

GENESEE COUNTY ROAD COMMISSION

BOARD MEETING

December 5, 2023

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 at the Willard P. Harris Auditorium, Genesee County Administration Building – Third Floor, 1101 Beach Street, Flint, MI 48502.

ROLL CALL

Present: Timothy Elkins, Chairperson
Cathy Lane, Vice Chairperson
Reggie Smith, Commissioner
Chris Gehringer, Commissioner
Joe Massey, Commissioner

Others Present: Randy Dellaposta, Tracy Khan, Alex Patsy, Mike Lewis (Genesee County Road Commission Staff), Attorney William Henn (Henn Lesperance PLC), 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 05, 2023 – Agenda

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the agenda for December 05, 2023, as presented.

VOTE ON MOTION:

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

MOTION CARRIED.

APPROVAL OF MINUTE(S)

November 07, 2023 – Amended Board Meeting Minutes

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the November 07, 2023, amended board meeting minutes.

VOTE ON MOTION:

Yes: Lane, Gehringer, Smith, Massey, Elkins

No: None

Absent: None

MOTION CARRIED.

November 21, 2023 – Board Meeting Minutes

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Mr. Massey, to approve the November 21, 2023, board meeting minutes.

VOTE ON MOTION:

Yes: Gehringer, Smith, Massey, Elkins, Lane

No: None

Absent: None

MOTION CARRIED.

MEETINGS, PRESENTATIONS, HEARINGS, AND INFORMATION

Tuesday, December 19, 2023

9:00 a.m. – Roads & Bridges Advisory Committee Meeting

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

2023 DS-1 Contract, Contract Modification #5 for Miscellaneous Drainage Structure Repairs in various townships - In a memorandum dated November 28, 2023, staff requested the Board approve Contract Modification #5 for the 2023 DS-1 project located in various townships. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve Contract Modification #5 for the 2023 DS-1 project for miscellaneous drainage structure repairs in Flushing, Mt. Morris, Vienna, Mundy, Davison, Fenton, Atlas, Grand Blanc, Flint, Fenton and Genesee Townships. The total cost of the increase to the project is \$27,400 and funds are budgeted in Department 20 for the fiscal year 2023/2024.

VOTE ON MOTION:

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

MOTION CARRIED.

Issuance of a Purchase Order for Richfield Road Storm Sewer Repair, 6203 Richfield Road, Genesee Charter Township – In a memorandum dated November 28, 2023, staff requested the Board approve the issuance of a Purchase Order for reconstruction services to perform repairs to the storm sewer on Richfield Road, Genesee Charter Township. (Copy filed with official minutes.)

Mr. Massey asked what the projected lifetime of a storm sewer is. Staff answered depending on many factors such as drainage or clean outs a storm sewer can last 50 to 100 years.

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Gehringer, to approve the issuance of a Purchase Order to Zito Construction Company in the amount of \$14,380 for reconstruction services for repairs to the storm sewer at 6203 Richfield Road, Genesee Charter Township. Funds are available in Department 20 for fiscal year 2023 – 2024.

VOTE ON MOTION:

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

MOTION CARRIED.

Issuance of a Purchase Order to Applegate Chevrolet for Repair of Equipment #680 - 2021 GMC Sierra 2500HD Pickup Truck – In a memorandum dated November 27, 2023, staff requested the Board approve the issuance of a Purchase Order for repairs to a 2021 GMC Sierra 2500HD Pickup truck. (Copy filed with official minutes.)

ACTION TAKEN – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the issuance of a Purchase Order to Applegate Chevrolet for repair on equipment item #680 - 2021 GMC Sierra 2500HD Pickup Truck in the amount of \$15,705.21. Funds are available in Department 90 - 2023-2024 fiscal year claims paid (deductible).

VOTE ON MOTION:

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

MOTION CARRIED.

Administrative Services Contract BCBS of Michigan - In a memorandum dated November 27, 2023, staff requested the board approve the BCBS Quarterly Settlement Report for June 2023 to August 2023. (Copy filed with official minutes.)

The board inquired if BCBS could provide the GCRC with the settlement sooner, so the Managing Director did not need to ratify a payment. Managing Director Dellaposta replied that he would talk to our representative.

ACTION TAKEN – Motion by Mr. Gehringer seconded by Mr. Smith, to approve the BCBS Quarterly Settlement Report for June 2023 to August 2023 and further, ratify the actions of the Managing Director authorizing the payment of \$437,590 made on December 1 and authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan in the amount of \$437,590 each, prior to the first day of January and February 2024.

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

MOTION CARRIED.

Amended GCRC Purchasing Policy – In a memorandum dated November 28, 2023, staff provided the amended Purchasing Policy and Notice of Resolution to the board for review. (Copy filed with official minutes.)

ACTION TAKEN – None. Chairperson Elkins noted that the amended purchasing policy was included in the packet so the Board members can review the changes prior to approval of the policy at a future meeting.

Ratification of Voucher Nos. #ADP #23, ADP #24, Voucher #40983, 40984, 40985, 40986, 40987, 40988 and 40989 totaling \$4,119,179.30 – (Copies filed with official minutes.)

ACTION TAKEN – Motion by Ms. Lane, seconded by Mr. Smith, to ratify the following Vouchers totaling \$4,119,179.30:

ADP Pay #23 in the amount of \$516,292.71
ADP Pay #24 in the amount of \$526,508.83
Voucher #40983 in the amount of \$5,081.28
Voucher #40984 in the amount of \$491,779.99
Voucher #40985 in the amount of \$384,360.62
Voucher #40986 in the amount of \$343,660.04
Voucher #40987 in the amount of \$1,717,469.36
Voucher #40988 in the amount of \$27,469.84
Voucher #40989 in the amount of \$106,556.63

VOTE ON MOTION:

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

MOTION CARRIED.

Classification and Compensation Study for Salary, At-Will and Exempt Employees – In a memorandum dated November 28, 2023, staff requested the Board accept the recommendation for salary increases for salary, at-will and exempt employees. (Copy filed with official minutes.)

Mr. Massey asked when will the increases go into effect. Ms. Khan replied December 16, 2023, which is the first full pay after acceptance of the recommendation for salary increases.

ACTION TAKEN - Motion by Mr. Gehringer, seconded by Mr. Massey, to accept the recommendation for salary increases for salary, at-will and exempt employees included in the Classification and Compensation Study approved by the Board on November 21, 2023.

VOTE ON MOTION:

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

MOTION CARRIED.

CONSENT

None.

MANAGING DIRECTOR'S REPORT

None.

COMMISSIONER'S CONCERNS

None.

ADJOURNMENT

Chairperson Elkins adjourned the meeting at 10:27 a.m.

Domonique Clemons
Clerk/Register

Linda B. Kossak, Secretary of the
Board of County Road Commissioners
lbk – 12/05/2023