

**Washtenaw County Board of County Road Commissioners**

555 North Zeeb Road, Ann Arbor, MI 48103

**Virtual Board Meeting Minutes of August 17, 2021**

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

Board Absent: Gloria Llamas

Staff Present: D. Ackerman, D. Busse, J. Harmon, E. Kizer, M. MacDonell, N. Peterson, C. Quinter, B. Schlack, S. Siddall, E. Stewart

Others Present: P. Boyd, M. Kluck, J. Pattison, C. Sanders - County Commissioner, District 4

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 – remote from Superior Township, Washtenaw County, Michigan  
Douglas Fuller, Member – remote from Scio Township, Washtenaw County, Michigan  
Gloria Llamas, Member – absent  
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 621,000 Americans, including nearly 21,284 Michiganders, who have perished because of the COVID-19 virus and now the Delta variant. Chair Fuller would also like to observe a moment of silence for Deputy Ryan Proxmire from Kalamazoo County Sheriff's Department who was killed in the line of duty.

**APPROVAL OF AGENDA**

RC21-333 J. McCollum moved; R. Green seconded to approve the agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

## ACCEPTANCE OF MINUTES

RC21-334 D. Fuller moved; J. McCollum seconded to approve the Board Meeting Minutes of August 3, 2021 as presented with one correction.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

## PUBLIC COMMENT

No comment.

## WRITTEN COMMUNICATIONS

### Bridge Replacement

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

### Permit Work

- [Zeeb Rd](#) (Scio Township)
- [Ellsworth Rd](#) (Ypsilanti Township)
- [Harris Rd](#) (Superior Rd)

### Preventative Maintenance – Fog Seal

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

### Road Closure

- [Wagner Rd](#) (Scio Township)

### Road Resurfacing

- [Plymouth Rd](#) (Superior Township)
- [Packard Rd](#) (Ypsilanti Township)
- [Brassow Rd](#) (Lodi Township)

### Water Main Repair

- [Textile Rd, Whittaker Rd](#) (Ypsilanti Township)

### **Other Communications**

TO: Washtenaw County Road Commission  
FROM: Gayle Cummings  
SUBJECT: 2021 MCRCSIP Liability Refunds

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

No report.

### **CONSENT AGENDA**

RC21-335 D. Fuller moved; R. Green seconded to approve the consent agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

### **2020 Seasonal Requirements 22A Road Gravel Bid Extension**

RC21-336 D. Fuller moved; R. Green seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board approves the option of extending the bid for gravel as submitted by Stoneco, 15203 S Telegraph Road, Monroe, MI 48161.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

### **2021 Bridgewater Township Second Agreement**

RC21-337 D. Fuller moved; R. Green 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 Bridgewater Township Second Agreement with the Township estimated share being \$48,239.01.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

### **2021 Mineral Well Brine Bid Extension**

RC21-338 D. Fuller moved; R. Green seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board approves the option of extending the bid for mineral well brine bid as submitted by Chloride Solutions, LLC 672 N M-52, Webberville, MI 48892.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

### **E Delhi Rd Bridge & Maple/Foster Rd Bridge Project – Construction Bid**

RC21-339 D. Fuller moved; R. Green seconded; that upon the recommendation of the County Highway Engineer/Director of Engineering, and the concurrence of the Managing Director, the Board hereby accepts the low bid of \$734,160 and authorizes the Managing Director to sign a contract with Civil Coatings & Construction to rehabilitate the E Delhi Road bridge and the Maple/Foster Road bridge both over the Huron River.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

### **Payroll & Bills for August 4, 2021**

RC21-340 D. Fuller moved; R. Green seconded; that the Board hereby approves Voucher 10466 totaling \$322,508.30 for payroll of August 4, 2021, and Voucher 10467 totaling \$3,075,377.49 payment of bills for August 4, 2021.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

### **State Road Non-Motorized Pathway Agreement**

RC21-341 D. Fuller moved; R. Green seconded; that upon the recommendation of the Director of Engineering/County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to sign the State Road Non-Motorized Pathway Agreement with Pittsfield Township for the State Road Pathway project located in Pittsfield Township.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

### **York Timber Ridge Subdivision – Special Assessment District Petition**

RC21-342 D. Fuller moved; R. Green seconded; that upon the recommendation of the Director of Engineering/County Highway Engineer, and the concurrence of the Managing Director, the Board acknowledges receipt of the York Timber Ridge Subdivision Special Assessment petition, located in Section 15 of York Township. The Board directs staff to verify that the minimum requirements outlined in Section 1 of Public Act 246 of 1931, as amended, are met.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

## **REPORTS**

### **COUNTY COMMISSIONER REPORTS**

County Commissioner Caroline Sanders reported that she held two different townhall meetings this past weekend seeking feedback on how to spend American Rescue Plan (ARP) funds. Caroline stated she is excited to read through the information she received from Evan Pratt, our Water Resources Commissioner, regarding the proposed Local Road Storm Water Program as a candidate for ARP funds.

## **ROAD COMMISSIONER REPORTS**

### **Commissioner Barb Fuller**

8/4 Attended the virtual Board of County Commissioners - Ways and Means Committee meeting. Commissioner Fuller alerted the BOC that a request would be coming to them for allocation of ARP funds for the Local Road Storm Water Program.

8/11 Commissioner Fuller thanked crews for their response to last week's storms.

8/16 New COVID-19 protocols and procedures have been implemented. Commissioner Fuller encourages everyone to get vaccinated as soon as possible. Questions may be directed to our Managing Director or our Human Resources Department.

