

**GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING MINUTES**

**June 05, 2018**

**CALL TO ORDER**

Chairperson Kautman-Jones called the meeting of the Genesee County Board of Road Commissioners to order at 10:00 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

Absent: None

Others Present: Anthony Branch, Fred Peivandi, Randy Dellaposta, Coetta Adams, Donna Poplar (arrived at 10:05 a.m.), Stephanie Jaeger (Genesee County Road Commission Staff), Dan and Thelma Isham, (Richfield Township 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**

June 05, 2018 – Agenda

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the agenda for June 05, 2018.

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

May 01, 2018 – Board Meeting

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the minutes for May 01, 2018, as printed and presented.

**MOTION CARRIED.**

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

Tuesday, June 19, 2018

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

Monday, June 25, 2018

8:00 a.m. – Board Meeting, Grand Blanc Township Hall, 5371 S. Saginaw Street, Grand Blanc, MI – Ms. Cheryl Ronk, MSAE and the Board of Road Commissioners conducting GCRC Manager-Director position interviews

**PUBLIC ADDRESS THE BOARD**

Dan and Thelma Isham, 4490 N. Washburn Road, Davison MI addressed the Board this morning regarding the deteriorating condition of Washburn Road in Richfield Township. Mr. and Mrs. Isham both stated that they would like the Road Commission and Township to put a bed of gravel down on this road. The Isham’s also provided a petition to the Board with signatures from other residents regarding improvements needed on Washburn Road in Richfield Township.

**CORRESPONDENCE**

**INCOMING**

Letter Correspondence from Ms. Denise Donohue, Director, County Road Association (CRA) of Michigan – re: Road Commissioners Code of Conduct – In correspondence dated May 09, 2018, Ms. Denise Donohue, Director, County Road Association of Michigan (CRA) enclosed the “Road Commissioners Code of Conduct” document developed by the County Road Association (CRA) of Michigan 2017-2018 Commissioners Committee. All county road agency Managers and Board Chairpersons were mailed a copy of this document to share with Commissioners and consideration of adopting for their road agency as they see fit. (Copy filed with official minutes.)

Commissioner David Arceo inquired about the CRA ‘Code of Conduct’ that was provided in the agenda. He asked if the Board would like to include any bylaw revisions in the ‘Code of Conduct’ document. Chairperson Kautman-Jones stated that the Board might consider forming a committee to review the Road Commission’s code of conduct and bylaws.

**OUTGOING**

(None.)

**INTERNAL**

(None.)

**INFORMATION**

(None.)

Request to Approve Correspondence:

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

**MOTION CARRIED.**

**BOARD OF ROAD COMMISSIONERS' DECISIONS**

**DISCUSSION**

MDEQ Requirement for Culvert Replacement, Rolston Road between Ripley Road and Jennings Road, Section 16, Fenton Township – In a memorandum dated May 25, 2018, staff requested the Board approve MDOT Contract No. 18-5197, for the Bristol Road Bridge at the Call Drain, Flint Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Dickerson, seconded by Mr. Johnson to approve the Culvert Replacement on Rolston Road between Ripley Road and Jennings Road, Section 16, Fenton Township.

Commissioner Arceo stated that this culvert replacement is costing the Road Commission an estimated \$20,000 and he would like more discussion regarding this expenditure. Co-Interim Manager Director/County Highway Engineer, Mr. Fred Peivandi offered a brief explanation on why we are being asked to replace the culvert by the MDEQ, even though we followed the MDEQ specifications when we put this culvert in. Both Interim Co-Manager Directors, Mr. Peivandi and Mr. Branch stated that the Road Commission is satisfied with the work that was done on this culvert in the 1990's. The consensus by the Board, based on the discussion this morning, is that the Board of Road Commissioners are not in favor of the expenditure to replace the culvert on Rolston Road between Ripley Road and Jennings Road, Section 16 in Fenton Township.

**ACTION TAKEN** - Motion by Mr. Dickerson, seconded by Mr. Johnson, to rescind the approval of the Culvert Replacement on Rolston Road between Ripley Road and Jennings Road, Section 16, in Fenton Township and further, to remove the discussion item, MDEQ requirement for Culvert Replacement, Rolston Road between Ripley Road and Jennings Road, Section 16, Fenton Township from the agenda and request that the Co-Interim Manager Director/County Highway Engineer, Mr. Fred Peivandi, write a letter to Mr. John Skubinna, Transportation Review Unit, MDEQ, on behalf of the Board's decision, stating that the Board of County Road Commissioners are not in favor of the expenditure to replace the culvert on Rolston Road between Ripley Road and Jennings Road, Section 16, in Fenton Township. Mr. Peivandi will also copy the Board of County Commissioners and State Representative Joe Graves on the letter.

