

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

August 15, 2023

MINUTES

CALL TO ORDER

Vice Chairperson Lane 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, Flint, Michigan 48503-3995.

ROLL CALL

Present:

Cathy Lane, Vice Chairperson
Reggie Smith, Commissioner
Chris Gehringer, Commissioner
Joe Massey, Commissioner

Absent:

Timothy Elkins, Chairperson (excused)

Others Present: Fred Peivandi, Randy Dellaposta, Eric Johnston, Anthony Branch, Kylie Dontje, Kendra Love-Brezzell (Genesee County Road Commission Staff), Linda Kossak, Secretary of the Board of Road Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chairperson Lane.

APPROVAL OF AGENDA

August 15, 2023 –Agenda

ACTION TAKEN – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the agenda for August 15, 2023 as presented.

VOTE ON MOTION:

Yes: Massey, Smith, Lane, Gehringer
No: None.
Absent: Elkins

MOTION CARRIED.

APPROVAL OF MINUTES

August 01, 2023 Board Meeting

Commissioner Massey stated that on page 173, in the fourth paragraph, the minutes should read that Chairperson Elkins stated that the Employment of Relatives/Family Member's policy would never come up again.

Commissioner Gehringer commented that he did not remember that statement being made by the Chairperson, but after reviewing the audio, we can amend the minutes if it is on the audio tape of the August 1 meeting. Vice Chairperson Lane added if it is on the audio tape, we can bring this back to the board at the next meeting.

Secretary's Note - After reviewing the audio recording from the August 1, 2023 meeting, this statement was not said by the Chairperson regarding the policy so the minutes were not amended.

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the August 01, 2023 board meeting minutes.

VOTE ON MOTION:

Yes: Massey, Smith, Lane, Gehringer

No: None.

Absent: Elkins

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Monday, September 04, 2023

GCRC closed (non-essential operations) in observance of the Labor Day holiday

Wednesday, September 06, 2023

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

MDOT Contract No. 23-5299 – Construction of a dedicated center-lane turn lane on S. Saginaw Road between McCandlish Road and Charing Cross Drive, Grand Blanc Charter Township – In a memorandum dated August 03, 2023, staff requested the Board approve MDOT Contract No. 23-5299 for construction of a dedicated center-lane turn lane on S. Saginaw Road between McCandlish Road and Charing Cross Drive, Grand Blanc Charter Township. (Copy filed with official minutes.)

Vice-Chairperson Lane commented that this is a much-needed improvement at this intersection because it is difficult to make a left hand turn here.

ACTION TAKEN – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the MDOT Contract No. 23-5299 for construction of a dedicated center-lane turn lane on S. Saginaw Road between McCandlish Road and Charing Cross Drive, Grand Blanc Charter Township and further, direct two board members to sign the contract for and on behalf of the Board of County Road Commissioners, Grand Blanc Charter Township. Funds are budgeted in Department 91 fiscal year 2022-2023 with a carryover into next year's budget.

Federal Funds	\$600,000.00
GCRC Local Share	<u>\$223,500.00</u>
Total Project Cost	\$823,500.00

VOTE ON MOTION:

Yes: Massey, Smith, Lane, Gehringer
No: None
Absent: Elkins

MOTION CARRIED.

Bid Results and Award of Contract for Brittwood Acres, Mundy Charter Township – In a memorandum dated August 07, 2023, staff requested the Board accept the low bid submitted by Diamond Excavating Company for the rehabilitation of Brittwood Acres in Mundy Charter Township. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Massey, to accept the low bid of \$642,774.78 and authorize the award and sign the construction contract after staff has received and accepted the contract, bonds and insurance submitted by Diamond excavating Company for the rehabilitation of Brittwood Acres in Mundy Township. Funds are available in Department 91.

VOTE ON MOTION:

Yes: Smith, Lane, Gehringer, Massey
No: None
Absent: Elkins

MOTION CARRIED.

Bid Results and Award of Contract for Gibson Road Drainage (2390 Gibson Road), Grand Blanc Charter Township – In a memorandum dated August 07, 2023, staff requested the Board accept the low bid submitted by Diamond Excavating Company for drainage improvements in the vicinity of 2390 Gibson Road, Grand Blanc Charter Township. (Copy filed with official minutes.)

Vice Chairperson Lane added that when this road floods, cars would be stuck because they could not get through due to the water. It took the road commission a few years to get property owner easements so we could do this project. We had to go several hundred feet through their property for the easement.

