

## **Washtenaw County Board of Road Commissioners**

555 North Zeeb Road, Ann Arbor, MI 48103

### **Virtual Board Meeting Minutes of April 21, 2020**

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green

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

Others Present: Ruth Ann Jamnick, County Commissioner – District 5, Sue Shink, County Commissioner – District 2

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

#### Roll Call Vote of Attendance

Doug Fuller, Chair  
Barb, Vice Chair  
Rod, Member  
Sheryl Siddall, Managing Director  
Matt MacDonell, Director of Engineering  
Jim Harmon, Director of Operations  
Dan Ackerman, Director of Finance & IT

A moment of silence was recognized to honor all the first responders battling the Coronavirus and people who have lost their lives to this virus.

#### **APPROVAL OF AGENDA**

RC20-093 R. Green moved, B. Fuller seconded to approve the agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

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## ACCEPTANCE OF THE MINUTES

RC20-094 B. Fuller moved, R. Green seconded to approve the Board Meeting Minutes of April 7, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## PUBLIC COMMENT

No public comment.

## WRITTEN COMMUNICATONS

WHEN: April 16, 2020

WHERE: Dancer Road between Dexter-Chelsea Road and Beach Road

TOWNSHIP: Dexter

WHY: Emergency railroad work – Amtrak will close Dancer Road

CONTACT: Larry Pridemore, Traffic Control Designer, (304) 993-8293,  
email at [lpridemore@roadsafetraffic.com](mailto:lpridemore@roadsafetraffic.com).

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ISSUE DATE: April 16, 2020

WHEN: Starting Monday, April 20, 2020

WHERE: Pleasant Lake Road between Steinbach Road and Zeeb Road

TOWNSHIP: Freedom and Lodi

WHY: Road resurfacing – delays are likely due to lane restrictions.

CONTACT: Mark McCulloch, senior project manager – permits, (734) 327-6679,  
email at [mccullochm@wcroads.org](mailto:mccullochm@wcroads.org)

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ISSUE DATE: April 14, 2020

WHAT: Virtual Zoom Meeting – Carpenter Road Construction Project

WHEN: Wednesday, April 22, 2020, 10 a.m.

WHERE: Online: <https://bit.ly/wcrcprojectmeeting>

By Touchtone Phone: (929) 205-6099, Meeting ID: 879 2332 8754

WHY: Carpenter Road between Ellsworth Road and Packard Road –  
resurfacing project

TOWNSHIP: Pittsfield Township

CONTACT: Aaron Berkholz, senior project manager, (734) 327-6648,  
[berkholza@wcroads.org](mailto:berkholza@wcroads.org).

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ISSUE DATE: April 13, 2020  
WHEN: Starting Monday, April 20, 2020  
WHERE: 8 Mile Road between Pontiac Trail and Tower Road  
TOWNSHIP: Salem  
WHY: Road resurfacing project  
CONTACT: Mike Bernbeck, project manager, (734) 327-6659,  
[bernbeckm@wcroads.org](mailto:bernbeckm@wcroads.org)

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ISSUE DATE: April 6, 2020  
WHY: Email Advisory – WCRC to hold Virtual Board Meeting April 7, 2020

### **COMMISSIONER AND STAFF FOLLOW UP TO PUBLIC COMMENT**

No response, no public comment.

### **CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC20-095 R. Green moved, B. Fuller seconded the approval of the Consent Agenda for April 21, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

### **2020 Local Bridge Funding Applications**

RC20-096 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 submittal of five (5) applications to the Local Bridge Program to seek funding for the following bridges:

1. Str 10968 Willis Road over Paint Creek (On-System Replacement Funding)
2. Str 11015 Jerusalem Road over Mill Creek (On-System Replacement Funding)
3. Str 10972 Tyler Road over Willow Run (On-System Structure Removal)
4. Str 10987 Dexter-Chelsea Road (On-System Rehabilitation – Superstructure Replacement)
5. Bundle of bridges for Preventative Maintenance:
  - a. Str 10990 Sharon Hollow Road over River Raisin (On-System PM)
  - b. Str 11003 Whittaker Road over Stony Creek (On-System PM)

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- c. Str 10983 Plymouth Road over Fleming Creek (On-System PM)
- d. Str 11004 Whittaker Road over Paint Creek (On-System PM)
- e. Str 11005 Whittaker Road over Paint Creek (On-System PM)

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

### **2020 Manchester Township Agreement**

RC20-097 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 2020 Manchester Township Agreement with the Township's estimated share being \$25,292.70.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

### **2020 Sharon Township Agreement**

RC20-098 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 2020 Sharon Township Agreement with the Township's estimated share being \$18,762.78.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**2020 Ypsilanti Township Agreement**

RC20-099 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 2020 Ypsilanti Township Agreement with the Township's estimated share being \$5,847.93.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Miller Road @ Wagner Road Roundabout and Miller Road Bridge – MDOT Contract No. 20-5118**

RC20-100 R. Green moved, B. Fuller seconded that upon the recommendation of the County Highway Engineer / Director of Engineering, and the concurrence of the Managing Director, the Board hereby approves the MDOT Contract No. 20-5118 and authorizes the Chair and Managing Director to sign the contract for the Miller Road at Wagner Road Roundabout and Miller Road Bridge project.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Carpenter Road – Construction Zone Temporary Traffic Control Order**

