WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS
555 North Zeeb Road, Ann Arbor, MI 48103

Minutes of November 19, 2019

Board Present: Road Commissioners Doug Fuller, Barbara Fuller, Rod Green

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

Others Present: R. Jamnick

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

APPROVAL OF AGENDA

RC19-379  R. Green moved, B. Fuller seconded to approve the agenda as presented. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.

ACCEPTANCE OF THE MINUTES

RC19-380  B. Fuller moved, R. Green seconded to approve the Board Meeting Minutes of November 5, 2019 as presented. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.

RC19-381  B. Fuller moved, R. Green seconded to approve the Special Board Meeting Executive Session Minutes of November 8, 2019 as presented.

ROLL CALL VOTE:
YEAS:      D. Fuller, B. Fuller, R. Green
NAYS:      None
ABSENT:    None
ABSTAIN:   None
Motion Carried.

PUBLIC COMMENT

No public comment.
<table>
<thead>
<tr>
<th>Received Date</th>
<th>From</th>
<th>Why</th>
</tr>
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<tbody>
<tr>
<td>November 14, 2019</td>
<td>Pittsfield Township</td>
<td>Resolution of Support to maintain the WCRC current structure</td>
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<tr>
<td>November 14, 2019</td>
<td>Lima Township</td>
<td>Resolution of Support to maintain the WCRC current structure</td>
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<tr>
<td>November 14, 2019</td>
<td></td>
<td>Public Hearing regarding proposed abandonment of unimproved section of Prospect Road, east of Snow Road, south of Grove Road, Ypsilanti Township</td>
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<tr>
<td>November 14, 2019</td>
<td></td>
<td>Washkenaw County Road Commission, 555 N. Zeeb Road, Ann Arbor</td>
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<tr>
<td>November 8, 2019</td>
<td></td>
<td>Monday, December 16, 2019 at 2:00 p.m.</td>
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<tr>
<td>November 8, 2019</td>
<td>Curt Brochu, Right of Way Specialist</td>
<td></td>
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<tr>
<td>November 8, 2019</td>
<td>Pittsfield</td>
<td>Completion of concrete repairs – Ann Arbor-Saline Road re-opened</td>
</tr>
<tr>
<td>November 8, 2019</td>
<td>Ann Arbor-Saline Road between Waters Road/Lohr Road and I-94 ramps</td>
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<tr>
<td>November 8, 2019</td>
<td>Michele Ford, Project Manager</td>
<td></td>
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<tr>
<td>November 6, 2019</td>
<td></td>
<td>Thank you for the quality job collaborating with Lenawee and Monroe counties finishing Ridge Highway.</td>
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<td>November 6, 2019</td>
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<td>Intersection of Ridge Road, Hack Road and Westfall Road</td>
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<tr>
<td>November 6, 2019</td>
<td></td>
<td>York &amp; Milan Township (Monroe County)</td>
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<tr>
<td>November 4, 2019</td>
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<td>Completion of culvert replacement – Warren Road re-opened</td>
</tr>
<tr>
<td>November 4, 2019</td>
<td>Superior</td>
<td>Warren Road between Vorhies Road and Curtis Road</td>
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<td>November 4, 2019</td>
<td>Ken Harris, Superintendent</td>
<td></td>
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<tr>
<td>November 1, 2019</td>
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<td>Permit work – YCMA sewer repair – Textile Road closed</td>
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<tr>
<td>November 1, 2019</td>
<td>Ypsilanti</td>
<td>Between Whittaker Road and Tuttle Hill Road</td>
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<tr>
<td>November 1, 2019</td>
<td>John Posegay, Permits Coordinator</td>
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CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC19-382    R. Green moved, B. Fuller seconded the approval of the Consent Agenda for November 19, 2019 as presented. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.

Chelsea Hometown Holiday Light Parade – Road Closure

RC19-383    R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves the temporary closure of the following road on Saturday, December 7, 2019, for the Annual Chelsea Holiday Light Parade:

- Old US-12 from M-52 to Old Manchester Road - 5:45 p.m. to 7:45 p.m.

