

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

November 20, 2018

CALL TO ORDER

Chairperson Kautman-Jones 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 St., Flint, Michigan 48503-3995.

ROLL CALL

Present: Shirley Kautman-Jones, Chairperson
John Mandelaris, Vice-Chairperson
Robert Johnson, Commissioner
David Arceo, Commissioner
Cloyce Dickerson, Commissioner

Others Present: Fred Peivandi, Anthony Branch, Eric Johnston, Randy Dellaposta, Coetta Adams, Donna Poplar, Stephanie Jaeger, Bonnie Wood, (Genesee County Road Commission Staff), Devin Sullivan (GCRC Attorney), Attorney Bruce Gorosh (Finkel Whitefield Selik), Maurice Ryan, Karyn Miller (Flint Township Supervisor), Margaret Perry, Jeffrey Peake, (Genesee County residents), Linda Kossak, Secretary of the Board of Road Commissioners.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Kautman-Jones.

APPROVAL OF AGENDA

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the agenda for November 20, 2018, as printed and presented.

MOTION CARRIED.

APPROVAL OF MINUTES

October 02, 2018 – Closed Board Meeting Minutes

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Arceo, to postpone the approval of the closed meeting minutes until the December 04, 2018 Board meeting.

MOTION CARRIED.

October 16, 2018 – Regular Board Meeting Minutes

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Arceo, to approve the minutes for the October 16, 2018 Board Meeting.

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, November 20, 2018

9:00 a.m. – Roads & Bridges Advisory Committee Meeting
10:00 a.m. – Board Meeting

Thursday, November 22 and Friday, November 23, 2018

GCRC closed (non-essential operations) in observance of the Thanksgiving holiday.

Tuesday, December 04, 2018

10:00 a.m. – Board Meeting

PUBLIC ADDRESS THE BOARD

Mr. Jeffrey Peake, 11050 Charles Drive, Byron (Argentine Township), addressed the Board regarding a permit to run a propane line under the road and the grading and crowning of Charles Drive in Argentine Township.

PUBLIC HEARING

At 10:13 a.m., a public hearing was held regarding the Genesee County Permit Policy and fee schedule change. Traffic Engineering Manager, Ms. Bonnie Wood, stated that this Permit Policy and fee schedule change is to reflect recent amendments to MCL 224.19b, which took effect on April 02, 2018. There were no objections heard from the public regarding the Permit Policy or fee schedule changes. Chairperson Kautman-Jones closed the public hearing at 10:18 a.m.

CORRESPONDENCE

INCOMING

Email correspondence from Davison Township Supervisor, Mr. Timothy Elkins – re: Lapeer Road Paving Project, Davison Township – In a memorandum dated November 02, 2018, Mr. Timothy Elkins, Davison Township Supervisor, thanked Managing Director, Fred Peivandi for the Lapeer Road Paving Project. Mr. Elkins stated the Road Commission staff were great to work with and the Township is grateful for the upgrades that were made to Lapeer Road. (Copy filed with official minutes.)

OUTGOING

(None.)

INTERNAL

(None.)

INFORMATION

(None.)

Request to Approve Correspondence:

ACTION TAKEN - Motion by Mr. Johnson, seconded by Mr. Dickerson, to receive and file the presented correspondence.

MOTION CARRIED.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Settlement Agreement and Release of Right of Way for the Non-Motorized Multi-Use Laff Pathway, Argentine Township – In a memorandum dated November 08, 2018, staff requested the Board ratify the actions taken by the Managing Director, approving the Settlement Agreement between the Road Commission, Argentine Township and property owners at property address 7226 Silver Lake Road. Argentine Township. (Copy of memorandum, agreement and resolution filed with official minutes.)

ACTION TAKEN– Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify the action taken by the Managing Director, approving the Settlement Agreement between the Genesee County Road Commission, Argentine Township and property owners for the release of rights of way (pathway easement) at property address, 7226 Silver Lake Road and further, to sign the resolution for the non-motorized multi-use LAFF Pathway in Argentine Township.

VOTE ON MOTION:

Yes: Kautman-Jones, Mandelaris, Arceo, Dickerson, Johnson

No: None

MOTION CARRIED.

