

WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS

555 North Zeeb Road, Ann Arbor, MI 48103

Minutes of December 17, 2019

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

Staff Present: S. Siddall, J. Harmon, M. MacDonell, D. Ackerman, C. Ryan, S. Ackerman, E. Kizer, C. Brochue, H. Cardenas, M. McCulloch, A. Held, L. Hackbarth, T. Balkwell, C. Quinter, M. Livsey, N. Murphy, N. Peterson, M. McCulloch

Others Present: L. Moutinho, R. Jamnick, G. Dill, J. Fee, U. Huff, J. Westman, J. Scharf, D. Troyka

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

APPROVAL OF AGENDA

RC19-407 R. Green moved, B. Fuller seconded to approve the agenda as presented with one item removed from the Consent Agenda. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ACCEPTANCE OF THE MINUTES

RC19-408 B. Fuller moved, R. Green seconded to approve the Board Meeting Minutes of December 2, 2019 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

RC19-409 B. Fuller moved, R. Green seconded to approve the Executive Session Minutes of December 2, 2019 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

25 YEAR ANNIVERSARY RECOGNITION – Daniel Ackerman

The Board recognized Daniel Ackerman, Director of Finance & IT for his 25 years of dedicated service to the Road Commission.

PUBLIC COMMENT

No public comment received.

WRITTEN COMMUNICATIONS

RECEIVED: 12/12/19
FROM: Udo Huff
WHY: Correspondence regarding a flooding issue at his residence on Whitmore Lake Road

RECEIVED: 12/9/19
FROM: Freedom Township
WHY: Resolution of Support to maintain current structure of the Road Commission

ISSUE DATE: 12/02/19
WHEN: Starting Wednesday, December 4, 2019
WHERE: Huron River Drive between Main Road and Zeeb Road
TOWNSHIP: Scio Township
WHY: Non-motorized bridge delivery
CONTACT: Michele Ford, (734) 327-5552, or via email at fordm@wcroads.org

ISSUE DATE: 12/09/19
WHEN: Starting the week of December 9, 2019
WHERE: The Dexter Viaduct Railroad bridge over Island Lake Road between Dexter Drive and Dexter-Chelsea Road
TOWNSHIP: Border of Webster and Scio Townships
WHY: Railroad work on the bridge
CONTACT: Ryan Hoensheid, Bridge Engineer, MDOT Office of Rail, (517) 290-6300, or via email at hoensheidr@michigan.gov.

MDOT ADVISORY

ROAD: Island Lake Road
DATES: 10 a.m., Friday, Dec. 13, 2019 thru Tuesday, Dec. 17th @ 2:00p.m. (estimated completion date)
PROJECT: Amtrak has been contracted by the Michigan Department of Transportation (MDOT) to perform preventive maintenance work on the Dexter viaduct railroad bridge over Island Lake Road. The contractor will install concrete netting along the top edge of the viaduct bridge next to the railroad tracks.

COMMISSIONER AND STAFF FOLLOW UP TO PUBLIC COMMENT

None.

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC19-410 R. Green moved, B. Fuller seconded the approval of the Consent Agenda for December 17, 2019 as presented with the removal of item #6 – Miller Road Bridge/Roundabout at Miller Road and Wagner Road – Final Plans. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

2020 Signal Network Modernization (CMAQ) Project – Final Plans

RC19-411 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 approves the final plans, specifications, and estimate at \$1,018,116 for the 2020 Signal Network Modernization project and authorizes the County Highway Engineer to sign the title sheet. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Street Sweeping Services – Bid Extension

RC19-412 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 street sweeping services contract for 2020 and 2021 as submitted by G&M Enterprises, 19614 West Eight Mile Road, Southfield, Michigan 48075. Voice vote. YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Countywide Hot Mix Asphalt Resurfacing Program – 2020 Contract Extension

RC19-413 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 2020 countywide hot mix asphalt resurfacing program contract extension as proposed by Cadillac Asphalt LLC, 1785 Rawsonville Road, Belleville, Michigan, 48158. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

2020 Capital Equipment Purchase – Camel Maxxx 12 Yard Sewer and Catch Basin Cleaner

- RC19-414 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 purchase from North River Truck & Trailer Inc. of Mt. Clemens, Michigan through the HGACBuy purchasing program Contract #SC01-18 for a 2018 Camel Maxxx 12 yard sewer and catch basin cleaner for the total cost of \$368,312.00. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

