

Washtenaw County Board of Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

Virtual Board Meeting Minutes of May 5, 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; Peter Psarouthakis, Sharon Township Supervisor

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

Roll Call Vote of Attendance

Doug Fuller, Chair
Barb Fuller, Vice Chair
Rod Green, 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

RC20-106 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

RC20-107 B. Fuller moved, R. Green seconded to approve the Board Meeting Minutes of April 21, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

RC20-108 R. Green moved, B. Fuller seconded to approve the Board Working Session Minutes of April 21, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

PUBLIC COMMENT

County Commissioner Ruth Ann Jamnick expressed continued thanks to all the WCRC staff for their work to keep us moving forward.

WRITTEN COMMUNICATONS

RECEIVED: 04/30/20

FROM: Barbara Schmid

WHY: Thank you for extra road maintenance on Hashley Road

ISSUE DATE: 04/28/20

WHEN: Thursday, April 30, 2020

WHERE: 8 Mile Road between Pontiac Trail and Tower Road

TOWNSHIP: Salem Township

WHY: 8 Mile Road re-opened - Completion of road improvement project

CONTACT: Mike Bernbeck, project manager, (734) 327-6659, bernbeckm@wcroads.org

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ISSUE DATE: 04/29/20
WHEN: Monday, May 4, 2020
WHERE: M-52 north of the Green Lake Campground between Waterloo Road and North Territorial Road - Chelsea
WHY: Pedestrian tunnel installation - M-52 closed
CONTACT: Aaron Jenkins, MDOT Office of Communications, 517-243-9075, JenkinsA10@Michigan.gov

ISSUE DATE: 04/29/20
WHEN: Monday, May 4, 2020
WHERE: Carpenter Road between Ellsworth Road and Packard Road
TOWNSHIP: Pittsfield
WHY: Road resurfacing
CONTACT: Aaron Berkholz, senior project manager, (734) 327-6648, berkholza@wcroads.org

ISSUE DATE: 04/28/20
WHEN: Thursday, April 30, 2020
WHERE: Ellsworth Road between Hewitt Rd and Michigan Avenue
TOWNSHIP: Ypsilanti
WHY: Road resurfacing
CONTACT: James Hui, (734) 327-6660, huij@wcroads.org

ISSUE DATE: 04/27/2020
WHEN: Wednesday, May 20, 2020, 10 a.m. - Project Virtual Meeting
Online: <https://bit.ly/wcrcprojectmeeting>
By Touchtone Phone: (929) 205-6099, Meeting ID: 879 2332 8754
WHERE: Pontiac Trail and 7 Mile Road Roundabout
TOWNSHIP: Salem
WHY: Virtual construction information meeting to discuss the Pontiac Trail and 7 Mile Road Roundabout Project scheduled to begin in June
CONTACT: Mark McCulloch, senior project manager, (734) 327-6679, mccullochm@wcroads.org

ISSUE DATE: 04/23/20
WHEN: Friday, April 24, 2020
WHERE: 6 Mile Road between Curtis Road and Currie Road
TOWNSHIP: Salem
WHY: Shoulder work in preparation for a chip seal project.
CONTACT: Mike Bernbeck, bernbeckm@wcroads.org, (734) 327-6654.

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ISSUE DATE: 04/21/2020
WHEN: Project Virtual Meeting, Tuesday, May 12, 2020, 10 a.m.
Online: <https://bit.ly/wcrcprojectmeeting>
By Touchtone Phone: (929) 205-6099, Meeting ID: 879 2332 8754
WHERE: Textile Road and Woodland Drive
WHY: Virtual Meeting on Roundabout Project
CONTACT: Michele Ford, project manager, (734) 327-6652, fordm@wcroads.org.

ISSUE DATE: 04/21/20
WHEN: Tuesday, April 21, 2020
WHERE: Old US-12, over unnamed tributary, between Carolina Trace and Braeburn Circle
Little Lake Drive, over tributary to Honey Creek, between Eagle Pointe Drive and Haeussler Court in Scio Township
Parkland Plaza, over tributary to Honey Creek, between Eagle Pointe Drive and Little Lake Drive in Scio Township
WHY: Structural deterioration – reduced load rating on the following structures due to structural deterioration:
CONTACT: Nate Murphy, bridge engineer, at (734) 327-6647 or murphyn@wcroads.org.

