

**GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING MINUTES**

**September 11, 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

Others Present: Fred Peivandi, Anthony Branch, Randy Dellaposta, Coetta Adams, Donna Poplar, Stephanie Jaeger, (Genesee County Road Commission Staff); Attorney Tom Derderian (Michael Kluck & Associates), Mary Ann Price, Karyn Miller, Chris Gehringer, John Lawrence, Ronald Polk, 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**

September 11, 2018 – Agenda

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the agenda for September 11, 2018, as printed and presented.

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

July 23, 2018 – Special Board Meeting

July 30, 2018 – Special Board Meeting

August 07, 2018 – Board Meeting

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the minutes for July 23, 2018, July 30, 2018 and August 07, 2018, as printed and presented.

**MOTION CARRIED.**

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

Tuesday, September 11, 2018

10:03 a.m. – Public Hearing – Proposed Budget for the 2018/2019 Fiscal Year

Tuesday, September 11, 2018

10:10 a.m. – Closed Session with Attorney Tom Derderian (Michael Kluck & Associates), Supervisor Contract Negotiation Updates.

Monday, September 18, 2018

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

10:00 a.m. – Board Meeting.

Tuesday, October 02, 2018

10:00 a.m. – Board Meeting

**PUBLIC ADDRESS THE BOARD**

Ms. Karyn Miller, Flint Township Supervisor, addressed the Board this morning regarding neighborhood roads in Flint Township. She introduced Flint Township Road Advisory Committee member, Mr. John Lawrence, who is also attending this morning’s meeting. Ms. Miller asked that the Road Commission take a look at spending dollars in their neighborhoods and concentrate on neighborhood roads. Ms. Miller stated that her Township residents pay into the roads via gas tax and car registration fees and she is asking that the Road Commission consider spending more money locally.

**PUBLIC HEARING**

At 10:03 a.m., a public hearing was held regarding the Genesee County Road Commission proposed budget for fiscal year ending September 30, 2019. Finance Director, Ms. Coetta Adams, stated that the proposed budget summary totaling \$84,730,309, was placed on the table for the public to review on August 30, 2018.

Commissioner Dickerson requested a copy of the job description for the Operations Manager position that is in the fiscal year ending September 30, 2019 proposed budget. Manager-Director Fred Peivandi, stated he has a copy of the Operations Manager position for Commissioner Dickerson.

Ms. Karyn Miller requested the Road Commission consider an alternate vendor instead of Great Lakes Chloride due to their high costs. She asked that the Road Commission consider looking elsewhere for Chloride.

Chairperson Kautman-Jones asked if anyone from the public had questions regarding the proposed budget for fiscal year ending September 30, 2019. With no questions from the public, the Chairperson closed the public hearing at 10:08 a.m.

**CLOSED SESSION** – Manager-Director Fred Peivandi, requested that the Board go into closed session with Attorney Tom Derderian, to discuss collective bargaining negotiations updates for the Supervisor’s bargaining unit with legal counsel.

Collective Bargaining Negotiations Update – Motion by Mr. Mandelaris, seconded by Mr. Johnson, that the Board of County Road Commissioners of the County of Genesee, Michigan, go into closed session for the strategy and negotiation connected with the negotiation of a collective bargaining agreement regarding the supervisor’s bargaining unit, International Union of Operating Engineers, as requested by the negotiating party for the Board, per MCL 15-268(c); MCL 15.267 (1).

**VOTE ON MOTION**

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

No: None

**MOTION CARRIED.**

(At 10:10 a.m. the Board entered into closed session.)

(At 11:09 a.m. the Board reconvened into open session to continue its regular order of business.)

**CORRESPONDENCE**

**INCOMING**

Letter Correspondence from Ms. Gayle Cummings, Michigan County Road Commission Self-Insurance Pool (MCRCSIP) - re: 2018 Liability Refunds – In a letter dated August 28, 2018, Ms. Gayle Cummings, Administrator, Michigan County Road Commission Self-Insurance Pool informed member Road Commissioners that the MCRCSIP Board has approved a \$3 million dollar distribution of Pool equity to member road commissions. MCRCSIP enclosed the Genesee County Road Commission check in the amount of \$162,227. (Copy filed with official minutes.)

Letter Correspondence from Ms. Melanie Greene, Risk Consultant, Mackinaw Administrators LLC, CRASIF – re: Risk Control Review – In a letter dated August 31, 2018, Ms. Melanie Greene, Risk Consultant, Mackinaw Administrators, CRASIF, provided Manager-Director Fred Peivandi, with the Risk Control Review that was conducted on August 27, 2018 at the Road Commission. (Copy filed with official minutes.)

