

Washtenaw County Board of County Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of May 4, 2021

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

Staff Present: D. Ackerman, C. Brochue, J. Harmon, K. Harris, E. Kizer, C. Lawrence, T. Lobbestael, M. MacDonell, N. Peterson, C. Quinter, S. Siddall

Others Present: R. Milkey, County Commissioner C. Sanders

The meeting was called to order at 1:02 p.m. by Barbara Fuller, Chair.

Roll Call of Attendance:

Barbara Fuller, Chair – remote from Scio Township, Washtenaw County, Michigan
Rodrick Green, Vice Chair – remote from Superior Township, Washtenaw County, Michigan
Douglas Fuller, Member – remote from Scio 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

Chair Fuller asked that we observe a moment of silence out of respect for those 575,000 Americans, including nearly 18,705 Michiganders, who have perished because of the COVID-19 virus.

APPROVAL OF AGENDA

RC21-217 J. McCollum moved; R. Green seconded to approve the agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACCEPTANCE OF MINUTES

RC21-218 R. Green moved; G. Llamas seconded to approve the Board Meeting Minutes of April 20, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC21-219 G. Llamas moved; J. McCollum seconded to approve the Working Session Minutes of April 20, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

PUBLIC COMMENT

No public comment.

WRITTEN COMMUNICATIONS

Culvert Replacement

- Tuesday, 4/13 – Various bridges along US-23 in Pittsfield and Ann Arbor Township.

Road Resurfacing

- Tuesday, 4/27 – Bemis Road between Platt Road and Carpenter Road on the border of Pittsfield and York Townships.
- Wednesday, 4/28 – Platt Road between Judd Road and Willis Road in York Township.

Virtual Public Meeting Notice

- Tuesday, 4/29 – virtual project information meeting regarding planned resurfacing work on Ford Road in Superior Township this summer.
- Thursday, 5/6 – virtual public meeting for a summary of the road work planned throughout the county this construction season.

COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

No public comment.

CONSENT AGENDA

RC21-220 R. Green moved; J. McCollum seconded to approve the consent agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Augusta Township Agreement

RC21-221 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 and authorizes the Chair and the Managing Director to sign the 2021 Augusta Township Agreement with the Township estimated share being \$195,206.48.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Capital Equipment Purchase – Hamm H10i Compactor

RC21-222 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 AIS Construction Equipment, 3600 North Grand River Avenue, Lansing, Michigan, 48906 through the State of Michigan MIDEAL purchasing program of one (1) new Hamm H10i Compactor with Smooth Drum for the total cost of \$136,548.49.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Dexter Township Agreement

RC21-223 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 and authorizes the Chair and the Managing Director to sign the 2021 Dexter Township Agreement with the Township estimated share being \$72,214.66.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Freedom Township Agreement

RC21-224 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 and authorizes the Chair and the Managing Director to sign the 2021 Freedom Township Agreement with the Township estimated share being \$26,235.09.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Freedom Township Second Agreement

RC21-225 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 and authorizes the Chair and the Managing Director to sign the 2021 Freedom Township Second Agreement with the Township estimated share being \$71,160.09.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Manchester Township Agreement

RC21-226 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 and authorizes the Chair and the Managing Director to sign the 2021 Manchester Township Agreement with the Township estimated share being \$74,227.34.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Pedestrian Signals Upgrades Bid

RC21-227 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 a contract with Rauhorn Electric, Inc. to complete the 2021 Pedestrian Signals Upgrades project.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Pittsfield Township Agreement

RC21-228 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 and authorizes the Chair and the Managing Director to sign the 2021 Pittsfield Township Agreement with the Township estimated share being \$890,827.82.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Salem Township Agreement

RC21-229 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 and authorizes the Chair and the Managing Director to sign the 2021 Salem Township Agreement with the Township estimated share being \$50,949.66.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Saline Township Agreement

RC21-230 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 and authorizes the Chair and the Managing Director to sign the 2021 Saline Township Agreement with the Township estimated share being \$149,517.76.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Season Requirements Chipseal Aggregates Bid

RC21-231 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board accepts the bid for 2021 seasonal requirements of chipseal aggregate as submitted by Osburn Industries, Inc., 5850 Pardee Road, Taylor, MI 48180.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Superior Township Agreement

RC21-232 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 and authorizes the Chair and the Managing Director to sign the 2021 Superior Township Agreement with the Township estimated share being \$173,019.42. It is understood that the improvements for the Joy Road east approach to Dixboro Road is contingent upon shared approval by Salem Township.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Sylvan Township Agreement

RC21-233 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 and authorizes the Chair and the Managing Director to sign the 2021 Sylvan Township Agreement with the Township estimated share being \$15,025.50.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2021 Webster Township Agreement

RC21-234 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 and authorizes the Chair and the Managing Director to sign the 2021 Webster Township Agreement with the Township estimated share being \$598,198.21.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Payroll & Bills for April 28, 2021

RC21-235 R. Green moved; J. McCollum seconded; that the Board hereby approves Voucher 10452 totaling \$291,583.89 for payroll of April 28, 2021, and Voucher 10453 totaling \$456,125.70 in payment of bills for April 28, 2021.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

US-12 & M-17 Improvements – Construction Engineering

RC21-236 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 a purchase order to OHM Advisors for the construction engineering of the US-12 & M-17 Improvements project at a cost not to exceed \$769,000.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

