

WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS

555 North Zeeb Road, Ann Arbor, MI 48103

Minutes of September 20, 2011

Board Present: Road Commissioners, Doug Fuller, Fred Veigel, Ken Schwartz

Staff Present: S. Puuri, R. Townsend, J. Harmon, E. Reed, M. MacDonell, J. Harris,
L. Beyer, C. Ryan

Others Present: L. Gunn, L. Allmendinger, G. Lodell, B. Stein, P. Stein, M. Schuster, D.
Alber, L. Johnson, T. Johnson,

The meeting was called to order at 1:00 p.m. by Douglas Fuller, Chair. The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

RC11-264 Veigel moved, Schwartz seconded to approve the agenda as presented with one item moved from Consent Agenda to an Action Item. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ACCEPTANCE OF THE MINUTES

The Board reviewed the Minutes of the September 6, 2011 Board Meeting.

RC11-265 Veigel moved, Schwartz seconded, the Board hereby accepts the Board Meeting Minutes of September 6, 2011 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

CITIZEN PARTICIPATION

Janitorial Services Contract

Dan Alber who currently provides janitorial services for the Road Commission, addressed the Board regarding the Janitorial Bids for the Administration Building and SE Service Center. Mr. Alber presented a cost chart for the cost of providing Janitorial services.

Linda Johnson addressed the Board also regarding Janitorial services. She has provided service to the Road Commission for the past three years. There was concern from Ms. Johnson on the unusually low bid submitted from Kristel Cleaning.

Dexter-Pinckney/N. Territorial Drainage

Matt Schuster addressed the Board regarding the drainage problem on Dexter-Pinckney Road/N. Territorial Road. Mr. Schuster requested that engineering staff meet on site to understand what drainage work was performed as part of the intersection project.

WRITTEN COMMUNICATIONS

The following communications were received and distributed to the Board for review:

Commissioner Fuller reported that Representative David Rutledge wanted to send his thanks to the road crews for paving portions of River Street in Ypsilanti.

- A. Issued on September 2, 2011. A Media Advisory was issued by Ed Reed, Superintendent of Maintenance, regarding asphalt milling and paving operations on Pontiac Trail between M-14 and Nixon Road to begin on Wednesday, September 7, 2011 lasting approximately two (2) working days. A copy of this advisory was provided to the Board for review.
- B. Issued on September 2, 2011. A Media Advisory was issued by Sheryl Soderholm Siddall, Assistant Director of Engineering, regarding lane closures for repairs to the concrete pavement on Baker Road between Jackson Road and Marshall Road lasting approximately two (2) weeks. A copy of this advisory was provided to the Board for review.
- C. Issued on September 2, 2011. Several Media Advisories were issued by John Posegay, Permit Coordinator, regarding temporary road closures for railroad crossing maintenance work. Copies of these advisories were provided to the Board for review.
- D. Issued on September 6, 2011. A Media Advisory was issued by Aaron Berkholz, Assistant Superintendent of Maintenance, regarding the completion of the Mast Road Bridge project. A copy of this advisory was provided to the Board for review.
- E. Issued on September 13, 2011. A Media Advisory was issued by Ed Reed, Superintendent of Maintenance, regarding the rescheduling of asphalt paving operations to Wednesday, September 14, 2011, on Stony Creek Road from Whittaker Road to Textile Road, due to recent rain storms. A copy of this advisory was provided to the Board for review.
- F. Issued on September 13, 2011. A Media Advisory was issued by Ed Reed, Superintendent of Maintenance, regarding the rescheduling of asphalt paving operations to Thursday, September 15, 2011, on Martz Road between Whittaker Road and Tuttle Hill Road, due to recent rain storms. A copy of this advisory was provided to the Board for review.
- G. Received on September 14, 2011. A thank you note was received from Dan & Ruth Booth, thanking the road crews for removing the hill on Clark Road which diverted water flow away from their driveway. A copy of this note was provided to the Board for review.

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC11-266 Veigel moved, Schwartz seconded the approval of the Consent Agenda for the September 6, 2011 meeting, as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

2011/2012 Winter Maintenance Guidelines

RC11-267 Veigel moved, Schwartz seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board approves the 2011/2012 Winter Maintenance Guidelines. Voice Vote: YEAS: 3 YAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Road Acceptance – Dean Drive/Morgan Road (Paint Creek Crossing PUD Phase 2)

RC11-268 Veigel moved, Schwartz seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts Dean Drive and Morgan Road, located in Section 20 and 21 of Ypsilanti Township, into the County Road System. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Road Acceptance – Prospect Pointe East Condominium

