

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

October 22, 2019

CALL TO ORDER

Chairperson Mandelaris 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: John Mandelaris, Chairperson
Robert Johnson, Vice-Chairperson
David Arceo, Commissioner
Cloyce Dickerson, Commissioner

Absent: Shirley Kautman-Jones - Excused

Others Present: Fred Peivandi, Anthony Branch, Eric Johnston, Randy Dellaposta, Tracy Kahn, Donna Poplar, Stephanie Jaeger, (Genesee County Road Commission Staff), Tim Elkins, Paul Fortino (Township Supervisors), Linda Kossak, Secretary of the Board of Road Commissioners.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Mandelaris.

APPROVAL OF AGENDA

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the agenda for October 22, 2019 as amended, with the revision of a memorandum for Discussion Item A-4 – GCRC Non-Union Employee Salary Increase to include the salary increase for the Human Resource Administrative Assistant.

MOTION CARRIED.

APPROVAL OF MINUTES

September 24, 2019 – Board Meeting

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the minutes for September 24, 2019.

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, November 05, 2019

10:00 a.m. – Board Meeting

Monday, November 11, 2019

GCRC Administration offices closed (non-essential operations) in observance of the Veteran’s Day holiday.

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

None.

OUTGOING

None.

INTERNAL

None.

INFORMATION

None.

BOARD OF ROAD COMMISSIONERS’ DECISIONS

DISCUSSION

Michigan Department of Transportation Contract No. 19-5488 – Grand Blanc Road and Morrish Road Roundabout Construction, Gaines Township – In a memorandum dated October 07, 2019, staff requested the Board approve the Michigan Department of Transportation Contract No. 19-5488 – Grand Blanc Road and Morrish Road Roundabout Construction in Gaines Township. (Copy of memorandum and MDOT Contract 19-5488 filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the Michigan Department of Transportation Contract No. 19-5488 – Grand Blanc Road and Morrish Road Roundabout Construction in Gaines Township and further, directs both the Chairperson and Vice-Chairperson to sign the duplicate originals with the funding as follows:

Federal HRRR	\$ 600,000
GCRC Local Share	<u>\$ 267,500</u>
Total Project Cost	\$ 867,500

MOTION CARRIED.

Selection of Consultant for Design Services – FY 2019/2020 Federal/State/Local Funded Road & Bridge/Dam Design Projects – In a memorandum dated October 22, 2019, staff requested the Board approve the assignment of the listed consultants in Group ‘A’ or ‘B’ category for the proposed fiscal year 2019/2020 Federal/State/Local Funded Road and Bridge/Dam Design Projects. (Copy of memorandum and bridge/dam design project list filed with official minutes.)

ACTION TAKEN - Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the assignment of the listed consultants in Group ‘A’ or ‘B’ category to prepare construction plans for the proposed fiscal year 2019/2020 Federal/State/Local Funded Road and Bridge/Dam Design Projects and further, to direct the Chairperson to sign the Consultant Agreements when returned.

MOTION CARRIED.

Contract Modification #2 – Southgate Drive Reconstruction Project, Flint Charter Township - In a memorandum dated October 04, 2019, staff requested the Board approve the Contract Modification #2 for the Southgate Drive Reconstruction Project in Flint Charter Township. (Copy of memorandum, contract modification and contract authorization filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve Contract Modification #2 for the Southgate Drive Reconstruction Project, Flint Charter Township in the amount of \$21,720.18 and further, approves the Managing Director and Chairperson to sign the Contract Modification #2 in the same amount.

MOTION CARRIED.

Secretary’s note: The Board approved a revised memorandum submitted on October 22, 2019, for the GCRC Non-Union Employees’ Salary increase, which included a request to increase the Human Resource Administrative Assistant salary.

Genesee County Road Commission Non-Union Employees Salary Increase and HR Assistant Salary Increase – In a memorandum dated October 09, 2019, staff requested the Board approve the increase in salaries of non-union GCRC employees by 3 percent, effective October 01, 2019 and secondly, approve the increase in salary of the non-union Human Resource Administrative Assistant position. (Copy of memorandum filed with official minutes.)

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the increase in salaries of 26 non-union GCRC employees by 3 percent, effective October 01, 2019, totaling \$56,540.69 and secondly, approve the increase in salary of the non-union Human Resource Administrative Assistant position from \$41,995.20 to \$49,088.00, effective October 01, 2019.

VOTE ON MOTION:

Yes: Arceo, Dickerson, Johnson, Mandelaris,

No: None

MOTION CARRIED.

Issuance of a Purchase Order to County Road Association of Michigan for the 2019/2020 Membership Dues – In a memorandum dated October 07, 2019, staff requested the board approve the issuance of a Purchase Order to the County Road Association of Michigan (CRA) for fiscal year 2019/2020 membership dues. (Copy of memorandum filed with official minutes.)

ACTION TAKEN - Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the issuance of a Purchase Order to the County Road Association (CRA) of Michigan in an amount of \$27,728.30.

