

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

March 17, 2020

CALL TO ORDER

Chairperson Dickerson called the meeting of the Genesee County Board of Road Commissioners to order at 10:02 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: Cloyce Dickerson, Chairperson
Shirley Kautman-Jones, Vice Chairperson (remotely)
Robert Johnson, Commissioner
David Arceo, Commissioner (remotely)
John Mandelaris, Commissioner

Others Present: Fred Peivandi, Anthony Branch, Eric Johnston, Randy Dellaposta, Tracy Khan, Donna Poplar, Stephanie Jaeger, Mike Lewis (Genesee County Road Commission Staff), Linda Kossak, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Dickerson.

APPROVAL OF AGENDA

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to approve the agenda for March 17, 2020.

MOTION CARRIED.

APPROVAL OF MINUTES

February 18, 2020 – Board Meeting

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the minutes for February 18, 2020.

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, April 07, 2020

10:00 a.m. - Board Meeting

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

None.

OUTGOING

Correspondence to Mr. Robert Sammons, 13225 Henderson Road, Otisville regarding future improvements to Henderson Road in Forest Township – In a letter dated February 26, 2020, Mr. Eric Johnston, Director of Engineering addressed Mr. Sammons’ concerns regarding future improvements planned for Henderson Road in Forest Township. Mr. Johnston stated that at this time, there are no plans to pave Henderson Road from Lake Road to Farrand Road. Mr. Johnston indicated that Henderson Road is classified as a ‘Local Roadway’ and any requests for the reconstructing and paving of Henderson Road would need to come from Forest Township. (Copy filed with official minutes.)

INTERNAL

None.

INFORMATION

Genesee County Road Commission Legislative Luncheon on Friday, March 27, 2020 – Included in the Board packet was a copy of the ‘Save the Date’ invitation for the Genesee County Road Commission Legislative Luncheon Meeting scheduled for 12:00 (noon) on Friday, March 27, 2020 at the MTA Building, 1401 S. Dort Highway, Flint. (Copy filed with official minutes.)

Vice Chairperson Kautman-Jones asked Managing Director Fred Peivandi if there are plans to postpone the luncheon. Staff stated that they would be postponing the Legislative Luncheon to a later date due to the coronavirus pandemic concerns.

Retirement System Annual Report 2019 – In a memorandum dated February 28, 2020, staff advised the Board of the filing of the Retirement System Annual Report 2019 with the State of Michigan as well as posting on the Road Commission’s website for public viewing. (Copy of memorandum and Form 5572 filed with official minutes.)

2020 Salt and Sand Usage Report by County – Included in the Board packet was a copy of the Bay Region 2020 Salt and Sand Usage by County – Report #8, covering the period of February 16 through February 28, 2020. (Copy filed with official minutes.)

Request to Approve Correspondence:

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

MOTION CARRIED.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Michigan Department of Transportation Contract No. 20-5068 for Rehabilitation of Lapeer Road from the Big Swamp Drain to Washburn Road, Davison Township – In a memorandum dated March 03, 2020, staff requested the Board approve the Michigan Department of Transportation Contract No. 20-5068 for Rehabilitation of Lapeer Road from the Big Swamp Drain to Washburn Road, Davison Township. (Copy of memorandum and contract filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the Michigan Department of Transportation Contract No. 20-5068 for Rehabilitation of Lapeer Road from the Big Swamp Drain to Washburn Road, Davison Township and further, direct both the Chairperson and Vice Chairperson to sign the duplicate original contracts for and on behalf of the Board of County Road Commissioners.

Federal STP Funds	\$353,300
GCRC Local Share	<u>\$ 88,300</u>
Total Project Cost	\$441,600

VOTE ON MOTION:

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

MOTION CARRIED.

Bid Results and Award of Contract for Thompson Road west of US-23, Fenton Township – In a memorandum dated March 04, 2020, staff requested the Board approve the low bid submitted by Zito Construction for the construction contract for geometric improvements at southbound US-23 at Thompson Road, Fenton Township. (Copy of memorandum and contract filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Ms. Kautman-Jones, to accept the low bid of \$65,310.00, authorizes the award and signs the construction contract after staff has received and accepted the contract, bonds, and insurance submitted by Zito Construction Company for the geometric improvements at Southbound US-23 at Thompson Road, Fenton Township.

VOTE ON MOTION:

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

MOTION CARRIED.