**MOTION CARRIED.**

Board Authorization of the Payment to County Road Association Self-Insurance Fund (CRASIF) for Workers Compensation Insurance for the 2018-2019 coverage year beginning July 01, 2018 – In a memorandum dated May 21, 2018, staff requested the Board authorize the payment of workers compensation insurance to the County Road Association Self-Insurance Fund for the 2018-2019 coverage year. (Copy filed with official minutes)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to authorize the payment of workers compensation insurance to CRASIF in the amount of \$297,270.09, for the 2018-2019 coverage year, beginning July 01, 2018, in quarterly installments.

**MOTION CARRIED.**

Issuance of a purchase order to National Highway Maintenance System for Polymer and Fiber Crack Sealant Material – In a memorandum dated May 29, 2018, staff requested the Board approve the issuance of a purchase order to National Highway Maintenance System for Polymer and Fiber Crack Sealant Material. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the issuance of a purchase order to National Highway Maintenance System for Polymer and Fiber Crack Material, in an amount not to exceed \$23,727.50.

**MOTION CARRIED.**

Board approval of an Addendum to Purchase Order No. 81731, Exotic Automation for Parker Hydraulic Hose and Fittings VMI and No. 81884, Truck & Trailer Specialties for Monroe Parts VMI - In a memorandum dated May 18, 2018, staff requested the Board approve the addendum to Purchase Order No. 81731 to Exotic Automation and purchase order No. 81884 to Truck and Trailer Specialties. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the addendum to purchase order No. 81731 to Exotic Automation for Parker Hydraulic Hose and Fittings VMI, reflecting an increase of \$10,000 raising the total amount to \$25,000 and the addendum to purchase order No. 81884 to Truck & Trailer Specialties for Monroe Parts VMI, reflecting an increase of \$24,000, raising the total amount to \$90,000.00.

**MOTION CARRIED.**

Issuance of a Purchase Order to Carleton Equipment for a 2018 Bobcat Skid-Steer Loader – In a memorandum dated May 18, 2018, staff requested the Board approve the issuance of a purchase order to Carleton Equipment for a 2018 Bobcat Skid-Steer Loader. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the issuance of a purchase order to Carleton Equipment for a 2018 Bobcat Skid Steer Loader with options and attachments in an amount of \$45,520.00.

**MOTION CARRIED.**

Ratification of Vouchers totaling \$777,474.32 – (Copies filed with official minutes.)

Voucher #V-40363

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40363 in the amount of \$7,589.40

VOTE ON MOTION:

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

No: None

**MOTION CARRIED.**

Voucher #V-40364

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40364 in the amount of \$78,305.34.

VOTE ON MOTION:

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

No: None

**MOTION CARRIED.**

Voucher #V-40365

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40365 in the amount of \$397,254.67.

VOTE ON MOTION:

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

No: None

**MOTION CARRIED.**

Voucher #V-40366

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40366 in the amount of \$6,529.04.

VOTE ON MOTION:

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

No: None

**MOTION CARRIED.**

Voucher #V-40367

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40367 in the amount of \$264,945.20.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Voucher #V-40368

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40368 in the amount of \$22,850.67

VOTE ON MOTION:

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

**MOTION CARRIED.**

**CONSENT**

Board approval to sell Information Technology (IT) Items on the Government Internet Auction Website – In a memorandum dated May 08, 2018, staff requested the Board authorize the sale of Information Technology (IT) items on the Government Internet Auction Website. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the selling of Information Technology (IT) items to be sold on the Government Internet Auction Website.

