

**GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING**

**March 19, 2024**

**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 at the Willard P. Harris Auditorium, Genesee County Administration Building – Third Floor, 1101 Beach Street, Flint, MI 48502.

**ROLL CALL**

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

Others Present: Randy Dellaposta, Eric Johnston, Alex Patsy, Tracy Khan, Kendra Love-Brezzell, Kylie Dontje, Mike Lewis (Genesee County Road Commission Staff), Attorney William Henn (Henn Lesperance PLC), Karen Shafik (Partner, CPA with UHY LLP), Karyn Miller (Flint Township Supervisor), Michael Kwiatkowski (Genesee County resident), Linda Kossak, Secretary of the Board of Road Commissioners

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chairperson Elkins

**APPROVAL OF AGENDA**

March 19, 2024 – Agenda - Motion by Ms. Lane, seconded by Mr. Massey, to approve the agenda for March 19, 2024.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

February 16, 2024 – Board Meeting Minutes - Motion by Mr. Smith, seconded by Mr. Massey, to approve the February 16, 2024, board meeting minutes.

**VOTE ON MOTION:**

Yes: Massey, Smith, Gehringer, Elkins, Lane

No: None

Absent: None

**MOTION CARRIED.**

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

Tuesday, March 19, 2024

Presentation by Ms. Karen Shafik, CPA, Partner, UHY LLP, Certified Public Accountants

Friday, March 29, 2024

GCRC closed (non-essential operations) in observance of Good Friday holiday.

Tuesday, April 02, 2024

10:00 a.m. – Board Meeting

**PUBLIC ADDRESS THE BOARD**

Ms. Karyn Miller, Flint Township Supervisor addressed the Board regarding the GCRC Maintenance Superintendents, road work in the county and Lavelle Road in Flint Township.

Mr. Michael Kwiatkowski, Flint Township addressed the Board regarding Lavelle Road in Flint Township.

**CORRESPONDENCE**

**INCOMING**

None.

**OUTGOING**

None.

**INTERNAL**

**INFORMATION**

None.

**PRESENTATION**

Ms. Karen Shafik, CPA, Partner with UHY Certified Public Accountants LLP, gave a brief overview of the audited financial statements of the Genesee County Road Commission for fiscal year ending September 30, 2023. Ms. Shafik noted that the audit is in accordance with the

auditing standards generally accepted in the U.S. and applicable to financial audits contained in the Government Auditing Standards. Ms. Shafik added the audit included internal controls, policy changes as well as compliance and stated the financial audit found no material weaknesses or significant deficiencies.

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

### **DISCUSSION**

Fiscal Year Ended September 30, 2023, Audited Financial Statements – Motion by Mr. Massey, seconded by Ms. Lane, to approve the Genesee County Road Commission financial statements, as presented, for the fiscal year ended September 30, 2023, and further, authorize the submission of the report to the State of Michigan. (Copy filed with official minutes.)

#### **VOTE ON MOTION:**

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

### **MOTION CARRIED.**

ACT 51 Annual Financial Report for Fiscal year 2023 - Motion by Mr. Massey, seconded by Ms. Lane, to approve ACT 51 Annual Financial Report for Fiscal Year 2023 and further, authorize the Chairperson of the Board sign the Attest Form on behalf of the Board of Road Commissioners and direct the Finance Director to submit the report to the State of Michigan prior to May 1, 2024. (Copy filed with official minutes.)

#### **VOTE ON MOTION:**

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

### **MOTION CARRIED.**

Written Language for Public Address the Board on the GCRC Agenda - Motion by Ms. Lane, seconded by Mr. Gehringer, to add the language highlighted to the Public Address the Board section on the board meeting agenda. (Copy filed with official minutes.)

During discussion, board members discussed the addition to the language and if this could be postponed until the next board meeting. The consensus was it could be voted on today. It was also discussed how this could be enforced and what would the repercussions be during the meeting.

