

MINUTES

Manager/Director Wayne Schoonover called the January 9, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Engineer Dittmer and Superintendent Moody.

Absent: None

The first order of business was to establish Board Positions and Board Meeting Dates. See Motion.

Visitors: Jim Hissong to discuss concerns regarding snow plowing of Bockstanz Road and asked where to get a copy of the minutes from the MCRC Board Meetings. Fred Bates of Victory Township to observe and thank the MCRC for a good job snowplowing. Jim Gallie of Amber Township to submit a copy of their newly passed ORV Ordinance and ask if there is a way to get a map out to show approved roads. The MCRC will have something added to the website. He also asked about the amount charged for brining in Amber Township.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the December 30, 2013 regular meeting were discussed:

Motion by Matiash seconded by Schwass 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 Schwass to approve accounts payable for January 9, 2014 for check #71133 through check #71174 for \$94,847.95, and pre-approve payroll #02 for January 16, 2014. Ayes all. Motion carried.

At 10:15 am the board looked over the contingent liability and revenue sheet.

Superintendent's Report : Winter Maintenance everyday. Piling snow with the loader and winging back banks. Extra help in the shop when available and cleaning the truck barn.

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

A. **Routine Maintenance**

1. **County Wide**

1. Winter Items

2. 500 ton backup salt has been delivered

2. **State Trunkline-MDOT**

1. Back up salt will be delivered next week.

**CAPITAL OUTLAY EXPENSE
2014**

FIELD

1.	2 each 10cyd Tandem W/Dump Box, Underbody	\$340,000.00
2.	2 each Semi Truck/Tractor (Lease)	\$14,000.00
3.	1-Pickup	\$25,000.00
4.	1-3/4 ton Pickup	\$40,000.00
5.	1-Patch Trailer	\$18,000.00
6.	1-Pressure Washer	\$8,000.00

BUILDING UPKEEP

1.	Window Replacement	\$5,000.00
2.	Salt Shed	\$15,000.00
3.	Stock Room Renovation	\$5,000.00

OFFICE

1.	Telephone Upgrade	\$10,000.00
2.	Budget Program/Cogitate	\$3,000.00

TOTAL \$483,000.00

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

1. Chauvez Road Project-Final plans have been submitted to MDOT.
2. Swan Creek Bridge-Right of way issue. Have hired an outside firm to do an appraisal.
3. Hansen Road Culvert-2014 Culvert. Right of way issue. Have hired an outside firm to do an appraisal.
4. Custer Road Culvert-Waiting for a GI to be scheduled.
5. Lake Michigan Drive-Still waiting to see if there will be funding for this project.

2. Local System

1. Township Projects -Completed

3. Equipment Status during this period

1. Repairs as needed.
2. Issues with the Cat Grader. Are waiting for a representative from Caterpillar to determine the problem. Should be here today.

4. Permits

1. Nothing new to report.

5. Personal Items

1. Employee update-Two employees have satisfactorily completed their 180 day probation period. Gary Henion and Scott Tyndall will be added as permanent employees.

Under unfinished business the following was discussed

1. Free Soil Township-G Dittmer will send a letter to Supervisor G. Surma to discuss the seal coat project completed in 2013.
2. N Matiash received a call from M Davis regarding his road abandonment request. He would like to be notified by e-mail when the abandonment has been completed.

Policies

1. Will begin looking at policies again in 2014.

Under new business the following was discussed

1. Township Officers Meeting is scheduled for January 16, 2014 at 7:30 pm and hosted by Victory Township.
2. Staff Evaluations were presented with a salary comparison of other road commissions. Will discuss at the next meeting.
3. Local Road Program-A Draft of the proposed Local Road Program was presented by G. Dittmer. Due to the winter weather conditions the Board will not commit to the program at this time. A meeting will be scheduled with the Township Supervisors on Wednesday January 15, 2014 to discuss projects.
4. W Schoonover will be attending the next County Board Meeting
5. An Introduction to Transportation Asset Management Workshop is scheduled for March 20, 2014 from 6:30 pm to 9:00 pm at the Scottville Optimist Center for Elected Officials and hosted by the Mason County Road Commission. There is no cost to participate.

6. A CRAM Countywide Millage Workshop is scheduled for February 7, 2014 in Mt. Pleasant.
7. D Robidoux is up for re-election to the CRASIF Board in July. The Board supports his decision to apply.
8. Contacted Lew Bender and requested a first step proposal to work with the Board and Staff in regard to team building and governance.
9. Website-Board members asked that pictures of Staff and Commissioners be added to the website and a map of all ORV acceptable routes.
10. New Offices-Will request an estimate from Standard Lumber for a cost to construct an office building at the MCRC. More discussion will follow at a later date.

Correspondence

1. None

Items Requiring Board Action

Establish Board Meeting Dates

A motion was made by Schwass seconded by Matiash to set the regular board meeting dates generally, for the second and fourth Thursdays each month at 10:00 am. Ayes: Robidoux, Schwass and Matiash.

Nays: None Motion carried.

Establish Board Positions

Chairman

Motion by Matiash, seconded by Schwass to re-appoint Doug Robidoux as the Chairman of the MCRC Board of Commissioners. Ayes: Robidoux, Schwass and Matiash. Nays: None Motion carried.

Vice-Chairman

Motion by Matiash, seconded by Robidoux to re-appoint Bill Schwass as the Vice-Chairman. Ayes: Robidoux, Schwass and Matiash. Nays: None. Motions carried.

Approve Annual Payment to PM Township (On Hold)


Motion by Robidoux seconded by Schwass to place the annual payment (#4) to Pere Marquette Township for the construction of First Street and Commerce Drive on hold due to the additional costs caused by the severe winter weather conditions. Ayes all. Motion carried. Manager to send a letter to Pere Marquette Township explaining this.

Funds for Local Road Program.

Will discuss at a later date to determine if funds will be available in 2014.

There being no further business the meeting was adjourned at 12:55 am.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the January 23, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Engineer Dittmer and Superintendent Moody.

Absent: None

Visitors: Dick Alway and Jim Gallie of Amber Township to observe and let us know that Jim will be attending the County Wide Millage Workshop sponsored by CRAM on February 7, 2014. Eric Gustad of Consumers Energy checking in and to talk about a tour being planned for county officials.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the January 9, 2014 regular meeting were discussed:

Motion by Matiash seconded by Schwass to approve the minutes as amended.

Ayes all. Motion carried.

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

Motion by Schwass seconded by Matiash to approve accounts payable for January 23, 2014 for check #71175 through check #71214 for \$113,928.06, pre-approve payroll #03 for January 30, 2014 and pre-approve accounts payable for January 30, 2014. Ayes all. Motion carried.

At 10:12 am the board looked over the contingent liability and revenue sheet.

Superintendent's Report : Winter Maintenance everyday. Piling snow with the loader and winging back banks. Have completed some cold patching on the five lane and the freeway. Will continue to fill pot holes as weather allows. The new trucks #604 and #605 have been working out very well.

Engineers Report: G Dittmer presented the Mason County Rural Task Force Proposed funding Program from 2014 through 2017. Also reported on the projects listed under Primary System below.

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

1. Winter Items-some issues with salt coming in. Large clumps that cannot be broken apart. Contacted Rieth Riley and MDOT to make them aware of the problem. We will be rejecting loads if the problem continues. Rieth Riley has taken some pictures and have spoken with their operator to be better aware and not load the bad material.
2. The road commission will be assisting again this year with the 2014 Michigan Ice Open by providing barricades and barrels for the event to take place on January 31 thru February 2, 2014.

3. Balance of County salt has been delivered.
2. **State Trunkline-MDOT**
 1. Back up salt is being delivered.

B. Heavy Maintenance

1. **Primary System**
 1. Chauvez Road Project-A GI has been scheduled for February 7, 2014.
 2. Swan Creek Bridge-Right of way issue. Appraisals have been completed with estimates of \$100.00 per parcel. Most property owners would like work done on their driveways in lieu of the money. Title Sheet has been prepared. See Motion.
 3. Hansen Road Culvert-2014 Culvert. Finishing Plans.
 4. Custer Road Culvert-GI has been scheduled for February 7, 2014.
 5. Lake Michigan Drive-Still no determination on funding
2. **Local System**
 1. Township Projects -Completed
3. **Equipment Status during this period**
 1. Repairs as needed.
 2. Issues with the Cat 14MGrader. Transmission failure. They will provide us with a loner while the grader is in for repairs.
 3. T Woirol provided information on a roller packer. More discussion to follow. He also provides a list on the status of all plow trucks
4. **Permits**
 1. Nothing new to report.
5. **Personal Items**
 1. Employee update-A Disciplinary action was taken on one employee for failure to report and for absenteeism.
 2. Law Suit-Received a letter from ASU stating they have subpoenaed employees farm records. A medical exam was completed on January 14, 2014 by ASU doctor. A May 6, 2014 Trial date has been set.
 3. Weigh Master-Have hired an ex-state trooper to act as weigh master for Mason and Manistee County Road Commissions. He has attended Delta College Weigh Master School and will be added as a temporary employee with all costs for training to be shared 50/50 between Mason and Manistee County Road Commissions. He will be deputized by the Mason County Sheriff and work approximately 10 to 20 hours per week or as needed. Manistee County Road Commission will be billed for services as soon as we have received approval from their board.

Under unfinished business the following was discussed

1. Free Soil Township-G Dittmer presented a draft letter for Free Soil township regarding their bill for a seal coat project. A revision will be made and sent to the Township Supervisor.
2. Township Supervisors Meeting-Will work at getting e-mail addresses for the townships and send out copies for the Requests For Services on a quarterly basis. No decision has been made on the cost share program between the townships and the road commission.

3. Township Officers Meeting on January 16, 2014 was well attended. W Schoonover discussed upcoming workshops to attend and how the weather has affected the road commission budget.
4. Staff Evaluation-See Motion.
5. Funds for Local Road Program. No changes at this time. W Schoonover attended Sherman and Sheridan Township meetings and will be submitting a list of the township meetings he will be attending.
6. Leadership and Team Development-Received A Proposal for Conducting a Leadership and Team Development Process for the Mason County Road Commission from Lewis G. Bender, Ph.D
W Schoonover will gather more information to report back to the board and also let Mr. Bender know what his plans are.
7. W Schoonover will begin attending the Chamber After Hours meetings.
8. There was discussion on staff members attending conferences and possibly taking classes at the college.

Policies

1. Will begin looking at policies again in 2014.

Under new business the following was discussed

1. County Maps-Discussion on adding ORV routes to the maps when it is time to order new ones.
2. Ludington Pumped Storage Plant-A tour for County Officials will be planned for sometime in March to view the upgrades that have been made.
3. The Board recommended sending a letter to our representatives to let them know how much additional costs we have incurred due to the winter weather and about the lack of funds that will be available for summer projects.

Correspondence

1. Have received several phone calls thanking the crew for a good job snow plowing.

Items Requiring Board Action

Approve Swan Creek Bridge Project

Motion by Matias seconded by Schwass to approve the Swan Creek Bridge Project and authorize the Board to sign. Ayes all. Motion carried.

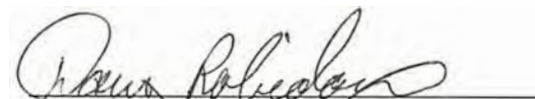
Approve Staff Wages

Motion by Matias seconded by Schwass to approve the following wages for staff employees retroactive to January 1, 2104:

Asst: to Engineer, \$43,450.00, Superintendent \$53,727.00 with a \$500.00 bonus, Field Foremen a \$1,500.00 increase after their first 6 months, Shop Foreman \$1,500.00 bonus, Clerk \$50,000.00 and Payroll Clerk \$33,980.00. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 1:25 pm. with a motion by Schwass, seconded by Robidoux. Ayes all. Motion carried.


