

**GENESEE COUNTY ROAD COMMISSION**

**BOARD MEETING**

**March 02, 2021**

**MINUTES**

**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, Flint, Michigan 48503-3995.

**ROLL CALL**

Present: Cloyce Dickerson, Chairperson  
John Mandelaris, Vice Chairperson, (remotely from Flint Township)  
Timothy Elkins, Commissioner  
Cathy Lane, Commissioner

Absent: David Arceo, Commissioner (excused)

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

Chairperson Dickerson requested a motion be made to excuse Commissioner Arceo from this morning's meeting.

**ACTION TAKEN:** Motion by Ms. Lane, seconded by Mr. Elkins, to excuse Commissioner Arceo from today's meeting.

**MOTION CARRIED.**

Chairperson Dickerson would like to have a moment of silence in remembrance of Mr. James Pomeroy, former employee and later GCRC Board Member and retiree, who died on February 18, 2021.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chairperson Dickerson.

**APPROVAL OF AGENDA**

March 02, 2021 – Agenda

Managing Director Peivandi would like to remove Consent Item B-1-Aggregate Road Improvement on Cemetery Road so staff can modify the document.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Elkins, to approve the March 02, 2021 agenda with the removal of Consent Item B-1.

VOTE ON MOTION:

Yes: Dickerson, Mandelaris. Lane, Elkins

No: None

**MOTION CARRIED.**

**APPROVAL OF MINUTES**

February 02, Board Meeting Minutes

**ACTION TAKEN** – Motion by Mr. Elkins, seconded by Ms. Lane, to approve the February 02, 2021 board meeting minutes.

Commissioner Lane commented that the secretary corrected the spelling of Ali Drive in the board minutes.

VOTE ON MOTION:

Yes: Elkins, Lane, Dickerson, Mandelaris

No: None

**MOTION CARRIED.**

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

Tuesday, March 02, 2021

10:05 a.m. – Presentation by Ms. Angela Garner, Brown & Brown of Central Michigan, Inc.

Tuesday, March 16, 2021

9:00 a.m. – Roads and Bridges Advisory Committee Meeting (remotely)

10:00 a.m. – Board Meeting

**PUBLIC ADDRESS THE BOARD**

None.

**PRESENTATION**

Ms. Angela Garner, Executive Vice President with Brown & Brown of Central Michigan, Inc. presented to the Board and staff, an overview of the GCRC benefit program, to provide a better understanding of the services and support that they, as a third party administrator for employee health insurance and other employee benefits, provide to the Genesee County Road Commission.

Ms. Garner stated that third party administrators provide savings for present employees as well as retirees of the road commission. Ms. Poplar and Mr. Peivandi thanked Ms. Garner for an excellent presentation.

## **CORRESPONDENCE**

### **INCOMING**

None.

### **OUTGOING**

None.

### **INTERNAL**

None.

## **INFORMATION**

Proposal to upgrade the Road Commission Boardroom Audiovisual (AV) System by Third Coast Tech, LLC (TCT) – In a letter dated February 02, 2021, Third Coast Tech LLC, provided a cost proposal to upgrade the Road Commission’s existing boardroom AV System. As part of the upgrades, Third Coast Tech will provide a new digital sound processor, amplifier, ceiling speakers, dual ceiling microphone array for conferencing and 7-inch control panel for easy system control at a total cost of \$14,856.94. (Copy filed with official minutes.)

Commissioner Lane stated that she knows Correspondence Item D-1 does not require Board approval but asked what is the policy regarding purchases that the Board must approve. Managing Director Peivandi stated that the Board must approve purchases over \$15,000.

Michigan Department of Treasury, Office of Revenue and Tax Analysis MTF Revenue Estimates – Included in the Board packet was a revenue update as of February 11, 2021 for fiscal year 2021 through fiscal year 2023 of the Michigan Transportation Funding revenue estimates by county. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Ms. Lane, to receive and file, the correspondence as printed and presented.

### **VOTE ON MOTION:**

Yes: Lane, Elkins, Dickerson, Mandelaris

No: None

## **MOTION CARRIED.**

## **BOARD OF ROAD COMMISSIONERS’ DECISIONS**

### **DISCUSSION**

ACT 51 Annual Report for Certified Mileage – In a memorandum dated February 18, 2021, staff requested that the Chairperson of the Board of County Road Commissioners sign the certification for the Act 51 Annual Report of certified mileage. (Copy of memorandum, and certification maps filed with official minutes.)

