

**MINUTES OF THE BOARD OF COUNTY ROAD COMMISSIONERS  
MONROE, MICHIGAN  
June 25, 2018**

1. At a Regular Meeting of the Board of County Road Commissioners at their offices located at 840 S. Telegraph Road, Monroe, Michigan on Monday, June 25, 2018 the meeting was called to order by Chairman Iacoangeli at 5:35 p.m.

2. Roll Call by Deputy Clerk as follows:

PRESENT

Charles A. Londo

Greg W. Stewart

Dan Minton

Paul Iacoangeli

EXCUSED

Stephen J. Pace

A quorum being present, the Board proceeded to transact business.

3. Commissioner Iacoangeli led the Pledge of Allegiance.

4. Commissioner Iacoangeli led the Opening Prayer.

5. Commissioner Stewart moved, seconded by Commissioner Minton to approve the June 25, 2018 regular meeting agenda as amended. Vote: Ayes: 4 Nays: 0 Excused: 1 Motion carried.

6. Public Comment -

Wendy Barth, 7120 Bluebush Road, voiced her concerns about the deplorable conditions of Ostrander Road. She indicated that she and her husband have traveled this road for years, and watched the road continue to deteriorate. When it rains the road is terrible. She acknowledged that London and Exeter Townships have no extra money for roads, but she sees a great many roads being resurfaced or repaired and she asked what she needed to do to get something done to this road. Her family has cracked numerous windshields due to traveling on Ostrander Road, and recently her husband was fitted with a heart defibrillator and he can't even ride in the car due to the horrible vibration. She was told years ago that the road was on the list and she wanted to know the status.

Commissioner Iacoangeli thanked Mrs. Barth for her comments and explained she was welcome to stay after the meeting to talk to the staff about her concerns.

George Warnke, Temperance, Michigan, voiced a concern for Summerfield Road that was paved about 2 years ago needing some crackfill as the center line seam already showing signs of stress and cracks.

Mr. Warnke also voiced a concern for huge maple trees along sections of Summerfield Road (from Piehl Road to Temperance Road) that are probably over 100 years in age and appear to be dead. He explained these trees are all located in the road right-of-way, have no foliage but have dead branches that are 12-15 feet wide and during storms these limbs break off and fall on power lines causing power outages. He stated these trees need to be cut down.

7. The following items were listed on the Consent Agenda: *(with immediate effect)*

1) Approval of Minutes- June 11, 2018 Regular Meeting Minutes

2) Approval of Journal Entry

No. 375 Payroll Checks #63946-63970 & Advice #23873-23970 \$ 272,222.95

Vacation Payout - Richard/Richileau Cks #63971-63972 \$ 7,292.57

Bank Service Charge - May 2018 \$ 138.75

No. 393 Vendor Checks #72385-72470 \$ 916,554.81

3) Township Contracts

Bedford Township

Bedford Twp Subs Canterbury Forest, Enchanted Forest, Harmony  
Melody Court, Hidden Valley and Springbrook OBC

- 4) Approve the Resolution to enter into MDOT Contract No. 18-5300 for hot mix asphalt resurfacing along Carleton Rockwood Road from I-275 to Berlin Road, along Lewis Avenue from Rauch Road to Lulu Road, and along Ann Arbor Road from Hatter Road to Cone Road; and authorize the Chairman and Vice Chairman to sign the contract on behalf of the Board.
- 5) Approve the Retirement Health Benefit System Application for Waiver and Plan; and authorize the Managing Director to sign application on behalf of the Board.
- 6) Approve and sign the Dedicated Highway & Utility Easement with Virginia L and Sidney R. Robinson, 7610 Dartmouth Drive, Bedford Township, Monroe County, Michigan.
- 7) Approve and sign the Dedicated Highway & Utility Easement with Virginia Carner, 7619 Dartmouth Drive, Bedford Township, Monroe County, Michigan.
- 8) Approve and sign the Dedicated Highway & Utility Easement with Biljon, L.L.C., Bedford Township, Monroe County, Michigan.
- 9) Award the contract for full construction engineering services for the Todd Road @ Ann Arbor Railroad project to the Mannik & Smith Group, Inc. in the amount of \$29,068 and authorize the Managing Director to sign all documents on behalf of the Board.
- 10) Approve the Resolution to lower the weight limit on the Lenawee County Line Road bridge at the Milan Macon Drain, Milan Township, Monroe County, Michigan.

Commissioner Minton moved, seconded by Commissioner Stewart to approve the June 25, 2018 Consent Agenda as presented. Vote: Ayes: 4 Nays: 0 Excused: 1 Motion carried.