**OUTGOING**

Letter correspondence to Ms. Kim Courts, Commissioner, Genesee County Board of Commissioners – re: Fred Peivandi’s appointment to Manager-Director – In a letter dated August 16, 2018, Manager-Director Fred Peivandi, thanked County Commissioner Kim Courts, for congratulating him on his appointment to Manager-Director of the Genesee County Road Commission. In addition, Mr. Peivandi stated his proposal to make local roads a priority in the next budget year. (Copy filed with official minutes.)

Letter Correspondence to Mr. John Skubinna, Michigan Department of Environmental Quality, Transportation Review Unit, re: 25 Rolston Road, Loon Lake, Fenton Township - In a letter dated August 22, 2018, Manager-Director Fred Peivandi, stated that at a Board of Road Commissioner’s meeting on August 21, 2018, the countersignature of the draft modified permit as prepared by the Michigan Department of Environmental Quality was authorized. Mr. Peivandi also reiterated that it is the GCRC’s opinion that the Loon Lake and Crane Lake residents are better served by establishing legal lake levels instead of using the road culvert as a lake level control source. (Copy filed with official minutes.)

**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**

Agreement with the Genesee County Parks & Recreation Commission, Iron Belle Phase 2 Flint River Trail Extension (Vassar Road to Irish Road), Richfield Township – In a memorandum dated September 04, 2018, staff requested the Board of County Road Commissioners approve the agreement with the Genesee County Parks & Recreation Commission in the Iron Belle Phase 2 Flint River Trail Extension, Richfield Township. (Copy filed with official minutes.)

Federal TAP Funds	\$1,019,494.00
Genesee County Parks & Recreation	\$ 421,062.00
Road Commission	<u>\$ 0.00</u>
Total Project Cost	\$1,440,556.00

**ACTION TAKEN** - Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve and sign the duplicate originals of the agreement with the Genesee County Park & Recreation Commission, for the cost participation in the Iron Belle Phase 2 Flint River Trail Extension (Vassar Road to Irish Road), Richfield Township.

**MOTION CARRIED.**

Michigan Department of Transportation Contract No. 2018-0763 – Seymour Road from Potter Road to the Flushing City Limits, Flushing Township - In a memorandum dated August 31, 2018, staff requested the Board authorize the Manager-Director to sign the Michigan Department of Transportation Contract No. 18-0763, Seymour Road from Potter Road to the City Limits, Flushing Township. (Copy filed with official minutes.)

Initial Payment (50%)	\$151,800
<u>Final Payment (At the time of project advertisement)</u>	<u>\$151,800</u>
Total	\$303,600

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Arceo, to authorize the Manager-Director to sign the Michigan Department of Transportation Contract No. 18-0763, allowing the transfer of funds for the Seymour Road improvement project in Flushing Township, from Potter Road to the Flushing city limits.

**MOTION CARRIED**

Selection of the Genesee County Road Commission General Legal Counsel Representation - In a memorandum dated August 04, 2018, staff requested the Board approve the selection of Z|A|C, Zausmer, August & Caldwell P.C. as the Genesee County Road Commission general legal counsel law firm. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo seconded by Mr. Johnson, to approve the selection of Z|A|C, Zausmer, August & Caldwell, P.C., as the Genesee County Road Commission, General Legal Counsel Law Firm.

**MOTION CARRIED.**

Fiscal Year 2019 Proposed Budget – In a memorandum dated September 04, 2018, staff requested the Board approve the removal of the fiscal year ending September 30, 2019, proposed budget from the table for public viewing and secondly, approval of the proposed budget for fiscal year ending September 30, 2019.

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to approve the removal of the fiscal year ending September 30, 2019, proposed budget from the table.

**MOTION CARRIED**

**ACTION TAKEN** – Motion by Mandelaris, seconded by Mr. Johnson, to approve the proposed budget for the fiscal year ending September 30, 2019, in the amount of \$84,730,309.

**VOTE ON MOTION:**

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

No: None

**MOTION CARRIED.**

Annual Certification of Employee Related Conditions for Certification Year 2018 – In a memorandum dated August 27, 2018, staff requested the Board approve the signing and submittal of the Annual Certification of Employee-related Conditions for certification year 2018. (Copy of memorandum and certification filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the signing and submittal of the Annual Certification of Employee-related conditions for certification year 2018.