ISSUE DATE: 04/20/20
WHEN: Monday, April 27, 2020
WHERE: Willis Road between Bunton Road and Rawsonville Road
TOWNSHIP: Augusta
WHY: Road resurfacing – Willis Road Closed
CONTACT: Mike Bernbeck, project manager, bernbeckm@wcroads.org, (734) 327-6654.

ISSUE DATE: 04/20/20
WHEN: Tuesday, April 21, 2020
WHERE: Pontiac Trail between Sutton Road and Earhart Road
TOWNSHIP: Northfield
WHY: Shoulder Work
CONTACT: Mike Bernbeck, bernbeckm@wcroads.org, (734) 327-6654.

ISSUE DATE: 04/16/20
WHEN: Friday, April 17, 2020
WHERE: Dennison Road over a tributary to the Saline River between Day Road and Mooreville Road
TOWNSHIP: York
WHY: Structural deterioration of culvert – Dennison Road closed
CONTACT: Nate Murphy, bridge engineer, murphyn@wcroads.org, (734) 327-6647.

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COMMISSIONER AND STAFF FOLLOW UP TO PUBLIC COMMENT

Commissioner Rod Green also thanked all the WCRC staff for all their efforts to keep things moving forward.

CONSENT AGENDA

The items approved on the Consent Agenda are as follows:

RC20-109 R. Green moved, B. Fuller seconded the approval of the Consent Agenda for May 5, 2020 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Augusta Township Agreement

RC20-109 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 Augusta Township Agreement with the Township's estimated share being \$18,143.44.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Dexter Township Agreement

RC20-110 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 Dexter Township Agreement with the Township's estimated share being \$14,531.22.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Freedom Township Agreement

RC20-111 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 Freedom Township Agreement with the Township's estimated share being \$64,658.54.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Pittsfield Township Second Agreement

RC20-112 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 Pittsfield Township Second Agreement with the Township's estimated share being \$716,353.00.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Salem Township Agreement

RC20-113 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 Salem Township Agreement with the Township's estimated share being \$16,577.19.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Salem Township Second Agreement

RC20-114 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 Salem Township Second Agreement with the Township's estimated share being \$406,702.19.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Scio Township Agreement

RC20-115 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 Scio Township Agreement with the Township's estimated share being \$17,377.32.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Superior Township Agreement

RC20-116 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 Superior Township Agreement with the Township's estimated share being \$19,498.47.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Webster Township Agreement

RC20-117 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 Webster Township Agreement with the Township's estimated share being \$23,139.33.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 York Township Agreement

RC20-118 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 York Township Agreement with the Township's estimated share being \$15,245.43.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 York Township Second Agreement

RC20-119 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 York Township Second Agreement with the Township estimated share being \$125,400.00. It is understood that approval of this agreement is contingent upon removal by York Township of the No Truck restriction on Mooreville Road between Ridge Road and Stony Creek Road.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Oberun Road Closure

RC20-120 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 intermittent closure of Merritt Road between Stony Creek Road and Munger Road Friday, June 26, 2020 for the Oberun 5K Run from 6:30 p.m. - 7:30 p.m., subject to Road Commission road closure permit conditions and requirements.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2020 Run Scream Run Road Closure

RC20-121 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 approves the intermittent closure of Merritt Road between Stony Creek Road and Munger Road Saturday, October 10, 2020 for the Run Scream Run race from 8:30 a.m. - 9:30 a.m., subject to Road Commission road closure permit conditions and requirements.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Monarch Estates Road Improvement Agreement

RC20-122 R. Green moved, B. Fuller seconded that upon the recommendation of the Director of Engineering/County Highway Engineer and concurrence of the Managing Director, the Board hereby approves and authorizes the Managing Director to sign the Road Improvement Agreement between the Washtenaw County Road Commission and SE Michigan Land Holding LLC in connection with the development of a 22-unit housing community located on Platt Road north of Textile Road, Section 22 of Pittsfield Township. The agreement will provide a center left turn lane for Platt Road to the entrance of Monarch Estates Condominiums.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Hewitt Road Pedestrian Crossing – Ypsilanti Agreement