<u>Equipment No.</u>	<u>Description</u>
2123	ET2200L 22 Inch Touch Screen Monitor
2124	ET2200L 22 Inch Touch Screen Monitor
2125	ET2200L 22 Inch Touch Screen Monitor
2126	ET2200L 22 Inch Touch Screen Monitor
2127	ET2200L 22 Inch Touch Screen Monitor
2128	ET2200L 22 Inch Touch Screen Monitor
2129	ET2200L 22 Inch Touch Screen Monitor
2130	ET2200L 22 Inch Touch Screen Monitor
2132	ET2200L 22 Inch Touch Screen Monitor
2133	ET2200L 22 Inch Touch Screen Monitor
2136	ET2200L 22 Inch Touch Screen Monitor
1940	HP LaserJet 3030
1983	HP LaserJet 3052

2040	HP LaserJet 3055
2188	HP LaserJet 1415
2193	HP LaserJet 1415
2259	HP LaserJet 200 color MFP
2283	HP LaserJet 400 MFP
1699	HP LaserJet 4600DTN
1709	HP LaserJet 8150DN
2057	Systemax Computer
2088	Systemax Computer Venture H358
2093	Systemax Computer Venture H358
2149	Systemax Computer Venture VX6
2151	Systemax Computer Venture VX6
2152	Systemax Computer Venture VX6
2153	Systemax Computer Venture VX6
2154	Systemax Computer Venture VX6
2158	Systemax Computer Venture VX6
2159	Systemax Computer Venture VX6
2165	Systemax Computer Venture VX8
2302	HP Computer Elite Book Revolve 810 GI
2206	HP Computer Pro 3420

**MOTION CARRIED.**

Board approval to place Equipment Items for Sale on the Government Internet Auction Website – In a memorandum dated May 17, 2018, staff requested the Board authorize the sale of Equipment Items on the Government Internet Auction Website. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the selling of Equipment items to be sold on the Government Internet Auction Website.

<u>Equipment No.</u>	<u>Year/Description</u>
2959	2002/Bobcat Skid Steer
2979	2002/Bucket on No. 2959
4014	2006/Volvo Tandem Axle Dump Truck
6014	2006/Scraper on No. 4014
414	2008/Teletrac GPS
714	2006/Roadwatch on #4014
4015	2006/Volvo Tandem Axle Dump Truck
6015	2006/Scraper on #4015
415	2008/Teletrac GPS on #4015
715	2006/Roadwatch on #4015

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal for Atlas Township on Vassar Road between McCandlish Road and Perry Road – In a memorandum dated May 30, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Vassar Road between McCandlish Road and Perry Road, Atlas Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Vassar Road between McCandlish Road and Perry Road, Atlas Township. The Township will be paying 100% of the \$65,809.21 project.

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal for Atlas Township on Vassar Road between McCandlish Road and Perry Road – In a memorandum dated May 30, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Vassar Road between McCandlish Road and Perry Road, Atlas Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Vassar Road between McCandlish Road and Perry Road, Atlas Township. The Township will be paying 100% of the \$45,700.00 project using their supplemental funds.

**MOTION CARRIED.**

Work Request for Roadside Ditching at Various Locations on Bristol Road (4000'), Clayton Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for roadside ditching at various locations on Bristol Road (4000') in Clayton Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for roadside ditching at various locations in Clayton Township. The Township will be using their available matching allocation funds. The Township is paying \$12,382.38 and the Road Commission is paying \$12,382.38 for a total project cost of \$24,764.76.

**MOTION CARRIED.**

Work Request for Pavement Repair Chip Seal Duffield Road between Lennon Road and Coruna (M-21) Road, Clayton Township – In a memorandum dated May 25, 2018, staff requested the Board approve the work request for Pavement Repair and Chip Seal on Duffield Road between Lennon Road and Corunna Road (M-21), Clayton Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for Pavement Repair and Chip seal on Duffield Road between Lennon Road and Corunna Road (M-21), Flint Township. The Township will be using their supplemental funds totaling \$85,600.00 for the project.

**MOTION CARRIED.**



Work Request for Pavement Repair and Chip Seal on Oak Road between Davison Road and Potter Road, Davison Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Oak Road between Davison Road and Potter Road in Davison Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Oak Road between Davison Road and Potter Road in Davison Township. The Township will be using their supplemental funds totaling \$62,543.88 for this project.

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal on Baxter Road between Davison Road and Potter Road, Davison Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Baxter Road between Davison Road and Potter Road in Davison Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Baxter Road between Davison Road and Potter Road in Davison Township. The Township will be using supplemental funds totaling \$60,156.12 for this project.

