

MINUTES OF THE BOARD OF COUNTY ROAD COMMISSIONERS - MONROE, MICHIGAN

April 24, 2023

1 At a Regular Meeting of the Board of County Road Commissioners at their offices located at the Monroe County Road Commission (MCRC) 840 S. Telegraph Road, Monroe, Michigan, the meeting was called to order by Chairman Stewart at 2:00pm

2 **ROLL CALL** by the Deputy Clerk as follows:

| | |
|--------------|---------|
| William Kipf | Present |
| James Jacobs | Excused |
| Danny Minton | Present |
| Jack Thayer | Present |
| Greg Stewart | Present |

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

3 The **PLEDGE OF ALLEGIANCE** was lead by Chairman Stewart.

4 **AN OPENING MOMENT OF SILENCE OR PRAYER** was lead by Chairman Stewart.

5 **REGULAR MEETING AGENDA APPROVAL**

Moved by Commissioner: Minton Supported by Commissioner: Thayer
to award the 2023 Bridge Preventative Maintenance contract as presented.

Vote: Ayes: 4 Nays 0 Excused: 1 Motion Carried

6 **PUBLIC COMMENT** - None

7 **CONSENT AGENDA** (with immediate effect)

7.1 Approval of Minutes: Regular Meeting - April 10, 2023

7.2 Journal Entries

| Entry No. | Date | Description | Transfer Amount |
|-----------|-----------|--------------------------|-----------------------------|
| 250 | 4/12/2023 | Payroll Checks | 66674 - 66688 \$ 303,477.56 |
| | | Advices | 35200 - 35285 |
| | | Bank Service Fee | February & March 2023 |
| | | 1st Qtr. Cafeteria Check | 66689 |
| 251 | 4/12/2023 | Vendor Checks | 80451 - 80488 \$ 144,421.03 |
| | | Bank Service Fee | March 2023 |

7.3 Township Contracts

| Township | Project # | Road | Location | Work Type |
|----------|----------------|---------|----------|-----------|
| Milan | 504.011.235211 | Various | Various | Mowing |

7.4 Approve the resolution to define employees authorized to obtain a corporate credit card.

7.5 Approve the permanent Board meeting schedule change to include meetings held on the second Monday of each month with call to order at 2:00pm, and meetings held on the fourth Monday of each month with call to order at 5:30pm beginning in June 2023.

7.6 Approve the Resolution of support to apply for a 2024 SEMCOG Planning Assistance Program grant to study non-motorized alternatives along the LaPlaisance Road corridor.

~~7.7 Approve the Petty Cash Policy number POL-2012-21.4.~~

7.8 Approve the License Agreement with RCI, LLC to extend a private drainage tile under Todd Road between Payne Road and Alcott Road in Summerfield Township.

- 7.9 Approve the Temporary Traffic Control Order for North Dixie Highway over the Swan Creek between Swan Creek Road and Armstrong Road in Berlin Township.
- 7.10 Approve the professional consulting fees for Gabriel, Roeder, Smith & Company with an expenditure of \$34,775.00 for a valuation project consisting of three reports (Actuarial Funding Valuation as of 12-31-202, GASB Statement 74 & 75 as of 09/30/2023 and 09/30/2024); and authorize the Managing Director to sign on behalf of the Board.

~~7.11 Approve the Purchasing Policy number POL-2012-25.9.~~

Moved by Commissioner: Minton Supported by Commissioner: Thayer
to approve the consent agenda with the exception of items 7.7 and 7.11 which were moved to new business.

Vote: Ayes: 4 Nays 0 Excused: 1 Motion Carried

8 UNFINISHED BUSINESS

- 8.1 Award the 2023 Bridge Preventative Maintenance contract to the low bidder Fahrner Asphalt Services, LLC in the amount of \$328,157.74 and authorize the Managing Director to sign all documents on behalf of the Board.

Commissioner Minton reported that after follow up with staff, he had no further concerns with the bid award.

Moved by Commissioner: Thayer Supported by Commissioner: Kipf
to award the 2023 Bridge Preventative Maintenance contract as presented.

Vote: Ayes: 4 Nays 0 Excused: 1 Motion Carried

9 NEW BUSINESS - None

- 7.7 Approve the Petty Cash Policy number POL-2012-21.4.

Commissioner Minton asked what the difference is in this policy presented versus the previous version of the policy. Mr. Leach stated the old policy had outdated language and monetary values. The old policy limited transactions to fifty (50) dollars and the new policy presented increased the transaction amount to one hundred (100) dollars which better aligns with current economic times. Ms. LaRocca reported there is no change in the balance of the petty cash fund as that will remain at four hundred (400) dollars.

