

Washtenaw County Board of County Road Commissioners

555 North Zeeb Rd, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of November 2, 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, B. Schlack, S. Siddall, E. Stewart

Others Present: P. Boyd, J. Eveler, Jenny, C. Nichols, J. Pattinson, C. Sanders – County Commissioner, R. Sundquist, C. Swenson

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 Scio 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

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

RC21-402 R. Green moved; J. McCollum 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

RC21-403 G. Llamas moved; J. McCollum seconded to approve the Board Meeting minutes of October 19, 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.

RC21-404 J. McCollum moved; R. Green seconded to approve the Closed Session minutes of October 19, 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.

RC21-405 R. Green moved; J. McCollum seconded to approve the Working Session minutes of October 19, 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

J. Eveler in Pittsfield Township expressed concerns regarding speeding traffic on Burnham Rd in Pittsfield Township. She asked the Board to approve the Burnham Road, Landin Trail and Arcadia Drive Traffic Calming Project - Pittsfield Township Agreement. The speed humps are essential to their neighborhood, and she hopes there will be no further delays.

C. Nichols in Pittsfield Township expressed similar concerns regarding Burnham Rd in Pittsfield Township. He thanked WCRC staff for coordinating the Burnham Road, Landin Trail and Arcadia Drive Traffic Calming Project.

WRITTEN COMMUNICATIONS

Lane Closure

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

Lane Restrictions

- [Ellsworth Rd](#) (Pittsfield Township)
- [E Huron River Service Dr](#) (Ann Arbor Township)
- [Ellsworth Rd](#) (Pittsfield Township)
- [Maple Rd](#) (Ann Arbor Township)

Road Closure

- [Enterprise Dr](#) (Scio Township)

Other Communications

TO: Washtenaw County Road Commission
FROM: Steven & Tyler Cretsinger
SUBJECT: Zeeb Road

COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

No public comment.

CONSENT AGENDA

RC21-406 D. Fuller moved; G. Llamas 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.

2021 Preventative Maintenance (Jackson, Packard, Plymouth, Whittaker) – MDOT Agreement 21-5355, Amendment to Contract No. 20-5585

RC21-407 D. Fuller moved; G. Llamas seconded; that upon the recommendation of the Director of Engineering and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to sign MDOT Agreement 21-5355, an amendment to MDOT Contract No. 20-5585 for the resurfacing of Jackson Road from Steinbach Road to Parker Road, Packard Road from Carpenter Road to Golfside Road, Plymouth Road from Curtis Road to M-153, and Whittaker Road from Arkona Road to Willow Road.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Burnham Road, Landin Trail and Arcadia Drive Traffic Calming Project – Pittsfield Township Agreement

RC21-408 D. Fuller moved; G. Llamas seconded; that upon the recommendation of the Director of Engineering and the concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director and the Chair to sign the Pittsfield Township Agreement for the construction of seven (7) speed humps, speed hump pavement markings and signs on Burnham Road, Landin Trail and Arcadia Drive at the estimated cost of \$60,816.50.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Deen Yard, State Road, Pittsfield Township – Road Improvement Agreement

RC21-409 D. Fuller moved; G. Llamas seconded; that upon the recommendation of the Director of Engineering and concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director to sign the Road Improvement Agreement between the Washtenaw County Road Commission and State Street 6511 Café, L.L.C. in connection with the development of a multi-family residential site located on State Road, Section 28 of Pittsfield Township.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Michigan Freedom of Information Act (FOIA) Policy

RC21-410 D. Fuller moved; G. Llamas seconded; that upon the recommendation of the Managing Director, the Board hereby approves the Michigan Freedom of Information Act (FOIA) Policy, ADMN-06.

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 October 13, 2021

RC21-411 D. Fuller moved; G. Llamas seconded; that the Board hereby approves Voucher 10476 totaling \$303,889.46 for payroll of October 13, 2021, and Voucher 10477 totaling \$2,874,215.32 payment of bills for October 13, 2021.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Frances Way Cul-de-sac, Superior Township (Lot 199, Prospect Pointe Sub No. 2) – Relinquishment of a Temporary Public Road Easement

RC21-412 D. Fuller moved; G. Llamas seconded;

WHEREAS, the Board of County Road Commissioners of the County of Washtenaw, being a Public Body Corporate, whose address is 555 N. Zeeb Road, Ann Arbor, MI 48103 possesses a reversionary public road easement upon Lot 199 of the Prospect Pointe Subdivision No. 2, being part of the NE 1/4 of Section 33, Town 2 South, Range 7 East, Superior Township, Washtenaw County Michigan, and;

WHEREAS, the Public Road Easement with Reversion, recorded in Liber 4803 Page 380 of Washtenaw County Register of Deeds Records, attached hereto, and incorporated herein as Attachment “A”, states in part:

The Public Road Easement shall extinguish, and all rights herein conveyed revert to the Grantor, their successors or assigns, upon the improvement of adjacent roads acceptable to the Grantee. Furthermore, by granting this easement, Grantor explicitly prohibits use of the public road easement for public or private utilities while preserving existing easements of record.

