

MINUTES

The January 03, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:00 am by Vice-Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: None

Eng/Mgr Dittmer read the minutes of the December 20, 2002 meeting:
Motion by Matiash, seconded by Thurow to approve the minutes as corrected.
Ayes all. Motion carried.

The board took the following action after reviewing the payroll.
Motion by Matiash, seconded by Robidoux to approve payroll #1 for \$62,977.77
Ayes all. Motion carried.

At 9:15 am the board looked over the contingent liability and revenue sheet.

At 9:35 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
Snowplowing-Ice control-Weather permitting
Brush-Tree Removal
Ditching-as weather conditions allow, cleaning and replacing culverts.
 2. **State Trunkline**
 1. Snowplowing-Ice Control-Weather Permitting
 2. Cold patching various locations as weather conditions allow.
 - B. **Heavy Maintenance**
 1. **Primary System**
 1. Campbell Road-Clearing and getting easements from Forest Service.
 2. Meyers Road-Jan 10, 2003 bid opening.
 2. **Local System**
 1. Barothy Road Clearing-Branch Twp project for 2003.
 3. **MDOT**
 1. US-10-Sewer Project-No final plans have been presented yet.
 4. **Equipment Status during this period:**
Repairs as needed.
 5. **Permit Activity during this period:**
Nothing to report

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-Discussion held to bring Member Robidoux current on situation.

Under new business the following was discussed

1. Personnel Actions:

- a: Foreman Position filled by Ron Duggan effective December 29, 2002.
- b: Sign Technician Upgrade-See Motion

Commissioners Report

Matiash

1. Wondered when the MCRC meeting dates would be set.

Vice Chairman Thurow

1. No Report

Robidoux

1. Looking forward to working at the MCRC.

Correspondence

1. CRAM News Letter

Items Needing Board Action

Establish Board Meeting Dates

A motion was made by Matiash, seconded by Thurow to set the Board meeting dates for the first and third Fridays each month at 9:30 am excluding the first meeting in April which is scheduled for the 1st Thursday night at 7:00 p.m. Ayes all. Motion carried.

Establish Board Positions

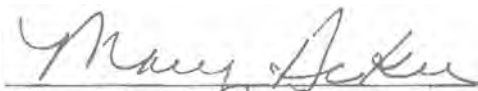
Motion by Matiash seconded by Robidoux to appoint Robert Thurow as the Chairman of the MCRC Board of Commissioners. Ayes all. Motion carried.

Motion by Thurow, seconded by Robidoux to appoint Nick Matiash as the Vice-Chairman and Doug Robidoux as member to the MCRC Board of Commissioners. Ayes all. Motion carried.

Upgrade Sign Technician Position

Motion by Thurow, seconded by Matiash to upgrade the Sign Technician classification pay rate from Heavy Truck pay rate to Heavy Equipment pay rate effective January 01, 2003. A letter of understanding will be sent to the Union stating this change. Ayes all. Motion carried.

There being no further business a motion was made by Matiash and seconded by Thurow to adjourn the meeting at 11:10 am. Ayes all. Motion carried.


 Mary Acker Secretary

MINUTES

The January 17, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Bruce Burke to discuss Tyndall Road Project.

Eng/Mgr Dittmer read the minutes of the January 3, 2003 meeting:

Motion by Thurow, seconded by Matiash to approve the minutes as read.
Ayes all. Motion carried.

The board took the following action after reviewing the payroll and accounts payable:

Motion by Matiash, seconded by Thurow to approve accounts payable Vouchers #54806 thru #54895 for \$158,211.41 and payroll #2 for \$70,424.68
Ayes all. Motion carried.

At 9:50 am the board looked over the contingent liability and revenue sheet.

At 10:15 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
Snowplowing-Ice control-Weather permitting
Brush-Tree Removal
Guard Rail Replacement
 2. **State Trunkline**
 1. Snowplowing-Ice Control-Weather Permitting
 - B. **Heavy Maintenance**
 1. **Primary System**
 1. Campbell Road-Still discussing right of ways with the Forest Service.
 2. Meyers Road-C&D Hughes Bid was read low at \$515,000.00. Pre construction meeting is scheduled for Friday, January 24th at 10:30 am.
 2. **Local System**
 1. Barothy Road Clearing-Branch Twp project for 2003.
 2. Discussion on Local Road Program changes.
 3. Stream Crossing-Met with the Conservation Reserve Alliance. They have approved 50% funding for 2 stream crossings in Logan Township and possible funding for Stephens Road-Free soil Township.

3. **MDOT**

1. US-10-Sewer Project-Hope to advertise for bids next week if DNR permit is received.
2. US-10 Bid Opening-C&D Hughes was read low.

4. **Equipment Status during this period:**

- Repairs as needed.
Some transmission work being done possibly under warranty.

Meeting adjourned for lunch at 12:30 pm.

Reconvened at 1:20 pm.

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-On Going
2. Budget Finance Discussion-Reviewed the 2002 Budget Amendments and also the 2003 Approved Budget.
3. Custer Twp Proposal regarding Wilson and Hansen Roads. Following a lengthy discussion the position of the Road Commission is that the Contractor shall repair/replace unsatisfactory work. Custer Twp shall release entire retainage held (\$8,750.00). No seal coat surface is to be placed by the Road Commission for cosmetic purposes. G Dittmer to advise Custer Twp. of this.

Under new business the following was discussed

1. Personnel Actions: Another possible retirement in February.
2. USFS Discussion: G Dittmer met with USFS to discuss right of Ways for Campbell Road and change of jurisdiction for Forest Trail. Also received a Partnership Award from the USFS in appreciation for our cooperative efforts to improve Stream Crossings.
3. Local Road Letter of Understanding-Discussion of proposed letter. A Draft copy will be given to the Supervisors for their approval.
4. Paul Bunyan Meeting is scheduled for February 17 in Baldwin at the Star Lake Inn.
5. Twp Officers Mtg. was held at Barothy Lodge- All Board members, G Dittmer and M Acker attended.
6. Dow Pipeline Update-Contract was awarded to Gary House Contracting of Mt. Pleasant.
7. Surplus Equipment Sale-See Motion
8. County Zoning Discussion-G Dittmer attended a Public Hearing with discussion on proposed zoning changes.

Commissioners Report

Vice-Chairman Matiasb

1. Suggested asking Scott Engineering to attend the next meeting to give an update on the Reek Road Bridge Project.
2. The Commissioners Seminar will be held on the 13th and 14th of April at the Park Place.
3. Wondered when material in the pits (gravel, sand etc.) is accounted.

Chairman Thurow

1. Received a call from Mike Nielson of Wade Trim to request attending a Board meeting of the MCRC.

Robidoux

1. Sugar Grove Road at Custer Road intersection south east quadrant pavement has an edge out.
2. Wondered about the MCRC Policies and requested copies.
3. Requested a copy of the current Bargaining Agreement.

Correspondence

1. CRAM News Letter
2. U.P. Road Builders meeting will be held on February 6&7 in Marquette.

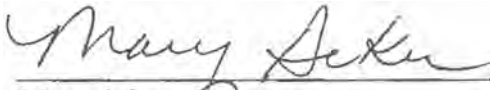
Items Needing Board Action**Surplus Equipment Sale**

Motion by Robidoux, seconded by Matiash to authorize advertising for the disposal of surplus equipment for sale. Ayes all. Motion carried.

Advertise Bids for Trucks

Motion by Matiash, seconded by Thurow to advertise for bids on a five yard capacity truck with the option of purchasing and additional truck with same specifications, also request bids for a used 4 door pickup to pull brush chipper. Ayes all. Motion carried.

There being no further business a motion was made by Matiash and seconded by Thurow to adjourn the meeting at 3:00 am. Ayes all. Motion carried.



Mary Acker Secretary

MINUTES

The February 7, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Chuck Keller Amber Twp, Vic Baker Eden Twp, Frank Morse Branch Twp, Jim Riffle Custer Twp, and Stan Saya Sherman Twp. All were present to discuss the proposed 2003 Local Road Improvement Letter of Understanding.

The minutes of the January 17, 2003 meeting were discussed:

Motion by Matiash, seconded by Robidoux to approve the minutes as presented.
Ayes all. Motion carried.

The board took the following action after reviewing the payroll and accounts payable:

Motion by Matiash, seconded by Thurow to approve accounts payable Vouchers #54896 thru #54977 for \$131,655.01 and payroll #3 for \$76,888.43.
Ayes all. Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

At 9:50 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
Snowplowing-Ice control crew is starting at 6:00 am
 2. **State Trunkline**
 1. Snowplowing-Ice Control
 2. Ordered back up salt
 - B. **Heavy Maintenance**
 1. **Primary System**
 1. Meyers Road-C&D Hughes Bid was read low at \$515,000.00.
Pre construction meeting was held on Friday, January 24th at 10:30 am.
 2. **Local System**
 1. A lively discussion on the Local Road Program changes with Township Supervisors, that were present, with input from all involved. No action was taken.

2. Reek Road Bridge-Bob Scott of Scott Civil Engineering will be attending the meeting of February 21, 2003 to discuss progress of bridge engineering. Estimated cost with current changes made is \$607,825.00. Engineer reviewed previous design and changed span of bridge from 100 feet to 80 feet without reduction of capacity.
3. Stream Crossing-Met with the Conservation Reserve Alliance. They have approved 50% funding for 2 stream crossings in Logan Township and possible funding for Stephens Road-Free soil Township.

3. MDOT

1. US-10-Sewer Project-Project has been advertised. Bid opening scheduled for March 6, 2003. Estimated at \$12,000,000.00.
2. US-10 Bid Opening-C&D Hughes was read low.
3. January Billing for Maintenance. Brief discussion on fringe rate.

4. Equipment Status during this period:

Repairs as needed.
Some transmission work being done possibly under warranty.
Truck Bids-Due on February 20th, will open on the 21st.

5. Permits

1. Haul Route Permits-Will allow contractors to haul several loads but can be restricted to 80,000 lbs. This will protect the road from damage.

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-There was a pre-trial hearing on February 4th, 2003 by phone. Hearing should be coming up next month. Possible June Trial.
2. Custer Twp-Hansen and Wilson Road Projects Discussion-Letter had been sent to Township to discuss and reach a settlement. On 01/23/03, Mr. Riffle indicated Custer Township had tabled discussion indefinitely at this time
3. Dow Pipeline discussion-Have started construction.

Under new business the following was discussed

1. Personnel Actions: Joe Vaclavik has submitted his retirement notice effective Feb 21, 2003. See Motion
2. Brine/CaCl dust control-May be able to take part in the material received through the Dow Pipeline. There are also two wells in Mason County that may be able to supply material to the MCRC. More discussion to continue.
3. Village of Custer Request of Task Force-Have requested \$400,000.00 in lieu of the \$190,000.00 they have been approved for and also asking that their 20% share be waved. No one was in favor of this request.
4. Paul Bunyan Meeting is scheduled for February 17 in Baldwin at the Star Lake Inn.
5. Lakeshore Environmental Inc-Will be closing out our site with a restrictive covenant both here and next door. Paper work will be available at the next meeting.

- 6 Spring Weight Restrictions-Michigan State Police will be helping on a contractual basis.
7. CRAM Annual Meeting-Arrangements have been made.

Commissioners Report

Vice-Chairman Matiash

1. Received a complaint about the parking on Cedar Lane. Requested No Parking signs be placed.
2. Attended Amber Twp meeting. Stated that they will agree to share in the cost of the traffic light to be placed at US-10 and Stiles Road.
3. Suggested the need to establish a building fund of maybe \$3,000.00 bi-weekly and to approach the County Board for help after funds have been saved.

Chairman Thurow

1. Had a complaint about an occurrence on the freeway where one of our trucks may have thrown salt and sand on a motorist passing by.

Robidoux

1. Requested a listing of the salary structure for the staff.
2. Thanked Gary for the organizational chart presented to him but would also like a number of how many truck drivers, operators etc.
3. Commented about a discussion he had heard regarding how far the snowplows clear Jebavy Drive. It is considered an early response road but is cleared only to Angling Road.
4. Made note of the good service the road commission has given for the last week.

Correspondence

1. CRAM News Letter

Items Needing Board Action

Joe Vaclavik Retirement Request

Motion by Thurow, seconded by Matiash to accept Joe's retirement request with regret, effective February 21, 2003. Ayes all. Motion carried.

Surplus Equipment Sale

Motion by Matiash, seconded by Thurow to award the bid of surplus equipment to the highest bidder except for the brake lathe that will be awarded at a later date. Ayes all. Motion carried.

Green Road Abandonment

No action was taken, Dittmer was directed to contact USFS for meeting and further discussion.

CRAM Ballot for Board of Directors

Motion by Matiash, seconded by Thurow to nominate Jon Rice for the Southern Region and all others as presented. Ayes all. Motion carried.

Clark Hwy System Request

Motion by Thurow, seconded by Matiash to accept an extended bid proposal from last year from Clark Hwy Systems for centerline painting and rumble strips. Ayes all.

Motion carried.

Stop Sign for Stephens @ Koenig

Motion by Thurow, seconded by Robidoux to authorize the placement of a Stop sign on the corner of Stephens and Koenig Road, northeast corner, Free Soil Township. Ayes all.

Motion carried.

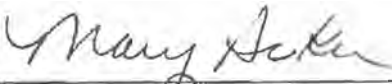
Pre-approve Payroll

Motion by Matiash, seconded by Thurow to pre-approve payroll #4 for February 14, 2003. Ayes all. Motion carried.

Authorize Signing of West Shore Bank Signature Cards

Motion by Thurow, seconded by Matiash to approve signing of new signature cards due to the change in board members. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 12:50 pm.



Mary Acker Secretary

MINUTES

The February 21, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Steve Bush of Woodland International Trucks for the truck bid opening and Robert Scott to discuss the Reek Road Bridge Project.

The minutes of the February 7, 2003 meeting were discussed:

Motion by Thurow, seconded by Matiash to approve the minutes as corrected.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Matiash, seconded by Robidoux to approve accounts payable Vouchers #54978 thru #55031 for \$188,356.46. Ayes all. Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

At 9:50 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
 - Snowplowing-Ice control-Weather permitting
 - Tree/Brush Removal-Weather permitting
 - Backup salt ordered
 2. **State Trunkline**
 1. Snowplowing-Ice Control
 2. Ordered back up salt-600 ton
 - B. **Heavy Maintenance**
 1. **Primary System**
 1. Meyers Road-C&D Hughes Bid was read low at \$515,000.00. Pre construction meeting was held on Friday, January 24th at 10:30 am. Have not awarded contract yet.
 2. Functional Classification Discussion-Spoke with Susan Burkowitz about the proposed changes in the Urban Boundary Areas. She said the areas requested will be approved.
 2. **Local System**
 1. Reek Road Bridge-Bob Scott was in to discuss the progress being made on this project. The preliminary plans have been sent to the Forest Service, MDOT and MDEQ. Expect to be ready to bid sometime in July 2003.

2. Local Road Program-Special Meeting is being planned to discuss the proposed program on February 28 at 10:00am.
3. Stream Crossing-Met with the Conservation Resource Alliance. They have approved 50% funding for 2 stream crossings in Logan Township and possible funding for Stephens Road-Free soil Township.
3. **MDOT**
 1. US-10-Sewer Project-Project has been advertised. Bid opening scheduled for March 6, 2003. Estimated at \$12,000,000.00.
 2. US-10 Bid Opening-Pre-con meeting was held with MDOT last week. Scheduled Road closing is March 15th.
 3. PM Hwy Turn back-Received a Memorandum of Understanding . See Motion.
4. **Equipment Status during this period:**
Repairs as needed.
The mechanics have been keeping up with repairs.
More blades have been ordered.
5. **Permits**
 1. Haul Route Permits-Jeff Conklin presented proposed permit fee changes and bonding requirements and also a schedule for special haul route regulations. Further discussion will follow.

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-Received a Scheduling Order from the Circuit Court and a Resolution Authorizing Conveyance of Real Estate from Sherman Township to the MCRC for the right of way of Darr Road.
2. Dow Pipeline discussion-Construction continues.

Under new business the following was discussed

1. Personnel Actions: Joe Vaclavik has submitted his retirement notice effective Feb 21, 2003. Dittmer has asked him to stay on for one more month and he has agreed.
2. Brine/CaCl dust control-Will be getting together with Lance Malburg from Oceana County to discuss.
3. Annual Materials Bids have been requested including brine. Opening of bids on March 21, 2003. Seal Coat is not included in this bidding.
4. Equipment rental rate bids have been requested. Opening of bids on March 7, 2003.
5. Spring Weight Restrictions-Michigan State Police will be helping on a contractual basis. Dittmer to ask for an hourly rate. No restrictions have been posted at this time.
6. CRAM Annual Meeting-Arrangements have been made.
7. CRAM Policy Discussion-See Motion.

Truck Bids

Motion by Matiash, seconded by Robidoux to close truck bids at 10:00 am. Ayes all.
Motion carried.