Mary Samuels Secretary


Doug Robidoux Chairman

Items Requiring Board Action**Cold Patch Trailer**

Motion by Matiash seconded by Schwass to take bids for a cold patch trailer and pre-authorize Shop Foreman T Woirol to order if the bid price is under \$20,000.00. Ayes all. Motion carried.

Extended Public Comment:

Greg Surma Free Soil Township Supervisor asked that the MCRC employees be allowed to stop at the Heidi Hof Restaurant for lunch as to benefit the employees and the restaurant. Will look into this when updating our policies.

There being no further business the meeting was adjourned at 12:35 pm.



Mary Samuels Secretary



Doug Robison Chairman

Manager/Director's Report

1. Attended Victory, Summit, Riverton, Grant, Meade and Hamlin Township Meetings.
2. Attended a Local Road Millage Campaign Workshop.
3. Attended the County Engineer's Workshop. Excellent attendance.

Discussed the following items:

- a. New Statewide Guidelines for rural Task Force, effective FY2014
- b. MDOT Road Conditions Survey
- c. MDOT Budget comparison
- d. Dept. of Treasury: Fed & State funding-Road & Street Construction. Proposed changes in how the projects are booked in the ACT 51 Financial Report.
- e. Transportation Asset Mgt Conference: May 14th at Bay City; October 23rd at Marquette.
- f. Mason County Network Advisory Board Update-One time set up fee of \$250.00 and a \$250.00 user fee for 2014. The account will be activated upon payment.
- g. RUSH-PAC-Inaugural Silent Auction Items for CRAM Annual Conference in March. Will put together items for the auction.
- h. MCRC SIP Employment Practices Liability Training-Session Two, on March 13, 2014. B Vandyke, J Peters and W Schoonover to attend.
- i. APAM-58th Annual Asphalt Paving Conference is scheduled at the Soaring Eagle, Mt. Pleasant on March 18-19.
- j. Road Commission Report to the County Board is scheduled for Tuesday, July 8, @ 9 am.
- k. Safety Meeting-begin planning
- l. NACE Conference is scheduled for April 13-17
- m. Emergency Management County Wide exercise is scheduled for March 1st.

Under unfinished business the following was discussed

1. Free Soil Township-Will meet with W Schoonover after meeting today.
2. Road Abandonment's Status: W Schoonover to discuss progress with G Dittmer.
3. Funds for Local Road Program. On Hold.
4. Leadership and Team Development-Manager Schoonover will get back to Mr. Lou Bender after he talks to others about the process.

Policies

1. On hold

Under new business the following was discussed

1. The Paul Bunyan Meeting is scheduled for February 19, 2014 9:30 am. All to attend.
2. The next Chamber After Hours Meeting is February 26, 2014.
3. Office of Commission Audit for 2012 was received with adjustments made for Leave and Benefits, Firm Unit Prices, Equipment rental and overhead with a balance due to the MCRC of \$94,887.00 that will be included in the next routine maintenance payment.
4. D Robidoux attended the CRAM Board of Directors and Policy Meeting. It was a good meeting and they approved the upgrade to the Policy's.

Correspondence

1. Received a letter from FiveCap Inc thanking the MCRC for support of the 41st Annual FiveCap, Inc/WKLA Toys for Tots/Gifts for Teens Program.
2. Received West Michigan Shoreline Regional Development Commission Annual Report.

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

1. Another 350 Ton of Backup salt has been ordered.

2. State Trunkline-MDOT

1. Requested 2500 more tons of Back up salt. Will only be delivering 1500 ton due to a possible shortage of salt.

B. Heavy Maintenance-Engineers Report

1. Primary System

1. Chauvez Road Crossing Swan Creek-Plans have been submitted to MDOT for advertising. Bid opening will be early April with a completion date of August 1, 2014. Estimated cost of project is \$712,000.00. MCRC portion 20% or \$142,000.00
2. Chauvez Road reconstruction from PM Hwy to just past Mason County Cold Storage facility. Grade Inspection was held on February 7, 2014.
3. Hansen Road Reconstruction between Gordon Road and Cedar Lane. 50% designed with plans/documents in process. A GI will be scheduled for March.
4. Custer Road Culvert Crossing south of Sugar Grove Road. Plans/documents being prepared by MCRC. GI was held on February 7, 2014. This project is a force Account Project with the MCRC being the contractor.
5. Pavement Marking Project for north section of Mason County. Plans/Documents are 50% completed and a GI will be scheduled for March.

2. Local System

1. Township Projects - G Dittmer met with Riverton Twp and presented an accounting of Meisenheimer Road projects. It was well received. They requested projects for 2014 ASAP.
2. G Dittmer met with Sheridan Twp regarding their bill for seal coating. They were very satisfied with the work and are waiting on their monies to come in to pay the bill.

3. Equipment Status during this period-Terry Woirol

1. Due to the long winter, repair parts are getting hard to come by.
2. T Woirol will prepare bids for 2 Glider Kits and discuss at the next meeting.
3. The Cat grader will be back on Monday.
4. Discussed a cold patch trailer. See Motion.

4. Personal Items

1. Employee update-A Disciplinary action was taken on one employee for failure to report and for absenteeism. Employee accepted action with no contest.
2. Employee P Gajeski will be retiring on April 25, 2014.
3. On-going workman's comp lawsuit-Attorney has received all personal farm records from the employee.

MINUTES

Chairman Douglas Robidoux called the February 14, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover and Secretary Samuels.
Absent: Engineer Dittmer and Superintendent Moody.

Visitors: Jim Gallie Supervisor for Amber Township to thank the MCRC for the good job on winter maintenance, will be deciding on road projects closer to spring time and he attended the Local Road Millage Ballot Campaign Workshop in Mt. Pleasant. Nancy Vandervest Supervisor for Hamlin Township also thanked the MCRC for a good job at winter road maintenance and asked if it would be possible to add center rumble strips to Jebavy Drive. Manager/Director Schoonover suggested that a Safety Grant be applied for and that the township schedule a Public Hearing for input. Could take up to two years. They are waiting on estimates to determine their projects for this year. Gary and Melanie Simonds regarding an accident with them and one of our trucks on January 31, 2014. W Schoonover provided them with a claim form to submit. Jim Hissong of Bockstanz Road to ask to have Bockstanz Road moved back to where it was originally some years ago. W Schoonover to ask G Dittmer for background information on this road and will re-visit this in the springtime. County Board Commissioner Janet Anderson to thank Manager/Director Schoonover for using the Request of Service Forms and to state that she feels that communication has improved. Greg Surma Free Soil Township Supervisor to thank the MCRC for the good job at winter maintenance and to meet with W Schoonover after the meeting to discuss their seal coat project billing.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented.
Ayes all. Motion carried.

The minutes of the January 23, 2014 regular meeting were discussed:
Motion by Matiash seconded by Schwass 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 Schwass to approve accounts payable for February 13, 2014 for ck#71230 thru ck#71297 in the amount of \$225,456.02, approve payroll #4 for February 13, 2014 in the amount of \$91,049.20. The pre-approved amount for accounts payable, ck#71215 thru ck#71229 for January 30, 2014 was \$109,129.81.

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

Superintendent's Report : Winter Maintenance everyday. Piling snow with the loader and winging back banks. Clearing off bridge decks and overpasses. Help in the shop and the limb crew was out for one day on February 13, 2014.

3. Township Officers Meeting on January 16, 2014 was well attended. W Schoonover discussed upcoming workshops to attend and how the weather has affected the road commission budget.
4. Staff Evaluation-See Motion.
5. Funds for Local Road Program. No changes at this time. W Schoonover attended Sherman and Sheridan Township meetings and will be submitting a list of the township meetings he will be attending.
6. Leadership and Team Development-Received A Proposal for Conducting a Leadership and Team Development Process for the Mason County Road Commission from Lewis G. Bender, Ph.D
W Schoonover will gather more information to report back to the board and also let Mr. Bender know what his plans are.
7. W Schoonover will begin attending the Chamber After Hours meetings.
8. There was discussion on staff members attending conferences and possibly taking classes at the college.

Policies

1. Will begin looking at policies again in 2014.

Under new business the following was discussed

1. County Maps-Discussion on adding ORV routes to the maps when it is time to order new ones.
2. Ludington Pumped Storage Plant-A tour for County Officials will be planned for sometime in March to view the upgrades that have been made.
3. The Board recommended sending a letter to our representatives to let them know how much additional costs we have incurred due to the winter weather and about the lack of funds that will be available for summer projects.

Correspondence

1. Have received several phone calls thanking the crew for a good job snow plowing.

Items Requiring Board Action

Approve Swan Creek Bridge Project

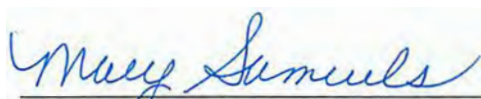
Motion by Matias seconded by Schwass to approve the Swan Creek Bridge Project and authorize the Board to sign. Ayes all. Motion carried.

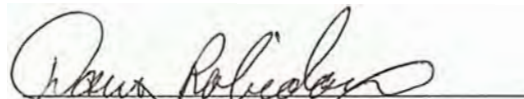
Approve Staff Wages

Motion by Matias seconded by Schwass to approve the following wages for staff employees retroactive to January 1, 2104:

Asst: to Engineer, \$43,450.00, Superintendent \$53,727.00 with a \$500.00 bonus, Field Foremen a \$1,500.00 increase after their first 6 months, Shop Foreman \$1,500.00 bonus, Clerk \$50,000.00 and Payroll Clerk \$33,980.00. Ayes all. Motion carried.

There being no further business the meeting was adjourned at 1:25 pm. with a motion by Schwass, seconded by Robidoux. Ayes all. Motion carried.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the February 27, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: Engineer Dittmer.

Visitors: Jim Gallie and Dick Alway of Amber Township. Turned in a request to repair a bump on 1st street this spring and stated they are preparing a list of all the roads in Amber Township and will determine when seal coating or paving has been done so they can keep track of when maintenance should be scheduled. Plan to work on Johnson Road from Gordon Road to the By-Pass. Wondered if the county could impose a county wide gas tax. Will ask that questions at the annual meeting next week.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented, adding discussion on the next meeting date. Ayes all. Motion carried.

The minutes of the February 14, 2014 regular meeting were discussed:

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

Ayes all. Motion carried.

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

Motion by Schwass seconded by Matiash to approve accounts payable for February 27, 2014 for ck#71298 thru ck#71350 in the amount of \$120,997.64 and approve payroll #5 for February 27, 2014 in the amount of \$88,796.98.

At 10:09 am the board looked over the contingent liability and revenue sheet.

Superintendent's Report : Winter Maintenance everyday. Piling snow with the loader and winging back banks. Clearing off bridge decks and overpasses. Help in the shop and the limb crew was out for a couple of days trimming limbs in plow areas. Did some cold patching for a couple of days.

1. Work progress during the past two weeks

A. Routine Maintenance

1. County Wide

1. County Back up salt has been delivered

2. State Trunkline-MDOT

1. Second round of back up salt has been delivered.

B. Heavy Maintenance-Engineers Report

1. Primary System

1. CHAUVEZ ROAD BRIDGE OVER THE SWAN CREEK: All plans and bid documents have been submitted to MDOT. Bid opening will be in April with start up of May of this year. Estimated cost is \$650,000+/- . Cost to MCRC will be \$120,000 +/- . Funding for project is State STP funding at 80%. All Right-Of-Way

secured.

