

**GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING**

**August 01, 2023**

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

Others Present: Fred Peivandi, Randy Dellaposta, Eric Johnston, Anthony Branch, Tracy Khan, Kylie Dontje, (Genesee County Road Commission Staff), Arthur Woodson, Barbara Holder, Brian Sepanak, M. Keller, Shumar Williams, Crystal Brown, Linda Mayfield, Michael Matthews, Sonya Ashby (Genesee County residents), Mark Rochford, Baker Tilly Investment Services (via Zoom), Linda Kossak, Secretary of the Board of Road Commissioners

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chairperson Elkins.

**APPROVAL OF AGENDA**

August 01, 2023 –Agenda

Chairperson Elkins amended the agenda with the addition of the Managing Director’s summary evaluation under X. B. Consent B4.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the August 01, 2023 amended agenda with the addition the Managing Director’s summary evaluation under Consent B4.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

July 11, 2023 Board Meeting Minutes

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the July 11, 2023 board meeting minutes.

**VOTE ON MOTION:**

Yes: Lane, Gehringer, Smith, Massey, Elkins

No: None.

**MOTION CARRIED**

**APPROVAL OF MINUTES**

July 18, 2023 Board Meeting Minutes

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the July 18, 2023 board meeting minutes.

**VOTE ON MOTION:**

Yes: Gehringer, Smith, Massey, Elkins, Lane

No: None.

**MOTION CARRIED.**

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

Tuesday, August 01, 2023

Presentation by GCRC Investment Consultant via ZOOM (after Public Address the Board)

Tuesday, August 08, 2023

9:00 a.m. – Commissioner’s Budget Workshop

Tuesday, August 15, 2023

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

10:00 a. m. – Board Meeting

**PUBLIC ADDRESS THE BOARD**

Ms. Barb Holder, Flint Township presented follow up questions she had for the board regarding the DEI Training complaints.

Mr. Arthur Woodson, Flint, MI spoke to the Board regarding the DEI Training and Employment of Relative/Family Members Policy that is in the agenda packet.

## **PRESENTATION**

Mr. Mark Rochford, Business Development Manager with Baker Tilly Investment Services gave an overview of the work they do with public sector organizations as well as the Genesee County Road Commission to help them improve investment returns on reserve funds and invest money for construction fund accounts. Mr. Rochford explained that any funds they invest for the GCRC must be permissible under Michigan Public Act 20 and allowable under the current Genesee County Road Commission Investment Policy. Mr. Rochford explained that they try to preserve the GCRC's cash flow so it is readily available for construction projects. Mr. Rochford added that many of GCRC's investments are in securities and bonds but when the bond market is down, they may invest some funds in commercial papers that are A1 or P1 or better.

Commissioner Massey asked for clarification on commercial paper investments. Mr. Rochford explained that commercial paper is a short-term debt instrument issued by corporations such as Caterpillar. It is typically used to finance short-term liabilities such as their payroll or accounts payable.

Commissioner Smith asked if our investments are down, does the investment advisor contact us to suggest a different investment. Ms. Khan stated yes they do reach out frequently to advise us on our investments.

Commissioner Gehringer asked Finance Director Tracy Khan what is Baker Tilly's fee for their investment services. Ms. Khan stated she would get back to the board with that amount.

## **CORRESPONDENCE**

### **INCOMING**

None.

### **OUTGOING**

None.

### **INTERNAL**

Proposed Budget for Fiscal Year ending September 30, 2024 – Included in the board packet is the proposed budget for fiscal year ending September 30, 2024 for review prior to the August 08, 2023 Commissioner's Budget Workshop. (Copy filed with official minutes.)

GCRC Investment Policy – Included in the board packet for review, is a copy of the Genesee County Road Commission Investment Policy, which was approved by the board on November 05, 2019. (Copy filed with official minutes.)

## **INFORMATION**

None.

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

## **DISCUSSION**

GCRC Employment of Relative/Family Members Policy – In a memorandum dated July 12, 2023, staff requested the Board adopt the Employment of Relatives/Family Members Policy. (Copy filed with official minutes.)

Commissioner Massey commented that he had talked to our attorney about this policy and he said there was legally nothing wrong with the policy. However, Mr. Massey commented that he has read both policies, the current policy and the new suggested policy. The new policy has some changes – the chain of command was taken out. His interpretation of this policy is that it has a lot of racism in it. It is not the same policy that we have used over the years and he feels this policy, as it is written, will suppress the minority from working at the road commission down the road. Mr. Massey added that this board is under a lot of scrutiny and he questions policies that are written without the board members.

Chairperson Elkins stated that we do not have to approve this policy today; we can sit down with the Managing Director and Deputy Managing Director and discuss it. Mr. Elkins suggested that we could also have a special workshop before the budget meeting to discuss this policy. Board members were agreeable to a special board workshop to discuss this policy.