Duthler Truck Center

Sterling 2004 Cummins	\$56,000.00
Alternative bid- same truck	56,000.00
Trade in allowance #34	11,500.00
Trade in allowance #43	2,500.00

Sterling 2004 Cat	\$63,000.00
Alternative bid-same truck	63,000.00
Trade in allowance same as above	

Sterling 2004 Mercedes	\$55,400.00
Alternative bid-same truck	55,400.00
Trade in allowance-same as above	

Delivery date 90 days from award

Motor City Trucks

Sterling 2004 Mercedes	\$54,995.00
Alternative bid-same truck	54,995.00
Trade in allowance #34	11,000.00
Trade in allowance #43	2,250.00

Sterling 2004 Cat	\$61,065.00
Alternative bid-same truck	61,065.00
Trade in allowance same as above	
Delivery 60-90 days	

Freightliner of Grand Rapids

Freightliner 2004 Cat C-10	\$66,565.00
Alternative bid-same truck	66,565.00
Trade in allowance #34	11,000.00
Trade in allowance #43	2,250.00
Delivery 75-90 Days	

Woodland International

International 2004 Cummins	\$59,292.29
Alternative bid-same truck	59,292.29
Trade in allowance #34	11,000.00
Trade in allowance #43	2,225.00
Delivery Date-Production in early April	

Underbody Scraper**Allied Truck & Trailer**

Henke Underbody scraper	\$4,299.00
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Truck & Trailer Specialties

Material Box -Prime painted	\$10,690.00
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Option to have body painted	473.00
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Monroe Scraper	4,531.46
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Hyde Equipment

HI-Way Do-Al -Prime painted	\$10,613.00
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Hyde Underbody scraper	4,592.00
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Shults Equipment Inc

Hi-Way Do-Al -Prime Painted	\$11,563.00
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Root Underbody Scraper	4,802.00
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Motion by Thurow, seconded by Matiash to place all bids on file for tabulation and to request a recommendation from the staff at the March 7, 2003 regular board meeting. Ayes all. Motion carried.

Commissioners Report**Vice-Chairman Matiash**

1. Noticed a difference in ice and snow control on roads between counties.
2. Concerns on weigh master situation. Suggested a policy be put into place.
3. Felt we charge our Townships too much for projects and discussed ditching on Stephens Road and other areas. Wondered who was responsible for this type of work.

Chairman Thurow

1. All Commissioners attended the Paul Bunyan meeting.
2. Great Lakes Energy is constructing a new building and suggested that the driveways be placed in a different area.

Robidoux

1. Inquired about the advertisement for leasing equipment.

Correspondence

1. CRAM News Letter
2. Setting realistic speed limits-Booklets were handed out to the Commissioners that are put out by the State Police. Dittmer will mail copies to the Townships.

Items Needing Board Action**Pre-approve Payroll**

Motion by Matiash, seconded by Robidoux to pre-approve payroll #5 for February 28, 2003. Ayes all. Motion carried.

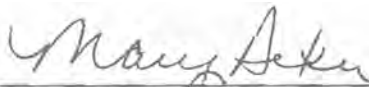
PM Highway Memorandum of Understanding

Motion by Matiash, seconded by Thurow to reject the proposal from MDOT and offer a counter proposal removing the audit procedures. Ayes all. Motion carried.

CRAM Policy Recommendations

Motion by Thurow, seconded by Robidoux to designate Nick Matiash to cast the vote on the CRAM Policies at the Annual Business Meeting Thursday March 20, 2003. Ayes all. Motion carried.

There being no further business a motion was made by Thurow, seconded by Matiash to adjourn at 12:10 pm.


Mary Acker Secretary

Special Meeting
February 28, 2003

Chairman Thurow called a special meeting of the Mason County Road Commission to order at 10:00 am.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Visitors: Logan Twp Supervisor Bruce Burke and Eden Twp Supervisor Victor Baker.

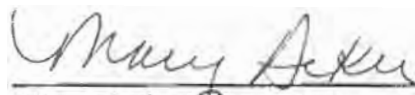
The purpose of the meeting was to discuss the Letter of Understanding between the MCRC and Townships regarding Local Projects.

The Commission was presented with a letter signed by most of the Townships with a list of their major concerns regarding the proposed agreement.

After much discussion regarding the Letter of Understanding there were many suggestions given to provide the best policy for both sides, to meet the financial situations of both the MCRC and the Townships and to provide for an understanding of how the projects shall proceed, be monitored and payments be made.

A modified draft will be written and presented to the Township Supervisors for their approval and more discussion will be held at the March 21st regular board meeting.

Meeting adjourned at 12:10 pm.


Mary Acker Secretary

MINUTES

The March 7, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Bruce Burke, Logan Township Supervisor to observe.

The minutes of the February 21, 2003 meeting were discussed:

Motion by Thurow, seconded by Matiash to approve the minutes as presented.
Ayes all. Motion carried.

The minutes of the February 28, 2003 special meeting were discussed:

Motion by Thurow, seconded by Robidoux to approve the minutes as presented.
Ayes all. Motion Carried.

The board took the following action after reviewing the accounts payable:

Motion by Matiash, seconded by Robidoux to approve accounts payable Vouchers #55032 thru #55114 for \$152,718.50. Ayes all. Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

At 9:55 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**

Snowplowing-Ice control-Weather permitting
Tree/Brush Removal-Weather permitting
 2. **State Trunkline**
 1. Snowplowing-Ice Control
- B. **Heavy Maintenance**
 1. **Primary System**
 1. Meyers Road-C&D Hughes Bid was awarded the bid for \$515,000.00.
 2. **Local System**
 1. Reek Road Bridge-Received comment from the Forest Service that they would like the approaches paved farther than what is specified and that they will agree to an 80ft span.
 2. Local Road Program-See Motion

3. MDOT

1. US-10-Sewer Project-Bids came in lower than anticipated. Anticipate award sometime next week.
2. PM Hwy Turn back-Prepared a letter in response to their proposal removing all discussion regarding an audit and noted that the maintenance would be transferred to the MCRC.

4. Equipment Status during this period:

Repairs as needed.

5. Permits

Matiash presented Dittmer with some possible changes to consider on the proposed Haul Route Permits.

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-Still in discovery, Dittmer to respond to questions from Attorney, possible hearing this month and expect trial sometime in July.
2. Brine/CaCl dust control-Met with Lance Malburg of Oceana County Road Commission. No agreements have been made yet.
3. Annual material bids will be opened on March 21, 2003.
4. Spring Weight Restrictions-Preparations are being made. Tentative date set for March 14, 2003.

Under new business the following was discussed

1. Personnel Actions: Jeff Conklin has been away attending a Drafting/Survey class in Chicago.
2. CRAM Annual Meeting-Arrangements have been made and registrations will be sent in.
3. CRAM Policy Discussion-Summer Youth Program-Will be trying to cut some costs this year but intend to hire a temp to operate the rest area this summer. More discussion to follow.

Commissioners Report**Vice-Chairman Matiash**

1. Mentioned his request for No Parking signs on Pavement for Cedar Lane.
2. Wondered if the Commissioners were registered for the April meeting.
3. Requested snow removal costs for the State and County for the April 3rd meeting.
4. Asked if the highway plans out in front of the MCRC building included the removal of the spruce trees. He would prefer that they are not removed.

Chairman Thurow

1. Wondered if the MCRC still places salt/sand barrels along the roadways.
2. Noticed some work being done on the corner of Chauvez and Scottville Roads and wondered if it was the MCRC doing the work.

Robidoux

1. Notified us the college would like a new employee list.
2. Questioned the amount of banked vacation and sick leave for retirees.

Correspondence

1. CRAM News Letter
2. House Bill regarding use of road ends.

Items Needing Board Action**Pre-approve Payroll**

Motion by Matiash, seconded by Robidoux to pre-approve payroll #6 for March 14, 2003.
Ayes all. Motion carried.

Local Road Program

Motion by Matiash, seconded by Robidoux to adopt the amended "Policy for the Local Road System Procedures and Participation of Costs with the Mason County Townships".
Ayes all. Motion carried.

Award Truck Bids

Motion by Matiash, seconded by Thurow authorize the purchase of one new truck now with the trade in of #34 with the option to purchase a 2nd unit in July from Woodland International and also the underbody scraper and box. Ayes all. Motion carried.

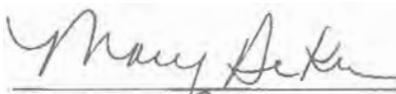
Award Equipment Rental Bids

Motion by Thurow, seconded by Matiash to accept all bids and place on file for use at a later date. Ayes all. Motion carried.

Approval of State Police Agreement

Motion by Matiash, seconded by Robidoux to approve signing a contract with the State Police to help with enforcing weight restrictions. G Dittmer to set the amount of hours needed. Ayes: Matiash, Robidoux. Nays: Thurow. Motion carried.

There being no further business a motion was made by Thurow, seconded by Matiash to adjourn at 12:20 pm.



Mary Acker Secretary

MINUTES

The March 21, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Bruce Burke Logan Township Supervisor and Vic Baker Eden Township Supervisor to observe. Also Terry Thiel Custer Twp resident to discuss Indian Trail and Stephens Road in regard to grading.

State Senator Gerald Van Woerkom briefly attended the meeting.

The minutes of the March 7, 2003 meeting were discussed:

Motion by Matiash, seconded by Thurow to approve the minutes as corrected.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Thurow, seconded by Robidoux to approve accounts payable Vouchers #55115 thru #55184 for \$121,346.41. Ayes all. Motion carried.

At 9:40 am the board looked over the contingent liability and revenue sheet.

At 9:55 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
Snowplowing-Ice control-Weather permitting
Tree/Brush Removal-Weather permitting
 2. **State Trunkline**
 1. Snowplowing-Ice Control
 2. Balance of backup salt ordered/delivered-1500 Ton
Also ordered salt for the 2003-2004 Season
- B. **Heavy Maintenance**
 1. **Primary System**
 1. Meyers Road startup April 1st.-C&D Hughes
 2. Primary Mission and Goals were presented for a ten year period.
More discussion will follow.
 2. **Local System**
 1. Reek Road Bridge-A meeting has been scheduled at the site for April 15th to include the DNR, DEQ, MDOT, MCRC and Scott Engineering.

2. Local Road Program-Approved policy has been sent to Township Supervisors.
3. **MDOT**
 1. US-10-Sewer Project has been started
 2. PM Hwy Turn back-Waiting for a response
4. **Equipment Status during this period:**
Repairs as needed.
A request was made by the Commissioners for a 5 year schedule on equipment that will need to be purchased in that time.

Motion by Thurow, seconded by Matiash to close bids for seasonal materials at 10:00 am.
Ayes all. Motion carried.

Bid opening for seasonal materials began at 10:00am. Bidders present were: September Hopkins of Jensen Bridge, Don Aldrich of Premarc, John Schimke of Great Lakes Chloride and Ben LaChance of Liquid Dustlayer Inc.

MOTOR OIL AND HYDRAULIC OIL

Vesco Oil	Engine Oil	\$3.49 gal.
	Hydraulic Oil	1.87 gal.
Spartan Oil	Engine Oil	\$3.59 gal.
	Hydraulic Oil	1.89 gal.
Blarney Castle	Engine Oil	\$3.44 gal.
	Hydraulic Oil	2.73 gal.
Merle Boes	Engine Oil	\$3.79 gal.
	Hydraulic Oil	2.89 gal.

GASOLINE AND DIESEL FUEL

All Bid at cost over rack price.

Blarney Castle	Unleaded Gasoline	BP Amoco	0.0375
	Alternate	Marathon	0.0375
	#1 Diesel	BP Amoco	0.0325
	#2 Diesel	Marathon	0.0425

Lemmen Oil

#1 Diesel	Flint Hills	.0345
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Brenner Oil

Unleaded Gasoline	Marathon Ashland	.03625
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#1 Diesel	Flint Hills	.03625
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Merle Boes

#1 Diesel	BP	.03
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#2 Diesel	Flint Hills	.035
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WESCO Inc

Unleaded Gasoline	Marathon	.10
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#1 Diesel	Marathon	.10
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CORRUGATED METAL CULVERTS

Jensen Bridge & Supply	16 Gauge	12"	\$3.20
		15"	3.95
		18"	4.95
		24"	6.75

St Regis Pipe

16 Gauge	12"	\$3.05
	15"	4.00
	18"	5.00
	24"	6.68

Premarc

16 Gauge	12"	\$2.95
	15"	3.95
	18'	4.95
	24"	6.85

CORRUGATED PLASTIC CULVERTS

Lt. Elsey & Sons Inc	4"	\$.58
	6"	1.35
	8"	2.30
	10"	2.75

BRIDGE MATERIALS

Krenn Bridge Companies Inc	Treated Deck Plank	2000 /MBM
	Timber Box Culvert	3000 /MBM

GUARD RAIL & POSTS

Hwy Improvement Company Division of Slaughter & Son	Straight Rail	\$ 2.85 per ft.
	Wood Post	26.50 per ft.
	Steel Post	17.75 per ft.
	Buffered End	65.00 each
Jensen Bridge	Straight Rail	\$43.00 per piece.
	Wood Post	24.48 per ft.
	Steel Post	21.56 per ft.
	Alternate to Buffered End	76.67 each
Midwestern Wholesalers Inc Norwalk Ohio	Wood Post	\$23.85
	Minimum purchase of 375 pcs. (1 truck load)	
Trinity Industries Girard Ohio	Straight Rail	\$ 3.06 per ft
	Wood Post	No Bid
	Steel Post	19.15 each
St Regis Culvert Inc	Straight Rail	\$40.85 each
	Wood Post	21.35 each

COLD PATCH MATERIAL

Rieth Riley	CP-6 Bidders Yard	No Bid
	CP-6 MCRC Yard	No Bid
	CP-7 Bidders Yard	\$68.00 per ton
	CP-7 MCRC Yard	\$72.00 per ton
Midland Contracting	CP-6 Bidders Yard	\$35.12 per ton
	CP-6 MCRC Yard	\$44.33 per ton
	CP-7 Bidders Yard	\$55.00 per ton
	CP-7 MCRC Yard	\$62.77 per ton
Flanagan Sales & Assoc	No Bid	

BRINE CALCIUM CHLORIDE

Liquid Dustlayer	Bidders Yard	26%	0.125
		32%	0.25
		38%	0.27
	Furnished and applied continuously		
		26%	0.168
		32%	0.31
		38%	0.33
	Furnished and applied intermittently		
		26%	0.188
		32%	0.33
		38%	0.35
	Furnished and loaded in storage facility		
		26%	0.138
		32%	0.29
		38%	0.31
Great Lakes Chloride	Bidders Yard	26%	No Bid
		32%	No Bid
		38%	No Bid
	Furnished & Applied Continuously		
		26%	0.395
		32%	0.44
		38%	0.489
	Furnished & Applied Intermittently		
		26%	0.425
		32%	0.47
		38%	0.519
	Furnished & loaded in storage facility		
		26%	0.355
		32%	0.40
		38%	0.449
Adams Trucking & Excavating Inc	Bidders Yard Spread	Oilfield Brine	0.12
		Oilfield Brine	0.14
Wilkinson Chemical	No Bid		
General Chemical	No Bid		

Motion by Matiash, seconded by Thurow to tabulate bids and award at the April 3rd meeting. Ayes all. Motion carried

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-Still in discovery, will be deposing some of the MCRC employees. Are looking for an expert witness regarding materials that were hauled in.
2. Brine/CaCl dust control-Still working on agreements.
3. Spring Weight Restrictions are in effect.
4. Commissioners Seminar-Everyone is registered.
5. Cogitate Software-see motion
6. CRAM Meeting-While at the Legislative Session of the CRAM annual meeting the Board and Management met with Senator McManus, Senator Van Woerkom, Representative Pulsrok and Representative Pumford to discuss roadway/highway issues.

Under new business the following was discussed

1. Annual Materials Bid Opening
2. BC/BS Cost increase-Received a 23% increase effective June 1st 2003. G Dittmer will be looking for insurance alternatives.
3. S Stickney Iron & Steel Purchase-Stickney has placed a truck in the yard to put scrap steel in. Will pay same as Padnos.
4. MCRC SIP Committee Participation-See Motion

Commissioners Report

Vice-Chairman Matiash

1. No report

Chairman Thurow

1. Recommended that member Doug Robidoux attend some of the other County Board meetings.

Robidoux

1. Discussed Stephens Road in section 34 of Custer Twp with regards to comments from Terry Thiel.
2. Wondered who did our centerline painting-Clark Hwy Service
3. Requested sample employee evaluation forms.

Correspondence

1. CRAM News Letter
2. MCRC Loss Control Letter-Have directed T Woirol to check on a few things. Smoke and fire detectors were suggested.
3. The MCRC received a Partnership Award from the Forest Service from 1998-2002 for Excellence in Riparian Management.

Items Needing Board Action**Pre-approve Payroll**

Motion by Thurow, seconded by Robidoux to pre-approve payroll #7 for March 28, 2003. Ayes all. Motion carried.

Award Additional Truck Bid

Following much discussion it was moved by Matiash, seconded by Thurow to authorize the purchase of a second truck from Woodland International. Ayes all. Motion carried.

MCRC Property Deed Restriction

Motion by Thurow, seconded by Robidoux to grant Gary L Dittmer, MCRC Engineer/Manager the authority to sign documents on behalf of Mason County for the purpose of filing Restrictive Covenants at the following locations: 510 E State Street and 38 S Bean Street, both in Scottville, MI. Ayes all. Motion carried.

