

## Washtenaw County Board of Road Commissioners

555 North Zeeb Road, Ann Arbor, MI 48103

### Virtual Board Meeting Minutes of June 16, 2020

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, Rodrick Green, Gloria Llamas, Jo Ann McCollum

Staff Present: S. Siddall, M. MacDonell, J. Harmon, D. Ackerman, C. Ryan, E. Kizer, C. Quinter, T. Feazel, A. Lape, J. Mann, T. Lobbestael, M. Livsey, K. Harris, M. Bernbeck

Others Present: Ruth Ann Jamnick, County Commissioner – District 5; Sue Shink, County Commissioner – District 2; Cathy Harmon; Heather Harmon; Holly Harmon; Matt Harmon

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

#### Roll Call of Attendance

Doug Fuller, Chair  
Barb Fuller, Vice Chair  
Rod Green, Member  
Gloria Llamas, Member  
Jo Ann McCollum, Member  
Sheryl Siddall, Managing Director  
Matt MacDonell, Director of Engineering/County Highway Engineer  
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

RC20-168 R. Green moved, B. Fuller seconded to approve the agenda as presented.

#### Roll Call Vote:

YEAS: B. Fuller, R. Green, D. Fuller, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## **ACCEPTANCE OF THE MINUTES**

RC20-169 B. Fuller moved, J. McCollum seconded to approve the Board Meeting Minutes of June 2, 2020 as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, D. Fuller, G. Llamas, J. McCollum

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## **25 YEAR ANNIVERSARY RECOGNITION – JAMES D. HARMON**

The Board recognized James D. Harmon. At the Washtenaw County Road Commission, we realize that our employees are our greatest asset, and we are delighted to honor Jim Harmon's dedicated service and commitment to this organization. In 1994 Jim started his road commission career as a civil engineer, departing in 1995 to pursue his master's degree, returning a year and a half later. In November 1999, Jim was promoted to permits supervisor and then promoted to assistant director of engineering in February 2003. Jim then changed departments with a promotion to director of operations in July 2007, the role in which he currently serves. Jim oversees the operational aspects of WCRC including road and highway maintenance, buildings and grounds upkeep and equipment maintenance. In his time as director of operations, Jim has transformed the department into a highly professional part of our organization built upon the expertise of staff, development of best practices and implementation of technology. Jim is a valued member of our senior management team and his continued contributions are vital for WCRC to continue to be successful in meeting our stated mission, vision, and guiding principles.

In appreciation for his 25 years of service as the director of operations, assistant director of engineering, permits supervisor and civil engineer, we present to James D. Harmon, our appreciation and a gift. We say thank you for your hard work and dedication.

## **PUBLIC COMMENT**

No public comment.

June 16, 2020

**WRITTEN COMMUNICATONS**

**ISSUE DATE:** June 10, 2020  
**WHEN:** Thursday, June 11, 2020  
**WHERE:** McCartney Avenue between Grove Road and Lakeview Avenue  
**TOWNSHIP:** Ypsilanti  
**WHY:** McCartney Avenue closed between Grove Road and Lakeview Avenue – DTE Gas Utility Project  
**CONTACT:** John Posegay, permits coordinator, (734) 327-6679, [posegayj@wccroads.org](mailto:posegayj@wccroads.org)

---

**ISSUE DATE:** June 10, 2020  
**WHEN:** Wednesday, June 10, 2020  
**WHERE:** Intersection of Ann Arbor-Saline Road and Wagner Road  
**TOWNSHIP:** Lodi  
**WHY:** Ann Arbor-Saline Road reopened. Completion of intersection improvement project

---

**ISSUE DATE:** June 9, 2020  
**WHEN:** Wednesday, June 10, 2020  
**WHERE:** Park Road at Cedar Ridge Drive  
**TOWNSHIP:** Scio  
**WHY:** Park Road closed - DTE permitted utility work  
**CONTACT:** John Posegay, permits coordinator, (734) 327-6679, [posegayj@wccroads.org](mailto:posegayj@wccroads.org)

