

**Washtenaw County Board of County Road Commissioners**

555 North Zeeb Road, Ann Arbor, MI 48103

**Virtual Board Meeting Minutes of July 6, 2021**

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

Board Absent: Rodrick Green – Vice Chair

Staff Present: A. Berkholz, C. Brochue, J. Harmon, K. Harris, E. Kizer, A. Lape, C. Quinter, S. Siddall, E. Stewart

Others Present: P. Boyd; C. Grant; C. Sanders – County Commissioner, District 4; C. Swenson

The meeting was called to order at 1:01 p.m. by Barbara Fuller, Chair.

**Roll Call of Attendance:**

Barbara Fuller, Chair – remote from Scio Township, Washtenaw County, Michigan

Rodrick Green, Vice Chair – absent

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

Aaron Berkholz, Senior Project Manager – Design & Construction

Jim Harmon, Director of Operations

**MOMENT OF SILENCE**

Chair Fuller asked that we observe a moment of silence out of respect for those who have perished because of the COVID-19 virus.

**APPROVAL OF AGENDA**

RC21-299 J. McCollum moved; G. Llamas seconded to approve the agenda as presented.

**Roll Call Vote:**

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

## ACCEPTANCE OF MINUTES

RC21-300 G. Llamas moved; J. McCollum seconded to approve the Board Meeting Minutes of June 15, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

RC21-301 D. Fuller moved; J. McCollum seconded to approve the Closed Session Minutes of June 15, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

RC21-302 G. Llamas moved; D. Fuller seconded to approve the Working Session Minutes of June 15, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

## PUBLIC COMMENT

No comment.

## WRITTEN COMMUNICATIONS

### Bridge Closure

- [Staebler Rd](#) (Scio Township)
- [Bridge Rd](#) (Ypsilanti Township)

### DTE–Permit Work

- [Grove Rd](#) (Ypsilanti Township)

### Intersection Closure

- [Pleasant Lake Rd / Zeeb Rd](#) (Lodi Township)

### Intersection Improvement

- [Bemis Rd / Carpenter](#) (Pittsfield, York Township)

### **Preventative Maintenance – Chip Seal**

- [Dixboro Rd, Pontiac Tr, 7 Mile Rd, Angle Rd](#) (Ann Arbor, Northfield, Salem, Superior Township)
- [6 Mile Rd, Main St, 8 Mile Rd](#) (Northfield Township)
- [Baker Rd](#) (Scio Township)
- [Jackson Rd](#) (Lima Township)
- [N Territorial Rd](#) (Lyndon, Dexter Township)

### **Preventative Maintenance – Fog Seal**

- [Herman Rd, Austin Rd, Jordan Rd, Arkona Rd, Goodrich Rd, Hack Rd](#) (Manchester, Bridgewater, Saline Township)

### **Road Closure**

- [Pontiac Tr, 7 Mile Rd, Angle Rd](#) (Salem Township)
- [Joy Rd / Dexter-Ann Arbor Rd](#) (Scio, Webster Township)
- [Grove Rd](#) (Ypsilanti Township)

### **Road Reopened**

- [Ford Rd](#) (Superior Township)

### **Road Resurfacing**

- [Pleasant Lake Rd](#) (Freedom Township)
- [Jackson Rd](#) (Lima Township)

### **Traffic Signal Project**

- [Dexter-Ann Arbor Rd / Wagner Rd](#) (Scio Township)

### **Virtual Public Meeting Notice**

- [Pontiac Tr & N. Territorial Rd Roundabout](#) (Salem Township)
- [Bridge Rd Bridge Preservation](#) (Ypsilanti Township)
- Proposed Abandonment of East Huron River Service Dr (Ypsilanti Township)
- [Wiard Rd Resurfacing Project](#) (Ypsilanti Township)

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### **COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT**

No comment.

## **CONSENT AGENDA**

RC21-303 D. Fuller moved; J. McCollum seconded to approve the consent agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

## **2021 Capital Equipment Purchase Authorization – One New Holland T6.145 Electro Command T4 B Cab 4WD Boom Mower Tractor**

RC21-304 D. 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 Burnips Equipment Co, 18612 Northland Dr, Big Rapids, Michigan, 49307 through the Sourcewell contracts of one (1) New Holland T6.145 Tractor with Alamo Samurai boom mower attachment for the total cost of \$148,443.05.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

## **Collective Bargaining Team**

RC21-305 D. Fuller moved; J. McCollum seconded; that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the appointment of Michael R. Kluck, Labor Counsel; James Harmon, Director of Operations; and Nicole Peterson, Human Resources Manager, as members of the collective bargaining team for management.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

### **I-94 Barrier Wall and Glare Screen Repair**

RC21-306 D. Fuller moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board acknowledges that no bids were received for I-94 Barrier Wall and Glare Screen Repair.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

### **Installation of Heat Tape and Repair of Roof Insulation at SESC**

RC21-307 D. Fuller moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board acknowledges that no bids were received for the Installation of Heat Tape and Repair of Roof Insulation at SESC.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

### **Payroll and Bills for June 23, 2021**

RC21-308 D. Fuller moved; J. McCollum seconded; that upon the Board hereby approves Voucher 10460 totaling \$333,513.29 for payroll of June 23, 2021, and Voucher 10461 totaling \$4,237,507.49 in payment of bills for June 23, 2021.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

## **REPORTS**

### **COUNTY COMMISSIONER REPORTS**

County Commissioner Caroline Sanders was interested in learning more about the flooding that occurred on June 25 and the impact it has put on our road systems. Sheryl stated that staff has been incredibly responsive to the localized flooding the past few weeks. Jim gave an overview of his meeting on Friday July 2 with County Administrator, Greg Dill and others. The meeting was to discuss potential disaster relief funding.

