

REGULAR MEETING MINUTES**MASON COUNTY ROAD COMMISSION
FEBRUARY 12, 2020****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 February 12, 2020 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members Present: Schwass, Robidoux and Ingison, Manager/Director Samuels, Secretary/Finance Director Braginton, Superintendent Loeser.
Absent: County Highway Engineer Nelson

Visitors: Jim Gallie - Amber Twp.

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 January 23, 2020 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

To approve Accounts Payable vouchers for February 13, 2020 Ck #78959 thru ck#79033 for \$654,134.97 and Payroll #3 for February 6, 2020 and pre-approve payroll #4 for February 20, 2020.

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

Motion made by Robidoux to approve Accounts Payable vouchers for February 13, 2020 Ck #78959 thru ck#79033 for \$654,134.97 and Payroll #3 for February 6, 2020 and pre-approve payroll #4 for February 20, 2020. Supported by Ingison. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

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

F. Public Comment

Gallie/Amber - First Street between Gordon and Amber was paved four years ago. The top of the hill is looking as if it going to break up. We will need to look at it in the spring to see what can be done with it. Also, need to have some intersection corners repaired.

G. Superintendent's Report

Safety Committee is meeting monthly on the second Tuesday. Winter maintenance going well. Road material supply is still good. Ride-alongs with Township supervisors are complete. Estimates are in progress. Bids have been submitted for logging and need to be approved today. We made an offer for the used set of gravel trains and it has been accepted. Work is in progress on the culvert replacement in Hamlin Twp for S. Bayou St.

H. County Highway Engineers Report

- **NC 2020 Rasmussen Road** – Progressing on auto cad drafting and design work. I am currently working on the drafting of existing topography & underground utilities with the new survey information, soil borings existing underground information & storm sewer design. I have sent Nordlund & Associates the preliminary

design with proposed centerline grades so they can work on the sanitary sewer design.

- **2020 Township Projects** – Continue reviewing estimates for Township projects for 2020.
- **Webinars & Classes** – Eric and I attended the County Engineers Workshop last week in Manistee.
- **2020 Pavement Marking Project** – MDOT has accepted the submitted material and will be working on preparing this project for bidding. The title page has been submitted to MDOT. Project is anticipated to be bid thru MDOT on March 6, 2020.
- **NC 2020 Hansen Road LaSalle to US-31** – Prein & Newhof is working on this for an anticipated MDOT bid letting in June 2020.
- **NC 2021 West Forest Trail** – Requested pricing from Prein & Newhof for design of 2.5 miles of West Forest Trail from Quarterline to Morton Road.
- **NC Fountain & Tuttle Road** – Scott Civil Engineering will be working on the bridge designs for these two crossings. Anticipate bidding thru MDOT in January of 2021 for construction in 2021.
- **Reid Road** – Eric and I have completed the design of the proposed centerline. Ted is drafting a description for the proposed 66' right-of-way.
- **Permits & Surveying** – Josh & I have been working on surveying and permitting for 2020 culvert repairs. Also, survey work on various township projects.

I. Manager/Director Report

- Weaver Road-The settlement conference is scheduled for February 20, 2020 at 1:30 pm. If no settlement can be reached the non-jury trial is scheduled for March 23 & 24, 2020 at 9 am each day.
- Sent the updated plow route maps but they are not in the correct format for the program. They are working on making changes.
- **N/C** Received a summons and complaint regarding an accident involving our equipment and a county resident. The MCRC Insurance Attorney has been contacted. There have not been any updates given yet.
- Received a request to participate in the 1st Annual Western Michigan Touch a Truck in support of Autism. The event will be held on April 18 from 10 am to 2 pm. We would take a truck or

road grader for the kids to see and climb into if they choose. There are several ways to donate to help finance this event.

- Received a sample and quote for the new logo to be placed on our trucks and equipment.
- All but a couple of the townships have received their road project estimates.
- Request for material bids has been advertised. Bids will be opened on February 20 at 11:00 am.
- The 2018 Trunk line Audit has been completed. We will receive an adjustment of \$2,424.00.

J. Unfinished Business

1. Resolution to approve sale of N US-31 Property

Resolution presented to approve sale of US-31 property. Motion made by Robidoux to approve as presented. Supported by Ingison. Ayes all. Motion carried.

