

REGULAR MEETING MINUTES
MASON COUNTY ROAD COMMISSION
FEBRUARY 27, 2020

A. Call to Order

Policy Review Workshop was called to order at 9:00 am and adjourned at 9:55 am.

Chairman Schwass called the February 27, 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, County Highway Engineer Nelson, Superintendent Loeser. Absent: None

Visitors: Jim Gallie - Amber Twp., Dick Alway - Amber Twp., Daniel Novak - AIS Construction Equipment, Jess Peterson - Peterson & Sons LLC, Deb Del Zappo - Resident.

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 February 12, 2020 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Supported by Robidoux. Ayes all. Motion carried.

D. Approval of Accounts Payable & Payroll

Motion made by Ingison to approve Accounts Payable vouchers for February 27, 2020 Ck #79035 thru ck#79102 for \$310,244.90 and pre-approve payroll #5 for March 5, 2020. Supported by Robidoux. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

At 10:08 am the Board looked over the Contingent Liabilities and Revenue/Fund Balances.

F. Public Comment

Gallie/Amber Twp - asked question about how township divide mileage on township border line roads.

G. Shop Supervisor Report

1. CAT Lease Options

Ingison requested that Woirol explore the options available for future equipment needs and present to the board for review at next meeting.

2. Engine loss on #44

Engine has gone out of one of our front line blade trucks. Discussion held regarding replacing the motor or replacing the cab and chassis. The truck will not be vital during the summer months, so we have time to explore our options and see what cab and chassis options are available out there.

H. Superintendent's Report

Adding additional Strobes on Equipment.

Brush cutting on highway is going well.

Screen plant repairs are 80% complete and super train is 95% ready.

Township Projects that currently in progress are on hold due to weather.

I. County Highway Engineers Report

- **2020 Township Projects** – Continue reviewing estimates for Township projects for 2020.
- **2020 Pavement Marking Project** –Project will be bid on March 6, 2020 thru the MDOT bid letting.
- **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.
- **MCRC Pits** – Josh has been working on getting information and staking our pits that are being logged. Ted had survey information on our pits in a file. Josh is finding the property irons, verifying the distances and bearing in AutoCAD and staking the property lines. Quarterline was staked & cleared by the loggers. Currently working on the Taylor Road pit, then the Deren Road pit.
- **Permits & Surveying** – Josh & I have been working on surveying and permitting for 2020 culvert repairs. Also, survey work on various township projects.
- **Ludington Area Schools** – Traffic Study determined that a light will be required at Bryant & Jebavy.
 - A round-a-bout was considered but is not warranted with the primary traffic going North & South
 - (1) Peak School Traffic will be 1 to 2 hours in the morning & evenings in a 24-hour period
 - (2) LAS will pay for the design & installation of the light
 - (3) MCRC would assume all future maintenance
 - Discussed adding a right turn lane at SB Jebavy at Johnson Road.
 - (1) I will be discussing possible cost share with Jason Kennedy – Superintendent of LAS

- **Mac Road Pit** – Schultz started moving equipment yesterday & will have all equipment needed by Monday morning.
- **Mason County Drain Commission** – Looking at improvements to Ross Drain 2020/2021. Per the drain code the MCRC is a participant to a percentage of the cost.
- **Weaver Road** – Mary & I sat in on the preliminary court hearing on Weaver Road. Each Attorney presented their side and the Honorable Judge Sniegowski is reviewing the information and will decide.
- **2020 Rasmussen Road** – Progressing on auto cad drafting and design work. I anticipate the project being bid in late summer or fall with a spring of 2021 start. The construction project should take about 10 weeks.
- **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.

J. Manager/Director Report

- Weaver Road-Attended the settlement conference on February 20, 2020 at 1:30 pm. The judge needed more time to review so no decision was entered. There will not be a trial. The next Settlement Conference will be held on May 6, 2020 at 1:30 pm.
- No changes on the Snow Path software.
- **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.

- The new logo decals have been received and are being placed on all trucks and equipment.
- Continue to work on estimates. Signed contracts continue to be received.
- Weight restrictions will be imposed on March 2, 2020 at 7 am.
- Met with Ludington Daily News on Wednesday. There will be a story on our mowing project on the state trunk line.
- The call log list has been implemented and we are using it to track calls.
Working very well. Thanks to Jody and Heather for setting this up.

K. Unfinished Business

1. Approve Township Projects

Motion by Robidoux 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 Ingison. Ayes all. Motion carried.

2. Approve Material Bids for 2020

Motion made by Ingison to approve all material bids submitted for 2020 as presented. Supported by Robidoux. Ayes all. Motion carried.

Motion made by Robidoux to approve all equipment rental rates submitted for 2020 as presented. Supported by Ingison. Ayes all. Motion carried.

3. Approve sweeping bids for 2020

Sweeping bids reviewed. Decision will be tabled until discussion held with MDOT.

L. New Business

1. Remote monitoring & management system - DMC

DMC Unlimited is offering security monitoring service and we would like to implement this for our cybersecurity needs. Motion made by Ingison to approve. Supported by Robidoux. Ayes all. Motion carried.

2. Discussion on Lease for CAT Grader #702, JD Grader #703 & CAT 950 Loader #732

3. Request from City of Scottville to purchase diesel

Ingison made a motion to deny the request based on the age of our equipment and a lack of tracking mechanisms. Supported by Robidoux. Ayes all. Motion carried.

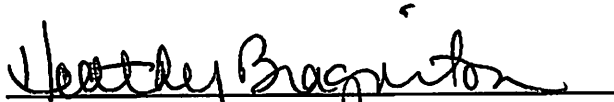
M. Extended Public Comment

N. Next Meeting: **Monday March 16, 2020 @ 10:00 am (9:00 am workshop)**

The next regular meeting is scheduled for Monday, March 16, 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 11:52 am.


Heather Braginton – Secretary


Bill Schwass - Chairman