

Washtenaw County Board of County Road Commissioners

555 North Zeeb Rd, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of October 5, 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, E. Kizer, M. MacDonell, N. Peterson, C. Quinter, S. Siddall, E. Stewart

Others Present: P. Boyd, J. Pattinson, C. Sanders – County Commissioner

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 Acme Township, Grand Traverse County, Michigan
Douglas Fuller, Member – remote from Scio Township, Washtenaw County, Michigan
Gloria Llamas, Member – remote from Acme Township, Grand Traverse County, Michigan
Jo Ann McCollum, Member – remote from Acme Township, Grand Traverse 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 for those who have perished because of the COVID-19 virus and now the Delta variant.

APPROVAL OF AGENDA

RC21-371 J. McCollum moved; R. Green seconded to approve the agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACCEPTANCE OF MINUTES

RC21-372 R. Green moved; G. Llamas seconded to approve the Board Meeting minutes of September 21, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC21-373 G. Llamas moved; J. McCollum seconded to approve the Working Session Minutes of September 21, 2021 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

PUBLIC COMMENT

No comment.

WRITTEN COMMUNICATIONS

Lane Restrictions

- [Packard Rd](#) (Pittsfield Township)
- [Huron River Dr](#) (Ypsilanti Township)
- [Mast Rd Bridge](#) (Webster Township)

Preventative Maintenance – Chip Seal

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

Trucking Restriction Update

- [McKean Rd and Parkwood Ave](#) (Ypsilanti Township)

Other Communications

Commissioners thanked Sheryl Siddall, Managing Director, and staff for the follow up to Margaret Jewett and M.L. Stewart.

TO: Washtenaw County Road Commission
FROM: Margaret S. Jewett
SUBJECT: 3554 W Huron River Drive

TO: Washtenaw County Road Commission
FROM: M.L. Stewart
SUBJECT: Dangerous Intersection

COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

No public comment.

CONSENT AGENDA

RC21-374 R. Green moved; J. McCollum seconded to approve the consent agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Payroll & Bills for September 15, 2021

RC21-375 R. Green moved; J. McCollum seconded; that the Board hereby approves Voucher 10472 totaling \$290,435.68 for payroll of September 15, 2021, and Voucher 10473 totaling \$3,007,591.37 payment of bills for September 15, 2021.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Winter Maintenance Level of Service (LOS) Policy

RC21-376 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 Winter Maintenance Level of Service Policy, OP-02.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

York Timber Ridge Subdivision SAD – Initial Determination of Necessity

RC21-377 R. Green moved; J. McCollum seconded;

WHEREAS, Green Valley Drive, Meadow Ridge Drive, Ridgeline Court, Ridgeline Drive, Timber Ridge Court, and Timber Ridge Drive in the Township of York, Section 15, Washtenaw County, Michigan are county roads under the jurisdiction of this Board, and

WHEREAS, the owners of more than 51% of the lineal frontage of lands fronting or touching upon said portions of county roads in the Township of York, have heretofore filed with this Board of Road Commissioners of Washtenaw County, a petition and application for road improvements for said county roads; and

WHEREAS, at least 75% of the lands fronting on said county roads have been subdivided into parcels having a frontage of not more than 300 feet each on said portion of county roads, or there is an average of at least one building, including buildings under construction, located along said portion of county roads proposed to be improved for every 300 lineal feet thereof according to a survey thereof made by this Board; and

WHEREAS, it appears to this Board that said petition and application is signed by the owners of more than 51% of the lineal frontage of lands outside the corporate limits of any city or village fronting or touching upon said portion of county roads proposed to be improved; and

WHEREAS, said petition and application is accompanied by a description of the land owned by each signer fronting or touching on said portion of county roads proposed to be improved, and by a certification of the County Treasurer showing what taxes or special assessments, if any, against said lands appear delinquent on his/her books; and

WHEREAS, it appears to this Board that said petition and application complies with the requirements of Act 246 of the Public Acts of 1931, as amended; and

WHEREAS, this Board has examined the location of said county roads proposed to be improved;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Road Commissioners of Washtenaw County, that:

1. Said petition and application are hereby accepted.
2. This Board hereby tentatively deems the proposed improvements necessary.
3. Staff is hereby directed to cause a survey to be made, and to make specifications of the kind of improvements suitable for the purpose set forth in said petition and application, and estimates of the cost thereof, together with a plan of the proposed improvements, and file the same with this Board with all convenient speed.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACTION ITEM

Audio-Visual Upgrades to the WCRC Board Room – Contract Award

RC21-378 G. Llamas moved; D. Fuller seconded; that upon the recommendation of the IT Manager, in concurrence with the Director of Finance and IT and the Managing Director, the Board hereby accepts the proposal from AVI Systems Inc. for audio-visual upgrades to the WCRC board room for the cost of \$92,185.69.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Textile Road Project, Parcels 1 and 2 – Settlement Litigation

RC21-379 D. Fuller moved; R. Green 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 settlement of the lawsuit Board of Road Commissioners for Washtenaw County v Mildred Shankle, Case No. 19-1020-CC, for a total payment of Fifty Thousand Dollars (\$50,000.00) from the Washtenaw County Road Commission.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

REPORTS

COUNTY COMMISSIONER REPORTS

County Commissioner Caroline Sanders reported she has no update related to WCRC. Caroline attended the Michigan Association of Counties Annual Conference on Mackinac Island this past weekend. Caroline has been in contact with two of her constituents regarding roadway concerns. Once she receives more information, she will share it with Sheryl.