US-12 & M-17 Improvements – Contract Award

RC21-237 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 base bid and authorizes the Managing Director to sign a contract with Fonson Company, Inc. to complete the US-12 & M-17 Improvements project located in Ypsilanti Township.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Wagner Road Safety Project – Construction Engineering

RC21-238 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 a purchase order to Fishbeck, Inc for construction engineering services for the Wagner Road safety project for a cost not to exceed \$106,113.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACTION ITEMS

2021 First Quarter Budget

RC21-239 D. Fuller moved, R. Green seconded; that upon the recommendation of the Director of Finance & IT and the concurrence of the Managing Director, the Board hereby approves the 2021 First Quarter Budget amendments as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Proposed Abandonment of Hillcrest Drive, between Walnut Court and Edgewood Court, Park Heights, Manchester Township

RC21-240 D. Fuller moved, J. McCollum seconded;

WHEREAS, this Board has received a petition from seven (7) freeholders of the Township of Manchester, Washtenaw County, Michigan praying for the absolute abandonment and discontinuance of a portion of Hillcrest Drive, lying between Walnut Court and Edgewood Court, being a part of the Plat of Park Heights, Liber 5 of Plats, Page 18, Washtenaw County Records, said plat located in the southwest quarter of Section 31, Town 4 South, Range 3 East, described more particularly in Attachment "A" attached hereto and incorporated herein, and;

WHEREAS, it appears from viewing the premises and hearing the petitioners reasons, that it is in the best interest of the public that the portion of said Public Right of Way of the aforementioned Hillcrest Drive in the Plat of Park Heights be absolutely abandoned.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Road Commissioners of the County of Washtenaw, that the portion of the above-described Public Right of Way of Hillcrest Drive, lying between Walnut Court and Edgewood Court, being under the jurisdiction of the Washtenaw County Road Commission is hereby absolutely abandoned and discontinued as Public Right of Way, excepting and reserving ingress and egress to utilities of record and/or use, as now occupying said right of way.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

REPORTS

COUNTY COMMISSIONER REPORTS

Commissioner Caroline Sanders noted that the vote for public safety in Pittsfield Township is coming up.

ROAD COMMISSIONER REPORTS

Commissioner Barb Fuller

4/21 Commissioner Barb Fuller attended the Chat with a Road Commissioner meeting.

5/3 Attended the CRA Southeast Council meeting virtually.

Commissioner Doug Fuller

No report.

Commissioner Rod Green

No Report.

Commissioner Jo Ann McCollum

4/29 Commissioner McCollum attended the virtual meetings for the State Trunkline Contract, Seasonal Weight Restrictions and Ford Road resurfacing project.

3/3 Commissioner McCollum attended the virtual CRA Southeast Council quarterly meeting.

Commissioner Gloria Llamas

No report.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- Sheryl noted that management is staying on top of all things COVID and keeping up with the Governors Mi Vacc to Normal Plan where several different metrics have been set forth, a big one being a return to work plan once 55% of the adult population has received their first vaccine dose +14 days.
- Sheryl attended the CRA Southeast Council meeting virtually on 5/3 and also noted that the countywide construction kick-off meeting will be held virtually this Thursday at 11 a.m.

ENGINEERING REPORT – Matt MacDonell, Director of Engineering/County Highway Engineer

- Matt shared that they are back to work on the Miller Road bridge and hoping that in coordination with Operations projects and weather dependent that the road will be re-opened to traffic tentatively Memorial Day weekend.

- Dennison bridge is making headway ahead of schedule and it has been a great experience working with the contractor.
- The Mast Road bridge traffic shift to one lane of traffic with a temporary signal has been going well.
- Matt thanked the board for their action on the US-12 & M-17 project.
- We are currently out to bid for the Zeeb Road phase II project and bids are due mid-May.

OPERATIONS REPORT – Jim Harmon, Director of Operations

- A significant amount of work has begun in the Operations Department including preparation for starting the sealcoat program on Monday, May 10.
- The crack seal program is underway in Ypsilanti Township by the District 2 crew.
- Limestone resurfacing continues on the primary section of Grass Lake Road in Sharon Township. The project started with tree trimming and drainage work and has now applied about 6,000 tons of limestone.
- Geddes Road project continues with a slight impact due to weather. The final paving course is continuing, and the engineering department is working closely with the guardrail contractor to reinstall guardrail. Staff is hopeful that work will be substantially complete by the end of this week but may go into next week due to weather.
- The milling on Platt Road between Willis and Judd Road in York Township that is funded by the Township is underway.
- Jim reports that there is a whole slew of work being planned and scheduled, and staff is excited to move forward with all of it.

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

FINANCE REPORT

- Dan made mention of the Michigan Transportation Fund report on the last page of the board packet supporting where our budget is right now. We will look to see if we continue to have increases.
- The 2020 Act 52 report was finalized and submitted on time.
- Dan reported that things are going well with the staffing changes in Finance.

IT REPORT

- Chris and Josh have been busy setting up computers for new staff. They have a great system reaching out to HR and the supervisor to see what needs our new employees have. The goal is to have their computer ready to go on day 1 when they start. Chris has an impressive process in place.

CLOSED SESSION

RC21-241 J. McCollum moved; R. Green seconded to enter Closed Session at approximately 1:57 p.m. to discuss an unsolicited offer to purchase property – 52 Minerals, LLC, Sharon Township.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC21-242 G. Llamas moved; R. Green seconded to exit Closed Session at 2:42 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ADJOURNMENT

RC21-243 R. Green moved; J. McCollum seconded to adjourn the May 4, 2021 meeting at 2:44 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Barbara Ryan Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: _____