

**WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS**

555 North Zeeb Road, Ann Arbor, MI 48103

***Minutes of December 18, 2018***

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green

Staff Present: S. Siddall, J. Harmon, M. MacDonell, D. Ackerman, C. Ryan, N. Peterson,  
E. Kizer, H. Harmon

Others Present: W. Bogan, M. Kluck

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

**ELECTION OF OFFICERS**

RC18-386 R. Green moved, B. Fuller seconded that Douglas E. Fuller be elected as Chair of the Board for 2019 and 2020 and Barbara Ryan Fuller be elected as Vice-Chair of the Board for 2019 and 2020. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**APPROVAL OF AGENDA**

RC18-387 B. Fuller moved, R. Green seconded to approve the agenda as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**ACCEPTANCE OF THE MINUTES**

RC18-388 B. Fuller moved, R. Green seconded, the Board hereby approves the Board Meeting Minutes of December 4, 2018 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

RC18-389 R. Green moved, B. Fuller seconded, the Board hereby approves the Board Working Session Minutes of July 17, 2018 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**PUBLIC COMMENT**

Mr. William Bogan addressed the Board regarding drainage improvements that need to be addressed in the Liberty Hills subdivision. Sheryl Siddall will follow up with Mr. Bogan advising him this is not a Road Commission project.

**WRITTEN COMMUNICATIONS**

**ISSUED:** December 7, 2018  
**WHERE:** Chubb Road and Five Mile Road  
**TOWNSHIP:** Salem  
**WHY:** Reconstruction paving project on Five Mile Road from Chubb Road to Napier Road and Chubb Road from Five Mile Road to Six Mile Road  
**WHEN:** After January 2019  
**CONTACT:** Mark McCulloch, Sr. Project Manager

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**RECEIVED:** December 2, 2018  
**FROM:** Carol Westfall  
**WHY:** Thank you to the Road Commission for all the help in improving the road conditions on Hieber Road

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**RECEIVED:** December 3, 2018  
**FROM:** Corrina Ruthig, County Financial Administrator for Michigan Concrete Association  
**WHY:** Baker Road Foundation project selected the winner in the Decorative Municipal category of the Michigan Concrete Association’s Michigan Award of Excellence.

**CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC18-390 B. Fuller moved, R. Green seconded the approval of the Consent Agenda for December 18, 2018 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Salem Township Right of Way Agreement – Chubb Road/Five Mile Road**

RC18-391 B. Fuller moved, R. Green seconded that upon the recommendation of the Director of Engineer and the concurrence of the Managing Director/County Highway Engineer, the Board hereby approves an agreement with Salem Township for Salem Township to pay for all right of way acquisition costs associated with paving Chubb Road between Five Mile and Six Mile Roads, and Five Mile Road from Chubb Road to Napier Road. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Elimination of Redundant Policy – HR-19 (Loss of Driver’s License)**

RC18-392 B. Fuller moved, R. Green seconded that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby rescinds policy HR-19. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Drug-Free Workplace Policy**

RC18-393 B. Fuller moved, R. Green seconded that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the Drug-Free Workplace Policy. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2019 Capital Equipment Purchase Authorization – 2020 International HV613 Truck Chassis**

RC18-394 B. Fuller moved, R. Green 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 one new model year 2020 International HV613 truck chassis for the total cost of \$111,363.00. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2019 Capital Equipment Purchase Authorization – Wheel Loader**

RC18-395 B. Fuller moved, R. Green seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Michigan CAT of a new 2019 Caterpillar 950M HL Wheel Loader for the net cost after trade-in of \$249,672.00 through the State of Michigan MIDEAL purchasing program. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2019 Capital Equipment Purchase – Tanker Trailer**

RC18-396 B. Fuller moved, R. Green seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Truck & Trailer Specialties, Inc., 1200 Victory Drive, Howell, Michigan, 48843 of a new 2019 Monroe custom tanker trailer for the total cost of \$106,134.00. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2019 Capital Equipment Purchase – Tractor Outfitting**

RC18-397 B. Fuller moved, R. Green seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from Truck & Trailer Specialties, Inc., 1200 Victory Drive, Howell, Michigan, 48843 of wet kit upfitting for an International HV613 truck chassis for the total cost of \$18,210.00. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2019 Managed Services Provider (MSP) – Dominant Systems Corporation**

RC18-398 B. Fuller moved, R. Green seconded that upon the recommendation of the Director of Finance and IT and the concurrence of the Managing Director, the Board hereby approves a Managed Services Provider contract for 2019 with Dominant Systems for a not to exceed amount of \$120,000.00. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Payroll & Bills for December 12, 2018**

