

**Washtenaw County Board of Road Commissioners**

555 North Zeeb Road, Ann Arbor, MI 48103

**Minutes of March 17, 2020**

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

Staff Present: S. Siddall, M. MacDonell, C. Ryan

Others Present: J. Foley

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

**APPROVAL OF AGENDA**

RC20-065 B. Fuller moved, R. Green seconded to approve the agenda as modified deleting item #6 on the Consent Agenda and the addition of Action Item # 1. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**ACCEPTANCE OF THE MINUTES**

RC20-066 R. Green moved, B. Fuller seconded to approve the Board Meeting Minutes of March 3, 2020 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**PUBLIC COMMENT**

No public comment.

March 17, 2020

## **WRITTEN COMMUNICATONS**

ISSUED: March 10, 2020  
WHEN: Tuesday, March 10, 2020  
WHERE: Liberty Road between Park Road and Zeeb Road  
TOWNSHIP: Scio  
WHY: Flooding – Liberty Road closed  
CONTACT: Adam Lape, superintendent of maintenance

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RECEIVED: March 6, 2020  
FROM: Kathleen Lomako, Executive Director – SEMCOG  
WHY: TAP Funding Project Awards – Prospect Road Pathway, Superior Township; Platt Road Greenway Phase 2, Pittsfield Township; Border-to-Border/Iron Belle Trail: Dexter-Ann Arbor Phase 4.

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ISSUED: March 6, 2020  
WHEN: Wednesday, March 11, 2020 to Thursday, March 19, 2020  
WHERE: Dexter viaduct railroad bridge over Island Lake Road  
TOWNSHIP: Dexter  
WHY: Permanent repairs, install concrete ballast retainer over the roadway  
CONTACT: Michael Frezell, MDOT Office of Communications, 517-281-6519, FrezellM@Michigan.gov

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ISSUED: March 4, 2020  
WHEN: Wednesday, March 4, 2020  
WHERE: Bemis Road between Neal Road and Eisman Road  
TOWNSHIP: Freedom and Bridgewater  
WHY: Completion of culvert replacement – Bemis Road reopened  
CONTACT: Ken Harris, superintendent of maintenance

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ISSUED: March 3, 2020  
WHEN: Tuesday, March 3, 2020  
WHERE: Bemis Road between Neal Road and Eisman Road  
TOWNSHIP: Freedom and Bridgewater  
WHY: Culvert replacement – Bemis Road closed  
CONTACT: Ken Harris, superintendent of maintenance

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RECEIVED: February 28, 2020  
FROM: J.D. Kluck  
WHY: Correspondence thanking the Road Commission for the great work in the county and Warren Road from Whitmore Lake Road to the railroad and questions on the deteriorating conditions of US-23 and US-12. A response letter was sent by Emily Kizer, Communications Manager, on March 2, 2020.

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RECEIVED: January 7, 2020  
FROM: Michigan Breastfeeding Network (MIBFN)  
WHY: Recognizing the WCRC with the Gold level of the Michigan Breastfeeding-Friendly Workplace Award.

### **COMMISSIONER AND STAFF FOLLOW UP TO PUBLIC COMMENT**

No follow up.

### **CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC20-067 R. Green moved, B. Fuller seconded the approval of the Consent Agenda for March 17, 2020 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

### **Scio Retail Management, Zeeb Road & Meijer Driveway Signal, Road Improvement Agreement**

RC20-068 R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director to sign the Road Improvement Agreement between the Washtenaw County Road Commission and Scio Retail Management, L.L.C. in connection with the development of an additional outlet at the Meijer store located on Zeeb Road, Section 21 of Scio Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

### **Haul Route – Road Improvements Agreement**

RC20-069 R. Green moved B. Fuller seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and the concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director to sign the Road Improvement Agreement between the Washtenaw County Road Commission and Stoneco of Michigan, Inc. for improvements to portions of Ann Arbor-Saline Road and Pleasant Lake Road in connection with the designated haul route permits. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2020 Bridge and Culvert Inspections – Engineering Services**

RC20-070 R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and the concurrence of the Managing Director, the Board hereby approves the purchase order for engineering services with Great Lakes Engineering Group, LLC for the countywide 2020 bridge and culvert inspections for an amount not to exceed \$51,000. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2019 Road Mileage Certification**

RC20-071 R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair to sign the annual road certification for both the county wide and urban area road certification maps as of December 31, 2019. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Seven Mile and Pontiac Trail Single Lane Roundabout – MDOT Contract No. 20-5105**

RC20-072 R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer/Director of Engineering, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to sign the MDOT Contract No. 20-5105 for the Pontiac Trail at Seven Mile Road project located in Salem Township. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Capital Equipment Purchase – 2021 Freightliner 108SD Sign Truck Chassis**