ROAD COMMISSIONER REPORTS

Commissioner Barb Fuller

9/24 Attended an informational update on the Federal Aid Programs.

Commissioner Doug Fuller

Commissioner Fuller is pleased with multiple projects. Boom mowing quality of work is simply outstanding.

Commissioner Rod Green

10/3 Attended the CRA Commissioners Seminar.

Commissioner Gloria Llamas

9/24 Reviewed the County Road Association's Legislative Update related to the state transportation budget including the TEDF.

9/30 Reviewed the County Road Association's Legislative Update related the proposed Michigan Frost Law modifications.

10/3 Attended the CRA Commissioners Seminar.

Commissioner Llamas is pleased with the progress on multiple projects. She thanked staff for their coordination and professionalism.

Commissioner Jo Ann McCollum

9/22 Met with Ypsilanti Township about adding the WCRC winter maintenance policy and additional information about WCRC to the Ypsilanti Township newsletter.

10/3 Attended the CRA Commissioners Seminar.

Commissioner McCollum is pleased with the progress on the US-12 & M-17 project. She has noticed a significant decrease in traffic in the West Willow community and liked the tree preserved on its own island. Kudos to OHM and the construction company.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- Sheryl extended her thanks to staff for keeping things going while she was on vacation.
- Sheryl thanked Erin Stewart for coordinating travel for the CRA Commissioners Seminar.

DIRECTORS' REPORT

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

- Geddes Rd bridge project in Superior Township is ongoing. The box culvert was installed, and water is running through the culvert. The contractor is continuing to backfill in preparation to raise the road profile, but this work has been slowed due to the weather. Matt is hoping to have the road reopened in the next few weeks, weather depending.
- Wagner Rd and Waters Rd intersection project in Lodi Township is open to traffic. Matt stated he is pleased with the outcome. The flashing beacon and pavement markings will be completed in the next few weeks.
- Matt stated that WCRC has discussed with MDOT a funding opportunity for the Liberty Rd bridge in Lima Township. The bridge has been closed for ten years and may be eligible for funds from MDOT for the removal of the deteriorated structure. Matt will present on the Liberty Rd bridge at the next working session on October 19.

OPERATIONS REPORT – Jim Harmon, Director of Operations

- Pre-season salt orders have been delivered. Staff has begun winter maintenance preparations.
- The Merrill Rd and Northfield Church Rd limestone resurfacing projects in Webster Township were completed.
- The Northfield Church Rd limestone resurfacing project was completed. Crews have begun limestone resurfacing on Hack Rd in York Township.
- Wagner Rd fog seal is underway. Jim stated he is hoping to complete sometime tomorrow, weather depending.
- Jim stated we are programmed to seal coat the pavement that is in fair condition at the main yard sometime next week.
- Grant St base and curb repairs in Pittsfield Township were completed. Crews will begin milling and resurfacing later this week.
- Sunset Tr base and curb repairs in Ypsilanti Township is underway.
- Jim stated the new forestry truck had arrived.
- Jim stated the new asphalt distributor that is used on the seal coat program is ready. The dealer needed to complete a few minor items, but it should be delivered sometime this week.

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

FINANCE REPORT

- Dan stated he is finalizing the waiver request for PA 202. PA 202 is related to the funding level for WCRC's pension and Other Post-Employment Benefits (OPEB). The waiver will be brought to the Board for approval at the next board meeting on October 19.
- Dan stated that Jamie Bray, has been a great addition to the Finance Department.
- August 2021 Michigan Transportation Funds increased 2% from August 2020.
- The Finance Department has been working on third-quarter budget reports.

IT REPORT

- Dan thanked Chris Quinter and our new managed service provider for implementing a new virtual back-up system for our servers, Datto. Datto is a cloud solution that will protect the integrity of the data that flows through WCRC.

CLOSED SESSION

RC21-380 J. McCollum moved; R. Green seconded to enter Closed Session at approximately 1:40 p.m. to discuss: Inquiry to Purchase Property - Scio Township.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC21-381 D. Fuller moved; R. Green seconded to exit closed session at 1:54 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ADJOURNMENT

RC21-382 R. Green moved; G. Llamas seconded to adjourn the October 5, 2021, meeting at 1:55 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Barbara Ryan Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: _____