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

Managed Services Provider (MSP) – Professional Services Agreement

RC19-384    R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Finance and IT and the concurrence of the Managing Director, the Board hereby approves the MSP contract for 2020 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.

Managing Director Merit Pay

RC19-385    R. Green moved, B. Fuller seconded the Board hereby approves and authorizes use of the salary administration program for potential merit pay for the Managing Director based upon the Managing Director’s 2019 annual performance review and each future annual review. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.
2020 Seasonal Requirements Snow & Ice Control Abrasives Bid

RC19-386  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 accepts the low bid and second low bids for 2020 seasonal requirements of snow and ice control abrasives as submitted by Aggregate Industries LLC, 15215 Day Road, Dundee, MI 48131, Farmer & Underwood Trucking LTD, 7401 Rawsonville Road, Belleville, MI 48111, and Osburn Industries, 5850 Pardee Road, Taylor, MI 48180. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.

2020 Seasonal Requirements 22A Road Gravel Bid

RC19-387  R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board accepts the low bid and second low bids for 2020 seasonal requirements of limestone products as submitted by Farmer & Underwood Trucking LTD, 7401 Rawsonville Road, Belleville, MI 48111, Osburn Industries, 5850 Pardee Road, Taylor, MI 48180, and Stoneco 15203 S Telegraph Road, Monroe, MI 48161. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.

2020 Seasonal Requirements Limestone Products Bid

RC19-388  R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Operations, and the concurrence of the Managing Director, the Board accepts the low bid and second low bids for 2020 seasonal requirements of limestone products as submitted by Aggregate Industries LLC, 15215 Day Road, Dundee, MI 48131, Farmer & Underwood Trucking LTD, 7401 Rawsonville Road, Belleville, MI 48111, Osburn Industries, 5850 Pardee Road, Taylor, MI 48180, and Stoneco of Michigan, 15203 S Telegraph Road, Monroe, MI 48161. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.

Payroll & Bills for November 13, 2019

RC19-389  R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10376 totaling $278,940.17 for payroll of November 13, 2019, and Voucher 1077 totaling $2,022,548.47 in payment of bills for November 13, 2019. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0  Motion Carried.
COUNTY COMMISSIONER REPORT
No Report.

ROAD COMMISSIONER REPORTS
Commissioner Barb Fuller attended the following meetings:
11/6 Board of Commissioners Public Hearing regarding the WCRC structure.
11/8 WCRC Managing Director Annual Performance Evaluation.
11/12 Parks & Recreation Meeting.
11/13 Gender Equity Discussion Session with Gretchen Whitmer at the Washtenaw Golf Club.

Commissioner Rod Green
11/6 Spoke on behalf and in support of the current Road Commission structure at the BOC Public Hearing.
11/7 WCRC Annual Pancake Breakfast at the Washtenaw Farm Council Grounds.

Commissioner Doug Fuller
No report.

MANAGING DIRECTOR’S REPORT
Sheryl Siddall, Managing Director
- Sheryl commented on the new Communications Report that has been added to the Staff Report.
- Sheryl Siddall and Coy Vaughn, Parks & Recreation Director, will make a presentation to the Board of Commissioners on Thursday, November 21st at 6:30 p.m. at the Superior Township Hall on the 2019 current county millage and the renew/restore county millage from 2021 – 2024.

FINANCE & IT REPORT
Dan Ackerman, Director of Finance & IT

Finance Report
- Staff is focusing on the 2019/2020 budgets. The 2019/2020 budgets will be brought to the board for approval at the next board meeting on December 3rd.
- The Finance Department is sending year-end invoices out and ordering tax forms

IT Report
- Staff has been looking at implementing a disaster recovery plan for the IT equipment/servers. We currently have a 40-day backup capacity on our servers. The average backup is approximately six months.
OPERATIONS REPORT

Jim Harmon, Director of Operations

- Jim provided a construction workload sheet and a remaining work-to-be-done work sheet.
- Jim provided an update of the winter storm event on November 11th. Jim commented with the recent thawing, the dirt roads are deteriorating. There was $872,000 dollars spent on the November 11th winter storm event with 1,000 hrs. cumulative overtime and 4,036 tons of salt used.
- Jim reported there are continuing problems with distracted and aggressive driving while our drivers are performing work on the public roadways.