Commissioner Smith agreed that this policy has been condensed down from the present policy and he does not understand why we cannot just keep the current policy that is currently in place. Mr. Gehringer asked if it would be detrimental if we kept the current policy. Mr. Elkins replied no it would not. Commissioner Gehringer said he realizes that this is a statewide policy but have they taken the time to read our current policy, which is well written and self-explanatory. Chairperson Elkins asked for a motion to keep the current policy we have in place.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Smith, to leave the existing Employment of Relative/Family Members Policy in place.

### **VOTE ON MOTION:**

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

### **MOTION CARRIED.**

GCRC Personal Protective Equipment Reimbursement Policy – In a memorandum dated July 12, 2023, staff requested the Board adopt the Personal Protective Equipment Reimbursement Policy. (Copy filed with official minutes.)

Commissioner Massey asked if there is an existing policy. Mr. Dellaposta answered that there is an existing policy (starting on page 38 of the employee handbook) however there is no existing policy regarding reimbursement to employees for personal protective equipment.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Ms. Lane, to adopt the Genesee County Road Commission Personal Protective Equipment Reimbursement Policy.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Local Road Agreement for Roadway Reconstruction, Grove Park Road and Haddon Street, Fenton Charter Township – In a memorandum dated July 25, 2023, staff requested the Board approve the local road agreement with Fenton Charter Township for roadway reconstruction of Grove Park Road and Haddon Street, Fenton Charter Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the local road agreement with Fenton Charter Township for the roadway reconstruction of Grove Park Road and Haddon Street and further, authorize both the Chairperson and Vice Chairperson to sign the agreement on behalf of the Board of Road Commissioners. Staff will obtain a signed copy of the township minutes approving this local road agreement with the funding as follows:

Fenton Charter Twp. (Construction costs)	\$570,000.00
GCRC (Fenton Twp. Allocation – Grove Park)	\$ 30,000.00
GCRC (Engineering & Inspection)	<u>\$150,000.00</u>
Total Project Cost	\$750,000.00

VOTE ON MOTION:

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

**MOTION CARRIED.**

Bid Results and Award of Contract for Concord Green Subdivision, Grand Blanc Charter Township – In a memorandum dated July 26, 2023, staff requested the Board accept the low bid submitted by Hutch Paving, Inc. for the rehabilitation of the Concord Green Subdivision in Grand Blanc Charter Township. (Copy filed with official minutes.)

Commissioner Lane stated that for clarification purposes she wanted the Board to know that Concord Green Subdivision is her subdivision that she lives in and added that she will be paying close attention to the progress during construction. In addition, Ms. Lane wanted to compliment Design Department Manager Richard Hill and his staff for a fantastic job designing and cost estimating this project.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Ms. Lane, to accept the low bid of \$586,960.00 submitted by Hutch Paving Inc. for the rehabilitation of the Concord Green Subdivision in Grand Blanc Charter Township and further, authorize the Chairperson and Vice Chairperson to sign the contract after staff has received and accepted the contract, bonds, insurance and approval of their EEO Plan. Per GCRC Policy, Grand Blanc Township will contribute to funding 90% of the construction cost and GCRC will provide 10% of the as-bid construction cost, per Township use of GCRC Subdivision Allocation.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Amendment to Existing Consultant Construction Inspection Purchase Order Peninsular Drive Resurfacing – In a memorandum dated July 24, 2023, staff requested the Board approve the amendment of Blanket Purchase Order No. 86070 for construction inspection services for the Peninsular Drive Resurfacing project. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the amendment of Blanket Purchase Order No. 86070 for an additional \$1,500 to cover the cost of the additional inspection time provided by Fleis & VandenBrink Engineering, Inc. for construction inspection services for the Peninsular Drive Resurfacing project to oversee the job to its completion. Funds are available in Department 91 in fiscal year 2022-2023.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Amendment to Existing Consultant Construction Inspection & Staking Purchase Order – Hill Road Traffic Adaptive Signals, Fenton Road to Saginaw Road – In a memorandum dated July 24, 2023, staff requested the board approve the amendment of the Blanket Purchase Order No. 85973 for the Hill Road Traffic Adaptive Signals, Grand Blanc Charter Township.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the amendment of the Blanket Purchase Order No. 85973 for an additional \$22,803.36 for Rowe PSC to perform design services for the signal timing permits at Hill Road Traffic Adaptive Signals, Fenton Road to Saginaw Road and cover the additional inspection and testing costs due to the replacement of the damaged sanitary sewer main. Funds are available in Department 91 in fiscal year 2022-2023 to cover these costs.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Amendment of Purchase Order No. 85622 to Flint New Holland for Tiger/New Holland Parts – In a memorandum dated July 20, 2023, staff requested the board approve the amendment to Purchase Order No. 85622 to cover increased purchases of Tiger/New Holland Parts. (Copy filed with official minutes. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the amendment to

