



**GENESEE COUNTY ROAD COMMISSION
Board of County Road Commissioners
Special Board Meeting Minutes
211 W. Oakley St., Flint MI 48503
Tuesday, August 13, 2024 – 8:00 AM**

CALL TO ORDER

Chairperson Elkins called the Special Board Meeting of the Genesee County Board of Road Commissioners to order at 8:04 a.m. The meeting was held in the Genesee County Road Commission Board Room, 211 W. Oakley St., Flint MI 48503.

ROLL CALL

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

Others Present: Randy Dellaposta, Eric Johnston, Kendra Love-Brezzell, (GCRC Staff), Linda Kossak, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Elkins

APPROVAL OF AGENDA

Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the agenda for August 13, 2024.

VOTE ON MOTION

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

MOTION CARRIED.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Issuance of a Purchase Order to Nationwide Construction Group for Chain Link Fence Installation (MDOT) – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the issuance of a Purchase Order to Nationwide Construction Group in the amount of \$31,621.00 for chain link fence installation. Funds are budgeted in the Maintenance Department 20, Fiscal Year 2023/2024 - Contracted Services account. (Copy filed with official minutes.)

During the discussion, a board member asked if this is for MDOT. Staff stated yes, it is for MDOT and will be located at various locations. MDOT will reimburse GCRC for the cost.

VOTE ON MOTION

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

MOTION CARRIED.

Amendment to Purchase Order #86523 to Republic Services for Disposal of Trash – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the amendment of Purchase Order #86523 to Republic Services reflecting an increase of \$10,000 raising the total amount to \$40,000. (Copy filed with official minutes.)

During the discussion, a board member asked if this item is bid out to vendors. Staff replied that we do bid this item out (Disposal of Trash), but this is an amendment to the current purchase order for disposal of trash from street sweeping operations.

VOTE ON MOTION

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

MOTION CARRIED.

Architectural Service Proposals, GCRC Administration Building for Main Entrance ADA Accessibility Upgrades – Motion by Mr. Gehringer, seconded by Mr. Smith, to award the design of the Architectural Services Proposal for the Main Entrance (front entrance) ADA Accessibility Upgrades to Hobbs+Black Architects. The estimated costs of services total \$21,200 plus expenses. Funds are available for this service in the 2023/2024 Fiscal Year budget. (Copy filed with official minutes.)

During discussion, a board member inquired about the EEOP requirement. Staff stated that this vendor already has an EEOP on file, as they are the architectural firm for the Metro District Garage project.

VOTE ON MOTION

Yes: Gehringer, Elkins, Lane, Smith, Massey

No: None.

Absent: None.

MOTION CARRIED.

GIS Specialist and HR Coordinator Pay Grade Adjustment associated with the Wage Study –
On November 21, 2023, the Board approved the Classification and Compensation Study presented by Mr. Mark Nottley of MSC. Upon that approval the Director of Finance, Director of Human Resources, and the Deputy Managing Director identified two positions within the study in which the wages did not align in accordance with the MSC Wage Rate Study. The group reviewed the job descriptions and performed an independent analysis of the two positions using the MSC Point Factor Plan raising the Human Resource Coordinator from pay grade 5 to pay grade 7 and GIS Specialist from pay grade 5 to pay grade 7A. (Copy filed with official minutes.)

During the discussion, a board member asked if we currently have a pay grade 7 for non-union employees. Staff stated that we do have a pay grade 7 category, but we do not currently have a position in the grade 7 category. The Board discussed why the calculated points for each position had variations among the group that reviewed the positions. Staff answered that the rating is weighed upon the job description and may vary because it is dependent on the group member reviewing the job. A board member asked if they would be meeting with the group members that rated the positions. Chairperson Elkins stated that the board never voted to meet with the group members.

Motion by Mr. Massey, seconded by Mr. Smith, for the Board to meet with the three individuals (group members) that determined the point factors for the Human Resource Coordinator and GIS Specialist positions.

VOTE ON MOTION

Yes: Smith, Massey

No: Lane, Gehringer, Elkins

Absent: None.

MOTION FAILED.

Commissioner Lane stated to the Chairperson that she would like to make a motion.

Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the change in pay grade for the Human Resource Coordinator to pay grade 7 and the GIS Specialist to pay grade 7A and allow

the Managing Director to enact the change immediately.

VOTE ON MOTION

Yes: Smith, Massey, Gehringer, Elkins, Lane

No: None.

Absent: None.

MOTION CARRIED.

ADJOURNMENT

Chairperson Elkins, without objection, adjourned the meeting at 9:14 am.

Domonique Clemons

Clerk/Register

Linda B. Kossak, Secretary of the
Board of County Road Commissioners

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