

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

December 14, 2022

MINUTES

CALL TO ORDER

Chairperson Elkins called the meeting of the Genesee County Board of Road Commissioners to order at 10:00 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:

Timothy Elkins, Chairperson
Cathy Lane, Vice Chairperson
John Mandelaris, Commissioner
Cloyce Dickerson, Commissioner

Absent:

David Arceo, Commissioner (excused)

Others Present: Fred Peivandi, Randy Dellaposta, Eric Johnston, Anthony Branch, Tracy Khan, Kylie Dontje (Genesee County Road Commission Staff), Shirley Kautman-Jones (Atlas Township Supervisor), Linda Kossak, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Elkins.

APPROVAL OF AGENDA

December 14, 2022 – Agenda

Chairperson Elkins stated that the agenda has been amended with the deletion of IX. Discussion Item A-11, Managing Director Job Description and the addition of IX. Discussion Item A8-a – Amendment of Purchase Order #85530 to Lunghamer Ford.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve the amended agenda with the deletion of IX. Discussion Item A11 and the addition of IX. Discussion Item A8-a.

VOTE ON MOTION:

Yes: Lane, Mandelaris, Dickerson, Elkins

No: None.

MOTION CARRIED.

APPROVAL OF MINUTES

November 15, 2022 - Board Meeting Minutes

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Mr. Mandelaris, to approve the November 15, 2022 board meeting minutes as presented.

VOTE ON MOTION:

Yes: Mandelaris, Dickerson, Elkins, Lane

No: None

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Tuesday, December 20, 2022

10:00 a.m. – Board Meeting

PUBLIC ADDRESS THE BOARD

Atlas Township Supervisor, Shirley Kautman-Jones addressed the Board regarding the Goodrich Tower assignment to EIP Holdings II. She asked the Board to give special attention to the lease agreement with the new assignment because the current owner of the Tower has not paid their [personal] taxes and is in arrears to the Township in excess of \$22,000. Ms. Kautman-Jones explained that personal taxes on equipment are different from real taxes, which makes it more difficult to collect. Ms. Kautman-Jones added that the only option the township has is to padlock the site restricting access to any owner until the township is made whole with the taxes in arrears.

CORRESPONDENCE

INCOMING

None.

OUTGOING

None.

INTERNAL

None

INFORMATION

None.

BOARD OF ROAD COMMISSIONERS' DECISIONS

DISCUSSION

Intergovernmental Agreement for Road Maintenance with the City of Linden and the Road Commission – In a memorandum dated November 16, 2022, staff requested the Board approve the Intergovernmental Agreement for Road Maintenance between the City of Linden and the Road Commission. (Copy filed with official minutes.)

Commissioner Mandelaris asked if we have had an agreement with the City of Linden before regarding road maintenance. Staff stated that yes, this is an extension from last years' agreement, it was a one-year agreement prior and they wanted to extend this to two years. Commissioner Mandelaris recommended that the last sentence in the agreement be removed due to date inaccuracies.

Chairperson Elkins asked if this agreement will affect the work we perform in the townships at all. Staff stated no, because the agreement states that any township work takes priority over road maintenance performed in the City of Linden.

Commissioner Lane asked if any other smaller cities have a road maintenance agreement with the Road Commission. Staff answered that no, they do not.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Dickerson, to approve the Intergovernmental Agreement for Road Maintenance between the City of Linden and the Genesee County Road Commission and further, authorize the Chairperson and Managing Director sign the agreement on behalf of the Board of County Road Commissioners. The term of this agreement shall be from December 31, 2022 to December 31, 2024, unless otherwise terminated by either party upon 30 days advance written notice to either party (Section IX).

VOTE ON MOTION:

Yes: Mandelaris, Dickerson, Elkins, Lane

No: None

MOTION CARRIED.

Selection of Consultant for Design Services Fiscal Year 2022/2023 Federal/State/Local Funded Bridge Design Projects, Genesee County – In a memorandum dated December 06, 2022, staff requested the Board approve assignment of the listed consultants in Group 'B' category to prepare construction plans for the proposed FY 2022/2023 Federal/State/Local Funded Road Design projects. (Copy filed with official minutes.)

Commissioner Lane asked if the memorandum pertains to Group 'B' why do we have a Group 'A' also listed in the memorandum. Staff stated that we try to inform the Board of each contract the listed consultants have with the Road Commission. Group 'A' is road improvement and Group 'B' is bridge improvements.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve assignment of the listed consultants in Group 'B' category to prepare construction plans for the proposed FY 2022/2023 Federal/State/Local Funded Bridge Design projects and further, authorize the

Chairperson to sign the Consultant Agreements on behalf of the Board of County Road Commissioners when returned.

VOTE ON MOTION

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

MOTION CARRIED.