2. CHAUVEZ ROAD RECONSTRUCTION: PM Hwy to past Cold Storage, GI was held last week, Consultant has submitted revised plans and bid documents. Right-Of-Way has been secured. Due to timing issues with fruit processing project will not start until late July early August. Estimated Cost - \$400,000. Estimated Cost to MCRC - \$0.00. Use of State and Federal Category D funds with balance of funding being STP funding.
3. PAVEMENT MARKING - PRIMARY ROADS: Final plans and bid documents have been completed and will be sent into MDOT this week. Work is on Federal Aid Eligible routes in northern Mason County, i.e. Stiles, Sugar Grove, Custer roads etc. Estimated cost \$45,000, MCRC portion \$0.00. Funding is from STP.
4. HANSEN ROAD RECONSTRUCTION: Work is on Hansen Road between Gordon and Cedar Lane. Plans are in process, with submission by mid March. Estimated cost \$250,000+/- . Funding is 80% STP and 20% Category D, with MCRC cost \$0.00. Work is planned for later summer. Right of way is still in process.
5. CUSTER CULVERT SOUTH OF SUGAR GROVE ROAD: Plans completed with specifications still in progress. Completion to be by March 9th. This is a Force Account project with MCRC being the contractor. Estimated cost \$99,000. STP portion \$80,000 with MCRC to pay balance.

2. Local System

1. Townships are submitting their Request for Projects. To date the following have submitted requests: Hamlin, Summit, Sherman and Meade.
2. RUA Projects-Summit has requested estimates on portions of Brye Road. Estimates have been provided.
3. Met with Riverton and they have not yet determined priorities yet.
4. Custer Township and MCRC met with the LRBOI regarding possible funding from the Tribe. This is a remote possible funding source.

3. Equipment Status during this period-Terry Woirol

1. Major repairs for Truck #044 but is now back in service.
2. T Woirol requested bids for 2 Glider Kits. Bid opening is scheduled for March 6th.
3. Ordered another load of standard carbon steel blades. (140 count).
4. Spaulding Hot Patch Trailer has been ordered with an anticipated arrival date of 60 days. Cost of trailer is \$14,985.00.
5. Long list of equipment repairs w/mechanics working 10hr/days-extra help from truck drivers when available.

4. Personal Items

1. Employee update-Temporary truck drive will reach the 90 day limit this weekend. Had discussion in house and with Union and they have no problem bringing him back. His last day will be March 1 and will report back to work on March 3, 2014.

Manager/Director's Report

1. Attended Amber and Free Soil Township Meetings on February 17.
2. RTF 14-Wayne and Gary met with the Rural Task Force last week. All Federal Aid Projects have been approved. There should be an available fund balance left of \$600,000.00.

Discussed the following items:

- a. MDOT Road Condition Survey for February 18, 2014. Shows a favorable report.
- b. Mailbox Cost per unit. Information on cost of replacing mailboxes. Will discuss with Policies update.
- c. Shared weigh master with Manistee CRC was approved by the Manistee CRC for 15-20 hrs/wk
- d. Mason County Network Advisory Board Update-Discussed with Tim Hansen. In lieu of a start up fee and annual fee the files could be exported to a shape file and converted to GEO file then placed in our GIS System. W Schoonover to attend the next Network Advisory Board Meeting which is scheduled on the 3rd Monday of the month.
- e. RUSH-PAC-Inaugural Silent Auction Items for CRAM Annual Conference in March. Met with and sent letter to Lake Michigan Car Ferry Service Inc. Received coupon good for two adults w/o an automobile. Working on a thank you letter.
- f. MCRCSIP Employment Practices Liability Training-Session Two, on March 13, 2014. B Vandyke, J Peters are signed up to attend. W Schoonover will also register to attend.
- g. APAM-58th Annual Asphalt Paving Conference is scheduled at the Soaring Eagle, Mt. Pleasant on March 18-19. N Matiash is signed up to attend.
- h. Attended a meet and greet lunch on Monday with West Shore Bank.
- i. Reminder of County Wide Emergency Management Exercise Saturday, March 1st.

Under unfinished business the following was discussed

1. Funds for Local Road Program. On Hold.
2. Road Abandonment's Status: G Dittmer working on a status update and will then turn over to Wayne.
3. Leadership and Team Development-Manager Schoonover has spoken with other CRC's and has received positive feedback. He will be contacting Mr. Bender to discuss.
4. Paul Bunyan Council-February 19, 2014-Re-cap-Discussion from Engineering Committee. Good meeting.
5. Chamber After Hours, February 26, 2014 Re-cap-W Schoonover and B Schwass attended.

Policies

1. On hold-Will Resume the first meeting in April.

Under new business the following was discussed

1. The next regular meeting date of March 13 will be changed to Monday March 17, 2014 at 10:00 am.

Correspondence


1. Michigan Association of Timbermen/Michigan Forest Products Letter.
2. Clarification of Section 15B of the State Trunkline Maintenance Contract.

Items Requiring Board Action

None at this time.

There being no further business the meeting was adjourned at 12:15 pm.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the March 17, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Engineer Dittmer and Superintendent Moody.

Absent: None.

Visitors: Dick Alway and Jim Gallie of Amber Township to discuss a problem with Johnson Road from Dennis Road to Brye. The pavement is breaking up and they would like someone to take a look at it. It will be on the 2014 project list for seal coating.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the February 27, 2014 regular meeting were discussed:

Motion by Matiash seconded by Schwass 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 Schwass to approve accounts payable for March 13, 2014 for ck#71351 thru ck#71405 in the amount of \$183,008.83 and approve payroll #6 for March 13, 2014 in the amount of \$75,803.42.

At 10:04 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report : Winter Maintenance for a few days. Blading a few gravel roads Thursday and Friday. Limb crews were out for a couple of days trimming limbs and cutting dead trees in plow areas. Two cold patch crews were out last week working on pot holes. Graders and loaders continue to work at pushing back banks. The Cat Excavator has been working at opening ditches for drainage issues and moving snow away from culverts. Will be replacing a culvert on Stephens Road South of Sugar Grove Road. Cleaning the truck barn and power washing the equipment. Extra help in the shop.

A. Heavy Maintenance

Engineers Report:

1. Primary System

- a. CHAUVEZ ROAD BRIDGE OVER THE SWAN CREEK. **Bid opening will be on April 4th with a start up of May of this year.** Estimated cost is \$650,000+/- . Cost to MCRC will be \$120,000 +/- . Funding for project is State STP funding at 80%. All Right of way secured,
- b. CHAUVEZ ROAD RECONSTRUCTION: PM Hwy to past Cold Storage, Consultant has submitted final plans and bid documents. Will be in the later April or early May letting. Right of way has been secured. Due to timing issues with fruit processing project will not start until late July early August.

Estimated Cost - \$400,000. Estimated Cost to MCRC - \$0.00. Use of State and Federal Category D funds with balance of funding being STP funding.

- c. **PAVEMENT MARKING - PRIMARY ROADS:** Final plans and bid documents have been completed and sent into MDOT. Letting date will be late April early May. Work is on Federal Aid Eligible routes in northern Mason County, i.e. Stiles, Sugar Grove, Custer roads etc. Estimated cost \$45,000, MCRC portion \$0.00. Funding is from STP.
- d. **HANSEN ROAD RECONSTRUCTION:** Work is on Hansen Road between Gordon Rd and Amber Rd. Plans are in process, with submission by end of Week. Estimated cost \$250,000+/- . Funding is 80% STP and 20% Category D, with MCRC cost \$0.00. Work is planned for later summer. Right of way is still in process.
- e. **CUSTER CULVERT SOUTH OF SUGAR GROVE ROAD:** Plans and specifications completed and submitted to MDOT. This is a Force Account project with MCRC being the contractor. Estimated cost \$99,000. STP portion \$80,000 with MCRC to pay balance.

2. Local System

- a. Townships are submitting their Request for Projects. To date the following have submitted requests: Hamlin, Summit, Sherman, Meade, Amber and Branch. No estimates have been returned to date.
- b. RUA Projects-Summit has requested estimates on portions of Brye Road. Estimates have been provided.
- c. Met with Riverton and they have not yet determined priorities yet.
- d. **OTHER PROJECTS:**
ROADS, RISK AND RESERVE FUND: New possibility for funding from legislature. Have sent letter(s) to Rep. Franz requesting consideration for reconstruction of Marrison and Darr roads from Custer to County Line. Estimated cost \$600,000. AND a request for funding to HMA surface 7-10 miles of other primary roads at an estimated cost of \$600,000.
- e. **CRITICAL BRIDGE APPLICATIONS:** Various locations to consider: Custer Bridge over PM River, Stephens Bridge over Sable River, Darr Road over Lincoln River, Decker/Stephens Road(s) over Frog Paradise Drain
- f. **SMALL URBAN APPLICATIONS:** Consideration for possible 2015 funding: Rasmussen Road, Bryant Road - resurface, Jebavy Drive.

3. Equipment Status during this period-Terry Woirol

- 1. Bids for glider kits were opened on March 6. See Motion
- 2. Freightliner Truck Lease Program-The lease program will not be offered this year due to the lack of a buyer.

4. Personal Items

- 1. Nothing new to report

Manager/Director's Report

- 1. Attended Logan Township Meeting on March 10 and Pere Marquette Township Meetings on March 11.
- 2. Attended Pipeline Emergency Response Planning Information on March 10.

Discussed the following items:

- a. Spring Weight and Speed Restrictions implemented on Monday March 17, 2014.
- b. Governor's Economic Summit, Region #4 Regional Prosperity Initiative.
- c. J Peters and B Vandyke will be attending "Foundations of Supervision" Training for Area Foremen on May 15. Cost is \$150.00.
- d. CRASIF call for Board of Trustee Candidates. D Robidoux to apply by April 15, 2014.
- e. MCRC SIP-Candidates for Board of Directors Positions. Due April 15. N Matiash will consider applying.
- f. MDOT North Region Pedestrian & Bicycle Stakeholder Meeting, March 31 in Gaylord. W Schoonover to attend.
- g. Annual Rural Elected Officials Meeting on April 3rd at the Cadillac TSC. W Schoonover to attend.
- h. MDOT Youth Program-Will be available this summer with a team of three youths. Will work only on roadsides. More information to follow.
- i. Chamber Business After Hours on March 26th from 5-7 pm at Lincoln Hills Golf Club. W Schoonover to attend.
- j. Preparing annual bids for Materials to be opened on March 27, 2014 and Equipment Rental Rates to be opened on March 25, 2014.
- k. Mason County Network Advisory Board-Will be working directly with County Equalization Director Tom Routhier.
- l. Intro to Asset Management was postponed due to lack of interest. Will continue to work with LTAP to set this up again at a later date.
- m. Commissioners Seminar is scheduled for April 13 thru the 15 at the Double Tree Hotel in Bay City. All Commissioners will be attending.

Under unfinished business the following was discussed

1. Funds for Local Road Program. See Motion.
2. Road Abandonment's Status: Have been turned over to Manager/Director Schoonover to begin reviewing.
3. Leadership and Team Development-Manager Schoonover has spoken with other CRC's and has received positive feedback. He will be contacting Mr. Bender to discuss.
4. Annual Meeting-Re-cap-Attended several seminars. Discussion on posting website links. Local Roads Matter Training went well. The MCRC was presented with two awards for a Road Use Agreement between the MCRC and Consumers Energy submitted by G Dittmer for use of Mason County Roads during the Wind Farm Project. They were the Best Practices Award and The Peoples Choice Award.
5. The CRASIF Board has selected Mackinaw Administrators LLC as the New Claims and Loss Prevention Services Provider Effective July 1, 2014.

Policies

1. On hold-Will Resume the first meeting in April.

Under new business the following was discussed

1. Purchase New Copier-Approval given to purchase a Sharp Copier from Office Machines Company in the amount of \$3,900.00
2. Resolution Opposing Adoption of Proposed Grant Accounting Rules-See Motion.

Correspondence

1. Michigan DNR Letter-flexibility request on restrictions for flow of wood to mills.
2. CRAM Response to Michigan Association of Timbermen.