Selection of Consultant for Design Services, Pineview Lake Estates, Argentine Township – In a memorandum dated November 12, 2018, staff requested the Board approve the assignment of Wade Trim (a Consultant in Group ‘C’ category) to prepare construction plans for Pineview Lake Estates. (Copy filed with official minutes.)

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the assignment of Wade Trim (a Consultant in Group ‘C’ category), to prepare construction plans for Pineview Lake Estates and further, to direct the Chairperson to execute the Consultant Agreement when returned.

MOTION CARRIED.

Permit Policy and Fee Schedule Changes to comply with recent Amendments to the Right of Way Permit Statute, MCL 224.19b - In a memorandum dated November 12, 2018, staff requested the Board adopt the Permit Policy and fee Schedule Changes to comply with recent amendments to the right of way permit statute MCL 224.19b. A public hearing was held on November 20, 2018 at 10:13 a.m. during the regular scheduled board meeting of the Board of Road Commissioners. The Board will approve each resolution separately. (Copy of memorandum, fee schedule and resolutions filed with official minutes.)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Arceo, to adopt the amended Permit Policy and fee schedule changes to comply with recent amendments to the right of way permit statutes, MCL 224.19b. Pursuant to Public Act 212 of 1980, and further to sign the resolution to adopt reasonable policy regarding fees pursuant to MCL 224.19b.

VOTE ON MOTION:

Yes: Johnson, Dickerson, Arceo, Mandelaris, Kautman-Jones
No: None

MOTION CARRIED

ACTION TAKEN - Motion by Mr. Mandelaris, seconded by Mr. Arceo, to approve the Special Terms and Conditions Resolution approving the amendment of the Telecommunication and Video Service Provider Right of Way Permit Policy and Fee Schedule.

VOTE ON MOTION:

Yes: Dickerson, Arceo, Johnson, Mandelaris, Kautman-Jones
No: None

MOTION CARRIED

Changes to Communications Service Provider Permit – In a memorandum dated November 12, 2018, staff advised the Board that the Special Terms and Conditions document that has been updated to comply with recent amendments to the right of way permit statute, MCL 224.19b. This document is on file for information. (Copy filed with official minutes.)

ACTION TAKEN – None. This is a Board advisement only.

Utilization of Oxcart Permit Systems for Online Transportation Permits – In a memorandum dated November 12, 2018, staff requested the Board of County Road Commissions to authorize the Managing Director to sign the Permit Services Agreement to utilize the Oxcart Permit System. (Copy of memorandum and Agreement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to authorize the Managing Director to sign the Permit Services Agreement to utilize the Oxcart Permit System for online transportation permits.

MOTION CARRIED.

Issuance of a Renewal Purchase Order for Item #GCRCFA16, Plante Moran Financial Services – In a memorandum dated November 02, 2018, staff requested the Board to approve the issuance of a Purchase Order to Plante Moran for the Financial Audit. (Copy of memorandum and engagement letter filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve the issuance of a renewal Purchase Order to Plante Moran, in an amount of \$32,950.00 for the Financial Audit.

MOTION CARRIED.

Payment to M&M Pavement Marking for Local and Primary Road Pavement Marking – In a memorandum dated November 10, 2018, staff requested the Board to approve the payment to M&M Pavement Marking for local and primary road pavement marking. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the payment to M&M Pavement Marking in an amount of \$23,527.70, for local and primary pavement marking.

MOTION CARRIED.

Ratification of Vouchers totaling \$2,436,553.05 – (Copies filed with official minutes.)

Voucher #V-40417

ACTION TAKEN – Motion by Mr. Johnson seconded by Mr. Dickerson, to ratify Voucher #40417 in the amount of \$1,026,075.14.

VOTE ON MOTION:

Yes: Arceo, Dickerson, Johnson, Mandelaris, Kautman-Jones

No: None

MOTION CARRIED.

Voucher #V-40418

ACTION TAKEN – Motion by Mr. Johnson seconded by Mr. Dickerson, to ratify Voucher #40418 in the amount of \$414,670.68.

