

MINUTES

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

The purpose of the Public Hearing was to discuss planned road abandonments for the following locations:

- Annis Road in Branch Township, a paper street west of the portion of Annis Street that is certified by the Mason County Road Commission, Village of Tallman Lots 5 & 6 in Block 4.
- Lake Street in Hamlin Township for 162ft between, Lots 5 and 6 in Block 10, Plat of Weimer and Lots 1,2 and 3 in Block 11, Plat of Weimer.
- Carter Avenue, lying between Eleventh Avenue and Fourteenth Ave, Twelfth Avenue, lying between Helling Avenue and the waters of Hamlin Lake and Thirteenth Avenue, lying between Helling Avenue and the waters of Hamlin Lake in the first Addition to Piney Ridge in Hamlin Township.

Opportunity was offered to the public for questions and concerns. No questions or comments were made by the public.

Motion by Ingison supported by Robidoux to close the Public Hearing at 9:52 a.m. Ayes all. Motion carried.

Chairman Schwass called the **February 28, 2019** 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 Ingison, Manager/Director Samuels, Secretary Braginton, County Highway Engineer Nelson, Superintendent Moody.

Visitors: Jim Gallie - Amber Twp, Dick Alway – Amber Twp, Jonathan Meeks – USDA Forest Service, Karen Middleton – USDA Forest Service, Jake Lubera – USDA Forest Service.

Approval of Agenda

Motion by Robidoux seconded by Ingison to approve the agenda as presented with the following corrections: Commissioner Ingison added the following items to Unfinished Business – i) Performance reports – formulation j) Schedule workshops for Strategic Planning. Ayes all. Motion carried. Conflicts: None

Approval of Minutes

The minutes of the January 28, 2019 regular meeting were discussed. Day for next meeting was incorrect – printed as Wednesday and it should have been Thursday. Motion by Robidoux seconded by Ingison to approve the minutes as read with correction of date of next meeting. Ayes all. Motion carried.

Approval of Payments

The Board took the following action after reviewing the accounts payable and payroll. Motion by Schwass, seconded by Ingison to approve Accounts Payable #4 for February 28, 2019 for ck#77523 thru ck #77574 for \$256,631.06 and approve Payroll #4 for February 28, 2019 for \$84,107.63. Ayes all. Motion carried.

At 10:13 am the Board looked over the contingent liability and revenue/fund balances.

Public Comment

Galley/Amber Twp – provided local road contracts to Samuels.

Superintendent's Report

Superintendent Moody reported on current activities of road crews. Mostly winter maintenance and some overtime on the weekends. Had a winter storm with high winds which brought down a lot of trees.

Engineering

- **2019 Hawley Road Bridge:** Davis has completed the clearing, bridge removal, and cofferdam. Davis has installed heavy rip-rap and installing the piles. Contract Amount is \$1,048,000 with a revised open to traffic date of June 15, 2019 with final acceptance of restoration of July 20, 2019. Prein & Newhof is doing the onsite inspection, surveying, and office tech work. I am the Project Engineer that reviews and signs all pay estimates, contract modifications, etc.
- **Weaver Road** – Mary will update the Board.
- **2022 Bridge Applications** – Are due May 1, 2019. I will need to look at our bridge ratings and go over the list with Mary to pick a few candidates to apply for Bridge Funding.
- **2018 Hansen Rd, W. of Gordon Rd to 0.8 mi W of US-31:** Final quantities have been completed and agreed to by the Contractor. I have submitted the pay estimate to MDOT for payment. Josh & I will be working on finalizing MDOT files. Record Drawings have been completed. (C & D Hughes, Inc.: As bid amount \$657,725.79. 80% Federal STP, 20% State D. Final cost of construction is approximately \$675,186.55. The Original Engineers Estimate was \$751,355.00.
- **2020 Rasmussen Rd Design:** Josh & I need to verify the survey and adjust the points to the correct elevations. I have received record drawing plans from P.M. Township for the existing water and partial sanitary sewer. I need to get other utility drawings for gas, electric, cable, etc. Josh is working on SHPO & DEQ permitting. Soil borings have already been completed by Nordlund & Associates.
- **2020 Hansen Road Design:** I met with MDOT Local Agency Workshop in GR and discussed the project with Gregg Zack. Gregg did not feel that constructing both the MDOT & MCRC projects at the same time would be a problem. Josh & I need to verify the survey and adjust the points to the correct elevations. I have

received record drawing plans from P.M. Township for the existing water and partial sanitary sewer. I need to get other utility drawings for gas, electric, cable, etc. Josh is working on SHPO & DEQ permitting. Hansen Road from Stiles to Amber & east of LaSalle easterly to US-31 will be bid as 1 project thru MDOT with State, STP, & local funding. Soils & Structures agreed to extend the soil boring unit pricing from 2018 bids for 2019 season.