ENGINEERING REPORT

Matt MacDonell, Director of Engineering

- Ann Arbor/Saline Road – this project was completed in two weeks and Ann Arbor/Saline Road has been re-opened. The second part of this project will be scheduled in the spring of 2020.
- Saline/Milan Road Bridge – this project is complete, and the road has been re-opened.
- Chubb Road – this project has encountered a utility conflict. Work will resume in the spring 2020.
- Cavanaugh Lake Road Bridge – we are waiting for clearance from the railroad to enter into the railroad right of way to complete this project over the winter.

EXECUTIVE SESSION

RC19-390  B. Fuller moved, R. Green seconded to enter Executive Session at approximately 1:33 p.m. to discuss Right-of-Way Acquisitions for Parcel 3 and Parcel 5, Pontiac Trail at Seven Mile Road, Salem Township.

ROLL CALL VOTE:
YEAS: D. Fuller, B. Fuller, R. Green
NAYS: None
ABSENT: None
ABSTAIN: None
Motion Carried.
RC19-391  R. Green moved, B. Fuller seconded to exit Executive Session at approximately 1:49 p.m.

ROLL CALL VOTE:
YEAS:   D. Fuller, B. Fuller, R. Green
NAYS:   None
ABSENT: None
ABSTAIN: None
Motion Carried.

Pontiac Trail at Seven Mile Road, Salem Township, Parcel 3, Right of Way Acquisition
(Resolution to accept Amended Good Faith Offer)

RC19-392  B. Fuller moved, R. Green seconded

NOW, THEREFORE, BE IT RESOLVED that upon recommendation of the Director of Engineering/County Highway Engineer and concurrence of the Managing Director, the Board does hereby approve the administrative settlement amount of Two Thousand Five Hundred ($2,500.00) Dollars and amended good faith offer to acquire a public road easement upon a parcel of property referred to as the southeast corner of Pontiac Trail and 7 Mile Road with a corresponding Tax Identification Number of A-01-08-200-030, and further directs the Chair and Managing Director to execute the Amended Good Faith Offer of just compensation. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0 Motion Carried.

Pontiac Trail at Seven Mile Road, Salem Township, Parcel 5, Right of Way Acquisition
(Resolution of Estimated Just Compensation & Declaration of Taking)

RC19-393  R. Green moved, B. Fuller seconded

WHEREAS, this Board has reviewed the proposed Resolution Declaration of Taking and Resolution for Estimated Just Compensation necessary for acquisition of a public road easement and temporary grading permit upon a parcel of property commonly referred to as the northwest corner of Pontiac Trail and 7 Mile Road, and having a corresponding Tax Identification Number of A-01-07-100-016.

NOW, THEREFORE, BE IT RESOLVED that upon recommendation of the Director of Engineering/County Highway Engineer and concurrence of the Managing Director, the Board does hereby approve the attached Resolution of Declaration of Taking and Resolution for Estimated Just Compensation, required to take the easement and grading permit areas upon a parcel of property referenced as Vacant NWC Pontiac Trail at 7 Mile Road, Salem Township, Michigan, with a corresponding Tax Identification Number of A-01-07-100-016.
ADJOURNMENT

RC19-394  R. Green moved, B. Fuller seconded to adjourn the November 19, 2019 meeting at 1:54 p.m. Voice Vote: YEAS: 3  NAYS: 0  ABSENT: 0  ABSTAIN: 0 Motion Carried.

Douglas E. Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: Cer