RC11-269 Veigel moved, Schwartz seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts the following roads within the Prospect Pointe East Condominium, located in section 34 of Superior Township, into the County Road System: Ardmoor Drive, Barrington Drive, Sheffield Drive, Stamford Road, & Wiltshire Drive. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Road Closures – Prospect Pointe East Condominium

RC11-270 Veigel moved, Schwartz seconded that upon the recommendation of the County Highway Engineer, and the concurrence of the Managing Director, the Board hereby approves the following road closures within the Prospect Pointe East Condominium located in Section 34 of Superior Township:

- Ardmoor Drive just west of Sheffield Drive
- Barrington Drive just west of Wiltshire Drive
- Stamford Road just west of Barrington Drive
- Wiltshire Drive just north of Barrington Drive

Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Reschedule Working Session of September 20, 2011

RC11-271 Veigel moved, Schwartz seconded that upon the recommendation of the Managing Director, the Board hereby reschedules the Working Session from September 20, 2011 to November 15, 2011 at 1:30 p.m. at the Road Commission office, 555 N. Zeeb Road, Ann Arbor, to discuss the 2012 Preliminary Budget. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Payroll & Bills for September 14, 2011

RC11-272 Veigel moved, Schwartz seconded the Board hereby approves Voucher 9950 totaling \$257,557.30 for payroll of September 14, 2011, and Voucher 9951 totaling \$1,393,275.03 in payment of bills for September 14, 2011. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ACTION ITEMS**Right-of-Way Acquisition – Golfside Road**

RC11-273 Veigel moved, Schwartz seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to execute the Offer of Just Compensation to acquire a 10' X 16' or 0.004 acre public road easement upon an improved parcel of property commonly known as 2997 Washtenaw Avenue, Ypsilanti Township, with a corresponding tax parcel number of K-11-06-350-022, located in the SW ¼ of Section 6, Ypsilanti Township, MI, from the owner, Jan & Sons LLC, for the sum of One Thousand Eight Hundred Seventy (\$1,870.00) Dollars & no/100. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Janitorial Services Contract – Administration Building & Southeast Service Center – Bids

RC11-274 Veigel moved, Schwartz seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director to sign the contract with Kristel Cleaning, 48815 Vintage Lane, Macomb, Michigan 48044 for janitorial services 2011-2014 at the Administration Building and the Southeast Service Center for the cost of \$55,980.00 for three years beginning October 1, 2011 and ending September 30, 2014. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

REPORTS**Road Commissioner's Report**

Commissioner Fuller reported that he and appropriate Road Commission staff will be attending a special WATS Committee meeting on September 22, 2011.

This committee has been established to evaluate if WATS should become a standalone Metropolitan Planning Organization rather than SEMCOG being identified as the planning agency serving in this capacity for transportation programs.

County Commissioner's Report

County Commissioner Leah Gunn reported that the County Administrator has recommended eliminating the County membership to SEMCOG due to budget constraints. Commissioner Gunn also reported that the County budget will be presented at the next County Board Meeting to be held Wednesday, September 21, 2011.

MANAGING DIRECTOR'S REPORT

Staff Report – 8-29-11 to 9-11-11

Steve Puuri, Managing Director, provided a review of projects during this period. Mr. Puuri attended a CRAM Transparency Committee meeting and presented the preliminary dashboard presentation to the CRAM Board of Directors and the Northern County Road Association. Both associations were very satisfied with the dashboard presentation.

2012-2016 Capital Improvement Plan – Draft

Steve Puuri stated that all stakeholders have been informed of our call for projects. All submitted projects were evaluated by staff and a DRAFT CIP has been described to the Board which summarizes the funded and unfunded projects.

Roy Townsend, Director of Engineering, thanked Lori Beyer, Project Development Supervisor, for all her work in putting together the CIP. Mr. Townsend stated that the unfunded project list continues to grow. Mr. Townsend stated the 2012-2016 CIP is similar to the 2011-2015 CIP. The final CIP will be brought back to the Board the first Board Meeting in November for final approval. The Board endorsed the draft 2012-2016 CIP and the public comment phase.

EXECUTIVE SESSION

RC11-275 Schwartz moved, Veigel seconded to enter into Executive Session at approximately 1:55 p.m. to discuss the Teamsters Labor Contract and Non-Union Benefits. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

RC11-276 Schwartz moved, Veigel seconded to exit Executive Session at approximately 2:50 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ADJOURNMENT

RC11-277 Schwartz moved, Veigel seconded to adjourn the September 20, 2011 meeting at 2:52 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.



Douglas E. Fuller, Chair



Steven M. Puuri, Deputy Clerk

Minutes Approved: _____