8. Unfinished Business -

1) Review and approve Revised Anti-Nepotism Policy #2012-17.

Mr. Pierce explained the staff revised the policy as directed by the Board. Commissioner Stewart asked for a compelling reason to change the current policy. He didn't feel the number of qualified workers was the issue.

Mr. Pierce explained a recent situation where father and son have been employed as a temporary at the Road Commission and both have CDL licenses and heavy equipment background, but with the policy in place the MCRC could only hire one. This isn't an everyday situation, but the potential to hire two extremely qualified individuals was hampered by the current policy. He added that there is a team of three (3) individuals conducting interviews and each member completes the form with a rating system and then the information is combined to select good candidates for hiring. One person does not have undue influence to hire someone in their family.

Commissioner Minton added that one would automatically think of immediate family of current employees when reading this policy. But when attempting to hire full time employees from the temporary workers, both father and son were qualified but you could only hire one. He also felt that situation put a different twist to the request to revise the policy. Commissioner Minton confirmed that each member of the selection team completes the form with their own scoring. Mr. Pierce confirmed that was correct.

Commissioner Londo asked if there were no other qualified applicants at that time. Mr. Pierce stated the Road Commission receives a great many applications, but not all are qualified - many do not have a current CDL license.

Mr. Pierce added that the MCRC hires temporary, or seasonal, employees and evaluates their work and tries to hire for full-time positions from those already working as temporary employees. Often the MCRC has hired temporaries without CDL licenses and have had to train them due to lack of qualified applicants.

Commissioner Londo asked when this policy was put in place. Mr. Pierce stated the original policy was created in 2000 and revised a few times. He explained that a relative applying for a job at the Road Commission shouldn't be given preferential treatment for employment, however a relative shouldn't be penalized for having a family member employed with the Road Commission.

Commissioner Londo asked if this has happened in the past. Mr. Pierce stated somewhat, but the interview process has a team that conducts the interviews so no one has undue influence.

Commissioner Londo asked if the definition on Nepotism contradicts the Anti-Nepotism Policy, and asked if it should be combined with the newly created Hiring Policy. Mr. Pierce explained that the Road Commission shouldn't overlook or penalize a potential employee just because there is a family member already employed.

Commissioner Stewart explained he saw the policy as a firewall, something to put a stop to nepotism. If there are family members, the policy outlines how to avoid nepotism. He felt that using a 3 person interview team helped to avoid favoritism in the selection process. He wasn't sure how much family actually played into the hiring process. During contract negotiations Mr. Pierce wanted current employees to step up and cross train so training is on-going.

Mr. Pierce explained that there are applicants that meet the minimum, but then the Road Commission spends time, energy and money to train them which causes a loss of time and productivity. At times there has been qualified applicants that could have walked right into a position without training but they had family members working at the Road Commission so they couldn't be hired.

Commissioner Minton clarified that the Road Commission needs to be able to hire qualified people regardless of if they have relatives already employed. We already know the Road Commission hires candidates and then have to take the time to train them. He also recognized there will be a great many retirements coming up in the next few years. Mr. Pierce indicated they have hired people without the skill set, without a CDL or heavy equipment background instead of hiring a more qualified, experienced candidate because they had a relative that worked inside the MCRC. Mr. Pierce stated the policy is merely meant to streamline the hiring process and not penalize qualified candidates due to relation being employed with the Road Commission.

Commissioner Iacoangeli felt that most family members already know they wouldn't be considered so they probably aren't even applying. This policy was more than likely put together because there were already family members working at the Road Commission and it the policy gave them control over who worked for or under who. To put this policy in place would allow the staff to handle interviews and select the best qualified candidate, regardless of being related to another employee. He stated that hiring someone and then taking the time to train them costs the Road Commission a great deal of money, and with the 3 person interview team in place there wouldn't be one person in the position to place undue influence on the decision process.

Commissioner Londo requested a sunset clause be added. Commissioner Iacoangeli asked the reason for the sunset clause. Commissioner Londo stated to allow time to evaluate the process to make sure it is working, and get feedback from the staff.

Commissioner Londo moved, seconded by Commissioner Minton to approve the amended Anti-Nepotism Policy #2012-17 subject to adding the language for an Administrative review and report from the Managing Director to the Board in two (2) years. Vote: Ayes: 3 Nays: 1 (Stewart) Excused: 1(Pace) Motion carried.

9. New Business –

1) Review and approve the Hiring Policy #2018-02.

Mr. Pierce explained this was a new policy outlining fair hiring practices. He asked the Board to adopt this policy as written.

