

**REGULAR MEETING MINUTES****MASON COUNTY ROAD COMMISSION  
DECEMBER 23, 2019****A. Call to Order**

*2020 Fiscal Year Budget Hearing was called to order at 9:30 am and adjourned at 11:05 am.*

Chairman Schwass called the **December 23, 2019** meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 11:05 am.

**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.

**1. Conflicts of Interest**

Conflicts: None

**C. Approval of Meeting Minutes**

The minutes of the December 12, 2019 regular meeting were reviewed. Motion made by Robidoux to approve the minutes as presented. Supported by Ingison. 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 voucher for December 26, 2019 Ck #78740 thru ck#78800 for \$161,295.90 and pre-approve Payroll #26 for December 26, 2019. Supported by Ingison. Ayes all. Motion Carried.

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

At 11:11 am the Board looked over the Contingent Liabilities and Revenue/Fund Balances.

#### F. Public Comment

Gallie/Amber Twp - plan to present to Amber Twp board the possibility of doing a road millage.

#### G. Superintendent's Report

Road work is currently focusing on patching, ditching, cold patching, and tree work.

Project on Lakeshore Dr Bridge is complete.

Hamlin Bayou project is on hold until after Jan 1st due to contractor delay.

N Dennis Rd is in progress. Ditching is complete.

Beginning ditching on Scottville and Conrad Roads.

Freesoil Road is complete.

Working on cleaning up the yard and pits.

#### H. County Highway Engineers Report

2019 HMA Paving – Rieth-Riley is willing to hold unit prices on 2020 HMA paving projects using 2019 prices as bid. Is the board interested in this option? If so, I would ask the Townships if they were interested in this option. If not, we would proceed with preparing bidding documents for the HMA for 2020.

2020 Rasmussen Road – Progress has been very slow on design work with other work assignments. I am currently working on the design with the new survey information, soil borings existing underground information.

2020 Gravel Bids – Approved bid for Halliday Sand & Gravel for 20,000 tons of 22A and 15,000 tons of 2NS in Irons area. Wrote contracts for Schultz Excavating & All Aggregate for production of 45,000 tons of 22A and 15,000 tons of 2NS out of Kirschner Pit. Approved 10,000 tons of Crushed Concrete from Schultz Excavating; 10,000 to 15,000 tons of 22A slag from Rieth-Riley; 5,000 cyds of 22A from Ken Adams. Wrote a draft agreement for extraction of Gravel and Sand from Hallack Pit in Riverton Township. Dan Hallack will review and get back to me.

2020 Township Projects – Continue reviewing estimates for Township projects for 2020.

Webinars & Classes – Compliance webinar for Asset Management. Have attended 2 classes and 3 webinars for Pavement Asset, Bridge Asset & Compliance Plan for our 2020 Asset Management Plan that is due in October of 2020.

2021 West Forest Trail – Requested pricing from Prein & Newhof for design of 2.5 miles of West Forest Trail from Quarterline to Morton Road.

#### I. Manager/Director Report

**N/C Weaver Road**-The settlement conference is scheduled for February 12, 2020 at 1:30 pm. Our Attorney will be attending. If no settlement can be reached the non-jury trial is scheduled for March 23 & 24, 2020 at 9 am each day.

Continue Working on the Snow paths software.

Working on Township Contracts.

Received a summons and complaint regarding an accident involving our equipment and a county resident. The MCRC Insurance Attorney has been contacted.

Received a request to discuss a ground lease for Cellular towers.

J. Unfinished Business

1. FY 2019 Amended Budget

Motion made by Robidoux to approve 2019 amended budget as presented. Supported by Ingison. Ayes all. Motion carried.

2. FY 2020 Proposed Budget

Motion made by Ingison to approve 2020 proposed budget as presented. Supported by Robidoux. Ayes all. Motion carried.

3. Rescinded request for county financing

Board supports submitting letter to County Administrator.

K. New Business

1. Ground lease for cellular towers

Received an inquiry for leasing road commission property for cellular towers. Board asked Samuels to investigate further.

2. Summons & complaint

Road Commission's insurance company is working on this issue.

L. Extended Public Comment

**M. Next Meeting: Thursday, January 9, 2020 @ 10:00 am (9:00 am workshop)**

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

N. Adjournment

There being no further business the meeting was adjourned at 11:52 am.

Heather Braginton

Heather Braginton – Secretary

Bill Schwass

Bill Schwass - Chairman