

Washtenaw County Board of County Road Commissioners

555 North Zeeb Rd, Ann Arbor, MI 48103

Board Meeting Minutes of August 15, 2023

Board Present: Road Commissioners Barbara Fuller – Chair, Rodrick Green – Vice Chair, Gloria Llamas, Jo Ann McCollum

Board Absent: Jeff Smrz

Staff Present: D. Ackerman, M. Ford, K. Harris, B. Houle, A. Lape, J. Mann, T. Oliphant, N. Peterson, C. Quinter, B. Schlack, S. Siddall, E. Smith

Others Present: D. Bauer, N. Galehouse, K. Jones, J. Kendall, C. Lyte – County Commissioner, J. Saksewski, C. Sanders – County Commissioner, C. Swenson, (3) virtual attendees with no username

The meeting was called to order at 1:01 p.m. by Barbara Fuller, Chair. The Pledge of Allegiance was recited.

Roll Call of Attendance:

Barbara Fuller, Chair – present
Rodrick Green, Vice Chair – present
Gloria Llamas, Member – present
Jo Ann McCollum, Member – present
Jeff Smrz, Member – absent
Sheryl Siddall, Managing Director – present
Brent Schlack, Assistant Director of Engineering – present
Adam Lape, Director of Operations – not present for roll call vote
Dan Ackerman, Director of Finance & IT – present

APPROVAL OF AGENDA

RC23-237 J. McCollum moved; R. Green seconded to approve the agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

ACCEPTANCE OF MINUTES

RC23-238 R. Green moved; J. McCollum seconded to approve the Board Meeting minutes of August 1, 2023 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

RC23-239 J. McCollum moved; G. Llamas seconded to approve the Working Session minutes of August 1, 2023 as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

PUBLIC COMMENT

No public comment.

WRITTEN COMMUNICATIONS

Meeting Notices

- [Board Meeting: August 15, 2023](#)
- [Special Meeting: August 14, 2023](#)
- [Special Meeting: August 15, 2023](#)

Project Updates

- [Project Update: Making Progress! \(8/8\)](#)
- [Project Update: Paving the Pathway! \(8/7\)](#)
- [Project Update: Project Complete \(8/9\)](#)
- [Project Update: Project Postponed to 2024 \(8/1\)](#)
- [Project Update: Safety Improvements Planned for 2024 \(7/26\)](#)
- [Project Update: Taking Shape \(8/2\)](#)

Road Work Advisories

- [Daytime Road Closure: Scio Church Rd \(Scio Twp\) \(8/3\)](#)
- [Daytime Road Closure: Scio Church Rd \(Scio Twp\) \(8/2\)](#)
- [Lane Restrictions: Carpenter Rd \(Pittsfield Twp\)](#)
- [Lane Restrictions: Enterprise Dr \(Scio Twp\)](#)
- [Lane Restrictions: Jackson Rd Bridge \(Lima Twp\)](#)
- [Lane Restrictions: N. Territorial Rd \(Webster Twp\)](#)
- [Road Closure with Detour: Dexter Townhall Rd \(Dexter Twp\)](#)
- [Road Closure with Detour: Fahrner Rd \(Sylvan Twp\)](#)
- [Road Closure with Detour: Mooreville Rd \(York Twp\)](#)
- [Road Closure: Scio Church Rd \(Lodi & Scio Twps\)](#)
- [Road Reopened: Scio Church Rd \(Lodi & Scio Twps\)](#)
- [Weekly Road Work Schedule](#)

Other Communications

TO: Barb Fuller
FROM: State of Michigan Department of Transportation
SUBJECT: 2023 Act 51 Certification

COMMISSIONER AND STAFF FOLLOW-UP TO PUBLIC COMMENT

No public comment.

