

MINUTES

Chairman Robidoux called the December 13, 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 Samuels, Secretary Braginton, County Highway Engineer Nelson and Superintendent Moody. Absent: None.

Visitors: Jim Gallie and Dick Alway from Amber Township. Bruce Burke from Logan Township. Zach Clothier from Great Lakes Chloride. Brad Harkness from Michigan Chloride Solutions. Betty Mackey - resident from Victory Township/Townline Rd.

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 November 21, 2018 regular meeting were discussed

Motion by Schwass seconded by Matiash 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 Schwass to approve accounts payable for December 13, 2018 for ck#77227 thru ck #77303 for \$734,672.45 and pre-approve Payroll #25 for

December 13, 2018. Ayes all. Motion carried.

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

Public Comment-

Betty Mackey/Victory Township - addressed the board regarding Townline Road. Expressed concern over the ongoing condition of the road due to poor quality of materials in road and high level of traffic. Feels that general maintenance is not enough to keep the road in acceptable condition. Provided a petition signed by several residents of Townline Rd requesting that the Road Commission add this 2.5 mile section of road to their 2019 schedule to be reconstructed and/or paved. Managing Director Samuels informed Ms. Mackey that Townline Rd would be on the 2019 schedule to have at least a portion of it graveled. Depending on cost, it may have to be split into a two year project between 2019 and 2020. Schwass requested that Samuels keep the township informed of plans going forward and Robidoux requested that Samuels also keep Ms. Mackey apprised of plans going forward.

Jim Gallie/Amber Township - Informed board that the County Commissioners had selected a replacement for retiring Road Commissioner Matiash. The interview panel selected Mike Ingadine and he will begin his duties on January 1, 2019. Elder Care Apartments will be constructed on S. Meyer - South of US-10 on the East side of the road, North of the Railroad Tracks. Waiting for project list from Samuels. Samuels - waiting for brine bid to be awarded so that cost can be determined. Township agreements will be sent out in coming week.

Brad Harkness/Michigan Chloride - Found out that MCRC will not need to obtain DEQ permit for brine pond. It would only need to be permitted by the County Drain Commission. Pond construction will have to be engineered and also approved by DNR. Supervisor Burke/Logan Twp asked if installing a pit would make the brine any cheaper. Harkness did not believe so, but could not confirm. The intention would be to ensure material is available when needed. Gallie/Amber Twp asked what Michigan Chloride's open pit policy is and whether they have issues with wildlife. Harkness - Michigan Chloride's pit had to put up an animal free fence and the waterfowl doesn't stay if it does try to land.

Zach Clothier/Great Lake Chloride - Gave a presentation on the brine product that Great Lakes Chloride offers. Uses a higher concentration which would require less applications. Price is higher do to higher concentration and less quantity is necessary.

Bruce Burke/Logan Township - Two bridges on Masten - one is between Hawley and Lucik and the other is between Lucek and Masten - are having embuttment problems. Repairs will need to be done soon.

Superintendent's Report- Started tree and stump project on Fischer Rd/Victory Township. Winter maintenance has begun, however, the full crew has only been out once so far this winter. We have been running 1-2 cold patch crews regularly. We have had a tree crew out cleaning up dead trees along the roadway. Have done a little blading and aggregate patching. Used the CAT excavator on a couple of drainage projects. Used the Tractors and brush cutters to cut back the autumn olive and willows that have become overgrown and encroaching on roadway. Utilizing 2 man brush crews. Have had crew member helping Rick Rolston out with sign projects. Also helping out in shop when needed. The rest area on the highway was closed to the public on December 3rd.

Matiash noted that there is a stop sign on Fisher Rd that needs changing.

Shop Foreman Report- None

County Highway Engineers Report

- **2018/2019 HMA paving:** Rieth-Riley will have approximately 11,000 tons of HMA to complete in 2019.
- **2018 Darr Rd Bridges over the North and South Branch of Lincoln River:** Project is considered under seasonal suspension from November 15, 2018 to April 15, 2019. Hardman Construction will return in the spring to finish the restoration and concrete sealing. Current contract completion date is September 28th, 2018.
- **2018 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.) Final cost of construction is approximately \$675,000.
- **2018/2019 Anthony Rd Design:** Hallack Contracting is working on the ditching on Anthony Road. I anticipate them working for about 2 weeks this year weather permitting. They will

have the work completed by May 18th, 2019. Rieth-Riley will then complete the crushing & shaping and paving with a completion date of June 15, 2019. Liquidated damages will be assessed in the amount of \$900 per day for any work after June 15, 2019. Approximately \$700,000 of work remains to be completed.

- **2019 Hawley Road Bridge:** Davis Construction submitted the progress schedule. Davis will start work on January 14th with the clearing and bridge removal. Davis may consider providing a price to improve the Bridge to the east to increase the load rating. P&N will be doing the surveying, inspection, materials testing and office tech work on this project. I will be the Project Engineer and will be monitoring the construction and signing the pay estimates, work orders, etc.
- **2019 Detour Stiles, Sugar Grove & Scottville Road** – I will need to prepare bidding specifications for improving the detour route for US-31 bypass road. Josh will be submitting the MDEQ permit for replacement of the culvert between Amber and Stiles. I should be able to include in our 2019 HMA paving program.
- **2019 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.
- **2019 County Wide Primary Pavement Marking:** Josh is finishing up the specifications to submit to MDOT for the primary roads (80% MDOT 20% MCRC. Michigan Pavement Marking would like to extend the 2018-unit prices of \$0.039 for the local pavement marking in 2019. I would recommend extending the unit pricing for 2019 for local roads.
- **2019 Sass Road:** Survey work completed and working on the design for Grant Township
- **2019 Sheeting Repair Hamlin Township** – I will be putting together specifications to be completed in the spring of 2019.
- **2019 HMA Paving & Chip Seal** – Waiting for remaining Townships to respond to put together bid specifications.
- **Acceptance of Juliana Drive** - Westshore Consulting submitted final documentation for Juliana Drive requesting acceptance into the MCRC road system. The Mason County Drain Commission has set up a drainage district for the maintenance of the retention basin. Stop sign & road sign to be installed by the MCRC and paid for by the developer.
- **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.
- **2020 Hansen Road Design:** I will be working on the design of Hansen Road from Stiles to Amber & east of LaSalle easterly to US-31. This will be bid as 1 project thru MDOT with State, STP, & local funding
- **2020 Tuttle Road Bridge** – N. of Freesoil Road Construction Estimate is \$348,000. Need to send a RFP for Engineering Services.
- **2021 Fountain Road** – Received letter from MDOT stating that the Fountain Road “bridge” has been approved for funding in the amount of \$869,000. Box culverts can be built with bridge funding. I will need to check with the MDEQ and box manufactures to verify constructability.