#### **VOTE ON MOTION:**

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

**MOTION CARRIED.**

MDOT Contract No. 24-5017, Widening and Resurfacing of Grand Blanc Road from Porter Road to Fenton Road, Grand Blanc Charter Township – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve MDOT Contract No. 24-5017 for the widening and resurfacing of Grand Blanc Road from Porter Road to Fenton Road and further, authorize the Chairperson and Vice Chairperson to electronically sign the contract for and on behalf of the Board of County Road Commissioners. (Copy filed with official minutes.)

MDOT TED Funds	\$1,323,144.00
GCRC Local Share	<u>\$ 516,856.00</u>
Total Project Cost	\$1,840,000.00

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Notice of Receipt of State Funding, Mechanical Gate Operator Repairs to the Argentine Dam, Argentine Township – In a memorandum dated March 8, 2024, staff reported that the GCRC has been awarded funding from the Michigan Economic Development Corporation for Gate Operator Repairs and other miscellaneous items of work to the Argentine Dam in Argentine Township in the amount of \$750,000. The Managing Director will sign and return the agreement - Board Advisory, No Board Action Required. (Copy filed with official minutes.)

ACT 51 Annual Certified Mileage Report – Motion by Ms. Lane, seconded by Mr. Massey, to approve the ACT 51 Annual Certified Mileage Report and approve the Chairperson of the Board sign and date the certification title sheets for the certification maps. The report covers the period of January 1 through December 31 and shows the mileage certified by the Road Commission as of December 31, 2023. (Copy filed with official minutes.)

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Genesee County Road Commission – Modifications to Culvert and Bridge Funding Policy on GCRC Local Roadways - Motion by Mr. Gehringer, seconded by Mr. Massey, to approve and adopt the attached funding policy as a revision to replace the current Culvert and Bridge Funding Policy for GCRC Local Roadways. (Copy filed with official minutes.)

**VOTE ON MOTION**

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

**MOTION CARRIED.**

Commissioner Massey left the board meeting at 10:49 a.m.

Approval of Consultant for Material Testing for Detroit Street from Carpenter Road to Natchez Drive Reconstruction, Mt. Morris Township – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the issuance of a Blanket Purchase Order to PSI for Construction Material Testing in an amount of \$32,596.86 for the Detroit Street Reconstruction project in Mt. Morris Township. Funds have been budgeted in Department 91 in Fiscal Year 2023/2024. (Copy filed with official minutes.)

**VOTE ON MOTION**

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

**MOTION CARRIED.**

Resolution of Support to the Michigan Department of Transportation for Fiscal Year 2027 Local Bridge Funding Applications – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the Resolution of Support to the Michigan Department of Transportation for Fiscal Year 2027 Local Bridge Funding. The following Bridges will be submitted for Fiscal Year 2027 Local Bridge Funding:

Linden Road @ Pine Run	Vienna Twp	Replacement
Lake Road @ Pine Run	Vienna Twp.	Replacement
Henderson Road @ Kearsley Creek	Atlas Twp	Replacement
Hill Road@ Swartz Creek	Mundy Twp	Preventative Maintenance

(Copy filed with official minutes.)

**VOTE ON MOTION**

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

**MOTION CARRIED.**

Issuance of a Purchase Order to Rowe PSC for Construction Inspection, Staking & Office Tech for Maple Road Bridge over the Swartz Creek Project, Flint Township – Motion by Ms. Lane, seconded by Mr. Smith, to approve the issuance of a Purchase Order to Rowe PSC for Construction Inspection, Staking, and Office Tech in an amount of \$89,074.25 for the Maple Road Bridge over the Swartz Creek project. Funds are budgeted in Department 91 Fiscal Year 2023/2024. (Copy filed with official minutes.)

VOTE ON MOTION

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

**MOTION CARRIED.**

Issuance of a Purchase Order to Rowe PSC for Construction Inspection, Staking, and Office Tech for the Detroit Street Reconstruction projects, Mt. Morris Township - Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the issuance of a Blanket Purchase Order to Rowe PSC for Construction Inspection, Staking, and Office Tech in an amount of \$262,150.75 for the Detroit St. Reconstruction projects. Funds are budgeted in Department 91 for Fiscal Year 2023/2024.

