

**WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS**

555 North Zeeb Road, Ann Arbor, MI 48103

***Minutes of January 2, 2019***

Board Present: Road Commissioners Douglas Fuller, Rodrick Green

Board Absent: Commissioner Barb Fuller

Staff Present: S. Siddall, J. Harmon, M. MacDonell, D. Ackerman, C. Ryan

Others Present: R. Jannick, L. Moutinho

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

**APPROVAL OF AGENDA**

RC19-001 R. Green moved, D. Fuller seconded, to approve the agenda as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**ACCEPTANCE OF THE MINUTES**

RC19-002 R. Green moved, D. Fuller seconded, the Board hereby approves the Board Meeting Minutes of December 18, 2018 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

RC19-003 R. Green moved, D. Fuller seconded, the Board hereby approves the Executive Session Minutes of December 18, 2018 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**PUBLIC COMMENT**

No public comment.

**WRITTEN COMMUNICATIONS**

**ISSUED:** December 27, 2018  
**WHERE:** Moon Road and Bemis Road roundabout  
**TOWNSHIP:** York and Pittsfield  
**WHY:** DTE Facility Relocation  
**WHEN:** Thursday, December 27, 2018  
**CONTACT:** Mark McCulloch, Project Manager

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**ISSUED:** December 27, 2018  
**WHERE:** Intersection of Dexter-Pinckney Road and N. Territorial Road  
**WHY:** Traffic Signal Maintenance  
**WHEN:** Thursday, December 27, 2018  
**CONTACT:** Jeff Young, Signal Operation Engineer

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**RECEIVED:** December 19, 2018  
**FROM:** Adam Filar  
**WHY:** Email correspondence in support of Scully Road abandonment Commissioner Doug Fuller provided a response on December 20

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**ISSUED:** December 18, 2018  
**WHERE:** Washtenaw County Road Commission 55 N. Zeeb Road, Ann Arbor  
**WHY:** Public Hearing Notice – Abandoning portion of Scully Road  
**WHEN:** Tuesday, January 8, 2019  
**CONTACT:** Curtis Brochue, Right of Way Specialist

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**RECEIVED:** December 13, 2018  
**FROM:** Mercedes Broeseau  
**WHY:** Dead tree removal at 171 North Maple Road Sheryl Siddall, Managing Director, provided a response on December 19th

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**RECEIVED:** December 12, 2018  
**FROM:** Dawn & Willadeen Miles  
**WHY:** Boland Corridor Right of Way  
 Sheryl Siddall, Managing Director, provided a response on December 19th

**CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC19-004 R. Green moved, D. Fuller seconded the approval of the Consent Agenda for January 2, 2019 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2019 Local Matching Program**

RC19-005 R. Green moved, D. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the 2019 Local Matching Program. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Yard 1 Master Plan Update**

RC18-006 R. Green moved, D. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby accepts and files the Yard 1 master plan update as prepared by Hobbs + Black Architects and presented at its working session on August 21, 2018 as updated December 18, 2018. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Payroll & Bills for December 26, 2018**

RC18-007 R. Green moved, D. Fuller seconded the Board hereby approves Voucher 1030 totaling \$266,543.98 for payroll of December 26, 2018, and Voucher 10331 totaling \$1,485,077.34 in payment of bills for December 26, 2018. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**REPORTS****COUNTY COMMISSIONER REPORT**

County Commissioner Jamnick stated that she has requested to be reappointed as the County Liaison to the Road Commission and is awaiting a decision from the County Board.

**ROAD COMMISSIONER REPORTS****Commissioner Rod Green**

No report

**Commissioner Barb Fuller**

Not present.

### **Commissioner Doug Fuller**

Commissioner Doug Fuller commented that he was pleased that the road crews could spend Christmas at home with their families with quiet weather conditions.

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

Sheryl Siddall, Managing Director, reported that last month we received a communication from Michelle Deatrack regarding Scully Road. Sheryl Siddall and Emily Kizer, Communications Manager, are preparing a response to Michelle's communication.

Sheryl also reported that at the end of 2018, the legislature appropriated an additional \$114 million towards transportation. This should result in a little over \$1 million to the WCRC.

### **OPERATIONS REPORT**

#### **Jim Harmon, Director of Operations**

- Jim Harmon reported that with the more mild winter weather so far, this has resulted in lower winter maintenance costs to date which will put the Operations Department in a much better position for end of fiscal year 2019.

### **ENGINEERING REPORT**

#### **Matt MacDonell, Director of Engineering**

- Sharon Valley Road Bridge (Manchester) – crews are pouring the concrete and have dealt with the artesian conditions at this location. Once the abutment is cured, the beams are ready for delivery. After the beams are in place, this project will be on hold until the spring with more favorable weather.
- Matt MacDonell provided a list of Engineering projects to the Board through 2023.

### **FINANCE & IT REPORT**

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

#### **Finance Report**

- Dan Ackerman reported that the annual inventory counts for the Road Commission stock room took place today. We have inventory of about \$1.2 million dollars. Mr. Ackerman provided a review of what takes place during the annual inventory counts.
- The Plant and Moran auditors will be on site starting tomorrow for the annual audit.
- Dan Ackerman provided a review of year end activities in the Finance Department preparing for the annual audit.

**IT Report**

- The laptops have been received for the foreman. This is part of the SAW Grant.
- The IT Department is working on the 2018 IT Year End Review. This will be presented at the January working session.
- Chris Quinter, System Administrator, is ready to move forward with 2019 PC replacements for staff.

**Michigan Transportation Fund Receipts**

Dan Ackerman reported that the MTF for November 2018 is up about 11% and up about 8.6% for year.

**ADJOURNMENT**

RC19-008 R. Green moved, D. Fuller seconded to adjourn the January 2, 2019 meeting at 1:34 p.m. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

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Douglas Fuller, Chair

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Lyn Soderholm Siddall, Deputy Clerk

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