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal on Baxter Road between Davison Road and Potter Road, Davison Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Baxter Road between Davison Road and Potter Road in Davison Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Baxter Road between Davison Road and Potter Road in Davison Township. The Township will be paying 100% for the pavement repair and chip seal project totaling \$2,357.88.

**MOTION CARRIED.**

Work Request for Roadside Ditching on Court Street between Linden Road and Elms Road, Flint Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for roadside ditching on Court Street between Linden Road and Elms Road in Flint Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for roadside ditching on Court Street between Linden Road and Elms Road in Flint Township. The Township will be using available matching allocation funds. The Township will be paying \$930.96.

**MOTION CARRIED.**

Work Request for Roadside Ditching on Court Street between Linden Road and Elms Road, Flint Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for roadside ditching on Court Street between Linden Road and Elms Road in Flint Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for roadside ditching on Court Street between Linden Road and Elms Road in Flint Township. The Township will be using available matching allocation funds. The Township will be paying \$62,138.35 and the Road Commission will be paying \$62,138.55. The total project cost is \$124,276.70.

**MOTION CARRIED.**

Work Request for Paving Overlay on Carpenter Road between Seymour Road and Duffield Road, Flushing Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for paving overlay on Carpenter Road between Seymour Road and Duffield Road in Flushing Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay on Carpenter Road between Seymour Road and Duffield Road in Flushing Township. The Township will be paying 100% for the paving overlay project totaling \$20,076.00

**MOTION CARRIED.**

Work Request for Paving Overlay on Carpenter Road between Seymour Road and Duffield Road, Flushing Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for paving overlay on Carpenter Road between Seymour Road and Duffield Road in Flushing Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay on Carpenter Road between Seymour Road and Duffield Road in Flushing Township. The Township will be using their supplemental funds for the paving overlay project totaling \$159,600.00.

**MOTION CARRIED.**

Work Request for Paving Overlay on Stanley Road between Duffield Road and the Railroad Tracks, Flushing Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for paving overlay on Stanley Road between Duffield Road and the Railroad Tracks, Flushing Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay on Stanley Road between Duffield Road and the Railroad Tracks in Flushing Township. The Township will be paying 100% of the paving overlay project totaling \$12,547.50.

**MOTION CARRIED.**

Work Request for Paving Overlay on Stanley Road between Duffield Road and the Railroad Tracks, Flushing Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for paving overlay on Stanley Road between Duffield Road and the Railroad Tracks, Flushing Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay on Stanley Road between Duffield Road and the Railroad in Flushing Township. The Township will be paying 100% for the paving overlay project totaling \$153,680.00.

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal on Wilson Road between Henderson Road and Washburn Road in Forest Township – In a memorandum dated May 23, 2018, staff requested the Board approve the pavement repair and chip seal on Wilson Road between Henderson Road and Washburn Road in Forest Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the pavement repair and chip seal request for Wilson Road between Henderson Road and Washburn Road in Forest Township. The Township will be using their supplemental funds for the pavement repair and chip seal project totaling \$48,690.99.

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Hill Road between Nichols Road and Van Vleet Road in Gaines Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for aggregate resurfacing of Hill Road between Nichols Road and Van Vleet Road in Gaines Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for aggregate resurfacing on Hill Road between Nichols Road and Van Vleet Road, Gaines Township. The Township will be paying 100% of the \$24,493.32 project.

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Hill Road between Nichols Road and Van Vleet Road in Gaines Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for aggregate resurfacing of Hill Road between Nichols Road and Van Vleet Road in Gaines Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for aggregate resurfacing on Hill Road between Nichols Road and Van Vleet Road, Gaines Township. The Township will be using their available matching allocation funds. The Township is paying \$16,252.78 and the Road Commission is paying \$16,252.78 for a total cost of \$32,505.56.

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Nichols Road between Miller Road and Hill Road, in Gaines Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for aggregate resurfacing on Nichols Road between Miller Road and Hill Road, Gaines Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for aggregate resurfacing on Nichols Road between Miller Road and Hill Road, Gaines Township. The Township will be using their available matching allocation funds. The Township is paying \$26,099.68 and the Road Commission is paying \$26,099.68, for a total cost of \$52,199.35.

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Reid Road between Van Vleet Road and Nichols Road in Gaines Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for aggregate resurfacing on Reid Road between Van Vleet Road and Nichols Road in Gaines Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for aggregate resurfacing on Reid Road between Van Vleet Road and Nichols Road in Gaines Township. The Township will be paying 100% of the \$51,407.91 project.