VOTE ON MOTION:

Yes: Arceo, Dickerson, Johnson, Mandelaris, Kautman-Jones

No: None

MOTION CARRIED.

Voucher #V-40419

ACTION TAKEN – Motion by Mr. Johnson seconded by Mr. Dickerson, to ratify Voucher #40419 in the amount of \$447,880.10.

VOTE ON MOTION:

Yes: Arceo, Dickerson, Johnson, Mandelaris, Kautman-Jones

No: None

MOTION CARRIED.

Voucher #V-40420

ACTION TAKEN – Motion by Mr. Johnson seconded by Mr. Dickerson, to ratify Voucher #40420 in the amount of \$1,876.04.

VOTE ON MOTION:

Yes: Arceo, Dickerson, Johnson, Mandelaris, Kautman-Jones

No: None

MOTION CARRIED.

Voucher #V-40421

ACTION TAKEN – Motion by Mr. Johnson seconded by Mr. Dickerson, to ratify Voucher #40421 in the amount of \$276,386.54.

VOTE ON MOTION:

Yes: Arceo, Dickerson, Johnson, Mandelaris, Kautman-Jones

No: None

MOTION CARRIED.

Voucher #V-40422

ACTION TAKEN – Motion by Mr. Johnson seconded by Mr. Dickerson, to ratify Voucher #40422 in the amount of \$128,835.69.

VOTE ON MOTION:

Yes: Arceo, Dickerson, Johnson, Mandelaris, Kautman-Jones

No: None

MOTION CARRIED.

Voucher #V-40423

ACTION TAKEN – Motion by Mr. Johnson seconded by Mr. Dickerson, to ratify Voucher #40423 in the amount of \$140,828.66.

VOTE ON MOTION:

Yes: Arceo, Dickerson, Johnson, Mandelaris, Kautman-Jones

No: None

MOTION CARRIED.

CONSENT

Proposed Schedule for the 2019 Genesee County Road Commission Regular Board Meeting of the Board of Road Commissioners – Included in the Board packet is the 2019 Genesee County Road Commission regular board meeting schedule for 2019. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the 2019 Genesee County Road Commission regular board meeting schedule of the Board of Road Commissioners.

MOTION CARRIED.

Genesee County Road Commission 2019 Holiday Schedule – Staff submitted the Genesee County Road Commission 2019 holiday schedule for Board approval. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the Genesee County Road Commission holiday schedule for 2019.

Chairperson Kautman-Jones asked why the Road Commission’s Veteran’s Day is not observed on the actual Veteran’s Day holiday. Staff stated that this is a negotiated holiday with the unions. Chairperson Kautman-Jones stated that she would like the Road Commission to consider changing this holiday to the actual day moving forward in future union negotiations.

MOTION CARRIED.

MANAGING DIRECTOR REPORT

County Wide Tip Applications for Projects in Fiscal Year 2020 – 2023 – Director of Engineering, Eric Johnston stated that the County Wide Tip Applications for fiscal year 2020 to 2023 have been turned in with the exception of the applications for the expansion projects which were pushed back to December 14, 2018. Mr. Johnston said that in all there were 44 projects submitted for 50 million dollars’ worth of road work.

COMMISSIONERS CONCERNS

Job Description for Operations Manager – Commissioner Dickerson inquired about the job description for the Operations Manager position asking if staff sent a copy to County Commissioner Bryant Nolden. Managing Director, Fred Peivandi said he did send a copy to Commissioner Nolden. Mr. Peivandi said he made revisions to the job description that was approved by the Board on October 16, 2018. Managing Director Peivandi will submit the revised job description at a later date.

Eastern Michigan Food Drive ‘Food for Kids’ Program - Chairperson Kautman Jones stated that the Genesee County Drain Commission will not be able to participate in the food drive competition with the Road Commission due to demands at their new water plant. Chairperson Kautman-Jones suggested the Road Commission participate in a food drive on their own. Staff stated that they will initiate a food drive with the GCRC employees.

ADJOURNMENT

With no objections, Chairperson Kautman-Jones adjourned the meeting at 10:48 a.m.

JOHN J. GLEASON
Clerk/Register

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

lbk
11/20/18