Commissioner Stewart asked how often the petty cash is reconciled. Ms. LaRocca responded that time frame is included within the policy and it is once a month.

- 7.11 Approve the Purchasing Policy number POL-2012-25.9.

Mr. Leach reported this policy had outdated language updated as well as monetary values to the extent in which Michigan Complied Law statues allowed. Ms. LaRocca reported current management level employees were added/clarified within the new policy as authorized purchasers. Additionally a section on fuel bidding was added allowing the organization to bid on fuel for a set amount of time instead of requesting quotes each time a fuel order needs to be placed. Ms. LaRocca stated the fuel bidding process is a common practice among other Road Commissions.

Moved by Commissioner: Minton Supported by Commissioner: Thayer
to approve items 7.7 and 7.11 as presented.

Vote: Ayes: 4 Nays 0 Excused: 1 Motion Carried

10 REPORT OF OFFICERS

David Leach (Interim Managing Director/Superintendent of Maintenance) -

Mr. Leach reported receiving an invitation from Sheriff Goodnough to attend a round table discussion on active shooters for their officers to be prepared. The meeting will take place on June 19th at the Emergency Management Department. The Road Commission will be involved in case there is a necessity to place barricades up and/or close roads.

Mr. Leach followed up with a report on drainage issues discussed at the last Board meeting. Discussions are on-going with representatives at Bedford Township regarding the responsibilities for improving drainage districts in subdivisions. Bedford legal counsel, Mr. Goldsmith was consulted by Bedford Township and also spoke with the Drain Commission. The drainage issues in subdivisions are major issues with many more that will be coming in the future. Mr. Leach reported that a meeting will be needed to discuss how the Road Commission, Drain Commission, and townships can address these concerns and funding responsibilities as they arise.

Commissioner Stewart stated the topic was raised at the last meeting as a need to better coordinate the Road Commission and Drain Commission. Commissioner Thayer asked how we will be addressing other townships. Mr. Leach stated Bedford Township has been mentioned because that is the current area of concern; however, this is an issue for the entire county and one in which we can not fund repairs for. Additionally, by law we can not be the only contributor of funds on a subdivision with local roads. Commissioner Thayer asked how this information will be distributed to other Townships. Mr. Leach stated the conversations can be held at the annual meetings with the townships. Commissioner Kipf asked for a report on the drainage issue on Oakville Waltz which was presented a year ago. Mr. Leach stated the issue is not rectified and the last known status was that it was passed back to Wayne County. Ms. Hawkins-Freelain was working on a cost-share solution however, we did not find partner who was willing to cost share.

Matthew Snell (Director of Engineering/County Highway Engineer) -

Mr. Snell reported on engineering department projects. Work began on one of the carry-over projects from last year which included installing concrete patches on the North Dixie bridge over Swan Creek in preparation for high friction surface treatment. Additionally the department has been working on getting all of the Federally funded projects scheduled for this years construction season submitted to the Michigan Department of Transportation for bidding.

Jim Morgan (Assistant Superintendent of Maintenance) -

Mr. Morgan reported all shoulders have been removed from gravel roads which will receive two (2) inch aggregate lifts. The aggregate lifts began this week and will be treated with calcium chloride for dust control. Additionally, we are scheduled to begin chloride treatments in all townships on May 1st. The weather has cooperated with us and we have been able to stay on task. Commissioner Minton asked when chip seals were expected to begin. Mr. Morgan stated they are currently scheduled to begin on May 15th. Chip sealing and chloride treatments tend to run together for a few weeks which is a annual occurrence.

Kim LaRocca (Director of Finance) -

Ms. LaRocca reported on a pension grant program. The Road Commission does not qualify for the program because we are funded over the sixty (60) percent threshold. Our current funding status is over eighty (80) percent.

Camden Regis (Director of Human Resources) -

Ms. Regis reported four (4) employees attended orientation today with two (2) more new hires that will attend orientation in the coming weeks. There were eight (8) open CDL positions in which we have currently filled six (6) positions. Ms. Regis reported on a security walkthrough of the campus which was completed by the Monroe County Sheriffs department. Mr. Morgan and Mr. Purcell participated in the walk through in which we received several security recommendations in addition to steps that were already taken. Ms. Regis reported she will be sitting down with Mr. Leach to discuss the Sheriff Departments suggestions further.

