Mr. Peivandi commented on Ms. Shapiro's comments and he does not suggest changing the Road Commission mission statement and also nonmotorized pathways attached to the roadways due to the safety of the public that would be using these pathways on roads with higher speed limits than what would be on a city street. As far as ADA compliance, Mr. Peivandi added, is currently taking place especially on projects with Federal funding.

## **ADJOURNMENT**

Chairperson Elkins, without objection, adjourned the meeting at 1:05 p.m.

DOMONIQUE CLEMONS  
Clerk/Register

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Donna Arden, Secretary of the  
Board of County Road Commissioners

/da

7/11/2023