

Washtenaw County Board of Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of September 15, 2020

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

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

Others Present: Sue Shink, County Commissioner – District 2; Ruth Ann Jamnick, County Commissioner – District 5;

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

RC20-258 J. McCollum moved, R. Green seconded to approve the agenda as presented, action item B, MCRCSIP Bylaws changes being withdrawn.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACCEPTANCE OF THE MINUTES

RC20-259 B. Fuller moved, J. McCollum seconded to approve the Board Meeting Minutes of September 1, 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.

25 YEAR ANNIVERSARY RECOGNITION – DAVID CAVANAUGH

The Board recognized David Cavanaugh for his 25 years of service at the Road Commission.

At the Washtenaw County Road Commission, we realize that our employees are our greatest asset, and we are delighted to honor David Cavanaugh's dedicated service and commitment to this organization. Dave started his Road Commission career as a Heavy Truck Driver on State Trunkline and within one year he transferred to District 6 spending the last 24 years on that crew. Dave exhibits significant knowledge, dependability and a commitment to the area and people we serve. Dave is a valued member of our team and his ongoing contributions are vital for the Washtenaw County Road Commission to continue to be successful in meeting our stated Mission, Vision and Guiding Principles.

In appreciation for your 25 Years of Service as Heavy Truck Driver we present to you, David Cavanaugh, this gift to say thank you for your hard work and dedication.

PUBLIC COMMENT

No public comment.

WRITTEN COMMUNICATIONS

Culvert Replacements

- Old US-12 Road between just northeast of the Sylvan Township Hall driveway and the I-94 ramps in Sylvan Township
Start date: September 14
- Tower Road between Brookville Road and 5 Mile Road in Salem Township
Start date: Thursday, August 27

Bridge Replacement Projects

- Cavanaugh Lake Road between Deerfield Court and Campolina Street in Sylvan Township
– Project Complete - Cavanaugh Lake Road re-opened September 2

Fog Seal Projects

- Rawsonville Road between Oakville Waltz Road and Judd Road in Augusta Township
Start date: Thursday, September 3
- **Stony Creek Road** between Saline-Milan Road and Willis Road AND **Milan Oakville Road** between Milan City Limits and ½ mile west of Hitchingham Road in York and Augusta Townships
Start date: Wednesday, September 2
- Clinton Road between the county line and Austin Road in Bridgewater Township
Start date: Tuesday, September 1
- **Watkins Road** between Cash Road and Herman Road in Manchester Township; **Sharon Hollow Road** between Austin Road and Sharon Valley Road in Manchester and Sharon Townships AND **Pleasant Lake Road** between M-52 and Schneider Road in Sharon and Freedom Townships
Start date: Monday, August 31
- Old US-12 Road between Freer Road and Jackson Road in Lima Township
Start date: Thursday, August 27

Chip Seal Projects

- **Hitchingham Road** between Bemis Road and Textile Road, **Merritt Road** between Hitchingham Road and Whittaker Road AND **Bemis Road** between Hitchingham Road and Whittaker Road in Ypsilanti and Augusta Townships
Start date: Tuesday, September 8

Road Resurfacing Projects

- Marion Road between Macon Road and Michigan Avenue (US-12) in Saline Township
Start date: September 2

OTHER CORRESPONDENCE

RECEIVED FROM: William & Elizabeth Anderson

DATE RECEIVED: September 9

WHY: Drainage concerns – Byington Blvd., Ann Arbor

RECEIVED FROM: Patricia & Hans VonHofe

DATE RECEIVED: September 2

WHY: Road in poor condition – York Woods Subdivision, Saline, MI

RESPONSE: September 10 – Emily Kizer phoned Ms. VonHofe and explained the special assessment district process.

RECEIVED FROM: Bob Caldwell

DATE RECEIVED: August 24

WHY: Craig Road – Road grade causing dirt & gravel accumulation on driveway

RESPONSE: August 27 – Jim Harmon response (attached)

September 9 – Jim Harmon provided a second response (attached)

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC20-260 R. Green moved, J. McCollum seconded the approval of the Consent Agenda for September 15, 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.

2021 Capital Equipment Purchase - International HV613 Truck Chassis

RC20-261 R. Green moved, J. McCollum seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Tri-County International Trucks, Inc., 3001 E. High Street, Jackson, Michigan, 49203 through the State of Michigan MIDEAL purchasing program of four (4) new model year 2021 International HV613 SBA 6x4 heavy truck cab/chassis for the total cost of \$485,146.36.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Capital Equipment Purchase – International HV613 Cab/Chassis Upfitting

RC20-262 R. Green moved, J. McCollum 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., 1200 Victory Drive, Howell, Michigan, 48843 through the City of Rochester Hills MITN Purchasing Cooperative Member Service Agreement of component upfitting for four (4) new model year 2021 International HV613 heavy truck cab/chassis for the total cost of \$654,172.00. It is understood that a 2% discount of the total price will be reimbursed to the Road Commission at time of invoice provided payment is received by Truck & Trailer within 30 days.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Capital Equipment Purchase Authorization – GMC 1500 Double Cab Pickup Trucks

RC20-263 R. Green moved, J. McCollum seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director and Director of Engineering, the Board hereby approves the purchase from Todd Wenzel Buick GMC of Westland of five (5) new 2021 GMC Sierra 1500 4WD Double Cab pickup trucks for the total cost of \$141,924.85 through the State of Michigan MIDeal purchasing program.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Capital Equipment Purchase Authorization - GMC 2500HD Pickup Trucks