- **Darr Road Bridges** – OHM has revised the request to \$28,650 for additional engineering fees since the project ran over. I looked thru the original contract and estimated times & cost for inspection, surveying, office work, etc. to verify Engineering Fees as bid. The project was anticipated to take 16 weeks, the contractor will have worked a total of 19 weeks to complete. The Engineering contract was based on a not to exceed cost of \$175,000 for both bridges. The additional inspection time with support staff would be approximately \$15,956. The beam & railing inspections were not part of the scope and inspection cost from TUV were \$9,470. OHM had \$3,224 in time during the lockout.
- **2018 HMA Paving** – I invited Randy Meisner from Rieth-Riley to discuss the paving price on Kistler Road. Randy would like to attend the next board meeting on March 18th. He has bids that are due and other commitments.
- **2019 Detour Stiles, Sugar Grove & Scottville Road** – Josh has submitted the MDEQ permit for replacement of the culvert between Amber and Stiles. I have included the project in our 2019 HMA paving program. The HMA paving bids are due on Friday March 8, 2019 @ 2:00PM
- **2019 HMA Paving** – Specifications, quantities and map locations have been completed and the project is advertised for bids on Friday March 8th, 2019 @ 2:00PM. The bidding documents were e-mailed to several contactors that have worked in Mason County and the documents have also been posted on our website.
- **2019 Chip Seal** – I am working on the 2019 chip seal specifications. We have received some Township agreements for chip seal projects. I am hoping to get a final bidding documents completed by the end of next week. Chip seal projects may primarily be Townships projects. I might try to add a few miles of primary roads for the MCRC depending on budget.
- **2019 County Wide Primary Pavement Marking:** Josh has finished up the specifications and submitted to MDOT for the primary roads (80% MDOT 20% MCRC). The project will be bid thru MDOT in the June 7, 2019 bid letting. Josh has confirmed with Michigan Pavement Marking to extend the 2018-unit prices of \$0.039 for the local pavement marking in 2019.
- **NC-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.
- **NC-2019 Sass Road:** Survey work completed and working on the preliminary design for Grant Township. I need to send Al Bufka a preliminary cost estimate to see if Grant Township wants to proceed with final design.
- **NC-2019 Sheetin Repair Hamlin Township** – I will be putting together specifications to be completed in the spring of 2019.

- **NC-2020 Tuttle Road Bridge** – N. of Freesoil Road Construction Estimate is \$348,000. Need to send an RFP for Engineering Services. *I would like to combine Tuttle Road & Fountain Road into 1 project.*
- **NC-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

- The office renovation has been completed
- Ted has submitted 10.52 miles of roads to decertify for your review. As soon as they are approved, he will complete the certification maps.
- Met with Scott Merrick from Gourmet Mushroom. Waiting on a reply regarding the purchase of the 20 acres where the brine pond is located. We have asked for a decision one way or the other if they are willing to sell the property and for how much. A decision will be made soon.
- T Woirol and I met with Patrick Glowacki of Studio (Intrigue) Architects and his civil engineer to look at our building site to determine if it is feasible to construct a new facility on our same site. They will put together a preliminary site plan and let us know when it will be ready to discuss. I have also spoken with a USDA Loan Specialist and have received the application packet from him. Once it has been determined that we have enough space we will all get together and discuss the next steps.
- Material Bids were opened on February 26, 2019. Attached.
- Have placed an advertisement for applicants for a youth crew. Looking for 6 candidates.
- Culvert inventory needs to be on Road Soft by 2020.
- Weight Restriction Update-According to the Engineer Module we follow, there are no changes for a at least 7 days but we will revisit in 5 days to check.

Unfinished Business

1. Braginton presented the following list of road projects for approval:

Meade Township 2019

Brine: One (1) Double Application. 5000 gallons per mile. Applied in two courses. 6.82 miles.

Twp Cost————	\$	2,788.00
MCRC Cost————	\$	1,394.00
Total Cost————	\$	4,182.00

Sheridan Township 2019

Fountain Rd – Larson to Schoenher: HMA Overlay 1.5". 0.99 miles. Total Cost: \$77,693.35

Reid Rd – Thunder Lake to Twp Line: (Phase 1) Remove trees, stumps and general grubbing. 1.25 miles. Total Cost: \$34,923.32

Freesoil Twp/Sherman Twp Cost Share 2019

Townline Rd - US-31 East to Tuttle Rd: Ditching, shaping, place aggregate 3" deep and 24' wide. 2.00 miles.

