

MINUTES**Mason County Road Commission
Board Meeting
August 1, 2019****A. Call to Order**

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

Chairman Schwass called the **August 1, 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.

Visitors: Jim Gallie - Amber Twp., Stan Peterson – Stan Peterson Farms, Patrick Glowacki – Studio Intrigue, Al Deering.

1. Pledge of Allegiance**B. Approval of Agenda**

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

1. Conflicts of Interest**C. Approval of Meeting Minutes**

The minutes of the July 11, 2019 regular meeting were discussed. **Motion made by Ingison to approve the minutes as presented. 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 #14 for July 25, 2019 for ck#78099 thru ck #78162 for \$555,106.97 and approve payroll #15

for July 25, 2019 for \$83,214.44. Supported by Ingison. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

At 10:06 am the Board looked over the Contingent Liabilities and Revenue/Fund Balances.

F. Public Comment

Gallie/Amber Twp - Resident has complained that ditching on Decker road has created a water drainage issue. Moody explained that we did some cleaning out by the culvert, but the water table is very high there and there is not a lot that can be done. Loeser - we will take some elevation shots and verify whether there are any options for improvement.

G. Superintendent's Report

Loeser - taking over for Moody as Superintendent. Township work - doing shoulders and paving. Tree cleanup on Johnson and Amber - had to put project on hold when the storm came in. Restored shoulders on Custer Rd after paving.

Storm caused significant damage to roads. We had 35 roads closed. Caused major damage to culvert and grade on Quarterline. Us-31 North was closed after storm due to culvert damage. MDOT was notified. There was a culvert that had to be replaced immediately to open the road back up. Skid steers allowed repairs to be done much quicker. Used up road materials and had to purchase some additional gravel to get us through the remainder of the year.

Would like to get an asphalt paver. It would greatly help with the pavement repairs and would allow us to do some wedging on our own. Will be brining again next week.

Topsoil is a safety and expense issue. We are using ditch dirt and the chunks and debris are causing damage to trucks. I propose that we screen it before we use it. Also planning to implement weekly safety meetings with the crew.

H. Shop Foreman Report

Looking for direction from Board on building maintenance. Most urgent issues are some roof repairs and an overhead door in the garage. Board advised to get the repairs made to get us through the next 5 years with the plan of being into a new facility by that time.

Equipment needs - We need a paver and a double drum roller. **Motion made by Robidoux to authorize Shop Foreman to purchase a paver and roller up to \$50,000. Supported by Ingison. Ayes All. Motion carried.**

Also, would like to trade in current excavator and get a small track excavator with a trailer because it would increase our response time and allow us to do more in less time. Board advised to get pricing and bring it back to them.

I. County Highway Engineers Report

2019 Hawley Road Bridge: Davis has completed the bridge. I preliminary final inspection was completed last Thursday with Prein & Newhof, MDOT, Davis & the MCRC. The west approach to the bridge rides very poor. Keith Campbell & I agreed to have Gregg Zack look at this project before we send a list of corrections to the Contractor. I asked Prein & Newhof to take survey shots on the west portion of the bridge & approach to determine if this is a design error, staking error or construction error.

2019 HMA Paving – The Operators Union went on strike against Rieth-Riley as of 7-31-2019. All 13 Rieth-Riley asphalt plants in Michigan have ceased operations. I have contacted API in Muskegon so we can get asphalt materials for patching roads. There is approximately 11,986 tons remaining to be paved on our primary roads; Sugar Grove (Stiles to US-31 & US-31 to Tuttle), Custer Road, Scottville Road (Johnson to US-31), US-31 NB & SB (near Beyer & Townline). There is approximately 1,741 tons remaining on 12 Township Projects.

2019 Pavement Marking Project – MPM has painted the local and primary roads. They are working on rumble strips, RR crossings, etc. with the hand crew. 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 completed this poured the concrete work, Rieth-Riley has paved and wedged the road. Action

Traffic will be reinstalling the guardrail. The roadway is open to traffic with barrels along the edge of road where the guardrail needs to be installed.

Anthony Road – Hallack submitted the T&M billing and MPM has painted the roadway. The project should be complete.

Sugar Grove Road – There are 4 culverts that will need to be replaced between Stiles road and Tuttle Road. I have order the culverts for Sugar Grove for a cost of approximately \$47,000. The MCRC has received 3 of the 4 MDEQ permits. The 4th DEQ permit should be received tomorrow. We still need to get several grading easements to install the 4 culverts. We received 4 bids from Contractors to install the 4 culverts ranging from \$66,600 to \$102,000. I am requesting that the Manager, Staff & Board make final decision on the Contractor. Due to close friendship and family relationship to the low bidder I will remain neutral.

Monument Box Rehabilitation – Bids were received by 3 bidders. I recommend award to Nordlund & Associates, Inc. for \$11,380. The bids are for coring & installing monument boxes that have been paved over in past years. Hamlin Township initiated the request. There are several monument boxes in the County that need to be reestablished

Bridge Inspections – The MCRC will need to inspect our 4 bridges that are scour critical and add the information to MIBridge (MDOT).

Aggregate – Due to the storm event we so not have enough natural gravel to finish our projects this year. I contacted Tim Fisher from Fisher Sand & Gravel to purchase a pile of 22A aggregate in the Alexander pit. I have secured the 5,550 tons of 22A for \$4.90 per ton. Tim said that is the current price to replace the 5,550-ton pile. Our 2018 gravel pile was \$4.25 per ton.