USFS-Lake Michigan Drive

No Action was taken at this time. Need to get a funding dollar amount from the Forest Service.

Deed for Serenity Court-Hamlin Township

No action will be taken until receive input from Hamlin Township.

Purchase Cogitate Software

Motion by Robidoux, seconded by Matiash to purchase the windows version of the Cogitate program at a cost of \$22,500.00 to be paid in monthly installments for 6 months at \$3,750.00 per month beginning in April 2003. Ayes all. Motion carried.

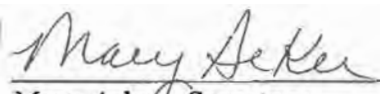
MCRCSIP Committee Participation

Motion by Robidoux, seconded by Matiash to authorize G Dittmer to participate on the Road Liability Sub-Committee that will report to the main MCRCSIP Board. Committee will be meeting twice yearly. Ayes all. Motion carried.

Building Fund

Motion by Matiash, seconded by Robidoux to authorize a Building Fund for the MCRC retroactive to January 1, 2003. \$3,000.00 will be deposited 24 times a year into this fund that will be held at the Mason County Treasurer's Office. Ayes all. Motion carried.

There being no further business a motion was made by Thurow, seconded by Matiash to adjourn at 1:00 pm.


 Mary Ackef Secretary

MINUTES

The April 3, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 7:00 pm by Vice-Chairman Matiash.

Members present: Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: Thurow

Visitors: Robert Clark of Clark Highway System to demonstrate a new Wet Reflective Pavement Marking Tape. Observers were Robert Rakowski Grant Twp, Joe Oleniczak Grant Twp, Stanley Sayer Sherman Twp, Dick Alway Amber Twp, Vic Baker Eden Twp, Joe Fiers and Dick Larson Road Commission Employees.

The minutes of the March 21, 2003 meeting were discussed:

Motion by Robidoux seconded by Matiash to approve the minutes as corrected.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Robidoux, seconded by Matiash to approve accounts payable Vouchers #55185 thru #55246 for \$108,990.50. Ayes all. Motion carried.

At 7:15 pm the board looked over the contingent liability and revenue sheet.

At 7:35 pm G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
 - Blading Roads
 - Tree/Brush Removal-Weather permitting-Working on Barothy Road.
 - Replacing Culverts
 - Cold Patching-holes
 2. **State Trunkline**
 1. Cold Patching-holes
 2. Spring Drive Around scheduled for April 10 with Dave Widrig of MDOT to discuss summer projects and check on road conditions.
 - B. **Heavy Maintenance**
 1. **Primary System**
 1. Meyers Road startup April 1st-Have taken out trees and are milling asphalt.
 2. Primary Mission and Goals-Will be placed on the agenda for the April 17th meeting for a working session in the afternoon.

2. Local System

1. Reek Road Bridge-A meeting has been scheduled at the site for April 15th to include the DNR, DEQ, MDOT, MCRC and Scott Engineering.
2. Local Road Program-Approved policy has been sent to Township Supervisors. Have met with some of the Supervisors. It was recommended to get their information to Gary on Seal Coating and Paving so it can be bid out by May 2nd.

3. MDOT

1. US-10-Sewer Project-Pre-con meeting is scheduled for April 9th at 10:00am at the airport.
2. PM Hwy Turn back-Meeting on April 7th at 1:00 pm with the Hwy Department to discuss proposals.

4. Equipment Status during this period

Repairs as needed-Will be taking sanders off soon.

#15-Broken crank shaft

#136 - Cat Grader has transmission problems being checked out.

5. Permits

Haul Route Discussion-The Road Commission can establish and impose weight limit routes. More discussion to follow regarding a resolution for weight limits.

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-Still in discovery, will be deposing some of the MCRC employees. Tom Coleman will be the expert witness on behalf of the Road Commission. The Township has been excluded from this complaint as they have no jurisdiction over the road.
2. Brine/CaCl dust control-A cost comparison was presented. More discussion to follow after contract requests are received from the Townships.
3. Spring Weight Restrictions-Still in effect. May be lifted next week.
4. Commissioners Seminar-April 13,14,15th.
5. Cogitate Software-Made first installment.
6. BC/BS - Have met with our representative for BC/BS to look at different ways to lower the monthly premiums.

Under new business the following was discussed

1. 4-10 Hour Workday-Discussion to follow when all board members are present.
2. MCRCSIP Premium Notice-Noted a \$20,000.00 increase from last year.
3. Equipment replacement schedule was presented. Will discuss at the next meeting.

Commissioners Report**Vice-Chairman Matiash**

1. Notified there was a sign placed on the corner of Jebavy and Angling in the clear vision area. Will need to check into this.

Chairman Thurow

Absent

Robidoux

1. Attended the Oceana County Road Commission Meeting.

Meeting Date Change

The next regularly scheduled meeting for April 18th, 2003 will be change to April 17th, 2003 at 9:30 am due to the Good Friday Holiday.

Correspondence

1. CRAM News Letter
2. MCRC SIP is looking for anyone interested in being on the Board of Directors.

Items Needing Board Action**Pre-approve Payroll**

Motion by Robidoux, seconded by Matiash to pre-approve payroll #8 for April 11, 2003. Ayes all. Motion carried.

USFS-Lake Michigan Drive

No Action was taken at this time. Information has been sent to the Forest Service. Will not be turning in certification until July 1, 2003.

Resolution on Truck Restrictions

No action was taken. Will discuss at the April 7th Special Meeting.

Award Seasonal Bids

Motion by Robidoux, seconded by Matiash to award the following bids as follows:

Motor Oil and Hydraulic Oil
Gasoline and Diesel Fuel

Awarded to Vesco Oil
 Awarded to all bidders except Wesco to include:
 Blarney Castle Lemmen Oil
 Brenner Oil Merle Boes
 Merle Boes

Corrugated Metal Culverts
Corrugated Plastic Culverts
Bridge Materials
Guard Rail & Posts

Award to Premarc
 Award to Lt.Elsey & Sons Inc
 Award to Krenn Bridge Companies Inc
 Award to Hwy Improvement Company
 a Division of Slaughter & Son

Cold Patch Material

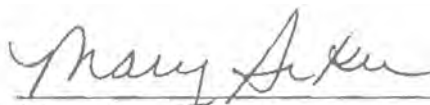
Award to both bidders to include:
 Rieth Riley Midland Contracting

Brine Calcium Chloride

Award to all bidders to include:
 Liquid Dustlayer Great Lakes Chloride
 Adams Trucking & Excavating
 Beckmans

Ayes all. Motion carried.

There being no further business a motion was made by Matiash, seconded by Robidoux to adjourn at 9:00 pm.


 Mary Acker Secretary

Special Meeting
April 7, 2003

Chairman Thurow called a Special Meeting of the Mason County Board of Road Commissioners to order at 1:00 pm on Monday April 7, 2003.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Visitors: Susan Berquist Transportation Planner, Richard Liptak, Gary Karttunen and David Lanhorst of the Michigan Department of Transportation.

The purpose of the meeting was to discuss the proposed agreement with MDOT for the MCRC to take over Pere Marquette Highway as a turn back.

After much discussion regarding audit procedures, eligible costs and the transfer of monies, changes were agreed upon by MDOT and the MCRC. These changes will be made and forwarded to the necessary persons for preparation of the Memorandum of Understanding for this transfer.

Meeting adjourned at 3:00 pm.



Mary Acker Secretary

MINUTES

The April 17, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None.

Visitors: None

The minutes of the April 3, 2003 regular meeting were discussed:

Motion by Matiash seconded by Robidoux to approve the minutes as presented.

Ayes all. Motion carried.

The minutes of the April 7, 2003 Special Meeting were discussed:

Motion by Thurow, seconded by Matiash to approve the minutes as presented.

Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Thurow, seconded by Robidoux to approve accounts payable Vouchers #55247 thru #55325 for \$203,315.17. Ayes all. Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

At 9:50 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
 - Blading Roads
 - Tree/Brush Removal
 - Replacing Culverts
 - Cold Patching-holes
 2. **State Trunkline**
 1. Cold Patching-holes
 2. Spring Drive Around was held on April 10 with Dave Widrig of MDOT to discuss summer projects and check on road conditions. Plan to micro-seal the US-10 five lane this fall. Due to winter expense present budget amounts are such that summer projects will be suspended.

B. Heavy Maintenance**1. Primary System**

1. Meyers Road-Our contractor has completed their part of the project. County DPW project has started. Pipe is being laid. J Conklin is on site to monitor compaction.
2. Primary Mission and Goals-Discussion was held after the regular business meeting. Five year plan was established along with future goals.

2. Local System

1. Reek Road Bridge-A meeting was held at the site on April 15th to include the DNR, DEQ, MDOT, MCRC and Scott Engineering. After much discussion the DEQ has required that this be a 100' bridge and the material used will be weathering steel instead of galvanized. The National Environmental Protective Act (NEPA) will be required. Bid date scheduled for November 2003 with a start up in February 2004.
2. Local Road Program-Contracts have been received from Branch, Sheridan and Sherman Townships.

3. MDOT

1. US-10-Sewer Project-Almost done with the road portion of the project.
2. PM Highway Turn back-No response to date.

4. Equipment Status during this period:

Repairs as needed-

#136 - Cat Grader has transmission problems being checked out.

5. Permits

Nothing new at this time.

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-Depositions are scheduled to be taken on April 25, 2003 from Joe Fiers, Rick Hankins, Bob Anderson, and Larry Coolman.
2. Brine/CaCl dust control-A letter is being sent out to the Townships regarding the extra costs if they choose the 38% brine instead of 26%.
3. BC/BS - 5 employees have shown an interest in taking a stipend in lieu of their insurance each month. Will continue to work on this and also a possible change in the deductible to help reduce the monthly premium costs.

Under new business the following was discussed

1. 4-10 Hour Workday-See Motion
2. MTA Officers Meeting will be held on April 17th at the Mason County Eastern School Cafeteria.
3. Hamlin Twp Policy regarding Serenity Drive-Would like more input from CRAM on this policy.
4. Asphalt and Seal Coat bids will be opened on May 7th and awarded at a Special Meeting on May 9th at 11:00am.

5. A Petition has been filed by Joseph and Ami Jo Voorheis to pursue payment of expenses incurred from hitting a rock in the road. MCRC Insurance Company claims no liability on this claim. MCRC SIP to petition to have claim removed from Small Claims Court to Civil Court.

Commissioners Report

Vice-Chairman Matiash

1. Wondered if there has been any increase in truck traffic due to the Scottville detour.
2. Took a look at the sign that has been placed at the corner of Jebavy and Angling Road. Did not think it caused any problems but asked if the MCRC had a policy regarding the placement of signs in the right-of way.

Chairman Thurow

1. All the Commissioners attended the Commissioners Seminar in Traverse City and he took Doug on a tour of the gravel pits.

Robidoux

1. Spoke with the County Treasurer Tim Hansen regarding different funds. Would like to have Tim attend one of our Board meetings.
2. Shared a copy of the Roberts Rules of Order.
3. Wondered what the MCRC Fiscal Year was. January 1 thru December 31.

Correspondence

1. CRAM News Letter
2. MSU Extension Letter-Open house for new Director Jim Breinling on Tuesday April 22nd from 10:00 am to 2:00 pm.

Items Needing Board Action

Pre-approve Payroll

Motion by Thurow, seconded by Robidoux to pre-approve payroll #9 for April 25, 2003. Ayes all. Motion carried.

USFS Lake Michigan Drive

Motion by Matiash, seconded by Robidoux to enter into the following agreement with the USFS:

PUBLIC ROAD RIGHT-OF-WAY

WHEREAS: Green Road, Porter Creek Road and Stone Road are all certified by the MASON COUNTY ROAD COMMISSION (hereafter referred to as MCRC) to the Michigan Department of Transportation (hereafter referred to as MDOT) in the Local Road System, AND Lake Michigan Drive is under the direct control of the United State Department of Agriculture-Forest Service (hereafter referred to as USFS), AND:

WHEREAS: Green Road is located from Nurnberg Road northerly for a distance of 2.41 miles to Porter Creek Road in Sections 24, 25 and 36; AND Porter Creek Road is located from Green Road westerly for a distance of 1.61 miles to the end in Sections 23 and 24; AND Stone Road is located from Lake Michigan Drive northerly for a distance of .42 miles in Section 20; AND Lake Michigan Drive is located from U.S. Highway 31 westerly for a distance of 5.11 miles to Forest Trail Road in Sections 13, 14, 15, 16, 20 and 21 all in T20N, R18W, Grant Township, Mason County, Michigan, AND:

WHEREAS: Green Road, Porter Creek Road and Stone Road are located entirely within the Manistee National Forest and more specifically within the semiprimitive nonmotorized area of the approved Huron-Manistee National Forests Land and Resource Management Plan, AND:

WHEREAS: Lake Michigan Drive is the principle, bituminous asphalt surfaced, engineered, improved drainage access to the Lake Michigan Recreation Area along with numerous local residents owning property along this road, AND Green Road, Porter Creek Road and Stone Roads are unimproved, two track trails that provide little service to the public, AND:

WHEREAS: The MCRC, USFS and Grant Township wish to provide the best service to the general public.

THEREFORE IT IS AGREED THAT: the MCRC will transfer jurisdiction of Green Road, Porter Creek Road and Stone Road to the USFS, AND:

IT IS FURTHER AGREED THAT: the USFS will execute a Public Road Easement to the MCRC for Lake Michigan Drive, AND:

IT IS FURTHER AGREED THAT: the USFS, in cooperation with MCRC and MDOT will request that Lake Michigan Drive be designated as a Forest Highway, thereby qualifying for potential public funding, estimated at six hundred thousand dollars (\$600,000), to be expended to assist in maintaining and improving public access on this roadway, AND:

IT IS FURTHER AGREED THAT: the private property owner along Green Road has a right of access. Such right is limited to the rights existing at the date of this Agreement and the private property owner cannot enlarge them, AND:

IT IS FURTHER AGREED THAT: the MCRC shall assume the responsibility, liability and provide all of the normal routine maintenance (such as snow plowing, mowing, etc.) on Lake Michigan Drive in order to provide a safe roadway for the traveling public, AND:

IT IS FURTHER AGREED THAT: the MCRC will remove Green Road, Porter Creek Road, and Stone Road from certification with MDOT, AND add Lake Michigan Drive to the certification maps.

Ayes all. Motion carried.

Approve Road Contracts

Branch Township

Motion by Thurow, seconded by Robidoux to enter into the following contracts with Branch Township:

Place a single seal coat surface on Fair Oaks and Martin Avenue from Campbell Road to US-10 for 0.6 miles.

Grading, Aggregate Base, Restoration and Double Seal Coat at Walhalla Shores Subdivision, Chicksaw Trail, Pawnee Circle and Ottawa Pass.

Clearing, Grading, Aggregate Base and Restoration on Jackpine Road from Weldon Creek North to Log House for 0.25 miles.

Place a Bituminous Asphalt Surface on Jackpine Road from Weldon Creek North to Log House for 0.25 miles.

Clearing, Grading, Aggregate Base and Restoration on Barothy Road from Porter Road East for 0.60 miles. Phase I

Ayes all. Motion carried.

Sheridan Township

Motion by Thurow, seconded by Robidoux to enter into the following contracts with Sheridan Township:

Place a bituminous asphalt wedge at selected locations to restore roadway cross section on Morse Road from Dewey Road to Millerton Road.

Place seal coat surface over area previously wedged with asphalt on Morse Road from Dewey Road to Millerton Road for 1.0 miles.

MCRC to pull shoulders, improve existing drainage and shape roadway, place 500 cyds of 22a modified aggregate for 0.50 miles.

Place a single seal coat surface on Morse Road from Decker Road to Sugar Grove Road for 1.0 miles.

Place a single seal coat surface on Larson Road from Fountain Road to Millerton Road for 1.04 miles.

MCRC to pull shoulders, improve drainage and shape roadway. Place 500 cyds of 22A modified aggregate for 0.50 miles.

MCRC to pull shoulders, improve existing drainage and shape roadway, place 1100 cyd of 22A modified aggregate for 1.10 miles.

Ayes all. Motion carried.

Sherman Township

Motion by Matiash, seconded by Robidoux to enter into the following contracts with Sherman Township except for the Brine Contract.

MCRC to pull shoulders, improve shoulders and place 1000 cyds of 22A modified aggregate material for 1.0 miles on Darr Road from Decker Road to Sugar Grove Road.

MCRC to pull shoulders, improve existing drainage and place 250 cyds of 22A modified aggregate for 0.25 miles on Darr Road from Sugar Grove Road North.

Clear, grub, grade, place drainage structures and 22A modified aggregate for 1.25 miles on Darr Road from Mavis Road South past the bridge.

MCRC to pull shoulders, improve existing drainage and place 1000 cyds of 22A modified aggregate for 1.0 miles on Stephens Road from Fountain Road North to Beyer Road.

The Contact for brining was held back for further discussion on cost and percentage of brine to be used.. The Township will be notified.

Ayes all. Motion carried.