Items Requiring Board Action**Approve purchase of Glider Kits**

Motion by Matiash seconded by Robidoux to approve the purchase of two Western Star Glider Kits from Grand Traverse Diesel in the amount of \$86,411.00 each for a total cost of \$172,822.00 Ayes all. Motion carried.

Approve Funds for the Local Road Program

Motion by Matiash seconded by Schwass to approve allocating \$200,000.00 to the 2014 Local Road Program. Ayes all. Motion carried.

Approve Resolution Opposing Adoption of Proposed Grant Accounting Rules

WHEREAS, the Michigan Department of Treasury proposes to amend the generally accepted method of reporting and budgeting of grant funded projects, and

WHEREAS, the Mason County Road Commission is committed to transparency, both internally and externally, partly by openly sharing clear, consistent and lay person usable information, and

WHEREAS, the Mason County Road Commission finds that the Michigan Department of Treasury proposal is incompatible with transparency efforts.


NOW, THEREFORE, BE IT RESOLVED, that the Board of Mason County Road Commissioners opposes the proposed change in grant accounting,


BE IT FURTHER RESOLVED, that Mason County Road Commission will submit this resolution and supporting information to the Michigan Department of Treasury.

Moved by Commissioner Matiash, seconded by Commissioner Schwass that the **resolution of Opposing Adoption of Proposed Grant Accounting Rules is adopted** by the Board and as recommended by Staff. Motion carried by the following vote: Yeas: Robidoux, Schwass and Matiash. Nays: None Motion carried.

The next regular meeting is scheduled for March 27, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12:35 pm.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the March 27, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Engineer Dittmer and Superintendent Moody.

Absent: None.

Visitors: Jim Gallie-Amber Township to present the list of their 2014 road projects request. Bruce Burke-Logan Township, they are still working on their 2104 project list and are considering doing some seal coating.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the March 17, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass to approve accounts payable for March 27, 2014 for ck#71406 thru ck#71461 in the amount of \$126,102.52 and approve payroll #7 for March 27, 2014 in the amount of \$64,226.20.

At 10:40 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report : Winter maintenance in plow areas. Have had two cold patch crews out. Two limb crews out in plow areas to cut overhanging limbs and the tree crew has been cutting dead limbs and leaning trees. Some loader work pushing banks back for drainage. The Cat Excavator working on ditch drainage. Working on spillways. A couple of days were spent blading. Power washing the trucks to remove winter salt and some extra help in the shop.

A. Heavy Maintenance

Engineers Report:

1. Primary System

- a. CHAUVEZ ROAD BRIDGE OVER THE SWAN CREEK. **Bid opening will be in April 4th with a start up of May of this year.** Estimated cost is \$650,000+/-.
- b. CHAUVEZ ROAD RECONSTRUCTION: Title Sheet to be signed and submitted today w/a May Letting anticipated
- c. PAVEMENT MARKING - PRIMARY ROADS: Final plans and bid documents have been completed and sent into MDOT. Letting date will be late April early May. Work is on Federal Aid Eligible routes in northern Mason County, i.e. Stiles, Sugar Grove, Custer roads etc. Estimated cost \$45,000,

MCRC portion \$0.00. Funding is from STP.

- d. **HANSEN ROAD RECONSTRUCTION:** Work is on Hansen Road between Gordon Rd and Amber Rd. Plans are in process, with submission by end of Week. Estimated cost \$250,000+/- . Funding is 80% STP and 20% Category D, with MCRC cost \$0.00. Work is planned for later summer. Right of way is still in process.
- e. **CUSTER CULVERT SOUTH OF SUGAR GROVE ROAD:** Final Plans submitted, Award will be soon.

2. Local System

- a. Townships are submitting their Request for Projects. To date the following have submitted requests: Hamlin, Summit, Sherman, Meade, Amber and Branch. No estimates have been returned to date.
- b. RUA Projects-Summit has requested estimates on portions of Brye Road. Estimates have been provided.
- c. Met with Riverton and they have not yet determined priorities yet.
- d. **OTHER PROJECTS:**
ROADS, RISK AND RESERVE FUND: New possibility for funding from legislature. Have sent letter(s) to Rep. Franz requesting consideration for reconstruction of Marrison and Darr roads from Custer to County Line. Estimated cost \$600,000. AND a request for funding to HMA surface 7-10 miles of other primary roads at an estimated cost of \$600,000.
- e. **CRITICAL BRIDGE APPLICATIONS:** Various locations to consider: Custer Bridge over PM River, Stephens Bridge over Sable River, Darr Road over Lincoln River, Decker/Stephens Road(s) over Frog Paradise Drain
- f. **SMALL URBAN APPLICATIONS:** Consideration for possible 2015 funding: Rasmussen Road, Bryant Road - resurface, Jebavy Drive.

3. Equipment Status during this period-Terry Woirol

- 1. Glider Trucks-Still working on specifications before ordering.
- 2. Still need to consider purchasing pickups.
- 3. Discussion on maintenance needed in the shop. Will get prices to fix the ceiling.
- 4. Will get prices to purchase a new pressure washer.
- 5. Are working on both of the retrievers to get them ready for spring.

4. Personal Items

- 1. Nothing new to report

Manager/Director's Report

- 1. MCRCSIP Loss Control Visit on March 25th-Bruce Gasaway, ASU.
- 2. Replacement Copier/Printer Scanner delivery was rescheduled to Thursday March 27th.

Discussed the following items:

- a. Governor's Economic Summit, Region #4 Regional Prosperity Initiative.
- b. Met with Representative Ray Franz on March 21.
- c. Attended Eden Township Meeting on March 25. Has now attended all of the township meetings.
- d. MDOT North Region Pedestrian & Bicycle Stakeholder Meeting, March 31 in Gaylord. W Schoonover to attend.

- e. Annual Rural Elected Officials Meeting on April 3rd at the Cadillac TSC. W Schoonover and N Matiash to attend.
- f. Chamber Business After Hours on March 26th at Lincoln Hills Golf Club.
- g. EDC Exchange, Intelligent Compaction scheduled for April 3rd.
- h. Michigan State Transportation Innovation Council (MI-STIC), March 28th. Will attend as NACE Representative.

Under unfinished business the following was discussed

- 1. Road Abandonment's Status: Starting the review process.
- 2. Leadership and Team Development-In progress

Policies

- 1. On hold-Will Resume the first meeting in April.

Under new business the following was discussed

- 1. Swan Creek Bridge Contract-See Motion
- 2. Open material bids as follows:

Material Bids for 2014

The following bidders were present: September Evans-Jensen Bridge, John White of White Trucking, Bob Conrad of Beckman Production Services, Don Aldrich of Cadillac Culvert, Sonya Flanagan of Unique Paving, Brad Harkness of Michigan Chloride, Curt Alofs of J & H Oil,

MOTOR OIL AND HYDRAULIC OIL

Lyden Oil	Engine Oil	\$6.95 gal.
90 Days Effective April 1, 2014	Hydraulic Oil	5.33 gal.
J & H Oil Company	Engine Oil	\$8.415 gal.
45 Days Effective April 1, 2014	Hydraulic Oil	5.4788 gal.
Merle Boes	Engine Oil	\$7.89 gal.
60 Days Effective April 1, 2014	Hydraulic Oil	\$4.96 gal.

GASOLINE AND DIESEL FUEL

All Bids are at cost over rack price.

Petroleum Traders	Unleaded Gasoline	Marathon	0.01
	Diesel	Marathon	0.01
Brenner Oil	Unleaded Gasoline	Valero	0.0495
	Ultra Low Sulfur Diesel	Valero	0.0495

CORRUGATED METAL CULVERTS

Jensen Bridge & Supply	16 Gauge	12"	\$5.35
Prices firm for 90 days Beginning April 1, 2014		15"	6.35
		18"	8.10
		24"	10.50

Contech	16 Gauge	12'	\$7.50
Prices firm for 365 days beginning April 1, 2014		15"	9.00
		18"	11.25
		24"	14.25

St Regis Culvert	16 Gauge	12"	\$5.60
Prices firm for 90 days beginning April 1, 2014		15"	6.80
		18"	8.90
		24"	10.75

Cadillac Culvert	16 Gauge	12"	\$5.32
Prices firm for 90 days beginning April 1, 2014		15"	6.32
		18"	8.05
		24"	10.50

Corrugated Plastic Culverts

Advanced Drainage Systems (ADS)	Plastic	12"	\$5.31
Prices firm for 365 days beginning April 1, 2014		15"	6.85
		18"	9.75
		24"	16.25

GUARD RAIL & POSTS

Jensen Bridge

Prices firm for 90 days beginning April 01, 2014	Straight Rail	\$ 5.48 per lineal ft.
	Wood Post	48.25 each
	Steel Post	38.75 each
	Buffered End Assembly	101.25 each
	Curved	8.00 per lineal ft.

J & J Contracting	Straight Rail	\$ 5.52
	Wood Post	43.95
Prices firm for 365days beginning April 01, 2014	Steel Post	39.75
	Buffered End Assembly	72.95
	Curved	7.48

COLD PATCH MATERIAL

Rieth Riley

CP-6 Bidders Yard	No Bid
CP-6 MCRC Yard	No Bid
CP-7 Bidders Yard	\$100.00 per ton
CP-7 MCRC Yard	\$103.00 per ton

Unique Paving	CP-6 Bidders Yard	No Bid per ton
	CP-6 MCRC Yard	No Bid per ton
	CP-7 Bidders Yard	No Bid per ton
	CP-7 MCRC Yard	\$103.80 per ton

Ace-Saginaw Paving Co.	CP-6 Bidders Yard	\$85.00 per ton
	CP-6 MCRC Yard	\$91.86 per ton
	CP-7 Bidders Yard	\$90.00 per ton
	CP-7 MCRC Yard	\$106.20 per ton

BRINE CALCIUM CHLORIDE**Alt**

Michigan Chloride Sales	Bidders Yard Brine	25%	.070	
	Furnished & Applied Continuously	25%	.148	.143
	Furnished & Applied Intermittently	25%	.178	.173
	Furnished & loaded in storage facility	25%	.138	
	Furnished Storage Facility		\$900.00 /mo	
Beckman Production Services	Bidders Yard Brine	25%	.135	
	Furnished & Applied Continuously	25%	.155	
	Furnished & Applied Intermittently	25%	.155	
	Furnished & loaded in storage facility	25%	.135	
	Furnish Storage Facility		Free	
White Truck Line LLC	Bidders Yard Brine	26.27%		.165
	Furnished & Applied Continuously	26.27%		.165
	Furnished & Applied Intermittently	26.27%		.165
	Furnished & loaded in storage facility	26.27%		.16
	Furnish Storage Facilities	26.27%		.01

3. 2014 Equipment Rental Rates opened on March 25, 2014 will be placed on file.

Bidders included:

CIS Snow Plowing and Excavating Inc., Ludington.

Ken Adams Excavating Inc., Pentwater.

Petersen & Sons, LLC, Pentwater

Smalley Construction Inc., Scottville.

Nick's Excavating & Construction, Free Soil.

Bulldog Unlimited, Custer.

Hallack Contracting, Inc., Hart.

4. Approve Certification Maps-See Motion**5. Approve signing of Title Sheet for Chauvez Road Construction-See Motion.****Correspondence****1. None**

Items Requiring Board Action

Approve Swan Creek Bridge Contract with MDOT

Motion by Robidoux seconded by Schwass to enter into an agreement with the Michigan Department of Transportation, Contract #14-5070, Control Section: STL 53107. Job # 122095, Project STP1453(004), Federal Item No. RR 8685 for the removal and replacement of the structure B01 of 53-11-20 (#6657), which carries Chauvez Road over Swan Creek, Section 35, T17-18N, R17W, Riverton Township, Mason County, Michigan; the reconstruction of the approaches to the structure for approximately 324 feet westerly and 374 feet easterly of the structure; and all together with necessary related work and also authorize Chairman Robidoux and Vice Chairman Schwass to sign the contract. Total cost \$717,700.00, less Federal Funds \$574,200.00, MCRC cost \$143,500.00. Ayes all. Motion carried.

