

**MINUTES**

Chairman Matiash called the November 9, 2017 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: Matiash, Robidoux and Schwass, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie and Dick Alway from Amber Township to present their proposed five year plan followed by some discussion. Also would like the shoulders pulled on Conrad Road past Victory Corners.

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

Conflicts: None

The minutes of the October 26, 2017 regular meeting were discussed:

Motion by Robidoux 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 Robidoux to approve accounts payable for ck #75886 thru ck#75939 for \$301,107.08, and pre-approve payroll #23 for November 16, 2017,

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

**Superintendents Report-** Working on a fall punch list to include completing driveways on Gordon Road and adjusting man hole covers on Jebavy Drive. The tree crew has been out removing dead trees and the brush cutter has been out a few times. Some blading the first part of the week and also aggregate patching and bit edging. Sweeping a couple of days and hauling ice control sand into the yard. Extra help in the shop getting sanders ready for winter plowing.

**Manager/Director Report:**

**Engineering**

- Hansen Rd, Dennis Rd to Stiles Rd: CM#3 for \$24,000.87 for 48" culvert repair, add'l stump removal and washout repairs, is being processed. Contract cost revised to \$910,760.45, 12.48% over original contract. (C&D Hughes Bid: \$808,709.98. 80% Federal STP, 20% State D. Project completed and opened to traffic.)
- Hansen Rd, W. of Gordon Rd to 0.8 mi W of US-31: Being delayed from December to January Letting to address changes in quantities. Estimate: \$792,160.50. (Programmed \$485K STP, \$300K State D).
- 2017 Pavement Marking: *No change in status.* Michigan Pavement Markings was in last Friday and completed the local roads. Field reviews not yet done. (MPM, \$32,653.74. 100% Federal STP. Completion date of October 2, 2017.)
- Stephens Rd over Big Sauble Bridge: Deck was poured last Friday and curbs Tuesday. Approaches are anticipated to be completed next Monday to pave Tuesday. (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: Work has restarted. (Wonsey Tree Service Bid: \$608,783.52. 80% Fed, 15% State, 5% Local. Progress Schedule: Open to Traffic Friday, November 17<sup>th</sup>.)
- Darr Rd Bridges over the North and South Branch of Lincoln River: Preliminary plans have been received and are being reviewed. Anticipate a March/April Letting.
- Custer Rd Bridge over PM River Deck Rehab: *No change in status*. A G.I. was held on the 11<sup>th</sup>. Plans are proceeding for a January Letting with an anticipated March start. 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 \$826,937.
- Rasmussen Rd Design: *No change in status*. Draft plans are being reviewed and revised cost estimates prepared, \$766,000.
- Anthony Rd Design: *No change in status*. Draft plans are being reviewed and revised cost estimates prepared, \$1,121,000.

#### **Informational Items**

- Brine Pond Update: Final insurance coverage's and attachments for the Access Agreement and Lease are being finalized. Field trip on Monday to MCS for site visit.
- US-10 RR Crossing: Detour route is in need of repairs east of Indian Trail working with Rieth-Riley to try to get a mill and pave approx.. 300'.
- CRASIF Return to Work Initiative – Phase 1: Tuesday meeting with CRASIF's Jim DeSpelder and NPA Return-to-Work Services Norm Peterson and Emelia Legarza.
- USFS Contract Amendment – An amended contract is expected soon to add \$20K to our maintenance agreement
- FHWA/MDOT Fracture Critical Inspection Procedures: Following up from their random bridge file review, the FHWA requires that our files contain a drawing with the highlighted fracture critical member. This is in progress, along with the other remaining five (5) FC structures.
- Adjacent Property Inquiry: No response from Ms. Etchison. I have inquired with Gourmet Mushroom regarding their property south on Bean Street.
- Rural Task Force Advisory Board: Increase of Pilot Local Federal Fund Exchange Program from 5 to 15 Agreements.
- Correspondence:

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

1. Local Road Policy for 2018-Presented for review and dissuasion. Manager/Director Schoonover will be making the updates that were discussed to include increasing the MCRC participation to \$300,000.00, changing the cost share to 50/50 and absorbing the cost of labor and equipment to apply brine for the township contracts. The Draft Policy will be presented at the next meeting.
2. Mail box Policy-Updates will be presented at the next meeting.
3. Winter Maintenance Policies-See Motion

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

1. D Robidoux requested that the Engineering Job Description, Salary Structure and Reporting Structure be discussed at a future meeting.
2. The December meeting dates will be changed from December 14 to the 7<sup>th</sup> and the 28<sup>th</sup> will be scheduled for the 21<sup>st</sup>. Both meetings will begin at 1:00 pm.

**Items Requiring Board Action**

**Mason County Road Commission Policy for Winter Maintenance Operations**

Motion by Robidoux seconded by Schwass to authorize Manager/Director Schoonover to make the agreed upon changes to the Winter Maintenance Operations Policy Number 027.

Ayes all. Motion carried.

**The next regular meeting is scheduled for November 22, 2017 at 9:30 am.**

**There being** no further business the meeting was adjourned at 12:05 pm.

  
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Mary Samuels Secretary

  
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Nick Matiash Chairman