4-10 Hour Days

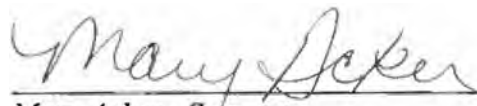
Motion by Matiash, seconded by Thurow to start the 10 hour workdays beginning on May 5th and ending on August 30th with the stipulation that there be two men working on Fridays. Ayes all. Motion carried.

Meeting recessed for lunch at 12:00 pm.

Reconvened at 1:00 pm.

A discussion was held on the Mission and Goals set for the Mason County Road Commission.

There being no further business the meeting was adjourned at 2:40 pm.



Mary Acker Secretary

MINUTES

The May 2, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None.

Visitors: Tom Zick, CPA to discuss the Road Commission Audit.

The minutes of the April 17, 2003 regular meeting were discussed:

Motion by Thurow seconded by Robidoux to approve the minutes as presented.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Matiash, seconded by Robidoux to approve accounts payable Vouchers #55326 thru #55386 for \$100,985.67. Ayes all. Motion carried.

At 9:40 am the board looked over the contingent liability and revenue sheet.

At 11:20 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Blading Roads
Tree/Brush Removal
Replacing Culverts
Cold Patching-holes
Dust Control

2. State Trunkline

1. Spring Drive Around was held on April 10 with Dave Widrig of MDOT to discuss summer projects and check on road conditions. Plan to micro-seal the US-10 five lane this fall. Due to winter expense present budget amounts are such that summer projects will be suspended.

B. Heavy Maintenance

1. Primary System

1. Meyers Road-Have had a few problems with the sewer contractor but work is progressing.
2. Primary Mission and Goals-More discussion will follow

2. Local System

1. Local Road Program-Materials have been received for Griffin Road.

3. MDOT

1. US-10-Sewer Project-Project is behind about 2 weeks.
2. PM Highway Turn Back-Agreement has been sent to Commission Audit for final approval. Should receive agreement soon.

4. Equipment Status during this period:

Repairs as needed-

#136 - Cat Grader had transmission problems but has been repaired and is back to work.

Cross-Auger-Discussion regarding the MCRC shop constructing this side discharge unit to be used on back of the do-all truck to place gravel on the edge of pavement or use for placing salt/sand in the center of the road.

5. Permits

Nothing new at this time.

Personal Items

1. E Chase-Has been off due to surgery-Non work related
2. M Hasenbank-Will be off next week for surgery-Non work related
3. Probationary Employees-Will be retaining all new employees.

Under unfinished business the following was discussed

1. Darr Road Summons/Complaint-Depositions were given on April 25, 2003 from Joe Fiers, Rick Hankins, Bob Anderson, and Larry Coolman.
2. Brine/CaCl dust control-26% brine is being used.
3. 4-10 hour work week begins Monday May 5, 2003. Phil Gajeski and Greg Landis will be working Tuesday thru Friday.
4. Hamlin Township Policy-Serenity Drive-Will be talking to Tim Hansen or Fabian Knizacky regarding this issue.
5. Lundquist Property-Roger Anderson working on quiet title transfer.

Under new business the following was discussed

1. Paul Bunyan Mtg. will be held on May 19th at the Onkema Lions Den Fair Pavilion.
2. J & M Enterprises-See Motion
3. Act 51 Report-See Motion
4. Summer Temporary help will include Dick and Jan Abbey and two helpers.
5. Task Force Report-Meeting was held on April 30th. It was reported that some counties are buying out of their Federal Funds allowance. G Dittmer to get a list of monies available.

Commissioners Report**Vice-Chairman Matiash**

1. Wondered if the new County Maps had been ordered.

Chairman Thurow

1. Wondered if we ever bid out the grader blades with Manistee County.
2. Had a discussion with Dick Larson regarding the tree cutting on Barothy Road.
3. Noticed a bad wash out North of 37 in Lake County on the edge of the road.
4. Reported a hole between Schwass Road and Bedkers on Chauvez Road in the North Lane.

Robidoux

1. Had question on reimbursement.

Correspondence

1. CRAM News Letter

Items Needing Board Action**Pre-approve Payroll**

Motion by Matiash, seconded by Robidoux to pre-approve payroll #10 for May 9, 2003.
Ayes all. Motion carried.

Approve Road Contracts**Amber Township**

Motion by Robidoux, seconded by Thurow to enter into the following contracts with Amber Township:

Place aggregate base material prior to placement of asphalt surface on Johnson Road from Dennis to Stiles Road for 1.4 miles.

Place a Bituminous Asphalt Surface on Johnson Road from Dennis Road to Stiles Road for 1.5 miles.

Apply 26% dust palliative township wide for 13 miles.

Ayes all. Motion carried.

Transfer Funds from Primary to Local

Motion by Thurow, seconded by Robidoux to authorize a transfer of \$617,770.00 from the Primary Road Fund to the Local Road Fund.

Ayes: Thurow, Matiash and Robidoux. Nays: None Motion carried.

Transfer Funds from County Road Commission Fund to Local

Motion by Thurow, seconded by Robidoux to authorize a transfer of \$274,500.00 from the County Road Commission Fund to the Local Road Fund.

Ayes: Thurow, Matiash and Robidoux. Nays: None Motion carried.

Act 50 & 51 Report

Motion by Matiash, seconded by Robidoux that the Board approve the Act 51 & Act 50 Financial data for the 2002 fiscal year, and further that Chairman Thurow be authorized to sign the various documents.

Ayes: Thurow, Matiash and Robidoux. Nays: None Motion carried.

Audit Report

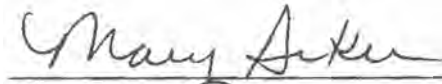
Motion by Thurow, seconded by Robidoux to accept the audit report presented by Thomas R Zick CPA, P.C. and place on file. Ayes all. Motion carried.

Pulverizing Bid

Motion by Matiash, seconded by Robidoux to accept an extension of the 2002 contract for pulverizing work for 2003.

No projects are planned at this time but will place on file. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 12:30 pm.



Mary Acker Secretary

MINUTES

The May 16, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None.

Visitors: Tim Hansen County Treasurer to discuss finances.

The minutes of the May 2, 2003 regular meeting were discussed:

Motion by Robidoux seconded by Thurow to approve the minutes as amended.
Ayes all. Motion carried.

The minutes of the May 9, 2003 Special Meeting were discussed:

Motion by Thurow seconded by Robidoux to approve the minutes as amended.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Matiash, seconded by Robidoux to approve accounts payable Vouchers #55387 thru #55459 for \$141,011.53. Ayes all. Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

Tim Hansen was asked to come and discuss finances with the Board. He suggested that we try to keep at least 10% of the revenue received in our cash account. There was also a discussion on creating an equipment fund for future purchases.

At 11:00 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
 - Blading Roads
 - Tree/Brush Removal
 - Replacing Culverts
 - Cold Patching-holes
 - Dust Control
 2. **State Trunkline**
 1. Repairs @ Elmers Concrete-Dittmer will get 3 bids to submit to the state to repair a bump and dip on US-10 at Elmers Construction.
 2. Revised Budget-Received increases for the Maintenance Budget due to winter expenses.

B. Heavy Maintenance**1. Primary System**

1. Meyers Road-Our contractor has completed their portion and Schultz Construction is still working.

2. Local System

1. Local Road Program-See Motions.

3. MDOT

1. US-10-Sewer Project-Progressing. C&D Hughes is working on the West portion and Hardman Construction on the East end.
2. PM Highway Turn Back-Agreement has been sent to Commission Audit for final approval. Should receive agreement soon with some additional wordage.

4. Equipment Status during this period:

Repairs as needed

5. Permits

Nothing new at this time.

Personal Items

1. BC/BS Insurance-Met with George Karl to discuss other options. Will meet next with the Union rep's and the BA.

Under unfinished business the following was discussed

1. Lundquist Property-Roger Anderson working on quiet title transfer.
2. Task Force Report-Discussion on buy out of funding.
3. Serenity Road-Hamlin Twp is not beyond their statutory responsibility for upkeep on this 1/4 mile portion of road. It was recommended to put on this system and attach a letter to the deeds letting people know they will be receiving a special assessment. G Dittmer will send a letter to the developer to make them aware of this situation.

Under new business the following was discussed

1. Paul Bunyan Mtg. will be held on May 19th at the Onekama Lions Den Fair Pavilion.
2. Road Abandonment Discussion is scheduled for June 6 for Green Road, Porter Creek Road and Stone Road.
3. Stop Light discussion on PM Hwy at 6th Street-Eugene Jorissen Pere Marquette Supervisor would like a stop signal place at this intersection. Will be contacting State Representative Palsrok and State Senator VanWoerkom for help on this request.

Commissioners Report**Vice-Chairman Matiash**

1. Commented that he did not feel concerned regarding the signs placed in the right-of-way on the corner of Angling and Jebavy Drive.

Chairman Thurow

1. Noticed a bolt missing from a sign on S Custer Road. This has already been repaired.
2. Big hole off the asphalt on Chauvez Road beyond the curves needs repairs.

Robidoux

1. Noticed one of the local contractors not stopping for stopped school buses letting kids off.

Correspondence

1. CRAM News Letter

Meeting recessed at 12:20 pm.

Reconvened at 1:30 pm.

Items Needing Board Action**Pre-approve Payroll**

Motion by Matiash, seconded by Robidoux to pre-approve payroll #11 for May 23, 2003.

Ayes all. Motion carried.

Critical Bridge Funding For Scottville Bridge.

With regards to the Scottville Road Crossing the Pere Marquette River a motion was made by Matiash and seconded by Thurow that the Board of Commissioners for the Mason County Road Commission has reviewed the application and unanimously supports the staff in actively seeking state and federal participation in the rehabilitation of the above stated structure. The Road Commission has the necessary funds for the local match, design and construction engineering for this project. Ayes all. Motion carried.

Approve Road Contracts**Custer Township**

Motion by Matiash, seconded by Thurow to enter into the following contracts with Custer Township:

Place a single seal coat surface on Tuttle Road from Hansen Road to US-10 for 1.5 miles.

Place a bituminous asphalt wedge on both sides of Conrad Road from Scottville Road to Darr Road for 1.0 miles.

Place a bituminous asphalt wedge on both sides of Wilson Road from Kitner Road to Tuttle Road for 0.4 miles.

Place a bituminous wedge on both sides of Wilson road from Stephens Road to Custer Road for 0.4 miles.

Place a single seal coat surface over the entire roadway of Wilson Road from Darr Road East to top of hill for 0.5 miles.

Place a seal coat surface over the entire roadway of Conrad Road from Scottville Road to Darr Road for 1.0 miles.

Place a bituminous asphalt wedge on both sides of Tuttle Road from Hansen Road South for 0.5 miles.

Place a single seal coat surface over entire roadway of Wilson Road from Stephens Road to Custer Road for 1.0 miles.

Ayes all. Motion carried.

Grant Township

Motion by Robidoux, seconded by Thurow to enter into the following contracts with Grant Township:

Apply 26% dust palliative two times Township Wide for 29 miles.

Place a bituminous leveling course over entire width of LaSalle Road from Hogue North 800 feet at no cot to the Township and resurface with bituminous asphalt for 0.15 miles.

Obliterate curve, remove concrete pavement and establish vegetative cover on Hoague Road at LaSalle Road.

Ayes all. Motion carried.

Victory

Motion by Thurow, seconded by Robidoux to enter into the following contracts with Victory Township:

MCRC to pull shoulders, improve drainage and shape road bed. Add mod aggregate 3 inches deep on LaSalle Road from Beyer Road to Townline Road for 1.14 miles.

MCRC to pull shoulders, improve drainage and shape road bed. Place mod aggregate 3 inches deep on Quarterline Road from Beyer Road to Townline Road for 1.14 miles.

Apply 26% dust palliative Township Wide for 47 miles.

Ayes all. Motion carried.

Sherman Township

Motion by Matiash, seconded by Thurow to enter into the following contract with Sherman Township:

Apply 26% dust palliative three times township wide for 37 miles.

Ayes all. Motion carried

Riverton Township

Motion by Thurow, seconded by Robidoux to enter into the following contracts with Riverton Township:

Place three applications of 26% brine Township wide for 42 miles.

Place a seal coat surface on Hogenson Road from Chauvez to Bradshaw for 0.50 miles.

Place a seal coat surface on Morton Road from Chauvez Road to Hawley Road.

Place a seal coat surface on Bradshaw Road from Hogenson Road east.

Ayes all. Motion carried.

Hamlin Township

Motion by Matiash, seconded by Thurow to enter into the following contract with Hamlin Township:

Place a bituminous wedge along both sides of Lincoln Road from Dewey Road to Dune View Road for 1.4 miles.

Ayes all. Motion carried.

Logan Township

Motion by Thurow, seconded by Matiash to enter into the following contracts with Logan Township:

Apply 26% dust palliative three times township Wide for 8.0 miles.

Remove and replace existing bridge deck and beams, grade approaches, place aggregate base and bit asphalt on the Hawley Road Bridge Crossing Carr Creek.

Ayes all. Motion carried.

Pere Marquette Township

Motion by Robidoux, seconded by Thurow to enter into the following contracts with Pere Marquette Township:

Place a single seal surface over the entire roadway width on timber Lane from Rath Avenue East to end for 0.25 miles.

Place a single seal coat surface over the entire roadway width on Conrad Rod from Pere Marquette Highway to Meyers Road for 1.06 miles.

Ayes all. Motion carried.

Award Low Bid Portion to Oman's Contracting

Motion by Matiash, seconded by Thurow to award the low bids for paving for Hawley Road, Conrad Road and Kinney Road to Oman's Contracting. Ayes all. Motion carried.

Approve Agreement with the MCRC and Oman's Contracting

Motion by Matiash, seconded by Thurow to approve an agreement with Oman's Contracting for the purpose of completion of the Bituminous Asphalt Paving contract for 2002 between the Mason County Road Commission and Oman's Contracting Inc. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 2:10 pm. with a motion by Thurow, seconded by Robidoux. Ayes all. Motion carried.



Mary Acker *Secretary*

MINUTES

The June 6, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Absent: Matiash

Visitors: Dean Archer to discuss the clear vision area at the new Cancer Clinic, Joe Oleniczak Grant Township and Robert Rakowski Grant Township Supervisor were present for the Road abandonment hearing for Green, Porter Creek and Stone Roads in Grant Twp.

The minutes of the May 16, 2003 regular meeting were discussed:

Motion by Robidoux seconded by Thurow to approve the minutes as amended.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable and Payroll
Motion by Thurow, seconded by Robidoux to approve accounts payable Vouchers #55460 thru #55528 for \$148,437.78 and Payroll #12 for \$55,714.32. Ayes all.
Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

At 9:55 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Patching w/gravel-blowouts caused by dry weather
Tree/Brush Removal
Mowing grass-Youth crew cutting grass by guardrails
Cold Patching-holes
Dust Control-Spot brining

2. State Trunkline

1. Repairs @ Elmers Concrete-Dittmer will get 3 bids to submit to the state to repair a bump and dip on US-10 at Elmers Construction.
2. There will be a portion of US-10 dedicated as Veteran's Memorial Hwy on June 13, 2003 at 1:30 pm at Marek's Auto Parts.

B. Heavy Maintenance

1. Primary System

1. Meyers Road-Are progressing with sewer up to the railroad tracks. Expect to have our contractor back in the week of the 4th of July.

2. Local System

1. Local Road Program-Working on Griffin Road-Sheridan Twp.
2. Morris Road-Sheridan Twp
3. Wilson Road-Custer Twp-paved.

3. MDOT

1. US-10-Sewer Project-Progressing-Have completed most of the work on main street. Are on schedule.
2. The jurisdictional transfer of PM Hwy was put in the mail on Friday June 6 per Sue Berkowitz.

4. Equipment Status during this period:

Repairs as needed
Engine Rebuild for #41

5. Permits

Nothing new at this time.

Personal Items

1. BC/BS Insurance-Received a proposal from George Karl on a PPO#3. He recommended that we not make any changes from our current plan as it would ultimately cost more money.
2. Staff evaluation/goals-Dittmer and Robidoux met to discuss some ideas for evaluation forms for the staff. They discussed having the board set goals for safety, proficiency, reducing costs and customer relations and to ask that the staff set goals individually. This will be discussed at the next meeting.

Under unfinished business the following was discussed

1. Lundquist Property-Spoke with Roger Anderson regarding a Notice of Intent Not to Abandon. See Motion.
2. Villadsen/Darr Road-Villadsen Attorney has added additional people for depositions. No trial date at this point.

Under new business the following was discussed

1. Stop Sign @ Washington/Bryant-PM Township has requested a 4-way stop on Bryant and Washington Roads. No action was taken, further discussion to follow.
2. Beaune Road developments-Hamlin Township at Lamans Landing-Question on if this is a private road or not and safety concerns regarding parking on the right of way. G Dittmer will get a legal opinion.
3. Voorhies Complaint-Sheridan Twp-FOIA request regarding an alleged rock left in the road that damaged their transmission. Our Insurance Company will be handling this matter.

Commissioners Report**Vice-Chairman Matiash**

1. Absent

Chairman Thurow

1. Custer Road needs some repair work on the road edges.
2. Mark Lipps has a tree that he says is in the right of way that needs to be removed.
Gary will check on this.

