

# GENESEE COUNTY ROAD COMMISSION

## BOARD MEETING

December 20, 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, Eric Johnston, Tracy Khan, Alex Patsy, Mike Lewis, Kylie Dontje, Kendra Love-Brezzell (Genesee County Road Commission Staff), Attorney Andrew Cascini (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

Mr. Elkins stated that the agenda has been amended with the addition of IX. Discussion Item A6 – Ratification of Collective Bargaining Agreement with TPOAM Union.

December 20, 2023 – Amended Agenda

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to approve the amended agenda for December 20, 2023.

#### VOTE ON MOTION:

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

**MOTION CARRIED.**

**APPROVAL OF MINUTE(S)**

December 05, 2023 – Board Meeting Minutes

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the December 05, 2023, board meeting minutes.

**VOTE ON MOTION:**

Yes: Gehringer, Smith, Massey, Elkins, Lane

No: None

Absent: None

**MOTION CARRIED.**

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

Monday, December 25 and Tuesday, December 26, 2023

GCRC closed (non-essential operations) in observance of the Christmas holiday.

Monday, January 1 and Tuesday, January 2, 2024

GCRC closed (non-essential operations) in observance of the New Year’s holiday.

Tuesday, January 9, 2024

10:00 am – Board Meeting and Election of Officers

**PUBLIC ADDRESS THE BOARD**

None.

**CORRESPONDENCE**

**INCOMING**

None.

**OUTGOING**

None.

**INTERNAL**

None.

**INFORMATION**

None.

**BOARD OF ROAD COMMISSIONERS’ DECISIONS**

**DISCUSSION**

Michigan Department of Transportation Contract No. 23-5491 - Bridge Replacement on Elms Road Bridge over Brent Run and Linden Road Bridge over Brent Run, Vienna Township - In a

memorandum dated November 30, 2023, staff requested the Board approve MDOT Contract No. 23-5491 for bridge replacement and other miscellaneous items for Elms Road Bridge over the Brent Run and the Linden Road Bridge over the Brent Run, Vienna Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve MDOT Contract No. 23-5491 for bridge replacement and other miscellaneous items of work to both Elms Road Bridge over the Brent Run and Linden Road Bridge over the Brent Run, Vienna Township and further, directs both the Chairperson and Vice Chairperson to electronically sign the contract for and on behalf of the Board of County Road Commissioners, The local match for this project has been budgeted in Department 91 for fiscal year 2023-2024.

State Local Bridge Funds	\$2,611,550.00
GCRC Local Share	<u>\$ 139,450.00</u>
Total Project Cost	\$2,751,000.00

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Approval of Consultant for Construction Inspection, Staking, and Office Tech for the Hogan Road Bridge Replacement, Fenton Township – In a memorandum dated December 11, 2023, staff requested the Board approve the amendment of the Blanket Purchase Order No. 86173 for Rowe PSC to perform Construction, Staking, and Office Tech for the Hogan Road Bridge Replacement project in Fenton Township. (Copy filed with official minutes.)

Commissioner Lane stated that this is a lot of money for an extension and asked who is looking at this project to ensure they need the extra time. Mr. Patsy responded that the Construction Engineering Manager oversees this project and due to very sensitive utilities associated with this bridge it caused additional time and work necessary. Commissioner Gehringer and Massey recommends the Director of Engineering approve these extensions in the future.

**ACTION TAKEN** – Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the amendment of the Blanket Purchase Order No. 86173 for an additional \$52,425.00 for Rowe PSC to perform additional Construction Inspection, Staking, and Office Tech Services required to complete and close out this project for the Hogan Road Bridge Replacement in Fenton Township. Funds are available in Department 91 for the fiscal year 2023 – 2024.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Preliminary Site Plan: LaFontaine Way and Birch Drive Extension, Mundy Township – In a memorandum dated December 8, 2023, staff requested the Board approve the preliminary site plan of LaFontaine Way and Birch Drive Extension in Mundy Township. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the preliminary site plan: LaFontaine Way and Birch Drive Extension, in Section 11 of Mundy Township subject to compliance with the stipulations noted on the preliminary site plan.

**VOTE ON MOTION:**

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

**MOTION CARRIED.**

Amended Purchasing Policy and Notice of Resolution - In a memorandum dated December 13, 2023, staff requested the board approve the amended Purchasing Policy and Resolution. (Copy filed with official minutes.)

Commissioner Lane suggested a few grammar changes she would like to have implemented in the policy.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the amended Purchasing Policy and adoption of the Notice of Resolution including the suggested grammar changes as requested by the board.

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

**MOTION CARRIED.**

Ratification of Voucher Nos. #ADP #25, Voucher #40990, 40991, 40992, and 40993 totaling \$2,026,193.20 – (Copies filed with official minutes.)

Commissioner Massey noted the lettering of the vouchers on the agenda needed to be revised. The letter b had been skipped.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Smith, to ratify the following Vouchers totaling \$2,026,193.20:

ADP Pay #25 in the amount of \$529,615.14  
Voucher #40990 in the amount of \$363,903.85  
Voucher #40991 in the amount of \$215,153.97  
Voucher #40992 in the amount of \$91,537.00  
Voucher #40993 in the amount of \$825,983.24

VOTE ON MOTION:

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

**MOTION CARRIED.**

Ratification of the Collective Bargaining Agreement between the Technical, Professional, and Officeworkers Association of Michigan (TPOAM) and the Genesee County Road Commission (GCRC) – In a memorandum dated December 19, 2023, staff requested the Board ratify the Collective Bargaining Agreement between the Genesee County Road Commission (GCRC) and the Technical, Professional, and Officeworkers Association of Michigan (TPOAM). (Copy filed with official minutes.)