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Smith, to accept the low bid of \$92,532.00 submitted by Diamond Excavating Company for the Gibson Road Drainage project (2390 Gibson Road) and further, authorize the award and sign the construction agreement after staff has received and accepted the contract, bonds and insurance submitted by Diamond Excavating Company, Grand Blanc Charter Township. Funds are available in Department 91.

VOTE ON MOTION:

Yes: Lane, Gehringer, Massey, Smith
No: None
Absent: Elkins

MOTION CARRIED.

Approval of Construction Material Testing Services for the Irish Road Rehabilitation Project (Lapeer Road to Court Street), Davison Township – In a memorandum dated August 08, 2023, staff requested the Board approve the issuance of a blanket Purchase Order to PSI for Construction Material Testing for the Irish Road Rehabilitation project, Davison Township. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Smith, seconded by Mr. Massey, to approve the issuance of a blanket Purchase Order to PSI for construction material testing services in an amount of \$25,443.54 for the Irish Road Rehabilitation project from Lapeer Road to Court Street, Davison Township. Funds are budgeted in Department 91 to cover these costs.

VOTE ON MOTION:

Yes: Gehringer, Massey, Smith, Lane
No: None
Absent: Elkins

MOTION CARRIED.

Bid Results and Award of Contract for 2023 Drainage Structure Local Repairs – Proposal DS-1, Various Townships – In a memorandum dated August 9, 2023, staff requested the Board accept the low bid of \$350,172.16 submitted by Joe Raica Excavating for the 2023 Drainage Structure Local Repairs – Proposal DS-1 located in various townships. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Massey, to accept the low bid of \$350,172.16 and authorize the award and sign the construction contract after staff has received and accepted the contract, bonds and insurance and revised EEO Plan submitted by Joe Raica Excavating for the 2023 Drainage Structure Local Repairs – Proposal DS-1 project located in various townships. Funds are budgeted in Department 91.

VOTE ON MOTION:

Yes: Massey, Smith, Lane, Gehringer,
No: None
Absent: Elkins

MOTION CARRIED.

Issuance of a Purchase Order to Todd Wenzel Buick GMC for eight (8) 2024 GMC Sierra 1500 Double Cab 4WD Pickup Trucks – In a memorandum dated July 24, 2023, staff requested the Board approve the issuance of a Purchase Order to Todd Wenzel Buick GMC for eight (8) 2024 GMC Sierra 1500 Double Cab pickup trucks. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the issuance of a Purchase Order to Todd Wenzel GMC Buick for eight (8) 2024 GMC Sierra 1500 Double Cab pickup trucks in an amount of \$367,808.00. Funds will be budgeted in the Department 30 – 2023/2024 Fiscal Year Capital Outlay Road Equipment account.

2024 GMC Sierra 1500 Double Cab 4x4 Pickup Trucks	<u>\$ 45,976.00 (each)</u>
Total Cost (8) Pickup Trucks	\$367,808.00

VOTE ON MOTION:

Yes: Smith, Lane, Gehringer, Massey
No: None
Absent: Elkins

MOTION CARRIED.

Issuance of a Purchase Order to Truck and Trailer to Up-fit eight (8) 2024 GMC Sierra 1500 Double Cab 4WD Pickup Trucks – In a memorandum dated July 24, 2023, staff requested the Board approve the issuance of a Purchase Order to Truck and Trailer to up-fit eight (8) 2024 GMC Sierra 1500 Double Cab Pickup Trucks. (Copy filed with official minutes.)

ACTION TAKEN - Motion by Mr. Smith, seconded by Mr. Gehringer, to approve the issuance of a Purchase Order to Truck and Trailer to Up-fit eight (8) 2024 GMC Sierra 1500 Double Cab pickup trucks in an amount of \$31,880.00. Funds will be budgeted in the Department 30 – 2023/2024 Fiscal Year Capital Outlay Road Equipment account.

Up-Fit 2024 GMC Sierra 1500 Double Cab 4x4 Pickup	\$3,985.00 each
• Install low-profile Smoke Bugshield	

- Install Roadwatch display in pillar pod on drivers side
 - Install Unity Spotlight on driver side pillar
 - Install (1) Mini Lightbar (green/amber)
 - Install (4) LED green/amber mini strobes
 - Install Weathertech front floor liners
- Total to up-fit (8) 2024 GMC Sierra Pickup Trucks \$31,880.00

Director Love-Brezzell stated that we are replacing vehicles with approximately 150,000 miles on them because vehicles just were not available to purchase for the past few years. When we replace vehicles, the old vehicles will be sent to the Engineering Department and their current vehicles will be sent to auction.