RC18-399 B. Fuller moved, R. Green seconded the Board hereby approves Voucher 1028 totaling \$288,863.74 for payroll of December 12, 2018, and Voucher 10329 totaling \$2,833,180.26 in payment of bills for December 12, 2018. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**ACTION ITEMS****2019 Board Meeting Schedule**

RC18-400 R. Green moved, B. Fuller seconded the Board hereby adopts the 2019 Board Meeting Schedule (attached hereto and made part of these minutes), which will take place on the first and third Tuesday of each month at 1:00 p.m. in the Board Room at the Road Commission office at 555 N. Zeeb Road, Ann Arbor, Michigan. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2019 Working Session Schedule**

RC18-401 R. Green moved, B. Fuller seconded the Board hereby approves the 2019 Working Session Schedule (attached hereto and made part of these minutes) to be held at approximately 9:00 a.m. on the third Tuesday of each month in Conference Room No. 200 at the Road Commission office at 555 N. Zeeb Road, Ann Arbor, Michigan. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

## **2019 & 2020 Road Commission Appointments to WCP&RC, MTA and WATS**

RC18-402 R. Green moved, B. Fuller seconded the Board hereby appoints Commissioner Barbara Ryan Fuller to serve as Road Commission representative on the Washtenaw County Parks & Recreation Commission, Commissioner Rodrick Green to serve as Road Commission representative on the Michigan Township Association, and Commissioner Douglas E. Fuller to serve as Road Commission representative on the Policy Committee of the Washtenaw Area Transportation Study. These appointments are for the calendar years 2019/2020. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

## **REPORTS**

### **ROAD COMMISSIONER REPORTS**

#### **Commissioner Barb Fuller**

Commissioner Barb Fuller attended the following meetings:

- 12/5 County Board of Commissioners Holiday Reception
- 12/8 Border to Border Trail Ribbon Cutting Ceremony – M-52 at Werkner Road
- 12/11 Parks & Recreation Meeting - Commissioner Fuller provided a review of various fee simple and conservation easement purchases. In 2019, there will be a Parks and Recreation Working Session scheduled to discuss plans for an east side recreation center or alternative.

#### **Commissioner Rod Green**

Commissioner Rod Green attended the MEMCOG meeting on December 7, 2018.

#### **Commissioner Doug Fuller**

Commissioner Doug Fuller acknowledged the Salem Township Board Meeting on January 8, 2019 in which staff will make a presentation on the Chubb Road project. Commissioner Doug Fuller was invited to attend the York Township Board meeting also being held on January 8th.

### **MANAGING DIRECTOR'S REPORT**

Sheryl Siddall, Managing Director, stated that there will be a Public Hearing held at the Road Commission on January 8, 2019 at 1:00 p.m. regarding the Scully Road abandonment.

Sheryl Siddall distributed handouts for the Huron Waterloo Pathways initiative which show long term plans for B2B projects. Matt MacDonell, Director of Engineering, stated there will be a public meeting held January 9, 2019 at the Dexter Library at 6:30 p.m. regarding the next B2B segment project.

**OPERATIONS REPORT**

**Jim Harmon, Director of Operations**

- Jim Harmon provided a review of Operations projects for the remainder of 2018. The townships have agreed for the Road Commission to continue in 2019 with projects that were suspended due to the 2018 work stoppage.

**ENGINEERING REPORT**

**Matt MacDonell, Director of Engineering**

- Sharon Valley Road Bridge project, Manchester – Matt MacDonell reported that the contractor has dealt with the artesian condition and this project is moving forward.

**FINANCE & IT REPORT**

**Dan Ackerman, Director of Finance & IT**

**Finance Report**

- The budget is trending favorably.
- Staff is planning for the 2018 audit in late January/early February.
- Staff is preparing for annual physical inventory.

**IT Report**

- CMAQ Grant – staff is testing some audio visual products to improve A/V needs at the Road Commission.

**EXECUTIVE SESSION**

RC18-403 B. Fuller moved, R. Green seconded to enter Executive Session at approximately 1:38 p.m. to discuss Collective Bargaining.

ROLL CALL VOTE:

YEAS: D. Fuller, B. Fuller, R. Green

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC18-404 B. moved, R. Green seconded to exit Executive Session at approximately 2:11 p.m.

ROLL CALL VOTE:

YEAS: D. Fuller, B. Fuller, R. Green

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**TPOAM Contract Ratification**

RC18-405 B. Fuller moved, R. Green seconded to accept the ratification of the TPOAM contract for a three-year period effective December 18, 2018. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**ADJOURNMENT**

RC18-406 B. Fuller moved, R. Green seconded to adjourn the December 18, 2018 meeting at 2:13 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

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Douglas E. Fuller, Chair

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Sheryl S. Leibold Siddall, Deputy Clerk

Minutes Approved: \_\_\_\_\_

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