

**MINUTES**

The Budget Public Hearing was called to order at 9:30 a.m.

The purpose of the Public Hearing was to discuss the 2019 operating budget and the amendments for the 2018 budget. Both the proposed 2018 amendments and the proposed 2019 budgets were explained and discussed.

Motion by Robidoux seconded by Matiash to close the Public Hearing at 9:54 a.m. Ayes all. Motion carried.

Chairman Robidoux called the December 27, 2018 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 a.m.

Members present: Robidoux, Schwass and Matiash, Manager/Director Samuels, Secretary Braginton, County Highway Engineer Nelson, Superintendent Moody and Shop Foreman Woiron. Absent: None.

Visitors: Jim Gallie from Amber Township. Bruce Burke from Logan Township. Mike Ingison, newly appointed Commissioner effective 1/1/2019.

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 December 13, 2018 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 Matiash seconded by Schwass to approve accounts payable for December 27, 2018 for ck#77304 thru ck #77362 for \$74,315.81 and approve Payroll #26 for \$74,435.29 for December 27, 2018. Ayes all. Motion carried.

At 10:08 am the Board looked over the contingent liability and revenue sheet.

**Public Comment-**

Bruce Burke/Logan Township - The culvert on Hawley Road east of Masten Road is becoming eroded.

Jim Gallie/Amber Township - inquired about a difference on his brine estimate. Samuels explained that LaSalle is coming off of the original estimate. Also mentioned that they have nine projects to propose and currently have funding for seven.

**Superintendent's Report-** Have not had much winter maintenance going on yet - sent full crew out once. Crews have been working on Tree cutting in Victory Twp on Fisher Rd from Peterson to the

Hamlin Twp line as well as cleaning up overgrown limbs. Graders have been doing limited blading - if we get a warm up we will try to get some more grading done then. 2-3 road guys helping out in the shop. Will be using CAT Excavator for stumping on Fisher Rd next week. Moody, Fiers and Peters working with Weinert on cleaning up seasonal roads on certification maps.

**Shop Foreman Report-** Lead time for single axle plow trucks is currently 16 months so if we ordered trucks today we would not get them until spring of 2020. Would like to consider replacing #96 & #97 (2 - 1991 International Single Axles). Leased CAT equipment will also be coming up for renewal in 2020.

### **Engineering**

- **2018/2019 Anthony Rd Design:** Hallack Contracting is working on the ditching on Anthony Road. They are about completed with the ditching. Hallack will need to install the driveway culverts, but anticipate doing them in the spring. They will have the work completed by May 18<sup>th</sup>, 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 will start work on January 14<sup>th</sup> with the clearing and bridge removal. I will be sending out a public notice next week. 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.
- **Weaver Road** – I have been preparing drawings based on descriptions found for the adjoining properties. I have spent several days so far on this road access to long lake with drawings, correspondence, research, etc.. Richard should be reporting back as to what the MCRC has for public right-of-way. Once a determination is made by Richard, I will need to complete a survey of the access to long lake and show the location of the property lines, fence, trees, etc. The MCRC/Branch Township will need to send a letter and the drawing to the adjacent property owners showing the property limits. I would recommend that Branch Township/MCRC to make improvements to the access to long lake. Remove any fences & trees and widen the access as much as possible and add gravel.
- **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.
- **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.
- **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.

### **Manager/Director Report**

#### **Informational Items**

- All townships have received a copy of the 2019 Local Road Policy, Cost share amounts and a 2019 Contract for the placement of brine to approve and return. Three townships have not submitted a list for their 2019 projects. Branch, Free Soil and Grant.
- Ted is waiting on information from the Supervisors regarding the Seasonal Roads. They have checked out all the roads but now he needs a little more clarification from them. We will be presenting a list to the board, of the seasonal roads that should be decertified.
- Will be starting to prepare the two office’s for painting. This will take place within the next few days. The new furniture for Marcia’s office will be delivered mid to late January.
- Attended the Local Emergency Planning Committee (LEPC) meeting on December 18, 2018 at the Sheriff Department and have been appointed to the LEPC board by the Board of Commissioners of the County of Mason.
- Will be working with the County Drain Commissioner on the Miller Drain on Johnson Road between Gordon and Amber Roads.
- Discussion on accelerating the MERS to 100% funded in 10 years. Estimated monthly employer contribution beginning in 2019 would be an additional \$38,501.00.
- Additional road funds in the supplemental appropriation bill initiated by Gov. Rick Snyder was approved by the Legislature on Friday December 21, 2018. The \$1.25 billion appropriations bill includes \$114 million for roads, of which county road agencies will share \$44.6 million, according to the traditional state formula.

**Under unfinished business the following was discussed**

1. The 2019 Proposed Budget -See Motion
  - a. Capital Outlay Discussed - obtain a quote for single axle plow trucks. Chipper will be rebuilt. Snow plows are low priority. Get bids for a skid steer - purchase and lease options. Purchase a new pickup for trunk line. Look at auctions for a replacement for pickup #17. Purchase used Dump Trailer (see motion).
  - b. Questions regarding amounts budgeted for Interest Earned and Local routine maintenance. Braginton explained that Local project program is shown under the Primary routine maintenance category because the projects will take place on primary roads. Braginton will make changes to interest and routine maintenance for next meeting.
2. 2018 Budget Amendments-See Motion

**Under new business the following was discussed**

1. Strategic Plan/Five Year Plan - will be working on putting together a Five Year Plan over coming months.
4. Braginton requested that we accept bids for auditor services. Board supports.

**Items Requiring Board Action:****2018 Amended Budget**

Motion by Robidoux seconded by Schwass to approve the 2018 amended budget subject to the final year end audit. (Attached) Ayes all. Motion carried.

**2019 Proposed Budget and Primary Road Projects**


Motion by Robidoux seconded by Schwass to approve the 2019 Budget as amended subject to review at next meeting. (Attached) Ayes all. Motion carried.

Motion by Robidoux to approve expenditure not to exceed \$15,000.00 for a dump trailer. Supported by Schwass. Ayes-all. Motion carried.

**The next regular meeting is scheduled for Thursday January 10, 2019 at 10:00 a.m.**

**There being no further business the meeting was adjourned at 11:51 a.m.**

  
 Heather Braginton - Secretary

  
 Doug Robidoux - Chairman