

**GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING**

**JANUARY 08, 2019**

**MINUTES**

**CALL TO ORDER**

Vice Chairperson Mandelaris 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, Flint, Michigan 48503-3995.

**ROLL CALL**

Present:                                 John Mandelaris, Vice Chairperson  
   Robert Johnson, Commissioner  
   David M. Arceo, Commissioner  
   Cloyce Dickerson, Commissioner

Excused:                                 Shirley Kautman-Jones, Chairperson

Others Present: Fred Peivandi, Eric Johnston, Donna Poplar, Anthony Branch, Randy Dellaposta, Stephanie Jaeger, Coetta Adams, Genesee County Road Commission Staff; Attorney Devin Sullivan, Zausmer, August & Caldwell, P.C.; Attorney Wendy Hardt, Michael Kluck & Associates; Vicki Bachakes, Secretary of the Board of Road Commissioners

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Chairperson Mandelaris.

**APPROVAL OF AGENDA**

January 08, 2019 – Agenda

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the agenda for January 08, 2019 as printed and presented.

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

December 04, 2018 – Board Meeting

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the minutes of the December 04, 2018 Board Meeting as presented.

**MOTION CARRIED.**

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

Monday, January 21, 2019

GCRC closed (non-essential operations) in observance of Martin Luther King Jr. holiday

Tuesday, January 22, 2019

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

**AMENDMENT OF AGENDA**

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to amend the agenda for January 08, 2019 to include Election of Officers.

Managing Director Peivandi asked if Genesee County Clerk, Mr. John Gleason, needs to be present. Commissioner Dickerson said that the Clerk can swear the officers in at a later date. Commissioner Johnson noted that all of the commissioners have already taken their oath of office. Vice Chairperson Mandelaris said that the Clerk’s presence is not statutory for this election.

VOTE ON MOTION:

Ayes: Mandelaris, Johnson, Arceo, Dickerson  
No: None

**MOTION CARRIED.**

**ELECTION OF OFFICERS – GENESEE COUNTY ROAD COMMISSION BOARD**

Election of Chairperson – Vice Chairperson Mandelaris called for nominations for the Office of Chairperson of the Genesee County Road Commission.

**ACTION TAKEN** – Motion made by Mr. Johnson, seconded by Mr. Dickerson, to nominate Vice Chairperson Mandelaris for the Office of Chairperson of the Board of County Road

Commissioners of Genesee County for a period of one (1) year.

Vice Chairperson Mandelaris called for additional nominations three (3) times. There were none.

Nominations Closed.

VOTE ON NOMINEE:

Ayes: Johnson, Arceo, Dickerson, Mandelaris

No: None

**NOMINEE ELECTED.**

Election of Vice Chairperson – Chairperson Mandelaris called for nominations for the Office of Vice Chairperson of the Genesee County Road Commission.

**ACTION TAKEN** – Motion made by Mr. Dickerson, seconded by Mr. Arceo, to nominate Commissioner Johnson for the Office of Vice Chairperson of the Board of County Road Commissioners of Genesee County for a period of one (1) year.

Chairperson Mandelaris called for additional nominations three (3) times. There were none.

Nominations Closed.

VOTE ON NOMINEE:

Ayes: Arceo, Dickerson, Mandelaris, Johnson

No: None

**NOMINEE ELECTED.**

**PUBLIC ADDRESS THE BOARD**

None.

**CORRESPONDENCE**

**INCOMING**

Appreciation from the Food Bank of Eastern Michigan – In correspondence dated December 17, 2018, Ms. Cathy Blankenship, Vice President of Development and Communications, Food Bank of Eastern Michigan thanked the GCRC for donating 157 pounds of food for the less fortunate in the community. (Copy filed with official minutes.)

Michigan Concrete Association Award of Excellence re: Linden Road Rehabilitation – In

correspondence dated November 28, 2018, Ms. Corrina Ruthig, Financial Administrator, Michigan Concrete Association, congratulated GCRC for the Linden Road Rehabilitation project (Lennon Road to Calkins Road) as the selected winner for the Award of Excellence. (Copy filed with official minutes.)