NACE Membership	\$ 750.00
Road Agency Service Charges	\$ 26,778.30
State Trunkline Maintenance Contract	\$ 200.00

MOTION CARRIED.

Issuance of a Purchase Order to Precision Computer Solutions for Annual Maintenance Fees – In a memorandum dated October 07, 2019, staff requested the Board approve the issuance of a Purchase Order to Precision Computer Solutions for annual maintenance fees. (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 Precision Computer Solutions in an amount of \$18,533.00 for annual maintenance fees.

MOTION CARRIED.

Issuance of a Purchase Order to Versalift Midwest for Aerial Towers/Upfitting Freightliner Trucks – In a memorandum dated October 15, 2019, staff requested the Board approve the issuance of a Purchase Order to Versalift Midwest for Aerial Towers/Upfitting (2) 2020 Freightliner M2-106 Trucks. (Copy of memorandum and specifications filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to approve the issuance of a Purchase Order to Versalift Midwest for Aerial Towers/Upfitting (2) 2020 Freightliner M2-106 Trucks in an amount of \$302,338.00.

MOTION CARRIED.

Issuance of a Purchase Order to Knapheide Truck Equipment for Upfitting (3) 2020 Freightliner 108SD Trucks – In a memorandum dated October 16, 2019, staff requested the Board approve the issuance of a Purchase Order to Knapheide Truck for Upfitting (3) 2020 Freightliner 108SD Trucks. (Copy of memorandum and specifications filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the issuance of a Purchase Order to Knapheide Truck Equipment for Upfitting (3) 2020 Freightliner 108SD Trucks in an amount of \$281,055.00.

MOTION CARRIED.

Issuance of a renewal Purchase Order to Nationwide Construction Group for VMI Galvanized Beam Guardrail and Posts – In a memorandum dated October 14, 2019, staff requested the Board approve the issuance of a renewal Purchase Order to Nationwide Construction Group for VMI galvanized beam guardrail and posts. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the renewal Purchase Order to Nationwide Construction Group for VMI galvanized guardrail beam and posts in an amount of \$100,000.00.

MOTION CARRIED.

Issuance of a Purchase Order to BCS Towers, Inc. for Digital Radio System Services – In a memorandum dated October 14, 2019, staff requested the Board approve the issuance of a Purchase Order to BCS Towers, Inc. for digital radio system services. (Copy of memorandum and agreement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the issuance of a Purchase Order for 12 monthly payments to BCS Towers, Inc. for Digital Radio System Services in an amount not to exceed \$45,738.00.

MOTION CARRIED.

Extension of Bid Terms and Issuance of a Purchase Order to M&K Truck Center for HD Equipment Repair Services & Parts – In a memorandum dated October 03, 2019, staff requested the Board approve the extension of bid terms and the issuance of a Purchase Order to M&K Truck Center for HD Repair Services and Parts. (Copy of memorandum filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to approve the extension of bid terms and the issuance of a Purchase Order to M&K Truck Center for HD Repair Services and Parts on an as needed basis in an amount of \$130,000.

MOTION CARRIED.

Issuance of a Purchase Order for Item #16 to Valk Manufacturing and Item #16A-1 to Mineral Equipment – In a memorandum dated September 30, 2019, staff requested the Board approve the issuance of Purchase Orders for Item #16 to Valk Manufacturing and Item #16A-1 to Winter Equipment. (Copy of memorandum and bid sheets filed with official minutes.)

ACTION TAKEN - Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the issuance of a Purchase Order to the following companies:

- Item #16 – Valk Manufacturing for Grader & Underbody Scraper Blades on an as needed basis in an amount of \$60,000.
- Item #16A-1 – Winter Equipment for Mineral Ground Tool Grading Tips on an as needed basis in an amount of \$20,000.

MOTION CARRIED.

Voucher #V-40508

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40508 in the amount of \$297,939.49.

VOTE ON MOTION:

Yes: Dickerson, Arceo, Johnson, Mandelaris

No: None

MOTION CARRIED.

Voucher #V-40509

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40509 in the amount of \$353,358.52.

VOTE ON MOTION:

Yes: Dickerson, Arceo, Johnson, Mandelaris

No: None

MOTION CARRIED.

Voucher #V-40510

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40510 in the amount of \$173,402.00.

VOTE ON MOTION:

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

MOTION CARRIED.

Voucher #V-40511

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40511 in the amount of \$663,111.00.

VOTE ON MOTION:

Yes: Dickerson, Arceo, Johnson, Mandelaris

No: None

MOTION CARRIED.

Voucher #V-40512

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40512 in the amount of \$1,333,398.99.

VOTE ON MOTION:

Yes: Dickerson, Arceo, Johnson, Mandelaris

No: None

MOTION CARRIED.

Voucher #V-40513

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40513 in the amount of \$510,805.26.

VOTE ON MOTION:

Yes: Dickerson, Arceo, Johnson, Mandelaris

No: None

MOTION CARRIED.