RC20-123 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 and authorizes the Chair and Managing Director to sign the Ypsilanti Township agreement for the construction and relocation of the Hewitt Road pedestrian crossing at Burns Avenue to Harding Avenue and a Traffic Control Device agreement for the maintenance of the crossing for an estimated cost of \$79,185.00.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Ann Arbor-Saline Road and Wagner Road – Purchase Order Requisition

RC20-124 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 and authorizes the Chair and Managing Director to sign the Purchase Order Requisition for traffic signal items related to the intersection improvement project at Ann Arbor-Saline Road and Wagner Road in Lodi Township for \$57,487.40.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Ann Arbor-Saline Road and Pleasant Lake Road – Purchase Order Requisition

RC20-125 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 and authorizes the Chair and Managing Director to sign the Purchase Order Requisition for traffic signal items related to the intersection improvement project at Ann Arbor-Saline Road and Pleasant Lake Road in Lodi Township for \$65,131.57.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Geddes Road and Prospect Road - Purchase Order Requisition

RC20-126 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 and authorizes the Chair and Managing Director to sign the Purchase Order Requisition for traffic signal items related to the intersection improvement project at Geddes Road and Prospect Road in Superior Township for \$57,929.47.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

2019 Financial Report

RC20-127 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 2019 Financial Report, as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Payroll & Bills for April 29, 2020

RC20-128 R. Green moved, B. Fuller seconded the Board hereby approves Voucher 10400 totaling \$269,072.45 for payroll of April 29, 2020, and Voucher 10401 totaling \$394,714.83 in payment of bills for April 29, 2020.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

ACTION ITEMS

Wagner Road and Waters Road Safety Project, Parcel 9 – Right-of-Way Acquisition

RC20-129 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 0.278 acre or 12,078 square foot public road from the owner, Larry Swisher, upon a parcel of property commonly known as 3433 S. Wagner Road, Lodi Township, MI, being the southeast corner of Wagner Road and Waters Road and referred to as Tax Parcel Number M-13-12-200-017, in the amount of Ten Thousand (\$10,000.00) Dollars, and further directs the Chair and Managing Director to execute the counter offer to the Good Faith Offer of Just Compensation, as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

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2020 First Quarter Budget

Dan Ackerman, Director of Finance & IT – with all info we have currently, staff did not feel any additional budget adjustments were needed at this time from the budget that was provided to the board at the last working session on April 21, 2020.

RC20-130 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 approves the 2020 First Quarter Budget amendments as presented.

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

No report.

County Commissioner Ruth Ann Jamnick

County Commissioner Jamnick thanked WCRC staff for getting us through trying times. The ongoing efforts of WCRC staff speaks to the quality of people working at the Road Commission and she is very grateful for them.

ROAD COMMISSIONER REPORTS

Commissioner Doug Fuller

Commissioner Fuller requested that discussion on the Tree Replacement Plan take place after the two new Road Commissioners are on board. The Board agreed to this request.

Commissioner Barb Fuller:

- April 27th – Attended the Ann Arbor Township virtual annual meeting. This virtual meeting went very well.
- The next Parks & Recreation Meeting will be a virtual meeting held on Tuesday, May 12th at 2:00 p.m.

Commissioner Rod Green:

- April 27th - attended the SEMCOG virtual meeting of the Executive Committee. There was a lot of discussion on the Coronavirus and the economy.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- The latest Michigan Transportation Funds Receipts is starting to reflect a reduction that we have been expecting due to the COVID-19 situation.
- There will be two new Road Commissioners appointed on May 20th at next County Board of Commissioners meeting. The Road Commission will welcome them and begin the introductory process.
- The County Board approved the ballot language for the county roads and non-motorized path millage. There will be a meeting next Thursday, May 14th for local elected officials on what the millage plan is and educational tools available for them to share with their residents.