2019 Chip Seal – All the roads that were scheduled to be chip sealed have been tared, stoned and rolled. The fog seal takes place with 1 to 2 weeks after placing the stone. Highway Maintenance is scheduled to fog seal next week.

2020 Rasmussen Road – I have been working on preliminary survey information, soil borings and getting information for Josh to be able to complete additional survey work.

2022 Forest Trail – The MCRC will be receiving about \$650,000 in funding from a FLAP grant from the Forest Service for phase 1. This application

was submitted by Wayne Schoonover in December of 2016. I will update you as I know more.

Rain Event on July 20, 2019 – The NE portion of Mason County recieved 12 to 14" of rain on Saturday July 20th. There were approximately 34 roads that were closed due to damage and/or standing water. All roads have been repaired so that all roads are open to traffic again. Our crews did an outstanding job and worked Saturday, Sunday and thru the following weeks to open the roads.

HMA Paver – I was able to locate a 1999 Leeboy HMA paver for \$24,900 in Illinois that will be perfect for HMA patches and wedging for the MCRC. I would fully support the purchase of this equipment and recommend that Tim Leonard go with to look at the paver to make sure it is in good working order.

J. Manager/Director Report

- Weaver Road-Notified our attorney to file suit. The township has agreed to cost share with the fees.
- Received a request from T & J Hall on North Ordway, a seasonal road, requesting the road be changed to a local county road as they have become full time residents. The township has no issue having this changed but would not be able to upgrade the road until next year. This would require a resolution from the board to add into our road system.
- Submitted bid requests for Monument Box Rehabilitation in Hamlin Township. Approximately 21 boxes to set or repair. Staff is recommending the bid to be awarded to Nordlund & Associates.
- Nothing new on funding for a new road commission building.
- Have been working with the Ludington State Park to have a sign placed routing traffic to the State Park and away from Piney Ridge Road. The State Park is looking into placing a sign out of the right of way. They will keep us posted. No progress yet due to the events of the past three weeks.
- Have completed the inventory count on the culverts and road striping. The guardrail inventory will be completed soon. All inventory items are being added to the Road Soft Program.

- The map project is completed for the county maps, but I have asked that all roads from the certification maps be added to the individual township maps, so the townships have a complete list of their roads.
- A meeting was held with the township supervisors on Wednesday the 31st. We discussed road projects, upcoming brine contracts to complete, the 10-year plan and asked that they start putting together a list for next year's projects. Very well attended. Next meeting will be end of September.
- Washington Road culvert failure repair in Oceana County has been approved by DEQ. They will be placing a 17' single span aluminum pipe arch structure. The board approved at their July 31 meeting. Repair will be made as soon as the structure is received.

K. Unfinished Business

1. Studio Intrigue Architects

Patrick Glowacki attended from Studio Architects and addressed the board regarding building and site design. Board would like to wait before approving design until we have our property secured.

2. Leslie Blenner Abandonment Request 3737 N Lakeshore Dr Public Access

Ms. Blenner owns property adjacent to our right of way and would like us to abandon it. Hamlin Township has indicated that people use that property to access the lake. Board does not feel that it would be in the best interest of the public to relinquish ownership or make repairs to sea wall.

3. Roof repairs and garage door replacement

4. Approve bid for culvert placements on Sugar Grove Road

Bids were received on July 19th for culvert replacement on Sugargrove Rd. **Motion made by Ingison to award bid to Hallack Contracting. Supported by Ingison. Ayes all. Motion carried.**

5. Approve Mon Box Repair/Replacement Bids

Bids received to repair monument boxes in the county. **Motion made by Ingison to award job to lower bidder Nordland and Associates contingent on agreement to meet deadline. Supported by Ingison. Ayes all. Motion carried.**

6. Approve Purchase of New Radar Recording Equipment

Board advised Samuels to make purchase under her authority.

7. Mid-Year Budget Amendment

Mid-Year Amended Budget presented by Braginton. **Motion made by Robidoux to approve amended budget as presented. Supported by Ingison. Ayes All. Motion carried.**

L. New Business

1. NMARC/ASMCRA Conference

2. Place Request to sell our Federal Aid on List Serv

3. Request from S Peterson to purchase property on S Brunson Road

Mr. Peterson addressed the board regarding 4.75 acres of property that we own on S. Bronson Rd. He would like to purchase the property at fair market value so that he can use the property for farming. Samuels will check with legal counsel to find out what is required to sell property.

4. Approval of Township Projects

Motion made by Ingison to approve township project for Eden Township as presented, based on if time will allow due to late receipt of contract. Supported by Robidoux. Ayes All. Motion carried.

5. Training Software

Discussion held regarding training program implementation. Board recommends inquiring with other road commissions to see if anybody has a training program in place that we could model ours after.

6. Skyhawk Data Collection

Ingison would like to investigate the Skyhawk Data Collection system. Would like to have the rep come in and do a presentation for appropriate personnel and see if it could help us.

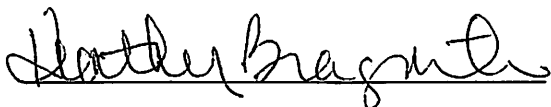
M. Extended Public Comment

N. Next Meeting: **Thursday, August 8, 2019 @ 10:00 am (9:00 am workshop)**

The next regular meeting is scheduled for Thursday August 8, 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 1:00 pm



Heather Braginton – Secretary



Bill Schwass – Chairman