Approve ACT 51 Maps

Motion by Matiash seconded by Schwass to approve the ACT 51 Certification Maps and authorize the Chairman to sign. Ayes all. Motion carried.

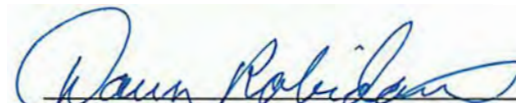
Approve Signing of Title Sheet for Chauvez Road Construction

Motion by Schwass seconded by Matiash to authorize the Board to sign the Title Sheet for the Chauvez Road Construction Project from Pere Marquette Highway to past the Cold Storage and will be submitted today. Ayes all. Motion carried.

The next regular meeting is scheduled for April 10, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12:18 pm. with a motion by Schwass and seconded by Matiash. Ayes all. Motion carried.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the April 10, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Engineer Dittmer and Shop Foreman Woirol. Absent: Superintendent Moody.

Visitors: County Commissioner Janet Anderson to thank W Schoonover and the staff for the use of the Service Request Reforms on behalf of Victory Township. Dick Alway and Jim Gallie of Amber Township wondered what projects the MCRC had for Amber township this year and to ask about pulling shoulders. Bruce Burke, Logan Township to observe. Dave Morley from the Village of Free Soil to ask about the Rural Task Force Funding. There is as meeting scheduled next week in Mt Pleasant with MDOT to discuss what they will be doing about the funding. Greg Surma of Free Soil Township to request ditching on the South end of Darr Road and the East end of Gajeski Road.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the March 27, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass to approve accounts payable for April 10, 2014 for ck#71463 thru ck#71511 in the amount of \$481,302.27 and approve payroll #8 for April 10, 2014 in the amount of \$68,753.21.

At 10:04 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report Given by Manager/Director Schoonover: Blading and aggregate patching. Culvert and spillway cleanouts. Have replaced 4 culverts with the Cat Excavator. The tree and limb crews have been out. Two cold patch units out almost everyday. Spring sweeping started with MCRC unit. Additional help in the shop and power washing the salt off the trucks and sanders. Had a couple of winter maintenance occurrences over the past two weeks.

A. Heavy Maintenance

Engineers Report:

1. PRIMARY SYSTEM:

A. CHAUVEZ ROAD BRIDGE OVER THE SWAN CREEK. **Bid opening was held on April 4, 2014.** Kloote Construction of Spring Lake low bidder at \$684,000. Construction could begin by mid – May with a completion by August 1, 2014. Cost to MCRC will be in the range of \$135-140,000.

B. CHAUVEZ ROAD RECONSTRUCTION: PM Hwy to past Cold Storage, Consultant has submitted final plans and bid documents. Project has been obligated (funding) and will be in the June Letting. Due to timing issues with fruit processing project will not start until late July early August. Estimated Cost - \$400,000. Estimated Cost to MCRC - \$0.00. Use of State and Federal Category D funds with balance of funding being STP funding.

C. PAVEMENT MARKING - PRIMARY ROADS: Final plans and bid documents have been completed sent into MDOT, Letting date will be May. Project has been obligated (funding). Work is on Federal Aid Eligible routes in northern Mason County, i.e. Stiles, Sugar Grove, Custer roads etc. Estimated cost \$45,000, MCRC portion \$0.00. Funding is from STP.

D. HANSEN ROAD RECONSTRUCTION: Work is on Hansen road between Gordon and Cedar Lane. Preliminary Plans are have been submitted to MDOT Lansing. Letting is scheduled for August. Estimated cost \$250,000+/- . Funding is 80% Federal and 20% State, with MCRC cost \$0.00. Right of way is still in process.

E. CUSTER CULVERT SOUTH OF SUGAR GROVE ROAD: Plans and specifications completed and submitted to MDOT. This is a Force Account project with MCRC being the contractor. Award is expected any time now, with work to be done this summer. Estimated cost \$99,000. STP portion \$80,000 with MCRC to pay balance.

2. LOCAL SYSTEM

A. Townships are submitting their Request for Projects. To Date the following have submitted requests: Hamlin, Summit, Sherman, Meade, Amber, Branch, Riverton and Custer. Estimates have been sent all with Agreements sent to Summit, Sherman and Meade.

RUA PROJECTS:

Summit has returned signed agreements for work on Brye Road (3 segments). Met with Riverton and they have not yet determined priorities as yet.

OTHER PROJECTS:

ROADS, RISK AND RESERVE FUND: Have contacted Jennifer Smeltzer of Ray Franz office regarding this program. Nothing to report as yet.

Correspondence from CRAM indicates this will be "pet projects" only.

CRITICAL BRIDGE APPLICATIONS: Submission for funding to be completed by May 1st. Various locations to consider: Custer Bridge over PM River, Stephens Bridge over Sable River, Darr Road over Lincoln River, Decker/Stephens Road(s) over Frog Paradise Drain

SMALL URBAN APPLICATIONS: Small Urban Task Force Meeting on April 21st. Applications for funding to be submitted by May 1st. Consideration for possible 2015 funding: Rasmussen Road, Bryant Road - resurface, Jebavy Drive.

3. Equipment Status during this period-Terry Woirol

1. Spaulding Hot Patch Trailer – picked up on April 2nd and put into service April 3rd.
2. T Woirol was directed to get our name on the list to rent a Freightliner truck for hauling gravel and to get bids for a new one.
3. Discussion on the purchase of a Disk Retriever. The board was in favor of purchasing a new one if the cost is the same as last year around \$5,000.00. Will move forward to build the framework in house, for a front mount to be used to convert the motor grader side wing disk retriever to a front mount side disk retriever.
4. The Bucket Truck Inspection has been completed with repairs needed in the amount of \$6,800.00 Was given the go ahead to get the repairs done.
5. The Western Star glider kits will be ready on June 19, 2014. Will start disassembling the donor trucks by the end of May.
6. Parts room insulation quote for spray on closed cell insulation was lowest and approval given. One package of the replacement ceiling panels (PVC) has arrived to test. Will start next week.

4. Personal Items

1. Nothing new to report

Manager/Director's Report

Meetings/Workshops Follow-up and Up-Coming

- Governor's Economic Summit, Region #4 Regional Prosperity Initiative –The Steering Committee was seeking to engage as many regional stakeholders as they could during this session to help them develop criteria for selecting projects of regional importance in support of their overall Regional Prosperity Plan.
- MDOT North Region Pedestrian & Bicycle Stakeholder Meeting – This MDOT Initiative originated from the successful SE Michigan Region program aimed at improving and expanding pedestrian/bike safety and mobility.
- CRASIF & MCRCSIP Joint Safety Workshop – Attended by four employees with presentations on: High Pressure Fluid Injection; Safety & Health Management Systems; Truck & Equipment Safety; Emergency Protocols; and Worksite Risk Management
- Annual Rural Elected Officials Meeting – Introductory/informational introductions by NWMCOG and WMSRDC on PASER Rating System and Asset Management. Examples of particular county road ratings (included MDOT, Road Commission and City/Village). Presentation of MDOT's North Region preventative maintenance program and 5-year capital improvement plan.
- EDC Exchange, Intelligent Compaction – This EDC Initiative has been chosen by the MI-STIC to deploy in Michigan. Intelligent Compaction (IC) has been used on a pilot project in the U.P. and is being used by contractors. IC rollers help achieve uniform compaction by maintaining a continuous record with color-coded plots that include the number of passes, stiffness values, temperature, frequencies, amplitude and roller speed as well as the location of the roller drum.

Informational Items

- MCRC SIP Loss Control Visit of March 2014 – We have received the Report and the Safety Committee are reviewing and addressing.
- Starting 4/10's on Monday April 21st (6 am to 4:30 pm) – office still staffed on Friday's along with two drivers -one for road/buildings & grounds and one for the rest area.
- PM Twp-Dow Construction Project: Approved Conditional Use Permit was approved with a condition that Road Commission conditions must be met.
- Phone Systems-Update: We have had two companies referred to us regarding replacement systems, one via phone consultation, one via on-site visit. Proposals are forthcoming.
- Gravel Hauling Bid Documents; being drafted and reviewed.
- Reschedule dates for Intro to Transportation Asset Management: Wed 5-21, Tues 5-27, Wed 5-28.

Under unfinished business the following was discussed

1. Leadership and Team Development-In progress
2. Award material bids-See Motion

Policies

1. Will Begin review of the Finance Policies

Under new business the following was discussed

1. Township Officer's Meeting is scheduled for April 17 @ amber Town Hall. 7:30 pm.
2. Signed an agreement with Schultz Excavating for 15,000 tons of 22A recycled material for \$8.54 per ton. Total cost of \$128,100.00.

Correspondence

1. Letter received from a concerned citizen regarding the conditions of the roads regarding potholes and a response to her from Manager/Director Schoonover.

Items Requiring Board Action**Award Material Bids**

Motion by Schwass and seconded by Matiash to award material bids as recommended by the staff to the following vendors:

Motor Oil and Hydraulic Oil to all bidders, Lyden Oil, J & H Oil Company and Merle Boes.

Gasoline and Diesel to all bidders, Brenner Oil and Petroleum Traders.

Corrugated Plastic Culverts to Advances Drainage Systems (ADS)

Corrugated Metal Culverts to all bidders and place on file. Jensen Bridge, Contech, St Regis Culvert, Cadillac Culvert.

Guard Rail & Posts to all bidders, Jensen Bridge and J & J Contracting.

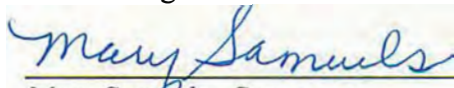
Cold Patch Material to Rieth Riley and Unique Paving.

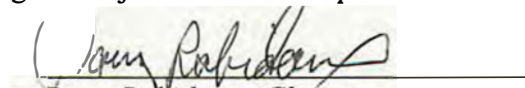
Brine to Michigan Chloride Sales and Beckman Production Services.

Ayes all. Motion carried.

The next regular meeting is scheduled for April 24, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12: 4 pm.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the April 24, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Engineer Dittmer and Superintendent Moody.

Absent: None.

Visitors: Jim Gallie, Amber Township Supervisor to advise that they had approved the use of their township hall for May 9, 2014 to meet with Representatives Franz, Hansen and Boers also mentioned the township has submitted a contract for township brining.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the April 10, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass to approve accounts payable for April 24, 2014 for ck#71512 thru ck#71566 in the amount of \$114,482.57 and approve payroll #9 for April 24, 2014 in the amount of \$66,602.81.

At 10:04 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: A couple of days on winter maintenance. Working on damage caused by the spring rain and wind storm. Placing sand and aggregate material on wash outs and blading. Culvert replacements. Damage on Fountain and Hansen Roads has been completed except for asphalt patching. Tree crews have been cleaning up broken trees and branches. Sweeping contractor will be in next week to work on the State Trunkline. Two cold patch crews have been out. Loader has been working on M-116 to move sand off the shoulders of the road. Rest Area cleanup to be open on April 28, 2014. Some downed trees from the storm. The 4-10 hour day schedule began on April 21, 2014. Some yard cleanup and plow damage areas. Will start pulling shoulders and provide extra help in the shop.

Engineers Report:

1. PRIMARY SYSTEM:

CHAUVEZ ROAD BRIDGE OVER THE SWAN CREEK – Project to begin on Monday April 28. Notice to paper, 911 and schools is out.