Resolution of Support for the Road Commission’s application to the Michigan Department of Transportation for the Reconstruction of Linden Creek Parkway from Linden Road to Structure 13168 (Hewitt Drain), Flint Charter Township - In a memorandum dated March 09, 2020, staff requested the Board approve the attached Resolution of Support for the Road Commission’s application to the Michigan Department of Transportation for the Reconstruction of Linden Creek Parkway from Linden Road to Structure 13168, (Hewitt Drain), Flint Charter Township. (Copy of memorandum and agreement filed with official minutes.)

Commissioner Johnson stated that originally this road was to be used for emergency vehicles only. Commissioner Arceo commented that he has lived in this area for 62 years. In Mr. Arceo’s opinion, the amount of traffic of commercial vehicles in this area has greatly increased even though the grade of this road has not changed. If you look at history, Mr. Arceo stated, the federal government funded the construction on Maple Road from Linden Road to Jennings Road. This allowed a ‘Class A’ road to be put in leading to Bishop Airport. The residents of Maple Road have absorbed the brunt of the increased traffic on this road. Mr. Arceo stated, the City of Flint, Mundy Township and Flint Township were all part of the original agreement and there was to be some funding to be distributed to each of these participants.

ACTION TAKEN - Motion by Ms. Kautman-Jones, seconded by Mr. Arceo, to approve the attached Resolution of Support for the Road Commission’s application to the Michigan Department of Transportation for an Economic Development, Category A Grant for the reconstruction of Linden Creek Parkway from Linden Road to Structure 13168 (Hewitt Drain) in Flint Charter Township. The estimated funding breakdown is as follows:

State TED Category A Funds	\$295,000.00
GCRC (Engineering & Inspection)	\$ 92,000.00
Flint Charter Township	<u>\$105,000.00</u>
Total Project Cost	\$492,000.00

VOTE ON MOTION:

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

MOTION CARRIED.

Local Road Agreement for Roadway Rehabilitation for Henderson Road from Stanley Road northerly to the end, Richfield Township - In a memorandum dated March 10, 2020, staff requested the Board approve and sign the Local Road Agreement with Richfield Township for the HMA Resurfacing of Henderson Road from Stanley Road northerly to the end. (Copy of memorandum and agreement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve and sign the Local Road Agreement with Richfield Township for the HMA Resurfacing of Henderson Road from Stanley Road northerly to the end with the funding as follows:

Richfield Township (Construction)	\$52,000.00
GCRC (Richfield Township 50/50 Allocation)	\$52,000.00
GCRC (Engineering & Inspection)	<u>\$10,000.00</u>
Total Project Cost	\$114,000.00

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Ratification of Vouchers totaling \$1,213,376.18 – (Copies filed with official minutes.)

Voucher #V-40556

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to ratify Voucher #40556 in the amount of \$308,896.58

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40557

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to ratify Voucher #40557 in the amount of \$381,725.22

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40558

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to ratify Voucher #40558 in the amount of \$522,754.38.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

CONSENT

Woods of Forest Glen Phase 1 Road Right of Way, Section 19, Grand Blanc Township – In a memorandum dated March 09, 2020, staff requested the Board approve the Chairperson and Secretary of the Board sign the quitclaim deed to return the road right of way to the Woods of Forest Glen Association, Grand Blanc Township. (Copy of filed with official minutes.)

Commissioner Kautman-Jones asked for clarification of the Woods of Forest Glen consent item. Mr. Eric Johnston said when this subdivision originally came to the Road Commission it was the intent of the developer to have a public roadway. As the subdivision was developed, the Plat was approved and everything moved forward in that direction. Since then, the developer never came back for approval and the roadways remained private. GCRC is releasing the right of way back to the developer because right now, it is in the Road Commissions hands and it is still a private roadway. Mr. Peivandi stated that the roads are over 14 years old, and we are not going to accept them as public because at this point, the roads need to be reconstructed.

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the Chairperson and Secretary of the Board sign the quitclaim deed to return the road right of way to the Woods of Forest Glen Association, Woods of Forest Glen Phase 1 Road Right of Way, Section 19, Grand Blanc Township.

VOTE ON MOTION:

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

MOTION CARRIED.