MDOT Traffic Signal Cost Agreements

- RC19-415 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 and authorizes the Managing Director to sign the Michigan Department of Transportation Cost Agreements for Traffic Signal Controls at M-17 (Washtenaw) @ Dalton & Glendale Hills Drive and US-12 @ Wiard Road, agreeing to the conditions set forth in the MDOT Cost Agreement for Traffic Signal Control. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

WCBOC/WCRC Resolution

- RC19-416 R. Green moved, B. Fuller seconded that upon the recommendation of the Managing Director, the Board hereby approves the Resolution Describing the Steps to be Taken by the Washtenaw County Road Commission and Washtenaw County Board of Commissioners Regarding Tree Removal, Herbicide Use, Communication with the Public, and the Relationship Between the Bodies, and Pledging to Finalize these Steps with a Memorandum of Understanding on or before January 31, 2020 and authorizes the Chair to sign the resolution with the Washtenaw County Board of Commissioners. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

2020 Board Meeting Schedule

- RC19-417 R. Green moved, B. Fuller seconded the Board hereby adopts the 2020 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 Main Office at 555 N. Zeeb Road, Ann Arbor, Michigan. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

2020 Working Session Schedule

RC19-418 R. Green moved, B. Fuller seconded the Board hereby approves the 2020 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 at the Road Commission Main Office at 555 N. Zeeb Road, Ann Arbor, Michigan. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Payroll & Bills for December 11, 2019

RC19-419 R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10380 totaling \$269,588.24 for payroll of December 11, 2019, and Voucher 10381 totaling \$2,299,016.63 in payment of bills for December 11, 2019. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ACTION ITEM**Proposed Change in Use and External Alterations of the Western Service Center – Request for Written Approval**

Jim Harmon, Director of Operations introduced Jason Lee and Sean O'Hare who provided a presentation of the proposed change in use and external alterations of the Western Service Center to include 911 dispatch and an Emergency Operations Center. This project is anticipated to be completed by November of 2020.

RC19-420 B. Fuller moved, R. Green seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, in accordance with the ground lease dated July 27, 2009 for the Western Service Center located at 705 N. Zeeb Road, the Board approves the written request dated November 20, 2019 from the Washtenaw County Office of Infrastructure Management on behalf of the Washtenaw County Emergency Communications Center to modify the use of the Western Service Center to include 911 dispatch and an Emergency Operations Center on the lower level and to construct external alterations to the leased property including necessary generators, satellite dish, a 100-foot emergency communications tower, an 8' privacy fencing enclosure, and two roof top units to supplement the HVAC system serving the lower level. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Cold Storage Barn Upgrades – Bid

Jim Harmon, Director of Operations, provided a review of the Cold Storage Barn Upgrades at the Chelsea Yard and Manchester Yard.

RC19-421 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 Managing Director to sign the contract with Lyon Mechanical, 30100 South Hill Road, for cold storage barn upgrades at the Chelsea Yard and Manchester Yard at a total cost of \$103,476.85. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

REPORTS**COUNTY COMMISSIONER REPORT**

County Commissioner Ruth Ann Jamnick wished everyone a Merry Christmas and Happy New Year.

ROAD COMMISSIONER REPORTS**Commissioner Barb Fuller attended the following meetings:**

- 12/10 Parks & Recreation monthly meeting. The County Park fee increases were proposed and approved. The last County Park increase was in 2013. There were six conservation easements approved.
- 12/16 Commissioner Fuller attended the US-12 Improvements Public Meeting. Commissioner Fuller stated that the meeting was very well attended. There was a great deal of interest in sidewalks within this project area and outside the service area. It was explained that funds cannot go outside the project area. There was concern about continuity of bus service. Representative Ronnie Peterson was a very good host for this meeting.

Commissioner Rod Green:

Commissioner Rod Green attended the Southeast Council of Governments meeting last Thursday. Commissioner Green attended the US-12 Improvements Public Meeting and complimented staff for handling this meeting very well.

Commissioner Doug Fuller:

Commissioner Doug Fuller also attended the US-12 Improvements Public Meeting. Representative Peterson expressed there should be additional outreach to residents within this project area.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

Chat with the Road Commission Sessions

Sheryl Siddall stated that these sessions will be held from 11:45 a.m. to 12:45 p.m. prior to each board meeting beginning the first Board meeting in January 2020. These sessions do not replace the Public Comment period at each board meeting. Sheryl provided a review of guidelines for the Chat with the Road Commission sessions.

