

Washtenaw County Board of Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

Minutes of March 3, 2020

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green

Staff Present: J. Harmon, D. Ackerman, M. MacDonell, C. Ryan, E. Kizer

Others Present: Ruth Ann Jamnick, County Commissioner, Lisa Moutinho, County Public Information Officer,

The meeting was called to order at 1:00 p.m. by Douglas Fuller, Chair. The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

RC20-055 R. Green moved, B. Fuller seconded to approve the agenda as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ACCEPTANCE OF THE MINUTES

RC20-056 B. Fuller moved, R. Green seconded to approve the Board Meeting Minutes of February 18, 2020 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

RC20-057 B. Fuller moved, R. Green seconded to approve the Working Session Minutes of February 18, 2020 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

PUBLIC COMMENT

No public comment.

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WRITTEN COMMUNICATONS

ISSUE DATE: 02/26/29
WHEN: Sunday, March 1, 2020 until further notice
WHERE: Countywide
WHY: Seasonal Weight Restrictions in effect on Sunday, March 1, 2020.
CONTACT: Mark McCulloch, Senior Project Manager – permits – 734-327-6679;
mccullochm@wcroads.org

ISSUE DATE: 02/21/20
WHEN: Monday, February 24, 2020
WHERE: **Petersburg Road** over Unnamed Creek, between Day Road and Mooreville Road, York Township
Fosdick Road over Pittsfield #5 Drain, between Hunters Ridge Drive and Michigan Avenue, Pittsfield Township
Warren Road over Fleming Creek, between Thornwood Court and Dixboro Road, Ann Arbor Township
WHY: Structural Deterioration of culverts – reduced load rating
CONTACT: Nate Murphy, Bridge Engineer – 734-327-6647;
murphyn@wcroads.org

ISSUE DATE: 02/19/20
WHEN: Monday, February 24, 2020
WHERE: Intersection of Miller Road and Wagner Road
TOWNSHIP: Scio
WHY: Tree removals – preparation for intersection improvement project
CONTACT: Nate Murphy, Project Manager – 734-327-6647;
murphyn@wcroads.org

ISSUE DATE: 02/14/20
WHEN: Tuesday, February 18, 2020
WHERE: Intersection of Ann Arbor-Saline Road and Wagner Road
TOWNSHIP: Lodi
WHY: Tree removals – preparation for intersection improvement project
CONTACT: Michele Ford, Project Manager – 734-327-6652; fordm@wcroads.org

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COMMISSIONER AND STAFF FOLLOW UP TO PUBLIC COMMENT

None.

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC20-058 R. Green moved, B. Fuller seconded the approval of the Consent Agenda for March 3, 2020 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Whitmore Lake 4th of July Fireworks Display – Road Closure

RC20-059 R. Green moved, B. Fuller seconded staff is requesting the Board to approve the proposed road closure for the Whitmore Lake 4th of July fireworks display on July 3, 2020. The Whitmore Lake 4th of July Committee has requested a road closure for fireworks viewing. Pursuant to Michigan law (MCL §247.323), the Board of Road Commissioners must authorize the closure of roads under its jurisdiction for special events such fireworks viewing. Area residents and motorists will be temporarily impacted during the road closure. The Northfield Public Safety Department shall be engaged to provide additional traffic control services.

PROPOSED MOTION: that upon the recommendation of the Managing Director and the concurrence of the Director of Engineering/County Highway Engineer, the Board hereby approves the closure of Main Street between Barker Road and 8 Mile Road on Friday, July 3, 2020 and include a rain date of July 4, 2020 from 9:00 p.m. – 12:00 a.m. for a fireworks display.

Dexter-Ann Arbor Run – Road Closure

RC20-060 R. Green moved B. Fuller seconded staff is requesting the Board approve the proposed road closure for the annual Dexter-Ann Arbor Run hosted by the Ann Arbor Track Club on Sunday, May 31, 2020. The Ann Arbor Track Club annually hosts the Dexter-Ann Arbor Run with the consent and authorization from Scio Township and Ann Arbor Township. Additionally, and pursuant to Michigan law (MCL §247.323), the Board of Road Commissioners must authorize the closure of roads under its jurisdiction for special events such as the Dexter-Ann Arbor Run. Area residents and motorists will be temporarily impacted during the road closure. The Washtenaw County Sheriff's Department shall be engaged to provide additional traffic control services.

