

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING MINUTES

May 05, 2020

CALL TO ORDER

Chairperson Dickerson called the meeting of the Genesee County Board of Road Commissioners to order at 10:03 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 (remotely)

Others Present: Fred Peivandi, Anthony Branch, Eric Johnston, Randy Dellaposta, Tracy Khan, Donna Poplar, Stephanie Jaeger (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. Johnson, seconded by Mr. Mandelaris, to approve the agenda for May 05, 2020.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

APPROVAL OF MINUTES

April 07, 2020 – Board Meeting

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to approve the minutes for April 07, 2020.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS, AND INFORMATION

Tuesday, May 19, 2020

10:00 a.m. - Board Meeting

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

None.

OUTGOING

None.

INTERNAL

Advisement of Purchase Order #83624 to Garland/DBS Inc. for Item #113 - Roofing Materials for the Administration Building – In a memorandum dated April 27, 2020, staff advised the Board that Purchase Order #83615 for Item #113 – Administration Building Roof Replacement bid to Lutz Roofing has been amended to include labor only (\$83,500) and Purchase Order #83624 has been issued to Garland/DBS, Inc. for the cost of materials for \$79,974.48. (Copy of memorandum filed with official minutes.)

INFORMATION

None.

Request to Approve Correspondence:

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

VOTE ON MOTION

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

No: None

MOTION CARRIED.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Right-of-Way Acquisition Costs for the Dort Highway Extension Right-of-Way Contract, Grand Blanc Charter Township – In a memorandum dated April 20, 2020, staff requested the Board approve the payment for the right-of-way acquisition costs concerning the Dort Highway Extension Right-of-Way Contract in Grand Blanc Charter Township. (Copy of memorandum and contract filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the payment for the right-of-way acquisition costs concerning the Dort Highway Extension Right-of-Way Contract in Grand Blanc Charter Township and further, direct the Finance Department to draft one (1) check for the total amount of \$984.00 on behalf of the Board of County Road Commissioners. The check shall be made payable to ‘John K. Sortman II’ and drawn from account 201-451-67-B50128-802.002-91 and returned to the Engineering Department for distribution.

Parcel No. 10: John K. Sortman II

Storage Costs = \$164.00/month x 6 months

Total = \$984.00

Note: This is the final payment to Mr. Sortman for a total of 10 months of the 12 months of storage for which he was eligible.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Administrative Services Contract BCBS of Michigan - In a memorandum dated April 27, 2020, staff requested the Board authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan (BCBS) in the amount of \$315,837 for the quarterly settlement. (Copy of memorandum and quarterly settlement filed with official minutes.)

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Arceo, to authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan (BCBS) in the amount of \$315,837 prior to the first day of June 2020, July 2020 and August 2020 for the quarterly settlement.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Extension of Unit Bid Prices for Item #32 – Bulk Rock Salt for 2020/2021 Winter Season – Staff requested the Board approve the extension of the salt bid contract and issuance of a Purchase Order for Item #32 – Bulk Rock Salt from Detroit Salt Company for the 2020/2021 winter season. (Copy of memorandum filed with official minutes.)

ACTION TAKEN - Motion by Mr. Johnson, seconded by Mr. Mandelaris, to approve the extension of the salt bid contract at a unit price of \$60.84/ton (or MIDeal contracted pricing if lower) and issue a Purchase Order for Item #32 – Bulk Rock Salt on an as needed basis to Detroit Salt Company in an amount of \$2,129,400 for the 2020/2021 winter season.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Issuance of Blanket Purchase Orders for Item #96 - Street Sweeping Services and Item #97 – Equipment Rental - In a memorandum dated April 27, 2020, staff requested the Board approve the issuance of Blanket Purchase Orders for Item #96 to National Industrial Maintenance for Street Sweeping Services and for Item #97 to United Rentals for Equipment Rental. (Copy of memorandum and bid sheets filed with official minutes.)

Vice-Chairperson Kautman-Jones asked if street sweeping was for subdivision sweeping. Maintenance Director Branch stated that yes, it is for sweeping of all Genesee County subdivisions.

ACTION TAKEN – Motion by Mr. Arceo, seconded by Ms. Kautman-Jones, to approve the issuance of Blanket Purchase Orders to the following companies:

- Item #96 to National Industrial Maintenance in an amount of \$150,000 for Street Sweeping Services.
- Item #97 to United Rentals in an amount of \$100,000 for Equipment Rental.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Ratification of Vouchers totaling \$1,568,286.72 – (Copies filed with official minutes.)

