

## MINUTES

Chairman Robidoux called the November 7, 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, Schwass and Matiash, Manager/Director/Secretary Samuels, County Highway Engineer Nelson and Superintendent Moody. Absent: None.

Visitors: Jim Gallie and Dick Alway from Amber Township to present Amber Townships list of road projects for 2019. Brian Smith and Larry Pierce from Branch Township asking what progress had been made on Long Lake regarding the fence issue. E Nelson will be sending the information we have to the MCRC Attorney for an opinion.

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 October 29, 2018 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 November 8, 2018 for ck#77134 thru ck #77180 for \$187,372.96 and pre-approve Payroll #23 for November 15, 2018. Ayes all. Motion carried.

At 10:06 am the Board looked over the contingent liability and revenue sheet.

**Superintendent's Report:** Hoague Road and Free Soil Road have been paved and we are working on shoulders. Rath Road in Hamlin Township and Conrad Road in Custer are still waiting for Slag. If the material arrives the schedule is to get started on these projects on November 19. Darr Road in Free Soil Township was paved and we are working on the shoulders. Most of the clean up of trees from storm has been completed and continue removing dead trees. Some aggregate patching and one or two crews have been out cold patching. Cat Excavator has been out on local ditching drainage improvement projects. Bit edging on county roads. Hauling ice control sand into the yard as time allows. Extra help in the shop preparing equipment for winter. Starting night patrol on November 11.

**Shop Foreman Report-** None

### **County Highway Engineers Report**

- **2018 HMA paving:** Rieth-Riley completed Hoague & Freesoil Roads last week. That will leave Reek, Lakeshore Drive & Anthony Road for 2019. The MCRC needs time to place aggregate shoulders & shape up the slopes after paving.
- **Darr Rd Bridges over the North and South Branch of Lincoln River:** The North Bridge road approaches are being paved today. Hardman Construction is working on the shoulders, guardrail,

restoration on the North & South bridge. Anticipated completion by mid to late November of 2018. Current contract completion date is September 28<sup>th</sup>, 2018.

- **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 have requested pricing for ditching, installing driveway culverts, adding gravel to the HMA before crushing, & grade lift from 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:** Paving is completed, the MCRC placed aggregate shoulders and shaped the front slopes. Final shaping and restoration in the spring of 2019
- **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. I received 3 proposals for Construction Engineering; Prein & Newhoff, Flies & Vandenbrink & LS Engineering. OHM said they were too busy for the early spring work. Recommend hiring Prien & Newhoff & I will continue as the P.E. at a anticipated cost of approximately \$67,590 for surveying, testing, Inspection and office tech work. If P&N does the PE portion it would add approximately \$5,136.
- **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.
- **RTF** – Met with Rural Task Force and proposed lending Lake County our 2019 Funding. This will allow the MCRC to combine 2 sections of Hansen Road (Stiles to Amber & LaSalle to US-31 into 1 project. This will save time & money for preparation of plans, proposal, inspection, final closeout & should get better pricing from Contractors.
- **2019 Stiles, Sugar Grove & Scottville Road** – I will need to prepare bidding specifications for improving the detour route for US-31 bypass road. I may be able to include in our 2019 HMA paving program – need to check with MDOT.
- **2020 Rasmussen Rd Design:** The MCRC has not received the call for projects yet for 2020. We currently have Hansen Road from Meyer to Dennis on the 2020 Small Urban Program schedule. I would like to request Rasmussen Road for 2020 and combine these 2 projects into 1 project.
- **Sugar Grove Road east of US-31:** MDEQ permit was received for replacing this culvert. I will need to get pricing for the culvert, easements and plan on replacing the culvert in the spring of 2019. The culvert is failing at the shoulder and needs to be replaced.
- Still have several projects that need surveying and design work that need to be completed such as Rasmussen Road, Hansen Road, Sass Road, Hamlin Twp, Lakeshore Dr. South Bayou Sheeting.
- **2019 Pavement Marking** - Josh will be starting to put together the 2019 Pavement Marking project.
- **2019 Chip Seal** – I will be working with Mary & Eric Moody to develop a list for the 2019 Chip Seal
- **2019 HMA Paving** - I will be working with Mary & Eric Moody to develop a list for the 2019 Paving

**Manager/Director Report****Informational Items**

- Have offered the Finance/Director position to Heather Braginton. She will be starting on November 26, 2018.
- The Union Contract has been delivered to Bob Donick with all necessary signatures. It should be off to the printers.
- Ted continues working on updating the Certification Maps.
- Continue working on speed studies and traffic counts. Rick is about half way done and so far, the results reflect the 25 mph signs that are posted.
- There is an Access Management meeting scheduled today, November 7 at 2:00 to discuss a request to build a new gas station at 460 W US-10.
- Great support from the crew for the Aglow on the Avenue Parade on November 24.
- Received the easement for the county drain on Darr Road and have advertised the abandonment in the paper. The ad will run for three weeks then I will finalize the Darr Road Abandonment.

**Under unfinished business the following was discussed**

1. 2019 Local Road Policy Review-Will post pone approval until next meeting.
2. Approve Construction Services Proposal for Hawley Road Bridge-See Motion.
3. Paul Bunyan Meeting-November 8. E Nelson and J Syrewicze to attend.
4. Salary Discussion regarding Exempt and Non exempt employees-Further discussion.
5. Manager and County Highway Engineer Salary-See Motion.
6. New Finance Director will start on November 26, 2018
7. Manager/Township Clerk Conflict of Interest-M Samuels will be stepping down as the Summit Township Clerk effective 1/1/2019.
8. RTF Funding-Met with the Rural Task Force Committee on October 30, 2018 to discuss FY funding for 2019-2023. Lake County Road Commission had requested the MCRC to exchange RTF Funds with them. They would use our allocated funding in 2019 and we would have their funding in 2020. The RTF Board was in favor of the exchange.

**Under new business the following was discussed**

1. First Amendment to Regional Wetland Bank Agreement was discussed. Will sign agreement at the next meeting.
2. The Regularly scheduled meeting for November 22 has been changed to Wednesday, November 21, 2018 due to the Holiday.

**Items Requiring Board Action:**

Motion by Schwass seconded by Matiash to award Construction Engineering Services for the Hawley Road Bridge to Prein & Newhoff for \$73,930.00. Ayes all. Motion carried.

**Approve County Highway Engineer Salary**

Motion by Schwass seconded by Matiash to approve a salary of \$75,000.00 retroactive to July 1, 2018 for the County Highway Engineer in line with the average wage of other CRC's based on our MTF. Ayes all. Motion carried.

**Approve Salary for new Manager/Director**

Motion by Schwass seconded by Matiash to approve a salary of \$75,000.00 for the Manager Director commencing on January 1, 2019. Ayes all. Motion carried.

**The next regular meeting is scheduled for Wednesday November 21, 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