Correspondence from Mr. Malcolm Boughen re: Merwood Drive, Mt. Morris Township – In undated correspondence from Mr. Malcolm Boughen, 3049 Merwood Drive, Mt. Morris Township, requested assistance with repairing the potholes on Merwood Drive. (Copy filed with official minutes.)

## **OUTGOING**

Response to Mr. Malcolm Boughen re: Merwood Drive, Mt. Morris Township – In correspondence dated December 14, 2018, Managing Director Fred Peivandi explained the process for getting a local roadway reconstructed. (Copy filed with official minutes.)

Mr. Mandelaris and Mr. Arceo complimented Mr. Peivandi for a well written letter. Staff advised that the potholes have been taken care of.

## **INTERNAL**

None.

## **INFORMATION**

Transportation Asset Management for Local Officials – The Transportation Asset Management for Local Officials training will be hold at the Road Commission of Kalamazoo County, 3801 East Kilgore Road, Kalamazoo, Michigan on Wednesday, January 23, 2019 from 8:00 a.m. until 11:00 a.m. (Copy filed with official minutes.)

County Road Association of Michigan news release re: Supplemental Appropriation Bill – In a press release dated December 21, 2018 entitled ‘County Road Association of Michigan applauds supplemental appropriation bill that includes significant funds for roads’, appreciation is expressed for additional road funds approved by the Michigan Legislature which includes \$114 million for roads, of which county road agencies will share \$44.6 million, according to the traditional state formula. (Copy filed with official minutes.)

Request to Approve Correspondence:

**ACTION TAKEN** – Motion by Mr. Arceo, seconded by Mr. Dickerson, to receive and file the presented correspondence.

**MOTION CARRIED.**

## BOARD OF ROAD COMMISSIONERS' DECISIONS

### DISCUSSION

Local Road Agreement for Roadway Rehabilitation, Court Street, Davison Township – In a memorandum dated January 02, 2019, staff requested Board approval of a local road agreement for the rehabilitation and HMA resurfacing of Court Street from Burton City Limits easterly 0.72 miles in Davison Township. Cost sharing for this work will be as follows:

Davison Township (Construction)	\$280,000.00
GCRC (Engineering & Inspection)	<u>\$ 28,000.00</u>
Total Project Cost	\$308,000.00

(Copy of memorandum and agreement filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the local road agreement with Davison Township for the rehabilitation and HMA resurfacing of Court Street from Burton City Limits easterly 0.72 miles.

### MOTION CARRIED.

Issuance of a Purchase Orders to Great Lakes Chloride (Item #10) and Pierce & Pitt Trucking (Item #102) – In a memorandum dated December 14, 2018, staff requested Board approval for the issuance of a Purchase Order to Great Lakes Chloride for Calcium Chloride (Item #10) in an amount not to exceed \$1,000,000.00 and to Pierce & Pitt Trucking for Rip Rap (Item #102) in an amount not to exceed \$18,000.00. (Copy of memorandum filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the issuance of a purchase order to Great Lakes Chloride for Calcium Chloride (Item #10) in an amount not to exceed \$1,000,000.00 and to Pierce & Pitt Trucking for Rip Rap (Item #102) in an amount not to exceed \$18,000.00.

### MOTION CARRIED.

Issuance of an Amended Purchase Order to Action Traffic Maintenance – In a memorandum dated December 19, 2018, staff requested Board approval for an increase of \$50,000.00 to Purchase Order #82294 to Action Traffic Maintenance for Guardrail Placement or Repair Services raising the total amount to \$250,000.00. (Copy of memorandum filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve an increase of \$50,000.00 to Purchase Order #82294 to Action Traffic Maintenance for Guardrail Placement or Repair Services raising the total amount to \$250,000.00.

Mr. Mandelaris asked about the \$400,000 referenced on the supporting documentation. Ms.

Adams said that the State has \$400,000 budgeted for the work, of which \$250,000 is for the labor. GCRC will provide the materials.