Robidoux

1. Questioned how any overages on Township Projects will be handled and wanted to make sure everyone has been made aware to stay on top of the progress on the projects keeping any overruns at no more than 10%.

Correspondence

1. CRAM News Letter
2. Midland Contracting Company has been bought out by Edward Levy Contracting.

Items Needing Board Action**Lundquist Property**

Motion by Thurow, seconded by Robidoux to authorize G Dittmer to sign a Notice of Intent not to Abandon the property we already own adjacent to this property. Ayes all. Motion carried.

Road Abandonment's**Green Road, Porter Creek Road and Stone Road**

Motion by Robidoux, seconded by Thurow to abandon Green, Porter Creek and Stone Roads for the United States Forest Service contingent upon the transfer of Lake Michigan Drive to the jurisdiction of the MCRC . Ayes all. Motion carried.

Employment Practices

Motion by Thurow, seconded by Robidoux to acknowledge receipt of the Employment Practices Guidelines adopted by the Michigan County Road Commission Self Insurance Pool on February 5, 2003 and agree to adopt policies and conduct employment practices consistent with these Guidelines or any amendments thereto. Ayes all. Motion carried.

Approve Road Contracts**Free Soil**

Motion by Thurow, seconded by Robidoux to enter into the following contracts with Free Soil Township

Apply 26% dust palliative two times Township wide for 27 miles.

Place a single seal coat surface over the entire roadway on Stephens Road from Free Soil Road to end of hard surface for 0.5 miles.

Place a bituminous asphalt wedge/leveling course on Stephens Road from Free Soil Road to end of hard surface for 0.25 miles.

Ayes all. Motion carried.

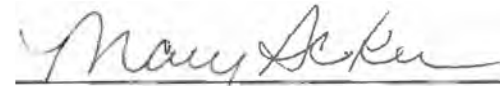
Pere Marquette Township

Motion by Thurow, seconded by Robidoux to enter into the following contract with Pere Marquette Township:

Place a bituminous asphalt wedge over the entire roadway at various locations prior to the placement of a seal coat surface on Conrad Road from PM Highway east to Meyers Road for 1.06 miles.

Ayes all. Motion carried.

There being no further business the meeting was adjourned at 12:10 pm. with a motion by Thurow, seconded by Robidoux. Ayes all. Motion carried.



Mary Acker ~~Secretary~~

MINUTES

The June 20, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Martha Urbin and Ann Maycunich of Pleasant Hill Road to discuss the condition of Nurnburg Road and to ask for direction on how to proceed to get it repaired. Following was a lengthy discussion regarding the issues of Nurnburg Road emphasizing the difficulties of the residents living in Hamlin Township and the roadway being in Grant Township. In order to foster cooperation it was suggested the residents contact their County Commissioner.

The minutes of the June 6, 2003 regular meeting were discussed:

Motion by Thurow, seconded by Robidoux to approve the minutes as presented.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable and Payroll

Motion by Robidoux, seconded by Thurow to approve accounts payable Vouchers #55529 thru #55594 for \$141,216.18 excluding check #5575 to Oman's Contracting for \$8,750.00 and Payroll #13 for \$57,394.83. Ayes all. Motion carried.

At 9:40 am the board looked over the contingent liability and revenue sheet.

At 10.25 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
Patching w/gravel
Tree/Brush Removal
Mowing grass-Primary System completed
Cold Patching-holes
Dust Control-Begin 2nd brining
 2. **State Trunkline**
 1. Repairs @ Elmer's Concrete- MDOT will authorize Elmer's Concrete to fix the dip in the road on US-10.
 2. State grass mowing-Starting next week to be completed by the 4th of July.
 - B. **Heavy Maintenance**
 1. **Primary System**
 1. Meyers Road-C&D Hughes will be back on the job on Monday. Are having some compaction problems with the sewer contractor Schultz's Excavating.

2. Local System

1. Local Road Program-Finishing on Griffin Road in Sheridan Twp. Will be ready for asphalt when Rieth Riley is available.
2. Hawley Road-Bridge update.
Received a bid from Krenn Bridge for a cost of \$35,635.00 for a wood bridge 30x20. This would be a non rated bridge. Will be comparing this cost to a steel bridge. No action was taken.

3. MDOT

1. US-10-Sewer Project-Progressing-Have completed most of the work on main street. The next section will be done under traffic. Plan to get started after the 4th of July.
2. The jurisdictional transfer of PM Hwy - Copies of the Memorandum of Understanding were presented to all the board members. Will discuss at the next meeting.

4. Equipment Status during this period:

Repairs as needed
Engine Rebuild for #41-Expect to be completed by the first
The first new truck has arrived. Will be #044

5. Permits

Nothing new at this time.

Personal Items

- 1 Staff evaluation/goals-Informational packets were given to all the Commissioners for review to discuss at the next meeting. Dittmer and Robidoux will meet Tuesday afternoon to discuss and put together suggestions for the Board to consider.
2. Tom McClouth has replaced Chris Sobaski as the Sign Technician.
3. Fred Cooper-Off due to surgery on Work Comp.
4. Ed Chase is Scheduled for more surgery in July but is presently back to work.
5. J Conklin will be having a hip replacement later in the summer.
6. Walt Dessauer is on vacation and will retire when he returns.
7. Joe Fiers has discussed a possible leave of absence for 6 months.

Under unfinished business the following was discussed

1. Lundquist Property-A check made out to Betty Lundquist for \$500.00 will be sent to Roger Anderson to give to her for the transfer of ownership of property.
- 2 Custer Twp-Hansen Road Agreement-Question on how to handle the final payment to Oman's. Dittmer will check this out.
3. Beaune Road Developments-Hamlin Twp-Still a question as to being a private or public road.
4. Voorheis Complaint-Sheridan Twp-Tentative settlement planned. Has requested 10 loads of crushed asphalt. No action has been taken at this time.

Under new business the following was discussed

1. Stephens road-Custer Twp-Received a complaint from Terry Thiel on how the road is being maintained.
2. MCRC-Goals /Missions-Dittmer and Robidoux to discuss this..
3. The July 4th meeting has been changed to July 2nd at 1:00 p.m.

Commissioners Report**Vice-Chairman Matiash**

1. Wondered when work would begin on Stiles Road. Concerned that it may interfere with the start of School.
2. Asked how Township projects were coming along.
3. Attended Commissioners Seminar at Copper Harbor.

Chairman Thurow

1. No Comments

Robidoux

1. Wanted an update on work to be performed on Meyers Road North.

Correspondence

1. CRAM News Letter
2. Letter regarding Urban Federal Aid Boundaries-Are reviewing
3. Letter from Riverton Twp regarding their dissatisfaction with the brining program. G Dittmer will send a response.
4. The Township Officers Meeting is scheduled for July 17th at 7:30 pm at the Eden Township Hall.

Items Needing Board Action**Engineering Reimbursement**

Motion by Matiash seconded by Thurow to request a reimbursement of \$10,000.00 for payments made during the period of 07-01-02 through 06-30-03 to retain a licensed professional engineer employed by the MCRC. Ayes all. Motion carried.

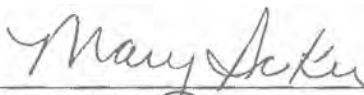
Accept R/W for Lake Michigan Drive from USFS

Motion by Robidoux, seconded by Thurow to approve Right of Way for Lake Michigan Drive from the USFS and to submit to MDOT to include in our road system. Ayes all. Motion carried.

Approve Act 51 Maps

Motion by Matiash, seconded by Robidoux to approve the Act 51 Map Certifications for Urban and County Roads and to authorize the Chairman to sign. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 12:22 pm. with a motion by Robidoux, seconded by Thurow. Ayes all. Motion carried.


 Mary Acker Secretary

MINUTES

The July 2, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 1:00 pm by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: None

The minutes of the June 20, 2003 regular meeting were discussed:

Motion by Thurow, seconded by Robidoux to approve the minutes as corrected.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable and Payroll:

Motion by Matiash, seconded by Robidoux to approve accounts payable Vouchers #55634 thru #5735 for \$150,099.73 and Payroll #14 for \$64,301.77. Ayes all.
Motion carried.

At 1:05 pm the board looked over the contingent liability and revenue sheet.

At 1:12 pm G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Patching w/gravel

Mowing grass

Dust Control-2nd solid brining completed

2. State Trunkline

1. Repairs @ Elmers Concrete- MDOT has authorized Elmers Concrete to fix the dip in the road on US-10. Repairs are scheduled for the week of July 14th, 2003.

2. State grass mowing-Completed

3. MDOT is checking into closing the Rest Area for the winter months. No decision has been made at this time.

B. Heavy Maintenance

1. Primary System

1. Meyers Road-Work is progressing. Sand lift is in up to the rail road tracks.

2. Stiles Road Sewer-Road was closed the first of this week. Have begun pulverizing.

2. Local System

1. Local Road Program-Finishing on Griffin Road in Sheridan Twp and completing driveway approaches.

Paved Tyndall Road and completed wedging on Morse Rd.

2. Reek Road Bridge-Plans have been submitted to the DNR.
3. Omans Paving/Repairs-Scheduled for July 11th on Hansen Road and will be starting other projects.
3. **MDOT**
 1. US-10-Sewer Project-Plans are to start at High Street to Bean Street the week of July 28th under traffic.
 2. The jurisdictional transfer of PM Hwy - See Motion
4. **Equipment Status during this period:**
 - Repairs as needed
 - Working on new truck
5. **Permits**
 - Nothing new at this time.

Personal Items

- 1 Staff evaluation/goals-See Motion for Staff raises.

Under unfinished business the following was discussed

1. Stephens Road
2. MCRC Goals and Objectives-First Draft copy was presented to the Board. Will discuss at the next meeting.

Under new business the following was discussed

1. Twp Officers Meeting will be held on July 17th at 7:30 pm hosted by Eden Township.
2. Northern Association Mtg.-Scheduled for the week of September 3rd thru the 5th at Shanty Creek.
3. A Retirement open house for Ivan Anthony County Clerk is scheduled for July 9th at the Court House from 1:00-4:00 pm. Jim Riffle has been selected to replace Ivan as the County Clerk.

Commissioners Report

Vice-Chairman Matiash

1. Has requested that Ron Duggan be present at the next meeting to discuss the bridge in Logan Township.

Chairman Thurow

1. Commented that Wilson road needs ditching.

Robidoux

1. Relayed a message from Terry Thiel regarding washouts on Indian Trail Road by his home. He suggested some trenching be done.

Correspondence

1. CRAM News Letter
2. Letter from Bob Gancarz thanking the MCRC for their participation in the Veterans Memorial Highway Sign.
3. McGuire Classic is scheduled for August 7th, 2003.
4. Received a notice of Retirement for Tim Murphy of Koch Materials.

Items Needing Board Action**Approve Road Contracts****Sheridan Township**

Motion by Matiash, seconded by Thurow to enter into the following contract with Sheridan Township:

Apply 2200 gallons/mile of 26% dust palliative for 8 miles Township wide.
Ayes all. Motion carried.

Memorandum of Understanding on Pere Marquette Highway

Motion by Matiash, seconded by Robidoux to authorize Chairman Robert Thurow to sign the Memorandum of Understanding between the Michigan Department of Transportation and the Mason County Road Commission to transfer jurisdiction of a portion of Old US-31 to Mason County with the exception of the US-31 overpass and to support the intent of the contract. Ayes all. Motion carried.

County Clerk Ivan Anthony Retirement

Motion by Thurow, seconded by Matiash to adopt a resolution of appreciation on behalf of Ivan Anthony's 27 years of service to the County and to the MCRC. Ayes all. Motion carried.

G Dittmer requested a closed session to discuss his job performance evaluation at 2:30pm
A motion was made by Matiash, seconded by Robidoux to go into closed session at 2:31 pm. Ayes all. Motion carried.

Regular session reconvened at 4:05 pm.

Approve Staff Wage Increases

After much discussion and review of job evaluations of all staff employees a motion was made by Thurow, seconded by Matiash to approve that staff salaries shall be established for the period of July 1, 2003 thru June 30, 2004 at the following rates:

Gary Dittmer	Eng/Mgr	\$53,810.00
Mary Acker	Clerk	34,188.00
Ted Weinert	Asst to Eng	40,800.00
Jeff Conklin	Inspector	30,900.00
Eric Moody	Superintendent	43,050.00
Vince VanConis	Foreman	33,700.00
Ron Duggan	Foreman	36,750.00
Terry Woirol	Foreman	39,800.00
Marcia McVicker	Payroll Clerk	23,690.00

Ayes all. Motion carried.

There being no further business the meeting was adjourned at 4:20 pm.


Mary Acker, Secretary

MINUTES

The July 18, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Dick Alway and Walt Carrier of Amber Township inquiring when Johnson Road would be completed, and to request speed limit signs on Stiles and Johnson Roads.

The minutes of the July 2, 2003 regular meeting were discussed:

Motion by Robidoux, seconded by Thurow to approve the minutes as corrected.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable and Payroll

Motion by Thurow, seconded by Matiash to approve accounts payable Vouchers #55736 thru #55811 for \$107,111.54 and Payroll #15 for \$57,863.13. Ayes all.
Motion carried.

At 9:40 am the board looked over the contingent liability and revenue sheet.

At 10:22 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Patching w/gravel

Mowing grass-Gravel Roads continuing.

2. State Trunkline

1. Repairs @ Elmers Concrete- MDOT has authorized Elmers Concrete to fix the dip in the road on US-10. Repairs are scheduled for July 30, 2003.

2. Closure of rest area-There is discussion by MDOT to close the rest area after deer season thru April or May. No decision has been made. Dittmer sent a letter to MDOT in favor of the closure.

B. Heavy Maintenance

1. Primary System

1. Meyers Road-Work is progressing. Leveling course is done and are waiting for the RR to change the existing crossing.

2. Stiles Road Sewer-Progressing, are down about 16 to 17 feet and are running into clay.

2. **Local System**
 1. Local Road Program-Getting ready for seal coating.
 2. Reek Road Bridge-Plans have been submitted to the DNR.
 3. Oman's Paving/Repairs-Have experienced some breakdowns but expect to get started soon.
3. **MDOT**
 1. US-10-Sewer Project-Plans are to start at High Street to Bean Street the week of July 28th under traffic.
 2. The jurisdictional transfer of PM Hwy - Dittmer to ask Rick Liptack for clarification on who is responsible for the bridge surface.
4. **Equipment Status during this period:**
Repairs as needed
Working on new truck #044 and received word that the 2nd truck is available for delivery. They will hang onto it for a week or so.
5. **Permits**
Nothing new at this time.

Personal Items

1. Walt Dessauer will be back to work on Monday. Has decided not to retire at this time.

Under unfinished business the following was discussed

1. Darr Road-Settlement Conference was held. See Motion
2. MCRC Goals and Objectives-Will start working on expanding the objectives.
3. Voorheis v MCRC - Damaged caused by an alleged rock in the road. Cambridge is working on this on our behalf.
4. Dittmer, Matiash and Thurow attended the Northern Meeting at Shanty Creek on the 16th and 17th. All incumbent Candidates for Directors were re-elected.

Under new business the following was discussed

1. Twp Officers Meeting was held on July 17th at 7:30 pm hosted by Eden Township.
2. Emergency Management on Homeland Security Meeting is scheduled for August 7th at 10:00 am. This is a mandatory meeting. Funding on Terrorist attacks will be discussed.
3. Michigan Cat Tour is scheduled for September 17th and 18th for clients. Hope to send 4 MCRC affiliates to this
4. MCRC Picnic is tentatively scheduled for August 8 from 3:00 pm to 9:00 pm at the back 40 on Sippy Road. Will be a pig roast and bring a dish to pass.
5. Paul Bunyan is scheduled for Monday August 18th hosted by Osceola County Road Commission at the Osceola Inn.
6. A Safety meeting has been scheduled in Muskegon County on September 6, 7, and 8.

Commissioners Report**Vice-Chairman Matiash**

1. Noticed the stripping on Angling and Jebavy has faded very badly and wondered how many times a season we schedule striping.
2. Wondered if personal cell phones were a problem here as they seem to be at other Road Commissions. Suggested a policy banning their use while at work except during breaks and lunch.

Chairman Thurow

1. Wondered if we would be doing any brush spraying this year. Feels this is a very effective way to control excess brush.
2. Questioned the cost of the electric bill.

Robidoux

1. Questioned how many gravel pits the MCRC has and if they are working pits or not.

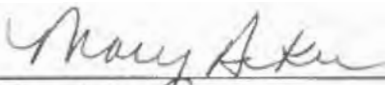
Correspondence

1. CRAM News Letter
2. A letter from BC/BS was received thanking the MCRC for their 51 years with the company.

Items Needing Board Action**Darr Road Settlement Conference**

After much discussion regarding the two settlement offers for the Darr Road issue: #1 Future condemnation of Darr Road and #2 Extension of Tuttle Road thru the Villadson Property, a motion was made by Robidoux, seconded by Matiash at the recommendation of the MCRC Attorney to reject both options presented and to proceed with trial proceedings. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 12:04 pm.



Mary Acker / Secretary

MINUTES

The August 01, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Vick and Elaine Muzzo, Hamlin Lake residents with concerns regarding the safety of the South Bayou Bridge. They were instructed to start a letter writing campaign requesting repairs be made to the bridge. It is in our five year plan for work in 2006.

