

**REGULAR MEETING MINUTES****MASON COUNTY ROAD COMMISSION  
AUGUST 13, 2020****A. Call to Order**

Chairman Schwass called the August 13, 2020 meeting of the Mason County Road Commission held at the Amber Township Hall at 193 South Gordon Road, Scottville, MI to order at 10:01 am.

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

Visitors: Jim Gallie- Amber Twp, Stan Raspotnik- MCRC Safety Committee

**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.

**C. County Highway Engineers Report**

**2020 Chip Seal** – Chip sealing has been completed and fog sealing is about 75% complete.

**2021 Rasmussen Road** – Final plans have been submitted to MDOT. Easement have been obtained for John Berg & Wayne Gort. Request signatures on Title Sheet by Board members. Project anticipated to be bid in October or November 2020 with construction in April thru June of 2021.

**2020 Hansen Road - LaSalle to US-31** – Hansen Road preconstruction meeting was yesterday. J & N Construction (DJ McQuestion) was the confirmed low bidder of \$537,707.45. The Project is anticipated to start about September 8th with a final completion of November 15, 2020.

**Mac Road Pit** – Schultz excavating & stockpiling materials for gravel processing. All Aggregates will be moving in next week to start making 22A-Modified gravel.

**Deren Road Pit** – All Aggregate has produced about 5,900 tons of 22A-Modified and 3,000 tons of sand at the Deren Road pit.

**Alexander Pit** – Checked on the remaining cameras and there has been no additional activity by pit owner regarding MCRC equipment or materials.

**2020 HMA Paving** – All the Township projects have been paved. Sugar Grove Drive east of US-31 to Tuttle Road is anticipated to be paved in September or early October. Requesting additional paving on Fountain & Angling Roads from Stiles Road to Angling Road. The estimated cost is between \$335,000 to \$355,000 for an HMA overlay. If we chip seal Angling Road from Jebavy to Beaune it would save about \$20,000. However, the chip seal would not be completed until 2021, Rieth-Riley has offered to pave additional roads this year and make payments until August 31, 2021.

**2021 Hansen Road** – Stiles Road to east of Amber Road. This project will be constructed using MDOT Federal funds that we are selling to Oakland County. The MCRC is selling approximately \$780,000 in federal funding at 80% leaving about \$624,000. The survey work is about 10% complete. Soil borings have been completed. Project will be bid thru the MCRC. Anticipate bidding project in February or March of 2021.

**2021 West Forest Trail** – USFS Flap Grant for 80% funding of this roadway. There is about 2.5 miles of West Forest Trail that is scheduled for reconstruction from Quarterline Road westerly to Morton Road. The preliminary estimated project cost is about \$750,000 with MCRC portion about \$150,000. Prein & Newhof has been working on this design. SHPO, NEPA, soil borings and preliminary survey work has been completed. The GI plans need to be submitted to MDOT by mid-December to early-January.

**2021 Fountain Road & Tuttle Road Structures** – Scott Civil Engineering have submitted TSL (Type, Size, Location) plans to MDOT. Soil Borings have been completed.

**2020 Asset Management Plan** – MCRC asset Management Plan is due October 1, 2020. We are about 75% completed to date.

**WMSRDC (West Michigan Shoreline Regional Development Commission)**

– This committee is part of the Rural Task force that oversees MDOT project funding for the Counties, Villages and Mass Transit Authority. Due to COVID-19 the Primary Paser Rating for 2020 have been canceled. The WMSRDC has authorized \$2,200 to be reimbursed for our local roads. The ratings need to be completed by September 15th, 2020.

**Jebavy Drive South of US-10** – I am still in discussions with Dan Merrill from Spartan Nash Companies regarding the proposed all season road from South Jebavy Drive to PM Highway. I sent sketches and the proposed route to MDOT for concurrence, MDOT agreed this was a good idea. I offered \$12,500 per acre for 3 acres which is ½ of the price originally requested. Dan will review and get back to me.

**1. Conflicts of Interest**

Conflicts: None

**D. Approval of Meeting Minutes**

The minutes of the July 27, 2020 regular meeting were reviewed. Motion made by Robidoux to approve the minutes as presented. Supported by Ingison. Ayes all. Motion carried.

**E. Approval of Accounts Payable & Payroll**

Approve Accounts Payable vouchers for August 13, 2020 Ck #79652 thru ck#79718 for \$586,772.17 and approve payroll #16 for August 6, 2020 in the amount of \$83,075.86 and pre-approve payroll #17 for August 20, 2020.

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

Motion made by Ingison to approve Accounts Payable vouchers for August 13, 2020 Ck #79652 thru ck#79718 for \$586,772.17 and approve payroll #16 for August 6, 2020 in the amount of \$83,075.86 and pre-approve payroll #17 for August 20, 2020. Supported by Robidoux. Ayes all. Motion carried.

**F. Review Accounts Receivable and Contingent Liabilities**

Reviewed Contingent Liabilities and Revenue/Fund Balances. Several township project invoices have been sent out and brine invoices will be sent next week.

#### G. Public Comment

#### H. Superintendent's Report

Safety - following Covid protocol. Beginning crew meetings next monday in truck barn. Doing temperature checks every morning. Masks have been provided for when they are needed.