CONSENT AGENDA

RC23-240 G. Llamas moved; R. Green seconded to approve the consent agenda as presented.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

2023 Augusta Township – Second Agreement

RC23-241 G. Llamas moved; R. Green 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 2023 Augusta Township Second Agreement with the Township estimated share being \$155,000.00.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

2023 Overband Crack Filling – Bid Extension

RC23-242 G. Llamas moved; R. Green 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 overband crack filling contract through 2024 as submitted by National Highway Maintenance, PO Box 5315, Akron, Ohio 44334.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

2023 Scio Township – Agreement Amended

RC23-243 G. Llamas moved; R. Green 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 2023 Scio Township Amended Agreement with the Township estimated share being \$495,060.00.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

Payroll & Bills for August 2, 2023

RC23-244 G. Llamas moved; R. Green seconded; that the Board hereby approves Voucher 10570 totaling \$344,239.32 for payroll of August 2, 2023, and Voucher 10571 totaling \$2,356,238.59 for payment of bills for August 2, 2023.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

Managing Director Final Candidate

RC23-245 R. Green moved; G. Llamas seconded; the Board hereby authorizes the Human Resources Manager to negotiate a contract of employment with the recommended final candidate, Matt MacDonell and approves a proposed salary range of \$145,000 to \$175,000 for 2023 as well as potential merit pay in accordance with the Salary Administration Program.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

REPORTS

COUNTY COMMISSIONER REPORTS

County Commissioner Crystal Lyte

Absent at this point in the meeting.

County Commissioner Caroline Sanders

No report.

ROAD COMMISSIONER REPORTS

Commissioner Barb Fuller

8/2 Participated in the Wednesday Chat Session, with one attendee.

8/3 Attended the Washtenaw Area Transportation Study (WATS) working session where the urban and rural area boundaries were considered. Brent Schlack, assistant director of engineering, and Michele Ford, civil engineer, were present.

8/7 Attended the County Road Association (CRA) Southeast Council meeting hosted by WCRC.

8/9 Participated in a Zoom meeting regarding the prospective 2024 ballot question to renew and restore the Four-Year Roads and Non-Motorized Millage. In attendance, were Sheryl Siddall, managing director, Matt MacDonell, director of engineering, Justin Hodge, Board of Commissioners (BOC) chair, Greg Dill, county administrator for Washtenaw County, Coy Vaughn, director of the Washtenaw County Parks and Recreation Commission (WCPARC), and Ashley Hall, BOC communications and operations manager.

8/14-8/15 Participated in the special meetings to interview candidates and make recommendation for the next WCRC managing director.

Commissioner Rod Green

8/4 Commissioner Green was reappointed to the Transportation Coordinating Council of the Southeast Michigan Council of Governments (SEMCOG).

Commissioner Gloria Llamas

Viewed the virtual public information meeting on the Dexter Town Hall Road & N. Territorial Road safety improvement project in Dexter Township.

7/19 Participated in the Wednesday Chat Session, with no attendees.

Reviewed CRA Legislative Updates.

Commissioner Jo Ann McCollum

Commissioner McCollum reviewed the CRA Commissioner Handbook for any needed updates. In addition, Commissioner McCollum viewed videos from the handbook on the welcome & introduction, county board relations, Open Meetings Act (OMA), and right-of-way. She encourages the commissioners to review the handbook.

Commissioner McCollum reminded the Board that the 2023 CRA Commissioners Seminar is on October 22-23 in Mount Pleasant, Michigan. In addition, she stated that she will be moderating the special presentation at the conference.

8/7 Attended the CRA Southeast Council meeting hosted by the WCRC.

8/8 Attended the Washtenaw County Parks and Recreation Commission (WCPARC) meeting. The meeting provided an update on the following:

- The WCPARC authorized an amendment to the Bergmann Associates contract in the amount of \$120,148.00 for the B2B Barton to Bandemer Tunnel and Trail Project.
 - Additional soil borings and geotechnical services were required for retaining walls that will be needed during construction but were not originally anticipated.
 - Additional engineering services were required near the southerly, existing bridge of the Barton Nature Area at an informal parking area; at the trail interface with the Barton Dam Parking Area; the Barton Nature Area Boat Launch trail interface; and coordination with a Barton Dam engineering project.
 - Landscape/architectural services to develop concepts, design, and detail the aesthetic and experiential components of the railroad underpass such as stone facades, concrete form liners, lighting options, landscape plantings, and related features that enhance the park experience beyond the core engineering services. This includes preparing several high-quality renderings for use in public engagement.

Commissioner Jeff Smrz

Absent.