VOTE ON MOTION:

Yes: Lane, Gehringer, Massey, Smith
 No: None
 Absent: Elkins

MOTION CARRIED.

Extension of Unit Bid Prices and Issuance of Purchase Orders Item Nos. 1, 2 and 17 for materials and services on an as needed basis – In a memorandum dated August 3, 2023, staff requested the Board approve the extension of unit bid prices and the issuance of purchase orders for Item #1, #2 and #17 on an as needed basis. (Copy filed with official minutes.)

Director Love Brezzell explained that our blanket Purchase Order system follows the Purchasing Policy. Each year, depending on the contract, if a purchase is \$15,000 or more it has to be bid out. If we spend less than \$15,000, we can solicit quotes. We work with over 150 vendors; each of them has to have their own purchase order. We do our best to determine the blanket Purchase Order limit beforehand, but if we have unexpected repairs or parts needs and it goes over \$15,000, we have to come back to the Board.

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the extension of bid prices for Item #1, #2 and #17 for materials and services on an as needed basis. Funds will be budgeted in the 2023-2024 FY Materials & Contracted Services accounts for these items.

<u>Item</u>	<u>Description</u>	<u>Vendor</u>
Item #1	Galvanized Beam Guardrail & Posts	Action Traffic Maintenance
Item #2	Drainage Pipe	Jensen Bridge & Supply
Item #17	Tire Recapping Service	Jam Best One

VOTE ON MOTION:

Yes: Gehringer, Massey, Smith, Lane
 No: None
 Absent: Elkins

MOTION CARRIED.

Renewal Purchase Orders for Fleet Maintenance & Facilities Department for Materials and Services

In a memorandum dated August 03, 2023, staff requested the Board approve renewal Purchase Orders be issued for Materials and Services. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Massey, seconded by Mr. Gehringer, to approve the renewal Purchase Orders for materials and services for the Fleet Maintenance Department. Funds will be budgeted in the 2023-2024 FY Department 30 - Materials & Contracted Services accounts for these items.

Shrader Tire & Oil	Oil and Lubricants	\$ 35,000
Safety Kleen Systems	Oil and Lubricants	\$ 60,000
MD Solutions	Steel Posts for Signs Delineators	\$ 70,000
Truck & Trailer Specialties	Kennametal I.C.E. Blades	\$ 60,000
J. Ranck Electric	Traffic Signal Cable	\$ 20,000
Birks Works Environmental	Trans. & Disposal Hazardous Mat'l	\$ 35,000
Republic Services	Rental of Dumpster & Disposal P/U Svcs	\$ 35,000
Unifirst	Janitorial Products & Services	\$ 40,000
Exotic Automation	Parker Hydraulic Hose & Fittings	\$ 45,000
Cintas Corporation	Uniforms, Mats & Mopheads	\$ 25,000
Premier Cleaning Services	Janitorial Cleaning Svcs.	\$ 85,000
Pomp's Tire Service	Wheel and Tires	\$ 45,000
C&S Motors	Int'l Parts & Services	\$ 50,000
C&S Motors	HD Equipment Repair Svcs Parts	\$240,000
M&K Truck Center	HD Equipment Repair Svcs Parts	\$ 50,000
Metro Airport Truck	HD Equipment Repair Svcs Parts	\$ 50,000
Truck & Trailer Specialties	HD Equipment Repair Svcs Parts	\$140,000
Global Environmental	Storm Water Management	\$ 25,000

VOTE ON MOTION:

Yes: Massey, Smith, Lane, Gehringer

No: None

Absent: Elkins

MOTION CARRIED.

Issuance of a Blanket Purchase Order to Michigan State Industries for Recycling Blanks and Traffic

Signs – In a memorandum dated August 03, 2023, staff requested the Board approve the issuance of a blanket Purchase Order to Michigan State Industries for Recycling Blanks and Traffic Signs. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Massey, seconded by Mr. Smith, to approve the issuance of a Blanket Purchase Order to Michigan State Industries for recycling blanks and traffic signs, in an amount of \$40,000. Funds are available in Department 30 fiscal year 2023-2024.