**MOTION CARRIED.**

Work Request for Paving Overlay on Center Road between Richfield Road and S. Kearsley Blvd., Genesee Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for paving overlay (shoulder material) on Center Road between Richfield Road and S. Kearsley Blvd in Genesee Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay (shoulder material) on Center Road between Richfield Road and S. Kearsley Blvd in Genesee Township. The Township will be paying 100% of the \$5,715.60 project.

**MOTION CARRIED.**

Work Request for Paving Overlay on Center Road between Richfield Road and S. Kearsley Blvd., Genesee Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for paving overlay on Center Road between Richfield Road and S. Kearsley Blvd, in Genesee Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay on Center Road between Richfield Road and S. Kearsley Blvd, in Genesee Township. The Township will be paying 100% of the \$54,325.92 project.

**MOTION CARRIED.**

Work Request for Milling and Paving on Lucas Road between Belsay Road and Vassar Road in Genesee Township - In a memorandum dated May 15, 2018, staff requested the Board approve the milling and paving request (shoulder material) for Lucas Road between Belsay Road and Vassar Road in Genesee Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for milling and paving (shoulder material) on Lucas Road between Belsay Road and Vassar Road in Genesee Township. The Township will be paying 100% of the \$10,392.00 milling and paving project.

**MOTION CARRIED.**

Work Request for Milling and Paving on Lucas Road between Belsay Road and Vassar Road in Genesee Township - In a memorandum dated May 15, 2018, staff requested the Board approve the milling and paving work request for Lucas Road between Belsay Road and Vassar Road in Genesee Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for milling and paving on Lucas Road between Belsay Road and Vassar Road in Genesee Township. The Township will be paying 100% of the \$107,655.92 milling and paving project.

**MOTION CARRIED.**

Work Request for Paving Overlay on Hopkins Road between Belsay Road and Roberts Drive in Genesee Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for paving overlay on Hopkins Road between Belsay Road and Roberts Drive in Genesee Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay on Hopkins Road between Belsay Road and Roberts Drive in Genesee Township. The Township will be paying 100% of the \$70,405.92 project.

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Reid Road, west of Porter Road in Grand Blanc Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for aggregate resurfacing on Reid Road, west of Porter Road in Grand Blanc Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for aggregate resurfacing on Reid Road, west of Porter Road in Grand Blanc Township. The Township will be using their available matching allocation funds. The Township is paying \$13,923.60 and the Road Commission is paying \$13,923.60 for a total project cost of \$27,847.20.

**MOTION CARRIED.**

Work Request for Crack Sealing at Montrose Park in Montrose Township – In a memorandum dated May 22, 2018, staff requested the Board approve the work request for crack sealing at Montrose Park in Montrose Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for crack sealing at Montrose Park in Montrose Township. The Township will be paying 100% of the \$2,708.28 project.

**MOTION CARRIED.**

Work Request for Crack Sealing at Various Locations in Montrose Township – In a memorandum dated May 08, 2018, staff requested the Board approve the work request for crack sealing at various locations in Montrose Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for crack sealing at various locations in Montrose Township. The Township will be using their available matching allocation funds for the crack sealing project. The Township is paying \$20,562.44 and the Road Commission is paying \$20,562.44 for a total cost of \$41,124.88.

**MOTION CARRIED.**

Work Request for Tree Removal at Lake Road (addresses 9341, 9463 and 9387) in Montrose Township – In a memorandum dated May 08, 2018, staff requested the Board approve the work request for tree removal on Lake Road (addresses 9431, 9463 and 9387) in Montrose Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for tree removal on Lake Road (addresses 9431, 9463 and 9387) in Montrose Township using available matching allocation funds. The Township is paying \$1,500.00 and the Road Commission is paying \$1,500.00 for a total cost of \$3,000.00.

**MOTION CARRIED.**

Work Request for Roadside Ditching on McKinley Road between Lake Road and Address 13521, Montrose Township - In a memorandum dated May 08, 2018, staff requested the Board approve the work request for roadside ditching on McKinley Road between Lake Road and address 13521 in Montrose Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for roadside ditching on McKinley Road between Lake Road and address 13521 in Montrose Township using available matching allocation funds. The Township is paying \$17,571.14 and the Road Commission is paying \$17,571.14 for a total cost of \$35,142.28.