RC20-101 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 a Temporary Construction Zone Traffic Control Order (TCO) to reduce the speed limit on Carpenter Road, from Ellsworth Road to Packard Road, to 35 mph for the duration of the construction project.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Parker Road – Temporary Traffic Control Order**

RC20-102 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 a Temporary Traffic Control Order (TCO) suspending the “No Through Trucks” restriction on Parker Road, from Pleasant Lake Road to Scio Church Road for the duration of the Pleasant Lake Road resurfacing project.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Non-Union Wages**

RC20-103 R. Green moved, B. Fuller seconded that upon the recommendation of the Human Resources Manager, and with the concurrence of the Managing Director, the Board hereby approves the following wage increase for non-union employees:

2020: Three percent (3%) across the board increases effective April 23, 2020.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Payroll & Bills for April 15, 2020**

RC20-104 R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10398 totaling \$274,112.16 for payroll of April 15, 2020, and Voucher 10399 totaling \$1,375,453.31 in payment of bills for April 15, 2020.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## **REPORTS**

### **COUNTY COMMISSIONERS REPORTS**

#### **County Commissioner Shink**

- The County is continuing to protect our residents during the Coronavirus crisis and is in the process of working on a plan to reopen services that have been shut down with a lot of staff working remotely.
- Commission Shink asked that workers please be careful when performing boom mowing to not damage older trees.
- The Health Department will be asking community leaders to make short videos of themselves staying home and being safe.
- Road Commissioner Doug Fuller asked what the County is doing to help the homeless. Sue Shink responded that the County is doing everything they can for the homeless. The Red Roof Inn on Plymouth Road has two floors dedicated for the homeless that need to be quarantined. There are also churches the homeless can go to. Commissioner Shink stated that more work is being done to also help entire families that are homeless.
- In two weeks, the County Health Department will be providing an update at a Working Session on what they have been doing during the Coronavirus crises.

#### **County Commissioner Ruth Ann Jamnick**

Commissioner Jamnick thanked staff for everything that they do.

### **ROAD COMMISSIONER REPORTS**

#### **Commissioner Barb Fuller:**

April 14, 2020 Parks & Recreation Commission Virtual Meeting Update:

- Stabler Farm Multi-Purpose Building discussion – inclusion of environmental sustainability features throughout the building was encouraged.
- An update by the YMCA for the proposed East Side Recreation Center is expected in May.
- Parks & Recreation is exploring various contingency scenarios for the summer season to encompass programming, staffing and financial impact from the Coronavirus situation.

#### **Commissioner Rod Green:**

- Commissioner Rod Green along with Commissioners Doug Fuller and Barb Fuller attended the Dexter Township virtual meeting for discussion on Dexter Township local road projects.
- Commissioner Green will attend the SEMCOG virtual meeting on Thursday, April 23rd.

## **MANAGING DIRECTOR'S REPORT**

### **Sheryl Siddall, Managing Director**

Sheryl Siddall thanked the Washtenaw County Board of Commissioners for approving the ballot language for the county road and non-motorized millage.

Sheryl stated that she has been interacting with County staff throughout this pandemic and thanked the County for all their help and leadership. They have been very responsive to any questions the Road Commission has had.

## **ENGINEERING REPORT**

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

- Ann Arbor-Saline Road/Wagner Road Project – this project is continuing to progress. The curb will be poured this week. Matt explained the scope of work for this project. The existing intersection is a three-legged intersection. A roundabout design was evaluated but given the right of way impact and the cost, the preferred alternative is a signalized intersection. The northbound traffic will have an auxiliary right turn lane onto Ann Arbor-Saline Road to keep traffic flowing.
- Chubb Road Project – this project is progressing. Dan's Excavating is making good headway despite less than ideal spring weather conditions.
- County-Wide Resurfacing – As asphalt plants open up the end of April/early May, we have a large list of primary road resurfacing projects.
- Carpenter Road between Ellsworth Road and Packard Road – this resurfacing project will start the beginning of May. There will be a virtual Public Information meeting on Wednesday, April 22<sup>nd</sup>.

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

- Operations is working with the townships on agreements for the 2020 Local Road Program.
- Primary road projects are underway:
  - Work has begun this week on Eight Mile Road between Tower Road and Pontiac Trail. This is a county millage funded pulverization and resurfacing project.
  - Haul Route Improvement Project on Pleasant Lake Road between Zeeb Road and Steinbach Road is underway.
  - Later this year a county millage funded resurfacing project will begin on Pleasant Lake Road from Zeeb Road to Ann Arbor-Saline Road.
- Willis Road between Bunton Road and Rawsonville project will begin next week. This is a County Millage funded asphalt resurfacing project.



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- Development is continuing on our 2020 sealcoat program of 105 miles of county primary road and will also include local road sealcoating.
- Operations is preparing for this year's limestone/gravel program.

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

**FINANCE REPORT**

- Finance will submit for Board approval the First Quarter Budget adjustments at the next Board Meeting on May 5th.
- Staff is working on finalizing the Act 51 report. Dan has not heard that MDOT is providing any extensions on submitting this report.
- The Office of Commission Audit for MDOT has advised that they will be performing an audit for the 2018 MDOT state trunkline contract. Dan is in the process of providing documents required for this audit.

**ADJOURNMENT**

RC20-105 R. Green moved, B. Fuller seconded to adjourn the April 21, 2020 meeting at 1:36 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

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Douglas E. Fuller, Chair

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Sheryl Soderholm Siddall, Deputy Clerk

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