---

June 16, 2020

**ISSUE DATE:** June 9, 2020  
**WHEN:** Wednesday, June 10, 2020  
**WHERE:** Marshall Road, Wing Meadows Subdivision, Parkland Plaza and Aprill Drive  
**TOWNSHIP:** Scio  
**WHY:** Preventative maintenance – chip seal – one day road closures

- Marshall Road, paved section east of Baker Road
- Wing Meadows Subdivision (Wing Drive and Harold Circle)
- Parkland Plaza, south of Jackson Road
- Aprill Drive, south of Jackson Road

**CONTACT:** Ken Harris, superintendent of maintenance, (734) 327-6696 or via email at [harrisk@wcroads.org](mailto:harrisk@wcroads.org)

---

**ISSUE DATE:** June 8, 2020  
**WHEN:** Tuesday, June 9, 2020  
**WHERE:** Huron River Drive between Zeeb Road and the City of Ann Arbor limits  
**WHY:** Preventative maintenance – chip seal – one day road closure  
**CONTACT:** Ken Harris, superintendent of maintenance, (734) 327-6696 or via email at [harrisk@wcroads.org](mailto:harrisk@wcroads.org)

---

**ISSUED DATE:** June 4, 2020  
**WHEN:** Monday, June 8, 2020  
**WHERE:** N. Territorial Road between Donovan Road and Webster Church Road AND Webster Church Road between Joy Road and North Territorial Road  
**WHY:** Preventative maintenance – chip seal – one day road closure  
**CONTACT:** Ken Harris, superintendent of maintenance, (734) 327-6696 or via email at [harrisk@wcroads.org](mailto:harrisk@wcroads.org)

---

**ISSUE DATE:** 06/04/20  
**WHEN:** Monday, June 8, 2020  
**WHERE:** Prospect Road, just north of Geddes Road  
**TOWNSHIP:** Superior  
**WHY:** Culvert replacement  
**CONTACT:** Adam Lape, superintendent of maintenance, (734) 327-6697, or via email at [lapea@wcroads.org](mailto:lapea@wcroads.org)

---

June 16, 2020

**ISSUE DATE:** 06/04/20  
**WHEN:** Wednesday, June 10, 2020  
**WHERE:** Intersection of Pontiac Trail and 7 Mile Road  
**TOWNSHIP:** Salem  
**WHY:** Roundabout construction – Intersection of Pontiac Trail and 7 Mile Road closed  
**CONTACT:** Mark McCulloch, senior project manager, (734) 327-6679, or via email at [mccullochm@wcroads.org](mailto:mccullochm@wcroads.org)

---

**ISSUE DATE:** June 3, 2020  
**WHEN:** Thursday, June 4, 2020  
**WHERE:** Whitmore Lake Road between Barton Drive and North Territorial Road  
**TOWNSHIP:** Ann Arbor and Northfield Townships.  
**WHY:** Preventative maintenance chip seal – one day road closure  
**CONTACT:** Ken Harris, superintendent of maintenance, (734) 327-6696 or via email at [harrisk@wcroads.org](mailto:harrisk@wcroads.org)

---

**ISSUE DATE:** June 3, 2020  
**WHEN:** Monday, June 8, 2020  
**WHERE:** Dorset Avenue between US-12 and Tyler Road AND Tyler Road between Dorset Avenue and Wiard Road  
**TOWNSHIP:** Washtenaw  
**WHY:** Road resurfacing  
**CONTACT:** Mike Bernbeck, (734) 327-6654, [bernbeckm@wcroads.org](mailto:bernbeckm@wcroads.org)

---

**RECEIVED:** County Road Association Self-Insurance Fund – Call for Board of Trustees Correspondence

June 16, 2020

## **CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

RC20-170 R. Green moved, G. Llamas seconded the approval of the Consent Agenda for June 16, 2020 as presented.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

## **Retirement Resolution of Public Service – John D. Posegay**

RC20-171 R. Green moved, G. Llamas seconded

WHEREAS, John D. Posegay has served as a valuable, full-time employee of the Washtenaw County Road Commission from August 2, 1993 through June 24, 2020; and has elected to retire on June 24, 2020 to enjoy time with his family and friends; and