**MOTION CARRIED.**

Work Request for Roadside Ditching on McKinley Road between Lake Road and Address 13521, Montrose Township - In a memorandum dated May 22, 2018, staff requested the Board approve the work request for roadside ditching (driveway culverts) on McKinley Road between Lake Road and address 13521 in Montrose Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for roadside ditching (driveway culverts) on McKinley Road between Lake Road and address 13521 in Montrose Township. The Township is paying 100% of the \$2,395.32 project.

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal on Jennings Road between Stanley Road and I-475 in Mt. Morris Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Jennings Road between Stanley Road and I-475 in Mt. Morris Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Jennings Road between Stanley Road and I-475 in Mt. Morris Township. The Township will be using supplemental funds for the \$54,118.99 project.

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal on Neff Road between Mt. Morris Road and Stanley Road in Mt. Morris Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Jennings Road between Mt. Morris Road and Stanley Road in Mt. Morris Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Neff Road between Mt. Morris Road and Stanley Road in Mt. Morris Township. The Township will be using their supplemental funds for the \$79,406.75 project.

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal on Carpenter Road between Webster Road and Linden Road in Mt. Morris Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Carpenter Road between Webster Road and Linden Road in Mt. Morris Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Carpenter Road between Webster Road and Linden Road in Mt. Morris Township. The Township will be using their available matching allocation funds for the project. The Township will be paying \$37,448.52 and the Road Commission will be paying \$37,448.51 for a total cost of \$74,897.03.

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Cook Road from Linden Road, going west to the Township Line in Mundy Township – In a memorandum dated May 08, 2018, staff requested the Board approve the work request for aggregate resurfacing on Cook Road from Linden Road, going west to the Township Line in Mundy Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for Aggregate Resurfacing on Cook Road from Linden Road, going west to the Township Line in Mundy Township. The Township will be using their available matching allocation funds for the project. The Township will be paying \$38,830.73 and the Road Commission will be paying \$38,830.51 for a total project cost of \$77,661.46.

**MOTION CARRIED.**

Work Request for Aggregate Resurfacing on Henderson Road between Potter Road and Address No. 3290 in Richfield Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for aggregate resurfacing on Henderson Road between Potter Road and address No. 3290 in Richfield Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for Aggregate Resurfacing on Henderson Road between Potter Road and address No. 3290 in Richfield Township. The Township will be paying 100% of the \$42,098.00 project.

**MOTION CARRIED.**

Work Request for Paving Overlay on Richfield Road between Henderson Road and Washburn Road in Richfield Township – In a memorandum dated May 23, 2018, staff requested the Board approve the paving overlay work request for Richfield Road between Henderson Road and Washburn Road in Richfield Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request paving overlay work request for Richfield Road between Henderson Road and Washburn Road in Richfield Township. The Township will be using their available matching allocation funds. The Township will be paying \$41,892.02 and the Road Commission will be paying \$41,892.02 for a total project cost of \$83,784.04.

**MOTION CARRIED.**

Work Request for Paving Overlay on Richfield Road between Henderson Road and Washburn Road in Richfield Township – In a memorandum dated May 23, 2018, staff requested the Board approve the paving overlay work request for Richfield Road between Henderson Road and Washburn Road in Richfield Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request paving overlay work request for Richfield Road between Henderson Road and Washburn Road in Richfield Township. The Township will be using their supplemental funds



totaling \$107,700.00 for the project.

**MOTION CARRIED.**

Work Request for Paving Overlay on Richfield Road between Henderson Road and Washburn Road in Richfield Township – In a memorandum dated May 08, 2018, staff requested the Board approve the paving overlay (shoulder material) work request for Richfield Road between Henderson Road and Washburn Road in Richfield Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay (shoulder material) work request for Richfield Road between Henderson Road and Washburn Road in Richfield Township. The Township will be using their available matching allocation funds. The Township will be paying \$6,928.00 and the Road Commission will be paying \$6,928.00 for a total project cost of \$13,856.

**MOTION CARRIED.**

Work Request for Pavement Repair and Chip Seal on Lewis Road between Wilson Road and Dodge Road in Thetford Township – In a memorandum dated May 08, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Lewis Road between Wilson Road and Dodge Road in Thetford Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request pavement repair and chip seal on Lewis Road between Wilson Road and Dodge Road in Thetford Township. The Township will be using their available matching allocation funds. The Township will be paying \$39,905.66 and the Road Commission will be paying \$39,905.66 for a total project cost of \$79,816.32.