Purchase Order No. 85622 to Flint New Holland reflecting an increase of \$15,000 raising the total amount to \$85,000.00 to cover increased purchases of parts to repair Tiger Mowers and New Holland Tractors. Funds are available in Department 30, fiscal year 2022/2023.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Amendment to Purchase Order No. 85475 to Great Lakes Chloride for Calcium Chloride – In a memorandum dated July 19, 2023, staff requested the board approve the amendment of Purchase Order No. 85475 for to Great Lakes Chloride for Calcium Chloride. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the amendment of Purchase Order No. 85475 to Great Lakes Chloride for calcium, chloride reflecting an increase of \$300,000 raising the total amount of \$1,675,000.00. Funds are available in Department 20 – Maintenance in fiscal year 2022/2023.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Ratification of Voucher Nos. #40940, #40941, #40942, #40943 and #40944 totaling \$2,750,117.57 – (Copies filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to ratify the following Vouchers totaling \$2,750,117.57:

- Voucher #40940 in the amount of \$1,182,385.02
- Voucher #40941 in the amount of \$138,416.84
- Voucher #40942 in the amount of \$531,200.54
- Voucher #40943 in the amount of \$375,846.21
- Voucher #40944 in the amount of \$522,268.96

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

## CONSENT

Adoption of Roads into the County Road System, Mitchell Drive, Skylar Court and Walkabout Lane, Section 17, Mundy Township – In a memorandum dated July 20, 2023, staff requested the Board approve the resolution adopting roads into the Local Road System in Genesee County. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the resolution adopting roads into the Local Road System, Section 17, Mundy Township of Genesee County, Michigan. The roads have been completed to Genesee County Road Commission standards and are open to traffic and the right-of-way is dedicated on the final plat.

### **Reserve No. 3**

Mitchell Drive, Skylar Court and Walkabout Lane, Section 17, Mundy Township

#### VOTE ON MOTION:

Yes: Gehringer, Smith, Massey, Elkins, Lane

No: None

#### **MOTION CARRIED.**

Traffic Control Order for Reserve No. 3 – Section 17 of Mundy Township – In a memorandum dated July 20, 2023, staff has requested the board approve the placement of traffic control for Reserve No. 3 – Section 17 of Mundy Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey to approve the placement of traffic control for Reserve No. 3 – Section No. 17 of Mundy Township:

1. YIELD – Mitchell Drive@Walkabout Lane
2. YIELD – Skylar Court@Walkabout Lane

#### VOTE ON MOTION:

Yes: Smith, Massey, Elkins, Lane, Gehringer

No: None

#### **MOTION CARRIED.**

Government Internet Auction for Equipment Item No. 00384 (21877) – Kustom Signals Hand Held Radar Model HR-8 – In a memorandum dated July 24, 2023, staff requested the board authorize the engineering Department to place equipment Item No. 00384 in the Government Internet Auction. (Copy filed with official minutes.)

Commissioner Gehringer asked if we could place photos of the auctioned items in the board packet moving forward. Staff commented that they could.



**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to authorize the Engineering Department to place Equipment Item No. 00384 (21877), Kustom Signals Hand Held Radar Model HR-8 in the Government Internet Auction.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Managing Director Summary Evaluation – Chairperson Elkins distributed the Managing Director’s summary evaluation from the Board. The total average score for Mr. Peivandi’s job performance totaled 94.098 points (90 to 100) outstanding job. Chairperson Elkins congratulated the Managing Director as well as the board members for turning their evaluations on time. Mr. Peivandi thanked the Board members for their input and support. (Copy filed with official minutes.)

**MANAGING DIRECTOR REPORT**

Gas Taxes - Managing Director Peivandi distributed information to the board members regarding the distribution of gas tax to the roads. Motorist pay approximately .68 cents per gallon for the roads.

Mr. Dellaposta stated that in response to resident, Ms. Barb Holder’s question during Public Address the Board he will have something in writing to give to the board answering those questions.

Mr. Peivandi commented that we are making good progress meeting with our state representatives of Genesee County. We are providing them with good information regarding the condition of the roads in their districts as well as the condition of the bridges. Hopefully we will receive more funding due to these meetings. In addition, Mr. Peivandi said the Governor has signed the state budget and the GCRC may receive \$750,000 from the State for the Argentine Dam improvements.

**COMMISSIONER’S CONCERNS**

State Trunkline Roads in Genesee County - Commissioner Massey asked how many State Trunkline roads do we have in Genesee County. Staff answered five; M-13, M-15, M-21, M-54 and M-57.

MCRCSIP Workshops - Commissioner Massey wanted to thank Mr. Peivandi for highlighting MCRCSIP sessions and workshops that would be of benefit to new commissioners.

Road Construction out of the County - Commissioner Lane commented that she had to drive on US 23 and I-94 this past weekend and in both cases, she encountered single lane driving. Commissioner Lane wanted to recognize former employee Ray Leppek, Permit Department for his service to the Genesee County Road Commission.

## **ADJOURNMENT**

Chairperson Elkins, without objection, adjourned the meeting at 11:42 am

Domonique Clemons  
Clerk/Register

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Linda B. Kossak, Secretary of the  
Board of County Road Commissioners  
lbk – 8/01/2023