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PROPOSED MOTION: that upon the recommendation of the Director of Engineering/County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the closure of the following roads on Sunday, May 31, 2020 for the annual Dexter-Ann Arbor Run:

- Baker Road from Dan Hoey Road to Shield Road – 8:15 a.m. to 8:35 a.m.
- Shield Road from Baker Road to Parker Road – 8:25 a.m. to 8:40 a.m.
- Parker Road from Shield Road to Dexter-Chelsea Road – 8:30 a.m. to 8:45 a.m.
- Dexter-Chelsea Road from Parker Road to Dexter-Pinckney Road – 8:35 a.m. to 8:50 a.m.
- Dexter-Pinckney Road from Dexter-Chelsea Road to the Dexter Village Limit – 8:35 a.m. to 8:55 a.m.
- Huron River Drive from Mast Road to Zeeb Road – 8:30 a.m. to 9:15 a.m.
- Huron River Drive from Zeeb Road to Wagner Road – 8:55 a.m. to 10:35 a.m.
- Huron River Drive from Wagner Road to Maple Road – 8:00 a.m. to 11:05 a.m.
- Huron River Drive from Maple Road to Ann Arbor City Limits – 7:50 a.m. to 11:05 a.m.

Installment Purchase for Four Heavy Trucks

RC20-061 R. Green moved, B. Fuller seconded

WHEREAS, the Board of County Road Commissioners of the County of Washtenaw, Michigan (the "Road Commission") determines it to be necessary for the public health, safety and welfare of its residents to purchase and equip four (4) heavy duty trucks as described in Exhibit A attached hereto and made a part hereof (the "Equipment"); and

WHEREAS, under the provisions of Act 283, Public Acts of Michigan, 1909, as amended ("Act 283"), the Road Commission is authorized to enter into any contracts or agreements for the purchase of property or equipment for public purposes, to be paid for in installments over a period of not to exceed the useful life of the property acquired as determined by resolution of the Road Commission; and

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WHEREAS, the Road Commission has solicited quotes for the financing of the Equipment; and

WHEREAS, quotes have been received, and it has been determined that the proposal of Chelsea State Bank (the "Bank") is the most advantageous to the Road Commission; and

WHEREAS, an Installment Purchase Agreement (the "Agreement") between the D & K Truck Company and Truck & Trailer Specialties, Inc. (each, a "Vendor" and together the "Vendors"), and the Bank, for the purchase of the Equipment has been prepared; and

WHEREAS, the Agreement is to be assigned to the Bank.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Approval of Agreement. The Agreement is hereby approved substantially in the form attached hereto at Exhibit B. The Road Commission shall incur the debt described in the Agreement through execution of the Agreement by the officers authorized below which debt shall consist of the principal financed amount of not to exceed Eight Hundred Ninety-One Thousand Two Dollars and 35/100 Cents (\$891,002.35) which shall be payable in not to exceed sixty (60) monthly payments of principal and interest, commencing February 1, 2021 or such other dates and/or payment frequency as the officers shall determine, at the rate of 2.39% per annum. Payments due under the Agreement shall be subject to prepayment prior to maturity, in whole or in part, at the option of the Road Commission, on any date, without premium, with thirty (30) days written notice to the Bank.
2. Execution and Delivery of Agreement. The Chair and Clerk are hereby authorized and directed to execute the Agreement and deliver it to the Vendors, substantially in the form attached hereto with such additions, changes and modifications as shall be reasonably necessary, provided such changes shall not be materially detrimental to the Road Commission.
3. Useful Life of Equipment. The useful life of the Equipment is hereby determined to be not less than five (5) years.
4. Authorization of Officers. The Chair, Clerk, Managing Director, and Director of Finance and I.T. are each hereby authorized and directed to execute such additional documentation and open such accounts as shall be necessary to effectuate the closing of the Agreement and the assignment thereof.
5. Assignment of Agreement. The assignment of the Agreement by each Vendor to the Bank as the assignee of each Vendor is hereby approved.