CHAUVEZ ROAD RECONSTRUCTION: PM Hwy to past Cold Storage, Consultant has submitted final plans and bid documents. Project has been obligated (funding) and WAS TO be in the June Letting, AND NOW WE ARE NOT SURE. Due to timing issues with

fruit processing project will not start until late July early August. Estimated Cost - \$400,000. Estimated Cost to MCRC - \$0.00. Use of State and Federal Category D funds with balance of funding being STP funding.

PAVEMENT MARKING - PRIMARY ROADS: Final plans and bid documents have been completed sent into MDOT, Letting date will be May. Project has been obligated (funding). Work is on Federal Aid Eligible routes in northern Mason County, i.e. Stiles, Sugar Grove, Custer roads etc. Estimated cost \$45,000, MCRC portion \$0.00. Funding is from STP.

HANSEN ROAD RECONSTRUCTION: Work is on Hansen road between Gordon and Cedar Lane. Preliminary Plans are have been submitted to MDOT Lansing. Letting is scheduled for August. Estimated cost \$250,000+/- . Funding is 80% Federal and 20% State, with MCRC cost \$0.00. Right of way is still in process.

CUSTER CULVERT SOUTH OF SUGAR GROVE ROAD: Plans and specifications completed and submitted to MDOT. This is a Force Account project with MCRC being the contractor. Award is expected any time now, with work to be done this summer. Estimated cost \$99,000. STP portion \$80,000 with MCRC to pay balance.

LOCAL SYSTEM

Townships are submitting their Request for Projects. To Date the following have submitted requests: Hamlin, Summit, Sherman, Meade, Amber, Branch, Riverton, Free Soil and Custer. Estimates have been sent all with Agreements sent to Summit, Sherman, Amber and Meade.

RUA PROJECTS:

Summit has returned signed agreements for work on Brye Road (3 segments). Met with Riverton and they have not yet determined priorities as yet.

OTHER PROJECTS:

ROADS, RISK AND RESERVE FUND: Have contacted Jennifer Smeltzer of Ray Franz office regarding this program. Nothing to report as yet. Correspondence from CRAM indicates this will be "pet projects" only, all indications this program is dead for MCRC.

LOCAL BRIDGE PROGRAM: Submission for funding to be completed by May1st. Various locations to consider: Custer Bridge over PM River, Stephens Bridge over Sable River, Darr Road over Lincoln River, Decker/Stephens Road(s) over Frog Paradise Drain/SB Lincoln River. **Need resolution of approval by Board for projects and a ranking of importance.** Submission due by May 1, 2014

SMALL URBAN APPLICATIONS: Small Urban Task Force Meeting held April 21st. Approval for the following projects and years

2015

Bryant Road – Jebavy Dr. to Sherman Street 0.5 mile. Crush and shape and new HMA – estimated cost - \$85,000

Jebavy Drive - US -10 to Bryant Road, 1.0 mile. Mill 1 ½ inches off resurface with HMA – estimated cost - \$150,000

2016

Rasmussen Road – Jebavy Dr. to Meyers Road – 1.0 mile. Reconstruction with curb and gutter and sewer and HMA surface – estimated cost \$625,000.00

Gary Dittmer thanked the Board for their support during his years with the Mason County Road Commission. He will retire on May 1, 2014.

Manager/Director's Report

- Phil Gajeski retirement April 24, 2014.

Meetings/Workshops Follow-up and Up-Coming

Equipment

- Ryder Truck Rental – A unit has been secured.

Meetings Follow-up and Up-Coming

- PM Twp: Met with Twp Supervisor Paul Keson on Tuesday to discuss potential projects in addition to further discussing the Dow special use permit project off Iris Rd.
- NACE Conference – follow-up.
- Sauble River Watershed meeting - Meade Township Hall, Friday, April 25, 2014. Light lunch at noon with business meeting starting at 12:30pm. Wayne Anderson said they have an interesting agenda.

Informational Items

- Safety Luncheon: A date of May 1st has been set. The Safety Committee is working on setting up the agenda may include: Bruce Gasaway, ASU Group, addressing Traffic Zone Signing and Traffic Control; MISS DIG in-house training on PA 174; and MSP Motor Carrier Officer Dan Roesler addressing road laws and public highway maintenance. The Safety Committee has been looking at ANSI 2 Button-down Safety Shirts, approximate cost \$40-\$45.
- Phone Systems - Update: We have one draft proposal and are reviewing it. We will also further pursue the other referred company.
- Gravel Hauling Bid Documents: Reviewed and to advertised.
- Rescheduled date for Intro to Transportation Asset Management: Wednesday 5-21, Summit Twp Hall, 6:30 to 9 pm
- Hamlin Twp Road Resolutions:
 - (1) Mears Rd – located in the Plat of Bayou Shores, this is in essence a 1210' lengthening off the end of Travis Dr. to the last existing homeowner. A driveway use easement has been obtained from the last resident for the use of a turn around. An estimate is being prepared for the Township to add gravel.
 - (2) Basswood St – located in Hamlin Lake Estates Plat north of Victory Drive, this street is

partially developed serving several existing homes accessed from Tamarack St.
Additional clearing and roadway work will have to be completed.

- Medical Brining – past practice of additional bring at locations as requested and supported by a doctor's letter. Discuss specialty area/level of medical profession recommending the dust control. No other CRC have indicated they do this.
- RTF Allocation Balance: After numerous emails and a couple of conference calls, the group of counties that represented both sides of the allocation fence, reached a consensus proposal for the CRAM Board next Monday.
- CRAM Committee Appointments for 4-1-14 to 3-31-15
- Spring Weight Restrictions: Anticipating lift on Thursday, May 1st.

Correspondence

- Hamlin Twp has requested Stearns Rd / Neil Rd, between N. Lakeshore Drive and Dewey Rd, be considered for and upgrade as they have two very sharp S-Curves, heavy traffic and are deteriorating rapidly. – Currently, only the Stearns Rd crossing the South Bayou of Hamlin Lake appears on the 5 Year Plan.

Under unfinished business the following was discussed

1. Leadership and Team Development-No change in status.
2. Commissioners Seminar-Meeting went well but not very well attended. About 20% less registrations. Meeting will be held at the Grand Travers Resort next April.
3. Road Abandonment's-In progress.

Policies

1. Will Begin review of the Finance Policies

Under new business the following was discussed

1. Auditor Tom Zick will be attending the May 22nd meeting with the audit report.
2. Will hold a Safety Luncheon/Meeting Thursday May 1, 2014.
3. An additional CRAM Membership Service Charge fee has been discussed. D Robidoux will discuss at the CRAM Meeting on April 28. The Board commended Marquette CRC for being proactive and are in support of additional fees.
4. Annual Payment to PM Township for First Street-Will revisit at a later date.
5. Extend Chip Seal Contract Unit Price-W Schoonover will check with other counties first to see if prices are comparable and was granted approval by the board to extend the contract if they are.
6. Sign Title Sheet for Pavement Marking-See Motion.
7. Approve applying for the Local Bridge Program-See Motion
8. The next Paul Bunyan meeting is scheduled for May 15, 2014.

Items Requiring Board Action

Act 50 & 51 Report

Motion by Matiash seconded by Schwass that the Board approve the Act 51 & Act 50 Financial data for the 2013 fiscal year, and further that Chairman Robidoux be authorized to sign the various documents.

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

Approve Applying for Local Bridge Program

Motion by Matiash, seconded by Schwass to approve a resolution as recommended by staff to apply for Local Bridge Funding for the following bridges in the order listed: Local Bridges: Stephens Bridge over the Sable River, Darr Road over Lincoln River and Decker/Stephens Road(s) over Frog Paradise Drain/SB Lincoln River. Ayes all. Motion carried.

Approve Applying for Primary Bridge Program

Motion by Schwass seconded by Matiash to approve a resolution as recommended by staff to apply for Local Bridge Funding for Custer Bridge over the Pere Marquette River. Ayes all. Motion carried.

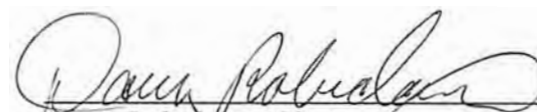
Approve Signing Title Sheet for Pavement Marking

Motion by Schwass seconded by Matiash to authorize the Board to sign the Title Sheet for The Pavement Marking Project for all Federal Aid Routes North of the River. Ayes all. Motion carried.

The next regular meeting is scheduled for May 8, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 1:05 pm.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the May 8, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: None.

Visitors: Fred Bates, Victory Township reminded the board he is waiting to have ditching done on Fisher Road. He asked that a culvert be repaired on Victory Corners Road and noted that Victory Drive was also in need of repair. Ron Lundberg, Riverton Township was in to discuss issues with the Meisenheimer Road Project from 2013 and also Kinney Road. Manager Schoonover will meet with him at both sites to discuss the problems. Rieth Riley has been contacted and a proposal was suggested to them by the MCRC. Are waiting for a decision from them. R Lundberg also requested that an amount be provided to the Riverton Township Board of how much gravel was used on other jobs (not in Riverton) that was left from the Wind Farm Project. Jim Gallie of Amber Township confirmed with the Board that the Amber Townhall is available on May 12th to meet with the State Representatives at 6:00 pm. Also wondered if there had been any correspondence with Wal-Mart regarding Meyers Road and led a discussion of placing a guardrail on S Stiles Road.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the April 24, 2014 regular meeting were discussed:

Motion by Matiash seconded by Schwass 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 Schwass to approve accounts payable for May 8, 2014 for ck#71567 thru ck#71632 in the amount of \$166,250.32 and approve payroll #10 for May 8, 2014 in the amount of \$74,848.26.

At 10:04 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Completed contract sweeping with the States and also on the County System. Cleaning up washouts and aggregate patching from the April 12 storm. Replaced approximately six to eight culverts this week with the Cat Excavator. Tree crew has been out and have all the trees cleaned up from the storm. Continue to cold patch with one or two crews out. Have moved shoulder sand back along M116. The rest area is now open full time. Have cleaned up residents yards from snow plow damage. Are pulling shoulders in Riverton and Logan and will continue to other townships for about two more weeks. Sanders have been cleaned up and lubed. The loader has been placed at the Alexander Pit to haul gravel. About 12,000 yards left. Some blading as weather allows. Lots of bit edging and are doing some guardrail repair. Extra help in

the shop for a couple of days.

Manager/Director's Report

Equipment

- GPS System: Technician continuing to tweek equipment to address no-radios and ghost readings. Will bring a demo of a better software program next week.

Engineering

- Chauvez Rd Bridge over Swan Creek: Construction progressing with the structure having been removed and west abutment piles being driven.
- Chauvez Rd Reconstruction: The FHWA approved the obligation of the project on 4/30. This will appear in the July 11th Letting.
- Pavement Marking – Primary Roads: FHWA approved the obligation of the project on 4/25 and will appear in the June 6th Letting.
- Hansen Rd Reconstruction: ROW is continuing and awaiting a Grade Inspection. Program Application revisions for April funding changes has been submitted.
- Custer Road Culvert: The FHWA approved the obligation of the project on 5/2 and we are awaiting Force Account Authorization.

Meetings Follow-up and Up-Coming

- Traffic Safety Meeting – MSP presentation on Establishing Realistic Speed Zones, various discussions on US-10 traffic signals, RR-Xings of PM Hwy and Walhalla Rd and Sargent Sand tracking sand onto M-116.
- Safety Luncheon: The Safety Committee held a training session on May 1st. The agenda included: MISS DIG in-house training on PA 174; Bruce Gasaway, ASU Group, addressing Traffic Zone Signing, Work Zones, Traffic Control and other general work safety topics; and MSP Motor Carrier Officer Dan Roesler and MSP Traffic Services Trooper Doug Roesler addressing road laws and public highway maintenance. The Safety Committee had one of the two ANSI 2 Button-down Safety Shirts available for viewing and size comparison with the other having arrived this week, approximate cost \$40-\$45.
- Sable River Watershed – Interested in bridge projects and partnering on soil erosion mitigation and other corrections when structures are replaced.
- Riverton Twp on Monday 5-5: Delivered brine contract and several estimates that were then discussed. Discussed the retainages on Kinney and Meisenheimer Roads.
- Emergency Management Informational Meeting, Riverton Twp on 5-7.
- Finance & HR Business Seminar: Marcia and Mary will be attending, May 13-14. I will be attending the Generational & Succession Planning session on the 13th.
- Area Forman Peters and VanDyke will be attending "Foundations of Supervision" on the 15th.
- UP Road Builders Meeting June 11 and 12-Wayne, Doug and Nick to attend.