FINANCE & IT REPORT

Dan Ackerman, Director of Finance & IT

Finance Report

- Staff is monitoring the budget closely which is trending very well.
- Year-end invoices have been processed.
- Staff is preparing for annual inventory

OPERATIONS REPORT

Jim Harmon, Director of Operations

- The crews are performing a lot of routine road maintenance.
- Jim provided the board a project overview sheet for the 2019 construction season.

ENGINEERING REPORT

Matt MacDonell, Director of Engineering

- Matt thanked the Board for their support in attending the US-12 Improvements Public Meeting.
- Textile Road & Woodland Road Roundabout – the agreement with the City of Saline was slightly modified. There is an agreement. There will be a Public Information meeting scheduled closer to the beginning of construction after school is out for the year.

CLOSED SESSION

Miller Road Improvements – Right of Way Acquisitions & Pontiac Trail & Seven Mile Road Roundabout Project – Right of Way Acquisition – Legal Update

- RC19-422 B. Fuller moved, R. Green seconded to enter Closed Session at approximately 2:07 p.m. pursuant to Section 8 of the Open Meetings Act for the purposes of:
- a) Considering acquisition of an interest in real property for the Miller and Wagner Roads roundabout and the Miller Road Bridge over Honey Creek under Section 8 (d) of the Open Meetings Act.
 - b) Consulting with counsel under Sections 8 (d) and 8 (e) of the Open Meetings Act regarding settlement of the pending condemnation action against Chestnut Development, LLC, Washtenaw County Circuit Court Case No. 19-1263-CC, involving the Pontiac Trail and Seven Mile Road roundabout which discussion could have a detrimental financial effect on the litigating or settlement position of this body if conducted in an open meeting; and
 - c) Consulting with counsel under Section 8 (e) of the Open Meetings Act regarding the status of pending litigation in the Pontiac Trail Paving and Pathway Project, Washtenaw County Circuit Court Case Nos. 19-1018-CC, 19-1019-CC, and 19-1020-CC, which discussion would have a detrimental financial effect on the litigating or settlement position of this body if conducted in an open meeting.

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

- RC19-423 B. Fuller moved, R. Green seconded to exit Executive Session at approximately 2:58 p.m.

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

Miller Road Bridge over Honey Creek, Scio Township Parcel B-1, 3751 Miller Road, Right of Way Acquisition

RC19-424 B. Fuller moved, R. Green seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and concurrence of the Managing Director, the Board hereby approves the acquisition of a 0.026 acre public road easement and a 0.11 acre grading permit from the owners, Michael L. Bolt and Barbara E. Bolt, husband & wife, upon a parcel of property commonly known as 3751 Miller, Scio Township, Michigan, and referred to as Tax Parcel Number H-08-14-100-020, in the amount of \$3,765 dollars and further directs the Chair and Managing Director to execute the counter offer to the Good Faith Offer of Just Compensation, as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Miller Road at Wagner Road Intersection Project, Scio Township Parcel R-5, 2425 N. Wagner Road, Right of Way Acquisition

RC19-425 R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and concurrence of the Managing Director, the Board hereby approves the acquisition of a 0.008 acre public road easement and a 0.010 acre grading permit from the owner, Jonathan Glawe, upon a parcel of property commonly known as 2425 N. Wagner Road, Scio Township, MI, being the northwest corner of Miller Road at Wagner Road and referred to as Tax Parcel Number H-08-14-405-004, in the amount of \$3,925.00 dollars and further directs the Chair and Managing Director to execute the counter offer to the Good Faith Offer of Just Compensation, as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

Miller Road at Wagner Road Intersection Project, Scio Township Parcel R-9, 3453 Miller Road, Right of Way Acquisition

RC19-426 B. Fuller moved, R. Green seconded that upon the recommendation of the County Highway Engineer/Director of Engineering and concurrence of the Managing Director, the Board hereby approves the acquisition of a 0.005 acre public road easement and a 0.018 acre grading permit from the owner, Deborah Buffington, upon a parcel of property commonly known as 3453 Miller Road, Scio Township, MI, being the southeast corner of Miller Road at Wagner Road and referred to as Tax Parcel Number H-08-13-300-033, in the amount of \$2,755.00 dollars and further directs the Chair and Managing Director to execute the counter offer to the Good Faith Offer of Just Compensation, as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

ADJOURNMENT

RC19-427 R. Green moved, B. Fuller seconded to adjourn the December 17, 2019 meeting at 3:02 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: _____

DRAFT