Work Request for Aggregate Resurfacing of Vassar Road between Baldwin Road and the Oakland County line, Atlas Township – In a memorandum dated March 02, 2020, staff requested the Board approve the work request for aggregate resurfacing on Vassar Road between Baldwin Road and the Oakland County line in Atlas Township. (Copy of memorandum and cost sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the work request for aggregate resurfacing of Vassar Road between Baldwin Road and the Oakland County line in Atlas Township with the funding as follows:

Atlas Township	\$ 28,801.84
GCRC	<u>\$ 28,801.84</u>
Total Project Cost	\$ 57,603.68

VOTE ON MOTION:

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

MOTION CARRIED.

Work Request for Aggregate Resurfacing of Rhodes Road between M-15 and Green Road, Atlas Township – In a memorandum dated March 02, 2020, staff requested the Board approve the work request for aggregate resurfacing on Rhodes Road between M-15 and Green Road in Atlas Township. (Copy of memorandum and cost sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the work request for aggregate resurfacing of Rhodes Road between M-15 and Green Road in Atlas Township with the funding as follows:

Atlas Township	\$ 7,586.09
GCRC	<u>\$ 7,586.09</u>
Total Project Cost	\$15,172.18

VOTE ON MOTION:

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

MOTION CARRIED

Work Request for Aggregate Resurfacing of Burpee Road between Gale Road and Vassar Road, Atlas Township – In a memorandum dated March 02, 2020, staff requested the Board approve the work request for aggregate resurfacing on Burpee Road between Gale Road and Vassar Road in Atlas Township. (Copy of memorandum and cost sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the work request for aggregate resurfacing of Burpee Road between Gale Road and Vassar Road in Atlas Township with the funding as follows:

Atlas Township	\$ 49,361.43
GCRC	<u>\$ 49,361.44</u>
Total Project Cost	\$ 98,722.87

VOTE ON MOTION:

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

MOTION CARRIED

Work Request for Roadside Ditching of Burpee Road between Gale Road and Vassar Road, Atlas Township – In a memorandum dated March 02, 2020, staff requested the Board approve the work request for roadside ditching on Burpee Road between Gale Road and Vassar Road in Atlas Township. (Copy of memorandum and cost sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the work request for roadside ditching of Burpee Road between Gale Road and Vassar Road in Atlas Township with the funding as follows:

Atlas Township	\$ 51,744.09
GCRC	<u>\$ 51,744.09</u>
Total Project Cost	\$103,488.18

VOTE ON MOTION:

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

MOTION CARRIED

MANAGING DIRECTOR REPORT

4-10 Hour Shifts for GCRC Employees - Managing Director Peivandi stated that effective yesterday, March 16, all GCRC employees are working 4 – 10 hour shifts in order to lessen the contact with other employees due to the coronavirus pandemic. In addition, Mr. Peivandi stated that all Road Commission training is cancelled until further notice. Mr. Peivandi commented that we are following the State of Michigan's guidelines.

Chairperson Dickerson commented that he felt the Board should have been consulted before making a decision regarding staff working 4 – 10 hour days. Managing Director Peivandi responded that he had emailed the Commissioners last Thursday and consulted with all three unions before making this decision. Chairperson Dickerson would like staff to call him as opposed to emailing him.

Human Resource Director, Donna Poplar stated that she had made contact with Anita Galajda from the Genesee County Human Resource Department and County Commissioner Bryant Nolden regarding employee safety measures during the coronavirus pandemic. Ms. Poplar noted some safety measures the Road Commission should be considering include:

- Limiting entry to one door at all Road Commission buildings,
- Using gloves and sanitizer when processing the mail
- Remote staff meetings when possible
- Online Permits only
- Limit entry into the buildings to employees only

Managing Director Fred Peivandi asked Ms. Poplar to put these suggestions in writing for him. Ms. Poplar stated that she feels the Road Commission is being very proactive regarding the coronavirus safety measures. Commissioner Kautman-Jones indicated that the guidelines for safety measures will come from the CDC and with her business being a food manufacturing facility, she is updated constantly on safety protocol.

COMMISSIONERS' CONCERNS

Commissioner Mandelaris asked Commissioner Kautman-Jones and Commissioner Arceo if they would be signing the documents in the Board packet this morning. Both Mr. Arceo and Ms. Kautman-Jones stated they would be in this afternoon to sign the documents.

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ADJOURNMENT

With no objections, Chairperson Dickerson adjourned the meeting at 10:58 a.m.

JOHN J. GLEASON

Clerk/Register

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

/lbk

03/17/20