

Washtenaw County Board of County Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of September 7, 2021

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

Board Absent: Douglas Fuller

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

Others Present: P. Boyd, C. Sanders - County Commissioner, District 4, J. Pattinson, 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 – remote from Superior Township, Washtenaw County, Michigan
Douglas Fuller, Member – absent
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 who have perished because of the COVID-19 virus and now the Delta variant.

APPROVAL OF AGENDA

RC21-344 G. Llamas moved; R. Green seconded to approve the agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

ACCEPTANCE OF MINUTES

RC21-345 J. McCollum moved; R. Green seconded to approve the Board Meeting Minutes of August 17, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

RC21-346 R. Green moved; G. Llamas seconded to approve the Working Session Minutes of August 17, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

PUBLIC COMMENT

No comment.

WRITTEN COMMUNICATIONS

Daytime Road Closure

- [Grove Rd](#) (City of Ypsilanti)

Lane Restrictions

- [Bridge Rd Bridge](#) (Ypsilanti Township)
- [Maple Rd](#) (Lodi, Pittsfield Township)
- [Packard Rd](#) (Pittsfield, Ypsilanti Township)
- [Intersection of Dixboro Rd and Geddes Rd](#) (Ann Arbor Township)
- [Grove Rd](#) (Ypsilanti Township)

Project Announcement

- [E. Delhi Rd & Maple Rd/Foster Rd Bridge Rehabilitation](#) (Ann Arbor, Scio Township)

Road Closure

- [Austin Rd](#) (Manchester Township)
- [Wagner Rd](#) (Scio Township)
- [Noggles Rd](#) (Manchester Township)
- [Wiard Rd](#) (Ypsilanti Township)
- [Wagner Rd](#) (Lodi Township)
- [Maple Rd](#) (Ann Arbor, Scio Township)

Road Reopened

- [Brassow Rd](#) (Lodi Township)
- [Mast Rd Bridge](#) (Webster Township)
- [Maple Rd](#) (Ann Arbor, Scio Township)

COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

No report.

CONSENT AGENDA

RC21-347 R. Green moved; J. McCollum seconded to approve the consent agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

2021 Ann Arbor Township Third Agreement

RC21-348 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 Ann Arbor Township Third Agreement with the Township estimated share being \$5,300.00.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

2022 Capital Equipment Purchase – 2022 International HV613 Truck Cab/Chassis

RC21-349 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 eleven (11) new model year 2022 International HV613 SBA 6x4 heavy truck cab/chassis for the total cost of \$1,301,588.75.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

2022 Corrugated Steel Pipe Bid

RC21-350 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board rejects all bids.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

2022 Season Requirements Chipseal Aggregate Bid

RC21-351 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 2022 seasonal requirements of chipseal aggregate as submitted by Osburn Industries, Inc., 5850 Pardee Road, Taylor, MI 48180.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

2022 Seasonal Requirements Limestone Products Bid

RC21-352 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 low bid and second low bids for 2022 seasonal requirements of limestone products as submitted by Aggregate Industries LLC, 15215 Day Road, Dundee, MI 48131, Farmer & Underwood Trucking LTD, 7401 Rawsonville Road, Belleville, MI 48111, Osburn Industries, 5850 Pardee Road, Taylor, MI 48180, and Stoneco of Michigan, 15203 S Telegraph Road, Monroe, MI 48161.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

2022 Seasonal Requirements Snow & Ice Control Abrasive Bid

RC21-353 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 low bid for 2NS sand as submitted by Farmer & Underwood Trucking LTD, 7401 Rawsonville Road, Belleville, MI 48111 and reject all bids for grit.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

Payroll & Bills for August 18, 2021

RC21-354 R. Green moved; J. McCollum seconded; that the Board hereby approves Voucher 10468 totaling \$306,991.02 for payroll of August 18, 2021, and Voucher 10469 totaling \$4,875,072.65 payment of bills for August 18, 2021.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

State Trunkline Maintenance Contract

RC21-355 R. Green moved; J. McCollum seconded; that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board approves and authorizes the Chair, Barbara Ryan Fuller and Managing Director, Sheryl Soderholm Siddall to sign the five-year contract for state trunkline maintenance with the Michigan Department of Transportation (Contract No. 2021-0391) for the period of October 1, 2021, through September 30, 2026. It is understood that the new contract will supersede and replace any previous agreement between the Michigan Department of Transportation and the Washtenaw County Road Commission for state trunkline maintenance.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

ACTION ITEM

2021-2023 WCRC Transportation Asset Management Plan Approval

RC21-356 J. McCollum moved; G. Llamas 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 2021-2023 WCRC Transportation Asset Management Plan in accordance with Public Act 325.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

Maple Road at Textile Road Signal Project, Parcel 1, Pittsfield Township – Right of Way Acquisition

RC21-357 G. Llamas moved; J. McCollum seconded; that upon the recommendation of the County Highway Engineer/Director of Engineering and concurrence of the Managing Director, the Board hereby approves the acquisition of a 320 square foot or 0.007 acre public road easement, more particularly described in Attachment A, from the owners, Larry J. Doele and Joyce A. Doele, husband & wife, upon a parcel of property commonly known as 6044 N. Maple Road, Pittsfield Township, Michigan, and referred to as Tax Parcel Number L-12-30-200-021, in the amount of Two Thousand Sixty & NO/100 (\$2,060.00) Dollars.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

REPORTS

COUNTY COMMISSIONER REPORTS

County Commissioner Caroline Sanders reported that the first proposal of the American Rescue Plan (ARP) funds was approved at the Board of Commissioners – Ways and Means Committee meeting along with some department budgets. Caroline stated there would be more to come at the meeting on September 15.