VOTE ON MOTION

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

**MOTION CARRIED.**

Amendment to Purchase Order #86238 to Truck & Trailer Specialties for Equipment Up-fitting – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the amendment of Purchase Order #86238 issued to Truck & Trailer Specialties reflecting an increase of \$13,450, raising the total amount to \$45,330. Additional funds are being requested to add the purchase and installation of eight (8) Jamar Distance Measuring Sensors. Funds are available in Department 30, Fiscal Year 2023/2024 Capital Outlay – Road Equipment Account.

VOTE ON MOTION

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

**MOTION CARRIED.**

Issuance of a Purchase Order to SPC Specialty Products for Aquaphalt – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the issuance of a Purchase Order to SPC Specialty Products in the amount of \$70,000 for Aquaphalt. Aquaphalt is a non-asphaltic material formulated for the permanent repair of potholes in asphalt and concrete. It contains a water-activated binding agent/tack coat. Funds are available in Department 20 Fiscal Year 2023/2024 Materials Account.

VOTE ON MOTION

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

**MOTION CARRIED.**

Ratification of Voucher Nos. 41008, 41009, 41010, 41011, 41012, 41013, 41014, 41015 and 41016 totaling \$4,674,378.91 - Motion by Ms. Lane, seconded by Mr. Smith, to ratify the following Vouchers totaling \$4,674,378.91:

- Voucher #41008 in the amount of \$67,334.02
- Voucher #41009 in the amount of \$1,227,307.92
- Voucher #41010 in the amount of \$570,463.31
- Voucher #41011 in the amount of \$196,279.90
- Voucher #41012 in the amount of \$1,327,527.92
- Voucher #41013 in the amount of \$202,063.34
- Voucher #41014 in the amount of \$575,835.15
- Voucher #41015 in the amount of \$45,503.77
- Voucher #41016 in the amount of \$462,063.58

(Copies filed with official minutes.)

**VOTE ON MOTION**

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

**MOTION CARRIED.**

**CONSENT**

Work Request(s) for Atlas Township – Motion by Ms. Lane, seconded by Mr. Smith, to approve the work requests for Atlas Township. (Copy filed with official minutes.)

<u>Road Name</u>	<u>Project</u>	<u>Twp Share</u>	<u>GCRC Share</u>	<u>Total Project Cost</u>
Horton Road	Aggregate Resurfacing	\$42,017.54	\$42,017.54	\$84,035.08
Ridge Road	Aggregate Resurfacing	\$36,415.04	\$36,415.04	\$72,830.08
Green Road	Aggregate Resurfacing	\$35,170.04	\$35,170.04	\$70,340.08
Stimson Road	Gravel Resurfacing	\$ 2,432.50	\$ 0.00	\$ 2,432.50
Maple Road	Gravel Resurfacing	\$ 2,432.50	\$ 0.00	\$ 2,432.50
Walker Road	Gravel Resurfacing	\$ 2,432.50	\$ 0.00	\$ 2,432.50
Green Road	Perma Zyme	\$ 6,591.00	\$ 0.00	\$ 6,591.00
Ridge Road	Perma Zyme	\$ 6,591.00	\$ 0.00	\$ 6,591.00
Horton Road	Perma Zyme	\$ 6,591.00	\$ 0.00	\$ 6,591.00
Walker Road	Perma Zyme	\$ 6,591.00	\$ 0.00	\$ 6,591.00
Maple Road	Perma Zyme	\$ 6,591.00	\$ 0.00	\$ 6,591.00
Stimson Road	Perma Zyme	\$ 6,591.00	\$ 0.00	\$ 6,591.00

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Old Miller Road from Miller Road to Sheridan Road in Clayton and Gaines Townships – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the work request for aggregate resurfacing in Clayton and Gaines Townships, with the funding as follows:

Clayton Township	\$ 7,327.28
Gaines Township	\$ 7,327.28
GCRC	<u>\$14,654.57</u>
Total Project Cost	\$29,309.13

VOTE ON MOTION:

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

**MOTION CARRIED.**

Work Request(s) for Aggregate Resurfacing on Cummings Road from Lapeer Road to Davison Road, Davison Township – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the work requests for Davison Township.