Township Projects - Reid Rd - 99% Complete, S. Bayou Culvert - 75% complete, Sippy Rd (#33) 50% complete, Sippy Rd (#32) 25% complete, Kinney Rd complete, Tuttle Rd 80% complete, Groth Rd 5% complete, Millerton Rd 5% complete.

General Maintenance - Placing gravel, filling washouts from heavy rains, tree trimming, edging, filling potholes.

Mowing - 2/3 through second round

MDOT - Ditching and culvert cleanout at US-10 and Reek, US-31 to re-open near end of month (bypass - sugargrove).

Paving/Chipseal - Paving is caught up and chipseal 2020 is complete.

Culverts/Ditching - Mostly new culvert install for enhanced drainage on township projects, starting culvert replacements end of august, starting major ditching project on Hawley & Schwass next week, MDOT ditching as requested.

#### I. Manager/Director Report

The Annual Employee Appreciation Picnic is scheduled for August 20, 2020 @ 6 pm at the Scottville Riverside Park.

Interest rates were requested for the purchase of the 14 Caterpillar Grader #702, WSB submitted an interest rate of 1.60%, Shelby first submitted a rate of 1.85% then came back with a fixed rate of 1.55%. The lease is due in October.

Waiting on approval from Hamlin Township to de-certify Shanks Road.

Our contract with Republic services automatically renews every three years. The last renewal was in April of 2019 and will be up for renewal in April of 2022.

The cost is currently \$552.50 per month with an additional fuel recovery fee of \$158.63 plus an admin fee for a total of \$711.13 per month. They have offered to reduce the cost down to \$527.62 per month and have sent a contract. Waste reduction is a flat \$498.00 per month.

CRA held a Public Relations meeting via Zoom on August 12 at 10:00 am. Topics of discussion were the Road Warrior recruiting campaign and CRA videos currently in production. Also spoke about a new brochure they are working on regarding Political signs in the ROW.

The update for our plow routes on the Snow Paths Program is near completion.

The August Paul Bunyan meeting will be happening via Zoom on August 20, 2020 at 9:30 am. The November meeting has not yet been determined.

A meeting has been scheduled to meet with the Township Supervisors on August 26<sup>th</sup> and will be held at the Scottville Riverside Park to meet with the COVID-19 guidelines. I have asked Michigan Chloride to attend to discuss brine application.

The new Xerox Copier is expected later next week.

The operational goals for brush clearing on the trunk line, ROW tree maintenance and shoulder pulling are on track as planned. Calls taken and completed are at 85% to date. Our paving projects have been completed but we are considering a few more. Chip and fog seal are done as the budget allowed. We have replaced 26 of the 43 failed culverts to date and will be working on those again in September. Township gravel projects should be completed by the end of August and work will begin placing slag.

## J. Unfinished Business

### 1. Board Members Sign Cover Sheet for Rasmussen Road Project

Motion made Ingison to approve Rasmussen Road project. Supported by Robidoux. Ayes all. Motion carried.

### 2. Safety Committee Report - Stan Raspotnik IV

Stan Raspotnik addressed board to provide an update on the activities of the Safety Committee.

### 3. Approval to finance the 14M Cat Grader

Discussion held regarding the purchase of a CAT grader versus a John Deere Grader.

Motion made by Ingison to approve financing for purchase of CAT Grader and award contract to Westshore Bank for \$245,000 at 1.6% interest per initial bid. Supported by Robidoux. Ayes all. Motion carried.

## K. New Business

### 1. 1. Request Board Approval for HMA overlay on Fountain & Angling Road from Stiles to Jebavy

Motion made by Ingison to approve paving project on Fountain Rd/Angling from Stiles Rd to Jebavy. Supported by Robidoux. Ayes all. Motion carried.

a. Estimated Cost \$350,000 to \$360,000 payment in full by August 31, 2021

### 2. Approve Township Projects

Motion by Robidoux, supported 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.  
Ayes all. Motion carried.

3. Approve Resolution for MERS Retiree Health Funding Vehicle  
(RHFV)

Motion made by Ingison to approve resolution to adopt Retiree Health Funding Vehicle with MERS of Michigan to hold funds in trust for retiree healthcare benefits and authorize the Manager Director and Finance Director to sign on behalf of the Mason County Road Commission. Supported by Robidoux. Ayes all. Motion carried.

L. Commissioners Privilege

M. Extended Public Comment

N. Next Meeting: **Thursday, August 27, 2020 @ 10:00 am**

The next regular meeting is scheduled for Thursday, August 27, 2020 at 10:00 a.m.

O. Executive Session

P. Adjournment

There being no further business the meeting was adjourned at 11:31 am.

  
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Heather Braginton - Secretary

  
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Bill Schwass - Chairman

**APPENDIX A**

**Township Projects Approved on August 13, 2020**

| <b>JOB #</b> | <b>TWP</b> | <b>ROAD NAME</b> | <b>LOCATION</b>     | <b>LENGTH</b> | <b>DESCRIPTION</b>                            | <b>PROJECT COST</b> |
|--------------|------------|------------------|---------------------|---------------|---|---------------------|
| 065          | AMBER      | DENNIS RD        | North of Hansen Rd. | 732'          | Apply gravel, HMA w/ valley gutters/spillways | \$ 34,887.95        |