ENGINEERING REPORT

Matt MacDonell, Director of Engineering

- Matt MacDonell provided a review of the Federal and Non-Federal Aid project list.
- Ann Arbor-Saline Road and Wagner Road – concrete paving is taking place today. A signal will also be installed at this intersection.
- Chubb Road – paving is scheduled for tomorrow and Thursday.
- Ellsworth Road - paving has taken place. The next paving location will be Forest Avenue.
- Carpenter Road between Ellsworth Road and Packard Road – crews are doing preparation work for this resurfacing project which will begin next week.
- Miller Road and Wagner Road roundabout project and Miller Road bridge project - The bids were received through the MDOT bid process. The project bids came in high. The estimate was approximately \$1.8 million dollars. The low bid was Fonson Company at \$2.2 million, roughly a 24% overage. The overage was mainly on the bridge side of this project. Staff is recommending MDOT award this contract to Fonson Company.
- Textile Road/Woodland Drive – there will be a virtual Public Information Meeting on May 12th at 10:00 a.m.
- Pontiac Trail at 7 Mile Road Roundabout Project – there will be a preconstruction meeting this week. This project is scheduled to start in mid-June.
- Cavanaugh Lake Road Culvert Project – this project is scheduled to start construction after July 4th.

Jim Harmon, Director of Operations

- Crews very busy with routine maintenance.
- There has been a lot of work on the annual township agreements.

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- Operations Department is estimating a total construction value of \$11.4 million dollars. The total estimated township construction cost for this season is \$3.2 million dollars with the township cost share being \$1.8 million.
- County millage projects
 - 8 Mile Road between Pontiac Trail and Tower Road – Cadillac Asphalt has completed the resurfacing and the road is reopened.
 - Willis Road between Bunton Road and Rawsonville Road – resurfacing is underway, Willis Road remains open to traffic.
 - Lohr Circle in Pittsfield Township – is being milled and paved tomorrow.
 - Pleasant Lake Road between Zeeb Road and Ann Arbor-Saline Road – milling and paving will take place later this year. The crews are working on drainage improvements.
 - Pontiac Trail from Joy Road to Dixboro Road – this is a longer chip seal project.
- Road Commission Funded Primary Projects
 - Six Mile Road from Chubb Road to Pontiac Trail – asphalt wedging was completed over the weekend in preparation for seal coating.
 - The Operations Department is working with the Engineering Department that secured an all-season haul route on Pleasant Lake Road between Zeeb Road and Steinbach Road. The paving is completed, aggregate shoulders are being placed. The road is open to traffic
- The Heavy Equipment Crew and our Shop participated in equipment orientation on new seal coating equipment.
- The Dust Control Program is getting underway countywide.
- Stamford Road Project – This is a permit project of a failing sanitary sewer. Matt MacDonell, Director of Engineering, stated that we are working with Superior Township under permit. There have been issues with dewatering. The sanitary line is at a deeper depth. A consultant is monitoring this daily waiting for the ground water to recede to make this repair.

Dan Ackerman, Director of Finance & IT

FINANCE REPORT

- Michigan Transportation Funds Receipts (MTF) – the MTF for March compared to last year was down about 10% which is for half a month of when the stay at home order took effect. Dan stated that he fully expects the April MTF to be more than a 10% decrease. We received some revised estimates from the state of Michigan. Dan stated that he disagrees with these estimates because they are only estimating a 1% decrease from the previous year which he feels is overly optimistic. Dan stated that he feels the Road Commission is in a good place on our budget for MTF.

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- The 2019 Act 51 Report was submitted on time.
- Dan will be attending a virtual applicant meeting at 2:00 today with representatives from the State of Michigan and FEMA representative to discuss the COVID-19 situation and potential reimbursement by FEM of any COVID-19 related expenses.

ADJOURNMENT

RC20-131 R. Green moved, B. Fuller seconded to adjourn the April 21, 2020 meeting at 1:44 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

Douglas E. Fuller, Chair

Sheryl Soderholm Siddall, Deputy Clerk

Minutes Approved: _____