RC20-264 R. Green moved, J. McCollum seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Todd Wenzel Buick GMC of Westland of two (2) new 2021 GMC Sierra 2500HD 4WD Double Cab pickup trucks for the total cost of \$63,982.30 through the State of Michigan MIDeal purchasing program.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Huron Waterloo Loop Phase 1B – Construction Engineering Amendment

RC20-265 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 authorizes the amendment of the Fishbeck purchase order for construction engineering services on the Huron Waterloo Loop Phase 1B project located in Lyndon Township to a total amount not to exceed \$406,600.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Trinkle Road Improvement Project – Construction Contract

RC20-266 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 accepts the low bid and authorizes the Managing Director to sign the contract with C & D Hughes, Inc. to complete the Trinkle Road Improvement Project located in Sections 7 and 8 of Lima Township.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Approval of Waiver and Plan for Defined Benefit Pension System

RC20-267 R. Green moved, J. McCollum seconded that upon the recommendation of the Director of Finance and IT and the concurrence of the Managing Director, the Board hereby approves the Protecting Local Government Retirement and Benefits Act Application for Waiver and Plan: Defined Benefit Pension Retirement Systems.

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 September 2, 2020

RC20-268 R. Green moved, J. McCollum seconded the Board hereby approves Voucher 10418 totaling \$292,447.85 for payroll of September 2, 2020, and Voucher 10419 totaling \$2,042,036.76 in payment of bills for September 2, 2020.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACTION ITEMS

WCRC Bylaws

RC20-269 G. Llamas moved, R. Green seconded

WHEREAS, the Board of County Road Commissioners of Washtenaw County (the "Board") desires to establish Bylaws to govern the conduct of the Board, and

WHEREAS, the Board has prepared the attached Bylaws.

NOW THEREFORE, IT IS RESOLVED that the Board hereby adopts the attached Bylaws of the Board.

IT IS FURTHER RESOLVED that beginning three (3) years from December 2020, the Board shall review its Bylaws every third year at its organizational meeting.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Proposed Abandonment of Sharon Hollow Road Right-of-Way, north of Grass Lake Road, Sharon Township

RC20-271 B. Fuller moved, J. McCollum seconded

WHEREAS, this Board has received a petition from seven (7) freeholders of the Township of Sharon, Washtenaw County, Michigan, petitioning for the absolute abandonment and discontinuance of an unimproved portion of Sharon Hollow Road, north of Grass Lake Road, lying in Sections 4 & 5 of Sharon Township, Washtenaw County, Michigan, being more particularly described in Attachment "A"

WHEREAS, after viewing the premises and hearing the reasons of the petitioner, that in the interest of the public, said Public Road Right of Way of the aforementioned Sharon Hollow Road, as described, shall be absolutely abandoned,

September 15, 2020

NOW, THEREFORE, BE IT RESOLVED by the Board of County Road Commissioners of the County of Washtenaw, that the described Public Road Right of Way of Sharon Hollow Road, north of Grass Lake Road, lying in Sections 4 & 5 of Sharon Township, being under the jurisdiction of the Washtenaw County Road Commission is hereby absolutely abandoned as Public Right of Way, being subject to and reserving therein an easement for existing utilities of record and/or use, as now occupying said right of way.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

REPORTS

COUNTY COMMISSIONER REPORTS

County Commissioner Ruth Ann Jamnick

No comment.

County Commissioner Sue Shink

- County Commissioner Shink offered her congratulations to David Cavanaugh on 25 years of service at the Road Commission.
- The Gelman settlement Virtual Public Hearing will be held September 24th at 6:30 p.m.

ROAD COMMISSIONER REPORTS

Commissioner Doug Fuller

No report.

Commissioner Barb Fuller

No report.

Commissioner Rod Green

9/17 Will attend the Transportation Coordinating Council meeting for SEMCOG.

Commissioner Jo Ann McCollum

9/9 Attended the IT Information meeting on Securden Password Manager.

Commissioner Gloria Llamas

9/2 Met with Sheryl Siddall, Managing Director, to discuss information on WCRC tree management.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- Construction projects and summer routine maintenance projects are wrapping up, crews are preparing for winter maintenance.

ENGINEERING REPORT – Matt MacDonell, Director of Engineering

- The Old-US 12 culvert replacement project is now underway.
- Cavanaugh Lake Road has been reopened
- Crews are making progress on the Miller/Wagner Road intersection. The concrete curb will be going down this week.

OPERATIONS REPORT – Jim Harmon, Director of Operations

- Operations is on schedule to complete fog seal operations in the northeast part of the county by the end of next week.
- There is approximately one week of gravel and limestone left to complete for the season.
- Salt deliveries are ongoing.
- Crews will be replacing a large culvert on Waterloo Road between Island Lake Road and McKinley Road. This culvert should be replaced by the end of next week.
- The Petersburg Road Culvert will be installed next week.
- Jim provided a brief review of pickup trucks and equipment purchase progress.

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

- Dan thanked the Board for approval on the Application for Waiver on the Pension System.
- A refund check for \$64,000 dollars was received from MCRCSIP.

IT REPORT

The IT Department is installing several new printers throughout the WCRC yard facilities.

September 15, 2020

ADJOURNMENT

RC20-272 B. Fuller moved, G. Llamas seconded to adjourn the September 15, 2020 meeting at 1:49 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

Douglas E. Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: _____