Commissioner Lane asked if the Dort Highway Extension from Baldwin Road to Cook Road would be added to the certification map when it is completed. Engineering Director, Mr. Eric Johnston replied that yes, it will be added when it is completed. Managing Director Peivandi added that the certified mileage is based on center lane miles only, not how many lanes there are.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Elkins, to authorize the Chairperson of the Board of County Road Commissioners to sign and date the ACT 51 Annual Report showing the mileage certified by the Road Commission covering the period from January 01 through December 31, 2020.

VOTE ON MOTION:

Yes: Lane, Elkins, Dickerson, Mandelaris

No: None

**MOTION CARRIED.**

Bid Results and Award of Contract for Genesee Road Storm Sewer Repairs and Drainage Improvements, Genesee Township - In a memorandum dated February 18, 2021, staff requested the Board accept the low bid submitted by Diamond Excavating, Inc. for the storm sewer repairs on Genesee Road, between Stanley Road and Mt. Morris Road, Genesee Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to accept the low bid of \$32,531.00, authorizes and signs the construction contract after staff has received and accepted the contract, bonds and insurance submitted by Diamond Excavating, Inc. for the storm sewer repairs on Genesee Road between Stanley Road and Mt. Morris Road, in Genesee Township.

VOTE ON MOTION:

Yes: Elkins, Dickerson, Mandelaris, Lane

No: None

**MOTION CARRIED.**

Resolution of Support, Fiscal Year 2024 for the Michigan Local Bridge Program Local Agency Applications – In a memorandum dated February 22, 2021, staff requested the Board approve the Resolution of Support to the Michigan Department of Transportation for Fiscal Year 2024 Local Bridge Funding. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Elkins, seconded by Mr. Mandelaris, to approve the Resolution of Support to the Michigan Department of Transportation for Fiscal Year 2024 Local Bridge Funding.

Managing Director Peivandi asked Mr. Johnston how many of these are through the local road system. Mr. Johnston stated that only Henderson at Kearsley Creek in Vienna Township is through the local road system, which the Township will be responsible for 50% of the local share construction costs.

Commissioner Lane said she assumed the estimated construction local share is paid in part by the Township. Mr. Johnston stated the local share is what the road commission pays. If it were a local bridge, the Township would be responsible for 50% of the local share cost.

**VOTE ON MOTION:**

Yes: Dickerson, Mandelaris, Lane, Elkins

No: None

**MOTION CARRIED.**

All Season Truck Route – Thompson Road – US-23 off Ramp east to Torrey Road, Fenton Township, Section 3 – In a memorandum dated February 24, 2021, staff requested the Board approve the resolution adding Thompson Road from south bound US-23 off ramp east to Torrey Road, Fenton Township to the All Season Truck Route System. (Copy filed with official minutes.)

Vice Chairperson Mandelaris asked staff how long is this segment of roadway. Staff replied that this is a half of mile long.

**ACTION TAKEN** – Motion by Ms. Elkins, seconded by Mr. Lane, to approve the resolution adding Thompson Road from south bound US-23 off ramp east to Torrey Road, Fenton Township to the All Season Truck Route system.

**VOTE ON MOTION:**

Yes: Mandelaris, Lane, Elkins, Dickerson

No: None

**MOTION CARRIED.**

2020 HMA Resurfacing Proposal B-1, Lippincott Blvd Driveway Approaches, Ace Saginaw Paving Invoice #149967, Davison Township – In a memorandum dated February 18, 2021, staff requested the Board approve payment to Ace-Saginaw Paving for the Lippincott Blvd. Driveway Approaches (as part of HMA B-1 Resurfacing Project. (Copy of memorandum and invoice filed with official minutes.)

Extending Families First Coronavirus Response Act (FFCRA) Paid Sick Leave – In a memorandum dated February 24, 2021, staff requested the Board approve the extension of the FFCRA emergency paid sick leave through the end of the fiscal year for GCRC employees. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Elkins, to approve the extension of

the FFCRA emergency paid sick leave through the fiscal year ending September 30, 2021 for GCRC employees.

Commissioner Lane asked Ms. Poplar if she could give the board an estimate of how many employees would still be entitled to this leave. Ms. Poplar stated that she would have Finance Director, Ms. Tracy Khan ask Ms. Kleinfeld (Senior Accountant - payroll) to run a report on how many employees have a remaining balance under the extended FFCRA paid sick leave act.

**VOTE ON MOTION**

Yes: Elkins, Lane, Dickerson, Mandelaris,

No: None

**MOTION CARRIED.**

Ratification of Vouchers totaling \$3,185,216.91 – (Copies filed with official minutes.)

Voucher #V-40656

**ACTION TAKEN** – Motion by Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40656 in the amount of \$1,370,323.23.

Commissioner Lane asked about contractor payment - check #10992 issued to Dan's Excavating for \$1,370,323.53. Staff stated this is for the Dort Highway project.

