

**WASHTENAW COUNTY BOARD OF COUNTY ROAD COMMISSIONERS  
VIRTUAL WORKING SESSION MINUTES OF  
September 21, 2021**

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

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

**Others Present:** A. Philbrick

**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

**PUBLIC PARTICIPATION**

No public comment.

**Dexter-Chelsea Path License Agreement**

Matt MacDonell presented a map of the proposed Border-to-Border Trail alignment from Chelsea to Dexter. The segment between Dancer Rd and Wylie Rd is planned for construction this year. Matt stated there is a small piece to be constructed adjacent to the road in public road right-of-way, but most of the pathway is being constructed on private property. When the pathway alignment was developed for this portion of the road, the Washtenaw County Parks and Recreation Commission (WCPARC) proposed building the pathway within three different property segments owned by WCRC, these property segments are not classified as road right-of-way. WCPARC approached WCRC about building the pathway on these segments. WCRC reached out to Allen Philbrick to assist with the title work and development of the agreement regarding the pathway construction.

Allen Philbrick, legal counsel, suggested that a license agreement would be the best option in this situation. The license agreement would permit WCPARC to erect, maintain and use the trail over this portion of WCRC's land. Allen has been working with Jim Reach, WCPARC's legal counsel, on developing the license agreement. Hopefully, the agreement will be brought to the Board for approval at the next board meeting on October 5, 2021.

### **IT Update**

Dan Ackerman stated that in the last few years, WCRC has made considerable investments in IT infrastructure. In 2018, the IT Department reorganized, Dan was put in charge of IT, we hired our first managed service provider and we hired Chris Quinter, IT Manager. Dan thanked Chris for all his help in keeping the IT Department running smoothly and efficiently. Last year, Chris hired Josh Summerhill as WCRC's system administrator, and he has been a huge asset to the IT Department.

Chris Quinter presented a PowerPoint slideshow on the 2021 State of Information Technology at WCRC. Chris gave an overview of the 2021 completed projects, 2021-2022 ongoing projects and 2022 upcoming projects.

The IT Department has been working on many projects to help improve security, efficiency, and productivity.

### **10 MINUTE BREAK**

### **Winter Maintenance Policy**

Sheryl stated that historically the Board would annually adopt the winter maintenance guidelines. With further consideration, it was decided that it is more appropriate for the Board to adopt the winter maintenance guidelines as a policy. Sheryl stated that in the future the policy would be brought back to the Board for approval should there be any changes needed to the policy.

Jim Harmon gave an overview of the winter maintenance policy. As an agency, we are fiscally constrained; we are limited on qualified operators, material on hand and equipment to perform winter maintenance. Jim stated that with limited resources, it's vital to prioritize how WCRC delivers its services. The established priority system governs winter maintenance operations based on traffic volumes, road classification and location. The winter maintenance priorities are primary paved county roads and state-routes, secondary paved county roads and state-routes, subdivision roads and gravel roads. Jim works very closely with staff throughout winter, monitoring national weather service and communicating with the emergency operation center as needed to adjust WCRC's plan and resource deployment to be as effective and productive as possible.

The policy will be brought to the Board for approval at the next board meeting on October 5, 2021.

### **Miscellaneous Topics**

Sheryl provided a brief procedure run-through for the variance request at today's board meeting.

**ADJOURNMENT**

J. McCollum moved; R. Green seconded to adjourn the September 21, 2021, Working Session at 11:41 a.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

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Barbara Ryan Fuller, Chair  
Washtenaw County Board of County Road Commissioners

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Sheryl Soderholm Siddall, Deputy Clerk  
Washtenaw County Board of County Road Commissioners