Thank you to Jim Harmon, Director of Operations and Matt MacDonnell, Director of Engineering, for providing copies of the Working Session PowerPoint presentations in advance.

### **Commissioner Doug Fuller**

Commissioner Fuller is pleased with the progress on pavement striping.

### **Commissioner Rod Green**

No report.

### **Commissioner Gloria Llamas**

Absent.

### **Commissioner Jo Ann McCollum**

8/10 In February 2021, county parks staff presented the Washtenaw County Parks and Recreation Commission with a report on the deteriorating conditions and capacity issues at the Nelson Meade County Farm Park and Meri Lou Murray Recreation Center parking lots. Reconstruction of the pathway along Washtenaw Avenue was also discussed in the presentation. The Commission instructed staff to prepare construction plans and bid documents for these three improvement projects.

It was recommended that WCPARC award the contract for the parking lot and pathway paving projects to Best Asphalt, Inc. in the amount of \$629,093.50 and authorize a 10% contingency for the projects of \$62,900.

## **MANAGING DIRECTOR'S REPORT**

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

- Sheryl Siddall stated that the indoor mask mandate went into effect at all WCRC facilities on Monday August 16. WCRC continues to pay close attention to MIOSHA, MCRCSIP, and CDC guidelines to make sure best practices are in place.
- Paint-A-Plow Program is ongoing. Sheryl stated that a total of 10 schools have submitted applications along with 1 senior center. WCRC is excited and will be dropping plows off once school starts.
- Sheryl invited Michael Kluck to today's Board Meeting to provide a brief overview of a conference call earlier this month regarding communication WCRC received from the Michigan Employment Relations Committee (MERC).

### **LEGAL LABOR COUNSEL – Michael Kluck**

Michael Kluck stated that a petition was filed by a rival labor organization to represent WCRC's driver unit, and the petition was filed with the Michigan Employment Relations Commission (MERC) within the time frame permitted by statute. Mike participated in a conference call on WCRC's behalf along with Nicole Peterson. MERC gathers a list and then reviews that list to determine if 30% of the bargaining unit has signed a showing of interest card. Essentially, there was no objection from either party as to the makeup of the bargaining unit, so this sets up a democratic election amongst the union membership. The elections are conducted via mail, and WCRC's responsibility is to send to the parties and MERC an alphabetical list of names and addresses of all those employees in the bargaining unit who are eligible to be participants as of July 23. The ballots will go out by mail August 20, and they must be returned to MERC no later than September 8. WCRC will honor its position of neutrality and will honor the decision.

## **DIRECTORS' REPORT**

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

- Matt thanked our Signals and Sign Department for their efforts in last week's storms. The Liberty Rd & Wagner Rd signal was unfortunately demolished, and the signal will remain a four-way stop for several weeks. We are waiting on DTE to install poles and span wire and then staff will rebuild the signal. Temporary stop signs and messages boards have been placed to assist motorists.
- The Plymouth Rd paving project was completed.
- Matt stated we continue paving efforts on the south end of Zeeb Rd and we are scheduled to place aggregate on the north end of Zeeb Rd shortly.
- Geddes Rd is closed, and the contractor is demolishing the bridge just west of Ridge Rd.
- Matt stated we are scheduled to remove the temporary signals and traffic control signal at Mast Rd this Thursday. We must wait for the concrete to cure and then the contractor will be back for an epoxy overlay on the deck. The contractor did inform us they have enough materials for this project, and they will restore the two-way traffic on the bridge.
- Our contractor for Dennison Rd is scheduled to pave approaches and complete guard rail sometime next week.
- Wiard Rd is closed. This week crews are milling sections of Wiard Rd.
- Matt thanked Emily Kizer for her work on the Asset Management Plan.

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

- Storm cleanup from last week's storms is complete.
- Jim Harmon introduced the new Facilities Supervisor, Dennis Busse. Jim is delighted and welcomed Dennis to the team.
- Brassow Rd pulverizing and resurfacing is completed. Pavement markings and shoulders will be completed by the end of this week, weather depending.
- Packard Rd resurfacing is complete. Jim complimented the Engineering Department on the federal-aid portion of the project. Pavement markings are forth coming.
- Paul Schneider and his crew completed gravel resurfacing on local roads in Dexter, Lyndon, Sylvan and Lima Townships.
- In District 1, crews are working on a limestone resurfacing project on Scully Rd in Webster Township.
- Limestone resurfacing was completed on Liss Rd and Tuttle Hill Rd in Augusta Township.



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

### **FINANCE REPORT**

- Dan gave an overview of the MCRCSIP liability insurance refund.
- Finance staff sent out the second township billings and Dan stated there was overall, a great turnaround with the first billings.

### **IT REPORT**

- The IT Department has been setting up WCRC's new data archiving software, Smarsh. This software will allow WCRC to be more responsive to the Freedom of Information Act (FOIA) requests we receive.
- Dan was excited to report that everyone has completed their cyber security training. The organization has been pleased with the training and Chris Quinter's goal is to have all new hires complete the training courses as a part of their onboarding.
- Dan and Chris met with NetSmart Plus and had a thorough conversation regarding WCRC's IT infrastructure. Dan stated he was impressed with the nature of the meeting.

### **ADJOURNMENT**

RC21-343 R. Green moved; J. McCollum seconded to adjourn the August 17, 2021, meeting at 2:01 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: G. Llamas

ABSTAIN: None

Motion Carried.

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Barbara Ryan Fuller, Chair

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Sheryl Soderholm Siddall, Deputy Clerk

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