

Washtenaw County Board of Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of December 1, 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, C. Quinter, N. Peterson, M. McCulloch, C. Brochue, K. Stambaugh
- Others Present: D. Troyka, legal counsel; D. Stambaugh; County Commissioner Ruth Ann Jamnick – District 5; County Commissioner Sue Shink - District 2; R. Milkey; C. Swenson; K. Dignan

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

Roll Call of Attendance

Doug Fuller, Chair – remote from Scio Township, Washtenaw County, Michigan
Barb Fuller, Vice Chair – remote from Sharon Township, Washtenaw County, Michigan
Rod Green, Member – remote from Superior Township, Washtenaw County, Michigan
Gloria Llamas, Member – remote from Pittsfield Township, Washtenaw County, Michigan
Jo Ann McCollum, Member – remote from Ypsilanti Township, Washtenaw County, Michigan
Sheryl Siddall, Managing Director
Matt MacDonell, Director of Engineering/County Highway Engineer
Jim Harmon, Director of Operations
Dan Ackerman, Director of Finance & IT

MOMENT OF SILENCE

It is our standard practice to begin our board meetings with the pledge of allegiance. Since we are hosting this meeting virtually today, instead we will start this meeting with a moment of silence to honor all those helping to battle the coronavirus and for those who have been killed by this terrible disease.

APPROVAL OF AGENDA

RC20-333 J. McCollum moved, R. Green seconded to approve the agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

PUBLIC HEARING – ROAD COMMISSION 2021 BUDGET

Commissioner Doug Fuller opened the Public Hearing for the Road Commission 2021 Budget.

No public comment.

Commissioner Doug Fuller closed the Public Hearing for the Road Commission 2021 Budget.

ACCEPTANCE OF MINUTES

RC20-334 B. Fuller moved, J. McCollum seconded to approve the Board Meeting Minutes of November 17, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC20-335 R. Green moved, B. Fuller seconded to approve the Working Session Minutes of November 17, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RETIREMENT RESOLUTION OF PUBLIC SERVICE – KENNETH A. STAMBAUGH

The Board recognized the retirement of Kenneth A. Stambaugh. Mr. Stambaugh began his full-time employment with the Washtenaw County Road Commission on November 30, 2000, as a heavy truck driver. During his time as a heavy truck driver, he has worked in Districts 2, 6, and most recently 5. Mr. Stambaugh has been a vital source of knowledge and experience as a heavy truck driver.

Mr. Stambaugh has chosen to retire on December 23, 2020. Staff is requesting that the Board present Mr. Stambaugh with a resolution to recognize, commend and thank him for his 20 years of outstanding, dedicated public service to WCRC and citizens of Washtenaw County.

Commissioner Gloria Llamas read the retirement resolution for Kenneth A. Stambaugh presented for approval at this board meeting.

PUBLIC COMMENT

No public comment.

WRITTEN COMMUNICATIONS

Guardrail Installation

- Pleasant Lake Road between Zeeb Road and Ann Arbor-Saline Road in Lodi Township

Permit Work – DTE Gas Line

- Intersection of S. Grove Road and McCartney Avenue in Ypsilanti Township closed for gas line maintenance work.
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COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

No public comment.

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC20-336 B. Fuller moved, J. McCollum seconded the approval of the Consent Agenda for December 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.

Retirement Resolution of Public Service – Kenneth A. Stambaugh

RC20-337 B. Fuller moved, J. McCollum seconded

WHEREAS, Kenneth A. Stambaugh has served as a valuable, full-time employee of the Washtenaw County Road Commission from November 30, 2000 through December 23, 2020; and has elected to retire on December 23, 2020 to enjoy time with his family and friends; and

WHEREAS Kenneth A. Stambaugh has provided 20 years of knowledge and experience as a heavy truck driver, which has greatly benefited the road commission, the citizens of Washtenaw County and the traveling public; and

WHEREAS, in having provided 20 years of faithful and valuable service to the Washtenaw County Road Commission, his experience and knowledge will be greatly missed.

NOW THEREFORE BE IT RESOLVED that we, the Washtenaw County Board of County Road Commissioners, thank, acknowledge and commend Kenneth A. Stambaugh for his dedicated service, and wish him continued good health, happiness, and success in all his future endeavors.

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 – Forklift

RC20-338 B. Fuller 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 AIS Construction Equipment, 3600 North Grand River Avenue, Lansing, Michigan, 48906 through the State of Michigan MIDEAL purchasing program of a new JCB 525-60 Agri Plus Forklift for \$94,970.91.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

McCartney Road Closure for DTE Gas Project

RC20-339 B. Fuller 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 temporary closure of McCartney Road between Grove Road and Lakeview Avenue for DTE's gas main renewal project on Lakeview Avenue in Ypsilanti Township.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Road Commission 2020 Final Budget Amendments

RC20-340 B. Fuller 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 2020 year-end budget as presented.

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 November 25, 2020

RC20-341 B. Fuller moved, J. McCollum seconded the Board hereby approves Voucher #10430 totaling \$274,554.54 for payroll of November 25, 2020, and Voucher #10431 totaling \$2,092,636.37 in payment of bills for November 25, 2020.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACTION ITEM

Road Commission 2021 Annual Budget

RC20-342 J. McCollum moved, R. Green seconded that upon the recommendation of the Director of Finance and IT and the concurrence of the Managing Director, the Board hereby approves the Road Commission 2021 Annual Budget as presented. It is understood that the proposed 2021 budget supports 134 full-time equivalent positions.

