

## MINUTES

Chairman Robidoux called the October 29, 2018 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: Robidoux and Matiash, Manager/Director/Secretary Samuels, County Highway Engineer Nelson and Superintendent Moody. Absent: Schwass

Visitors: Jim Gallie from Amber Township to discuss projects for 2019. He will have the list by November 7, 2018. He also stated that he and R Nash would be sitting in on interviews for the next County Road Commissioner.

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

Conflicts: None

The minutes of the October 11, 2018 regular meeting were discussed

Motion by Matiash seconded by Robidoux 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 Matiash seconded by Robidoux to approve accounts payable for October 25, 2018 for ck#77081 thru ck #77133 for \$137,094.29, pre-approve Payroll #22 for November 1, 2018 and pre-approve the Union Contract signing Incentive checks. Ayes all. Motion carried.

At 10:07 am the Board looked over the contingent liability and revenue sheet.

**Superintendent's Report:** Ordway and Eden Lake Road has been completed with slag. Darr Road North of Sugar Grove Road in Sherman Township will be put on hold until next year. LaSalle Road in Amber Township has been paved and they are working on shoulders. Morton and Kinney Road project in Riverton Township has been completed.. Hoague Road has been graveled and is being crushed today. Shaping and paving is scheduled for this week as weather allows. Shoulder work today on Free Soil Road, and haul gravel prior to pulverize and paving. Still cleaning up trees from storm and removing dead trees. Did a complete blading of all the gravel roads last week and some aggregate patching. One or two crews have been out cold patching. Cat Excavator has been out on local projects. Bit edging projects and county roads. Sweeping has been completed. Some mowing left to do on the south end of county. Hauling ice control sand into the yard as time allows. Extra help in the shop preparing equipment for winter.

**Shop Foreman Report-** Nothing new to report on the Volvo Trucks. Received only one bid from Michigan Kenworth for semi tractors. Woirol suggested replacing the thirty year old generator welder with a new one for approximately \$6,000.00. The board approved the purchase. Discussion of purchasing a more heavy duty tire for the Mower tractor.

### **County Highway Engineers Report**

- **2018 HMA paving:** Rieth-Riley completed LaSalle Road last week. Crushing & shaping Hoague Road & paving this week. Will move to Free Soil Road next and possibly Reek Road yet this year. That

would leave Darr Road, Lakeshore Drive & Anthony Road for 2019. The MCRC needs time to place aggregate shoulders & shape up the slopes after paving. I had sent an e-mail to Chad Waldo & Randy Meisner in late September and again in early October stating that any work that is carried over to 2019 will be paid at 2018-unit prices as bid. I still have not gotten a response to date.