**MOTION CARRIED.**

Issuance of an Amended Purchase Order to Versalift Midwest – In a memorandum dated December 17, 2018, staff requested Board approval for an increase of \$35,000.00 to Purchase Order #82387 to Versalift Midwest for additional necessary aerial lift repairs raising the total amount to \$50,000.00. (Copy of memorandum filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve an increase of \$35,000.00 to Purchase Order #82387 to Versalift Midwest for additional necessary aerial lift repairs raising the total amount to \$50,000.00.

**MOTION CARRIED.**

Ratification of Vouchers Totaling \$2,478,374.46 – (Copies filed with official minutes.)

Voucher #V-40431

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40431 in the amount of \$440,046.58.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris

No: None

**MOTION CARRIED.**

Voucher #V-40432

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40432 in the amount of \$457,926.60.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris

No: None

**MOTION CARRIED.**

Voucher #V-40433

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40433 in the amount of \$193,058.26.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris  
No: None

Chairperson Mandelaris asked that the record reflect that Ms. Coetta Adams received \$75.20 for travel reimbursement on this voucher.

**MOTION CARRIED.**

Voucher #V-40434

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40434 in the amount of \$255,770.09.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris  
No: None

**MOTION CARRIED.**

Voucher #V-40435

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40435 in the amount of \$698,907.98.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris  
No: None

Chairperson Mandelaris asked about the check to Flint Township in the amount of \$177,305.59. Mr. Peivandi advised that it was for the Court Street (Elms Road to Flint City Limits) project that Flint Township administered under a local road agreement. GCRC's share of the construction cost is 50%. Ms. Adams added that an additional payment for this project will be paid next month.

**MOTION CARRIED.**

Voucher #V-40436

**ACTION TAKEN** – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40436 in the amount of \$432,664.95.

VOTE ON MOTION:

Yes: Dickerson, Johnson, Arceo, Mandelaris  
No: None

**MOTION CARRIED.**

**CONSENT**

Request for Work – Roadside Ditching, Lippincott Boulevard, Davison Township – In a memorandum dated December 20, 2018, staff requested Board approval to perform roadside ditching on Lippincott Boulevard between Henderson Road and Washburn Road in Davison Township. (Copy of memorandum and cost estimate form filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to authorize the Road Commission to perform roadside ditching on Lippincott Boulevard between Henderson Road and Washburn Road in Davison Township with the funding as follows:

Davison Township	\$ 22,505.60
GCRC (Davison Twp. Allocation Funds)	<u>\$ 21,051.80</u>
Total Project Cost	\$ 43,557.40

**MOTION CARRIED.**

Request for Work – Roadside Ditching, Cummings Road, Davison Township – In a memorandum dated December 20, 2018, staff requested Board approval to perform roadside ditching on Cummings Road from Lippincott Boulevard to I-69 in Davison Township. (Copy of memorandum and cost estimate form filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to authorize the Road Commission to perform roadside ditching on Cummings Road from Lippincott Boulevard to I-69 in Davison Township with the funding as follows:

Davison Township	\$27,836.49
GCRC (Davison Twp. Allocation Funds)	<u>\$24,276.41</u>
Total Project Cost	\$52,112.90

**MOTION CARRIED.**

Request for Work – Aggregate Resurfacing, Baxter Road, Richfield Township – In a memorandum dated December 20, 2018, staff requested Board approval to perform aggregate resurfacing on Baxter Road between Mt. Morris Road and Sanders Drive in Richfield Township. (Copy of memorandum and cost estimate form filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to authorize the Road Commission to perform aggregate resurfacing on Baxter Road between Mt. Morris Road and Sanders Drive in Richfield Township with the funding as follows:

Richfield Township	\$16,493.71
GCRC (Richfield Twp. Allocation Funds)	<u>\$16,493.71</u>
Total Project Cost	\$32,987.42



**MOTION CARRIED.**

Request for Work – Aggregate Resurfacing, Oak Road, Richfield Township – In a memorandum dated December 20, 2018, staff requested Board approval to perform aggregate resurfacing on Oak Road between Carpenter Road and Coldwater Road in Richfield Township. (Copy of memorandum and cost estimate form filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Johnson, seconded by Mr. Dickerson, to authorize the Road Commission to perform aggregate resurfacing on Oak Road between Carpenter Road and Coldwater Road in Richfield Township with the funding as follows:

Richfield Township	\$26,748.76
GCRC (Richfield Twp. Allocation Funds)	<u>\$26,748.76</u>
Total Project Cost	\$53,497.52

**MOTION CARRIED.**

**MANAGING DIRECTOR REPORT**

Mr. Fred Peivandi presented to the Board an Award of Excellence received from Asphalt Paving Association of Michigan related to Phase I of the Iron Belle Trail (Vassar Road to Irish Road) non-motorized pathway. Zito Construction was the contractor and the trail owner is Genesee County Parks & Recreation Commission. GCRC is the Act 51 agency overseeing the project. Chairperson Mandelaris suggested that staff send a thank you letter to Asphalt Paving Association. Mr. Peivandi said that GCRC will receive a plaque in February from Michigan Concrete Association for the Linden Road (Lennon Road to Calkins Road) project.

Ms. Donna Poplar introduced Attorney Wendy Hardt from Michael Kluck & Associates. Ms. Hart is in attendance today for the policy and procedures handbook meeting immediately following the Board meeting.

Mr. Dickerson asked for an update on the part-time position in Human Resources approved by the Board. Ms. Poplar advised that the position was advertised and applications were received. The Board approved a position for 1,040 hours per year at a salary of \$26,000 per year, which equates to \$25 per hour. Ms. Poplar has been instructed that the position is only going to pay \$18 per hour with no benefits. Ms. Poplar is concerned that it will be difficult to find a qualified person at this wage rate. Managing Director Peivandi stated that the person is supposed to function as a clerk and that a wage rate of \$25 per hour is too high for a non-professional. Mr. Dickerson questioned why we would go in a different direction if the Board already decided upon \$25 per hour. Mr. Peivandi stated the amount was an estimate. Ms. Poplar cannot go against what the Managing Director is now saying but requested clarification from the Board. Chairperson Mandelaris asked if the position will cause a problem with the unions. Ms. Poplar replied no, that it is not a union position and will not be doing union work. The person will shadow the HR staff, do research beyond the capabilities of existing staff, onboarding,

offboarding, process documents, job descriptions and needs to understand HR laws. Ms. Poplar finds it challenging to work at the same level of expectancy as her colleagues because she lacks this position. Chairperson Mandelaris does not think it is proper to compare this assistant with other department Director assistants.

**ACTION TAKEN** – Motion by Mr. Johnson, supported by Mr. Dickerson, to pay the position \$26,000 per year.

Mr. Arceo is of the opinion that this motion goes beyond the Board’s activity. It is why the Board has a Managing Director to run this organization. Mr. Arceo will not be voting in favor of this motion. Mr. Dickerson questioned how Mr. Arceo can vote for the \$150,000 salary of a new manager but not for an HR assistant salary of \$26,000.

**ACTION TAKEN** - Mr. Arceo called for the question. No support. **MOTION FAILED.**

VOTE ON ORIGINAL MOTION:

Ayes: Johnson, Dickerson, Mandelaris

No: Arceo

**MOTION CARRIED.**

Mr. Peivandi said that Commissioner Arceo is correct in saying that the Managing Director is responsible for hiring at firing at this organization, not the Board. Managing Director Peivandi stated that he disagrees that the position be paid \$25 per hour. Chairperson Mandelaris said that the motion today is reaffirming the decision the Board made last year. Chairperson Mandelaris clarified that the person has to qualify for that amount of money.

### **COMMISSIONER’S CONCERNS**

Commissioner Dickerson welcomed everyone back and wished a Happy New Year.

Chairperson Mandelaris said that in 2018 a committee to work with the Interim Manager-Directors was established and questioned if the committee was still necessary. Managing Director Peivandi said that the committee is no longer necessary.

**ACTION TAKEN** – Motion made by Mr. Dickerson, seconded by Mr. Arceo, to discontinue the ad hoc committee to assist the Managing Director.

**MOTION CARRIED.**

**ADJOURNMENT**

Chairperson Mandelaris, without objection, adjourned the meeting at 10:39 a.m.

JOHN J. GLEASON  
Clerk/Register

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Vicki Bachakes, Secretary of the  
Board of County Road Commissioners

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01/08/19