WHEREAS, John D. Posegay has provided over 27 years of knowledge and experience as a Mechanic Assistant Permits Coordinator and Permits Coordinator, which has greatly benefited the Road Commission, the citizens of Washtenaw County and the traveling public; and

WHEREAS, in having provided 27 years of faithful and valuable service to the Washtenaw County Road Commission, best wishes are extended for his future endeavors.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**2020 Dexter Township Third Agreement**

RC20-172 R. Green moved, G. Llamas 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 Third Agreement with the Township's estimated share being \$35,100.00.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**2020 Lima Township Second Agreement**

RC20-173 R. Green moved, G. Llamas seconded that upon the recommendation of the Director of Engineering/County Highway Engineer and Director of Operations, and with the concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and the Managing Director to sign the 2020 Lima Township Second Agreement with the understanding that award of contracted services is contingent upon Lima Township review and approval of the qualified low bid for contracted services.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**2020 Superior Township Second Agreement**

RC20-174 R. Green moved, G. Llamas 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 Second Agreement with the Township's estimated share being \$78,767.47.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Platt Road Greenway Phase 2 – Pittsfield Township Agreement**

RC20-175 R. Green moved, G. Llamas 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 Chair and Managing Director to sign the Agreement with Pittsfield Township for the Platt Road Greenway Phase 2 project located in Pittsfield Township.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

**Payroll & Bills for June 10, 2020**

RC20-176 R. Green moved, G. Llamas seconded that the Board hereby approves Voucher 10406 totaling \$285,288.77 for payroll of June 10, 2020, and Voucher 10407 totaling \$1,552,229.90 in payment of bills for June 10, 2020.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried

**ACTION ITEMS**

**Michigan County Road Commission Self-Insurance Pool (MCRCSIP) Board of Directors At-Large Representatives Ballot – 2020**

RC20-177 B. Fuller moved, R. Green seconded the Board hereby votes for Lester Livermore, Mackinac County Road Commission and Brett Laughlin, Ottawa County Road Commission, to serve on the Michigan County Road Commission Self-Insurance Pool Board of Directors as At-Large Representatives.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.



## **REPORTS**

### **COUNTY COMMISSIONERS REPORTS**

#### **County Commissioner Sue Shink**

County Commissioner Sue Shink reported that as of June 15<sup>th</sup> Washtenaw County has re-opened all services with social distancing measures in place.

### **ROAD COMMISSIONER REPORTS**

#### **Commissioner Doug Fuller**

Commissioner Doug Fuller stated that the Miller Road Bridge/Roundabout project virtual meeting was very well run.

Commissioner Doug Fuller also observed that the Wagner Road/Ann Arbor Saline Road Intersection improvements look very good.

#### **Commissioner Barb Fuller**

- June 9, 2020 Parks & Recreation Commission Meeting
  - Public Comment: There was concern regarding the Jack Smiley Preserve Wetland Mitigation Project in Superior Township being utilized by a for-profit company.

Updates:

- Staebler Farm County Park – the new proposed building design is an all-electric building to lower the carbon footprint of the Park
- Summer Camps – are being reinvented to accommodate COVID-19 guidelines; there will be largely virtual activities; food distribution remains a priority.
- Highland Preserve/Superior Township – approved a request for a utility easement to relocate a Clark Road sanitary pump station.
- East Side Recreation Support Request – Renewed a 3-year commitment (2020, 2021, 2022) for Rutherford Pool, Parkridge Community Center and Ypsilanti Senior Center (\$90,000 total = \$30,000 x 3 programs x 3 years)

Barb Fuller has been appointed to SEMCOG's Legislative Policy Committee

#### **Commissioner Rod Green**

6/18 Will attend the Roads Funding Subcommittee meeting and the General Assembly SEMCOG meeting the same afternoon.

#### **Commissioner Jo Ann McCollum**

6/10 Attended the Miller Road Bridge & Roundabout information meeting.

Commissioner McCollum as a new Road Commissioner, attended several Road Commission orientations with WCRC staff members that was very helpful.