Sherman Twp Cost-----	\$ 25,630.44
Freesoil Twp Cost-----	\$ 25,630.44
Total Cost-----	\$ 51,260.88

Custer Township 2019

Brine: One (1) Single - 2500 gallons per mile and One (1) Double - 5000 gallons per mile. Applied in two courses. 35.85 miles.

Twp Cost-----	\$ 29,307.38
MCRC Cost-----	\$ 7,326.85
Total Cost-----	\$ 36,634.23

Conrad Rd. - West of 206 Conrad: Place HMA -142 Ton. 550 ft. Total Cost: \$14,387.14

Wilson Rd. - West of 1145 Wilson: Chip seal and fog for 1100 ft. 0.21 miles. Total Cost: \$6,778.80

Wilson Rd. - West of 2888 Wilson: HMA Wedge for 520' - 30 Ton. Total Cost: \$6,030.00

2. Samuels presented a list of roads to be removed from our certification. The removal will reduce our MTF funds by approximately \$10,000 per year.
3. Samuels requested that a decision be made regarding the question of exempt vs. non-exempt. Board agrees that we should legally be paying overtime for two foreman and two engineer techs.
4. Samuels requested motion to approve road abandonments as discussed during public hearing.
5. Samuels provided bid tabulations for materials and trucks.
6. Samuels requested approval of Five-Year Plan.
7. Samuels provided estimate of \$19,883.56 to replace servers.
8. Performance reports- Formulation - will add to agenda for discussion at next meeting.
9. Workshop for strategic planning scheduled for **March 18th @ 9:00 am.**

New Business

1. USFS District Ranger Jake Lubera addressed the board requesting support for a grant application for improving Forest Trail. Also, would like to provide maintenance budget of 25,000 for forest service roads as well as an extra 5,000- 7,000 for adding gravel to Nurnberg Road. USFS is also rerouting snowmobile trail through Lake County which will go into Mason County a very short distance.

Items Requiring Board Action:

Motion made by Robidoux and supported by Ingison to enter into contract with the

various Townships as presented and to authorize the Manager/Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Motion made by Robidoux to allow foremen and engineer tech to be paid overtime for overtime worked. Supported by Ingison. Ayes all. Motion carried.

Motion made by Ingison to approve road abandonments as presented during public hearing. Supported by Robidoux. Ayes all. Motion carried.

Motion made by Robidoux to approve all bids for 2019 oil, fuel, and culverts. Supported by Ingison. Ayes all. Motion carried.

Motion made by Ingison to approve all bids for 2019 cold patch material, HMA, and equipment rental. Supported by Robidoux. Ayes all. Motion carried.

Motion made by Ingison to approve bid for two (2) ¾ ton pickup trucks from Betten Baker Ford of Ludington in the amount of \$57,616.00. Supported by Robidoux. Ayes all. Motion carried.

Motion made by Robidoux to approve Five-Year Plan. Supported by Ingison. Ayes all. Motion carried.

Motion made by Ingison to approve server replacement. Supported by Robidoux. Ayes all. Motion carried.

At the regular meeting of the Mason County Board of County Road Commissioners a resolution to approve Additions and Deletions to the County Local Road System during Calendar Year 2018 for the following Roads was Approved, with a motion by Ingison, seconded by Robidoux, and to authorize the Chairman to sign the 2018 Corrected Certification Maps.

Sheet 1, Section 25, Summit Township, Schlick Road due to correction in length from Pere Marquette Highway West to Newly constructed Cul-de-Sac end from 0.70 miles to 0.42 miles. (-0.28 miles).

Sheet 3, Section 26, Summit Township, Second Avenue. This is a platted Right of Way, but never constructed Road, therefore Road does not exist. Remove from certification map. Decertify Local Road System (-264 feet). (-0.05 miles).

