

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

January 19, 2021

MINUTES

CALL TO ORDER

Chairperson Dickerson called the meeting of the Genesee County Board of Road Commissioners to order at 10:08 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: Cloyce Dickerson, Chairperson
Robert Johnson, Vice Chairperson
John Mandelaris, Commissioner (remotely from Flint Township)
David Arceo, Commissioner
Cathy Lane, Commissioner

Absent: None

Others Present: Fred Peivandi, Eric Johnston, Bonnie Wood, Mike Lewis, Randy Dellaposta, Donna Poplar, Tracy Khan, Anthony Branch (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

January 19, 2021 – Agenda

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the January 19, 2021 agenda as presented.

VOTE ON MOTION:

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

MOTION CARRIED.

APPROVAL OF MINUTES

December 15, 2020 Board Meeting Minutes

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Arceo, to approve the December 15, 2020 board meeting minutes.

VOTE ON MOTION:

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

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Tuesday, February 02, 2021
10:00 a.m. – Board Meeting

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

None.

OUTGOING

None.

INTERNAL

None.

INFORMATION

None.

BOARD OF ROAD COMMISSIONERS’ DECISIONS

DISCUSSION

Selection of Consultant for Design Services, Meadowbrook Park Subdivision, Flushing Township – In a memorandum dated January 11, 2021, staff requested the Board approve assignment of Fleis & Vandenbrink Engineering to prepare construction plans for Meadowbrook Park Subdivision, Flushing Township. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve assignment of Fleis & Vandenbrink Engineering (a consultant in Group ‘C’ category) to prepare construction plans for Meadowbrook Park Subdivision in Flushing Township and further, to direct the Chairperson to execute the Consultant Agreement when it is returned.

VOTE ON MOTION:

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

MOTION CARRIED.

Addendum to Purchase Order #83910 for Tree Removal – Miscellaneous 2021 Construction Project Locations - In a memorandum dated January 06, 2021, staff requested the Board approve the amendment of Purchase Order #83910 to Owen Tree Service for tree removal for the 2021 GCRC construction projects. (Copy filed with official minutes.)

Commissioner Arceo questioned why there was such a large increase in tree removal costs. Staff stated that all tree removal must be done before March 31 and after October 31 due to environmental requirements. Because of this, the Construction Engineering department will be piggybacking the Maintenance Department's purchase order to get it done in time.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Johnson, to approve the amendment of Purchase Order #83910 to Owen Tree Service, Inc. reflecting an increase of \$125,000, raising the total amount to \$375,000.

VOTE ON MOTION:

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

MOTION CARRIED.

Addendum to Purchase Order #83696 to PSI for Consultant Material Testing – Grand Blanc Road Bridge over the Swartz Creek, Mundy Township – In a memorandum dated January 06, 2021, staff requested the Board approve the increase to Purchase Order #83686 to PSI for material testing for the Grand Blanc Road Bridge over the Swartz Creek project, Mundy Township. (Copy filed with official minutes.)

Vice Chairperson Mandelaris asked where the funding is coming from for this project. Staff stated it would come from Department 91 – Road Projects.

ACTION TAKEN – Motion by Mr. Johnson, seconded by Ms. Lane, to approve the increase to Purchase Order #83686 to PSI for material testing in an amount of \$10,000 not to exceed the total amount of \$22,500 for the Grand Blanc Road Bridge over the Swartz Creek project, Mundy Township.

VOTE ON MOTION:

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

MOTION CARRIED.

2020 DS-1 Contract, Contract Modification #2 – Misc. Drainage Structure Repairs in Various Townships – In a memorandum dated January 11, 2021, staff requested the Board approve the contract modification #2 for the 2020 DS-1 project in various townships. (Copy of memorandum and contract filed with official minutes.)

Commissioner Lane requested the motion include the contractor performing the work, Raica Excavating.

Vice Chairperson Mandelaris asked which department would be funding this project. Staff stated that the funds would be taken from Department 20 - Maintenance

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the contract modification #2 for the 2020-DS-1 project with Raica Excavating, authorizing an increase for \$38,823.40. Work will be performed in Flushing, Mt. Morris, Vienna, Mundy, Davison, Fenton, Grand Blanc, and Flint Townships.

