

Washtenaw County Board of Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of June 2, 2020

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green, Gloria Llamas, Jo Ann McCollum

Staff Present: S. Siddall, M. MacDonell, J. Harmon, D. Ackerman C. Ryan, E. Kizer, C. Quinter, N. Peterson

Others Present: Ruth Ann Jamnick, County Commissioner – District 5; Sue Shink, County Commissioner – District 2; E. Peart, Washtenaw County Deputy Clerk; C. Tellas, York Township Supervisor

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

SWEARING IN OF NEW ROAD COMMISSIONERS

Edwin Peart, Washtenaw County Deputy Clerk, swore in Gloria Llamas and Jo Ann McCollum as the two new Road Commissioners for the Washtenaw County Road Commission.

Roll Call of Attendance

Doug Fuller, Chair

Barb Fuller, Vice Chair

Rod Green, Member

Gloria Llama, Member

Jo Ann McCollum, Member

Sheryl Siddall, Managing Director

Matt MacDonell, Director of Engineering/County Highway Engineer

Jim Harmon, Director of Operations

Dan Ackerman, Director of Finance & IT

A moment of silence was recognized to honor all the first responders battling the Coronavirus and people who have lost their lives to this virus.

APPROVAL OF AGENDA

RC20-158 R. Green moved, B. Fuller seconded to approve the agenda as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, D. Fuller, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

June 2, 2020

ACCEPTANCE OF THE MINUTES

RC20-159 B. Fuller moved, R. Green seconded to approve the Board Meeting Minutes of May 19, 2020 as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC20-160 R. Green moved, B. Fuller seconded to approve the Board Working Session Minutes of May 19, 2020 as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

PUBLIC COMMENT

No public comment.

WRITTEN COMMUNICATONS

RECEIVED FROM: Anne Farmer

WHY: Request for additional dust control on Petersburg Road with Dennison Road Bridge closed

ISSUE DATE: 05/26/2020

WHAT: Miller Road Bridge and Roundabout Project Virtual Meeting

TOWNSHIP: Scio

WHEN: Wednesday, June 10, 2020, 10 a.m.

WHERE: Online: <https://bit.ly/wcrcprojectmeeting>
By Touchtone Phone: (929) 205-6099, Meeting ID: 879 2332 8754

WHY: Virtual meeting regarding the roundabout to be built at the intersection of Miller Road and Wagner Road and the Miller Road bridge replacement expected to begin in late-June and bridge construction will begin in July.

CONTACT: Nate Murphy, bridge engineer, (734) 327-6647, murphyn@wcroads.org.

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ISSUE DATE: 05/26/20
WHEN: Tuesday, May 26, 2020
WHERE: **Varsity Drive**, over unnamed tributary, between Highland Drive and Ellsworth Road - Pittsfield Township
Rawsonville Road, over Bradshaw Drain, between Talladay Road and Rustic Lane North in Augusta Township
WHY: Structural deterioration – reduced load rating
CONTACT: Nate Murphy, bridge engineer, (734) 327-6647, murphyn@wcroads.org.

ISSUE DATE: 05/26/20
WHEN: Tuesday, May 26, 2020
WHERE: Liberty Road between Park Road and Zeeb Road
TOWNSHIP: Scio
WHY: Liberty Road Reopened - water over road has dissipated
CONTACT: Adam Lape, superintendent of maintenance, (734) 327-6697, or via email at lapea@wcroads.org

ISSUE DATE: 05/26/20
WHEN: Starting Tuesday, May 26, 2020
WHERE: Wylie Road between Dexter-Chelsea Road and Island Lake Road
TOWNSHIP: Lima
WHY: Amtrak railroad crossing maintenance – Wylie Road closed
CONTACT: John Posegay, permits coordinator, (734) 327-6690, posegayj@wcroasd.org.

ISSUE DATE: 05/21/20
WHEN: Wednesday, May 27, 2020
WHERE: Pierce Road between Old US-12 and Cavanaugh Lake Road
TOWNSHIP: Sylvan
WHY: Amtrak Railroad Crossing Maintenance – Pierce Road closed
CONTACT: John Posegay, Permit Coordinator, (734) 327-6690, or via email at posegayj@wcroads.org.

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ISSUE DATE: 05/21/20
WHEN: Tuesday, May 26, 2020
WHERE: Grove Road between Margarita Street and S. Harris Road
TOWNSHIP: Ypsilanti
WHY: Sidewalk repairs
CONTACT: Aaron Berkholz, senior project manager, (734) 327-6648, or via email at berkholza@wcroads.org

ISSUE DATE: 05/20/20
WHEN: Wednesday, May 20, 2020
WHERE: Maple Road between Mooreville Road and Milkey Road
TOWNSHIP: Saline
WHY: Completion of road repairs
BACKGROUND: Maple Road reopened
CONTACT: Adam Lape, Superintendent of Maintenance, (734) 327-6697 or lapea@wcroads.org.

