



GCRC Board Meeting Minutes for Tuesday, May 7, 2024

Genesee County Road Commission

211 W. Oakley Street

Flint, MI 48503

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: Randall Dellaposta; Eric Johnston; Alex Patsy; Tracy Khan; Donna Poplar; Kendra Love-Brezzell; Michael Lewis; Kylie Dontje; (GCRC Staff), Fred Poplar; Genesee County resident, Attorney William Henn - Henn Lesperance PLC; Linda Kossak - Secretary of the Board.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Elkins

APPROVAL OF AGENDA

May 07, 2024, Agenda - Motion by Mr. Gehringer, seconded by Mr. Massey, to approve the Agenda for May 07, 2024.

VOTE ON MOTION

Yes: Lane, Smith, Massey, Gehringer, Elkins

No: None

Absent: None

MOTION CARRIED.

APPROVAL OF MINUTES

April 16, 2024, Board Meeting Minutes - Motion by Mr. Massey, seconded by Ms. Lane, to approve the April 16, 2024, Board Meeting Minutes.

VOTE ON MOTION

Yes: Smith, Massey, Gehringer, Elkins, Lane

No: None

Absent: None

MOTION CARRIED.

MEETINGS, HEARINGS, PRESENTATIONS & INFORMATION

May 21, 2024, Board Meeting

9:00 am - Roads & Bridges Advisory Committee Meeting

10:00 am - Board Meeting

PUBLIC ADDRESS THE BOARD

None.

CORRESPONDENCE

INCOMING

None.

OUTGOING

None.

INTERNAL

None.

INFORMATION

None.

BOARD OF COMMISSIONERS' DECISION

DISCUSSION

GCRC Removal of Dead Animals Policy – Included in the Board packet, was the Dead Animal Removal Policy dated May 07, 2024, establishing guidelines for the safe and efficient removal of dead animals from public roadways within the jurisdiction of the Genesee County Road Commission. (Copy filed with official minutes.)

During the discussion, the Board discussed the policy and suggested some possible changes be made to the policy. Policy consideration will be postponed to a later date.

NO ACTION TAKEN

Approval for Consultant, Inspection, Staking, and Office Technology for the Signal Modification at Saginaw Road and Baldwin Road, Grand Blanc Township - Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the issuance of a Blanket Purchase Order to Rowe PSC for Construction Inspection, Staking, and Office Tech in an amount of \$29,787.38 for the Saginaw Road and Baldwin Road Intersection Signal Modernization project in Grand Blanc Township. Funds are budgeted in Department 91 for Fiscal Year 2023/2024. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Gehringer, Elkins, Lane, Smith, Massey

No: None

Absent None

MOTION CARRIED.

Approval on Consultant for Construction Inspection, Staking, & Office Tech for Lapeer Rd & Oak Road Roundabout, Davison Township - Motion by Mr. Gehringer, seconded by Mr. Smith, to approve the issuance of a Blanket Purchase Order to OHM for Construction Inspection, Staking and Office Tech in an amount of \$93,883.78 for the Lapeer Road and Oak Road Roundabout project in Davison Township. Funds are budgeted in Department 91 for Fiscal Year 2023/2024. (Copy filed with official minutes)

VOTE ON MOTION

Yes: Elkins, Lane, Smith, Massey, Gehringer

No: None

Absent None

MOTION CARRIED.

Approval of Consultant for Construction Inspection, Staking & Office Tech for Grand Blanc Rd (Fenton to Porter) Widening, Grand Blanc Township - Motion by Mr. Massey, seconded by Ms. Lane, to approve the issuance of a Purchase Order to Rowe PSC for Construction Inspection, Staking and Office Tech in an amount of \$172,692.89 for the Grand Blanc Road Widening project in Grand Blanc Township. Funds are available in Department 91 for Fiscal Year 2023/2024. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Lane, Smith, Massey, Gehringer, Elkins

No: None

Absent None

MOTION CARRIED.

Approval of Consultant for Material Testing, Grand Blanc Rd (Fenton to Porter) Widening, Grand Blanc Township - Motion by Ms. Lane, seconded by Mr. Smith, to approve the issuance of a Blanket Purchase Order to PSI for Construction Material Testing in an amount of \$20,612.36 for the Grand Blanc Road widening project in Grand Blanc Township. Funds are budgeted in Department 91 for Fiscal Year 2023-2024. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Smith, Massey, Gehringer, Elkins, Lane

No: None

Absent None

MOTION CARRIED.

