

## **Washtenaw County Board of Road Commissioners**

555 North Zeeb Road, Ann Arbor, MI 48103

### **Virtual Board Meeting Minutes of July 21, 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
- Others Present: Ruth Ann Jamnick, County Commissioner – District 5; L. Moutinho, Washtenaw County Public Information Officer

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

#### Roll Call of Attendance

Doug Fuller, Chair

Barb Fuller, Vice Chair

Rod Green, Member

Gloria Llamas, 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**

RC20-196 B. Fuller moved, G. Llamas 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.

July 21, 2020

## ACCEPTANCE OF THE MINUTES

RC20-197 R. Green moved, J. McCollum seconded to approve the Board Meeting Minutes of July 7, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC20-198 G. Llamas moved, J. McCollum seconded to approve the Board Closed Session Minutes of June 16, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## PUBLIC COMMENT

No public comment.

## WRITTEN COMMUNICATIONS

RECEIVED: 07/15/20

FROM: Patricia Vaillencourt, President, Manchester Village Council

WHY: Letter of Support for the county-wide renew and restore road and non-motorized millage

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ISSUE DATE: 07/15/20

WHEN: Thursday, July 16, 2020

WHERE: Waterloo Road between the county line and M-52

TOWNSHIP: Lyndon

WHY: Preventative maintenance – chip seal

CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696, harrisk@wcroads.org.

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July 21, 2020

ISSUE DATE: 07/14/20  
WHEN: Wednesday, July 15, 2020  
WHERE: **McGregor Road** between Dexter-Pinckney Road and the county line AND **Hankerd Road** between N. Territorial Road and the county line AND **Fox Ridge Subdivision**, north of N. Territorial Road  
TOWNSHIP: Dexter  
WHY: Preventative maintenance – chip seal  
CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696, harrisk@wcroads.org.

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ISSUE DATE: 07/13/20  
WHEN: Tuesday, July 14, 2020  
WHERE: Dexter Townhall Road between Island Lake Road and Cedar Drive  
TOWNSHIP: Dexter  
WHY: Preventative maintenance – chip seal  
CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696, harrisk@wcroads.org.

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ISSUE DATE: 07/09/20  
WHEN: Starting Monday, July 13, 2020  
WHERE: Dexter-Chelsea Road between Freer Road and Island Lake Road  
TOWNSHIP: Lima and Scio  
WHY: Preventative maintenance – chip seal  
CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696, harrisk@wcroads.org.

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ISSUE DATE: 07/09/20  
WHEN: Friday, July 10, 2020  
WHERE: Intersection of Ann Arbor-Saline Road and Wagner Road  
TOWNSHIP: Lodi  
WHY: Asphalt repair  
CONTACT: Aaron Berkholz, (734) 327-6648, berkholza@wcroads.org

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ISSUE DATE: 07/08/20  
WHEN: Starting Thursday, July 9, 2020  
WHERE: Mooreville Road between Ridge Road and Stony Creek Road  
TOWNSHIP: York  
WHY: Road resurfacing  
CONTACT: Mike Bernbeck, (734) 327-6654, bernbeckm@wcroads.org

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ISSUE DATE: 07/08/20  
WHEN: Starting Monday, July 13, 2020  
WHERE: Intersection of Miller Road and Wagner Road  
TOWNSHIP: Scio  
WHY: Roundabout construction  
CONTACT: Nate Murphy, project manager and bridge engineer, (734) 327-6647, murphyn@wcroads.org.

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ISSUE DATE: 07/06/20  
WHEN: Tuesday, July 7, 2020  
WHERE: **Zeeb Road** between Stonegate Road and Huron River Drive AND **Huron River Drive** between E. Delhi Road and Tubbs Road  
TOWNSHIP: Scio  
WHY: Preventative maintenance – fog seal  
CONTACT: Ken Harris, superintendent of maintenance, (734) 327-6696, harrisk@wcroads.org.

## CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC20-199 R. Green moved, J. McCollum seconded the approval of the Consent Agenda for July 21, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Dennison Road Culvert Rehabilitation – Contract Approval**

RC20-200 R. Green moved, J. McCollum 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 requisition for Corby Energy Services to perform the rehabilitation of the Dennison Road culvert for a tributary to the Saline River in Section 28 of York Township, for a not to exceed cost of \$109,135.00.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Pleasant Lake Road & Mooreville Road Culvert Replacements – Final Plans**

RC20-201 R. Green moved, J. McCollum 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 final plans to replace the Pleasant Lake Road Culvert over a tributary to the Saline River, located in Section 15 of Lodi Township and the Mooreville Road Culvert over the tributary to the Saline River, located in Section 28 of York Township, and authorizes the County Highway Engineer to sign the title sheet and solicit bids for the project.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Proposed change in use and external alterations of the Western Service Center – Request for written approval**

RC20-202 R. Green moved, J. McCollum seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, in accordance with the ground lease dated July 1, 2000 for the Western Service Center located at 705 N. Zeeb Road, the Board approves the written request dated June 4, 2020 from the Washtenaw County Office of Infrastructure Management on behalf of the Washtenaw County Conservation District office to modify the use of the Western Service Center to install a new 8' x 12' wooden shed to be located on the leased property adjacent to the rear service drive immediately west of rear parking lot as depicted in the June 4, 2020 written request. It is understood that access to the rear of the leased property, use of the service drive, and access to the existing monopole and associated infrastructure shall not be impeded.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Payroll & Bills for July 8, 2020**

RC20-203 R. Green moved, J. McCollum seconded the Board hereby approves Voucher 10410 totaling \$314,663.07 for payroll of July 8, 2020, and Voucher 10411 totaling \$1,612,773.21 in payment of bills for July 8, 2020.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**REPORTS**

**COUNTY COMMISSIONERS REPORTS**

**County Commissioner Ruth Ann Jamnick**

County Commissioner Jamnick expressed her thanks to all the WCRC staff for all the efforts made daily to perform their jobs.

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## **ROAD COMMISSIONER REPORTS**

### **Commissioner Doug Fuller**

Commissioner Doug Fuller offered his congratulations to Chris Quinter on his promotion to IT Manager for the Road Commission.

### **Commissioner Barb Fuller**

- July 15, 2020 Broadband Town Hall
  - Convened by Congresswoman Debbie Dingell
  - Panelists: Representative Dingell, Lt. Gov Garland Gilchrist, State Rep Donna Lasinski, WISD Interim Superintendent Naomi Norman, Broadband Task Force Chair Barb Fuller
  - The COVID-19 pandemic has added urgency to closing the digital divide
  - Students and those working from home are falling behind due to lack of broadband access
  - As federal and state funding is put in place to address the challenges of getting the pandemic under control, achieving ubiquitous broadband access will be a priority
- July 16, 2020 SEMCOG Legislative Policy Committee Meeting
  - 2-hour zoom call to begin development of the 2021-2022 Platform
  - Jason Morgan, Washtenaw BOC Chair is the chair of this committee
  - reviewed the 70 current policies with notations of the advanced scoring of importance by the committee members
  - members are asked to take a second look at the policies and suggest changes, additions and deletions
  - next meeting to be determined by a poll of committee members
- July 20, 2020 Washtenaw County Broadband Task Force (BBTF)
  - Back to School WiFi project was approved by the County Administrator
  - Goal is to equip at least 4 township halls with cellular hot spots to provide a location for students and other residents to go for internet connectivity

Funding: utilize unobligated funds of the BBTF to pay for the equipment, one year of service, signage and installation

### **Commissioner Rod Green**

Commissioner Rod Green also offered his congratulations to Chris Quinter on his promotion to IT Manager.

7/16 – SEMCOG meeting. Two projects were identified for Washtenaw County for 2022.

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### **Commissioner Jo Ann McCollum**

Commissioner McCollum reported that she has been observing comments people have been making on various social media sites regarding information on the Roads and Non-Motorized Millage. There have been some in favor of the millage and some people not in favor of it. Commissioner McCollum suggested that we post the board meeting dates on the social media sites we utilize.

### **Commissioner Gloria Llamas**

Commissioner Llamas also offered her congratulations to Chris Quinter on his promotion to IT Manager.