<u>Road Name</u>	<u>Project</u>	<u>Twp Share</u>	<u>GCRC Share</u>	<u>Total Project Cost</u>
Cummings Road	Milling & Paving	\$75,902.58	\$ 0.00	\$75,902.58
Lippincott Blvd - Approach	Milling & Paving	\$23,000.00	\$ 23,000	\$46,000.00

VOTE ON MOTION:

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

**MOTION CARRIED.**

Work Request(s) for Fenton Township – Motion by Ms. Lane, seconded by Mr. Smith, to approve the work requests for Fenton Township:

<u>Road Name</u>	<u>Project</u>	<u>Twp Share</u>	<u>GCRC Share</u>	<u>Total Project Cost</u>
Odell Road	Aggregate Resurfacing	\$50,228.87	\$26,000.00	\$76,228.87
Hogan Road	Aggregate Resurfacing	\$29,594.44	\$29,594.43	\$59,188.87
Jennings Road	Aggregate Resurfacing	\$31,108.37	\$ 0.00	\$31,108.37
Hogan Road - South Approach	Apron Paving	\$10,000.00	\$10,000.00	\$20,000.00
Odell Road	Perma Zyme	\$18,304.69	\$ 0.00	\$18,304.69
Jennings Road	Perma Zyme	\$13,132.76	\$ 0.00	\$13,132.76
Hogan Road	Perma Zyme	\$15,329.76	\$ 0.00	\$15,329.76



**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Work Request(s) for Flushing Township – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the work requests for Flushing Township:

<u>Road Name</u>	<u>Project</u>	<u>Twp Share</u>	<u>GCRC Share</u>	<u>Total Project Cost</u>
Duffield Road	HMA Resurfacing	\$278,000	\$142,000	\$420,000.00
McKinley Road	Milling & Paving	\$111,000	\$ 0	\$111,000.00
Duffield Road	Spot Repair	\$ 14,670	\$ 0	\$ 14,670.00
Duffield Road	Spot Repair	\$ 14,670	\$ 0	\$ 14,670.00

**VOTE ON MOTION**

YES: Smith, Gehringer, Elkins, Lane  
NO: None  
ABSENT: Massey

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Morrish Road between Baldwin Road to North of Cook Road, Gaines Township – Motion by Mr. Smith, seconded by Ms. Lane, to approve the work request for Aggregate Resurfacing on Morrish Road from Baldwin Road to South of Cook Road in Gaines Township, with the funding as follows:

Gaines Township	\$41,246.29
GCRC	<u>\$41,246.29</u>
Total Cost	\$82,492.58

**VOTE ON MOTION**

YES: Smith, Gehringer, Elkins, Lane  
NO: None  
ABSENT: Massey

**MOTION CARRIED.**

Work Request for Mowing in Montrose Township – Motion by Mr. Smith, seconded by Ms. Lane, to approve the work request for mowing at various locations in Montrose Township with the funding

as follows:

Montrose Township	\$27,641.47
GCRC	\$ 0.00
Total Cost	\$27,641.47

**VOTE ON MOTION**

YES: Smith, Gehringer, Elkins, Lane  
 NO: None  
 ABSENT: Massey

**MOTION CARRIED.**

Work Request(s) for Mundy Township – Motion by Mr. Gehringer, seconded by Mr. Smith to approve the work requests for Mundy Township:

<u>Road</u>	<u>Project</u>	<u>Twp Share</u>	<u>GCRC Share</u>	<u>Total Project Cost</u>
Wise Street	Pavement Repair/Chip Seal	\$13,000	\$13,000	\$ 26,000
Mundy Ave	Pavement Repair/Chip Seal	\$ 6,000	\$ 6,000	\$ 12,000
Reid Road	Pavement Repair/Chip Seal	\$50,000	\$50,000	\$100,000
Sharp Road	Pavement Repair/Chip Seal	\$50,000	\$50,000	\$100,000