**MOTION CARRIED**

Work Request for Pavement Repair and Chip Seal on Lake Road between McCumsey Road and Lewis Road in Thetford Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Lake Road between McCumsey Road and Lewis Road in Thetford Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request pavement repair and chip seal on Lake Road between McCumsey Road and Lewis Road in Thetford Township. The Township will be using their supplemental funds for the pavement repair chip seal project totaling \$61,769.41.

**MOTION CARRIED**

Work Request for Paving Overlay on Wilson Road between Bray Road and Center Road in Thetford Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for paving overlay (shoulder material) on Wilson Road between Bray Road and Center Road in Thetford Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay (shoulder material) on Wilson Road between Bray Road and Center Road in Thetford Township. The Township will be using their supplemental funds for the paving overlay project totaling \$10,392.00

**MOTION CARRIED**

Work Request for Paving Overlay on Wilson Road between Bray Road and Center Road in Thetford Township – In a memorandum dated May 23, 2018, staff requested the Board approve the work request for paving overlay on Wilson Road between Bray Road and Center Road in Thetford Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay on Wilson Road between Bray Road and Center Road in Thetford Township. The Township will be using their supplemental funds for the paving overlay project totaling \$123,525.92.

**MOTION CARRIED**

Work request for Crack Sealing on Webster Road between Dodge Road and Wilson Road in Vienna Township – In a memorandum dated May 16, 2018, staff requested the Board approve the work request for crack sealing on Webster Road between Dodge Road and Wilson Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for crack sealing on Webster Road between Dodge Road and Wilson Road in Vienna Township. The Township will be paying 100% of the \$4,965.19 project.

**MOTION CARRIED.**

Work request for Pavement Repair and Chip Seal on Lake Road between Tuscola Road and McCumsey Road in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Lake Road between Tuscola Road and McCumsey Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Lake Road between Tuscola Road and McCumsey Road in Vienna Township. The Township will be using their supplemental funds for the \$56,897.23, pavement repair and chip seal project.

**MOTION CARRIED.**

Work request for Pavement Repair and Chip Seal on Farrand Road between Webster Road and Field Road in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Farrand Road between Webster Road and Field Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Farrand Road between Webster Road and Field Road in Vienna Township. The Township will be using their available matching allocation funds. The Township is paying \$14,903.29 and the Road Commission is paying \$14,903.29 for a total project cost of \$29,806.58.

**MOTION CARRIED.**

Work request for Pavement Repair and Chip Seal on Farrand Road between Webster Road and Field Road in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Farrand Road between Webster Road and Field Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Farrand Road between Webster Road and Field Road in Vienna Township. The Township will be paying 100% of the \$11,074.42 project.

**MOTION CARRIED.**

Work request for Pavement Repair and Chip Seal on Farrand Road between Webster Road and Field Road in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Farrand Road between Webster Road and Field Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Farrand Road between Webster Road and Field Road in Vienna Township. The Township will be using the supplemental funds totaling \$4,300 for this project.

**MOTION CARRIED.**

Work request for Pavement Repair and Chip Seal on Farrand Road between Elms Road and Webster Road in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Farrand Road between Elms Road and Webster Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Farrand Road between Elms Road and Webster Road in Vienna Township. The Township will be using their available matching allocation funds. The Township is paying \$38,916.71 and the Road Commission is paying \$38,916.72 for a total project cost of \$77,833.42.

**MOTION CARRIED.**

Work request for Pavement Repair and Chip Seal on Wilson Road between Saginaw Road and the Township Line in Vienna Township – In a memorandum dated May 15, 2018, staff requested the Board approve the work request for pavement repair and chip seal on Wilson Road between

Saginaw Road and the Township Line in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for pavement repair and chip seal on Wilson Road between Saginaw Road and the Township Line in Vienna Township. The Township will be paying 100% of the \$40,146.03 project.

**MOTION CARRIED.**

Work Request for Paving Overlay on Morgan Road between Neff Road and Saginaw Road (M-54) in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the paving overlay for Morgan Road between Neff Road and Saginaw Road (M-54) in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for paving overlay on Morgan Road between Neff Road and Saginaw Road (M-54) in Vienna Township. The Township will be using their supplemental funds for the paving overlay project totaling \$64,682.74.