VOTE ON MOTION:

Yes: Smith, Lane, Gehringer, Massey
No: None
Absent: Elkins

MOTION CARRIED.

Issuance of Purchase Orders for Materials and Services for the Fleet Maintenance & Facilities Department to W.W. Grainger and D&K Truck Company – In a memorandum dated August 03, 2023, staff requested the Board approve the issuance of a Blanket Purchase Order for materials and services to W.W. Grainger and D&K Truck Company. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Massey, seconded by Mr. Gehringer, to approve the issuance of Purchase Orders for materials and services to the following companies:

- W.W. Grainger for Facilities MRO in an amount of \$70,000
- D&K Truck Company for HD Equipment (Western Star) Repair Services & Parts in an amount of \$30,000.
-

Funds are available in Department 30 – fiscal year 2023-2024 Materials and Contracted Services account.

Issuance of Blanket Purchase Orders for Parts and Services for the Fleet Maintenance & Facilities Department – In a memorandum dated August 03, 2023, staff requested the Board approve the issuance of Blanket Purchase Orders for parts and services for the Fleet Maintenance & Facilities Department. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Massey, seconded by Mr. Gehringer, to approve the blanket Purchase Orders for parts and services for the Fleet Maintenance & Facilities Department:

AIS	HD Equipment Repair Services & Parts	\$130,000
Michigan CAT	CAT Parts	\$ 40,000
Michigan CAT	HD Equipment Repair Services & Parts	\$250,000
Versalift Midwest	Cannon Aerial Truck Parts/Services	\$ 25,000
Bell Equipment	HD Equipment Repairs Services/Parts	\$ 25,000
Snodopot	Stainless Steel Oil Pans, tanks, coolers	\$ 20,000
Yunex	Eagle Brand traffic signal parts	\$ 25,000
Truck & Trailer Spec.	Monroe Parts	\$150,000

Funds are available in the Department 30 – fiscal year 2023-2024 Material and Contracted Services accounts.

VOTE ON MOTION:

Yes: Lane, Massey, Smith, Gehringer
No: None
Absent: Elkins

MOTION CARRIED.

Ratification of Voucher Nos. #40945, #40946, #40947, 40948, and #40949 totaling \$2,421,195.32
– (Copies filed with official minutes.)

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Smith, to ratify the following Vouchers totaling \$2,421,195.32:

Voucher #40945 in the amount of \$10,209.40
Voucher #40946 in the amount of \$1,075,405.74
Voucher #40947 in the amount of \$532,659.17
Voucher #40948 in the amount of \$119,211.18
Voucher #49949 in the amount of \$759,245.76

VOTE ON MOTION:

Yes: Massey, Smith, Lane, Gehringer
No: None
Absent: Elkins

MOTION CARRIED.

CONSENT

Removal of Equipment Item Nos. 1139, 4025, 4021, 4028, 4029 and 4030 from Genesee County Records – In a memorandum dated July 26, 2023, staff requested the Board authorize the following equipment items #1139, #4025, 4021, 4028, 4029 and 4030 from all GCRC records. (Copy filed with official minutes.)

Mr. Dellaposta said that moving forward we will provide photos of the equipment.

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the removal of equipment item Nos. 2158 and 2159 from all Genesee County Road Commission records.

<u>Equipment #</u>	<u>Description</u>	<u>Reason</u>
#1139	2006 Chevy 3500	Sold through GovDeals
#4025	2007 Volvo VHD	Sold through GovDeals
#4021	2007 Volvo VHD	Sold through GovDeals
#4028	2007 Volvo VHD	Sold through GovDeals
#4029	2007 Volvo VHD	Sold through GovDeals
#4030	2007 Volvo VHD	Sold through GovDeals

VOTE ON MOTION:

Yes: Smith, Lane, Gehringer, Massey
No: None
Absent: Elkins

MOTION CARRIED.

MANAGING DIRECTOR REPORT

Workshop Conferences for Board Members – Mr. Peivandi stated that the County Road Association is offering two conferences in September and October of this year. Please let him know if you want to attend these conferences.

Retirement Commission Meeting - Mr. Peivandi stated that he and Randy Dellaposta attended the Retirement Commission meeting yesterday and he was able to get some reports that he will share with the Board. He wanted to mention that under the summary of the report in GCERS, the following agencies are included in this:

County Building Administration
Sheriff's Department
Water and Waste
Library
Road Commission
City of Mt. Morris

Military Leave Pay - Mr. Dellaposta said it was mentioned at the last board meeting that we do not pay for military leave, he corrected this saying that we do pay for military leave based on the collective bargaining units.