The minutes of the July 18, 2003 regular meeting were discussed:

Motion by Thurow, seconded by Robidoux to approve the minutes as corrected.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable and Payroll:

Motion by Robidoux, seconded by Matiash to approve accounts payable Vouchers #55812 thru #55867 for \$111,093.39 and Payroll #16 for \$56,623.02. Ayes all.
Motion carried.

At 9:40 am the board looked over the contingent liability and revenue sheet.

At 9:45 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Spot brining medicals
Mowing grass-Gravel Roads completed.

2. State Trunkline

1. Repairs @ Elmers Concrete- Elmers Concrete has repaired the dip in the road on US-10.
2. Meeting with Rick Lipteck-Transportation Service Center Manager regarding turn back information. MDOT will be responsible for repairs to the bridge. The AD Board has approved the US-31 Turn Back.

B. Heavy Maintenance

1. Primary System

1. Meyers Road-Almost completed except for one driveway. Met with Patty Johnson (MDOT) for site inspections. Some minor adjustments needed.
2. Stiles Road Sewer-Progressing.
3. Bit wedging on Kinney Road has been completed.
4. Primary Seal Coating-C&C Services started this week. Expect to be finished in about a week weather permitting.

2. Local System

1. Local Road Program-Projects are being completed.
2. Reek Road Bridge-Grade inspection is scheduled for August 21.
3. Oman's Paving/Repairs on Hansen Road-Custer Twp- Completed.
4. Meyers Road-Airport Project-Plans have been given to Fabian and the Airport Authority for approval.

3. MDOT

1. US-10-Sewer Project-Wrapping up project. Next phase is between Stiles road and City of Scottville. Contractor will be Jackson Merkey.

4. Equipment Status during this period:

Repairs as needed.

The 2nd new truck has been delivered.

5. Permits

Driveway permits being issued. Requests are being received from developers. It was suggested a policy change to charge for permits. Will be discussed at a later date.

Personal Items

1. Company Picnic is scheduled for August 8 from 3:00 to 9:00 pm at the back 40 on Sippy Road.

Under unfinished business the following was discussed

1. MCRC Goals and Objectives-Will start working on at the next meeting.
2. Michigan Cat Tour is scheduled for September 17th and 18th for clients. Hope to send 4 MCRC affiliates to this.
3. Paul Bunyan is scheduled for Monday August 18th hosted by Osceola County Road Commission at the Osceola Inn.
4. Brine Cost comparison was presented to Commissioners for information.

Under new business the following was discussed

1. Emergency Management on Homeland Security Meeting is scheduled for August 7th at 10:00 am. This is a mandatory meeting. Funding on Terrorist attacks will be discussed.
2. Asset Management - MDOT-Gary and Ted Attended. Task Force has been set up to evaluate State Hwys and Primary Roads State wide. Funding is being sought to cover these costs. Should expect reimbursement.
3. Rural Task Force Update-Received a letter from Susan Richardson stating that funding had been put on hold for 2003.

Commissioners Report**Vice-Chairman Matiash**

1. Mentioned that the No Parking on Pavement signs on Cedar Lane are missing.
2. Commented on the open joints on US-10.
3. Had a call from Terry Thiel regarding the condition of Stephens Road.

Chairman Thurow

1. Received a complaint about visibility on Chauvez Road due to overhanging limbs.
2. Mentioned that C Peterson & Sons was looking for a place to dump clay from Scottville Project.

Robidoux

1. No Comments.

Correspondence

1. CRAM News Letter


Meeting Date Change

The September 5th meeting date has been changed to September 2nd at 1:00 pm due to the Annual CRASIF Meeting and Annual Northern Michigan Association of Road Commissions.

Items Needing Board Action**CRASIF Vote Authorization**

Motion by Thurow, seconded by Robidoux to authorize Nick Matiash to vote on behalf of the Mason County Road Commission at the Annual Meeting of CRASIF on September 3, 2003. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 11:45 am.



Mary Acker Secretary

MINUTES

The August 15, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: None

The minutes of the August 1, 2003 regular meeting were discussed:

Motion by Matiash, seconded by Robidoux to approve the minutes as presented.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable and Payroll:

Motion by Matiash, seconded by Robidoux to approve accounts payable Vouchers #55868 thru #55943 for \$227,814.82 and Payroll #17 for \$57,323.34. Ayes all.
Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

At 10:05 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
Claying gravel roads
 2. **State Trunkline**
 1. The Memorandum of Understanding for the PM Hwy Turn back has been approved as of August 5, 2003.
 - B. **Heavy Maintenance**
 1. **Primary System**
 1. Meyers Road-Almost completed. Lines have been painted, some small items to be completed.
 2. Stiles Road Sewer-Gravel and grading is done. May be ready for paving next week.
 3. Primary Seal Coating-C&C Services has completed Seal Coating.
 2. **Local System**
 1. Local Road Program-Most of the projects have been completed.
 3. **MDOT**
 1. US-10-Sewer Project-Almost completed

4. **Equipment Status during this period:**
Repairs as needed.

5. **Permits**

Personal Items

1. Company picnic was well attended.
2. Walt Dessauer has filed a grievance because he was not allowed to sign the overtime list after he returned from vacation. The grievance was denied and will be taken to the next step.

Under unfinished business the following was discussed

1. MCRC Goals and Objectives-Dittmer and Robidoux to meet on the 19th to discuss.
2. Michigan Cat Tour is scheduled for September 17th and 18th for clients. Hope to send 4 MCRC affiliates to this.
3. Paul Bunyan is scheduled for Monday August 18th hosted by Osceola County Road Commission at the Osceola Inn.
4. Northern Association Meeting is scheduled for Sept 3,4,&5. All will be attending.
5. Darr Road trial has been scheduled for August 20 & 21.
6. Harry Burke is processing gravel for Steve Stickney. Has 2ns sand available for sale but needs to be screened again.
7. Will be doing some brush spraying again this year.

Under new business the following was discussed

1. Asset Management-MDOT-Ted will participate in a drive around next week with MDOT and a region 16 person to evaluate Federal Aid Roads and Trunkline.

Commissioners Report

Vice-Chairman Matiash

1. Wondered when striping will be scheduled with Clark Hwy System.
2. Would like to set date for fall bus tour for either the 18th or 26th of October.
3. Mentioned that Terry Thiel will be attending the September 2nd Board Meeting.

Chairman Thurow

1. Reported a bad bump at S Stiles and Marrison Roads.
2. Received a call from Vic Baker regarding excessive trimming on Hawley Road.
3. Mentioned displeasure with a letter received from Riverton Twp regarding brine.
4. The edges on portions of Custer Road and Scottville Road are worn down.
5. Attended the MaGuire Open.

Robidoux

1. Hallack Contracting received the Meyers Road Airport Project Contract.
2. Questioned if Bentey Road was a county road or not and it is.

Correspondence

1. CRAM News Letter
2. Victor and Elaine Muzzo delivered pictures showing the condition of the South Bayou Bridges and have suggested they need to be repaired before the tentative schedule of 2006. Have received other letters expressing the same concerns.

Items Needing Board Action**Approve Road Contract****Meade Township**

Motion by Thurow, seconded by Matiash to enter into the following contract with Meade Township:

Apply 2200 gallons/mile of 26% dust palliative two times for 4.0 miles.

Ayes all. Motion carried.

Pre-Approve Payroll #18

Motion by Matiash, seconded by Robidoux to pre-approve payroll #18 for August 28, 2003. Ayes all. Motion carried.

Voorheis Settlement

Motion by Matiash, seconded by Thurow to post pone action on settlement of 100 yards of crushed asphalt to Mr. Voorheis due to the damage caused by an alleged rock left in the road that he hit and ruined the transmission on his car. Will be checking on who would be responsible to pay for the asphalt. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 12:00 am.



Mary Acker Secretary

MINUTES

The September 2, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 1:00 pm by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Terry Thiel to discuss the condition of Indian Trail and Stephens Roads and request the intersection of Bradshaw at Indian Trail be redesigned so that no more than the allowed right of way may be used by the public. Also present were Mike Fevski, Gabriel Porenta, Marlene Franks, John Carr and Don Weaver to express their concerns about the condition of Taylor Road in Logan Township. They feel it should be graded and brined more, possibly more gravel be placed.

The minutes of the August 15, 2003 regular meeting were discussed:

Motion by Thurow, seconded by Matiash to approve the minutes as presented.
Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Matiash, seconded by Robidoux to approve accounts payable Vouchers #55944 thru #56009 for \$153,882.85. Ayes all. Motion carried.

At 1:10 pm the board looked over the contingent liability and revenue sheet.

At 2:00 pm G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Claying gravel roads in Victory, Grant, Sherman and Amber Townships.

Mowing grass

2. State Trunkline

1. Micro-Seal US-10/31-Beginning on 9/03/03 thru 10/15/03

B. Heavy Maintenance

1. Primary System

1. Meyers Road-Almost completed.

2. Stiles Road Sewer-Jackson-Merkey Contractors had closed the road while under construction which was against the contract specifications. They were ordered to open the road and work under traffic control.

2. Local System

1. Local Road Program-Most of the projects have been completed.
2. Johnson Road Paving-May put off until next year.
3. Received the DEQ permit for the Reek Road Bridge.
4. Logan Township-Hawley Road has been postponed until next year due to funding.

3. MDOT

4. Equipment Status during this period:

Repairs as needed.

New trucks are almost ready

Under unfinished business the following was discussed

1. MCRC Goals and Objectives-Dittmer will have information ready for the next meeting.
2. Michigan Cat Tour is scheduled for September 17th and 18th for clients. There will be three in attendance.
3. Northern Association Meeting is scheduled for Sept 3,4,&5. All will be attending.
4. Darr Road Trial-No decision has been made at this time.
5. Voorheis-Were billed for the \$1000.00 deductible by our insurance company. We will be reimbursed for the cost of the material that was agreed upon for a settlement.

Under new business the following was discussed

1. Winter-Ice Control Sand Bid-Requesting bid for 10,000 yards either furnished or hauled.
2. Insurance Premium Refunds-MDOT will be reimbursing the MCRC for past auto liability since 1998 that was not paid. MCRCSIP will then be billing MDOT directly for their portion of the liability insurance and also reimbursing directly to them.
3. Underbody Blade Bid request-Are requesting bids for carbon steel blades and hardened steel blades.

Commissioners Report

Vice-Chairman Matiash

1. Mentioned the paint is wearing on Dennis Road.

Chairman Thurow

1. Expressed concerns regarding the overhanging trees on some of our roads.

Robidoux

1. Have started moving dirt at the airport.
2. Wondered if other counties use work crews like we do. (Camp Sauble)
3. Wanted to know where the Conklin black dirt pit is located.

Correspondence

1. CRAM News Letter
2. Are receiving letters from Hamlin Township Residents regarding the condition of the South Bayou Bridges.
3. MDOT will be sponsoring another question and answer session regarding State Hwys on September 24 at 9:00am at Pere Marquette Town Hall.
4. The annual drive around is tentatively scheduled for October 25th.

Items Needing Board Action**Pre-Approve Payroll #19**

Motion by Matiash, seconded by Robidoux to pre-approve payroll #19 for September 12, 2003. Ayes all. Motion carried.

Turn Signal at Jebavy and US-10

Motion by Matiash, seconded by Thurow to support the installation of a left hand turn signal at the corner of Jebavy Drive and US-10. Ayes all. Motion carried.

Stop Signs at Dewey and Amber Roads

Motion by Matiash, seconded by Robidoux to replace the Yield signs with Stop signs at the corner of Dewey and Amber, Southbound Amber to Dewey and Northbound Amber to Dewey. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 3:37 pm.


Mary Acker (Secretary)

Special Meeting
09-10-03

The special meeting of the Mason County Road Commission was called to order at 11:30am by Vice-Chairman Matiash.

Present: Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Absent: Chairman Thurow

Visitors: None.

Purpose of this meeting was to discuss an agreement and release executed by Joseph and Ami Voorheis of 6005 E Hanson Road, Custer regarding the lawsuit pending in the 79th District Court for alleged damages from a rock in the road they hit with their car.

After much discussion regarding the agreement as presented, a motion was reluctantly made by Matiash and seconded by Robidoux to agree to have ten truck loads of ten yards each (100 yards) of run of the mill crushed asphalt taken randomly from the stockpile at the Mason County Road Commission as settlement for damages. An outside contractor will haul this material. Our insurance company will reimburse us for the cost. Ayes all. Motion carried.

Meeting adjourned at 11:55 am.



Mary Acker Clerk

MINUTES

The September 19, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Vice-Chairman Matiash.

Members present: Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Absent: Thurow

Visitors: Delores Hakanson and Helen Bross regarding a road abandonment request for Birch Ave in Hamlin Township.

The minutes of the September 2, 2003 regular meeting were discussed:

Motion by Robidoux, seconded by Matiash to approve the minutes as corrected.

Ayes all. Motion carried.

The minutes of the special meeting of September 10, 2003 were discussed:

Motion by Robidoux, seconded by Matiash to approve the minutes as presented.

Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Robidoux, seconded by Matiash to approve accounts payable Vouchers #56010 thru #56084 for \$220,012.77. Ayes all. Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

At 10:25 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Claying gravel roads

2. State Trunkline

1. State Maintenance Contract-See Motion

2. Mowing State Trunkline

B. Heavy Maintenance

1. Primary System

1. Meyers Road-Completed-Paper work to finish up.

2. Stiles Road Sewer-Will be sending a letter expressing displeasure of performance by contractor Jackson-Merkey with regard to the road not being kept open during restoration as was stated in the contract.

3. Stiles Road has been paved and striped south of Hansen Road.

4. Meyers Road-Rail Crossing Agreement-Because the MCRC had requested a change in the road, we will be responsible for the cost of upgrading the rail road crossing for \$18,000.00. This is a part of the project agreement.

2. Local System

1. Local Road Program-Most of the projects have been completed.
2. Johnson Road Paving-Preparing to pave yet this year. Rieth Riley will not be billing until 2004.
3. N Meyers Road Project-Pere Marquette & Amber Townships, and the MCRC have agreed to a 3-way cost share at an estimated cost of \$18,500.00 from Hallack Construction Company. See Motion.

3. MDOT

1. Micro seal on US-10/31-Have started shoulder work and will be on the road area next week.

4. Equipment Status during this period:

Repairs as needed.

New trucks are almost ready

5. Permits

1. Hidden Forest Subdivision is expanding again.
2. Randy Marsmon will be installing a driveway for his residence to be located on S Pere Marquette Highway. Work shall begin this year.

Under unfinished business the following was discussed

1. Darr Road Trial-No decision has been made at this time.
2. Voorheis-Judge has signed the order. Have contacted Sorenson Excavating to haul the material.
3. Darr Road Bridge Repairs-Material has been ordered to repair broken boards at a cost of \$9,200.00.

Under new business the following was discussed

1. Proposed Michigan Transportation Funds for 2004 are estimated at 3.7 million.
2. Insurance Premium Refunds-MDOT will be reimbursing the MCRC for past auto liability since 1999 that was not paid. MCRC SIP will then be billing MDOT directly for their portion of the liability insurance and also reimbursing directly to them.
3. Concrete Crushing Bids-No recommendations at this time.

Road Abandonment's

1. Birch Ave-Post pone any action until information has been received from the Township and DNR.
2. Halls Lane-On hold until the proper paperwork has been completed.
3. Village of Walhalla-Waiting on letter from the Township.

Commissioners Report**Vice-Chairman Matiash**

1. No Comments.

Chairman Thurow

1. Absent

Robidoux

1. Attended the Michigan Cat Tour along with Vice-Chairman Matiash. Enjoyed the tour, very impressive.
2. Looking for options on the brine situation.
3. Asked when the funds are expected for the PM Highway Turn back. Suggested Tim Hansen from the County Treasurer's Office be invited to a meeting to discuss investing these funds.

Correspondence

1. CRAM News Letter
2. MERS-Received a quarterly report regarding the status of our account.
3. Seasonal Road Guidelines-The Urban Limits have been changed to include Jagger Road.
4. The annual drive around is scheduled for October 25th.

Items Needing Board Action**Pre-Approve Payroll #20**

Motion by Robidoux, seconded by Matiash to pre-approve payroll #20 for September 26, 2003. Ayes all. Motion carried.

N Meyers Road Project

Motion by Robidoux, seconded by Matiash to approve Hallack Contracting as the Contractor for this project at an estimated cost of \$18,500.00. Ayes all. Motion carried.

State Maintenance Agreement

Motion by Robidoux, seconded by Matiash to enter into a five year contract with the Michigan Department of Transportation beginning on October 1, 2003 through September 30, 2008 to maintain the state trunk line system within the boundaries of Mason County and to authorize the Vice-Chairman and Member to sign the State Trunkline Maintenance contract documents as presented. Ayes all. Motion carried.

Ice Control Sand

Motion by Matiash, seconded by Robidoux to award the ice control sand bid of \$3.20/ton to Towns Brothers construction based on a reduced amount of yards. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 11:38 am.



Mary Acker Secretary

MINUTES

The October 3, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Ron Lamb and Allan Croff to discuss the Halls Lane abandonment.