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6. Security. The Road Commission hereby agrees to include in its budget for each year, commencing with the current fiscal year, a sum which will be sufficient to pay the principal of and interest on the Agreement coming due before the next fiscal year. In addition, the Equipment shall serve as collateral and security for the payments to be received pursuant to the Agreement and a statutory lien is hereby created in favor of the bank or financial institution as assignee under the Agreement.
7. Tax Covenant. The Road Commission hereby covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exemption of the interest on the obligations under the Agreement from general federal income taxation (as opposed to alternative minimum or other indirect taxation) under the Internal Revenue Code of 1986, as amended, including but not limited to, actions relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of proceeds of the Agreement and moneys deemed to be proceeds.
8. Qualified Tax Exempt Obligations. The Road Commission hereby designates the Agreement as a "qualified tax-exempt obligation" for purposes of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended.
9. Authorization to Adjust Terms; Solicitation of Proposals; Award of Financing. The Chair, Clerk, Managing Director and Director of Finance and I.T. are each hereby authorized to adjust the final details set forth herein to the extent necessary or convenient to complete the transactions authorized herein, and in pursuance of the foregoing are authorized to make determinations regarding the principal and interest payment dates, frequency, maturity, and redemption provisions. The final terms of the Agreement shall be evidenced through execution of the Agreement by the Chair and Clerk.
10. Repealer. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Debt Service SAD Bond Issues

RC20-062 R. Green moved, B. Fuller seconded the Board hereby approves Voucher 362-202001 totaling \$334,532.70 for Debt Service SAD Bond Issues.

PROPOSED MOTION: the Board hereby approves Voucher 362-202001 totaling \$334,532.70 for Debt Service SAD Bond Issues.

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Payroll & Bills for February 19, 2020

RC20-063 R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10390 totaling \$334,697.38 for payroll of February 19, 2020, and Voucher 10391 totaling \$1,219,752.46 in payment of bills for February 19, 2020. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

COUNTY COMMISSIONERS REPORTS

No report.

ROAD COMMISSIONER REPORTS

Commissioner Barb Fuller:

- Broadband survey access update – out of 31,000 surveys, 6,300 people have responded with a 20% response rate. The Quello Center at MSU indicates that a 10% response rate is considered good. Initial mapping of the data will be shared with the survey team in the next 45 days.
- Assessment notices with property valuations was issued in Sharon Township which included a township newsletter with a section from Peter Psarouthakis, Sharon Township Supervisor, regarding road funding with WCRC contact information.
- Commissioner Fuller will attend the County Board of Commissioners Public Hearing on March 4th on adding additional Road Commissioners to the WCRC.

Commissioner Rod Green:

Commissioner Rod Green will be attending the County Road Association Highway Conference to be held March 10-12, 2020 and will make a presentation on "Fairness of New Road Funding."

Commissioner Doug Fuller:

No report.

MANAGING DIRECTOR'S REPORT

FINANCE & IT REPORT

Dan Ackerman, Director of Finance & IT

Finance Report

- Michigan Transportation Funds – The January 2020 MTF was up about 7%.
- The Finance Department has been spending a lot of time preparing and generating the 1095-C form to all employees indicating proof of health insurance.

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- Truck Installment Purchase for Four Heavy Trucks – two banks submitted bids for financing. Dan suggested looking at expanding the number of banks that are included in the RFP process.
- The 2019 audit is complete.

IT Report

- Staff training on new conference room technology - there were some technical issues that the vendor has now addressed. Training is scheduled for next week.
- Server Disaster Recovery – Dan Ackerman provided a review of the computer server disaster recovery plan. We have received the new replacement backup server to handle data backups.

OPERATIONS REPORT

Jim Harmon, Director of Operations

- Winter Maintenance – there have been 49 days of winter maintenance this season which is lower than a typical winter.
- Salt – a little over 20,000 tons of salt has been applied to the roadways with 14,000 tons used just since January 1st. The crews have also used about 3,700 tons of sand.
- 2020 Township Meeting Schedule – Jim provided a review of the township meeting schedule and township booklets.
- Crews have replaced six crossroad culverts.

ENGINEERING REPORT

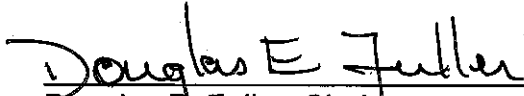
Matt MacDonell, Director of Engineering

- Engineering is preparing to begin work on the Ann Arbor-Saline Road/Wagner Road intersection project after seasonal weight restrictions are lifted.
- Tree removals are currently taking place on Miller Road in advance of the bridge and roundabout project.

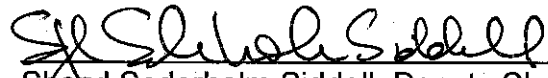
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ADJOURNMENT

RC20-064 R. Green moved, B. Fuller seconded to adjourn the March 3, 2020 meeting at 1:30 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.



Douglas E. Fuller, Chair



Sheryl Soderholm Siddall, Deputy Clerk
Minutes Approved: cer