

REGULAR MEETING MINUTES
MASON COUNTY ROAD COMMISSION
APRIL 23, 2020

A. Call to Order

Chairman Schwass called the April 23, 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: Chairman Schwass, Vice-Chair Robidoux (Remote), Manager/Director Samuels, Secretary/Finance Director Braginton (Remote), County Highway Engineer Nelson, Superintendent Loeser (Remote).

Members Absent: Member Ingison

Visitors: None

1. Pledge of Allegiance

B. Approval of Agenda

Motion made by Robidoux to approve the agenda as presented. Supported by Schwass. Roll Call Vote: Schwass - Aye, Robidoux - Aye. Motion carried.

1. Conflicts of Interest

Conflicts: None

C. Approval of Meeting Minutes

Approval of April 9, 2020 regular meeting minutes.

The minutes of the April 9, 2020 regular meeting were reviewed. Motion made by Robidoux to approve the minutes as presented. Supported by Schwass. Roll Call Vote: Schwass - Aye, Robidoux - Aye. Motion carried.

D. Approval of Accounts Payable & Payroll

To approve Accounts Payable vouchers for April 23, 2020 Ck #79257 thru ck#79298 for \$229,974.58 and pre-approve payroll #9 for April 30, 2020.

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

Motion made by Robidoux to approve Accounts Payable vouchers for April 23, 2020 Ck #79257 thru ck#79298 for \$229,974.58 and pre-approve payroll #9 for April 30, 2020. Supported by Schwass. Roll Call Vote: Schwass - Aye, Robidoux - Aye. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

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

Discussion regarding gravel materials not being produced as quickly as we need it. Nelson suggested having All Aggregate produce gravel in the Deren Rd pit. Motion made by Robidoux to move forward with that processing. Supported by Schwass. Roll Call Vote: Schwass - Aye, Robidoux - Aye. Motion carried.

F. Public Comment

None.

G. Superintendent's Report

Safety - Weekly safety meetings are on hold. Rescheduled the quarterly safety meeting for April 28th. Employees are still practicing six foot distancing and strictly one employee per truck.

Township Projects - We have full crews on the Reid Rd project - clearing/stumping/earth work

Materials/Pits - Screening aggregate in Deren Rd pit. Ready to crush and make gravel. 5000 ton crushed concrete in the East yard.

Shoulder pulling - Custer Twp is 2/3 complete. Eden Twp is complete. Riverton is 50% complete. Total to date is 15 miles south of US-10 and 8 miles north of US-10.

New Volvo track excavator is in use.

H. County Highway Engineers Report

Budzynski Road Bridge - The MCRC will be installing 12" x 24' long hardwood crane mats across this structure for "temporary" access. The bridge will be rated at 20 tons which will be adequate for propane trucks and access for the property owner. The cost for the temporary repairs will be about \$8,000. Work should be within the next 2 weeks.

2023 Local Bridge Program - Bridge Applications will be submitted by May 1, 2020.

2020 Pavement Marking Project - A preconstruction meeting will be held next Tuesday.

2020 Rasmussen Road - Work is progressing very well the last 3 weeks on AutoCAD drafting and design work. I hope to have 90% complete plans and specifications to submit to MDOT before the end of April. 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.

Hallack Gravel Pit - Soil borings are scheduled for next week to determine if gravel mining is feasible on this property.

2020 HMA Paving - HMA paving projects and maps for 2020 with pricing submitted to Rieth-Riley for review. Randy from Rieth-Riley will be getting back to me with final for approval. HMA plant is anticipated to open next week Wednesday +/-.

2020 Hansen Road - LaSalle to US-31 - MDOT approved the final plans. MDOT is discussing how to handle the SHPO clearance so MDOT can proceed for bid a projected letting in July 2020. Project will start after Labor Day with a November 1, 2020 completion.

2020 MDOT HMA Maintenance Project - Bids are due April 30th for mill & fill on US-10 from Scottville Road easterly to east of Bean Road & shoulder repair on US-31 south. The MCRC will retain the millings from US-10. Project is 100% MDOT funds.

2020 Chip Seal - I have put together the list of anticipated Chip Seal projects for 2020. There are still 2 Townships that have not returned their

contracts. Highway Maintenance is reviewing the work & prices and plan on doing the work in mid-June early July.

Mac Road Pit – Schultz has moved all equipment to the pit. It is anticipated that Schultz will begin excavating material for gravel processing next week.

Deren Road Pit – MCRC crews have stockpiled about 8,000 cyds of material that can be processed into 22A. I will be meeting with Alan Leman from All Aggregate to discuss cost for crushing & processing

2022 MDOT Category F Grant – Applying for Jebavy Drive for 2022 Category F grant for \$375,000 for Jebavy Drive. A minimum 20% match is required. Applications are due May 1, 2020.