ISSUE DATE: 05/19/20
WHEN: Tuesday, May 19, 2020
WHERE: Parker Road between Bethel Church Road and Weber Road
TOWNSHIP: Freedom Township
WHY: Flooding – Parker Road Closed
CONTACT: Ken Harris, Superintendent of Maintenance, (734) 327-6696, or via email at harrisk@wcroads.org.

ISSUE DATE: 05/19/20
WHEN: Starting Tuesday, May 19, 2020
WHERE: Maple Road between Mooreville Road and Milkey Road
TOWNSHIP: Saline
WHY: Maple Road Closed - Flooding
CONTACT: Adam Lape, Superintendent of Maintenance, (734) 327-6697, or via email at lapea@wcroads.org.

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ISSUE DATE: 05/18/20
WHEN: Monday, May 18, 2020
WHERE: Liberty Road between Park Road and Zeeb Road
TOWNSHIP: Scio
WHY: Liberty Road Closed - Flooding
CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696, or via email at harrisk@wcroads.org

ISSUE DATE: 05/18/20
WHEN: Tuesday, May 19, 2020
WHERE: Park Road at Cedar Ridge Drive in Scio Township.
WHY: Park Road Closed - DTE permitted utility work
CONTACT: John Posegay, Permit Coordinator, (734) 327-6690 or via email at posegayj@wcroads.org.

RECEIVED: 05/18/20
FROM: County Road Association Self-Insurance Fund
WHY: CRASIF Board of Trustees making a \$2.5 million distribution

ISSUE DATE: 05/14/20
WHEN: Saturday, May 16, 2020
WHERE: Main Street between 6 Mile Road and East Shore Drive
TOWNSHIP: Northfield
WHY: Road resurfacing
CONTACT: James Hui, Civil Engineer, (734) 327-6660, or via email at huij@wcroads.org

Commissioner Barb Fuller asked whether Ann Farmer on Petersburg Road had been contacted regarding her dust control concerns. Commissioner Barb Fuller also asked about the CRASIF check amounts.

June 2, 2020

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC20-161 R. Green moved, B. Fuller seconded the approval of the Consent Agenda for June 2, 2020 as presented.

Roll Call Vote:

YEAS: D. Fuller, B. Fuller, R. Green, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Ann Arbor Township Second Agreement

RC20-162 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 and authorizes the Chair and the Managing Director to sign the 2020 Ann Arbor Township Second Agreement with the Township's estimated share being \$130,896.60.

Roll Call Vote:

YEAS: D. Fuller, B. Fuller, R. Green, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Dexter Township Second Agreement

RC20-163 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 and authorizes the Chair and the Managing Director to sign the 2020 Dexter Township Second Agreement with the Township's estimated share being \$3,500.00.

Roll Call Vote:

YEAS: D. Fuller, B. Fuller, R. Green, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Sylvan Township Second Agreement

RC20-164 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 and authorizes the Chair and the Managing Director to sign the 2020 Sylvan Township Second Agreement with the Township's estimated share being \$107,479.30.

Roll Call Vote:

YEAS: D. Fuller, B. Fuller, R. Green, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Salem Bible Church Corn Festival

RC20-165 R. Green moved, B. Fuller seconded 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 road on Saturday, August 15, 2020 for the annual Salem Bible Church Corn Festival:

- McFadden Street from Six Mile Road to Summit Street – 9:00 a.m. to 9:30 p.m.

Roll Call Vote:

YEAS: D. Fuller, B. Fuller, R. Green, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Payroll & Bills for May 27, 2020

RC20-166 R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10404 totaling \$279,349.38 for payroll of May 27, 2020, and Voucher 10405 totaling \$1,552,236.31 in payment of bills for May 27, 2020.

Roll Call Vote:

YEAS: D. Fuller, B. Fuller, R. Green, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

June 2, 2020

REPORTS

COUNTY COMMISSIONERS REPORTS

County Commissioner Sue Shink

Sue said congratulations to the new road commissioners. She is confident in their ability to represent the people of Washtenaw County and wishes them all the best and looks forward to continued work with all the Road Commissioners. Thanks to all WCRC Staff, during the recent very heavy rainfall, crews did a very good job in dealing with any road flooding.

County Commissioner Ruth Ann Jamnick

Ruth Ann also congratulated to the two new road commissioners.

ROAD COMMISSIONER REPORTS

Commissioner Doug Fuller:

Doug commented that WCRC is the only Road Commission Board with a majority of women on the board that is leading the state with this.

Commissioner Barb Fuller:

May 27, 2020 Attended commissioner orientation to receive Road Commission laptop and cell phone and signed IT Use Policy.

June 1, 2020 Participated in Zoom practice session for June 2, 2020 regular WCRC Board Meeting.