and;

WHEREAS, the adjacent roads were abandoned by this board in Resolution RC21-283 on June 1, 2021 and recorded in Liber 5426 Page 892 of Washtenaw County Register of Deed Records, attached hereto as Attachment “B”, and;

WHEREAS, it is the desire of the Board of County Road Commissioners of the County of Washtenaw to relinquish any and all interest in the Public Road Easement with Reversion, more specifically described in Exhibit “B” of Attachment “A” to the successors, heirs or assigns of the Grantor, being Pulte Land Company, L.L.C., a Michigan limited liability company whose address is 100 Bloomfield Hills Parkway, Bloomfield Michigan 48304.

NOW, THEREFORE, BE IT RESOLVED that upon the upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby relinquishes its interest in the Public Road Easement with Reversion, more particularly described in Attachment “A”.

BE IT FURTHER RESOLVED that a certified copy of this resolution be recorded in the Washtenaw County Register of Deeds records.

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

Commissioner Caroline Sanders suggested attending the Board of Commissioners – Ways and Means Committee meeting on November 3 & the Board of Commissioners – Working Session on November 4. Caroline stated she is looking forward to hearing from the public and discussing the second phase utilization of the American Rescue Plan (ARP) funds.

ROAD COMMISSIONER REPORTS

Commissioner Barb Fuller

11/1 Attended the CRA Southeast Council Meeting virtually.

Commissioner Doug Fuller

No report.

Commissioner Rod Green

10/20 Participated in the Wednesday Chat Session. C. Lewis in Pittsfield Township expressed concerns regarding the lack of sidewalks and requested a pedestrian crossing of Maple Road at Brookview Highlands subdivision in Pittsfield Township.

10/28 Attended CRA Public Relations Workshop. The Workshop focused on messaging through video and how Road Commissions can “tell their story” most effectively using common devices such as cellphones.

In addition, there was a segment on Preparing to be the Road Agency Spokesperson, which focused on the do’s and don’ts of media interviews and how to represent the Road Commission positively. There was also a hands-on opportunity and a mock presentation of a media spokesperson speaking to the media. There were also tips on when and where to call for a press conference, handling press releases and improving credibility. All in all, an excellent presentation.

Commissioner Gloria Llamas

10/21 Attended Culvert Asset Management Training.

Reviewed the County Road Association’s Legislative Update on 10/22 & 10/29.

11/1 Attended the CRA Southeast Council Meeting virtually.

Commissioner Jo Ann McCollum

10/21 Attended Culvert Asset Management Training & US-12 M-17 Improvements Project Meeting.

10/27-10/28 Attended TAMC Fall Transportation Assessment Workshop.

10/28 Attended West Willow Traffic Committee Meeting.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- Sheryl asked commissioners and staff to start brainstorming topics for the 2022 Working Sessions.
- Sheryl checked in with legal counsel regarding WCRC's current bylaws. Over the past year, there have been amendments to the Open Meetings Act (OMA). Staff are verifying how the amendments apply to WCRC's current bylaws and whether we need to adjust the plan for hybrid meetings in January.

DIRECTORS' REPORT

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

- Geddes Rd bridge project in Superior Township is ongoing. Guardrail is being placed tomorrow, and Matt is hoping to have the road reopened by the end of this week.

OPERATIONS REPORT – Jim Harmon, Director of Operations

- The county millage project on Ellsworth Rd between Lohr Rd and State Rd in Pittsfield Township was completed. Pavement markings are being applied today.
- The Maple Rd pulverizing and repaving project in Ann Arbor Township was completed.
- Nollar Rd, North St and Talladay Rd approach resurfacing projects in Augusta, Northfield, and York Township were completed.
- Jim reported that we have approximately 5,300 tons of limestone remaining for District 6. These projects are in partnership with Northfield, Ann Arbor and Superior Townships and will hopefully be completed next week, weather permitting.
- The Stanford Rd milling and resurfacing project in Superior Township is remaining.
- Crews are making excellent progress on forestry work, drainage improvements and restoration throughout the county. Our contractor is making good progress on the ADA sidewalk ramp updates as well.
- Equipment preparations for winter maintenance are ongoing. Crews are making excellent progress, and we are confident we will be ready for winter.

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

FINANCE REPORT

- September 2021 Michigan Transportation Funds increased 14% from September 2020.
- Dan has been working on the 2021 Final Budget Review along with the 2022 Preliminary Budget. Dan is looking forward to presenting the budgets at the next Working Session on November 16.

IT REPORT

- Dan thanked Chris Quinter for organizing & implementing the assembly room & board room upgrade projects.
- Dan stated he will work with Chris Quinter on the IT budgets for 2021 & 2022.

ADJOURNMENT

RC21-413 R. Green moved; J. McCollum seconded to adjourn the November 2, 2021 meeting at 1:36 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: _____