2021 Fountain & Tuttle Road – I suggested that MDOT pay for the gravel on Tuttle Road north of the bridge since it is a dead-end road and there is no access for emergency responders. Ryan thought this was a great idea and will be checking with MDOT to verify 95% MDOT participation for the placement of the gravel. The MCRC will need to survey and mark ROW of Tuttle Road north of the Bridge. The MCRC crews will need to make road improvements to Tuttle Road from north of the bridge to Beyer road in 2020. Anticipate bidding thru MDOT in January of 2021 for construction in 2021

MDOT US-31 Detour for 2021/2022 – MDOT is looking to rebuild US-31 north of the Manistee/Mason County line south to Hoague Road. MDOT proposed a detour using Maple Island, Countyline, Quarterline, Hoague for 3 months in the summer 2022. I responded that the MCRC roads would need an HMA overlay before being able to use for the detour traffic. It was estimated that MDOT would need to pay \$350,000 to overlay the 4.2 miles in Mason County in order to use this as a detour. MDOT will review and get back to me.

I. Manager/Director Report

N/C Weaver Road- The next Settlement Conference will be held on May 6, 2020 at 1:30 pm

Waiting on one more contract due to a revision. The crew has been back to work now for almost two weeks. Everything is going well, and no problems have been reported. We will be having a

crew meeting today to update everyone, go over the distancing protocol and answer any questions.

Still moving the cattle out. May need to consider a different approach.

No changes on opening the rest area. Mowing on the trunk line has been suspended until the litter pickup has been done. Likely will be the end of June.

Futures pricing on fuel is at \$1.34

Working on the buyout for the CAT 950 Loader. We may need to consider Cat Financial due to the terms of the lease purchase agreement. I am waiting to receive some options.

Spoke with T Noechel from Oakland County regarding the Federal Aid Buyout for 2021. He will look over the contract that was sent to them and advise if any changes are needed.

J. Unfinished Business

1. Approve installment agreement for VOLVO Excavator and authorize Chair, Manager and designating officer to sign

Motion made by Robidoux to approve a resolution to authorize the Installment Purchase Agreement with Shelby State Bank for the purchase of a 2020 Volvo Track Excavator and authorize the Manager and Chair to sign the documents. Supported by Schwass. Roll Call Vote: Schwass - Aye, Robidoux - Aye. Motion carried.

2. Approve Resolution to lease real property and authorize designating officer to sign

Motion made by Robidoux to approve leasing of property on US-10 for the purpose of farming. Lease will be for one year with option to renew annually and authorize Eric Nelson to sign the documents. Supported by Schwass. Roll Call Vote: Schwass - Aye, Robidoux - Aye. Motion carried.

3. 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, subject to availability of labor and materials. Supported by Schwass. Roll Call Vote: Schwass - Aye, Robidoux - Aye. Motion carried.

K. New Business

1. Discussion on OPEB Funds (Retiree Healthcare)

Braginton discussed the need to move our OPEB Fund (Retiree Healthcare Savings) to a protected trust as advised by our auditor. Board requested that Braginton discuss with the County Treasurer and report back at next meeting. Tabled until next meeting.

2. Approve adding Administrative Assistant to bank accounts

Motion made by Schwass to approve the addition of the Administrative Assistant to the bank account to allow for more options for check signers. Supported by Robidoux. Roll call vote: Schwass - Aye, Robidoux - Aye. Motion carried.

3. Approve USFS Agreement Modification

Approval of modification #05 to the agreement between MCRC and Huron-Manistee National Forests

Motion made by Robidoux to approve the modification #05 to the agreement between MCRC and Huron-Manistee National Forests increasing the funding for Nurnberg Road gravel by an additional \$7,500. Supported by Schwass. Roll call vote: Schwass - Aye, Robidoux - Aye. Motion carried.

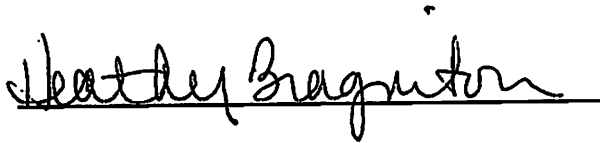
L. Extended Public Comment

M. Next Meeting: **Thursday, May 14, 2020 @ 10:00 am**

The next regular meeting is scheduled for Thursday, May 14, 2019 at 10:00 a.m.

N. Adjournment

There being no further business the meeting was adjourned at 11:05 am.



Heather Braginton – Secretary



Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on April 23, 2020

<u>TWP</u>	<u>ROAD NAME</u>	<u>LOCATION</u>	<u>LENGTH</u>	<u>DESCRIPTION</u>	<u>COST</u>
RIVERTON	APPLETON RD	Kinney to Hawley	1.00	Grade, ditch, gravel	\$38,423.29
RIVERTON	APPLETON RD	Chauvez to Kinney	1.00	Grade, ditch, gravel.	\$39,929.24
RIVERTON	LISTER RD	North of Chauvez	0.66	Grade, shoulders, gravel	\$24,900.01