**MOTION CARRIED.**

Work Request for Chip Seal on Webster Road between Wilson Road and Dodge Road in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for chip seal on Webster Road between Wilson Road and Dodge Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for chip seal on Webster Road between Wilson Road and Dodge Road in Vienna Township. The Township will be using their supplemental funds totaling \$25,069.81 for the project.

**MOTION CARRIED.**

Work Request for Chip Seal on Webster Road between Vienna Road (M-57) and Wilson Road in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work request for chip seal on Webster Road between Vienna Road (M-57) and Wilson Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for chip seal on Webster Road between Vienna Road (M-57) and Wilson Road in Vienna Township. The Township will be using their supplemental funds totaling \$25,069.81 for the project.

**MOTION CARRIED.**

Work Request for Chip Seal on Webster Road between Dodge Road and Frances Road in Vienna Township – In a memorandum dated May 29, 2018, staff requested the Board approve the work

request for chip seal on Webster Road between Dodge Road and Frances Road in Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Mandelaris, seconded by Mr. Dickerson, to approve the work request for chip seal on Webster Road between Dodge Road and Frances Road in Vienna Township. The Township will be using their supplemental funds totaling \$24,521.61 for the project.

**MOTION CARRIED.**

**MANAGER-DIRECTOR REPORT**

(None)

**COMMISSIONERS CONCERNS**

Chairperson Kautman-Jones shared that the Maintenance Department has developed a summer schedule booklet pertaining to each District garages' maintenance schedules.

Agenda Packets - Commissioner Arceo has a concern relating to the duplicated agenda packets for the Board of County Road Commissioners. He would prefer to eliminate the duplication of paperwork. Chairperson Kautman stated that it is the Board that must decide the number of copies of the agenda that they receive and how the packets will be distributed. This is something the Board will need to consider in the future.

Freedom of Information Act Policy - Vice-Chairperson Mandelaris requested a correction be made on one page of the Freedom of Information Act policy. Staff stated that they will make the change. Vice-Chairperson Mandelaris also asked if the Freedom of Information Act booklet had been ordered from the Michigan Township Association. Staff stated the booklet was ordered and has been received.

310 W. Oakley Street – Vice-Chairperson Mandelaris asked if the RFP has been written for the sale of 310 W. Oakley Street. Fleet Maintenance & Facilities Director, Mr. Randy Dellaposta stated that the RFP has been finalized and is ready to be sent out.

Commissioner Dickerson wanted to thank the Board and staff for showing support to Commissioner Johnson after his wife's passing.

Chairperson Kautman-Jones reminded the Board and staff that Mr. Kirk Steudle, Director, MDOT will be having a town hall meeting at the Road Commission on June 14, 2018 at 2:00 p.m. to discuss 2019 road funding dollars. Vienna Township will be hosting the meeting but the Road Commission will be sending out reminder emails to everyone to attend.

Chairperson Kautman-Jones would like to ask that each Township submit their budget to the Road Commission to aid in the planning for future road maintenance budgeting and expenditures in their Township.

Vacation Accumulation and Carryover for Directors – Chairperson Kautman-Jones stated that in 2010 there was a memorandum written to change the Manager-Directors’ and Department Directors’ vacation accumulation and vacation hour carryover policy. Moving ahead, Chairperson Kautman-Jones stated that the Board needs to address this issue in the next few weeks. Chairperson Kautman-Jones stated that we have staff members that have been utilizing this policy so the Board must consider that when rewriting this policy. The Board needs to review the financial implications of this policy on the budget and adjust it if necessary. Chairperson Kautman-Jones will be meeting with the Finance Director and Human Resource Director to understand the financial impact of this policy. Human Resource Director, Ms. Donna Poplar stated she will meet with Finance Director, Ms. Coetta Adams to discuss the impact of this policy before meeting with Chairperson Kautman-Jones.

RFP for General Counsel – Chairperson Kautman-Jones will review the draft submitted by staff for the RFP for GCRC General Legal Counsel to be considered by the Board at the next meeting.

With no objections, Chairperson Kautman-Jones adjourned the meeting at 11:00 a.m.

JOHN J. GLEASON  
Clerk/Register

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Linda B. Kossak, Secretary of the  
Board of Road Commissioners  
lbk 6/05/18