

**WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS**

555 North Zeeb Road, Ann Arbor, MI 48103

***Minutes of March 19, 2019***

Board Present: Road Commissioners Barbara Fuller, Rodrick Green

Board Absent: Road Commissioner Doug Fuller

Staff Present: S. Siddall, J. Harmon, M. MacDonell, D. Ackerman, C. Ryan, G. Streight,  
L. Purdy, M. McCulloch, T. Balkwell, L. Hackbarth, N. Peterson,  
L. Plesiewicz, C. McGregor, E. Kizer

Others Present: R. Jamnick, L. Moutinho

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

**APPROVAL OF AGENDA**

RC19-061 R. Green moved, B. Fuller seconded to approve the agenda as presented.  
Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**ACCEPTANCE OF THE MINUTES**

RC19-062 R. Green moved, B. Fuller seconded, the Board hereby approves the Board Meeting Minutes of March 5, 2019 as presented. Voice Vote: YEAS: 2 NAYS: 0  
ABSENT: 1 ABSTAIN: 0 Motion Carried.

**25 YEAR ANNIVERSARY RECOGNITION – Lawrence Plesiewicz**

The Board recognized and presented a gift to Larry Plesiewicz in recognition of his 25 years of service to the Road Commission.

**PUBLIC COMMENT**

Mr. Dan Woolf addressed the Board regarding road repair on Willis Road and Rawsonville Road and truck access to Augusta Township from US-23/I-94. Mr. Woolf also asked about fixing the pavement over the culvert at Willis Road half mile west of Tuttle Hill Road.

**WRITTEN COMMUNICATIONS**

**ISSUED:** March 5, 2019  
**WHERE:** Countywide  
**WHAT:** Seasonal Weight Restrictions – IN EFFECT  
**WHEN:** Friday, March 8, 2019 until further notice  
**CONTACT:** Mark McCulloch, Senior Project Manager – Permits

**CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC19-063 R. Green moved, B. Fuller seconded the approval of the Consent Agenda for March 19, 2019 as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Cavanaugh Lake Road Over Mill Creek – MDOT Contract No. 19-5048**

RC19-064 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Engineering/County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the MDOT-WCRC Contract document. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Ann Arbor Velo Club Bike Race**

RC19-065 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Engineering and the concurrence of the Managing Director, the Board hereby approves the closure of the following roads from 8:00 a.m. – 2:00 p.m. on the following Sundays, April 7th, 14th & 28th and May 5th & 19th of 2019 for the Ann Arbor Velo Club bike race training series:

- Highland Drive from Varsity Drive to Varsity Drive.
- Varsity Drive from Highland Drive to Highland Drive.

Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Automotive and Heavy Duty Battery Bid Extension**

RC19-066 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for Automotive and Heavy Duty Batteries as submitted by Rowerdink, Inc., 252 Airport Industrial Drive, Ypsilanti, Michigan 48198 for the period of April 1, 2019 through March 31, 2020. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Gasoline and Diesel Fuel Bid Extension**

RC19-067 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for gasoline and diesel fuels as submitted by Lenawee Fuels Inc., 4070 Allen Road, Tecumseh, Michigan 49286 for the period of April 1, 2019 through March 31, 2020. It is understood that the Detroit Market Area Oil Price Information Service ("OPIS") daily rack contract average will be the basis of pricing. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Nuts and Bolts Bid Extension**

RC19-068 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the option of extending the bid for nuts and bolts as submitted by Elkay Fastening Systems, 1804 Reed Avenue, Kalamazoo, Michigan 49001 for the period of April 1, 2019 through March 31, 2020. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Southeast Service Center Brine Storage Tank – Purchase Authorization**

RC19-069 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves and authorizes the purchase of one 12,750-gallon above ground horizontal brine storage tank for the Southeast Service Center from Palmer MFG. & Tank, Inc., of Garden City, Kansas 67846 in the total amount of \$54,435.00. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2019 Sharon Township Agreement**

RC19-070 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2019 Sharon Township Agreement with the Townships estimated share being \$18,762.78. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2019 Sharon Township Second Agreement**

RC19-071 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2019 Sharon Township Second Agreement with the Township's estimated share being \$101,619.78. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**2019 Pavement Marking Program Bids**