## **ROAD COMMISSIONER REPORTS**

### **Commissioner Barb Fuller**

- 6/17 Completed Sheryl Siddall's performance appraisal.
- 6/18 Received Thank You letter from Commissioner Rodrick Green and his family.
- 6/21 Completed Cyber Security Training.
- 6/30 Wednesday Chat Session.

Commissioner Fuller urges all commissioners to complete Cyber Security Training modules by August 2, 2021. She also strongly urged all commissioners to regularly check for software updates and that all WCRC correspondence be on WCRC laptops.

Commissioner Fuller suggested to the Commissioners to mark their calendars for Road Commission Chat Sessions. And to secure a substitute if they cannot attend their assigned session.

### **Commissioner Doug Fuller**

- 6/22 Attended the Commissioner Committee of CRA.
- 6/24 Attended the virtual MCRCSIP Board Meeting.

Commissioner Fuller has been making weekly visits to the Dennison Road bridge project. He is impressed with the way the contractor has been progressing with this work.

Over the past few weeks, Commissioner Fuller has also visited the Mast Road bridge project. He is pleased with the progress reports presented. Commissioner Fuller has been favorably impressed by the traffic control accomplished by the temporary, portable traffic signals.

Commissioner Fuller continues to drive through chip seal projects and the results achieved by the crew are remarkable. Certainly, the best work WCRC has done with chip seal. The work being done reflects our crew leadership along with the applied knowledge of our Superintendents, Director of Operations, and staff.

Commissioner Fuller reported the outstanding results of the limestone improvements on Grass Lake Rd.

Dust control efforts across the county are looking good.

The crews have done a truly remarkable job cleaning up after last week's storms.

### **Commissioner Rod Green**

Absent.

### **Commissioner Gloria Llamas**

No report.

### **Commissioner Jo Ann McCollum**

- 6/23 Attended the Virtual Public Meeting on the N. Territorial and Pontiac Tr roundabout.
- 6/24 Attended the Virtual Public Meeting on Bridge Rd bridge project.

## **MANAGING DIRECTOR'S REPORT**

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

- Sheryl Siddall stated that she continues to have local road drainage funding discussions with Evan Pratt, our Water Resources Commissioner. Originally the discussions were about culverts but with last week's storm's there is an apparent infrastructure issue in our overall drainage system. Evan has revisited the definition of storm water improvements under the American Rescue Plan, and he has concluded that these types of improvements are eligible under the ARP Funds. Staff have drafted a summary of the problem to share with county officials as they decide how to invest ARP Funds.

## **DIRECTORS' REPORT**

### **ENGINEERING REPORT – Aaron Berkholz, Senior Project Manager – Design & Construction**

- Aaron Berkholz stated that Nate Murphy has been overseeing the work on three different bridge projects including Dennison Road in York Township, Bridge Road in Ypsilanti Township, and Mast Road in Webster Township.
- On Monday, July 12 Geddes Rd bridge construction will begin. This project will require a closure of Geddes Rd and will continue into late October.
- Zeeb Rd and Pleasant Lake Rd intersection project is ongoing as well as the Bemis Rd and Carpenter Rd project. Both projects are part of the same road commission contract with Miller Brothers Construction.
- The Ford Rd project between M-153 and Plymouth Rd was substantially completed last week.
- Jackson Rd project between Steinbach Rd and Parker Rd is nearly complete. The main line paving was performed Friday, July 2. Weather permitting, shoulders will be installed along with pavement markings.
- Whittaker Rd mill and resurfacing project will hopefully begin sometime next week in Augusta Township.
- The project on Dixboro Rd between Matthaei Botanical Gardens and Marshall Nature Area is ongoing. Concrete curb work was put in last week and paving is expected to start in the next few weeks.

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

- Jim stated that the last three weeks have been productive and there has been a considerable amount of work completed.
- Updated 2021 Road Program was sent out to staff and commissioners last Friday.
- Limestone and gravel resurfacing program is about 40% complete.
- Fog sealing will begin this week depending on the weather.

## **FINANCE & IT REPORT**

### **FINANCE REPORT**

- Sheryl explained that we are recovering nicely according to May's MTF report.
- Dan has been reaching out to staff regarding the Working Session in July. This session will be on the 2021 Second Quarter Budget Review.

### **IT REPORT**

- No report.

### **CLOSED SESSION**

RC21-309 D. Fuller moved; J. McCollum seconded to enter Closed Session at approximately 1:39 p.m. to discuss: Inquiry to Purchase Property - Scio Township.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

RC21-310 D. Fuller moved; G. Llamas seconded to exit closed session at 2:04 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

### **ADJOURNMENT**

RC21-311 J. McCollum moved; G. Llamas seconded to adjourn the July 6, 2021, meeting at 2:06 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: R. Green

ABSTAIN: None

Motion Carried.

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Barbara Ryan Fuller, Chair

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Sheryl Soderholm Siddall, Deputy Clerk

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