

MINUTES

Chairman Schwass called the September 8, 2016 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Schwass, Robidoux and Matiash, Manager/Director Schoonover and Secretary Samuels. Absent: Superintendent Moody.

Visitors: Logan Township Supervisor Bruce Burke was in to discuss his concerns with the quality of the chip seal placed on Masten Road. W Schoonover will meet with Mr. Burke on site to look at the areas in question.

Approval of Agenda: Motion by Robidoux seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

Conflicts: None

The minutes of the August 25, 2016 regular meeting were discussed:

Motion by Robidoux seconded by Matiash to approve the minutes as presented.
Ayes all. Motion carried.

The Board took the following action after reviewing the accounts payable.

Motion by Matiash seconded by Robidoux to approve accounts payable for ck #74515 thru ck#74566 for \$526,817.70 and approve payroll #18 for September 8, 2016 for \$62,747.40.

At 10:04 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Given by Mgr/Director Schoonover: There have been some trees down from the rain storms that have gone through the county. Ditching on LaSalle Road has been temporarily stopped due to all the rain. Continue to work on Kinney Road. The mechanics are working on the single axle truck and are expecting the sander to be in today. Still working on finding a place to advertise truck #603.

Shop Foreman Report: No report

Manager/Director Report:

Personnel

- Front Desk Safety and Security: Informational and awareness seminar Monday, Sept 12th – Mary and Marcia.

Engineering

- Neil Street Culvert: *No change in status.* Elmer's to address the low HMA valley gutter when they are in to do HMA work on Scottville's Main Street project. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.
- 2016 Pavement Marking: A phone Pre-Con was held August 31st. Work is planned to start

Tuesday, Sept 6, weather permitting. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)

- Rasmussen Rd Construction: **No change in status.** Continued driveway erosion is being discussed with contractor to develop a permanent fix. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.
- Hansen Rd, Dennis Rd to Stiles Rd: **No change in status.** The project was submitted to MDOT and has been Obligated. This project is scheduled with a June 23, 2017 completion date. Project estimated at \$921,423.93.
- Gordon Rd RXR Bridge: Design is progressing.
- Stephens Rd over Big Sauble Bridge: GI was held August 25th. A January 2017 Letting is anticipated. No determination yet on the Design Exception (DE) for the sag vertical curve. DEQ Permit has been approved. Awaiting ROW information to contact property owners for necessary easements. This 28' long bridge removal and replacement with an 80' span 33" Prestressed/Precast Box Beam structure is currently estimated at \$798,493. (Application Estimate: \$697,000)
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: GI was held August 25th. A January 2017 Letting is anticipated. Awaiting ROW information to contact property owners for necessary easements. This two bridge structure removal and 97' of 20' X 8' Concrete Box is currently estimated at \$589,526. (Application Estimate: \$686,000)
- HMA paving/wedging: Culvert crossings in Amber and Eden Twps, and projects in Riverton (Kinney Rd), Hamlin Twp (Sherman Rd) and Amber Twp (Johnson Rd) have been completed.
- Chip Seal: Contractor returned Tuesday to finish brooming and fog sealing. Not yet complete. No further issues or complaints of Jebavy flushing and tracking. Logan Twp Supv complaints on Masten Rd.
- Darr Rd over N Br Lincoln River: Draft report has been reviewed addressing the points requested by the North Regional Bridge Council. When complete it will be submitted to MDOT for distribution and consideration of the North RBC
- Taylor Rd: Timber bridge is slated for delivery Tuesday September 20th.

Informational Items

- MCRCSIP Loss Control Visit of August 10, 2016
- Federal Land Access Program (FLAP) FY 2018-2020: Resubmit for Forest Trail, Morton Rd to US-31; and submit for Nurnberg Rd, Nordhouse Dunes Parking to Quarterline Rd.
- Road Brining Contract – Informational and Listening Session: Set for Monday Sept. 12th at 5 pm, to be held in our back break room.
- Tire Recycle Day sponsored By Municipal Junk Authority of Mason County: Sept. 24th, 9am – Noon, for residents of Amber, Branch, Custer, Eden, Meade, and Riverton Twps and Vlg of Custer.
- Local Road Improvement Agreement: Special Request
- Distributed Antenna System: CRA and NACE

Under unfinished business the following was discussed

1. Manager evaluation -Went into closed session at 11:16 am to discuss.
Reconvened regular session at 11:40 am. See Motion for salary.
2. Staff evaluations and salaries were discussed- See Motion for salaries.
3. The 2014 State Trunkline Audit results were presented for discussion.
4. Approve Township Projects-See Motion.

Under new business the following was discussed

1. MDOT Maintenance Contract 1-year extension-See Motion
2. Approve Participation Agreements with the Michigan Conference of Teamsters Welfare Fund-See Motion.

Items Requiring Board Action

MDOT -State Trunkline Contract Extension # 2012-0529/A1

Motion by Robidoux seconded by Matiash that the Board adopt a resolution and authorize Chairman Schwass to sign the amended contract agreement between the Department of Transportation and the Board of County Road Commissioners of the County of Mason, Michigan, that states; in order to extend the Contract term by one year, Section 27 of the Contract is amended to read as follows: This contract will become binding on the parties hereto and of full force and effect from October 1, 2012, through September 30, 2017, and upon signing thereof by the duly authorized officials for the Board, and for MDOT; upon the adoption of a resolution by the Board approving-said contract and authorizing the signatures thereto of the respective officials of the Board, a certified copy of which resolution will be attached to this Contract and with approval by the State Administrative Board.

Ayes: Schwass, Robidoux and Matiash. Nays: None. Motion carried.

Approve Participation Agreement with the Michigan Conference of Teamsters Welfare Fund

Motion by Matiash seconded by Robidoux to approve the Participation Agreement between the Mason County Road Commission and Teamsters Local Union 214 to participate in the Michigan Conference of Teamsters Welfare Fund for both the Teamsters Bargaining Unit and the Non-Teamsters Group.

Also authorize the Manager/Director to sign for both groups. Ayes all. Motion carried.

Approve Township Projects 09-08-2016

Motion by Matiash , seconded by Robidoux to enter into the following contracts with the various Townships and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Riverton Township 2016

Bradshaw Road Phase 2 from Scottville Road West to match existing hard surface for 1.01 miles. Place aggregate material in preparation for future hard surface.
Total cost \$15,000.00.

Bradshaw Road Phase 3 from Scottville Road West to match existing hard surface for 1.01 miles. Place HMA and 400' of valley gutter. Total Cost \$88,000.00.

Approve Manager/Director and Staff Salary Adjustments for 2016

Motion by Matiash seconded by Robidoux to approve the following salary adjustment for the Manager/Director and Staff for 2016. Ayes all. Motion carried.

Manager/Director 3.0% \$2,375.00 Salary \$80,000.00
 Eng Tech-Permits/Local Const-Step Increase \$3,000.00 Salary \$38,006.40
 Eng Tech-Design/Fed Const-Step Increase \$3,000.00 Salary 35,011.20
 Superintendent 2.5% \$1,380.60 Salary \$56,604.60
 Field Foreman-North 2.5% \$1,184.56 Salary \$48,566.96
 Field Foreman-South Step Increase .71 per hour Salary \$47,486.40
 Shop Foreman 2.5% \$1,233.96 Salary \$50,592.36.
 Clerk/Sec 2.5% \$1,287.52 Salary \$52,788.32
 Payroll Clerk 2.5% \$875.16 Salary \$35,881.56

There being no further business the meeting was adjourned at 11:56 am.



 Mary Samuels Secretary



 Bill Schwass Chairman