MANAGING DIRECTOR'S REPORT

Sheryl Siddall, Managing Director

- On August 9, Sheryl and staff met with Washtenaw County board representatives to discuss the renewal and restoration of the Four-Year Roads and Non-Motorized Millage. The meeting was productive, and Sheryl looks forward to bringing additional information to the Board.
- This afternoon, Sheryl and Adam Lape are scheduled to meet with Joyce Parker, Scio Township manager, and a Scio Township trustee to discuss several concerns being raised by residents.
- On August 16, Sheryl and Matt MacDonell are scheduled to meet with Jason Maciejewski, county commissioner, to discuss and answer questions regarding the Four-Year Roads and Non-Motorized Millage.
- On August 16, WCRC staff is hosting a public hearing for the proposed designation of Warren Road as a Natural Beauty Road.

DIRECTORS' REPORT

ENGINEERING REPORT – Brent Schlack, Assistant Director of Engineering

- Brent congratulated Matt MacDonell on his accomplishment.
- Brent clarified from the previous board meeting that Textile Road between Crane Road and Rawsonville Road in Pittsfield and Ypsilanti Townships is still closed to traffic. The Pittsfield Township sanitary sewer project is expected to be completed in October.
- The Parker Road culvert replacement project in Lima and Scio Townships is wrapping up. The contractor still needs to install guardrail.
- Mooreville Road between Stony Creek Road and Saline-Milan Road in York Township was closed to traffic on August 14. The contractor is hoping to start paving next week.
- The Huron River Drive resurfacing project between McAuley Drive and Dixboro Road bridge in Ann Arbor and Superior Townships is scheduled to begin next week. In addition, Brent explained that the paving will take place at night.
- This week, the contractor will begin paving on the Bemis Road and Whittaker Road roundabout project in Augusta and Ypsilanti Townships. Staff is hoping to have the intersection reopened by the next board meeting on September 5.
- The Carpenter Road resurfacing project in Pittsfield Township is moving along. This week, the contractor will begin milling and replacing curb.
- Brent was pleased to report that 11 of the 18 bridges that are part of the Bridge Preventative Maintenance Program have been completed.
- Brent updated the Board on the following permit jobs in the county:
 - The Textile Road sanitary main work in Pittsfield Township.
 - Consumers Energy pipeline project.
 - DTE gas line replacement project in Ypsilanti Township.
 - Fiber optics project.
- The Engineering Department continues to work on future projects and plan specifications.

OPERATIONS REPORT – Adam Lape, Director of Operations

- Local road projects continue with limestone spreading in Scio, Webster, and Lodi Townships.
- Dust control operations are ongoing.
- The following culvert projects will begin in September:
 - Old US-12 between Liebeck Road and Sylvan Road in Sylvan Township.
 - Prospect Road between Vreeland Road and M-153 in Superior Township.
- The main yard salt barn construction continues.
 - Foundation pour will commence tomorrow.

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

FINANCE REPORT

- Dan reported that all 20 of the township billings were sent out, and currently there are only 8 outstanding invoices. Dan stated that he was amazed by the turnaround and thanked Operations and Finance for their efforts and efficiency.
- Dan stated that he has had conversations with Barb Fuller regarding the gas tax and the proposed funding replacement options. The State of Michigan has allocated \$5 million for the Michigan Department of Transportation (MDOT) to conduct a study that looks at gas tax replacement options and Vehicle Miles Traveled (VMT). In addition, Dan stated that he hopes to hear more about the study and its impact to WCRC's funding mechanism.

IT REPORT

- On August 2, Dan and Chris Quinter, IT manager, met with our managed service provider, Applied Imaging. In addition, Dan stated that the meeting was informative, and he always learns something new.
- Dan reported that Chris will present an IT Update at the next working session on September 15.
- Chris is currently working on the Z Drive to OneDrive migration with staff.

ADJOURNMENT

RC23-246 J. McCollum moved; R. Green seconded to adjourn the August 15, 2023 meeting at 1:34 p.m.

Roll Call Vote:

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

NAYS: None

ABSENT: J. Smrz

ABSTAIN: None

Motion Carried.

Barbara Ryan Fuller, Chair
Washtenaw County Board of County Road Commissioners

Sheryl Soderholm Siddall, Deputy Clerk
Washtenaw County Board of County Road Commissioners