**ACTION TAKEN** - Motion by Mr. Smith, seconded by Mr. Gehringer, to ratify the Collective Bargaining Agreement between the Genesee County Road Commission and the Technical, Professional, and Officeworkers Association of Michigan (TPOAM) and further, authorize the Chairperson and Managing Director sign the Agreement on behalf of the Board of County Road Commissioners, Legal counsel has reviewed the Agreement. The Agreement shall be effective as of January 1, 2023, and remain in force through September 30, 2025.

VOTE ON MOTION:

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

**MOTION CARRIED.**

**CONSENT**

Resolution to close a portion of Lillie Road, Section 30, Argentine Township – In a memorandum dated December 11, 2023, staff requested the board approve the Resolution to close a portion of Lillie Road in Section 30, Argentine Township. (Copy filed with official minutes.)

Chairperson Elkins asked who requested this closure. Mr. Johnston stated that this is a state requirement.

**ACTION TAKEN** – Motion by Ms. Lane, seconded by Mr. Massey, to approve the Resolution closing a portion of Lillie Road in Section 30, Argentine Township.

VOTE ON MOTION:

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

**MOTION CARRIED.**

Removal of Equipment Item #423 from GCRC records – In a memorandum dated November 29, 2023, staff requested the Board authorize the removal of missing equipment from all Genesee County Road Commission records. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Massey, seconded by Mr. Gehringer, to approve the removal of equipment #423 – 2017 Stihl HT101 Pole Saw (missing from job site) from all Genesee County Road Commission records.

VOTE ON MOTION:

Yes: Elkins, Lane, Gehringer, Smith, Massey

No: None

Absent: None

**MOTION CARRIED.**

Removal of Equipment Item #454 from Genesee County Road Commission records (deemed unrepairable) – In a memorandum dated December 11, 2023, staff requested the Board authorize the removal of equipment #454 (deemed unrepairable) from all Genesee County Road Commission records. (Copy filed with official minutes.)

**ACTION TAKEN** – Motion by Mr. Massey, seconded by Mr. Gehringer, to authorize the removal of equipment #454 – 18” Stihl MS-441 C-M 25” Chainsaw, deemed unrepairable.

VOTE ON MOTION:

Yes: Lane, Gehringer, Smith, Massey, Elkins

No: None

Absent: None

**MOTION CARRIED.**

## **MANAGING DIRECTOR’S REPORT**

CRA Highway Conference Tuesday, March 19 – Thursday, March 21, 2024 - Managing Director Dellaposta commented that the annual County Road Association Highway Conference will be held on Tuesday, March 19 through Thursday, March 21, 2024, in Lansing. He does not have all the information yet, but he will let the Board members know the details at a later date. Chairperson Elkins stated that this is a good seminar for all Commissioners to attend.

Fiscal Year 2023 Financial Audit – Ms. Khan stated that the fiscal year 2023 financial audit has started, and it is going very well.

Metro District Garage Construction – Mr. Dellaposta said that the Metro District Garage is currently under construction. The foundation has been started and we will be getting electricity installed after the first of the year. We will be setting up the time lapse cameras (Earth Cam) after the first of the year. Time lapse will show you from start to finish the entire property and we will be putting this on our social media sites.

New Equipment – Tandem Trucks and Pick Up Trucks – Three (3) new tandem snowplow trucks will be arriving after the first of the year with six (6) still being built at the supplier. Those remaining Tandems should be arriving sometime in September 2024. In addition, two (2) of the eight (8), 1500 GMC 4 x 4 double cab pickup trucks have arrived and will be utilized by the supervisors.

2023 Communications Report - Communications Coordinator, Ms. Kylie Dontje is working on the 2023 Communications Report highlighting our accomplishments in 2023. She will include a copy of the report at the next board meeting.

## **COMMISSIONER’S CONCERNS**

Article from MCRCSIP regarding pending legislation for Michigan Senate Bills 630 and 631 – Chairperson Elkins handed out an article sent by MCRCSIP regarding the pending legislation concerning SB 630 and SB 631 which seeks to amend the Governmental Tort Liability Act, MCL 691.1401. Under the existing principals of government immunity, employees of governmental entities - which includes road commissions, fire fighters, public school employees, etc. - are not personally liable under tort statutes unless it can be proven that their gross negligence is the proximate cause of the injury and damage. These bills propose to change that.

Unrepairable or Damaged Equipment - Commissioner Gehringer asked if we utilize the parts from equipment that are deemed unrepairable or damaged. Fleet Maintenance Director Ms. Love-Brezzell answered that we try and salvage whatever parts we can before discarding or scrapping.

Merry Christmas and Happy New Year – The Board wished everyone a Merry Christmas and a Happy New Year.

## **ADJOURNMENT**

Chairperson Elkins adjourned the meeting at 10:58 a.m.

Domonique Clemons  
Clerk/Register

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Linda B. Kossak, Secretary of the  
Board of County Road Commissioners  
lbk – 12/20/2023