

**MEETING MINUTES****Mason County Road Commission Board Meeting  
Thursday, June 27, 2019  
10:00 am - 12:12 pm**

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

**In Attendance:**

Bill Schwass, Chair; Doug Robidoux, Vice-Chair; Eric Nelson, County Highway Engineer; Heather Braginton, Secretary/Finance Director; Mary Samuels, Manager/Director; Mike Ingison, Member; Eric Moody, Superintendent

**A. Call to Order**

Chairman Schwass called the **June 27, 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 Schwass, Commissioner Robidoux, Commissioner Ingison, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Moody.

Visitors: Jim Gallie - Amber Twp., Dick Alway - Amber Twp.

**1. Pledge of Allegiance****2. Conflicts of Interest****B. Approval of Agenda**

Motion made by Robidoux to approve the agenda as presented with the following revisions. Add Lease Agreement to Unfinished Business. Supported by Robidoux. Ayes all. Motion carried. Conflicts: None

**C. Approval of Meeting Minutes**

The minutes of the June 13, 2019 regular meeting were discussed. Motion made by Ingison to approve the minutes with a correction to the Call to Order paragraph. The meeting was called to order by Chairman Schwass. Supported by Robidoux. Ayes all. Motion carried.

#### D. Approval of Accounts Payable & Payroll

The Board took the following action after reviewing the Accounts Payable and Payroll:

Motion made by Robidoux to approve Accounts Payable #12 for June 27, 2019 for ck#77998 thru ck #78046 for \$820,879.15 and approve payroll #13 for June 27, 2019 for \$79,145.59. Supported by Ingison. Ayes all. Motion carried.

#### E. Review Accounts Receivable and Contingent Liabilities

At 10:04 am the Board looked over the Contingent Liabilities and Revenue/Fund Balances.

#### F. Public Comment

Gallie - Amber Township: Looking for a time frame for when projects are scheduled to be completed. Nelson provided details.

#### G. Superintendent's Report

Moody reported on the maintenance activities and the progress on township projects. Attempting to do some brining when the rain stops. Finished up some township gravel jobs - Schwass, Riggle Rd, and prepping for paving on Larson Rd. Making progress on Dewey Rd bridge project. Crews have also been blading, aggregate patching, ditching, tree cutting, cold patching and bit edging. On schedule with mowing. Summer crew has been fantastic this year. They are almost completed with crack sealing.

#### H. Shop Foreman Report

None.

#### I. County Highway Engineers Report

##### Engineering

**2019 Hawley Road Bridge:** Davis continues to work on the bridge. Concrete curb & gutter is scheduled for this week. HMA paving & guardrail is scheduled for next week. Pavement Markings will be either late next week or the week after. Anticipated open to traffic date is the

week of July 8<sup>th</sup>. The MCRC & MDOT had a meeting onsite on 6-20-2019 to discuss progress and the pending extension of time for subgrade undercutting. The revised open to traffic date is June 26, 2019. Final completion of restoration and acceptance of restoration is July 31, 2019. Davis will be submitting another EOT for weather delays in June. MDOT sent me a memorandum regarding the damage caused to Taylor Road. The Attorney General has ruled in the past that the Contractor is not responsible for any damage to any local roads caused by his equipment if the equipment and/or trucks are legal loads. The MCRC will need to make repairs on Taylor Road after the Contractor has completed the work.

- **2019 HMA Paving** – Rieth-Riley is paving on Fountain Road & Larson Road. They are wedging on Quarterline Road & Townline Road. The MCRC will be preparing the topsoil and hydroseeding Reek Road this week. Larry Randel was upset about the gravel placed in his driveway. Jay & I had met with him the day after Reek Road was paved. Jay & I agreed to pave about a 30' x 16' approach leading to his storage building. We told Larry that Rieth-Riley would pave the driveway, but it may be several weeks. Larry has called 2 times since then, also contacting Bill & Mary.
- **2019 Pavement Marking Project** – Contacted Michigan Pavement Marking about painting our local & primary roads in the South half of Mason County. MPM should start pavement marking right after the 4<sup>th</sup> of July holiday and have the markings completed by the end of July. MPM will need to return in late September or early October to place pavement markings on the roads that will be chip sealed & overlaid with HMA.
- **Dewey Road east of Morris** – The MCRC has poured the sleeper slab and will pour the deck on Monday next week. The deck will need to cure for about 7 days before we place the gravel and HMA. The roadway should be open to traffic by July 12<sup>th</sup>. Anticipated cost is about \$12,000. The repair should be adequate for many years and the road will not be restricted.
- **Quarterline Road** – Will was closed between Nurnberg and Freeman on Monday June 17<sup>th</sup> so the MCRC to make repairs to the south abutment of the bridge. The road was reopened on Wednesday June 19<sup>th</sup> at 7:30AM. The MCRC did all the work including the HMA patching. The crew did an excellent job with the repairs.
- **Anthony Road** – I am waiting for a final bill from Hallack for the time & material work of placing gravel shoulders and final restoration. Michigan Pavement Marking will paint this road in the next few weeks.