The minutes of the September 19, 2003 regular meeting were discussed:

Motion by Matiash, seconded by Robidoux to approve the minutes as corrected.

A yes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Robidoux, seconded by Matiash to approve accounts payable Vouchers #56085 thru #56150 for \$154,868.43. Ayes all. Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

Terry Woirol was in at 10:15 to discuss purchasing procedures for buying parts, use of carbide blades and some pieces of equipment that need to be replaced.

At 10:45 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**
 - A. **Routine Maintenance**
 1. **County Wide**
 - C laying gravel roads completed-About 50 miles
 - B lading gravel roads
 - Mowing grass on pavements
 2. **State Trunkline**
 1. State Maintenance Contract-Approved
 2. Winter salt delivery has begun
 - B. **Heavy Maintenance**
 1. **Primary System**
 1. Meyers Road-Rail crossing agreement. See Motion
 2. Stiles Road Paving-Completed-Will hold off on sending a letter of displeasure to Jackson-Merkey Construction Company.
 3. P.M. Hwy:
 - a. Funding-Has been placed in an interest bearing account. Tim Hansen County Treasurer will make recommendations on ways of investing.
 - b. Aerial survey-Taking quotes to help in preparing plans.

2. Local System

1. Local Road Program-Most of the projects have been completed.
2. Johnson Road Paving-Preparing to pave yet this year.
3. N Meyers Road Project-Pere Marquette & Amber Townships, and the MCRC have agreed to a 3-way cost share at an estimated cost of \$18,500.00 from Hallack Construction Company.
4. Hawley Road/Bridge project-Logan Twp-On hold waiting for funding.
5. Stephens Road project-Free Soil Twp-Received extension until June 30, 2005. Twp does not have enough money for this year so will try to do in May or June of 2004.

3. MDOT

1. Micro seal on US-10/31-Not quite finished yet.

4. Equipment Status during this period:

Repairs as needed.

New trucks are both in service as of 10-2-03

Discussion on purchasing procedures

5. Permits

1. Various Drive permits.

6. Personal Items

Letter of understanding between MCRC and Local 214-See Motion
Night Patrol posting-Will be assigning 1 person to second shift and 1 person to 3rd shift.

Rest Area posting-To Assign 1 person to rest area maintenance.

Under unfinished business the following was discussed

1. Darr Road Trial-No report from court.
2. Voorheis-Completed-Material has been delivered by Rocky Sorenson.
3. Darr Road Bridge Repairs-Material has been ordered to repair broken boards at a cost of \$9,200.00. Will be delivered on October 6, 2003.
4. MDOT meeting-recap-Dittmer, Robidoux, Matiash and Acker attended. Discussion on completed projects and upcoming projects.
5. Ice control sand-Towns Brothers Construction will be delivering 5000 ton.
6. Concrete crushing-On hold for now.
7. MCRC Goals and Objectives discussion-Will discuss at the next meeting.

Under new business the following was discussed

1. Fall Project recap Drive around discussion-Twp Supervisors and County Commissioners have been invited to attend. Scheduled for October 25.
2. Letter of understanding with Manistee CRC-See Motion.
3. Twp Officers meeting is scheduled for October 16th at Free Soil Community Hall at 7:30 pm.

Road Abandonment's

1. Halls Lane-Twp has reported they have no interest in this parcel so are waiting on a response from the DNR. Will then advertise for three weeks.

Commissioners Report**Vice-Chairman Matiash**

1. Wondered if we should charge a fee for the new Mason County Maps.
2. Noticed a dip Hansen Road by Archie Pauls.
3. When will the striping be done.
4. Asked when we should receive funds for Lake Michigan Drive.
5. Wants to have reservations made for the Southern Conference on Dec 1,2,and 3 to be held in Frankenmuth.

Chairman Thurow

1. No Comments

Robidoux

1. Shoulders are breaking up on Free Soil Road East.
2. Wondered what was happening with Stephens Road South.
3. Questioned if any shoulder work had been done on Stiles Road by Johnson.
4. Commented that Jack Demming was not in favor of accepting buy outs for funding.

Correspondence

1. CRAM News Letter
2. Letter from attorney regarding South Campbell Road-Stating this is a private road and have requested that no more maintenance be done by the MCRC. Will act on abandonment request on October 17, 2003. The township has denied the request for abandonment.

Items Needing Board Action**Pre-Approve Payroll #21**

Motion by Robidoux, seconded by Matiash to pre-approve payroll #21 for October 10, 2003. Ayes all. Motion carried.

Letter of Understanding Between MCRC and Teamsters Local 214

Motion by Thurow, seconded by Robidoux to accept a letter of understanding regarding Overtime (Schedule A, Section 8, Paragraph 1), Whereas the parties have entered into a collective bargaining agreement which is in effect until December 31, 2005 and Whereas the parties have reached an agreement on the posting of the voluntary overtime list in July: It is therefore agreed as follows: The employer shall post a sign-up list for employees who wish to voluntarily be called and/or scheduled for overtime work. The list shall be posted for a period of ten(10) workdays, starting the first full week after the 4th of July each year. It shall be the employees responsibility to see that their names are put on the list of they so desire it there. It is agree that this Letter of Understanding shall only modify those terms and conditions of the collective bargaining agreement as notes above. Ayes all. Motion carried.

Note: This motion shall not become in effect if the Letter of Understanding is not approved and signed by the Union Membership.

Letter of Understanding with Manistee County Road Commission

Motion by Matiash, seconded by Thurow to agree with the following and authorize Eng/Mgr Dittmer to sign:

We, the Mason County Road Commission and the Manistee County Road Commission in a spirit of cooperation, agree to share equipment, both in times of emergency and non emergency, when circumstances will allow for it. In times of emergency, when such an action will not be detrimental to the loaning agency operations, equipment, or equipment and operator, may be shared until such times as arrangements can be made to deal with the emergency on a local basis. In times of non-emergency, it may be beneficial to share specialized, limited use equipment. It would be good management practice to share such equipment when circumstances will allow for it rather than both agencies buying the same piece of equipment. In case of non-emergency sharing, MDOT Schedule C rental rates will be used. Accounts will be settled on a monthly basis. Ayes all. Motion carried.

Agreement with CSX For Meyers Crossing Improvements

Motion by Thurow, seconded by Matiash to enter into an agreement with CSX Transportation for rail crossing repair on Meyers Road and to authorize Eng/Mgr Dittmer to sign. Cost of repairs are estimated at \$18,285.00. Ayes All. Motion carried.

Approve Road Contracts

Amber Township

Motion by Thurow, seconded by Matiash to enter into the following contracts with Amber Township:

Crush and shape existing bituminous surface and place additional aggregate base material and drainage structures on Meyers Road from Wal-Mart to Cul-de-sac for a length of 0.15 miles and:

Place a bituminous asphalt surface on Meyers Road from Wal-Mart Drive to Cul-de-sac for a length of 0.15 miles.

Ayes all. Motion carried.

Pere Marquette Township

Motion by Thurow, seconded by Matiash to enter into the following contracts with Pere Marquette Township:

Crush and shape existing bituminous surface, place additional aggregate base material and drainage structures on Meyers Road from Wal-Mart to Cul-de-sac for a length of 0.15 miles and:

Place a bituminous asphalt surface over pre-paved base on Meyers Road from Wal-Mart to Cul-de-sac for a length of 0.15 miles.

Ayes all. Motion carried.

Stop Sign at Peterson and Fisher

Motion by Matiash, seconded by Robidoux to place Stop Signs in place of Yield Signs at the corner of Peterson and Fisher Road, north bound Peterson to Fisher and south bound Peterson to Fisher.

Ayes all. Motion carried.

There being no further business the meeting was adjourned at 11:38 am.


 Mary Acker Secretary

MINUTES

The October 17, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Absent: None

Visitors: Tom DeBoer and Karen Krener to discuss Campbell Road Abandonment and John and Linda Ochs to discuss Jagger Road.

The minutes of the October 3, 2003 regular meeting were discussed:

Motion by Matiash, seconded by Thurow to approve the minutes as corrected.

Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable:

Motion by Robidoux, seconded by Thurow to approve accounts payable Vouchers #56151 thru #56208 for \$143,243.19. Ayes all. Motion carried.

At 9:40 am the board looked over the contingent liability and revenue sheet.

At 9:45 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Blading gravel roads

Mowing grass on pavements-Completed

2. State Trunkline

1. Maintenance Budget for 2003-2004 is down a little due to the loss of miles from the PM Hwy turn back.

2. Winter salt delivery will begin soon.

B. Heavy Maintenance

1. Primary System

1. P.M. Hwy-Aerial Survey-See Motion

2. Local System

1. Local Road Program-Completed except for Jackpine Road to be completed yet this year and the Hawley Road Bridge.

2. Johnson Road Paving-Will be waiting until next year.

3. N Meyers Road Project-Paving today.

4. Hawley Road/Bridge Project-Logan Twp.-On hold until next spring.

5. Stephens Road project-Free Soil Twp.-Extension was given to complete by July of 2005 but project is scheduled for 2004.

3. MDOT

1. Micro seal on US-10/31-Completed. Striping has been done and the new signal at US-10 and Stiles Road is in service.

4. Equipment Status during this period:

Repairs as needed.

Preparing for snow plowing

Have electrical problems with two trucks. May need to send out for repairs.

5. Permits

1. Various Drive permits-Discussion on new charges.

6. Personal Items

Night Patrol posting-Walt Dessauer has been appointed to the 3-11 shift and L Tyndall will have the 11-7 shift.

Rest Area posting-G Dittmer has sent a letter to MDOT requesting again that the rest area be closed for winter Months or the MCRC will take bids for a private contractor to maintain.

First Aid Training for 10 ten men per session will begin on Monday October 20 for a cost of \$48.00 per person to be given at the Red Cross.

Under unfinished business the following was discussed

1. Darr Road Trial-Possible ruling may be given on Monday October 20, 2003.
2. Darr Road Bridge Repairs-Material has been delivered so repairs will begin.
3. Ice control sand-Towns Brothers Construction has been delivering sand. Also MCRC is hauling sand from the Fisher Pit.
4. MCRC Goals and Objectives discussion-A Plan was presented and input was requested from all involved. Will review progress every three months.
5. Twp Officers Meeting was held on October 16th at Free Soil Community Hall. Well attended.

Under new business the following was discussed

1. Fall Project recap Drive around discussion-Twp Supervisors and County Commissioners have been invited to attend. Scheduled for October 25 from 9-12 with lunch to follow.
2. Paul Bunyan Meeting is scheduled for November 17, 2003 at the Maple Leaf Restaurant in LeeLanau County.
3. MERS will be sponsoring an employees meeting on October 31 at 9:30 am at the Sheraton in Lansing. G Dittmer to attend. Preliminary discussion on Health Care.
4. G Dittmer met with representatives from Spectrum Health on October 16 to discuss Priority Health Insurance for this area.

Commissioners Report**Vice-Chairman Matiash**

1. Wondered when striping was scheduled.
2. Concerned that there should be lighting at the on ramp off US-10 going south on Freeway.
3. Had a discussion with Supervisor Bruce Burke, Logan Twp regarding their brine bill. They feel they should not have to pay because the brining was done after the labor day holiday instead of before as it was contracted for.
4. Would like a total cost for brine for 2003.

Chairman Thurow

1. Recommends that cold patching be done as time allows.
2. Would like extra effort made to maintain the gravel roads.

Robidoux

1. Wondered if there are any issues with Custer Township on contracted work.

Correspondence

1. CRAM News Letter

Items Needing Board Action**Pre-Approve Payroll #22**

Motion by Robidoux, seconded by Thurow to pre-approve payroll #22 for October 24, 2003. Ayes all. Motion carried.

Pre-Approve Payables for 10/24/03

Motion by Robidoux, seconded by Thurow to pre-approve payables for approximately \$20,000.00 for October 24, 2003. Ayes all. Motion carried.

Approve Airland Survey

Motion by Matiash, seconded by Robidoux to hire Airland Surveying, Flint, Michigan to do an aerial mapping of Pere Marquette Hwy from the Mason-Oceana County Line to Hesselund Road at a cost of \$11,370.00. MDOT has recommended. Ayes all. Motion carried.

Road Abandonment's

Campbell Road-Branch Twp-Commissioners ill be meeting with the Township for their input as they are not in favor of abandoning this road.

First Street-Branch Twp-Same as above.

Ester Road-Amber Twp-Twp is in favor of this abandonment, Commissioners will attend the next Twp meeting to discuss.

There being no further business the meeting was adjourned at 12:21 pm.


Mary Acker Secretary

MINUTES

The November 7, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Vice-Chairman Matiash.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.
Absent: None

Visitors: Delores Hakanson and Helen Bross regarding Birch Street Road Abandonment in Hamlin Twp and Al Young to observe.

The minutes of the October 17, 2003 regular meeting were discussed:

Motion by Robidoux, seconded by Matiash to approve the minutes as corrected.
A yes all. Motion carried.

The board took the following action after reviewing the accounts payable & Payroll #23

Motion by Thurow, seconded by Robidoux to approve accounts payable Vouchers #56217 thru #56291 for \$116,972.25 and payroll #23 for \$55,439.41. Ayes all. Motion carried.

At 9:45 am the board looked over the contingent liability and revenue sheet.

At 10:15 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Blading gravel roads

Brush cutters are out

Prep areas for winter

Storm damage repairs-4 to 7 inches of rain reported.

2. State Trunkline

1. Crew meeting on Winter Activities and Maintenance

2. Closing of Rest Area for Winter beginning Dec 1, 2003 thru April 1, 2004.

B. Heavy Maintenance

1. Primary System

1. P.M. Hwy-Aerial Survey-Have been out placing control points.

2. Local System

1. Local Road Program-Projects are almost all completed.

2. Darr Road Bridge Repairs-Removed damaged deck and replaced with steel planks. Ready for paving.

3. MDOT

1. Micro-Seal of US-10 and striping completed.

4. Equipment Status during this period:

Repairs as needed

Preparing sanders for winter.

5. Permits

1. Various Drive permits being issued.

6. Personal Items

1. Night patrol begins 11-16-03 with wages being paid for by the State.
2. First Aid Training-Two groups have completed course.
3. Discussion on comp time. Will gather more information and have Labor Attorney Mike Kluck review draft agreement prior to presenting to the Union.

Under unfinished business the following was discussed

1. Darr Road Trial-The Judge ruled in favor of the MCRC. Nothing new at this time.
2. Ice control sand-On Going-Towns Brothers Construction has been delivering sand. Also MCRC is hauling sand.
3. MCRC Goals and Objectives discussion-Will proceed with input from all concerned and have Goals set by the first of the year.
4. Paul Bunyon Meeting is scheduled for November 17, 2003 at the Maple Leaf Restaurant in LeeLanau County. Dittmer and Matiash to attend.
5. Fall Project Recap Drive around held on October 25, from 9-12. Well attended with good comments from Supervisors. Would like input from the Supervisors to discuss work performance and new charges for next year. Will ask Eric and Ted to attend the next year drive around.

Under new business the following was discussed

1. MERS Mtg.- G Dittmer attended this meeting on October 31 for a preliminary discussion on Health Care. They have not chosen a third party administrator at this time but are projecting implementation of a new Health Care program sometime in 2005. Expect to see a 5 to 10% savings.

Commissioners Report**Vice-Chairman Matiash**

1. Noted that Jebavy Drive had been striped.
2. Suggested the MCRC buy hats for employees at a cost of \$10.00 each. He will order 4 dozen corduroy hats and have them embroidered with the Road Commission Logo.

Chairman Thurow

1. Wondered when the tube would be repaired on Wilson Road by Eikenberry's.
2. Mentioned there were too many passing signs on Sugar Grove Road East of the driveway going into the college.

Robidoux

1. Discussed how logs were handled on Stephens Road by Terry Thiel property.

Correspondence

1. CRAM News Letter

Items Needing Board Action**Road Abandonment's****Ester Road-Amber Twp**

Motion by Thurow, seconded by Robidoux to approve the Resolution To Abandon County Right Of Way On Petition Of all Abutting Owners for Esther Road in Amber Township. Ayes All. Motion carried.

Village of Walhalla-Branch Twp-Waiting for letter from Township**Halls Lane-Hamlin Township**

Motion by Thurow, seconded by Robidoux to approve the Resolution To Abandon County Right Of Way On Petition Of all Abutting Owners for Halls Lane in Hamlin Township. Ayes All. Motion carried.

Birch Street-Hamlin Township

Motion by Robidoux, seconded by Thurow to approve the Resolution To Abandon County Right Of Way On Petition Of all Abutting Owners for Birch Street in Hamlin Township. Ayes All. Motion carried.

The meeting was adjourned at 11:19 am.

Executive session was called to order at 11:20 am

Executive session adjourned at 12:05 pm.

No action was taken.



Mary Acker / Secretary

MINUTES

The November 21, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Absent: None

Visitors: T DeBoers and Karen Kremers in regards to the Campbell Road abandonment request.

The minutes of the November 7, 2003 regular meeting were discussed:

Motion by Robidoux, seconded by Matiash to approve the minutes as presented.

A yes all. Motion carried.