**MOTION CARRIED.**

Amendment to Purchase Order Nos. 81871 for 36A Hot Mix Asphalt and Purchase Order No. 81696 for Item No. 29A Limestone – In a memorandum dated September 04, 2018, staff requested the Board approve the amendment to purchase order No. 81871 for 36A Hot Mix Asphalt and purchase order No. 81696 for Item No. 29A Limestone. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the amendment of purchase orders for Nos. 81871 and 81696:

- Increase purchase order No. 81871 to Ace-Saginaw Paving Company for 36A Hot mix Asphalt reflecting an increase of \$500,000, raising the total amount to \$1,500,000.
- Increase purchase order No. 81696 to Stoneco of Michigan for 29A Limestone reflecting an increase of \$14,000, raising the total amount to \$66,000.

**MOTION CARRIED.**

Issuance of Blanket Purchase Orders for materials to be purchased for the Maintenance Department for Item #8B, Item #11-HFRS-2M and Item No. 42 – In a memorandum dated August 27, 2018, staff requested the Board approve the issuance of blanket purchase orders for Item Nos. 8B – High Performance Pavement repairs, 11-HFRS-2M Asphalt Emulsion/Fog Sealant 42 for the Maintenance Department. (Copy of memorandum and bid sheets filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the issuance of blanket purchase orders for materials for the Maintenance Department for Item No. 8B, Item No. 11-HFRS-2M and Item No. 42 to be purchased on an as needed basis, for the following companies:

- Unique Paving Materials for Item No. 8B - High Performance Pavement Repair in an amount of \$70,000.
- Michigan Paving Materials for Item No. 11-HFRS-2M - Asphalt Emulsion/Fog Seal in an amount of \$300,000.
- Great Lakes Chloride for Item No. 42 - Liquid Calcium Chloride w/Boost in an amount of \$100,000.

Vice-Chairperson Mandelaris stated that Flint Township Supervisor, Ms. Karyn Miller, asked about the Road Commission considering an alternate vendor instead of Great Lakes Chloride for Liquid Calcium Chloride. Maintenance Director, Mr. Anthony Branch, stated that we bid this item out and Great Lakes Chloride is the low bidder for Item No. 42 - Liquid Calcium Chloride w/Boost. Great Lakes Chloride has a contract with the State of Michigan and they are the only company for our area that delivers from the DOW plant. This product, Item No. 42 – Liquid Calcium Chloride, w/Boost, is for de-icing not for gravel roads.

**MOTION CARRIED.**

Extension of Unit Bid Prices and Issuance of Purchase Orders M&M Pavement Marking for Pavement Marking Applications – In a memorandum dated August 16, 2018, staff requested the Board approve the extension of unit bid prices and the issuance of a purchase order to M&M Pavement Marking for Pavement Marking applications. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve the extension of unit bid prices and the issuance of purchase orders to M&M Pavement Marking for Pavement Marking Applications on an as needed basis in an amount of \$400,500.00.

**MOTION CARRIED.**

Issuance of a Purchase Order to Carrier & Gable and piggyback to the State of Michigan Master Agreement for Traffic Signal Parts – In a memorandum dated August 22, 2018, staff requested the Board approve to piggyback the State of Michigan Master Agreement and issuance of a purchase order to Carrier & Gable for Traffic Signal Parts – (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve the Road Commission to piggyback the State of Michigan Master Agreement #180000000001 and the issuance of a purchase order to Carrier & Gable for Traffic Signal Parts to be purchased on an as needed basis in an amount not to exceed \$200,000.00.

Vice-Chairperson Mandelaris asked staff to check on the Master Agreement number for accuracy.

**MOTION CARRIED.**

Ratification of Vouchers totaling \$912,579.14 – (Copies filed with official minutes.)

Voucher #V-40391

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to ratify Voucher #40391 in the amount of \$133,364.22.

**VOTE ON MOTION:**

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

No: None

**MOTION CARRIED.**

Voucher #V-40392

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40392 in the amount of \$317,110.86

**VOTE ON MOTION:**

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

No: None

**MOTION CARRIED.**

Voucher #V-40393

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to ratify Voucher #40393 in the amount of \$461,506.49.

**VOTE ON MOTION:**

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

No: None

**MOTION CARRIED.**

**CONSENT**

Work Request for Roadside Ditching on Lake Road, east of McKinley Road (addresses 9495, 9475, 9463 and 9451), Montrose Township – In a memorandum dated September 11, 2018, staff requested the Board approve the work request for roadside ditching on Lake Road, east of McKinley Road (addresses 9495, 9475, 9463 and 9451) in Montrose Township. (Copy filed with official minutes.)