Issuance of a Purchase Order - Commercial Driveway Repairs - Walmart/Menards Shopping Center Shared Driveway, Vienna Charter Township - Motion by Mr. Massey, seconded by Ms. Lane, to approve the issuance of a Purchase Order to Diamond Excavating in the amount of \$17,940.00 for providing construction services for the necessary repairs to the commercial approach on Linden Road in Vienna Charter Township. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Massey, Gehringer, Elkins, Lane, Smith

No: None

Absent None

MOTION CARRIED.

Administrative Services Contract BCBS of Michigan - Motion by Mr. Smith, seconded by Mr. Massey, to approve the BCBS Quarterly Settlement Report for December 2023 to February 2024 and further, authorize the wire transfer of funds to Blue Cross Blue Shield of Michigan in the amount of \$303,416 each, prior to the first day of June, July and August 2024. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Gehringer, Elkins, Lane, Smith, Massey

No: None

Absent None

MOTION CARRIED.

AFLAC Group BenExtend Insurance Plan - Motion by Mr. Massey, seconded by Ms. Lane, to approve the purchase of a moderate level, Group BenExtend Insurance Plan for each eligible employee at a cost not to exceed \$31,000 annually. This is paid 100% by the Road Commission. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Elkins, Lane, Smith, Massey, Gehringer

No: None

Absent None

MOTION CARRIED.

Issuance of a Purchase Order to Team Financial Group for LED Lighting Upgrade for Administration, and the Maintenance/Fleet Maintenance Buildings at the Flint Facility -
Motion by Mr. Massey, seconded by Ms. Lane, to approve the issuance of a Purchase Order in the amount of \$132,930.65 for 36 monthly payments of \$3,692.00 each to Team Financial Group for LED lighting upgrades to both the Administration Building and the Maintenance/Fleet Maintenance buildings. Funds are available in Department 30 for Fiscal Year 2023-2024 Capital Outlay - Buildings account. (Copy filed with official minutes.)

During discussion, the Board asked if any electrical work needed to be performed for this project. Staff answered that it will require some additional electrical work.

VOTE ON MOTION

Yes: Lane, Smith, Massey, Gehring, Elkins

No: None

Absent: None

MOTION CARRIED.

Amendment to Purchase Order #86376 to Jack Doheny for Heavy Duty Equipment Repair Services and Parts - Motion by Mr. Massey, seconded by Mr. Gehring, to approve the amendment of Purchase Order #86376 to Jack Doheny Company for heavy duty equipment repair services (Vactor repair) reflecting an increase of \$15,000 raising the total amount to \$30,000. Funds are available in Department 30 for Fiscal Year 2023/2024 - Materials and Outside Repair accounts. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Smith, Massey, Gehring, Elkins, Lane

No: None

Absent: None

MOTION CARRIED.

Amendment to Purchase Order #86400 to Flint New Holland for Tractor and Mower Repair - Motion by Mr. Massey, seconded by Mr. Gehringer, to approve the amendment of Purchase Order #86400 to Flint New Holland reflecting an increase of \$15,000, raising the total amount to \$30,000 for Tractor and Mower repairs. Funds are available in Department 30 for Fiscal Year 2023/2024. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Massey, Gehringer, Elkins, Lane, Smith

No: None

Absent None

MOTION CARRIED.

Issuance of a Purchase Order to Substrata for Perma Zyme - Motion by Mr. Gehringer, seconded by Ms. Lane, to approve the issuance of a Purchase Order to Substrata in the amount of \$54,648.60 for Perma-Zyme. Funds are available in Department 20 for Fiscal Year 2023/2024 Materials Account. (Copy filed with official minutes.)

VOTE ON MOTION

Yes: Gehringer, Elkins, Lane, Smith, Massey

No: None

Absent: None

MOTION CARRIED.

Ratification of Voucher Nos. 41029, 41030, 41031, 41032, 41033, 41034 and 41035 - Totaling \$2,011,491.32 - Motion by Ms. Lane, seconded by Mr. Gehringer, to ratify the following vouchers totaling \$2,011,491.32. (Copies filed with official minutes.)

Voucher #41029 - Pay Ending 3/22/2024 in the amount of \$562,634.77.