June 9, 2020 – next Parks & Rec meeting. With the Stay at Home Order for Michigan now lifted, there will be consideration on reopening the children summer camps in Washtenaw County.

Barb thanked Chris for all the IT Upgrades, Emily on all the education and communication for the non-motorize millage and the Road Commissioner binders and Carrie Ryan for her efforts in keeping the board coordinated.

Commissioner Rod Green:

Rod thanked staff for help with the new phones/computers.

June 1st Attended virtual practice meeting, looking forward to working with new road commissioners. Rod stated that WCRC is making news with the majority of Commissioners being women.

Commissioner Jo Ann McCollum

Jo Ann thanked WCRC staff for all their help and orientation as a new road commissioner, looks forward to working with everyone.

June 2, 2020

Commissioner Gloria Llamas

Gloria thanked Chris, Sheryl and all the staff for their help. She also thanked the Commissioners who have confidence in her helping the WCRC team.

June 1st – attended the virtual practice meeting.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- Yesterday, Governor Whitmer lifted the Stay at Home Order effective immediately. We are in good shape with protocols for reopening. Staff will monitor additional executive orders that will come. Most office staff are still working remotely from home. There will only be 25% of staff in the building at this time. Sheryl provided a review of protocols taken for WCRC buildings.
- Last week, CRA testified before the House Transportation Committee on Senate Bills 518 and 519 on the federal buyout program which allows all local agencies to sell federal dollars to MDOT. WCRC is in support of this legislation.

ENGINEERING REPORT – Matt MacDonell, Director of Engineering

- Matt provided a review of a list of Engineering projects.
- Grove Road Sidewalk – elevation of the sidewalk has been completed. Staff will monitor any movement of the retaining wall or sidewalk.
- Chubb Road Paving – is complete.
- Wash Comm College Pathway Project – hot mix asphalt has been completed.
- Pathway Project near Chelsea/M-52 – Huron/Waterloo Trail – paving will begin very soon.
- AA Saline/Wagner Intersection – the paving is complete. Staff is working on the traffic signal at this intersection.
- Carpenter Road Resurfacing Project between Ellsworth & Packard – work is ongoing.
 - Pontiac Trail/7-Mile Road Roundabout Project - Work will begin next week, this intersection will be closed.
 - Textile Road at Woodland Drive Roundabout Project - will begin mid-June after the Ann Arbor Saline/Wagner Road project is complete.
 - Miller Road at Wagner Road single lane roundabout and Miller Road Bridge Replacement – The State Transportation Commission has approved awarding this bridge replacement project. The work should begin mid to late June. There will be a virtual zoom meeting on the project on June 10th @ 10:00 a.m.

OPERATIONS REPORT – Jim Harmon, Director of Operations

- Chip Seal Program – will begin this Thursday, June 4th. The county is divided into five regions for the 2020 Chip Seal Program.
- There are 100 miles of sealcoat preventative maintenance this year.
- Operations is working in partnership with the Engineering Department and Mike Bernbeck is managing the county wide overlay program. Pleasant Lake Road and Ann Arbor- Saline Road overlays have been completed.
- Dorset Avenue & Tyler Road mill and resurfacing project – this is part of the county-wide Millage Program. Cadillac Asphalt will begin milling of the existing pavement on June 8th with paving taking place on June 9th.
- Dust Control Program – is well underway with 18 out of our 23 townships requesting three applications of dust control. The first application in eight townships has been completed. Jim stated that in response to Anne Farmer's communication for more dust control on Petersburg Road, York Township has requested three dust control applications this year and the crews began local dust control in York Township last Thursday.
- Operations has programmed just under 100,000 tons of limestone & gravel road resurfacing throughout the County.
- Jim recognized our township partners for all the township agreements. Project investment is up to \$6.1 million with the township share at \$4 million.
- Commissioner Barb Fuller asked how township meetings go with virtual meeting rather than face to face. Jim responded that through Teams and Zoom type technology, we have been able to conduct business effectively along with back and forth email. Jim stated there is still benefit to in person meetings but we have adapted to virtual meetings at this time.

FINANCE & IT REPORT – Dan Ackerman, Director of Finance & IT

IT REPORT

Dan Ackerman thanked Chris Quinter, Systems Administrator, for all his coordination in getting company cell phones and laptop computers for all Road Commissioners.

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FINANCE REPORT

Michigan Transportation Funds (MTF) Update

April MTF is down 11% compared to the same time last year. Dan stated that this was the first full month of the Stay at Home/Stay Safe Order. For the month of April, people were driving 50% to 60% less and people were not buying new vehicles. Dan feels comfortable with this MTF number right now since the current MTF budget was decreased by \$3 million dollars and with more people out and driving the MTF trend may start picking back up. The first billings for Township Agreements will go out in June.

ADJOURNMENT

RC20-167 B. Fuller moved, G. Llamas seconded to adjourn the June 2, 2020 meeting at 2:08 p.m.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Douglas E. Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: _____