Commissioner Thayer asked if the six (6) new employees hired are full time employees. Ms. Regis stated they are full time permanent employees. The hiring process for seasonal employees will not begin for a few more weeks. Commissioner Minton stated it seemed that we are getting more applications. Ms. Regis reported that we partnered with Michigan Works because of their connections to truck driving school and they are now sending people back to us as potential employment candidates. Commissioner Minton stated he felt some of the interest could be a result of the most recent collective bargaining agreement. Ms. Regis agreed and stated we have better advertisement with the new website, better benefits, and higher wages. Additionally it seems people are excited to work for us.

Philip Costello (Legal Counsel) -

Mr. Costello reported on discussions with Kroger in Bedford and the Bedford DDA regarding improvements at the nearby intersection. Kroger has requested that the Road Commission hold a separate insurance policy on the traffic signal mast. Our no fault insurance currently protects us and we have no need to have an additional insurance policy. We have been working with Kroger for months to get language of the easement worked out and it is close to finalization.

11 PUBLIC COMMENT -

Gail Keane - 1056 West Temperance

Ms. Keane reported she is present with concerns regarding the Bedford DDA. Ms. Keane reported the group seems to be out of control with the things they want to do because they have the money and feel they are untouchable. Ms. Keane reported quite a few citizens have concerns that they are given a latitude to create their own rules in spite of what everyone else is told; specifically when it comes down to MDOT limits. Ms. Keane reported concerns regarding the light arms in which they want to place at Quail Hollow Drive. Ms. Keane reported it is not understood why they can have a stop at Monroe, a stop at Quail, and a stop at Secor and Sterns. Ms. Keane stated it does not add up and they have not been able to get a study which proves the need for the extra lights. Ms. Keane reported it will create a short cut on Quail Hollow Drive which she has been told is not the proper thing to do. Ms. Keane reported traffic can not be stopped every five feet and requested what the purpose was of it. Ms. Keane reported they put the rule in place for no turn on red which is against state law and requested the study which shows that it is necessary. Additionally, Ms. Keane reported she has requested items for her roads and her wishes are not met, but somehow the DDA gets their way. Ms. Keane stated Barry Bushman has said we will twist the arms at the Road Commission, we will get these lights put in at Quail Hollow. Ms. Keane stated those people are no better than me and there is a belief that the no turn on red was a stunt to alter studies for the Secor Road project to create an issue with air mitigation at that intersection. Ms. Keane stated a roundabout at Smith and Jackman is not needed, but it is needed at Secor and Sterns. Adding more lanes of traffic will not help when Mr. Pirrone has stated once the lanes are in, he will demand the speed limit be reduced to 35 miles per hour.

Ms. Keane stated, in looking at the new drawings of the roundabout, it is very obvious that the light just needs to be moved; no one has done a proper study to find out why the light cant be moved. In looking at the CMAQ website, it is allowable and they will pay for moving the light. More lanes on Secor will not help, people will short cut through Tractor Supply to avoid another stop light. Ms. Keane stated none of this adds up and as long as the DDA is manipulating, she would hope the intersection of Lewis and Temperance would be study again because it is not safe. Additionally, Ms. Keane reported the bike lanes need to be removed due to improper use. Ms. Keane stated the TAP grant did no favors in downtown Temperance and she has asked over and over to try and get something changed. The designated bike lanes are not safe, people assume they are safe and they are not. Ms. Keane reported they now want to plant trees in the road right of way which is not allowed or acceptable. Ms. Keane stated there are huge concerns with the DDA district. It is not believed that the Quail Hollow lights need to be there. Ms. Keane stated she is here to voice the concerns of many other people as the DDA should not be running the roads.

12 COMMISSIONERS COMMENT

Commissioner Jacobs (Member) - Excused.

Commissioner Kipf (Member) - Nothing to report.

Commissioner Thayer (Member) - Nothing to report.

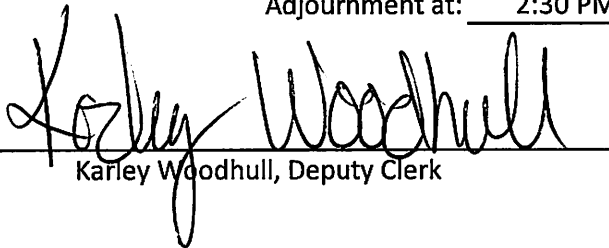
Commissioner Minton (Vice Chairman) - Nothing to report.

Commissioner Stewart (Chairman) - Nothing to report.

13 ADJOURNMENT

Chairman Stewart adjourned the meeting with no further objection.

Adjournment at: 2:30 PM



Karley Woodhull, Deputy Clerk

Monday May 8, 2023

Date