Informational Items

- Phone Systems - Update: Obtained the Johnson Controls subcontractor contact information (performing replacements for the County) and will work to get an additional proposal. Currently have one proposal and need to pursue an initial referred company.
- Gravel Hauling Bid: Proposal has been advertised locally, CRAM and our websites.
- Local Roads Matter Townhall Meeting: Monday, May 12th, 6 pm, Amber Twp Hall.
- Rescheduled date for Intro to Transportation Asset Management: Wednesday 5-21, Summit Twp

Hall, 6:30 to 9 pm.

- Darr Rd over the Freeman Drain Closure: Installing appropriate signing and barricades.

Correspondence

- Lakeshore Drive – Iris to Deren. Letter identifying this stretch as bad and the high bicycle usage of this roadway. – Currently, Chauvez Rd to the Pump Storage (2nd Priority) and Pump Storage to Meisenheimer Rd (3rd Priority) appear on the 5 Year Plan.

Under unfinished business the following was discussed

1. Leadership and Team Development-Will be attending a program at the FH & R Meeting and try to arrange a meeting with Mr. Lew Bender either prior to or after the meeting.
2. The next Paul Bunyan meeting is scheduled for May 15, 2014. Wayne, Doug and Nick to attend.

Policies

1. Motion by Schwass seconded by Matiash to post pone discussion on Policy's until November 2014. Ayes all. Motion carried.

Under new business the following was discussed

1. Auditor Tom Zick will be attending the May 22nd meeting with the audit report.
2. D Robidoux reported on the CRAM Activities. The Engineers position was posted this week.
3. Request for Engineering Reimbursement. See Motion.
4. Approve Township Project Contracts. See Motion.
5. Meeting Date Change-The June 12th regular meeting will be changed to June 5, 2014 at 10:00 am.

Items Requiring Board Action

Engineering Reimbursement

Motion by Matiash seconded by Schwass to request a reimbursement of \$10,000.00 for payments made during the period of 07-01-12 through 06-30-13 to retain a licensed professional engineer employed by the MCRC and to authorize the Board to sign. Ayes all. Motion carried.

Approve Township Projects

Motion by Schwass seconded by Matiash to enter into the following contracts with the various Townships from the list dated 2014 and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Amber Township 2014

Township Wide Dust Control for 19 miles. Total cost \$9,200.00.

Riverton Township 2014

Township Wide Dust Control for 47 miles. One application of mineral brine as directed by township and a piggy-back application of mineral brine to be completed within two weeks of first application. Total cost \$28,200.00.

Sherman Township 2014

Township Wide Dust Control for 41 miles. One application of mineral brine.

Total cost \$14,500.00.

Dewey Road from US-31 to end for .5 miles. Minor tree and brush removal and place 3 inches of aggregate material. Total cost \$19,000.00.

Beyer Road from US-31 to end for .6 miles. Minor grading, replacement of culvert and place 3 inches of aggregate material. Total cost \$16,500.00.

Summit Township 2014

Township Wide Dust Control for 4 miles. Apply mineral brine as directed by the township. Cost per application \$1,400.00.

Brye Road from Deren Road to Meisenheimer for 1.5 miles. Crack Seal and single seal coat surface. Total Cost \$38,000.00.

Brye Road from Anthony Road to Deren Road for .5 miles. Grading, placement of aggregate material and HMA Surface. Total cost \$65,000.00.

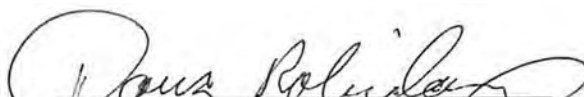
Brye Road from Marrison Road to end of pavement for .5 miles. Grading and placement of HMA Surface. Total cost \$43,000.00.

The next regular meeting is scheduled for May 22, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12:46 pm.



Mary Samuels Secretary



Doug Robideaux Chairman

MINUTES

Chairman Douglas Robidoux called the May 22, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: None.

Visitors: Jim Gallie Amber Township Supervisor to return four signed road project contracts and presented a list of calls he has received regarding road issues. Paul Keson Pere Marquette Township Supervisor to request that some maintenance work (patching) be done on the railroad track on PM Highway prior to the holiday weekend to make it safer for the traveling public. Also wondered if the board was going to discuss the annual payment due to the township any time soon. It will be brought up sometime in the next two meetings.

Auditor Tom Zick to present the 2013 Audit.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as changed. Ayes all. Motion carried.

The minutes of the May 8, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass seconded by Matiash to approve accounts payable for May 22, 2014 for ck#71633 thru ck#71677 in the amount of \$134,258.26 and approve payroll #11 for May 22, 2014 in the amount of \$57,121.87.

At 10:04 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Aggregate patching and blading as weather permits. Have been replacing several culverts including one on West Forest Trail. Shoulder pulling is done. Worked on Riverton and Logan Township roads. Due to the rainy weather conditions we were not able to get as many done as anticipated. Cold patching almost every day and have begun medical brining and brined the detour for the Chauvez Road Bridge Project over Swan Creek. Michigan Chloride will be brining the north townships and Beckman's will brine the south half. Getting mowers ready and will start in a week or so. Some bit edging and the tree crew has been out. The bucket truck is back and ready to go. There will be a Youth Crew this summer funded by MDOT. First round of in house equipment bidding has been completed. Continue to work on the GPS System.

Manager/Director Report

Engineering

- Chauvez Rd Bridge over Swan Creek: Construction progressing. East abutment poured and forms stripped. Anticipated to start driving piles on west side today. Project completion on or before

Beyer Road from US-31 to end for .6 miles. Minor grading, replacement of culvert and place 3 inches of aggregate material. Total cost \$16,500.00.

Summit Township 2014

Township Wide Dust Control for 4 miles. Apply mineral brine as directed by the township. Cost per application \$1,400.00.

Brye Road from Deren Road to Meisenheimer for 1.5 miles. Crack Seal and single seal coat surface. Total Cost \$38,000.00.

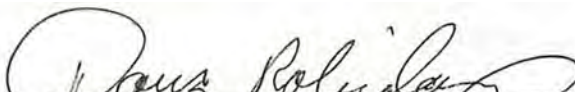
Brye Road from Anthony Road to Deren Road for .5 miles. Grading, placement of aggregate material and HMA Surface. Total cost \$65,000.00.

Brye Road from Marrison Road to end of pavement for .5 miles. Grading and placement of HMA Surface. Total cost \$43,000.00.

The next regular meeting is scheduled for May 22, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12:46 pm.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the June 5, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:09 am.

Members present: Robidoux and Schwass, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: Matiash

Visitors: None

Approval of Agenda: Motion by Schwass seconded Robidoux to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the May 22, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass seconded by Robidoux to approve accounts payable for June 5, 2014 for ck#71678 thru ck#71718 in the amount of \$113,703.90 and approve payroll #12 for June 5, 2014 in the amount of \$56,234.35 and pre-approve payroll #13 for June 19, 2014.

At 10:12 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Completed first round of blading and brining for Amber, Hamlin, Meade, Riverton, Custer and Shernan Townships. Some aggregate patching and still replacing failed culverts. There are more than normal this year. Two crews out cold patching and have started mowing with one unit. Plan to have three mowers out by next week. The repaired culvert crossings have been paved and are doing some tree work. Plan to start township road projects next week. Have been sweeping the State Trunkline intersections. The Youth crew sponsored by MDOT is expected to start next week. MCRC will have three. May Classification vacancy bids have been completed.

Manager/Director Report

Personnel Status

- On-going workman's comp lawsuit update – Pre-Trial held on May 6th. New control date set for July 16th. Goal was to submit this matter for a Settlement Facilitation set for June 23rd. But, our attorney does not wish to submit until we have a detailed history from the plaintiff with regards to the physical duties required on the farm. The doctor's deposition is being rescheduled.

Engineering

- Chauvez Rd Bridge over Swan Creek: Construction progressing. West abutment poured and forms stripped. Backfilling of the west abutment approach has begun along with placement of riprap for scour protection. Project completion on or before September 1, 2013.
- Chauvez Rd Reconstruction: Title Sheet signatures is required for submission. The FHWA approved the obligation of the project on 4/30. This will appear in the July 11th Letting. Progress schedule: August 18 to Sept 19, 2014.
- Pavement Marking – Primary Roads: *No change in status*. This project is advertised as Item 99 in the June 6th Letting with a Project Completion date of on or before October 5. Have received and reviewed the Cost Participation Agreement.
- Hansen Rd Reconstruction: ROW is continuing with a Grade Inspection held yesterday. With necessary changes to be addressed over the next few weeks, the next available Letting is September with an expected start date of mid-October. State Obligational Authority may cause additional delays pushing construction into 2015.
- Custer Road Culvert: *No change in status*. The FHWA approved the obligation of the project on 5/2 and we are awaiting Force Account Authorization. Have received and reviewed the Cost Participation Agreement.
- Bridge Inspections: Currently 7 past due, 3 more due in the next 30 days and 2 more due by year-end. High water has delayed the inspections. Info on our 40 bridge structures: 12 are load posted; 6 are Fracture Critical and 14 are Scour Critical; 24 are rated Good/Fair, 7 rated Poor and 9 are rated Serious/Critical; 17 are classified as Structurally Deficient, and none are Functionally Obsolete. Current Load Rating Evaluations for required for Tier 2 (bridges in poor condition) by the end of the year and for Tier 3 (bridges rated with incorrect methodology or having rating data irregularities) by the end of 2016.

Meetings Follow-up and Up-Coming

- GIS Collaboration meeting, May 29th.
- Pere Marquette Township road review May 29th.
- Riverton Township road review June 3rd.
- County Emergency Action Guidelines, June 9th – meet w/ Liz Remick, Emergency Coordinator to talk about our roles
- Jackson Rd, City of Ludington, June 16th – City, MDOT, Drain Office, MCRC
- Leadership and Team Development Process, June 27th – see Item 10A, Unfinished Business.
- Mason/Lake Conservation, June 28th – Tire Clean-up Grant
- Annual Report to the County Board, Tuesday, July 8th, 9 a.m.
- MCRCSIP/CRASIF Joint Insurance Conference, July 23-24, Mt. Pleasant.

Informational Items

- Phone Systems - Update: *No change in status*. Obtained the Johnson Controls subcontractor contact information (performing replacements for the County) and will work to get an additional proposal. Currently have one proposal and need to pursue an initial referred company.
- MDOT Youth Group – Will be getting a crew of three. Start date undetermined.
- Reservations at the Radisson for the 2015 CRAM Annual Business meeting are set.
- ArcGIS Application has been approved for submission to National Emergency Training Center
- US-31 North Property - Land rental rate discussion. Will negotiate for a rate of \$45.00 per acre.

Under unfinished business the following was discussed

1. Leadership and Team Development-A meeting date has been scheduled with Dr. Lew Bender for June 27, 2014 10:00 am to 4:00 pm for staff members.
The Manager/Director and Commissioners will then meet from 5:00 pm to 8:30 pm.

