WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS
555 North Zeeb Road, Ann Arbor, MI 48103
Minutes of December 5, 2017

Board Present: Road Commissioners Douglas Fuller, William McFarlane

Board Absent: Road Commissioner Barb Fuller

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

Others Present: R. Jamnick

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

APPROVAL OF AGENDA

RC17-416 McFarlane moved, D. Fuller seconded to approve the agenda as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

PUBLIC HEARING – Approval of the Road Commission 2018 Budget

Commissioner Doug Fuller opened the floor for the Public Hearing for the Approval of the Road Commission 2018 Budget.

Commissioner Doug Fuller closed the floor for the Public Hearing for Approval of the Road Commission 2018 Budget.

ACCEPTANCE OF THE MINUTES

RC17-417 McFarlane moved, D. Fuller seconded, the Board hereby approves the Board Meeting Minutes of November 21, 2017 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

RC17-418 McFarlane moved, D. Fuller seconded, the Board hereby approves the Working Session Minutes of November 21, 2017 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

WRITTEN COMMUNICATIONS

ISSUED: 11/29/17
WHEN: Wednesday, November 29, 2017
WHERE: Dixboro Road between 8 Mile Road and 7 Mile Road in Salem Township
WHY: Road Closure - Culvert Improvement
CONTACT: Kenneth Harris, Assistant Superintendent of Maintenance

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ISSUED: 11/20/17
WHEN: Tuesday, November 21, 2017
WHERE: Warren Road between Vorhies Road and Walden Drive in Superior Township
WHY: Road Closure - Culvert Improvement
CONTACT: Kenneth Harris, Assistant Superintendent of Maintenance

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ISSUED: 11/20/17
WHEN: Wednesday, November 22, 2017
WHERE: Five Mile Road between Nollar Road and North Territorial Road in Northfield Township
WHY: Road Closure – Culvert Replacement
CONTACT: Adam Lape, Assistant Superintendent of Maintenance

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC17-419 McFarlane moved, D. Fuller seconded the approval of the Consent Agenda for December 5, 2017 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

Border-to-Border Trail Agreement

RC17-420 McFarlane moved, D. Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the Border-to-Border Trail Huron River Drive West of Zeeb Road Agreement with the Washtenaw County Parks and Recreation Commission and authorizes the Chair and Managing Director to sign said Agreement for the project located in Scio Township. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

Oxcart Service Agreement

RC17-421 McFarlane moved, D. Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the Oxcart Permits Services Agreement and authorizes the Managing Director to sign said Agreement. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

Hazard Communication Program

RC17-422 McFarlane moved, D. Fuller seconded that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the attached Hazard Communication Program. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

Road Commission – 2017 Final Budget Amendments

RC17-423 McFarlane moved, D. Fuller seconded that upon the recommendation of the Director of Finance and the concurrence of the Managing Director, the Board hereby approves the 2017 year-end budget as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

Payroll & Bills for November 29, 2017

RC17-424 McFarlane moved, D. Fuller seconded the Board hereby approves Voucher 10274 totaling $279,422.39 for payroll of November 29, 2017, and Voucher 10275 totaling $700,604.99 in payment of bills for November 29, 2017. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

ACTION ITEMS

Road Commission 2018 Annual Budget

RC17-425 D. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Finance and the concurrence of the Managing Director, the Board hereby approves the Road Commission 2018 Annual Budget as presented. It is understood that the proposed 2018 budget supports 134 full-time equivalent positions.

Roll Call Vote:
YEAS: William McFarlane, Douglas Fuller
NAYS: 0
ABSENT: 1
ABSTAIN: 0
Motion Carried.

Worker's Compensation Policy – Non Union

RC17-426 D. Fuller moved, McFarlane seconded that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the attached Worker's Compensation Policy for Non Union Employees. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

Short Term Disability Policy – Non Union

RC17-427 D. Fuller moved, McFarlane seconded that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the attached Short-Term Disability Policy for Non Union Employees. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

Family Medical Leave Policy – Non Union

RC17-428 McFarlane moved, D. Fuller seconded that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the attached Family Medical Leave Policy for Non Union employees. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

REPORTS

County Commissioner's Report

No Report.

ROAD COMMISSIONER REPORTS

Commissioner Bill McFarlane

Commissioner McFarlane drove the new U.S. 23 Flex Route and stated MDOT did a nice job and traffic seems to be flowing smoothly.

Commissioner McFarlane stated that regarding the Lyndon Township Supervisor stating they do not have the funds to participate in the matching fund program, Commissioner McFarlane did not feel it would be equitable to provide benefits to one township if not provided to all townships regarding matching funds. Commissioner Doug Fuller concurred with Commissioner McFarlane's comments regarding this.

Commissioner Doug Fuller

Commissioner Doug Fuller will attend the MCRCSIP Board Meeting in Mt. Pleasant on Tuesday & Wednesday, December 6 and 7.

MANAGING DIRECTOR'S REPORT

STAFF REPORT – 11-13 to 11-26-17

Jim Harmon, Director of Operations

- Jim Harmon provided a review of the remaining projects to be completed for the 2017 season.

Northeast Service Center Update

Jim Harmon provided some photos of progress on the Northeast Service Center which is nearing completion.

Sheryl Siddall, Director of Engineering

- January letting – The Textile Road Project and the Mast Road and N. Territorial Roadside Safety Project will be in the January letting.
- The Harris Road projects will be in the February lettings.
- The Sharon Valley Bridge project will be in the February or March letting.
- Engineering is continuing to work on the Baker Road Roundabout projects. The plans are near completion.
- Staff is continuing the final push of permit work for 2017.

Michigan Transportation Fund Receipts (MTF)

Roy Townsend, Managing Director, reported that the October MTF was up nearly 56%. The new gas tax and increase in registration fees has contributed to the increased MTF funds.

ADJOURNMENT

RC17-429 McFarlane moved, D. Fuller seconded to adjourn the December 5, 2017 meeting at 1:38 p.m. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

Douglas E. Fuller

Douglas E. Fuller, Chair

Roy D. Townsend, Deputy Clerk

Minutes Approved: CLR