Selection of Consultant for Design Services Fiscal Year 2022/2023 Federal/State/Local Funded Road Design Projects, Genesee County – In a memorandum dated December 06, 2022, staff requested the Board approve assignment of the listed consultants in Group ‘A’ category to prepare construction plans for the proposed FY 2022/2023 Federal/State/Local Funded Road Design projects. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve assignment of the listed consultants in Group ‘A’ category to prepare construction plans for the proposed FY 2022/2023 Federal/State/Local Funded Road Design projects and further, authorize the Chairperson to sign the Consultant Agreements on behalf of the Board of County Road Commissioners when returned.

VOTE ON MOTION

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

MOTION CARRIED.

Amendment to Purchase Orders #85495 and #85496 – In a memorandum dated October 19, 2022, staff requested the Board approve Purchase Orders #85495 and #85496 currently issued to AIS to be amended to Contractors Finance Corporation. (Copy filed with official minutes.)

Commissioner Mandelaris asked if this is permitted under the lease agreement. Staff answered yes, it is permitted.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Dickerson, to approve Purchase Orders #85495 and #85496 currently issued to AIS, be amended and issued to Contractors Finance Corporation (CFC). CFC is the captive finance company for AIS and processing payments to AIS will cause a delay in CFC receiving timely lease payments.

VOTE ON MOTION:

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

MOTION CARRIED.

Issuance of a Purchase Order to D&K Truck Company for three (3) 2024 Western Star 4900SB Tandem Axle Trucks – In a memorandum dated December 02, 2022, staff requested the Board

approve the purchase of three (3) 2024 Western Star Tandem Axle 4900SB Trucks. (Copy filed with official minutes.)

| | |
|----------------------------|--------------------------|
| 2024 Western Star 4900SB | <u>\$148,462.00</u> each |
| Total for three (3) trucks | \$445,387.00 |

Commissioner Lane asked when we would take delivery on these trucks. Staff answered that we will pay for the trucks in this fiscal year but will not be operational until fiscal year 2024. Once we receive the chassis', they will then be shipped to Truck & Trailer Specialties to be up-fitted.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Lane, to approve the issuance of a Purchase Order to D&K Truck Company for three (3) 2024 Western Star Tandem Axle 4900SB trucks in an amount of \$445,387.00. The new trucks will be replacing the following trucks within the GCRC fleet (Trunklines) #4048, #4049 and #4050.

VOTE ON MOTION:

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

MOTION CARRIED.

Issuance of a Purchase Order to Truck & Trailer Specialties for up-fitting three (3) 2024 Western Star 4900SB Trucks – In a memorandum dated December 02, 2022, staff requested the Board approve the issuance of a Purchase Order to up-fit three (3) Western Star 4900SB trucks. (Copy filed with official minutes.)

Commissioner Mandelaris commented that he had the opportunity to see the up-fitting operation at Truck & Trailer Specialties in Howell, Michigan and stated it is well worth the drive to see the remarkable operation.

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Lane, to approve the issuance of a Purchase Order to Truck & Trailer Specialties for up-fitting three (3) 2024 Western Star 4900SB trucks in the amount of \$630,885.00.

VOTE ON MOTION:

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

MOTION CARRIED.

Issuance of a Purchase Order to AIS Construction Equipment for a 2023 Midland Machinery Road Widener – In a memorandum dated December 02, 2022, staff requested the Board approve the issuance a Purchase Order to AIS Construction Equipment for a 2023 Midland Machinery Road Widener. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Lane, to approve the issuance of

a Purchase Order to AIS Construction Equipment for a 2023 Midland Machinery Road Widener in an amount of \$290,675.00.

VOTE ON MOTION:

Yes Mandelaris, Dickerson, Elkins, Lane
No: None

MOTION CARRIED.

Amendment to Purchase Order #85473 to Ace-Saginaw Paving Company for Item #8B - QPR – In a memorandum dated November 07, 2022, staff requested the Board approve the amendment of Purchase Order #85473 to Ace-Saginaw Paving Company for QPR. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Lane, to approve the amendment of Purchase Order #85473 to Ace-Saginaw Paving Company for Item #8B - QPR, reflecting an increase of \$20,000, raising the total amount to \$40,600 to cover the cost of an increase in projected use during the 2022/2023 fiscal year and an increase in unit cost per the 2022/2023 bid award.

VOTE ON MOTION:

Yes Dickerson, Elkins, Lane, Mandelaris
No: None

MOTION CARRIED.

Amendment of Purchase Order #85530 to Lunghamer Ford – In a memorandum dated December 09, 2022, staff requested the Board approve the amendment of Purchase Order #85530 to Lunghamer Ford due to a change in dealership ownership (effective 10-31-2022) and an increase in the amount of the Purchase Order due to a truck repair (#1152). (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Dickerson, seconded by Ms. Lane, to approve the amendment of Purchase Order #85530 to Lunghamer Ford (formerly Signature Ford of Owosso) reflecting an increase of \$23,000 raising the total amount to \$33,000. On November 23, 2022, truck #1152 was towed to Lunghamer Ford for repair. It was determined that the engine and turbo needed to be replaced. The cost for the repair is \$21,890.50.