VOTE ON MOTION

Yes: Mandelaris, Arceo, Johnson, Lane, Dickerson

No: None

MOTION CARRIED

CONSENT

Utilization of Oxcart Permit Systems for Online Addressing – GCRC Addressing Policy – In a memorandum dated January 12, 2021, staff requested the Board approve the revised Appendix A of the Addressing Policy. (Copy filed with official minutes.)

Vice Chairperson Mandelaris asked for clarification on the acceptable form of payment that GCRC would accept. Staff stated that we are leaving this open as forms of payment may change in the future (Bitcoin).

Commissioner Lane commented that in April of 2020, the Detroit Post Office authorized a change in zip code to 48507, from Fenton Road to Center Road, south of Maple Road in Grand Blanc Township. Ms. Lane asked staff if they had received notice of this change. Traffic Engineering Manager Ms. Bonnie Wood, stated that we do not assign zip codes, we just give them a street address number but staff will make a note of this for future reference.

ACTION TAKEN – Motion by Mr. Johnson, seconded by Mr. Arceo, to approve the revised Appendix A of the Genesee County Road Commission Addressing Policy. The Appendix A states that payment in acceptable form to the Genesee County Road Commission is required to receive an address.

- | | |
|------------------------|-----------|
| 1. Residential Address | \$20/Each |
| 2. Commercial Address | \$20/Each |
| 3. Subdivision Address | \$20/Each |

VOTE ON MOTION:

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

MOTION CARRIED

Issuance of a Purchase Order to Todd Wenzel Buick GMC to Purchase GMC Pickup Trucks – In a memorandum dated January 05, 2021, staff requested the Board approve the issuance of a Purchase Order to Todd Wenzel Buick GMC for the purchase of (3) three pick-up trucks.

Vice Chairperson Mandelaris asked if the Board could get a picture of these trucks. Mr. Dellaposta stated that he would send a picture once they are delivered.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve the issuance of a Purchase Order to Todd Wenzel Buick GMC for the purchase of three (3) pickup trucks:

(2)	2021 GMC Sierra 1500 4WD Double Cab w/6.5” bed	\$32,669.00/ea
(1)	2021 GMC Sierra 2500 HD 2WD Double Cab w/8’ bed	<u>\$32,976.00</u>
	Total	\$98,314.00

VOTE ON MOTION

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

MOTION CARRIED

Issuance of a Purchase Order and signing of the Master Agreement with Frost Control Systems to lease (10) Mini RWIS Sensors – In a memorandum dated January 05, 2021, staff requested the Board approve the issuance of a Purchase Order and sign the Master Agreement with Frost Control Systems to lease (10) ten Mini RWIS Sensors with camera. (Copy of memorandum and Master Agreement filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Johnson, to approve the issuance of a Purchase Order and sign the Master Agreement with Frost Control Systems to lease (10) ten Mini RWIS Sensors with camera in an amount of \$27,750 per year, pending receipt and approval of their EEOP.

VOTE ON MOTION

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

MOTION CARRIED

Funds Transfer from Construction Investment Account – In a memorandum dated January 11, 2021, staff requested the Board approve the one-time transfer of funds from the Construction Investment Account to Genesee County Road Commission’s General Bank Account to cover the work completed on the Dort Highway Extension Project. (Copy filed with official minutes.)

ACTION TAKEN - Motion by Mr. Arceo, seconded by Ms. Lane, to approve the one-time transfer of \$2,945,781 from the Construction Investment Account at UMB Bank to Genesee County Road Commission's General Bank Account at JP Morgan Chase Bank, to cover the cost of work completed on the Dort Highway Extension Project in Fiscal Year 2020.

VOTE ON MOTION

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

MOTION CARRIED

Ratification of Vouchers totaling \$3,701,274.00 – (Copies filed with official minutes.)