- **Weaver Road** – Richard is working on the chain of title and should be able to report back to board at the next meeting.

Manager/Director Report

Informational Items

- Met with Trooper Brandon Davis on December 7 to work on Traffic Control Orders. We will take a ride around in early spring and determine where he would like the Traffic Counter Placed. Once the data is received, he will make his determinations. The traffic count information he received from us was helpful in determining how to proceed.
- Working on Township Estimates. Will be sending out the new Local Road Policy along with cost share amounts and estimates. I was waiting on the brine bids to come in, so the estimates could be sent at one time. The townships have been very responsive to requests for their lists of potential projects for 2019.
- Ted has sent corrections into Wolverine to make changes on the County Maps. The Certification maps are done except for the Seasonal Roads. The supervisors have been sent out with a list to review. After everything is complete regarding the maps, if the board approves, we would like to have him start entering data into road soft to update all the paved roads. This has not been done for several years and is required to be completed. We are working on a time estimate to complete this project.
- The information for Weaver Road has been sent off to Attorney Richard Wilson and he has requested a Title Search be completed. Attorney Wilson will have information for us next week.
- For your information I have prepared a short spreadsheet with total cost for repairs to the fuel system from 2013 through 2018.
- There was some discussion on removing the trees on Conrad Road around the curves. It is estimated to take about 3 days.
- Contacted Senator Boer regarding SB396. He was very pleased he was able to get the Senate to agree to the three amendments he presented and in return changing his vote to a yes.
- Received estimates to upgrade the office as follows: Floor stripping and reconditioning for reception area, my office and entrance was \$800.00. Painting both offices and entrance \$1,935.00. New office furniture for Reception/Assistant Office was \$5,349.72 and for the Manager/Director Office \$6,998.00. Total cost of \$15,082.72.
- Attended the County Board of Commissioners Meeting on Tuesday. New Commissioner Mike Ingison received the vote to replace retiring Commissioner N Matiash.

Under unfinished business the following was discussed

1. Reviewed brine bids from Michigan Chloride Sales, Great Lakes Chloride and Liquid Calcium Chloride of Kawkawlin. Motion made by Matiash to accept recommendation to award bid to Michigan Chloride Sales. Supported by Schwass. Ayes all. Motion carried.
2. Salary Discussion regarding Exempt/Non-exempt. Robidoux note that the attorney's opinion referenced an 'hourly rate' which makes it appear as though he did not understand that it is a salary position, not hourly. Samuels should follow up and make sure he is clear on that.
3. Local road policy reviewed. Approved to go out to townships.

4. Juliana Dr./Hamlin Township - would like to add to certification. This is a cul-de-sac with fourteen buildable lots. There is a catch basin that collects water, but that is now being controlled by the county drain commission.
5. Sherman Township has funds leftover from FY 2015 still and the contract states that any unused funds will be forfeit after three years. Board recommends contacting Township and letting them know that they will need to use it in 2019. Moody suggested using the funds to construct a lift for Darr Rd.
6. Christmas potluck will be on December 20th.

Under new business the following was discussed

1. Samuels recommends hiring six seasonal interns/workers for summer 2019.
2. Samuels requested to give employee gift cards of \$50.
3. Samuels provided letter of understanding for amendments to MDOT Trunkline Maintenance contract.
4. Braginton provided board with proposed amendment for FY2018 operating budget as well as a preliminary proposed budget for FY2019. Board will review prior to December 27th budget hearing.

Items Requiring Board Action:

Motion by Matiash to approve expenditure of \$15,082.72 for new office furniture, painting, and floor cleaning. Supported by Schwass. Ayes-all. Motion carried.

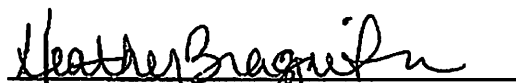
Motion made by Schwass to accept Juliana Drive into MCRC's certified road system for 2019 certification. Supported by Matiash. Ayes-all. Motion carried.

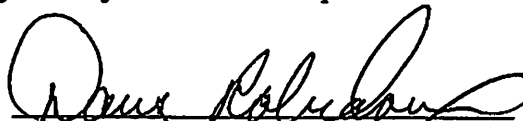
Motion made by Matiash to approve \$50 gift cards for employees. Supported by Schwass. Ayes-all. Motion carried.

Motion made by Matiash to approve letter of understanding for amendment to Trunkline Maintenance contract. Supported by Schwass. Ayes-all. Motion carried.

The next regular meeting is scheduled for Thursday December 27, 2018 at 10:00 am.

There being no further business the meeting was adjourned at 12:42 pm.


Heather Braginton - Secretary


Doug Robidoux - Chairman