**VOTE ON MOTION:**

Yes: Mandelaris, Lane, Elkins, Dickerson

No: None

**MOTION CARRIED.**

Voucher #V-40657

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40657 in the amount of \$380,438.22.

**VOTE ON MOTION:**

Yes: Mandelaris, Lane, Elkins, Dickerson

No: None

**MOTION CARRIED.**

Voucher #V-40658

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40658 in the amount of \$111,750.11.

**VOTE ON MOTION:**

Yes: Mandelaris, Elkins, Lane, Dickerson  
No: None

**MOTION CARRIED.**

Voucher #V-40659

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40659 in the amount of \$160,816.14.

VOTE ON MOTION:  
Yes: Mandelaris, Elkins, Lane, Dickerson  
No: None

**MOTION CARRIED.**

Voucher #V-40660

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40660 in the amount of \$589,208.67.

VOTE ON MOTION:  
Yes: Mandelaris, Elkins, Lane, Dickerson  
No: None

**MOTION CARRIED.**

Voucher #V-40661

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40661 in the amount of \$152,170.10.

VOTE ON MOTION:  
Yes: Mandelaris, Elkins, Lane, Dickerson  
No: None

**MOTION CARRIED.**

Voucher #V-40662

**ACTION TAKEN** – Motion by Mr. Mandelaris, seconded by Mr. Elkins, to ratify Voucher #40662 in the amount of \$420,510.14.

Vice Chairperson Mandelaris asked about Check #111163 in the amount of \$20 issued to David White for reimbursement of mailbox damage. Vice Chairperson Mandelaris asked if we still pay \$20 for mailbox damage. Managing Director Peivandi stated that yes, we pay up to \$20 per damaged mailbox but we have been discussing increasing this amount.

**VOTE ON MOTION:**

Yes: Mandelaris, Elkins, Lane, Dickerson  
No: None

**MOTION CARRIED.**

**CONSENT**

None.

**MOTION CARRIED**

**MANAGING DIRECTOR REPORT**

COVID-19 Update – Human Resource Director Ms. Donna Poplar stated that at the onset of the pandemic, fifty-six individuals either had COVID-19 or were quarantined due to exposure. Of those fifty-six individuals, twelve actually had COVID and only one of those twelve remains out on leave. At the current time Ms. Poplar said, we have two individuals that are quarantining due to COVID-19 related issues. Ms. Poplar commented that the number of positive cases and those quarantining have reduced substantially in the past year.

Award of Excellence from Asphalt Paving Association of Michigan for Van Slyke Road Project  
Mr. Eric Johnston presented an Award of Excellence plaque that was awarded to the GCRC by the Asphalt Paving Association of Michigan for the Van Slyke Road resurfacing and road diet project extending from Maple Avenue to Bristol Road in Flint Township. Mr. Johnston complimented GCRC employee, Mr. Jake Keeling, Engineering Aide II for the excellent job he did on the inspection of the project.

**COMMISSIONERS' CONCERNS**

Van Slyke Road Project - Commissioner Lane would like to extend her compliments on behalf of the entire board to Mr. Jake Keeling for his work on this project. Mr. Eric Johnston stated that Mr. Keeling would be receiving a plaque for his work on this project as well.

Commissioner Lane thanked the board for sending her and Commissioner Elkins to the new commissioners' workshop on February 21, 2021. At the workshop Ms. Lane stated, it was encouraged that boards adopt a code of conduct for its members. Ms. Lane said she is working on a draft of the code of conduct and would like the input of the other board members so they might adopt it at a future board meeting. Ms. Lane stated she would email copies of the draft to the members.

Vice Chairperson Mandelaris commented that he would be attending the board meetings in person starting March 16, 2021. Vice Chairperson Mandelaris commented that both he and his wife have been vaccinated for COVID-19.

Commissioner Elkins said he enjoyed attending the new commissioners training workshop in Gaylord and wanted to thank the Board and GCRC for sending him and Commissioner Lane to the training.



Chairperson Dickerson inquired about the vaccinations for employees. Ms. Poplar stated that we are classified as category 'C' employees and once the health department notifies her she will let the Board and employees know where they can receive the vaccinations. Ms. Poplar anticipates that they will start in early April.

Chairperson Dickerson said he would like to commend Maintenance Director, Mr. Anthony Branch for following up on the complaints he had received from two residents. In addition, Chairperson Dickerson said he had received a compliment from a resident that he passed on to Mr. Branch as well.

## **ADJOURNMENT**

Chairperson Dickerson, without objection, adjourned the meeting at 11:16 a.m.

JOHN J. GLEASON  
Clerk/Register

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Linda B. Kossak, Secretary of the  
Board of County Road Commissioners  
3/02/2021