

## MINUTES

Manager/Director Schoonover called the January 11, 2018 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 1:00 pm.

The first order of business was to establish Board Positions and Board Meeting Dates. See Motion.

Members present: Matiash, Robidoux and Schwass, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie, Amber Township Supervisor to discuss road projects and remind the board of the Mason County Township Officers Meeting scheduled for February 18<sup>th</sup> at Amber Town hall.

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

Conflicts: None

The minutes of the December 21, 2017 regular meeting were discussed:

Motion by Matiash seconded by Schwass to approve the minutes as presented.

Ayes all. Motion carried.

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

Motion by Schwass seconded by Matiash to approve accounts payable for ck #76116 thru ck#76165 for \$160,159.99 and approve payroll #1 for January 11, 2018 for \$97,029.72.

At 1:14 pm the Board looked over the contingent liability and revenue sheet.

**Superintendents Report-** Winter maintenance over the past two weeks. Some extra help in the shop and have been cleaning overpasses.

**Shop Foreman Report-** Discussion on the need to repair the roof over the shop and information regarding the application to apply to receive Federal Surplus Property.

### **Manager/Director Report:**

#### **Engineering**

- Hansen Rd, Dennis Rd to Stiles Rd: File review is scheduled for Fri, Jan. 19<sup>th</sup>. One last quantity, 290 cyds of embankment, remains to be balanced. Contract cost revised to \$983,171,47, 21.42% over original contract. (C&D Hughes Bid: \$808,709.98. Project completed and opened to traffic.)
- Hansen Rd, W. of Gordon Rd to 0.8 mi W of US-31: Appearing as Item 41 in the February 2nd Letting, this project will have a mandatory 3% DBE Participation. Estimate: \$758,055. (Programmed \$485K STP, \$300K State D).
- 2017 Pavement Marking: File review is scheduled for Fri, Jan. 19<sup>th</sup>. (MPM, \$32,653.74. 100% Federal STP. Completion date of October 2, 2017.)

- Stephens Rd over Big Sauble Bridge: *No change in status.* Spring work will include identification plate, concrete surface coating, final restoration and pavement markings. (J.E. Kloote Bid: \$746,162.50. 80% Fed, 15% State, 5% Local. Progress Schedule: Open to Traffic Friday, November 17<sup>th</sup>.)
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: Opened to traffic on December 29<sup>th</sup>. Final restoration in spring along with HMA paving, concrete surface coating, aggregate shoulders and pavement markings. (Wonsey Tree Service Bid: \$608,783.52. 80% Fed, 15% State, 5% Local. Progress Schedule: TBD.)
- Darr Rd Bridges over the North and South Branch of Lincoln River: One easement remains for ROW. Title sheet is ready for signatures. Final plans are being prepared and ROW grading permits sought for access to the south side of the Darr Rd over N Br Lincoln. Estimates are currently \$303,800 for N Br crossing and \$378,400 for the S Br. Anticipate a March/April Letting.
- Custer Rd Bridge over PM River Deck Rehab: Appearing as Item 8 in the February 2nd Letting, this project will have a mandatory 4% DBE Participation. March date restrictions (March 16 – Turbidity Curtain, March 31 – Superstructure Removal). Plans call for a 30' clear width (32'11" overall width) galvanized steel super-structure and 9" concrete deck with a 2-tube railing. Current estimate is \$1,021,196.
- Rasmussen Rd Design: *No change in status.* Planned for 2018 Obligation and 2018 construction. PM Twp is in the process of obtaining a design engineer for their sanitary sewer. Draft plans will be coordinated with them. Current road estimate is \$766,000.
- Anthony Rd Design: *No change in status.* Draft plans are being reviewed along with centerline alignment, cross sections ditch profiles and quantities. Current estimate \$1,121,000.
- Sass Rd: *No change in status.* Twp project for cutting a couple of hills is about 99% surveyed. Property info needs researching.

#### **Informational Items**

- Federal Aid Exchange: *No change in status.* The agreement is on their January 11, 2018 Board agenda for approval and then the fully executed agreement will be sent to us, MDOT and the CRA.
- Snowmobile Trail #614 Environmental Assessment: *No change in status.* Received and under review.
- Brine Pond / Land Inquiry: MyCopia land needs scoping was sent December 21st. Have bumped them after the holidays, but no word yet. No change in status regarding the lease and insurances.
- Cypress Creek Renewables: Lease agreement changes have been reviewed by Cypress Creek and we have received their responses. Under counsel review and expect to discuss soon.
- Employee Performance Evaluations: Beginning
- Twp Estimates and Contracts: On-going
- Twp Brine: Estimates and worksheets have been sent out.
- CRA Highway Conference: Registration early rate before February 23<sup>rd</sup>.