- **Culvert Inventory** – Mark Whar & Lucas Weinert continue to work on the Culvert Inventory. They have completed Custer, Branch & Logan, Eden, Riverton, Meade, Freesoil, Grant. Currently working on Sheridan Township. The ratings are 1-3 failed; 4-5 poor, 6-7 fair, 8-10 good. Approximately, 1139 culverts have been inspected. There are 210 culverts that are rated a 3 or less (failed) that need replacement. 18% are failed, 24% poor, 37% fair, 18% good & 3% not rated. They have completed 8 of the 15 Townships to date.
- **Rasmussen Road** – I have been working on preliminary survey information and getting information for Josh to be able to complete additional survey work.
- **Sass Road** – I prepared a rough estimate as if a Contractor was going to do approximately 1300 LFT of Sass Road. The estimated cost was about \$48,000. The MCRC submitted a cost of approximately \$35,500 to do the work inhouse. Grant Township signed the agreement for the MCRC to complete the work on 1300 LFT of Sass Road.
- **Sugar Grove Road** – There are 4 culverts that will need to be replaced between Stiles road and Tuttle Road. The MCRC has 3 of the 4 MDEQ permits. Josh is submitting the 4<sup>th</sup> DEQ permit. The MCRC will order the culverts and get pricing from 2 to 3 Contractors to install the culverts. CIS has not responded so Josh Peters met with Hallack Contracting & Jesse Peterson for pricing. The cost to replace the 4 culverts is between \$60,000 and \$80,000. I anticipate ordering the culverts this week.
- **Permanent & Grading Easements Required** – Sugar Grove Road culverts (6 required), Ted has completed the drawings for the permanent easements for these crossings. I need to write up the easements and meet with the property owners to get the signed easements and notarize for recording at the Court House.
- **Hamlin Township Sheeting Repair** – I met with Jeff Loeser to look at the sheeting repair. Jeff was very comfortable making the repairs with MCRC forces. I met with 1 of the 2 adjacent property owners. This work is anticipated to take place in November of 2019.
- **Bridge Inspections** – The MCRC will get any remaining paperwork from Nordlund & Associates for the past bridge inspections. Jim stated that he has some of the cross sections. There are cross sections reporting that will need to be completed and submitted to MDOT for 35 of our 39 bridges prior to September 1, 2019.

- **NC-2019 Chip Seal** – I am working on the updated list of Township projects checking additions/deletions for the contractor.
- **NC-Hansen Road 2018** – MDOT performed the final review. There are a few things that Josh & I need to provide for the files to have this project 100% complete.

## J. Manager/Director Report

### Informational Items

- Met with Traffic and Safety Engineers from MDOT to do a field review in specific areas in Mason County particularly on Jebavy Drive. The study was from 2013 thru 2017. MDOT has grant monies available for safety projects that need to be submitted by August 5. Currently gathering data.
- Continue to work with Nurnberg Road Residents. Plan to start hauling gravel and grade the road with the Forest Service Funds in the next few weeks.
- NC/Received a request for a highway easement release for Hoague Road and US-31 on the southwest corner. This easement was granted in April of 1924 to the County of Mason, not to the road commission so I have sent the information on to the county to grant the release. We would maintain the right of way and MDOT would want to maintain a clear vision corner like the other three corners. MDOT is working with the county on this request.
- Weaver Road-G Fergusons Attorney contacted Attorney R Wilson stating that he is quite confused about the issue and may suggest Fergusons go to another attorney. Attorney Wilson told him this would not delay things. We need to decide how we want to move forward with this issue.
- Working on the lease with the Gourmet Mushroom Plant. Hope to have something by the next meeting.
- Have scheduled interviews for the truck driver/operator position on Monday July 1, 2019 beginning at 8 am.
- Meeting with Studio Architects, Scottville DPW and the Drain Commissioner on Tuesday July 2 to discuss the building project.
- CRA is doing a survey on which counties are interested in committing to sell their federal aid to MDOT for five years and asking what the availability of aggregate is in the county.

- Jeff Loeser will be taking over the position of Superintendent upon E Moody's retirement.

Scottville City Manager requested a price for upgrading Bean St. and if we would be willing to cost share.

#### K. Unfinished Business

Lease Agreement topic added by Schwass - Mushroom factory has provided a lease contract, but the verbiage needs some revision before we can agree to the contract. Samuels will follow up.

Ingison - please add to agenda for 2nd meeting in July: Budget amendment, training software, and Skyhawk data collection for trucks and equipment.

#### L. New Business

Estimate for tilt deck trailer for hauling the Skidsteer for \$8495.00.

##### 1. Radar Recorders for Traffic Counts \$16,873.00

Estimate for new traffic counters for \$16,873.00. These units provide much better data than the current traffic counters and require less labor hours to operate.

##### 2. Approve Township Projects

Motion made by Ingison to approve township projects as presented. Supported by Robidoux. Ayes All. Motion carried.

#### M. Extended Public Comment

#### N. Next Meeting: Thursday, July 11, 2019 @ 10:00 am (9:00 am workshop)

**The next regular meeting is scheduled for Thursday July 11, 2019 at 10:00 a.m. with a workshop planned immediately prior at 9:00 am.**

#### O. Adjournment

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

Heather Braginton  
Heather Braginton - Secretary

Bill Schwass  
Bill Schwass - Chairman