VOTE ON MOTION:

Yes Elkins, Lane, Mandelaris, Dickerson
No: None

MOTION CARRIED.

Ratification of Vouchers #40868, 40869, 40870, #40871, #40872, #40873, #40874 and #40875 totaling \$4,732,846.29 – (Copies filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Dickerson, to ratify the following Vouchers totaling \$4,732,846.29:

- Voucher #40868 in the amount of \$1,369,106.53
- Voucher #40869 in the amount of \$152,784.23
- Voucher #40870 in the amount of \$506,745.06
- Voucher #40871 in the amount of \$352,501.34
- Voucher #40872 in the amount of \$461,963.73
- Voucher #40873 in the amount of \$522,939.51
- Voucher #40874 in the amount of \$435,949.84
- Voucher #40875 in the amount of \$930,856.05

VOTE ON MOTION:

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

MOTION CARRIED.

Goodrich Tower Sale to EIP Holdings II, Inc. 12321 Kipp Road, Atlas Township – In a memorandum dated November 21, 2022, staff requested the Board, as ‘Owner’ of the property at 12321 Kipp Road, Atlas Township, give their consent to the terms of the assignment by Goodrich Tower LLC to EIP Holdings II, Inc. (Copy filed with official minutes.)

Commissioner Lane asked if Atlas Township Supervisor, Shirley Kautman-Jones received a copy of the closing statement. Staff stated she was emailed a copy late last night and gave her another copy at the meeting.

Chairperson Elkins asked if we had anything in writing stating that Genesee County 911 Consortium agreed with the assignment. Deputy Managing Director, Randy Dellaposta stated 911 Consortium has been copied on all the correspondence and emails throughout the process and we are waiting for a response from them in writing acknowledging their agreement to the assignment.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve the Chairperson signs on behalf of the Board of Road Commissioners, as ‘Owner’ of the property at 12321 Kipp Road, Atlas Township, giving their consent and acknowledges all of the terms of the Assignment by Goodrich Tower LLC to EIP Holdings II, Inc., and will not oppose and will recognize EIP Holdings II, Inc. as the lessee upon the full execution of the Assignment once Genesee County 911 Consortium acknowledges in writing their agreement to the assignment.

VOTE ON MOTION:

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

MOTION CARRIED.

CONSENT

Removal of Equipment Nos. 4024, 724, 1494, 6024, 7024, 5523 and 5551 from all Genesee County Road Commission records – In a memorandum dated November 18, 2022, staff requested the Board authorize the removal of sold or equipment deemed unrepairable from all GCRC records. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Mandelaris, to approve the removal of sold or equipment deemed unrepairable for Item Nos. 4024, 724, 1494, 6024, 7024, 5523 and 5551 from all Genesee County Road Commission records.

VOTE ON MOTION:

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

MOTION CARRIED.

MANAGING DIRECTOR REPORT

Back to the Bricks - Managing Director Peivandi presented the Back to the Bricks plaque that the Road Commission received for our participation in the event this summer. Mr. Dellaposta added that this year's event was well attended by employees volunteering on their own time to sit at the Road Commission table and answering questions from the public. Mr. Dellaposta thanked Ms. Kylie Dontje, Ms. Kendra Love-Brezzell and her Fleet Maintenance & Facilities staff for getting the equipment out there and set up.

Social Media Outreach Report - Mr. Dellaposta presented a social media outreach report Ms. Kylie Dontje, Communications Coordinator, prepared showing our social media interaction statistics regarding LinkedIn, Facebook and Twitter. Mr. Dellaposta added that each commissioner has one on his or her desk.

Baldwin Road project – Mr. Peivandi commented that Baldwin Road is now open to traffic. Adding that the top layer of asphalt will be applied next year.

COMMISSIONERS' CONCERNS

Chairperson Elkins commented that Commissioner Arceo's brother passed away this week, which is why he was unable to attend this morning's meeting. Commissioner Mandelaris added that the wake is today and the funeral Mass will be held on Thursday, December 15, 2022.

Intergovernmental Agreement for Road Maintenance with the City of Linden and GCRC - Commissioner Mandelaris recommended to staff that in future road maintenance agreements with the City of Linden that the last sentence in the agreement be removed, "In witness thereof, the parties have caused this agreement to be executed on the day and year mentioned above", due to the inaccuracy of the dates.

Managing Director Job Description – Commissioner Mandelaris commented that legal counsel will be reviewing the Managing Director’s job description and he hopes the attorney gets to review the comments made by the board members.

ADJOURNMENT

Chairperson Elkins, without objection, adjourned the meeting at 10:43 a.m.

Domonique Clemons
Clerk/Register

Linda B. Kossak, Secretary of the
Board of County Road Commissioners
lbk – 12/14/22