Voucher #V-40644

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to ratify Voucher #40644 in the amount of \$510,343.84.

VOTE ON MOTION:

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

MOTION CARRIED.

Voucher #V-40645

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to ratify Voucher #40645 in the amount of \$516,523.14.

VOTE ON MOTION:

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

MOTION CARRIED.

Voucher #V-40646

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to ratify Voucher #40646 in the amount of \$1,007,688.72.

VOTE ON MOTION:

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

MOTION CARRIED.

Voucher #V-40647

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to ratify Voucher #40647 in the amount of \$1,084,865.93.

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Johnson, Lane, Dickerson

No: None

MOTION CARRIED.

Voucher #V-40648

ACTION TAKEN – Motion by Mr. Arceo, seconded by Mr. Mandelaris, to ratify Voucher #40648 in the amount of \$581,851.97

VOTE ON MOTION:

Yes: Mandelaris, Arceo, Johnson, Lane, Dickerson

No: None

MOTION CARRIED.

Removal of Equipment Nos. 5641 and 5656 from all Genesee County Road Commission records deemed unrepairable – In a memorandum dated January 06, 2020, staff requested the Board approve the removal of equipment item Nos. 5641 and 5656 from all GCRC records. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Johnson, to approve the removal of equipment item Nos. 5641 and 5656 from all Genesee County Road Commission records due to the equipment deemed unrepairable.

<u>Equipment #</u>	<u>Description</u>	<u>Reason</u>
#5641	2010 Laser Line Guidance Laser	Unrepairable
#5656	2007 Laser Line Guidance Laser	Unrepairable

VOTE ON MOTION:

Yes: Arceo, Johnson, Lane, Dickerson, Mandelaris

No: None

MOTION CARRIED.

Ratification by the Board approving the Managing Director’s action to authorize the additional cost to excavate and replace the rotted drainage pipe at the Linden District garage – In a memorandum dated January 11, 2021, staff requested the Board ratify the action taken by the Managing Director to authorize the additional cost to repair a drainage structure located at the GCRC Linden District garage. (Copy of memorandum and proposal filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Johnson, to ratify the actions taken by the Managing Director to authorize the additional cost of \$4,000 to excavate and replace the rotted drainage pipe at the Linden District garage, increasing the purchase order to \$17,348.00. Cook Excavating was awarded the contract to replace the drainage structure.

VOTE ON MOTION

Yes: Mandelaris, Arceo, Lane, Johnson, Dickerson

No: None

MANAGING DIRECTOR REPORT

MTF Funds – Managing Director Fred Peivandi stated that the Road Commission is down six percent (6%) in MTF Funds for the past year due to COVID-19. This is approximately 2 million dollars less than we anticipated receiving (35 million versus 33 million). However, our Fund Balance is doing very well. We have a 35 million dollar balance, which we have set aside 20 million for savings, 11 million for the Dort Highway project and the remaining 4 million will be used for primary road improvements in this fiscal year

COVID-19 Update - Human Resource Director, Donna Poplar gave an update on the COVID situation at GCRC. As of today, twelve (12) GCRC employees have tested positive for COVID. Of these twelve, one is still recovering from the illness 4 months later. Since April 2020, GCRC has had 52 employees either testing positive for the illness or quarantined for safety reasons. Staff continues to wear masks and employees are social distancing to stay safe. No employees are presently quarantined or testing positive at the present time. Ms. Poplar wanted to thank her HR staff for their help with coordinating COVID-19 compliance

Commissioner Lane asked for an update on the vaccine for employees. Ms. Poplar stated that GCRC is in contact with the Genesee County Health Department and vaccines should start soon.

COMMISSIONERS' CONCERNS

Chairperson Dickerson wanted to thank Commissioner Johnson for his 13 years of service to the Genesee County Road Commission as a Road Commissioner.

ADJOURNMENT

Chairperson Dickerson, without objection, adjourned the meeting at 10:42 a.m.

JOHN J. GLEASON

Clerk/Register

Linda B. Kossak, Secretary of the
Board of County Road Commissioners
1/19/2021