RC19-072 R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts the following qualified bids for the 2019 Pavement Marking Program Bids:

1. The qualified bid for Special Pavement Markings of \$76,085.00 from PK Contracting, Inc., 1965 Barrett Dr, Troy, MI, 48084, as submitted on March 11, 2019.
2. The qualified bid for Long Line Pavement Markings of \$494,951.86 from PK Contracting, Inc., 1965 Barrett Dr, Troy, MI, 48084, as submitted on March 11, 2019.
3. The qualified bid for Wet Reflective Pavement Markings of \$48,728.75 from PK Contracting, Inc., 1965 Barrett Dr, Troy, MI, 48084, as submitted on March 11, 2019.

Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**Payroll & Bills for March 6, 2019**

RC19-073 R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10340 totaling \$321,398.70 for payroll of March 6, 2019, and Voucher 10341 totaling \$1,777,097.50 in payment of bills for March 6, 2019. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**ACTION ITEMS**

**2018 Financial Report – Plante & Moran Presentation**

RC19-074 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Finance, and the concurrence of the Managing Director, the Board hereby accepts and files the 2018 Financial Report, as presented. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

**REPORTS**

**COUNTY COMMISSIONER REPORT**

No report.

## **ROAD COMMISSIONER REPORTS**

### **Commissioner Rod Green**

Commissioner Rod Green attended the SEMCOG meeting this week where Governor Whitmore spoke regarding the proposed 45 cent state gas tax.

### **Commissioner Barb Fuller**

Commissioner Barb Fuller attended the following meetings:

- 3/6 Dexter Township Annual Meeting
- 3/7 Ypsilanti Township Annual Meeting  
Board of Commissioners Working Session regarding Road Funding Sub Committee
- 3/11 Salem Township Annual Meeting  
Lima Township Annual Meeting
- 3/12 Parks and Recreation Meeting  
York Township Annual Meeting
- 3/13 CRA Annual Highway Conference
- 3/14 Parks & Recreation Working Session
- 3/18 Representative Ronnie Petersen's Town Hall Meeting at Ypsilanti Township  
regarding Road Funding

## **MANAGING DIRECTOR'S REPORT**

Sheryl Siddall stated that staff will be monitoring ongoing discussions on the 45 cent state gas tax proposed by the Governor. Sheryl stated that there is concern this gas tax heavily favors state roads only with 70% of the funding going towards MDOT/state trunkline roads. This increase would not fund the local road system.

## **OPERATIONS REPORT**

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

- Staff is presently working countywide on cold patching on paved roads, stone patching on the gravel road system and spot scraping where possible. The roads are degrading with the transitioning spring weather conditions. WCRC has rented two towable hot box systems plus one we own to warm up the cold patch to make it more flexible and easier to work with. MDOT is reimbursing us for this hot box system rental.
- Jim Harmon welcomed Charlie Underwood as a new mechanic for WCRC.

**ENGINEERING REPORT**

**Matt MacDonell, Director of Engineering**

- The bid opening was held for the Zeeb Road improvements with a low bid that will be recommended at the next Board meeting.
- Matt provided a review of tree removal taking place in several townships in preparation for the upcoming 2019 road projects.
- Sharon Valley Road Bridge Replacement – once seasonal weight restrictions are off, the bridge deck will be placed.
- Matt attended the CRA Highway Conference Engineering Committee meetings which discussed local bridge funding.

**FINANCE & IT REPORT**

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

**Finance Report**


- Staff is moving forward working on the 2019 first quarter budget review.
- Staff has been sending out 2019 invoices
- Dan reported that MDOT made a \$1 million-dollar over-payment in 2018 due to an error from the State Treasury. MDOT will be taking this money back which will show in adjustments in the 2019 budget.

**IT Report**

- IT is looking at other digital signage vendors that offer more capabilities.
- Staff is evaluating the Road Commission printers. A replacement program will be implemented for the printers

**ADJOURNMENT**

RC19-075 R. Green moved, B. Fuller seconded to adjourn the March 19, 2019 meeting at 1:32 p.m. Voice Vote: YEAS: 2 NAYS: 0 ABSENT: 1 ABSTAIN: 0 Motion Carried.

  
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 Douglas E. Fuller, Chair

  
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 Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved:                     CER