June 16, 2020

### **Commissioner Gloria Llamas**

- 6/8 Met with Sheryl Siddall to go through the Commissioner's Guide
- 6/10 Attended the Miller Road Bridge Project Meeting.
- 6/11 Met with Matt MacDonell, Director of Engineering that was very informative.
- 6/11 Attended a SEMU Webinar about what's new in assessment management.
- 6/15 Met with Dan Ackerman, Director of IT & Finance and Sheryl Siddall, Managing Director for orientation information that was very helpful.

### **MANAGING DIRECTOR'S REPORT**

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

Sheryl provided a brief explanation of the County Road Association Self-Insurance Fund (CRASIF) and the Michigan County Road Commission Self-Insurance Pool (MCRCSIP). Sheryl will invite Gayle Cummings, MCRCSIP Administrator, to come do a presentation to the Road Commission on what it means to be a member of MCRCSIP. Sheryl will also arrange for the administrator of CRASIF to come to the Road Commission to do a presentation.

2021-2024 County-Wide Road and Non-Motorized Millage – Sheryl stated that we continue to make headway on this. Staff will bring the Roads Funding Subcommittee up to date on the millage efforts at their meeting on Thursday. Sheryl made a presentation last night to the Ann Arbor City Council on the four-year millage. The Ann Arbor City Council approved a resolution of support for the County-Wide Road and Non-Motorized Millage.

On Wednesday, June 17<sup>th</sup> at 11:00 a.m. there will be a public information meeting for the County-Wide Road and Non-Motorized Millage.

#### **ENGINEERING REPORT – Matt MacDonell, Director of Engineering**

- Matt extended his congratulations to Jim Harmon for his 25 years of service at the Road Commission. Matt also congratulated John Posegay, WCRC Permits Coordinator on his retirement from WCRC as of June 24, 2020.
- The Ann Arbor-Saline Road/Wagner Road intersection is open. The signal is on and functioning.
- Pontiac Trail/Seven Mile Road Roundabout Project has begun.
- Carpenter Road Resurfacing Project – crews are making good progress.
- Prospect Road, Superior Township – paving is taking place today.

June 16, 2020

- The contractor will close Textile Road at Woodland Drive next week for a roundabout project.
- Miller Road Project – there will be a preconstruction meeting tomorrow. The contractor will begin work after the 4<sup>th</sup> of July holiday.
- Cavanaugh Lake Road project – this project will begin after the 4<sup>th</sup> of July holiday.

#### **OPERATIONS REPORT – Jim Harmon, Director of Operations**

- The Local Road Program is underway including drainage improvements and gravel/limestone resurfacing. Contract services are ongoing with our asphalt resurfacing program.
- Operations is coordinating with Engineering for the State Road project from the roundabout at Ellsworth Road to Old State Road near Walmart. This resurfacing project will begin in a few weeks in partnership with Pittsfield Township.
- Chip Seal Program is underway. We will finish Phase I of the Chip Sealing program as of today with roads proximate to our main yard on Zeeb Road. The roads will be prepared for fog sealing. Phase II of the Chip Seal Program is around the Chelsea area.
- Gravel Resurfacing Program – gravel resurfacing of Wellwood Road in Manchester will be complete as of today.
- Limestone Resurfacing is taking place in Scio Township.

#### **FINANCE & IT REPORT – Dan Ackerman, Director of Finance & IT**

- Dan Ackerman provided a review of the County Road Association Self-Insurance Fund (CRASIF) Premium History and the Michigan County Road Commission Self-Insurance Pool (MCRCMIP) Premium History.
- Public Act 202 requires Governmental entities to report Pension and OPEB funding levels. WCRC has been submitting this information each year.

June 16, 2020

**ADJOURNMENT**

RC20-178 B. Fuller moved, R. Green seconded to adjourn the June 16, 2020 meeting at 2:07 p.m.

Roll Call Vote:

YEAS: B. Fuller, R. Green, G. Llamas, J. McCollum, D. Fuller

NAYS: None

ABSENT: None

ABSTAIN: None

Motion Carried.

\_\_\_\_\_  
Douglas E. Fuller, Chair

\_\_\_\_\_  
Sheryl Boderholm Siddall, Deputy Clerk

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

DRAFT