2. Approve logging bids

Motion made by Robidoux to accept bid as presented for logging from PCA/Sean Sobaski. Supported by Ingison. Ayes all. Motion carried. Ingison requested that Loeser find out what the timeline will be for the work to be completed.

3. Approve purchase of gravel trains

Motion made by Robidoux to approve purchase of used gravel trains for \$48,500.00. Supported by Ingison. Ayes all. Motion carried.

K. New Business

1. Requesting approval to hire Prein & Newhof for West Forest Trail

Motion made by Ingison to approve hiring Prein & Newhof for engineering, surveying, soil borings & design up to \$20,500 for the MDOT bid letting for West Forest Trail. Supported by Robidoux. Ayes all. Motion carried.

2. Approve and authorize to sign MDOT Contract for 2020
Line Painting

Motion made by Ingison and supported by Robidoux to enter into a contract with MDOT for the pavement marking installation work and authorize Chairman Schwass and Manager Director Samuels to sign on behalf of the Mason County Road Commission.

Part A – STL 53141: JOB #130488CON; 1900(955) - Pavement marking installation work along various federal-aid routes countywide; and all together with necessary related work.

Part A – STL 53141: JOB #130497CON; 1900(237) - Pavement marking installation work along various federal-aid routes countywide; and all together with necessary related work.

Estimated cost is \$95,400.00. Federal Funds \$95,400.00. MCRC Share \$0.00.

Ayes - Schwass, Robidoux and Ingison. Nays - None. Motion carried.

3. Approve township contracts

Motion by Ingison to enter into the contracts listed in Appendix A with the specified Townships and to authorize the Manager/Director and the Clerk to sign on behalf of the board. Supported by Robidoux. Ayes all. Motion carried.

4. Approve purchase for new truck decals

Board has already approved this purchase.

5. Approve sale of Federal Aid Monies of \$1M for 80%

Motion made by Ingison to approve the sale of Federal Aid monies of One (1) million dollars for 80% of the value. Supported by Robidoux. Ayes all. Motion carried.

6. MTF Funding

Braginton provided information on extra MTF funding that will be available now. Discussion held on what can be restored to the budget with the additional revenue. Ingison requested that Braginton present a few options as a written proposal at the March 16th board meeting.

7. FY 2019 Financial Audit

2019 Fiscal Year financial audit is scheduled to begin on March 30th.

L. Extended Public Comment

M. Next Meeting: **Thursday, February 27, 2020 @ 10:00 am (9:00 am workshop)**

The next regular meeting is scheduled for Thursday, February 27, 2019 at 10:00 a.m. with a policy review workshop planned immediately prior at 9:00 am.

N. Adjournment

There being no further business the meeting was adjourned at 11:40 am.



