

MINUTES

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

Vice-Chair Robidoux called the **May 23, 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: Commissioner Robidoux, Commissioner Ingison, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Moody. Members Absent, Chairman Schwass

Visitors: Jim Gallie, Amber Township

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 May 14, 2019 regular meeting were discussed. Motion made by Robidoux to approve the minutes. Supported by Ingison. 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 #10 for May 23, 2019 for ck#77876 thru ck #77917 for \$411,026.01 and approve payroll #11 for May 30, 2019. Supported by Robidoux. Ayes all. Motion carried.

At 10:12 am the Board looked over the Contingent Liabilities and Revenue/Fund Balances.

Public Comment

Jim Gallie from Amber Township stated that he is happy with the current road conditions in Amber Township. Is also interested in planning a future project to pave First Street from Stiles Road to the bridge.

Superintendent's Report

Superintendent Moody reported on current activities of road crews including progress in township projects – Schwass Rd, Lakeshore Dr, Townline Rd, and Ried Rd. Rain has been causing delays for crack sealing. Crews have been working on aggregate patching, cold patching, sweeping, and blading. Had some trees down during heavy wind storm. Summer crew has been planting flowers at rest area. New Sign Tech has been working the retiring sign tech. Robidoux mentioned complaint received on Chauvez Rd – Moddy is addressing the rough road problem, but waiting for the road to dry up

enough to fix it.

Shop Foreman

None.

Engineering

- **2019 Hawley Road Bridge:** Davis continues to work on the bridge and are making good progress. Finishing this week placing the traditional decking and fascia forms. Davis has no operators on site until next week. Rip rap operations have been completed at abutments and site was re-worked for SESC compliance. West grade road work is scheduled to begin next Wednesday / Thursday. Contractor has pavement removed now on West approach. Road work has been staked. As of yesterday, Davis said they had prices for the additional work we requested waiting for Mark D. approval.
- Davis is anticipating completion by June 15th, 2019. 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. The Consultant cost is slightly over budget. Total cost of Engineering is anticipated to be about \$80,000 and increase of about \$15,000. I am the Project Engineer that reviews and signs all pay estimates, contract modifications, etc.
- **2019 HMA Paving** – Lakeshore Drive has been paved, gravel drives completed, and topsoil along the edges. The Hydro-Mulcher should be ready to use next week, plan on hydroseeding the topsoil edges on Lakeshore.
 - 1) MCRC will be adding gravel to Reek Road (2018 project) on Tuesday & Wednesday. Hallack planning to crush & shape Thursday & Friday with HMA scheduled for Saturday.
- **2019 Chip Seal** – Working on the updated list of Township projects checking additions/deletions for the contractor. Waiting to hear back from Amber Township before sending it to the Contractor.
- **Hansen Road 2018** – Josh & I are working on MDOT file for final review. MDOT final review is Scheduled for May 30th.
- **Anthony Road** – HMA paving is completed. Since the project is under budget it was decided to increase the thickness of the surface course. The HMA thickness was increased from a total of 3" to approximately 3.5". Hallack Contracting will be installing the gravel shoulders 2' wide on Friday. Hallack will be completing the final restoration next week.
- **Culvert Inventory** – Mark Whar & Lucas Weinert continue to work on the Culvert Inventory. They have completed Custer, Branch & Logan Townships. Currently working on Eden Township.
- **Weaver Road access to Long Lake** – Attorney Richard Wilson requested a copy of old McNitt records. These are records from 1930 to 1935 where the Townships turn over jurisdiction of the Road to the MCRC. The section of Weaver Road to Long Lake was turned over to the MCRC in the McNitt Records. Ted was able to find the old documents in our files. I scanned and send the required McNitt

documents to Richard Wilson. Hopefully this will convince the Ferguson Attorney and the Ferguson's to agree to move the fence back to 33' North of the E/W ¼ line. We are waiting to hear back from Richard Wilson.

- **Soil Borings** – Soils & Structures will be completing additional soil borings on Rasmussen, Hansen & Hoague Road in June. The soil borings are required for the design of these MDOT funded projects.
- **Permanent & Grading Easements Required** – Sugar Grove Road culverts (6 required), Ted is working on the permanent easements for these crossings. The easements should be completed next week. I will need to meet with the property owners and get the signed easements and notarize for recording at the Court House.
- **Darr Road Bridges** – Project is complete & final punch has been completed. The Federal Highway Administration picked the Darr Road bridges for a Federal review. OHM needs to add additional information to Project Wise as required by the FHWA. OHM is doing this work by T&M.
- **Bridge Inspections** – Scott Civil Engineering (L&S Engineering) has submitted pricing for completing the annual bridge inspections for 2019 & 2020. Scott Civil Engineering also does the bridge inspections for Manistee & Muskegon County.

Manager/Director Report

- No changes regarding the Brine Pond Property.
- The update for the main server has been completed. Everything went well with just a few issues to resolve.
- First monthly meeting with the Supervisors held on May 15, 2019 at 4:00 pm went very well. Eleven Townships were represented. There was discussion on cost sharing, questions on their current contracts and the process for pothole repairing. The next meeting will be scheduled for some time in July.
- Nancy Ward from Butler Appraisal Service will be doing appraisals on several of our pit properties. Hope to have the results within the next couple of weeks.
- Continue to work with Nurnberg Road Residents. We will be completing a traffic count over Memorial Day Weekend.
- The new equipment for the sign shop has been ordered and will be delivered and set up on May 31, 2019.
- The MCRC is eligible to outsource the rest area maintenance. We would advertise via newspaper/internet. There would be a Prebid meeting with award based on low bid, then the normal 0426 process.
- Attended the Local Planning Team Meeting and Local Emergency Planning Committee Meeting on Tuesday. Grant updates were presented, Hazard Mitigation Updates and for Code Red.
- The North Country Cooperative Invasive Species Management Area will be treating an invasive plant, wild parsnip near the intersection of Tyndall Road and 64th Road in Mason County starting 5/28/2019 and continue until 7/3/2019.
- MDOT has placed the new signs on PM Highway (BR-31) near the US-31 off ramp.

Unfinished Business

Discussion regarding bidding policy. Will get samples to review and draft a new policy to bring to the next board meeting.

New Business

Discussion of brine cost share with townships. Some townships would like more flexibility in how they use their cost share funds.

Items Requiring Board Action:

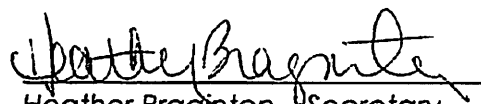
None.

Extended Public Comment

None.

The next regular meeting is scheduled for Thursday June 13, 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 11:32 a.m.


Heather Braginton - Secretary


Bill Schwass - Chairman