RC20-073 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from D & K Truck Company of Lansing, Michigan of one (1) new 2021 Freightliner 108SD truck chassis, using the State of Michigan MIDeal Purchasing Program (MIDeal Contract #071B6600119), for the total amount of \$76,692. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Capital Equipment Purchase – Sign Truck Component Upfitting**

RC20-074 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Truck & Trailer Specialties, Inc. of Howell, Michigan of required component upfitting for a new 2021 Freightliner 108SD truck chassis, using the City of Rochester Hills Purchasing Program (RFP-RH-13-030), for the total amount of \$137,407.76. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2020 Season Requirements Chip seal Aggregate Bid**

RC20-075 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board accepts the bid for 2020 seasonal requirements of chip seal aggregate as submitted by Osburn Industries, Inc., 5850 Pardee Road, Taylor, MI 48180 for CS-2 trap rock, but rejects the alternate bid for 29A natural aggregate as the material does not meet specifications following sampling and testing. It is understood that Osburn Industries has confirmed the availability of and has committed to provide the total required quantity of chip seal aggregate as CS-2 trap rock at the as-bid unit price. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Payroll & Bills for March 4, 2020**

RC20-076 R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10392 totaling \$313,775.09 for payroll of March 4, 2020, and Voucher 10393 totaling \$2,485,540.72 in payment of bills for March 4, 2020. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**ACTION ITEM**

**Authorization of Managing Director Under Coronavirus (COVID-19) Pandemic**

RC20-077 R. Green moved, B. Fuller seconded the Board hereby authorizes the Managing Director to adapt current policies, procedures and practices as necessary to keep WCRC staff as safe as possible while still providing essential services to the public. This authorization is limited to the timeframe associated with the COVID-19 pandemic. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

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## **COUNTY COMMISSIONERS REPORTS**

Not present.

## **ROAD COMMISSIONER REPORTS**

### **Commissioner Barb Fuller attended the following meetings:**

- 3/4 Washtenaw County Public Hearing for the addition of three new Road Commissioners.
- 3/10 Parks & Recreation Meeting – Executive Session to discuss problems with the Blue Heron Bay splash pad with a very short Parks & Rec meeting after the Executive Session.

### **Commissioner Rod Green:**

Commissioner Green made a presentation at the County Road Association Highway Conference on Fairness and New Road Funding.

### **Commissioner Doug Fuller:**

Commissioner Fuller stated that there is concern through MCRCSIP over the stock market with the Coronavirus situation. Commissioner Fuller also stated that the Road Commission MTF funds largely come from the sale of vehicles in Michigan which have greatly diminished due to the current Coronavirus situation. Sheryl Siddall, Managing Director, stated that our Finance Director has reached out to MDOT on current MTF numbers. Sheryl read the response from MDOT. Commissioner Rod Green complimented the Managing Director on taking steps to keep staff safe during this Coronavirus outbreak.

## **MANAGING DIRECTOR'S REPORT**

### **Sheryl Siddall, Managing Director**

Sheryl complimented Commissioner Rod Green on doing a wonderful job representing Washtenaw County with his presentation on Fairness and New Road Funding at the County Highway Conference.

Sheryl thanked the Board for their support of the Managing Director and all staff doing the best we can to make the best decisions possible during the Coronavirus situation and allowing the Managing Director to have the flexibility to make policy decisions to best accommodate our staff during the Coronavirus outbreak. Commissioner Barb Fuller is interested in the video conferencing capabilities at the Road Commission.

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## **ENGINEERING REPORT**

### **Matt MacDonell, Director of Engineering**

- Engineering is continuing to monitor daily operations with the current Coronavirus outbreak on how this affects projects. Engineering is moving forward with projects for the season.
- Ann Arbor-Saline Road/Wagner Road intersection will close on Monday, March 23rd for intersection improvements.
- Textile Road/Woodland Drive – tree removal will begin. The intersection closure will be in June after school is out.
- Pathway construction is planned at the Fitness Center traffic signal intersection at Huron River Drive which is an extension of the Border to Border Trail.
- A Media Advisory from the State was issued regarding a concrete barrier failure on the bridge on Stony Creek Road over US 23 which will result in closure of this bridge in York Township which is within the Road Commission right of way.
- Matt thanked our IT Department on all their work setting up staff to be able to work remotely during the current Coronavirus outbreak.

## **ADJOURNMENT**

RC20-077 R. Green moved, B. Fuller seconded to adjourn the March 17, 2020 meeting at 1:39 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0  
Motion Carried.

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Douglas E. Fuller, Chair

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Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: \_\_\_\_\_