Heather Braginton – Secretary



Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on February 12, 2020

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
010	SUMMIT	DUST CONTROL	Township Wide	2.36	One Single Application. 8,400 gallons	\$ 1,373.40
011	SUMMIT	PARK ST	Lakeshore to Cala & around corner	820'	Apply 2" HMA (LVSP) overlay 20' wide. 204 to	\$ 23,038.92
012	SUMMIT	MONTGOMERY BLV	Sunset Lane South to turnaround	0.56	Chipseal with Fog. 6,954 yds.	\$ 17,524.08
013	SUMMIT	DEREN RD	Lakeshore Dr to PM Hwy	2.00	Chipseal with Fog. 25,518 yds.	\$ 58,691.40
014	SUMMIT	CALA RD	Lakeshore Dr to Lennox	0.10	Chipseal with Fog. 1,323 yds.	\$ 3,042.90
015	SUMMIT	MACK RD	N of North Ave to turn-around.	0.22	Wedge 3 areas, then Chipseal with Fog. 35 tc	\$ 12,911.00
016	SUMMIT	LENOX AVE	South of Cala Rd	0.19	Cross culvert, ditch, slag, construct turn-arou	\$ 9,544.38
017	SUMMIT	RUNYAN RD	South of Deren Rd	0.22	Slag 19' wide x 3' deep (compacted). 354 tc	\$ 8,482.39
018	SUMMIT	SUNSET LN	Two areas	n/a	Selected ditching	\$ 1,092.61
019	SUMMIT	BENEDICT RD	Start 1900' S of Hawley to end of cei	1900'	Clear trees, grade, slag 20'w x 4" d. construct	\$ 8,811.63
020	RIVERTON	DUST CONTROL	Township Wide	37.82	One Double and Two Single Applications. 37:	\$ 61,835.70
030	EDEN	DUST CONTROL	Township Wide (#1-6/8-12. #2 - 6/22-	29.62	1 Double Application. 114,750 gallons	\$ 18,761.64
050	PERE MARQUETTE	DUST CONTROL	Township Wide	0.50	One Double Application. 2,500 gallons	\$ 408.76
051	PERE MARQUETTE	VIRNETTA DR	Washington Ave to Rath	0.52	1-1/2" HMA Overlay 21' wide. Install grate & c	\$ 46,900.15
052	PERE MARQUETTE	HILLSIDE RD	Jebavy to Cul-de-sac	0.55	1-1/2" HMA Overlay 21' - 26' wide. 702 ton. In	\$ 62,599.50
053	PERE MARQUETTE	LAKE AVE	M-116 to Beech Ave	0.06	1-1/2" HMA Overlay (LVSP) 18' wide. 57 ton. tr	\$ 8,875.50
054	PERE MARQUETTE	BEECH AVE	Lake Ave S to end of road	0.16	1-1/2" HMA Overlay (LVSP) 19' wide. 149 ton.	\$ 17,041.00
055	PERE MARQUETTE	TERRI CT	Juanita to Orchard Ave	0.06	1-1/2" HMA Overlay (LVSP) 16' wide. 42 ton.	\$ 6,300.00
056	PERE MARQUETTE	JUANITA AVE	Beech Ave to the end of existing pc	0.10	1-1/2" HMA Overlay (LVSP) 20' wide. 120 ton.	\$ 14,176.50
057	PERE MARQUETTE	PLEASANT RIDGE RC	Sherman St to Riverview Dr	0.35	1-1/2" HMA Overlay 22' wide. 430 ton. Install:	\$ 40,850.00
058	PERE MARQUETTE	W JOHNSON RD	S Jebavy to end of cul-de-sac	0.24	1-1/2" HMA Overlay 19' wide. 290 ton.	\$ 27,550.00
059	PERE MARQUETTE	CURTWOOD RD	N Lendale to N Sherman	0.20	1-1/2" HMA Overlay 20' wide. 180 ton.	\$ 19,800.00
160	PERE MARQUETTE	W HAZELWOOD RD	S Jebavy to Oakwood	0.20	1-1/2" HMA Overlay 19-22' wide. 215 ton.	\$ 23,650.00
060	AMBER	DUST CONTROL	Township Wide	10.60	One Double Application. 53,000 gallons	\$ 8,665.00
061	AMBER	JOHNSON RD	West of Amber Rd	0.48	Ditching, Compacted slag 22'w x 4"d. 1155 tr	\$ 37,358.08
062	AMBER	CONRAD RD	E of Victory Corner Rd to the elk far	n/a	Apply wedging is select areas. 91 Ton	\$ 6,185.27
063	AMBER	W FIRST ST	W of Brye Rd to turn-around.	0.26	Slag 22' w x 5-1/2" d. 858 Ton	\$ 17,622.36
080	BRANCH	DUST CONTROL	Township Wide	14.60	One Double Application. 73,000 gallons	\$ 11,936.00
081	BRANCH	BAROTHY RD	East of Walthalla Rd past barothy loc	1.20	1" HMA Overlay 22' wide. 830 ton	\$ 70,550.00
082	BRANCH	GOFF RD	S of Bockstanz Rd	300'	Remove two trees. Shape, apply compact c	\$ 5,096.19
083	BRANCH	WEAVER RD	East of US-10 to Campbell Rd	0.60	36 ton gravel on N shoulder. Wedge N lane.	\$ 32,369.56
100	VICTORY	DUST CONTROL	Township Wide	49.67	One Double Application. 248,350 gallons	\$ 40,605.24
110	SHERMAN	DUST CONTROL	Township Wide	36.29	Three Single Applications. 272,175 gallons	\$ 44,500.61
120	SHERIDAN	DUST CONTROL	Township Wide	32.81	One Single, One Double, One Single. 328,100	\$ 53,644.35
140	FREESOIL	DUST CONTROL	Township Wide	35.78	1 Application (Single-18.51 ml/Double-17.27r	\$ 21,684.00