

MINUTES

Strategic Planning Workshop was called to order at 9:00 am and adjourned at 9:55 am.

Vice Chairman Robidoux called the **March 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 and Ingison, Manager/Director Samuels, County Highway Engineer Nelson, Superintendent Moody. Absent: Chairman Schwass and Secretary Braginton

Visitors: Josh Buchanan, Michigan Cat and Lucas Porath, OHM Advisors.

Approval of Agenda

Motion made by Ingison to approve the agenda as presented. Supported by Robidoux. Ayes all. Motion carried. Conflicts: None

Approval of Minutes

The minutes of the March 18, 2019 regular meeting were discussed. Motion made by Ingison to approve the minutes. Supported by Robidoux. Ayes all. Motion carried.

Approval of Payments

The Board took the following action after reviewing the accounts payable and payroll: Motion made by Ingison to approve Accounts Payable #6 for March 28, 2019 for ck#77647 thru ck #77689 for \$125,475.52, approve Payroll #6 for March 21, 2019 for \$79,531.87 and pre-approve payroll #7 for April 4, 2019. Supported by Robidoux. Ayes all. Motion carried.

At 10:09 am the Board looked over the Contingent Liabilities and Revenue/Fund Balances.

Public Comment

None

Superintendent's Report

Superintendent Moody reported on current activities of road crews, blading, aggregate patching and culvert replacements. The roads that were closed for flooding have all been reopened. The tree crew has been out, and we have had three patch crews out working on filling potholes. Doing some edge fills, extra help in the shop and washing sanders.

Shop Foreman

Bids were presented by T Woiron for the lease/ purchase of a compact track loader. Low bidders were Ginop Sales and Michigan Cat. The board agreed that a lease would not be the best way to proceed so will buy the machine out right. A formal vote will be taken at the next meeting.

Discussion was held on the Volvo rubber-tired backhoe. The lease will expire in January 2020. It was suggested that we buy out the lease and take bids on a new lease. No decisions were made. This will be discussed at the next meeting.

Engineering

- **2019 Hawley Road Bridge:** Davis continues to work on the bridge and is making good progress. 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.
- **2022 Bridge Applications** – Are due May 1, 2019. Scott Engineering to apply for 5 bridge projects. See the attached list of proposed bridge locations.
- **2019 Detour Stiles, Sugar Grove & Scottville Road** – The MDEQ permit for replacement of the culvert between Amber and Stiles has been approved by MDEQ. I need to get easements and order the culvert.
- **2019 HMA Paving** – I am meeting with Randy Meisner next week to go over the anticipated schedule for paving.
- **2019 Chip Seal** – Chip bids were received from 3 bidders. Highway Maintenance & Construction from Romulus was the low bidder at \$352,466.97. Highway Maintenance also submitted an alternate bid for 25A slag with a saving of about \$20,000. I need to do a little checking past performance of this Contractor and also on this alternate material before I can make a recommendation.
- **Conferences** – Josh & I attended the County Phaser Training in Kalamazoo. Each County needs to attend training each year. Phaser ratings are required each year on Primary and recommended every 3 years on local.
- **2020 Tuttle Road Bridge** – N. of Fountain Road Construction Estimate is \$348,000. Need to send an RFP for Engineering Services. I confirmed with Keith Cooper that combining the 2 bridge projects is best for overall construction and pricing. We can combine both bridges in either 2020 or 2021.
- **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 am meeting with Luke Golden from the MDEQ this afternoon on these crossings and 3 other crossings in Mason County.
- **Weaver Road Access to Long Lake** – The MCRC has received a response from Glenn Lindsey who is helping Kline. Glen requested a copy of some of the documents to verify the width between the fences. The Kline's had purchased 10' for access to the lake. They do not have any issue moving the fence as long

as they are able to maintain the 10' width as purchased. We have not got any response from Ferguson, the property owner to the North to date.

- **Sand, Salt, Aggregate** – Josh & I will be surveying our sand, salt, and aggregate piles as requested for verification of the amounts available.
- **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 additional time during the lockout.
- **NC-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 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 Sheeting Repair Hamlin Township** – I will be putting together specifications to be completed in the spring of 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-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.
- **NC-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.
- **NC-2018 Hansen Rd, W. of Gordon Rd to 0.8 mi W of US-31:** 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.

Manager/Director Report

- The certification maps have been sent in to MDOT.
- We had a second meeting with Scott Merrick and the owner from Gourmet Mushroom on March 20 to discuss the purchase of the 20 acres where the brine pond is located. The property is used as collateral for their current mortgage, but the owner agreed to see if they could have it removed. If that is possible, they will begin discussions on a sale of the property.
- Weight Restrictions were placed on March 13 at 7:00 am. No trouble to report so far.
- We met with the County Administrator to discuss a potential plan for a new road commission building and what would be the proper way to pursue this. He suggested it would be best for him to meet with the counties bond council before any further steps can be taken.
- The County Register of Deeds was in last week to set us up with the County BS&A program. This allows us access to all the properties in Mason County with names, property numbers and addresses. This will be a very valuable tool.
- Requested bids for the 2019 Sweeping for the State Trunkline and Mason County Roads. Bids are due on April 10, to be awarded at the April 11, 2019 meeting.

Unfinished Business

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

Eden Township 2019

Brine: One (1) Double Application. 2500 gallons per mile. Applied in two courses. 29.62 miles then 16.28 miles.

Twp Cost-----\$	15,557.12
<u>MCRC Cost-----\$</u>	<u>3,353.68</u>
Total Cost-----\$	18,910.80

Logan Township 2019

Brine: One (1) Double Application at 5000 gallons per mile for 16.25 miles then second ½ for 15.72 miles. One (1) single application. 2500 gallons per mile for 15.72 miles.

Twp Cost-----\$	16,280.52
<u>MCRC Cost-----\$</u>	<u>3,212.78</u>
Total Cost-----\$	19,493.30

Meade Township 2019

Reid Road-South of existing blacktop: Phase 1: Tree & Stump Removal. 1.25 miles. Total Cost: \$20,816.54.

Reid Road – South of existing blacktop: Phase 2: Grading, Ditching, Seed & Mulch. 1.25 miles. Total Cost: \$11,377.57

2. Approval of Bids for Chip Seal-Postponed until the next meeting
3. Staff Wage Evaluations will be on hold until the next meeting.

New Business

1. Additional billing from OHM for the Darr Road Bridges-Discussion
2. Resolution for Uniform Definition for Small Wireless Communications Facilities Deployment Act-Hold until next meeting.
3. Resolution to adopt Permit Fees for Small Wireless Communications. -Hold until next meeting.
4. Approve Permit Policy for safely allowing utilities access within the County right of Ways. -Hold until next meeting.

Items Requiring Board Action:

Motion made by Ingison and seconded by Robidoux to enter into contracts 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 Ingison and seconded by Robidoux to approve the extra costs incurred for the Darr Road Bridges for OHM in the amount of \$28,650.00 contingent on them completing the bridge inspections as part of the agreement. Ayes all. Motion carried.

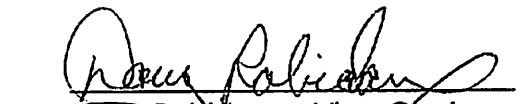
Extended Public Comment

None.

The next regular meeting is scheduled for Thursday April 11, 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 12:03 p.m.


Mary Samuels – Manager/Director


Doug Robidoux – Vice-Chairman