Voucher #V-40514

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40514 in the amount of \$89,380.89.

VOTE ON MOTION:

Yes: Dickerson, Arceo, Johnson, Mandelaris

No: None

MOTION CARRIED.

Voucher #V-40515

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Johnson, to ratify Voucher #40515 in the amount of \$220,954.20.

VOTE ON MOTION:

Yes: Dickerson, Arceo, Johnson, Mandelaris

No: None

MOTION CARRIED.

Issuance of a Purchase Order to Rowe Professional Services for performing the Fiscal Year 2019/2020 Bridge Inspection Program for the County at large – In a memorandum dated October 22, 2019, staff requested the Board approve the issuance of a Purchase Order to Rowe Professional Services for performing the fiscal year 2019/2020 bridge inspection program for the county at large - attached.

ACTION TAKEN - Motion by Mr. Arceo, seconded by Mr. Dickerson, to approve the issuance of a Purchase Order to Rowe Professional Services for performing the fiscal year 2019/2020 bridge inspection program for the county at large in an amount not to exceed \$12,000.

MOTION CARRIED.

Issuance of a Purchase Order to D&K Truck Center for four (4) 2021 Western Star Trucks 4900 SBA, three (3) 2020 Freightliner 108SD Trucks and two (2) 2020 Freightliner M2-106 Trucks – In a memorandum dated October 15, 2019, staff requested the Board approve the issuance of Purchase Orders to D&K Truck Center to purchase Trucks for the Fleet Maintenance & Facilities Department. (Copy of memorandum and specifications filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Dickerson, to approve the issuance of Purchase Orders to D&K Truck Center for the following:

- Four (4) 2021 Western Star 4900 SBA Trucks in an amount of \$547,997.00.
- Three (3) 2020 Freightliner 108SD Trucks in an amount of \$249,403.00.
- Two (2) 2020 Freightliner M2-106 Trucks in an amount of 152,708.00.

MOTION CARRIED.

CONSENT

Adoption of Roads into County Road System (Correction) - In a memorandum dated October 02, 2019, staff requested the Board of Road Commissioners adopt the resolution, adjusting the road length of the Local Road System of Genesee County for Atlas and Grand Blanc Township. (Copy of memorandum, resolution and map(s) filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to adopt the resolution, adjusting the road lengths (correction) of the local road system of Genesee County for the following:

Atlas Township
Miller Lane - Section 18

Grand Blanc Township
Industrial Park Drive – Section 22

MOTION CARRIED.

Public Highway Institutional Control for Speedway LLC @ Speedway Station #8749, 2169 W. Bristol Road, Section 26, Flint Township, Genesee County – In a memorandum dated October 15, 2019, staff requested the Board authorize the Managing Director to sign the Public Highway Institutional Control Form for the Speedway Station #8749 – (Copy of memorandum and public highway institutional control documents filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Arceo, to authorize the Managing Director to sign the Public Highway Institutional Control Form for the Speedway Station #8749 at 2769 W. Bristol Road, Section 26, Flint Township. Staff will scan, map and file the form and attachments to our database to track these areas of concern.

MOTION CARRIED.

MANAGER-DIRECTOR REPORT

GCRC Safety Day - Managing Director Fred Peivandi, thanked Human Resource Director, Ms. Donna Poplar for the Annual GCRC Safety Day for the employees of the Road Commission. Mr. Peivandi stated it was well attended by the employees and very well done. Mr. Peivandi thanked the Board members for attending the annual Safety Day.

Updates on Local Road Projects – Mr. Anthony Branch informed the Board of the remaining paving projects the Maintenance Department will be finalizing before the asphalt plants close.

- McCandlish Road from Saginaw Street to Holly Road in Grand Blanc Township – McCandlish will be milled this Thursday, and paved on Friday and Saturday.
- Coldwater Road from Dort Highway to the RR Tracks, Genesee Township.
- Gale Road from Davison Road to the Black Creek Culvert, Davison Township.
- Three aprons left to pave.

Handicapped Accessible Bathrooms - Human Resource Director, Ms. Donna Poplar stated that Commissioner Johnson suggested entrances into the bathrooms at the GCRC should be made handicapped accessible. Ms. Poplar stated that staff would look into this suggestion.

COMMISSIONERS' CONCERNS

Safety Day – Chairperson Mandelaris thanked staff for the annual GCRC Safety Day held at the Holiday Inn. It was well attended by employees and very informative.

Lawn Mowing – Commissioner Johnson suggested the GCRC lawn mowing contractor mow the administration building property on a non-Board Meeting day. .

Maps – Chairperson Mandelaris thanked the Engineering Department for the maps provided in the memorandums this week.

MOTION CARRIED.

ADJOURNMENT

With no objections, Chairperson Mandelaris adjourned the meeting at 10:50 a.m.

JOHN J. GLEASON
Clerk/Register

Linda B. Kossak, Secretary of the
Board of Road Commissioners
lbk, 10/22/2019