**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to approve the work request for roadside ditching on Lake Road, east of McKinley Road (addresses 9495, 9475, 9463 and 9451) in Montrose Township. The Township will be paying 100% of the \$2,457.84 roadside ditching project.

**MOTION CARRIED.**

Ratification of the action taken by Manager-Director Fred Peivandi, to approve the Milling & Paving work done on Pollock Road between Holly Road and the Crosswalk, Clayton Township – In a memorandum dated August 13, 2018, staff requested the Board ratify the action taken by Manager-Director Fred Peivandi, to approve the work request for milling & paving work done on Pollock Road between Holly Road and the Crosswalk in Clayton Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to ratify the action taken by Manager-Director Fred Peivandi, to approve the milling and paving work that was performed on Pollock Road between Holly Road and the crosswalk. The Township is using available matching allocation funds, supplemental funds and Township funds. The Township will be paying \$171,479.46 and the Road Commission is paying \$21,966.40. The total cost of the project will be \$193,445.86.

Grand Blanc Township Participation	\$143,236.46
GCRC Matching Allocation Funds	\$ 21,966.40
Supplemental Funds for Grand Blanc Twp.	<u>\$ 28,243.00</u>
Total Project Cost	\$193,445.86

**MOTION CARRIED.**

**MANAGER-DIRECTOR REPORT**

Kipp Road Tower - Facilities and Equipment Director, Mr. Randy Dellaposta, stated that the Kipp Road Tower is currently in negotiations with our Attorney, Chuck McKone. He will keep the Board updated on the progress of the tower.

310 W. Oakley Street – Mr. Dellaposta stated the 310 W. Oakley Street is currently receiving bids this morning on the Last Bid Auction website. Mr. Dellaposta stated that there has been quite a bit of interest so far in the property. There were four individuals that attended the open house and there are some serious buyers looking at this property. The bidding ends today at 2:00 p.m. to all new bidders. He will provide the Board with the results at the close of the auction today.

**COMMISSIONERS CONCERNS**

Vice-Chairperson John Mandelaris asked if the MCL law books were still in the Manager-Director’s office. Staff stated the books are currently in Traffic Engineering.

Director of Engineering position - Commissioner Dickerson asked Manager-Director Fred Peivandi, if he has filled the Director of Engineering position yet. Manager-Director Fred Peivandi stated that yes, he has an individual in mind with over 25 years' experience that is currently working for Rowe Engineering.

Human Resource Director, Ms. Donna Poplar stated that the Board may want to consider an Employment Contract with the Director of Engineering position. Manager-Director Peivandi stated the previous Manager-Director had wanted a contract for the County Highway Engineer position but not the Director of Engineering. Currently Mr. Peivandi is keeping the title as County Highway Engineer. Mr. Branch stated that customarily the Board has always appointed the County Highway Engineer. The Manager-Director traditionally hires the Directors, and informs the Board of his decision.

Chairperson Kautman-Jones asked staff to check the by-laws from the 1980's to see if it states that the Manager-Director does the hiring of employees with or without the approval of the Board of Road Commissioners. Attorney Tom Derderian stated that the Board approves the budget which includes personnel being hired. Chairperson Kautman-Jones asked Attorney Tom Derderian what we need to do to change the bylaws. Attorney Tom Derderian stated that we just need to make a motion and pass the motion for a change in the bylaws.

Budget Concerns - Commissioner Dickerson stated that he has been getting phone calls regarding the Road Commission budget and the money currently being spent in the budget. Commissioner Dickerson wants to see this extra funding money spent on the roads. He is questioning the hiring of more personnel in the budget. Chairperson Kautman-Jones stated that the budget is higher because we are receiving more funding. Manager-Director Peivandi stated that he can no longer perform both the Manager-Director's job and the Director of Engineering position.

Chairperson Kautman-Jones supports the hiring of a Director of Engineering. Chairperson Kautman-Jones would like to make a motion to allow the Manager-Director to hire a Director of Engineering.

**ACTION TAKEN** – Motion by Ms. Kautman-Jones, seconded by Mr. Mandelaris, to hire a Director of Engineering, at the Manager-Director's discretion, with a stated wage of \$50 per hour,

**MOTION CARRIED.**

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Road Funding - Mr. Johnson stated that the Road Commission pays for the primary roads, local roads are funded by both the Road Commission and the Townships (50/50), but the subdivision streets are the responsibility of the citizens. There just is not enough money to pay for subdivision roads with Road Commission funding.

With no objections, Chairperson Kautman-Jones adjourned the meeting at 12:21 p.m.

JOHN J. GLEASON  
Clerk/Register

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

lbk, 9/11/18