Voucher #41030 - Accounts Payable Vendor Pmts. in the amount of \$203,397.73

Voucher #41031 - Accounts Payable Contractor Pmts. in the amount of \$56,189.34

Voucher #41032 - Accounts Payable Vendor Pmts. in the amount of \$328,794.80

Voucher #41033 - Voided

Voucher #41034 - Pay Ending 4/19/2024 in the amount of \$568,488.10.

Voucher #41035 - Accounts Payable Vendor Pmts. in the amount of \$291,986.58

During the discussion, a board member asked about vouchers #41029 and #41033. Staff responded that Voucher #41029 reflected the bank reconciliation account which had an adjustment made for the ADP fees that were in our payroll account. Voucher #41033 was voided due to an error and since our vouchers are sequential, they must be included in the packets. Voucher #41034 was the corrected voucher.

VOTE ON MOTION

Yes: Elkins, Lane, Smith, Massey, Gehringer

No: None

Absent None

MOTION CARRIED.

CONSENT

Work Request for Aggregate Resurfacing on Cook Road from Seymour Rd to Duffield Road, Gaines Township - Motion by Ms. Lane, seconded by Mr. Smith, to approve the aggregate resurfacing work requested by Gaines Township on Cook Road from Seymour Road to Duffield Road with the funding as follows:

Gaines Township	\$ 78,175.06
GCRC	<u>\$ 78,175.07</u>
Total Project Cost	\$ 156,350.13

(Copy filed with official minutes.)

VOTE ON MOTION

Yes: Lane, Smith, Massey, Gehringer. Elkins

No: None

Absent None

MOTION CARRIED.

Work Request for Milling & Paving on Elms Road, City of Swartz Creek - Motion by Massey, seconded by Ms. Lane, to approve the milling and paving work requested by the City of Swartz Creek on Elms Road - Bridge over W. Branch of Swartz Creek to Taper @ Miller Road Intersection, with the funding as follows:

City of Swartz Creek	\$ 30,000
GCRC	<u> 0</u>
Total Project Cost	\$ 30,000

During the discussion, a board member asked if GCRC would be performing this work. Staff replied that yes, we will be performing the work.

(Copy filed with official minutes)

VOTE ON MOTION

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

MOTION CARRIED.

MANAGING DIRECTOR REPORT

Managing Director Dellaposta distributed copies of his Managing Director's report.

COMMISSIONERS' CONCERNS

Torrey Road, Fenton Township - Commissioner Smith commented on the work being done on Torrey Road in Fenton Township. Staff responded that this work is being performed by Genesee County Water and Waste Services.

Legal Fees – Commissioner Massey requested the amount we have paid to the law firm representing the Road Commission from 2021 to present.

Diversity, Equity and Inclusion Training - May 3, 2023 - Commissioner Massey indicated members of the community questioned the expertise of the DEI Trainer [Mr. Hector Hernandez] hired by the GCRC for last year's training session at Mott College. During this

discussion, Mr. Elkins explained: at a subsequent meeting the concerns of the public were addressed, GCRC apologized for the mistake and racial slur, and would make sure it did not occur again. Mr. Hernandez had presented other training to GCRC in prior years.

Metro District Garage Visit - Mr. Elkins said the visit to the new Metro District Garage today has been canceled due to the weather forecast. We will reschedule the visit to June.

Ms. Lane wanted to wish Commissioner Smith a happy birthday this week and presented him with a card and cookies.

Closed Meeting Minutes – Attorney Henn addressed Mr. Massey’s inquiry regarding Closed Meeting Minutes. The Open Meetings Act itself does not say anything about how the board should handle the review of closed session meeting minutes; but does create civil and criminal penalties for disclosing closed session meeting minutes. Those minutes should be available for review by Commissioners in person at GCRC; but copies should not be distributed. If further discussion is necessary, it should take place in a closed session. Mr. Massey believes the Open Meetings Act (page 18) says we should be able to get a copy. Attorney Henn stated that any copies should be reviewed in person at the Road Commission; but Commissioners are not entitled to a copy for their own personal use.

Ms. Lane stated in her experience closed session minutes are placed in a sealed envelope, signed by the clerk, and are not to be opened except by a court order.

ADJOURNMENT

Chairperson Elkins adjourned the meeting at 11:02 AM

DOMONIQUE CLEMONS

Clerk/Register

Linda B. Kossak

Secretary of the Board

of the Genesee County Road Commissioners

May 7, 2024