

**REGULAR MEETING MINUTES****MASON COUNTY ROAD COMMISSION  
JUNE 11, 2020****A. Call to Order**

Chairman Schwass called the June 11, 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) and Member Ingison (remote), Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser (remote)

Visitors: Jim Gallie - Amber Twp, Daniel Novak – AIS Construction Equipment

**1. Pledge of Allegiance****B. Approval of Agenda**

Motion made by Robidoux to approve the agenda as presented. Supported by Ingison. Ayes all. Motion carried.

**1. Conflicts of Interest**

Conflicts: None

**C. Approval of Meeting Minutes**

The minutes of the May 28, 2020 regular meeting were reviewed. Motion made by Ingison to approve the minutes with amendment.

G. Superintendents report omitted. Should have read: Safety Policy Handbook review is complete. Reid Rd project is in process. First Street project is complete. Drainage complete on Anders/Counbtyline, Morton Rd. Starting LaSalle and Sass rd projects on 6-1-2020. First bringing is complete in Riverton, Custer, Sheridan, and Sherman. Logan, Hamlin, and Victory are next week. Shoulder pulling is ongoing.

K: Approved Safety Policy handbook draft as interim guidance until completed.

Supported by Robidoux. 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 Ingison to approve Accounts Payable vouchers for June 11, 2020 Ck #79421 thru ck#79481 for \$229,133.72 and approve payroll #12 for June 11, 2020 in the amount of \$79,231.65.

#### 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

Social Distancing still in practice as well as sanitizing and masks when needed. Equipment is not going home anymore.

Sass Rd 50% complete - waiting for utilities to be relocated.

Fountain Rd culvert is in progress. Currently backfilling.

LaSalle Rd culvert is complete. The new excavator helped a lot.

Victory Corners project has been seeded and is now complete.

Johnson & Gordon project has been seeded and is now complete.

The first round of brine is complete in the following townships: Amber, Victory, Riverton, Sherman, Freesoil, Summit, Hamlin, Custer, Sheridan, Logan and Branch.

Ditching / Culvert replacements are ongoing. 9 additional culverts replaced in last two weeks.

20,000 ton of 22A gravel available at Alexander pit.

#### G. Superintendent's Report

#### H. County Highway Engineers Report

- **2019 Hawley Road Bridge:** Davis has made the repairs to the bridge approach and the bridge was open to traffic on Friday June 5th. 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 completed the pavement markings on all primary roads and the north local roads on Saturday. They will come back later after the chip seals are completed to paint PM Highway and Jebavy Drive from Decker to Angling.
- **2020 HMA Paving** – Rieth-Riley paved 4 roads for PM Township, Darr Road & Scottville Road north of Scottville. Plan on paving more roads this Friday.
- **2020 MDOT HMA Maintenance Project** – MDOT approved the cold-milling and HMA on US-10 between Scottville Road and High Street. The work is repairing the worst areas not a complete mill & fill.
- **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 late June or early July.
- **2021 Rasmussen Road** – Working on easements. A team meeting Grade Inspection was held on Wednesday June 3rd. MDOT had marked up the set of plans and specifications for the meeting. Working on making changes and hope to have final set to MDOT by late July early August. I anticipate the project being bid in October of 2020 with an April 2021 start date. The construction project should take about 12 weeks.
- **Engineering Tech** – Josh has been working on staking projects and keeping track of pavement marking project. Also, doing survey work on the next section of Hansen Road from Stile to Amber.

- **2021 Fountain & Tuttle Road** – Soil borings are in progress for the 2 bridge projects. Anticipate bidding in January of 2021 with construction in summer of 2021.
- **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 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 will be discussing a date to open to the public and everyone is reporting to work at the road commission. Trucks and equipment will continue to be parked outside.
- Both contracts and payments have been received for rental of the Custer property.
- The Strategic Plan for the road commission has been delivered to all townships.
- Working on the buyout for the CAT 950 Loader. I have requested that Michigan Cat buyout our lease from Cat Financial and then sell back to us. I am waiting on a response. The payment is due by July 21, 2020.
- Completed Interviews for summer help and have all but one working. They are all doing a very good job and will be starting the crack sealing process.
- Waiting on the inspection to be completed to have the electricity turned on at the Custer property. The inspector is backlogged due to the COVID-19.
- Cleanup of the back offices has been started and are making progress.
- Our report to the county board has been indefinitely placed on hold but have requested that our report be sent to the County Administrator to be given to the Board of County Commissioners to review.

#### J. Unfinished Business

### 1. Approve Safety Policy Handbook

Ingison made motion to approve safety policy handbook with minor changes as discussed. Supported by Robidoux. Ayes all. Motion carried.

### K. New Business

#### 1. Life & STD Renewal

Motion by Ingison to approve change for Life Insurance and Short term Disability to Principle. Supported by Robidoux. Ayes all. Motion carried.

#### 2. Ballot for MCRCSIP Board of Trustees

Motion by Ingison to vote for Geoff Moffat and Brett Laughlin for the At-Large Representatives positions for the MCRCSIP Board of Trustees. Supported by Robidoux. Ayes all. Motion carried.

Motion by Ingison to vote for Alan Cooper and Brian Gutowski for the Northern Representatives positions for the MCRCSIP Board of Trustees. Supported by Robidoux. Ayes all. Motion carried.

#### 3. Approve Resolution for Hansen Rd

Motion made by Ingison to enter into a contract with MDOT for the following work and authorize Chairman Schwass and Vice Chair Robidoux to sign on behalf of the Mason County Road Commission:

Hot mix asphalt base crushing, shaping and resurfacing work along Hansen Road from east of LaSalle road easterly to Highway US-31; including profile improvement, culvert replacement, and ditching work; and all together with necessary related work.

Job No. 206245CON      Contract No. 20-5263

Estimated cost is - \$585,000

Federal Funds - \$397,800

State D Funds - \$187,200

MCRC Share - \$0

Supported by Robidoux. Roll Call Vote: Schwass - Aye, Robidoux - Aye, Ingison - Aye. Motion carried.

L. Extended Public Comment

M. Next Meeting: **Thursday, June 25, 2020 @ 10:00 am**

The next regular meeting is scheduled for Thursday, June 25, 2020 at 10:00 a.m.

N. Adjournment

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

  
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Heather Braginton - Secretary

  
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Bill Schwass - Chairman