- **Darr Rd Bridges over the North and South Branch of Lincoln River:** The South Bridge road approaches were paved on Saturday. Hardman Construction is working on the earthwork on the North Bridge and shoulders, guardrail, restoration on the South bridge. Anticipated completion by mid to late November of 2018. Current contract completion date is September 28<sup>th</sup>, 2018. Mavis Road was closed due do to blowouts in the gravel caused by the Contractor. They were fixed by the Contractor and acceptable for traffic to date. Additional work may be necessary by the Contractor.
- **Anthony Rd Design:** MCRC has trenched the edges of the HMA and added gravel to a total width of 30', existing HMA was about 22' wide. I am preparing quantities for ditching, installing driveway culverts, adding gravel to the HMA before crushing, & grade lift for Hallack Contracting to do in conjunction with the crushing & shaping. Schultz Excavating has hauled approximately 3600 tons of crushed concrete to add to the HMA roadway and driveways. Rieth-Riley will patch the culvert crossing in the next couple of weeks.
- **Hoague Rd:** Hallack Contracting is crushing & shaping starting today. Rieth-Riley will complete the paving this week weather permitting. The MCRC will need to place aggregate shoulders and shape the front slopes.
- **Hawley Road Bridge:** Project was bid on October 5<sup>th</sup> with the clearing work completed by March 31, 2019, open to traffic by June 14, 2019 with the completion date by July 19, 2019. Davis Construction from Lansing was the confirmed low bidder at \$1,048,011.70. Sent out an RFP for construction engineering for this project.
- **Hansen Rd, W. of Gordon Rd to 0.8 mi W of US-31:** Final quantities are being worked on along with MDOT files and As-Built plans. (C & D Hughes, Inc.: \$657,725.79. 80% Federal STP, 20% State D. Progress schedule: Open to traffic on or before July 14, 2018 with completion date of November 3, 2018.)
- **2017 Hansen Road & Pavement Marking** – Josh is working on final paperwork for MDOT.
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- **2018 County Wide Pavement Marking:** All roads that can be painted are painted to date. MPM will need to return to mark the chip seal roads and HMA roads. MPM will need to use regular dry paint since it is past the seasonal limitations of October 15<sup>th</sup> for waterborne.
- **2020 Rasmussen Rd Design:** PM Twp. has selected Nordlund & Associates for the design engineering firm. This project was set up for 2018 small urban funding so 90% completed plans & specifications needed to be submitted to MDOT by September 30<sup>th</sup> 2018. I was not aware of this timeline and the plans & specifications were not submitted by this date. The sanitary plans were also not completed by this date. Josh & I did verify some of the control points and survey data prior to design. I need to get the old survey data on USGS datum and give it to Nordlund & Associates. The old design will be used for reference but will need to be reworked with the changes such as sanitary sewer, storm sewer & curb & gutter. Working on cleaning up the survey data and working on the design plans. We will meet with the small urban committee and reschedule the project for 2020.
- **Sugar Grove Road east of US-31:** Working on a MDEQ permit for replacing this culvert. The culvert is failing at the shoulder and needs to be replaced.
- **Emerson Lake Association:** I met with Luke Golden from the MDEQ, Len Copus & Rick Randall from the Emerson Lake Association last week. I took the old survey data and imported it into AutoCAD. I took shots on the elliptical culvert that was installed in 2011. The elliptical culvert that was installed in 2011 is approximately 0.4' higher than the original 36" culvert. The elliptical culvert is

approximately 1' higher than the MDEQ permit. The MDEQ did not have any issues with the culvert being 1' higher than plan, especially with the Emerson Lake Association claiming that the culvert is causing the low levels on Emerson Lake. Len asked the MDEQ if the new culvert would be replaced with a 36" and Luke said no. I do not believe that the MCRC will need to provide any additional information at this time. The MDEQ advised the ELC to look at the inflow into the lake and apply for a permit to cleanout the old creek bed that used to flow into Emerson Lake in the early 1950's.

- Still have several projects that need surveying and design work that needs to be completed such as Rasmussen Road, Hansen Road, Sass Road, Hamlin Twp, Lakeshore Dr. South Bayou Sheeting.

### **Manager/Director Report**

#### **Informational Items**

- Currently have 14 applications for Finance Director/Office Manager. Will begin interviews this week.
- Met with the Union Representative Bob Donick on Wednesday the 24<sup>th</sup> to go over the contract. He signed for the Union and requested that I mail him two originals after the board has signed. He did share with me that our Union voted unanimously.
- Ted continues working on updating the Certification Maps.
- Continue working on speed studies and traffic counts. Will submit all information when completed.
- Eric Nelson and I will be attending a Local Rural Task Force Meeting on October 30, 2018 with Mass Transit, City of Scottville and Joel Fitzpatrick.
- Met with the Safety Committee and they agreed on the rain suits and coats that were presented to them. They will get a list of sizes together and T Woirol will place the order.
- The first Installment from the \$300 million was received in the amount of \$334,672.06.
- Issue with the crushed concrete from Bob Peters has been resolved. He agreed to sign a contract to allow us to make the last payments to him and Briggs Contracting to cover the cost of the crushing.
- I would like permission from the board to modernize the Managers office and the front office. This space is not being well utilized and does not present well to the public. I am proposing new office furniture, paint and have the floor professionally cleaned.
- DMC was in to update our computers and suggested that Jay's and Terry's computers be replaced due to age rather than attempt to upgrade them and the laptop is due to be replaced.
- Need to continue discussions on building a brine pond on North 31.