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 Sue Shink

County Commissioner Sue Shink stated that she has appreciated everyone's service through a difficult year. Commissioner Shink stated she has also appreciated being the County Liaison to the Washtenaw County Road Commission.

Commissioner Shink extended her wishes to everyone for a safe, healthy and happy holiday season.

County Commissioner Ruth Ann Jamnick

County Commissioner Jamnick stated she has enjoyed serving on the County Board of Commissioners and working with the WCRC and expressed her thanks for all the hard work the WCRC does throughout the county.

ROAD COMMISSIONER REPORTS

Commissioner Doug Fuller

Commissioner Doug Fuller drove Dexter-Chelsea Road yesterday and commented on the very nice job DTE Gas division has been doing on restoration work.

Commissioner Barb Fuller

11/19 Commissioner Barb Fuller attended the SEMCOG Policy Committee virtual meeting. Recommendations were finalized and forwarded to the General Assembly for consideration on 12/03/20.

Commissioner Rod Green

12/4 Commissioner Rod Green will attend the SEMCOG Executive Committee Meeting.

12/8 Commissioner Rod Green plans on attending the CRA Virtual Legal Issues Symposium.

Commissioner Jo Ann McCollum

11/23 County Parks & Recreation Special meeting – recommendation for partnership for the Botsford property in Scio Township. The Botsford trust property is approximately 20 acres with 10 acres encumbered by a conservation easement held by Scio Township with the City of Ann Arbor as a successor grantee. The recommendation is that the Washtenaw County Parks & Recreation partner with the City of Ann Arbor for the purchase of this property with a contribution of \$175,000 dollars.

Commissioner Gloria Llamas

- 11/24 Commissioner Gloria Llamas attended a meeting with Sheryl Siddall, Managing Director; Matt MacDonell, Director of Engineering; Jim Harmon, Director of Operations; Commissioner Doug Fuller and WCRC legal counsel on reviewing responsible contractor language.
- 12/16 Commissioner Llamas will attend the Virtual MCRCSIP meeting.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- COVID update – staff is putting forth a lot of effort on this topic. Sheryl gave recognition to Nicole Peterson, HR Manager who is fielding a lot of phone calls related to COVID and following up on complex COVID protocols. Sheryl reported that last weekend a second full time WCRC employee tested positive for COVID. There were no other individuals affected. Sheryl also stated that office staff who can work remotely are continuing to do so through December 8th and staff is monitoring direction of any extensions past December 8th from the State Health and Human Services Department.
- On Thursday, December 3rd, there will be a virtual public meeting on the Draft Tree Policy.
- At the December 15th Board Meeting, staff will bring to the Board for approval the 2021 Board Meeting Schedule and Working Session Schedule as well as the election of officers for 2021/a2022.

ENGINEERING REPORT – Matt MacDonell, Director of Engineering

- Miller Road Bridge – the contractor continues to work with the winter weather. They will be pulling the coffer dams shortly and continue road work on Miller Road.
- Engineering is preparing for 2021 projects.

OPERATIONS REPORT – Jim Harmon, Director of Operations

- The Operations crews have been performing winter operations on the roadways over the last 24-36 hours. Jim stated the night patrol crew did a tremendous job during this time period.

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

- Dan thanked the Board for approval of the 2020 and 2021 budgets. Dan stated that 2020 has been a robust year with the townships, federal aid and the state program. Dan stated that he is proud of all the work this Road Commission has been able to accomplish in a very challenging year. Dan thanked Emily Kizer, Communications Manager, for her assistance on the new budget presentation format.
- Michigan Transportation Funds (MTF) – the October MTF was up about 1.99% compared to October 2019 and up 1% for the year. Dan stated that we are currently in good shape with MTF.

- The Finance Department is preparing for year-end items. We have one of the earliest audits of any Road Commission as the County needs the Road Commission numbers for their audit. Dan stated Finance will be ready for the yearly audit and is expecting this year to be a virtual audit.

CLOSED SESSION

RC20-343 B. Fuller moved, R. Green seconded to enter Closed Session at approximately 1:46 p.m. to discuss:

A. Pontiac Trail at Seven Mile Road – Legal update – WCRC v. Chestnut Development, Case No. 19-1263-CC

B. Textile Road Paving and Pathway Project

1. Legal update – WCRC v Lirones/Berger, Case No. 19-1019-CC

2. Legal update – WCRC v Shankle, Case No. 19-1020-CC

3. Legal update – WCRC v Nevaux, Case No. 19-1018-CC

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

RC20-344 D. Fuller moved, J. McCollum seconded to exit Closed Session at approximately 3:14 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

The Board recessed for 5 minutes.

Pontiac Trail at Seven Mile Road –WCRC v. Chestnut Development, Case No. 19-1263-CC

RC20-345 B. Fuller moved, J. McCollum seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and concurrence of the Managing Director, and upon the recommendation of counsel, the Board hereby approves acceptance of the \$36,500 case evaluation award in the case Board of Road Commissioners for Washtenaw County v Chestnut Development, Case No. 19-001263-CC, and payment of this amount in settlement of the case in the event of mutual acceptance of case evaluation.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

ADJOURNMENT

RC20-346 R. Green moved, B. Fuller seconded to adjourn the December 1, 2020 meeting at 3:27 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

Douglas E. Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: _____