Retirees - Mr. Dellaposta stated that the board had asked for a current number of retirees. We currently have 227 retirees in the plan and average age is 69.8.

Back to the Bricks – Mr. Dellaposta mentioned that the Back to the Bricks events is this weekend, and staff will be displaying some of our equipment on the flat lot. If any Board Member were available, we would love to have you come to the GCRC display this weekend.

COMMISSIONER'S CONCERNS

One Time Payment for Directors - Mr. Massey mentioned that he had proposed a \$5,000 onetime payment for all GCRC Directors and he had spoken to some of his fellow commissioners about it and the Chairperson told him it was acceptable to talk about it at today's board meeting. The Chairperson said that when the wage study comes back, we would revisit this onetime payment. Mr. Dellaposta added that the wage study should be completed in October 2023.

Perry Road Construction - Vice Chairperson Lane commented that the Perry Road project was partially done by the city and partially by the GCRC. Some of the residents she spoke to mentioned that where the city did the paving, they put in a cement collar and it was really smooth. They said the county did not do that and they wanted to know why. Mr. Johnston answered that the county had only two basins and both basins were relatively smooth. So rather than spend the money unnecessarily, we chose to leave it as it was.

Painting of House Numbers on Curbs – Commissioner Gehringer mentioned that at the Road & Bridges Meeting it was brought up about painting house numbers on the curbs. Mr. Peivandi added that the curbs are GCRC property and we do not have a policy on this. Mr. Massey added that he does not like this process; it makes a mess in a subdivision and over time, the numbers start fading and no one goes back to repaint the numbers. Mr. Branch added that this is really a township problem; because a township can pass a policy requiring house numbers but if they do not enforce it, it is pointless and they still have to have permission from the road commission to do this.

GIS Presentation – Commissioner Gehringer said GIS Manager, Brad Carone did a great job with his presentation in Roads & Bridges. His concern is in regards to potholes, he has a plan in place on how to address it, but wouldn't it behoove us to take a picture of it and put it on the website. Mr. Dellaposta answered that we had a couple of minor problems we are ironing out with the attachment files. It will be very simple and not as cumbersome as it was before. Resident can take a photo with their phone, send it in with their complaint

Dead Animal Policy – Commissioner Gehringer asked if we could place an update on our website stating that it is the state mandating what we can and cannot do with these dead animals in the roadways. Because many people will not understand that we are just following the guidelines. Mr. Dellaposta stated that yes; we can do that and added that there was never any Board policy approving the GCRC dead animal policy that he can find. There was a memo that was written by Mr. Daly to the county and the townships regarding our procedures for removing dead animals. The recent recommendation came from our pool MCRCSIP, to all road commissions indicating what they would like to see road commissions do. He can update that process and bring it back to the board or we can create a policy. Mr. Gehringer added that we need to give something to Maintenance to protect them whether it is a process or a policy.

Mr. Peivandi stated that what he would like to do is outsource this like the Road Commission of Oakland County does. We have sent out RFP's for dead animal removal. There are two vendors available, one that reached out to us and another one that was recommended to us by another road commission. We will have strict guideline on when that animal must be picked up and the vendors will be dressed in hazmat gear. Mr. Peivandi added that over the last 5 years, we have spent an average of \$75,000 per year for this process.

Mr. Dellaposta stated that MCRCSIP gave us a strict guideline, which is what we are following. We need to think of safety, safety for the motoring public as well as safety for our employees picking up these animals. We will come back to the Board with a process or a policy addressing this.

GIS Elevation – Commissioner Gehringer suggested we place road elevations on the GIS site for residents to understand why for instance, their ditch is not draining. Mr. Peivandi added if you turn on the contours, it would show a distinct ditch on both sides. Mr. Johnston added that this would be difficult because we would have to do surveys at each site and it would be a lot of work. Mr. Peivandi stated that he would look into this for the board. Mr. Branch added that everything you are asking for could be accessed on the original plans.

ADJOURNMENT

Vice Chairperson Lane adjourned the meeting at 11:26 am

Domonique Clemons
Clerk/Register

Linda B. Kossak, Secretary of the
Board of County Road Commissioners
lbk – 8/15/2023