#### **Under unfinished business the following was discussed**

1. None

#### **Under new business the following was discussed**

1. CRA Board of Directors Ballot-See Motion
2. Custer Road Bridge Participation Agreement-See Motion
3. GPS Equipment Purchase-See Motion
4. Approve annual payments to Pere Marquette Township for \$9,100.00. See Motion

5. Approve Federal Surplus Property Program-See Motion
6. Discussion on Funding OPEB-The board agreed to deposit \$21,750.00 annually for the next four years to fund the OPEB to satisfy GASB 74/75.
7. Approve Township Projects-See Motion
8. The next Paul Bunyan Meeting is scheduled for February 22, 2018.

#### **Items Requiring Board Action**

##### **Establish Board Meeting Dates**

A motion was made by Schwass seconded by Robidoux to set the regular board meeting dates generally, for the second and fourth Thursdays each month at 1:00 pm. for the months of January, February and December and 10:00 am for March through November for 2018. With exceptions of the February 22<sup>nd</sup> meeting is changed to the 21<sup>st</sup> and the September 13<sup>th</sup> meeting is changed to the 6<sup>th</sup>. Ayes: Robidoux, Schwass and Matiash. Nays: None. Motion carried.

##### **Establish Board Positions**

###### **Chairman**

Motion by Matiash seconded by Schwass to appoint Doug Robidoux as the Chairman of the MCRC Board of Commissioners. Ayes: Schwass and Matiash. Nays: None Abstain: Robidoux. Motion carried.

###### **Vice-Chairman**

Motion by Matiash seconded by Robidoux to appoint Bill Schwass as the Vice-Chairman of the MCRC Board of Road Commissioners. Ayes: Robidoux and Matiash. Nays: None. Abstain: Schwass. Motion carried.

##### **Annual Payment to PM Township**

Motion by Schwass seconded by Matiash to approve the 8<sup>th</sup> annual payment to Pere Marquette Township in the amount of \$9,100.00 to be made on January 25, 2018. Ayes all. Motion carried.

##### **Approve Bridge Removal and Replacement of the Custer Road Bridge over the Pere Marquette River.**

Motion by Schwass seconded by Matiash to enter into a contract with MDOT for the removal and replacement of the structure #6664, which carries Custer Road over the Pere Marquette River, Sections 21 and 22, T18N, R16W, Custer Township, Mason County, Michigan; the reconstruction of the approaches to the structure for approximately 138 feet southerly and 168 feet northerly of the structure; and altogether with necessary related work, and to authorize Chairman Robidoux and Vice Chairman Schwass to sign the contract. Control Section BRT 53000, Job number 129325A, Project 1800 (186), Structure #6664 and contract number 17-5569. Estimated cost is 1,021,200.00, State Local Bridge Funds of \$153,200.00. Federal Funds \$817,000.00. MCRC Share \$ 51,000.00.

Ayes: Robidoux, Schwass and Matiash.

Nays: None Motion carried

##### **Approve Purchase of a Leica GPS & Robotic Total Station**

Motion by Matiash seconded by Schwass to approve the purchase of a Leica GPS & Robotic Total Station as recommended by staff for \$51,020.00. Ayes all. Motion carried.

**Approve Application to Participate with the Federal Surplus Property Program**

Motion by Schwass seconded by Matiash to adopt a resolution specifically designating a coordinator as Surplus Property Donee and Custodian, to be responsible for the acceptance and accountability and authorized to sign for surplus property. The responsible parties will be Manager/Director Schoonover and Shop Foreman Terry Woirol. Ayes all. Motion carried.

**Approve Township Projects 1-11-2018**

**Motion by Matiash, seconded by Schwass 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.**

**Pere Marquette Township 2018**

**Township Wide Dust Control** for .50 Miles. One Double application.

Total Cost \$200.00.

**Lakeshore Drive** from Buttersville Beach access to Crosswinds Entrance for .77 miles. Crush and shape then place aggregate and HMA. Total Cost \$99,000.00.

**King Drive** from Jebavy Dr Easterly to Oakwood Dr for .20 miles. Place HMA overlay. Total cost \$20,000.00.

**Inman Road** from Chauvez Road Northerly to Bradshaw Road for .49 miles. Crack Seal then place chip and fog seal. Total cost \$13,500.00.

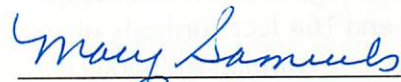
**Benedict/Hesslund Roads** from Benedict-Bradshaw Northerly to Hesslund and East and West for .53 miles. Crack Seal then place chip and fog seal. Total Cost \$15,500.00

**CRA Board of Directors Ballot**

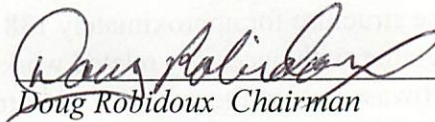
Motion by Matiash seconded by Schwass to vote for Doug Robidoux to run again for a seat on the County Road Association Board of Directors. Ayes: Schwass and Matiash. Nays: None. Abstain: Robidoux. Motion carried.

**The next regular meeting is scheduled for January 25, 2018 at 1:00 pm.**

**There being** no further business the meeting was adjourned at 2:59 pm.



Mary Samuels Secretary



Doug Robidoux Chairman