Commissioner Iacoangeli stated this policy defines the interview team used when interviewing and hiring of employees.

Commissioner Minton asked why the reference and background checks would vary depending on the position applied for. Mr. Pierce indicated some background checks may be more thorough than other depending on the position. Basic checks are performed on all employees, but more detailed checks may be included depending on the position. If something would appear in a background check, the Road Commission may elect to go back further to determine a pattern or one time incident.

Commissioner Londo suggested changing the word to “SHALL INCLUDE” instead of ‘vary’ when performing background checks.

Commissioner Iacoangeli indicated he has requested background checks and they can vary depending on the position and skill set. The criteria for a management person may be different than that of a laborer. It is important to allow staff the ability to perform a more detailed, thorough background check as they see necessary.

Commissioner Stewart asked if this outlined the criteria for hiring or information gathering. He also wondered why reference and background checks wouldn't be performed on all potential candidates.

Commissioner Londo clarified that reference and background checks are only done after a candidate has been offered employment and accepted for full time positions, not every applicant. Mr. Pierce explained that the Road Commission extends an offer of full-time employment pending a satisfactory background check. Reference and background checks are not performed until after a position has been offered to a candidate. Mr. Pierce also explained that the Road Commission had an outside company perform these checks.

Commissioner Minton confirmed that these reference and background check, including criminal history, are only run for a candidate that has been offered a position at the Road Commission, but not for temporary employees or general applicants. Mr. Pierce stated that was correct.

Commissioner Londo indicated employers are now doing more extensive background checks and are more conscientious to reduce potential liability issues.

Commissioner Iacoangeli stated he felt it was a fair start but background checks could be accelerated should the need arise. Commissioner Stewart agreed that the staff should have the flexibility to include further investigation should a need be identified.

Commissioner Londo moved, seconded by Commissioner Stewart to approve the amended #2018-02 Hiring Policy (changing the second sentence under “Reference Checks” to read ‘Background checks SHALL include criminal history,....’). Vote: Ayes: 4 Nays: 0 Excused: 1 Motion carried.

2) Approve the contract modification for the S. Stony Creek Road tree removals with T&J Excavating in the amount of \$36,210; and authorize the Managing Director to sign all documents on behalf of the Board.

Mr. Pierce explained the modification is to include more trees for the S. Stony Creek project now that that project has been extended up to Sumpter Road. The company has agreed to modify the existing contract as bid. The staff will rebid the asphalt for the S. Stony Creek project, but time is critical for this project as it needs to be completed in 2018.

Commissioner Minton moved, seconded by Commissioner Stewart to approve the contract modification for the S. Stony Creek tree removals with T & J Excavating in the amount of \$36,210; and authorize the Managing Director to sign all documents on behalf of the Board. Vote: Ayes: 4 Nays: 0 Excused: 1 Motion carried.

10. Report of Officers –

*Randy Pierce* (Managing Director/Superintendent of Maintenance) – Mr. Pierce suggested cancelling the July 9<sup>th</sup> meeting due to lack of agenda items. He added that the crews are doing well with the chip seal program, they have about 15 more days to complete all the projects. He also introduced the new County Highway Engineer, Matt Snell.

*Matthew Snell* (County Highway Engineer) – Mr. Snell thanked Mr. Pierce for the introduction. He stated he has worked with MDOT and CSX for 6 years, and was excited about working with the Monroe County Road Commission.

*Frank Westenkirchner* (Assistant County Highway Engineer) – Mr. Westenkirchner indicated based on topics in the Managing Director Communication, he attended the meeting to address any concerns from potential citizens that were going to attend, but no one showed.

*Philip Costello* (General Counsel) – Mr. Costello indicated he has been assisting the staff work on the two policies and a variety of other things.

11. Public Comment – None.

12. Commissioners' Comments -

*Commissioner Pace* excused.

*Commissioner Stewart* had nothing additional to report.

*Commissioner Londo* had nothing additional to report.

*Commissioner Minton* wanted to mention in the Anti-Nepotism policy, family means more than father and son, it could include mother and daughter, etc.

*Commissioner Iacoangeli* asked if the Board needed to take action to cancel the 7/9/2018 regular meeting. Mr. Pierce indicated yes.

Commissioner Londo moved, seconded by Commissioner Minton to cancel the July 9, 2018 regular meeting due to lack of agenda items. Vote: Ayes: 4 Nays: 0 Excused: 1 Motion carried.

13. Adjournment -

Chairman Iacoangeli stated if there are no objections, the meeting is adjourned at 6:38 p.m.

*Cheryl A. U'Ran*

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Cheryl A. U'Ran, Deputy Clerk