## **MANAGING DIRECTOR'S REPORT**

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

#### **Countywide Roads & Non-Motorized Millage**

The final public information meeting for the Countywide Roads and Non-Motorize Millage was held on Tuesday, July 14<sup>th</sup>. Sheryl reported there was not a big attendance at this virtual meeting. Staff has continued to make a concerted effort to get as much information out to the public on this millage as we can.

#### **WCRC Dental Program**

Sheryl reported that Nicole Peterson, Human Resources Manager, has been working on transferring the WCRC Dental Program to Delta Dental for all employees and retirees. Open enrollment for healthcare benefits is in October 2020. The change to Delta Dental will take effect January 2021.

## **ENGINEERING REPORT – Matt MacDonell, Director of Engineering**

- Roundabout Projects
  - Pontiac Trail/7 Mile Road is progressing well. Concrete curb has been poured.
  - Textile Road/Woodland Drive is progressing nicely, concrete curb has been poured.
  - Miller Road/Wagner Road – this project is just beginning, the contractor is on site. The existing asphalt has been removed.
- Paving program – Whittaker Road, Whitmore Lake Road, Six Mile Road and Waters Road will be resurfaced.
- Cavanaugh Lake Road Culvert Replacement – this project is underway.
- Signal upgrades are taking place county-wide.



### **OPERATIONS REPORT – Jim Harmon, Director of Operations**

- Fallen Trees from recent storms. At the suggestion of Commissioner Doug Fuller, Operations provided an after-hours call in summary in the staff report.
- Hot Mix Asphalt Program – the State Road resurfacing is a county millage funded project that will consist of resurfacing State Road from Old State Road to Ellsworth Road. Also, in partnership with Pittsfield Township a center turn lane will be constructed between Textile Road and Morgan Road. State Road will be closed between Textile Road and Morgan Road.
- 7/22 – milling pavement work will begin on three courts located in Ashford Village which is north of Textile Road and west of Munger Road in partnership with Pittsfield Township.
- 7/22 – in partnership with Salem Township, milling work will begin on Pontiac Trail from 8 Mile Road south approximately 1,200 feet which is part of a project to construct a center, left-turn lane into the Salem-South Lyon district library.
- Unpaved Roads – limestone resurfacing will be finishing on Ely Road between US-12 and Sharon Hollow Road.
- Drainage improvements on local roads are ongoing with significant work in Districts 1, 5 and 6.
- County-wide Sealcoat Program is ongoing.
- County-wide Chip Seal Program is in Phase 2 in the Chelsea district. The crews are working specifically on chip sealing Old US-12 from the Jackson County line to I-94, then will move to toward the City of Chelsea at Wilkinson Street and finishing Old US-12 from Freer Road to Fletcher Road.

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

- Dan acknowledged and congratulated Chris Quinter on his promotion to IT Manager. Dan stated that with the COVID-19 situation, Chris handled transitioning staff to working remotely in a very quick and efficient timeframe. Chris has provided excellent knowledge and customer service to the Road Commission and Dan stated he looks forward to working with Chris for many years to come.
- Dan and Chris would like to meet with all the Road Commissioners to go over how things are going with using Road Commission IT equipment.
- Dan thanked the board for their attention to the Second Quarter budget during this morning's working session.
- The first township billings have gone out.

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## **CLOSED SESSION**

RC20-204 G. Llamas moved, J. McCollum seconded to enter Closed Session at approximately 1:42 p.m. for discussion of the Peter Stark v WCRC – Settlement Agreement and Mutual Release of All Claims.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC20-205 G. Llamas moved, R. Green seconded to exit Closed Session at approximately 1:59 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## **ACTION ITEM**

### **Peter Stark v WCRC – Settlement Agreement and Mutual Release of All Claims**

RC20-206 B. Fuller moved, R. Green seconded that upon the recommendation of legal counsel and the Director of Operations, with the concurrence of the Managing Director, the Board hereby approves the Settlement Agreement and Mutual Release of All Claims in the matter of Peter Stark v Board of County Road Commissioners for the County of Washtenaw and authorizes the Managing Director to sign the settlement agreement and the consent judgement.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

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**ADJOURNMENT**

RC20-207 R. Green moved, B. Fuller seconded to adjourn the July 21, 2020 meeting at 2:00 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

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Douglas E. Fuller, Chair

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Sheryl Soderholm Siddall, Deputy Clerk

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