Sheet 8, Logan Township, Addition mistake on past certification sheets, 2017 Total Local Mileage was 41.28 miles re added 2018 is 41.88 miles. (+0.60 miles)

Sheet 9, Pere Marquette Township, Section 13, On 12-27, 2007 Commerce Drive, was accepted in to Local Road system in error should have been Primary Road System Both Local Primary and Urban Primary Systems. Road was constructed to All Season Standards. Local Road System (-0.36miles), Local Primary Road System (+0.36 miles),

Urban Primary Road System (+0.36 miles)

Sheet 9, Pere Marquette Township, Section 24, Progress Drive, was accepted in to Local Road system in error should have been Primary Road System Both Local Primary and Urban Primary Systems. Road was constructed to All Season Standards. Local Road System (-0.37 miles), Local Primary Road System (+0.37 miles), Urban Primary Road System (+0.37 miles)

Sheet 9, Pere Marquette Township, Sections 22 & 27, Remeasured Lake Shore Drive from Iris Road North to Pere Marquette Shrine, 1.54 miles, old was 2.33 miles. Decertify Local Road System (- 0.79 miles)

Sheet 9, Pere Marquette Township, Section 2, un-named Road, West of Brunson Road does not exist. Was removed when the Consumers Power Pump Storage project was constructed, and the new 31 Expressway was Constructed. Decertify Local Road System (-0.12 miles)

Sheet 9, Pere Marquette Township, Section 31, re-measured Hesslund Road from Cul-de-Sac East to End 0.27 miles, 2017 was 0.61 miles. Decertify Local Road System (-0.34 miles).

Sheet 9, Pere Marquette Township, Section 36, placed Hesslund Road on Map in proper location. From Pere Marquette Highway, East to Cul-de-Sac. Local Road System (+0.46 miles).

Sheet 9, Pere Marquette Township, Section 23, removed Distance on Sherman Street. (-0.30 miles) and placed on Sheet 20 (+0.30 Miles).

Sheet 11, Pere Marquette Township, Section 11, remeasured River View Drive and Pleasant Ridge Drive. River View Drive, Old measurement 4150 feet, New measurement is 4219 feet (+69 feet), Pleasant Ridge Drive, Old measurement was 2600 feet, New measurement is 2604 feet. (+4.0 feet) Total change this sheet (+73 feet) or (0.01 miles)

Sheet 19, Pere Marquette Township, Section 2 added Lake Shore Drive to the Sheet that was removed from Sheet 9. Local Road System (+0.53 miles) and Sheet 11 Urban System, Local Urban Road System (+0,02 miles).

Sheet 20, Pere Marquette Township, removed a platted Alley that was never constructed or used as an Alley. Just a Driveway between Second and Third Streets Decertify Local Road System (-310 feet), (-0.06 Miles) and Urban Local Road System,

Sheet 4, (-310 feet), (-0.06 Miles)

Sheet 20, Amber Township, Section 18, changed Meyers Road from Local Road System to Primary Road System. This Road was reconstructed to all Season Roadway, during the construction of Walmart, Local Road System, (-0.24 miles), Primary Road System, (+0.24 miles), Sheet 15 Urban Primary System (+0.24 miles)

Sheet 20, Amber Township, Sections 17 & 18 Brye Road, North to Meijer's Store, this Roadway was reconstructed to All Season Standards during Construction of the Meijer Store, and never had its designation changed. Local Road System (-0.15 miles), Primary Road System (+0.15 miles), Sheet 15 Urban Primary Road System (+0.15 miles)
 Sheet 20, Amber Township, Brye Road, South to Hardman Construction was reconstructed to All Season Standards to Hardman Construction, Local Road System (-0.33 miles), Primary Road System (+0.33 miles) and Sheet 15 Urban Primary Road System (+0.33 miles).

Sheet 26, Custer Township, Section 25 & 26, Removed abandoned portion of Reek Road as per Road abandonment. Local Road System (-0.39 miles). See attached resolution.
 Sheet 27 and 30, Branch Township, Section 15, Removed Maple Road mileage from Sheet 27 to Sheet 30 for clarification. Local Road System, Sheet 27, (-0.62 miles), Local Road System Sheet 30 (+0.62 miles).

Sheet 32, Hamlin Township, Section 34, added newly accepted road "Juliana Drive", to Local Road System (+0.23 miles). See attached resolution.

Sheet 32 and 33, Hamlin Township, Section 2, removed Alliene Road mileage from Sheet 32 to Sheet 33 for clarification, Local Road System Sheet 32, (-0.18 miles), Local Road System, Sheet 33, (+0.18 miles).

Sheet 32 and Sheet 34, Hamlin Township, Section 3, removed the following road mileage, from Sheet 32, (Ridgeview Court, Marilyn Avenue and Abrahamson Road and added them to Sheet 34, for clarification. Sheet 32, Local Road System (-7181 feet, = -1.36 miles), Sheet 34, Local Road System, (+7181 feet, =+1.36 miles).