**VOTE ON MOTION**

YES: Gehringer, Elkins, Lane, Smith  
 NO: None  
 ABSENT: Massey

**MOTION CARRIED.**

Work Requests for Thetford Township – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the work requests for Thetford Township:

<u>Road</u>	<u>Project</u>	<u>Twp Share</u>	<u>GCRC Share</u>	<u>Total Project Cost</u>
Lake Road	HMA Resurfacing	\$106,000	\$104,000	\$210,000
Center Road	HMA Resurfacing	\$105,000	\$105,000	\$210,000

**VOTE ON MOTION**

YES: Elkins, Lane, Smith, Gehringer  
 NO: None  
 ABSENT: Massey

**MOTION CARRIED.**

Work Request for HMA Resurfacing on Katy Drive, Mt. Morris Township – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the HMA Resurfacing work on Katy Drive from Beecher

High School to Detroit Street in Mt. Morris Township, with the funding as follows:

Mt. Morris Township	\$60,000
GCRC	<u>\$ 0</u>
Total Project Cost	\$60,000

**VOTE ON MOTION**

YES: Lane, Smith, Gehringer, Elkins  
 NO: None  
 ABSENT: Massey

**MOTION CARRIED.**

Work Request(s) for Vienna Township – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the work requests for Vienna Township:

Road	Project	Twp. Share	GCRC Share	Total Project Cost
Neff Road	Aggregate Resurfacing	\$32,333.76	\$21,048.93	\$ 53,382.69
Wilson Road	Pavement Repair/Chip Seal	\$50,000.00	\$50,000.00	\$100,000.00
Field Road	Pavement Repair/Chip Seal	\$27,000.00	\$27,000.00	\$ 54,000.00
Field Road	Pavement Repair/Chip Seal	\$50,000.00	\$50,000.00	\$100,000.00
Wilson Road	Pavement Repair/Chip Seal	\$50,000.00	\$50,000.00	\$100,000.00
Neff Road – 11415-11290	Roadside Ditching	\$29,957.37	\$ 0.00	\$ 29,957.37

**VOTE ON MOTION**

YES: Smith, Gehringer, Elkins, Lane  
 NO: None  
 ABSENT: Massey

**MOTION CARRIED.**

Work Request for Pavement Repair/Chip Seal on Calkins Road – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the work request for pavement repair and chip seal on Calkins

Road from Morrish Road to Elms Road, Clayton Township, with the funding as follows:

Clayton Township	\$ 50,000
GCRC	<u>\$ 50,000</u>
Total Project Cost	\$100,000

**VOTE ON MOTION**

YES: Gehringer, Elkins, Lane, Smith  
NO: None  
ABSENT: Massey

**MOTION CARRIED.**

**MANAGING DIRECTOR’S REPORT**

2004 – 2024 Salt Report - Managing Director Dellaposta distributed a copy of the salt report which is a snapshot of GCRC’s salt usage from 2004 through 2024. Commissioner Lane commented that thankfully, we have had a mild winter this year.

Road Maintenance Superintendents – Mr. Dellaposta stated that we have appointed our new Maintenance Superintendents, Mr. Alex Cook and Mr. Chris Freeman. Both employees are very experienced, veteran employees and bring a wealth of knowledge to their positions.

Metro Garage Expenditures – We have spent a total of \$3.4 million out of the \$10.5 million budgeted on the Metro District Garage project.

**COMMISSIONER’S CONCERNS**

CRA Highway Conference - Mr. Elkins reminded the board members that the County Road Association Highway Conference starts today, March 19, and runs through March 21, 2024.

**ADJOURNMENT**

Chairperson Elkins adjourned the meeting at 11:30 am

Domonique Clemons  
Clerk/Register

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Linda B. Kossak  
Secretary of the Genesee County Board of  
County Road Commissioners  
lbk – 3/19/2024