The board took the following action after reviewing the accounts payable & payroll #24

Motion by Matiash seconded by Thurow to approve accounts payable Vouchers #56292 thru #56362 for \$177,147.25 and payroll #24 for \$55,194.63. Ayes all. Motion carried.

Superintendent Eric Moody was in to discuss work progress.

At 9:36 am the board looked over the contingent liability and revenue sheet.

At 10:20 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Blading gravel roads

Brush cutters are out

Prep areas for winter

Storm damage repairs

Centerline Striping-Completed

2. State Trunkline

1. Crew meeting on Winter Activities was held with Dave Widrig from MDOT. There was discussion on reducing the usage of salt, sand and brine.

2. Closing of Rest Area for Winter beginning Dec 1, 2003 thru April 1, 2004.

B. Heavy Maintenance

1. Primary System

1. P.M. Hwy-Aerial Survey was completed-Waiting for results.

2. Local System

1. Local Road Program-Projects are completed except for Hawley Road in Logan Twp.

2. Darr Road Bridge Repairs-Removed damaged deck and replaced with steel planks-Completed-Dittmer contacted Sherman Twp for possible assistance in cost.

3. Hoague and LaSalle Roads-Grant Twp- Completed.

3. MDOT
No Activity

Equipment Status during this period:

Repairs as needed
Truck #8 has had the engine replaced again.

5. Permits

1. Various Drive permits being issued.

6. Personal Items

1. Night patrol began 11-16-03
2. Foreman Pickups-A procedural change has been allowed so the two foreman may drive their trucks home at night to allow them to check out any problem areas on the way to work for the winter months.

Under unfinished business the following was discussed

1. Darr Road Trial-The Judge ruled in favor of the MCRC. The order has been sent to Villadsens Attorney but has not yet been signed and returned.
2. Ice control sand-Completed hauling.
3. Paul Bunyon Meeting was held on November 17, 2003 at the Maple Leaf Restaurant in LeeLanau County. Dittmer and Matiash attended

Under new business the following was discussed

1. P.M. Twp-First Street Development-Board to attend a meeting today at 11:00 am at the Pere Marquette Township Hall.
2. 2004 Proposed Budget-Will have first draft at the next meeting.
3. During executive session on November 7, 2003 finances and inventory were discussed. More discussion will follow.

Commissioners Report

Vice-Chairman Matiash

1. Mentioned some settling by basin in the right lane before the bypass on US-10.

Chairman Thurow

1. No Comments

Robidoux

1. No Comments

Correspondence

1. CRAM News Letter
2. Received letters from Ludington Area Catholic School Kids thanking the MCRC for the truck demonstration and instruction on winter safety.
3. Received a FOIA request regarding P.M. Hwy/Best Western Motel

Items Needing Board Action**Road Abandonment's****Campbell Road-Branch Township**

Motion by Matiash, seconded by Robidoux to reject the abandonment request for Campbell Road. Ayes all. Motion carried.

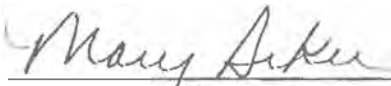
Village of Walhalla-Branch Township

Motion by Thurow, seconded by Robidoux to approve the abandonment request for the Village of Walhalla in Branch Township for certain portions of Grant Ave., McKinley Ave., Lincoln Ave., and three alleys located between Michigan Avenue and Center Street; And Between Grant Ave., and Washington Ave. All located in Walhalla Subdivision, Section 21, T18N-R15W, Branch Township Mason County, Michigan. Ayes all. Motion carried.

First Street-Branch Township

Motion by Robidoux, seconded by Matiash to reject the abandonment request for First Street in Branch Township. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 10:48


 Mary Acker Secretary

MINUTES

The December 05, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Absent: None

Visitors: Superintendent Eric Moody and Shop Supervisor Terry Woirol to discuss purchasing new equipment and to dispose of excess equipment and misc. items. Also PM Twp Supervisor Gene Jorrissen to discuss Fire Hydrants on Meyers Road and to discuss the Grant for 1st Street. Logan Twp Supervisor Bruce Burke to observe.

The minutes of the November 21, 2003 regular meeting were discussed:

Motion by Thurow, seconded by Robidoux to approve the minutes as presented.

Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable & payroll #25

Motion by Matiash seconded by Robidoux to approve accounts payable Vouchers #56363 thru #56426 for \$109,506.27 and payroll #25 for \$59,434.98, also short term leave in the amount of \$22,257.79. Ayes all. Motion carried.

At 9:40 am the board looked over the contingent liability and revenue sheet.

At 11:10 am G Dittmer gave his report as follows:

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

Blading gravel roads

Brush & tree cutters are out

Prep areas for winter

2. State Trunkline

No Activity

B. Heavy Maintenance

1. Primary System

1. P.M. Hwy-Aerial Survey was completed-Waiting for results.

2. Local System

1. Reek Road Bridge Approaches-Custer Twp-GI was done, early March letting and start up in April 2004. Note: Board discussed time table and was displeased with delays. Directed G Dittmer to notify Consultants of same.

2. Stephens Road Approaches-Free Soil Twp-Has been approved, plans being finalized.

3. Hasenbank Road-Meade Twp-Gravel Project for 1 1/2 to 2 miles. Plans are being prepared.

4. Freeman Road-Free Soil Twp-Camp Sauble Crew will be doing the clearing work. Some of the property owners have raised concerns about proposed work. Dittmer to contact property owners and Township to discuss.
3. **MDOT**
No Activity

Equipment Status during this period:

1. Repairs as needed-Doing clutch repairs in house.
5. **Permits**
 1. Various Drive permits being issued.
 2. Recommendations for new fees will be presented in January 2004.
6. **Personal Items**
 1. Christmas Party is scheduled for December 12, at the VFW in Custer at 6:00 pm.

Under unfinished business the following was discussed

- 1 Darr Road Trial-The Judge ruled in favor of the MCRC. Have received response from Attorney Anderson stating there is an objection to the proposed order regarding right of way. No appeal has been filed at this time.
2. MCRC Contamination Closure Report-DEQ did not accept the report from Lakeshore Environmental. Have asked for more studies to be done.

Under new business the following was discussed

1. Meyers Road-Fire Hydrants-See Motion
2. Brine Discussion-Received a quote from Beckman Products of Tustin, MI for brine delivered. More discussion on brine will continue.

Commissioners Report

Vice-Chairman Matiash

1. Wondered when Lake Michigan Drive will be changed to the Primary System.

Chairman Thurow

1. Wondered if the MCRC was doing any shoulder work in preparation for winter.
2. Asked if Dittmer had checked out the passing zone sign on Sugar Grove Road by the college.
3. It was noted that the structure on Schwass Road at Oxbow Subdivision in Riverton Township had been relocated.

Robidoux

1. Questioned use of Montrose Pit property. Note: It was clarified that property in question was private property not Montrose Pit property.
2. Wondered how often Mason County Central Schools buy gas and how they pay for it.

Correspondence

1. CRAM News Letter
2. Letter to Fabian Kniczacky on Sewer Project was mailed regarding the displeasure of the activity on the Stiles Road Project including delay of work getting done and the contractor not following the contract rules. No response has been sent back.
3. Logan Twp Letter regarding the application of brine in their Township in a timely manner. Liquid Dustlayer did not deliver the brine before the Labor Day weekend as was requested in their contract with the MCRC.
4. Amber Twp Letter Re: Jagger Road and lack of maintenance being done.

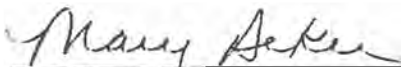
Items Needing Board Action**First Street in Pere Marquette Township Co- Applicant Request**

Motion by Matiash, seconded by Thurow to encourage and support Pere Marquette Township in its application to EDA for grant monies to develop an industrial park along with reconstructing First Street from Meyers Road to Business Route US-31. It is also agreed that the MCRC will sign the necessary documents as a co-applicant and to designate the Engineer/Manager Gary Dittmer to sign on the Boards behalf. It is further agreed that all costs relating to this development are the responsibility of the Township and the EDA Grant. Ayes all. Motion carried.

Fire Hydrants on Meyers Road

Motion by Robidoux, seconded by Matiash to pay for the cost to have five (5) fire hydrants raised due to the Meyers Road improvements. Estimated cost for this is \$2,400.00. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 12:10



Mary Acker *JS*

MINUTES

December 19, 2003 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI was called to order at 9:30 am by Chairman Thurow.

Members present: Thurow, Matiash, Robidoux, Eng/Mgr Dittmer and Secretary Acker.

Absent: None

Visitors: Ron Bucholtz to discuss the condition of Johnson Road in the Scottville City limits and Brian Mulherron from the Ludington Daily News to observe.

The minutes of the December 05, 2003 regular meeting were discussed:

Motion by Thurow, seconded by Matiash to approve the minutes as corrected.

Ayes all. Motion carried.

The board took the following action after reviewing the accounts payable & payroll #26

Motion by Robidoux seconded by Matiash to approve accounts payable Vouchers #56428 thru #56508 for \$208,051.58 and payroll #26 for \$58,483.73. Ayes all. Motion carried.

At 9:40 am the board looked over the contingent liability and revenue sheet.

At 9:50 am G Dittmer gave his report as follows:

1. **Work progress during the past two weeks**

A. **Routine Maintenance**

1. **County Wide**

Snowplowing/Ice Control

Prep areas for winter

2. **State Trunkline**

Snowplowing/Ice Control

B. **Heavy Maintenance**

1. **Primary System**

1. Walhalla, Kinney Road Intersection Improvement has been approved for Federal Funding at an 80/20 split not to exceed \$200,000.00.

2. **Local System**

1. Reek Road Bridge Approaches-Custer Twp-The final plans have been delivered and need to be submitted to MDOT by the 23rd of December, 2003. Estimated cost is \$756,000.00. See Motion.

2. Stephens Road Approaches-Free Soil Twp-Has been approved, plans being finalized.

3. **MDOT**

No Activity

4. **Equipment Status during this period**

1. Repairs as needed

5. Permits

1. Subdivision Specifications-T Weinert is working on the specifications that will be presented along with the new permit fee schedule in January.

6. Personal Items

1. The Christmas Party was well attended.
2. R Duggan will be off for 6weeks to three months for back surgery.

Under unfinished business the following was discussed

- 1 Darr Road Trial-Received a Motion To Entry of Final Order to be signed sometime in January.

Under new business the following was discussed

1. Meyers Road-Fire Hydrants-Work on raising the fire hydrants is almost completed.
2. Brine Discussion-Received a load of Brine from Beckman Products of Tustin Michigan to try out.

Commissioners Report**Vice-Chairman Matiash**

1. Commented on the need for a seasonal road policy to be in place.

Chairman Thurow

1. No Comments

Robidoux

1. Wondered what the time frame on Goals and Objectives is.

Correspondence

1. CRAM News Letter
2. Letter on Sewer Project from Prien/Newhoff

Items Needing Board Action**2003 Amended Budget**

Motion by Matiash, seconded by Robidoux to approve the 2003 amended budget as presented. (Attached) Ayes all. Motion carried.

2004 Proposed Budget

Motion by Matiash, seconded by Robidoux to approve the 2004 Budget as corrected. (Attached) Ayes all. Motion carried.

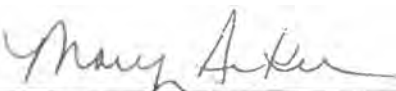
Pre-Approve Final Bill Run for 2003

Motion by Matiash, seconded by Robidoux to pre-approve a final bill run for December 31, 2003 not to exceed \$50,000.00. Ayes all. Motion carried.

Reek Road Bridge Plans

Motion by Matiash seconded by Robidoux to approve signing of the Reek Road Bridge Plans to be submitted to MDOT. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 12:50.



Mary Acker Secretary

**MASON COUNTY ROAD COMMISSION
BUDGET
01-01-03 TO 12-31-03
REVENUE**

	2002	2003	Amend #1
License & Permits	4,900	3,500	5,655
Federal Sources:			
“F” Funds	-0-		
Critical Bridge	-0-	560,000	-0-
“D” Funds			
Urban Funds-Meyers Road	-0-	360,000	360,000
State Sources:			
Engineering	10,000	10,000	10,000
Snow Removal	114,500	100,000	115,767
Urban Road	97,167	90,000	89,127
Allocation	3,151,000	3,000,000	2,817,431
State Critical Bridge	-0-	105,000	-0-
Enhancement Grant-Culvert Replace	31,202	20,000	11,853
Economic Development Fund:			
Forest Road (E)	48,300	48,300	48,300
Category A Funds	-0-	-0-	
“D” Funds-Jebavy Drive	592,708	50,000	95,390
Contributions from Local Units:			
Wishpish Contributions	758,313	300,000	490,000
Other Fountain Village	3,097	-0-	
Ludington City	-0-	-0-	
Charges for Services:			
Trunkline Maintenance	521,348	500,000	625,000
Salvage Sales	369	2,000	2,864
Interest & Rents:			
Interest Earned	7,037	10,000	2,700
Other Revenues:			
Gain/Loss on Equipment Disposal	-0-	10,000	11,000
Other-Installment Purchase	-0-	-0-	
Total:	5,339,991	5,168,800	4,685,087
Fund Balance	564,185	564,185	609,445
Total	5,904,176	5,732,985	5,294,532

**MASON COUNTY ROAD COMMISSION
BUDGET
01-01-03 TO 12-31-03**

EXPENDITURES

	<u>2002</u>	<u>2003</u>	Amend #1
Heavy Maint-Roads			
Primary	829,746	800,000	49,717
Local	1,400,068	500,000	883,240
Maintenance-Roads			
Primary	850,175	750,000	642,278
Local	1,545,456	1,250,000	1,614,049
Heavy Maint Structures			
Primary	-0-	-0-	-0-
Local-Reek Bridge	7,068	720,000	5,557
State Trunkline Maint	523,844	600,000	759,039
Equipment Expense-Net	(103,434)	50,000	(83,062)
Admin Expense-Net	148,558	155,000	217,836
Capital Outlay-Net	(144,538)	280,000	(193,000)
Debt Service			
Principal Payments	36,375	38,000	38,250
Interest Payments	13,370	14,000	11,500
MERS Payments		160,000	160,000
Total Expenditures	5,106,688	5,317,000	4,105,404
Fund Balance	797,488	415,985	1,189,128
Total Budget	5,904,176	5,732,985	5,294,532

**MASON COUNTY ROAD COMMISSION
BUDGET
01-01-04 TO 12-31-04
REVENUE**

	2003		2004
License & Permits	5,655		3,500
<u>Federal Sources:</u>			
“F” Funds-Safety	-0-		200,000
Critical Bridge	-0-		640,000
“D” Funds	-0-		-0-
Urban Funds-Meyers Road	360,000		-0-
<u>State Sources:</u>			
Engineering	10,000		10,000
Snow Removal	115,767		100,000
Urban Road	89,127		90,000
Allocation	2,817,431		3,000,000
State Critical Bridge	-0-		120,000
“D” Funds	95,390		-0-
Enhancement Grant-Culvert Replace	11,853	Hawley Rd	38,000
Forest Road (E)	48,300		48,300
<u>Contributions from Others:</u>			
Towship Contributions	490,000		300,000
Other-Great Lakes Commission	-0-	Stephens Road	75,000
USFS	-0-	Reek Road	135,000
<u>Charges for Services:</u>			
Trunkline Maintenance	625,000		500,000
Salvage Sales	2,864		2,000
<u>Interest & Rents:</u>			
Interest Earned	2,700		3,000
<u>Other Revenues:</u>			
Gain/Loss on Equipment Disposal	11,000		50,000
Other-Installment Purchase	-0-		-0-
Total:	4,685,087		5,314,800
Fund Balance	609,445		609,445
Total	5,294,532		5,924,245

**MASON COUNTY ROAD COMMISSION
BUDGET
01-01-04 TO 12-31-04**

EXPENDITURES

	<u>2003</u>	<u>2004</u>
Heavy Maint-Roads		
Primary	49,717	250,000
Local	883,240	700,000
Maintenance-Roads		
Primary	642,278	700,000
Local	1,614,049	1,500,000
Heavy Maint Structures		
Primary	-0-	-0-
Local-Reek Bridge	5,557	800,000
State Trunkline Maint	759,039	600,000
Equipment Expense-Net	(83,062)	50,000
Admin Expense-Net	217,836	200,000
Capital Outlay-Net	(193,000)	200,000
Depreciation		(360,000)
Debt Service		
Principal Payments	38,250	70,000
Interest Payments	11,500	25,000
MERS Payments	160,000	160,000
Total Expenditures	4,105,404	4,895,000
Fund Balance	1,189,128	1,029,245
Total Budget	5,294,532	5,924,245

**PROPOSED CAPITAL OUTLAY EXPENSE
2004 BUDGET**

FIELD

2-5 cyd trucks W/Do-all Boxes, Underbody	210,000
1-Hydro Plow	6,000
1-2004 Motor Grader	25,000
1-2004 End Loader	25,000
1-2004 brush Chipper	40,000
1-Brine Distribution Trailer	10,000
Sub Total	\$316,000

YARD

1. Brine Containment System	40,000
2. Wash Rack-Building	50,000
Sub Total	\$90,000

OFFICE

1. Voice Mail system	4,000
Sub Total	\$ 4,000

TOTAL \$410,000.00