Sheet 35, Hamlin Township, Section 15, remeasured Duneview Drive, 2017 measurement was 317 feet, 2018 measurement is 453 feet. Certify Local Road System (+136 feet), (+0.03 miles).

Sheet 35, Hamlin Township, Section 15, Decertify the following Roads as no Roadbeds exist or they have become Driveways to single family residents. Birch Street from Lake Shore Drive West to end (-528 feet), (-0.10 miles), Beech Street, From Lake Shore Drive, West to end. (-634 feet), (-0.12 miles). Pine Street from Lake Shore Drive, West to end, (-529 feet), (-0.10 miles). Victory Drive, from Lake Shore Drive West to end, (-739 feet), (-0.14 miles). Total to Decertify (-0.46 miles)

Sheet 36, Hamlin Township, Section 22, Decertify Front Street is a platted Right of Way that became a Driveway to a single-family residence. Decertify (-528 feet), (-0.10 miles).

Sheet 37, Hamlin Township, Section 27, Decertify Weimer Street from Lake Shore West to end platted Right of Way that is a driveway to a single-family residence. Decertify (-163 feet), (-0.03 miles). Lake Street from Lake Shore Drive West to end, platted Right of Way that is a driveway to a single-family residence. Decertify (-162 feet), (-0.03 miles).

Total decertification (-0.06 miles).

Sheet 41, Victory Township, Section 13, removed abandoned Meyers Road. Local Road System (-0.49 miles). See attached Resolution.

Sheet 41, Victory Township, Sections 21 & 28, remeasured Anderson Road from Groth Road to Victory Drive, 2017 distance was 1.50 miles. There is no Bridge crossing the North Branch of the Lincoln River, thus creating two sections of Road Way, North Section 0.31 miles and South Section 0.92 miles. Therefore, a total 2018 measured distance of 1.23 miles. Decertify Local Road System, (-0.27 miles)

Sheet 41, Victory Township, Section 26, remeasured Gordon Road, 2017 measurement was 1.00 miles, 2018 measurement is 0.43 miles. The North 2017 miles of 0.57 miles does not exist there is no sign of a road bed for that area. Therefore, decertify Local Road System (-0.57 miles).

Sheet 44, Sherman Township, Sections 17, 18, 19 & 20, removed abandoned part of Darr Road, from 0.25 miles South of Fountain Road to Mavis Road. Local Road System (-1.25 miles). See attached resolution.

Sheet 46, Sheridan Township, Section 19, decertify Mavis Road, no road exists or any sign of a road bed Decertify Local Road System (-0.26 miles).

Sheet 46, Sheridan Township, Section 11 & 14, remeasured Burley Road, 2016 distance was 1.65 miles, 2018 measured distance is 1.30 miles. Decertify Local Road System (-0.35 miles).

Sheet 54, Free Soil Township, Section 1 & 2, No Name Road from Rybicki Road to East Township Line. Road does not exist. Decertify Local Road System (-1.79 miles).

Sheet 54, Free Soil Township, Section 2, Trufant Road from Hoague Road to County Line Road, does not exist. Decertify Local Road System (-1.72 miles).

Sheet 54, Free Soil Township, Section 14, Trufant Road from Hasen Bank Road to Koenig Road, does not exist. Decertify Local Road System (-0.99 miles).

Sheet 54, Free Soil Township, Section 1 & 2, Wolf Trail, from Ribicki Road to Hoague Road, we have been maintaining this section of road, but, was never placed on our Maps. It is marked and signed as a Seasonal Road. Certify Local Road System (+0.96 miles)

Sheet 54, Free Soil Township, Section 2, Trufant Road, from Hoague Road to Wolf Trail, this section of Road is marked and signed as a Seasonal Road. Local Road System (+0.48 miles).

Sheet 56, Meade Township, Section 21, Northern part of Bennett Road from Bennett Road to Campbell Road, no road bed exists. Decertify Local Road System (-0.71 miles).

miles).

Sheet 56, Meade Township, 7 & 18, Schoenherr Road, from Hazenbank Road to 0.25 miles South of Stark Road. No Road Exists. Decertify (-0.65 miles).

Ayes: Schwass, Robidoux and Ingison.

Nays: None. Motion Carried.

Extended Public Comment

None.

The next regular meeting is scheduled for Monday March 18, 2019 at 10:00 a.m. with a workshop planned immediately prior at 9:00 am.

There being no further business the meeting was adjourned at 12:30 p.m.


Heather Braginton - Secretary


Bill Schwass - Chairman