ROAD COMMISSIONER REPORTS

Commissioner Barb Fuller

8/18 Commissioner Fuller attended the WCRC FOIA & text messages meeting.

8/24 Commissioner Fuller met with Sheryl Siddall, Managing Director and Matt MacDonnell, Director of Engineering to review the draft Asset Management Plan.

9/1 Attended the virtual Board of Commissioners – Ways and Means Committee meeting. Special thanks to John Kingsley, Webster Township Supervisor, who spoke during public comment in support of the anticipated request for allocating ARP dollars to fund a Local Road Storm Water Program.

Commissioner Doug Fuller (submitted separately)

Commissioner Fuller had no comments on the Asset Management Plan.

Commissioner Fuller suggested the topic of Texas underseal for future Working Sessions. Texas underseal is an application of a chip seal coat prior to overlaying the pavement.

Commissioner Rod Green

No report.

Commissioner Gloria Llamas

Commissioner Llamas reported that she reviewed the August 17 Board Meeting & Working Session along with the Asset Management Plan.

Reviewed the September 22 Legislative report from County Road Association. Commissioner Llamas also reviewed the Senate Transportation and Infrastructure Committee bills (SB 465, SB 466) proposing a Local Federal Aid Buyout program.

Commissioner Jo Ann McCollum

No report.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- Sheryl thanked the Board for their approval of the Asset Management Plan. The plan was well executed and Sheryl thanked staff for their collaboration on the document. The plan will be submitted to TAMC on or before October 1, 2021.
- On August 18, Sheryl hosted an internal meeting with WCRC staff to review FOIA & text messages. The meeting was a brief refresh on our procedures with FOIA, specifically concerning records retention. 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.

DIRECTORS' REPORTS

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

- The Wiard Rd paving project was completed.
- Zeeb Rd paving was completed, and the road will hopefully be open by the end of the week.
- Dixboro Rd paving took place last week. A good portion was completed, but we still need to reconstruct the signal. Unfortunately, there has been a delay in the materials required to complete the mast arm.
- Dennison Rd bridge is substantially completed. We are waiting on concrete sealer and are hoping the bridge will be open by the end of the week, weather depending.
- Geddes Rd bridge project is underway and making great progress. The contractor still needs to backfill the structure and install wing walls.

OPERATIONS REPORT – Jim Harmon, Director of Operations

- Jim thanked the Board for the approval of numerous board items.
- Jim stated that department personnel continue to make good progress on projects.
- Pre-season salt deliveries will begin next week, beginning at the main yard.
- Historically, MDOT had a grant program to assist contract counties with funding the replacement of chemical storage buildings. Jim was able to share his concerns with MDOT regarding the condition of the salt dome at the main yard. Next Friday, WCRC staff will meet with MDOT staff to discuss the possibility of replacing the salt dome. Jim will continue to keep the Board updated.
- The Maple Rd milling and resurfacing project in Pittsfield Township was substantially completed. Pavement markings and shoulders will be placed this week. Maple Rd milling and resurfacing project in Ann Arbor/Scio Townships was completed. Jim stated that he is pleased with the outcome, and we will seal coat both road segments next year.
- Jim stated that an important component at the Kaiser mineral well facility in Lyndon Township has failed. The part is on order, and we are hoping it will be delivered soon.

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

FINANCE REPORT

- July 2021 Michigan Transportation Funds decreased 1% from June 2020.
- Finance staff just completed their annual workers compensation audit through CRASIF.
- Dan provided the 2020 Other Post-Employment Benefits (OPEB) report. The funded percentage went from 44.9% to 59.3%. Dan is pleased with the increase in funded percentage and appreciates the Board's interest in the report.

IT REPORT

- The IT Department has implemented the new data archiving software, Smarsh. Verizon opt-in messages were sent to staff and commissioners with WCRC devices. Dan requested that commissioners opt-in so we can begin capturing text messages for FOIA requests.
- The IT Department has been looking into two-factor authentication. Dan reports a close encounter with a hacker and that the IT Department has been looking at alternative options to improve security.
- Dan will present an IT update at the next working session on September 21.

ADJOURNMENT

RC21-358 J. McCollum moved; R. Green seconded to adjourn the September 7, 2021, meeting at 1:41 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: D. Fuller

ABSTAIN: None

Motion Carried.

Barbara Ryan Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: _____