

**REGULAR MEETING MINUTES**  
**MASON COUNTY ROAD COMMISSION**  
**MAY 28, 2020**

A. Call to Order

Chairman Schwass called the May 28, 2020 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:22 am.

Members Present: Chairman Schwass, Vice-Chair Robidoux (remote) and Member Ingison (remote), Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser (remote)

Visitors: None

1. Pledge of Allegiance

B. Approval of Agenda

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

1. Conflicts of Interest

Conflicts: None

C. Approval of Meeting Minutes

The minutes of the May 14, 2020 regular meeting were reviewed. Motion made by Robidoux to approve the minutes as presented. Supported by Ingison. Roll Call Vote: Schwass - Aye, Robidoux - Aye, Ingison - Aye. Motion carried.

D. Approval of Accounts Payable & Payroll

Approve Accounts Payable vouchers for May 28, 2020 Ck #79370 thru ck#79418 for \$273,737.28 approve payroll #11 for May 28, 2020 in the amount of \$99,436.07

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

Motion made by Ingison to approve Accounts Payable vouchers for May 28, 2020 Ck #79370 thru ck#79418 for \$273,737.28 approve payroll #11 for May 28, 2020 in the amount of \$99,436.07. Supported by Robidoux. Roll Call Vote: Schwass - Aye, Robidoux - Aye, Ingison - Aye. Motion carried.

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

At 10:30 am the Board looked over the Contingent Liabilities and Revenue/Fund Balances.

#### F. Public Comment

#### G. Superintendent's Report

#### H. County Highway Engineers Report

**2019 Hawley Road Bridge:** Davis started making repairs to the bridge approach last week. Concrete approach & curb & gutter was poured. HMA paving on Wednesday. Need to reinstall guardrail, pavement markings and restoration. The bridge should reopen by June 6th. There will be no additional cost to the MCRC for the repairs. Davis will have \$5,200 in liquidated damages on this project.

**2020 Pavement Marking Project** – Michigan Pavement Marking has started painting pavement markings on the southern primary roads this week.

**2020 HMA Paving** – Rieth-Riley's Ludington Plant had a gas leak and had an explosion on Tuesday. Rieth-Riley will be hauling HMA from BR until the Ludington Plant is fixed.

**2020 MDOT HMA Maintenance Project** –Discussing options with Rieth-Riley and MDOT.

**2020 Chip Seal** –I am working on the final list of anticipated Chip Seal projects based on the Township Contracts returned to date. Chip sealing should start in mid to late June.

**Mac Road Pit** – Schultz excavating & stockpiling materials for gravel processing.

**Deren Road Pit** – All Aggregate has moved into the Deren Road pit to begin processing 22A gravel. Started to produce gravel but needs a different screen. Ordered screen but it will be 7 to 10 days before up and running again.

**2022 MDOT Category F Grant** – Application was submitted for Jebavy Drive for 2022 Category F grant for \$375,000 for Jebavy Drive. Local match was \$275,000 for a total project cost of \$650,000. A minimum 20% match was required. Applications were due June 1, 2020.

**2021 Rasmussen Road** – Working on easements. Preliminary plans (90% complete) and specifications were submitted to MDOT and found acceptable 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.

**Engineering Tech** – Josh updated the Culvert Ratings, working on Permits and staking culverts. Also staking ROW for Reid Road, Hansen Road, Tuttle Road.

**2021 Hansen Road Stiles to Amber** – Josh has started the survey work for this 1 mile section of road. With selling out federal aid this roadway will be bid thru the MCRC with construction scheduled for the summer of 2021.

**NC-2021 Fountain & Tuttle Road** – Scott Civil Engineering took bids for soil borings and soils borings were awarded to Soils and Structures of Muskegon. Anticipate bidding in January of 2021 with construction in summer of 2021.

**NC-2020 Hansen Road - LaSalle to US-31** – Hansen Road will be bid on July 10, 2020, start on or after September 8, 2020 with a final completion of November 15, 2020.

#### I. Manager/Director Report

- **N/C Weaver Road-** The Settlement Conference was held on May 6, 2020 at 1:30 pm., with attorneys only. The Judge postponed the meeting after everyone was in attendance stating that due to the backlog, they are experiencing due to

the COVID-19 they were only hearing cases with high priority. This has been pushed back to much later in the year or into 2021. I have discussed this with the township, and we have made an offer in hopes to finalize this case. There will be more information as it becomes available.

- No new changes on township contracts.
- The crew continues to work following the COVID-19 Preparedness and Response Plan that is in place. There have not been any issues to date.
- We have received the contract and check to farm the 14 acres on the Custer property. Still waiting on the hay contract.
- Bids were opened for operation of the Ludington Rest Area-R328 on May 19, 2020 at 10:00 am. The low bid was received from Northern Michigan Commercial Cleaning Service. The rest area was open for the holiday weekend.
- Working on the buyout for the CAT 950 Loader. We now have two options: (1) approach Michigan Cat about buying the vehicle from the Road Commission (for the payoff amount), and then have Michigan Cat sell the equipment back to us via an installment purchase agreement with the Bank, or (2) the Road Commission pays the balloon payment to Cat Financial from available funds. The payment is due by July 21, 2020.
- Interviewing for summer help. We are planning to have them start on Monday June 1, 2020.
- Still waiting on the inspection to be completed to have the electric turned on at the Custer property.

## J. Unfinished Business

### 1. Approve Rest Area Maintenance Bids

Bids for Rest Area maintenance were accepted. Low bid was \$41,075. Motion made by Ingison to award bid to the low bidder, Northern Michigan Commercial Cleaning Service. Supported by Robidoux. Roll call vote: Schwass - Aye, Robidoux - Aye, Ingison - Aye. Motion carried.

## K. New Business

### 1. Approve Safety Policy Handbook

Draft of safety policy handbook was reviewed. Motion made by Ingison to approve draft. Supported by Robidoux. Roll call vote: Schwass - Aye, Robidoux - Aye, Ingison - Aye. Motion carried.

L. Extended Public Comment

M. Next Meeting: **Thursday, June 11, 2020 @ 10:00 am**

The next regular meeting is scheduled for Thursday, June 11, 2020 at 10:00 a.m.

N. Adjournment

There being no further business the meeting was adjourned at 11:15 am.

  
Heather Braginton – Secretary

  
Bill Schwass - Chairman