Voucher #V-40566

ACTION TAKEN – Motion by Mr. Johnson, seconded by Ms. Kautman-Jones, to ratify Voucher #40566 in the amount of \$475,518.09.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Voucher #V-40567

ACTION TAKEN – Motion by Mr. Mandelaris, seconded by Mr. Johnson, to ratify Voucher #40567 in the amount of \$1,092,768.63.

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

CONSENT

MOTION CARRIED.

Work Request for Crack Sealing on Frances Road from Elms Road to McKinley Road, Montrose and Flushing Townships – In a memorandum dated April 20, 2020, staff requested the Board approve the work request for crack sealing on Frances Road from Elms Road to McKinley Road, Montrose and Flushing Townships. (Copy of memorandum and cost sheets filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Ms. Kautman-Jones, to approve the work request for crack sealing on Frances Road between Elms Road and McKinley Road in Montrose and Flushing Townships with the funding as follows:

Flushing Township	\$ 5,749.08
Montrose Township	\$ 2,874.54
GCRC	<u>\$ 2,874.54</u>
Total Project Cost	\$11,498.16

VOTE ON MOTION:

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

No: None

MOTION CARRIED.

Work Request for Asphalt Repair on Frances Road from Elms Road to McKinley Road, Montrose and Flushing Townships – In a memorandum dated April 20, 2020, staff requested the Board approve the work request for asphalt repair on Frances Road from Elms Road to McKinley Road, Montrose and Flushing Townships. (Copy of memorandum and cost sheets filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Ms. Kautman-Jones, to approve the work request for asphalt repair on Frances Road between Elms Road and McKinley Road in Montrose and Flushing Townships with the funding as follows:

Flushing Township	\$ 1,275.00
Montrose Township	\$ 1,275.00
GCRC	<u>\$ 0.00</u>
Total Project Cost	\$ 2,550.00

MOTION CARRIED

Work Request for Asphalt Repair on Morrish Road from M-57 to Wilson Road, Montrose Township – In a memorandum dated April 20, 2020, staff requested the Board approve the work

request for asphalt repair on Morrish Road from M-57 to Wilson Road in Montrose Township. (Copy of memorandum and cost sheet filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Ms. Kautman-Jones, to approve the work request for asphalt repair of Morrish Road from M-57 to Wilson Road in Montrose Township with the funding as follows:

Montrose Township	\$ 2,550.00
GCRC	\$ <u>0.00</u>
Total Project Cost	\$ 2,550.00

VOTE ON MOTION:

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

No: None

MOTION CARRIED

MANAGING DIRECTOR REPORT

Coronavirus Pandemic Procedures - Managing Director Peivandi stated that staff is still following the 4 – 10 hour shift work schedule, practicing social distancing and wearing masks when distancing is not possible. Mr. Peivandi stated the GCRC is posting notices on the website under the Employee Center for all updates regarding the Coronavirus pandemic.

Construction Projects currently underway – Engineering Director, Mr. Eric Johnston stated the Construction Engineering Department has the following projects underway and each Engineering Manager has a Coronavirus action plan in place.

- Clio Road
- Roundabout at Morrish and Grand Blanc Road, Gaines Township
- Resurfacing of Grand Wailea Subdivision in Grand Blanc Township
- B-2 Paving Projects started today
- Silver Ridge Subdivision will start next week

COMMISSIONERS’ CONCERNS

Quarterly Budget Reports – Vice Chairperson Kautman-Jones thanked Finance Director Tracy Khan for the quarterly budget report that she mailed to the Commissioners to give them a ‘snapshot’ of the year-to-date budget year. Ms. Kautman-Jones also thanked staff for the Coronavirus pandemic informational updates that were sent to her. Due to the pandemic, Ms. Kautman-Jones noted that the State of Michigan would see significant losses this year concerning state sales taxes so we will need to see how that affects road funding next year. Managing Director Fred Peivandi said that the projection for the reduction in road funding dollars is estimated at 9.4 % for March and 18% to 21% for April.

Ms. Kautman-Jones thanked Managing Director Fred Peivandi for supplying her with the information regarding bridges and bridge funding applications and explaining what happens to those bridges when they are submitted for funding.

Commissioner John Mandelaris thanked staff for the color maps that are included with the discussion and consent items in the board packets. Mr. Mandelaris inquired if staff and Board members received the information he sent regarding electronic signatures. Fred Peivandi commented that yes, the information was received and said that GCRC ordered DocuSign so we will have the capability to have documents signed electronically.

Chairperson Dickerson thanked everyone for following state guidelines and for staying safe and staying home during the Coronavirus pandemic.

ADJOURNMENT

With no objections, Chairperson Dickerson adjourned the meeting at 10:30 a.m.

JOHN J. GLEASON
Clerk/Register

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

/lbk

05/05/20