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

1. Approval of Job Description for Finance/Director/Office Manager-See Motion
2. Salary Discussion for Finance Director/Office Manager-More discussion to follow
3. Approve and sign Union Contract-See Motion
4. Manager and County Highway Engineer's Salary-Will discuss at the next meeting.
5. Salary Discussion regarding Exempt and Non exempt employees-Will discuss again at a later date.
6. Approve Township Projects-See Motion

**Under new business the following was discussed**

1. Paul Bunyan Meeting is scheduled for November 8, 2018
2. Call to action to Oppose SB 396 (Transporting Forest Products)-See Motion
3. Approve Purchase of two (2) new 2020 Kenworth T800 Extended Day Cab Tractors-See Motion.
4. The Regularly scheduled meeting for November 22 has been changed to Wednesday, November 21, 2018 due to the Holiday.
5. The 2019 Local Road Policy was presented for review. Will discuss at the next meeting.
6. Aglow on the Avenue-The MCRC will be entering the Cat Grader in the 2018 Aglow on The Avenue Parade on November 24, 2018.
7. RTF Funding-Lake County Road Commission has asked MCRC to exchange RTF Funds with them from 2019 to 2020. They would use our allocated funding in 2019 and we would have their funding in 2020. The Board was in favor of this. Will discuss at the RTF meeting on Tuesday October 30, 2018.

**Items Requiring Board Action:****Approve Job Description for the Finance Director/Office Manager Position**

Motion by Matiash seconded by Robidoux to approve the Job Description for Finance Director/Office Manager as updated on October 1, 2018 and place on file. Ayes all. Motion carried.

**Approval and Signage of Local Bargaining Agreement**

Motion by Matiash seconded by Robidoux to approve the final Teamsters State, County and Municipal Workers Local 214 Bargaining Agreement effective 1/1/2019 to 12/31/2021 and authorize the Mason County Board of Road Commissioners to sign. Ayes all. Motion carried.

**Approve Township Projects 10-29-2018**

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

**Branch Township 2018**

**Dunbar Road** for .5 miles. Place HMA Wedge at selected locations.

Total cost \$11,500.00.

**Custer Township 2018**

**Wilson Road** from Darr Road to Tuttle Road for 214'. Place HMA Wedge at various locations. Total Cost \$6,300.00.

**Approval of Resolution #2018-01 to Oppose SB 396 (Transporting Forest Products)**

Motion by Matiash seconded by Robidoux to support and authorize the Chairman to sign a resolution opposing Senate Bill 396 that would exempt loggers from obtaining permits and from seasonal load restrictions. Ayes all. Motion carried.

**Approve Purchase of Two New 2020 Kenworth T800 Extended Day Cab Tractors**

Motion by Matiash seconded by Robidoux to approve the purchase of two (2) new 2020 Kenworth T800 Michigan Extended Day Cab Tractors in the amount of \$131,309.00 each for one (1) year with interest in the amount of \$17,597.52 for a total cost of \$280,215.52. As an expression of good faith at the sole option of the Mason County Road Commission, Michigan Kenworth agrees to provide an option to buy back both units for the original price twelve (12) months after the original in-service date of each respective truck. Ayes all. Motion carried.

**The next regular meeting is scheduled for Wednesday November 7, 2018 at 10:00 am.**

**There being no further business the meeting was adjourned at 12:24 pm.**

  
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Mary Samuels Secretary

  
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Doug Robidoux Chairman