Policies

1. Postponed.

Under new business the following was discussed

1. Approve Township Project Contracts. See Motion.
2. Chauvez Road Title Sheet Signatures-See Motion.
3. Award Gravel haul Bids-See Motion
4. MCRC SIP 2014 Board of Directors Election-See Motion

Items Requiring Board Action**Approve Township Projects**

Motion by Robidoux seconded by Schwass to enter into the following contracts with the various Townships from the list dated 2014 and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Branch Township 2014

Jackpine from end of existing pavement north 250 feet. Minor grading, aggregate material and placement of HMA Surface with lip gutter. Total cost \$12,625.00.

Victory Township 2014

Township Wide Dust Control for 48 miles. Apply mineral brine as directed by the township. Total cost \$29,000.00 per application.

Victory Corners Road from Dewey Road to Victory Drive for .98 miles. Grading and placement of aggregate material. Total cost \$20,000.00

Petersen Road from Victory Drive to Fountain Road for 1.01 miles. Grading and placement of aggregate material. Total cost \$20,000.00.

Custer Township 2014

Township Wide Dust Control for 36 miles. One single spot brine as directed by township. Total Cost \$9,000.00

Johnson Road from Stephens Road to Custer Road for 1.00 miles. Tree clearing, grading, culvert replacements and 3 in of slag gravel. Total cost \$45,000.00.

Chauvez Road Title Sheet

Motion by Robidoux seconded by Schwass to authorize the board to sign the title sheet for the Chauvez Road Project. Ayes all. Motion carried.

Award Gravel Haul Bid

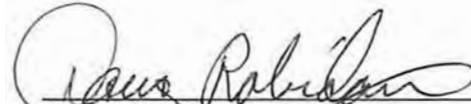
Motion by Schwass seconded by Robidoux to award the bid for gravel hauling to Petersen & Sons LLC and place on file. Ayes all. Motion carried.

MCRCSIP 2014 Board of Directors Election

Motion by Robidoux seconded by Schwass to vote for the two incumbent Northern Representatives to the Board of Directors and vote for Nick Matiash for the At-Large Position. Ayes all. Motion carried.

The next regular meeting is scheduled for June 26, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 11:20 am.


Mary Samuels Secretary
Doug Robidoux Chairman

MINUTES

Chairman Douglas Robidoux called the June 26, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Superintendent Moody and Shop Foreman Woirol.

Absent: None

Visitors: Jim Gallie and Dick Alway of Amber Township to discuss issues with Johnson Road and the need for some gravel on the west end of First Street. Ralph Lundberg of Riverton Township requesting that a culvert be lowered at the corner of Marrison Road and Brye Road when Brye Road is paved to help with drainage issues. David Dister a Field Ecologist to advise the board of some new invasive species of plant to include the Glossy Buckthorn and Garlic Mustard. Bob Rakowski and Al Bufka of Grant Township to discuss the poor quality of seal coating on Morton Road. Eric and Wayne will check it out and find a solution to the problem. They also pointed out they are still waiting for work to be done on Hoague Road and Quarterline.

Approval of Agenda: Motion by Schwass seconded Robidoux to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the June 5, 2014 regular meeting were discussed:

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

Ayes: Robidoux and Schwass Abstain: Matiash. Motion carried.

The Board took the following action after reviewing the accounts payable.

Motion by Matiash seconded by Schwass to approve accounts payable for June 26, 2014 for ck#71719 thru ck#71792 in the amount of \$206,454.89 and pre-approve payroll #14 for July 3, 2014.

At 10:4 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Will be completing all first round brining projects next week. Mowing on the State Trunkline will be completed today. The northern Local and Primary blacktops have been completed and also other areas. Are completing a gravel project on Peterson Road in Victory Township. Also some gravel patching. The Cat Excavator is still on drainage projects, replacing culverts and some township jobs, Cold patching as needed. Tree crew has been out for a few days. The bucket truck is working well. The Youth crew through MDOT is doing a very good job.

Equipment (Terry) Discussion was held regarding the Lease for the CAT M318D Excavator. The lease is due August 1, 2014. Michigan Cat has offered to purchase the lease for the balloon payment of \$62,460.14 and rent the machine back to us at the current rental rate of \$2,300.14 a month. The board agreed to rent the machine month to month until we can get an appraisal on the excavator and decide how to move forward.

Will be looking for a 20 ton tag trailer to replace the worn out brine tank trailer we are currently using.

Manager/Director Report

Engineering

- Chauvez Rd Bridge over Swan Creek: The deck has been successfully poured and concrete approach work is progressing. Project completion on or before September 1, 2013.
- Chauvez Rd Reconstruction: The project has been advertised for the July 11th Letting and appears as item #36. (Estimate: \$401,959. Progress schedule: August 18 to Sept 19, 2014.)
- Pavement Marking – Primary Roads: Appearing as Item 99 in the June 6th Letting, it had 3 bidders with the confirmed low bidder of \$38,432 by Michigan Pavement Markings, 14.41% below the Engineer Estimate. A Pre-Construction Meeting is being setup. (Project Completion date of on or before October 5.)
- Hansen Rd Reconstruction: Final plan development/corrections are being addressed and ROW acquired. Next available Letting is September with an expected start date of mid-October. State Obligational Authority may cause additional delays pushing construction into 2015.
- Custer Road Culvert: *No change in status.* The FHWA approved the obligation of the project on 5/2 and we are awaiting Force Account Authorization. Have received and reviewed the Cost Participation Agreement.
- Bridge Inspections: Underway for past due inspections.
- Surveying: ROW surveyed for Johnson Rd (Amber Twp), Dewey Rd (Sherman Twp) and for next year's Anthony Rd project

Meetings Follow-up and Up-Coming

- County Emergency Action Guidelines, June 9th – meet w/ Liz Remick, Emergency Coordinator to talk about our roles
- Jackson Rd, City of Ludington, June 16th – City, MDOT, Drain Office, MCRC
- North Region Pedestrian and Bike Stakeholder, June 23rd, MDOT North Region.
- Leadership and Team Development Process, June 27th – see Item 9A, Unfinished Business.
- Tire Clean-up: Mason/Lake Conservation, June 28th, 8-5pm (public 9-3pm)
- MI-CIMS WebEOC (new statewide EOC Reporting System), July 7th, 1 pm.
- Annual Report to the County Board, Tuesday, July 8th, 9 a.m.
- MCRCSIP/CRASIF Joint Insurance Conference, July 23-24, Mt. Pleasant.

Informational Items

- Phone Systems - Update: *No change in status.* Obtained the Johnson Controls subcontractor contact information (performing replacements for the County) and will work to get an additional proposal. Currently have one proposal and need to pursue an initial referred company.
- Deren Rd Abandonment – Absolute Abandonment and Discontinuance is complete.
- 5th Street Abandonment Petition – Petition rec'd. Verified signatories and reviewing utilities.
- League of Michigan Bicyclists – August 3rd-4th. PM Twp on 3rd and Hamlin/Victory/Grant on 4th.
- Adventure Bicycling Association – US Bicycle Route 20. 8 locations with 28 signs. Route is Ludington north along M-116, north along N. Lakeshore Dr. to Jagger Rd, to east Jebavy Dr, north to Angling Rd, NE to Fountain Rd, west to Custer Rd, north on Campbell Rd.

Correspondence

- Various letters on roadside mowing-mow-don't mow.

Under unfinished business the following was discussed

1. Leadership and Team Development-A meeting date has been scheduled with Dr. Lew Bender for June 27, 2014 10:00 am to 4:00 pm for staff members.

The Manager/Director and Commissioners will then meet from 5:00 pm to 8:30 pm.

Policies

1. Postponed.

Under new business the following was discussed

1. Approve Township Project Contracts. See Motion.
2. CRASIF Joint Insurance Conference-Wayne, Doug and Nick to attend.
3. Approve and authorize Board to sign Chauvez Road Project Contract-See Motion
4. Lease on 2008 Cat Excavator-See Terry's report above.

Items Requiring Board Action

Approve Township Projects

Motion by Matiash seconded by Schwass to enter into the following contracts with the various Townships from the list dated 2014 and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Eden Township 2014

Township Wide Dust Control for 40 miles. One application of mineral brine as directed by township and a piggy-back application of mineral brine to be completed within two weeks of first application. Total cost \$24,000.00.

Sippy Road Scottville Road to Darr Road for .98 miles. Minor grading and placement of aggregate Surface. Total Cost \$20,000.00

Meade Township 2014

Township Wide Dust Control for 3.50 miles. . One application of mineral brine as directed by township and a piggy-back application of mineral brine to be completed within two weeks of first application. Total cost \$2,200.00.

Bennett Road from Down hill to the river for .25 miles. Minor grading, tree removal and aggregate material. Total cost \$7,000.00.

Larson Road Phase 1 from Free Soil Road south for 1.0 miles. Clearing of trees and brush and grading to improve sight distance. Total cost \$15,000.00.

Larson Road Phase 2 from Free Soil Road South for 1.0 miles. Place cross culverts and aggregate material. Total cost \$47,925.00.

Approve Chauvez Road Project with MDOT

Motion by Matiash seconded by Schwass to enter into an agreement with the Michigan Department of Transportation, Contract #14-5285, Control Section: EDDF 53555. Job # 110319A, Project EBSL1453(008), Federal Item No. RR 8777 for Hot mix asphalt cold milling and resurfacing work along Chauvez Road from Pere Marquette Highway easterly to Brye Road; including concrete curb and gutter, storm sewer, and pavement marking work; and all together with necessary related work and also authorize Chairman Robidoux and Vice Chairman Schwass to sign the contract. Total cost \$402,000.00, less Federal Surface Transportation Funds \$80,400.00, less Federal Equity Bonus Funds being used as TED FUNDS \$241,200.00, Less State

TED FUNDS \$80,400.00 and MCRC cost \$0.00. Ayes all. Motion carried.

The next regular meeting is scheduled for July 10, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12:52 pm.



Mary Samuels Secretary



Doug Robidoux Chairman

MINUTES

Vice Chairman Bill Schwass called the July 10, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, and Shop Foreman Woirol.

Absent: Chairman Robidoux & Superintendent Moody.

Visitors: Jim Gallie of Amber Twp wondering when the Johnson Road project would be started and inquired about having a sign placed to alert traffic of the one lane road under the bridge on Gordon Road. Paul Keson Supervisor for Pere Marquette Twp to remind the board of the annual \$9,100.00 payment due to PM Township and also submitted road projects. Mike Shoup Branch Township Supervisor reminding the board that the township would like to see more shoulder pulling and talked about the repairs that need to be made on the Walhalla Road Rail Road Tracks. He will continue to call the railroad about the needed repairs. He also requested the road commission let him know when Branch Township projects will be started.

Approval of Agenda: Motion by Matiash seconded Schwass to approve the agenda as amended. Ayes all. Motion carried.

The minutes of the June 26, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass to approve accounts payable for July 10, 2014 for ck#71793 thru ck#71851 in the amount of \$255,044.01 and pre-approve payroll #15 for July 17, 2014.

At 10:10 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report Given by Manager/Director Schoonover: Free Soil and Victory Townships brining has been completed. Working on completing piggy back brining for Amber, Riverton, Hamlin, Logan, Meade and Grant Townships. More piggy back brining is scheduled for next week. Victory Corners Road and Peterson Road gravel projects in Victory Township have been completed. Started ditching and drainage work on Sippy Road in Eden Township. Will place aggregate next week. Mowing on Primary and Local blacktops has been completed and are working on gravel roads now. Cold patching as needed and the tree crew was out for a couple of days. The Cat Excavator has been out on township project work. 1000 Ton of State Salt has been delivered. Extra help in the shop when available. The Youth Crew is weed whacking around guardrails on the State Trunkline and on Primaries.

Equipment (Terry)

1. Nothing new to report on the CAT M318D Excavator.
2. Michigan Kenworth may be able to offer a similar agreement for road tractors as Freightliner had. Will be receiving a credit application and information soon.
3. T Woirol has located two 20 ton tag trailers. Prices are \$6,500.00 and \$5,900.00 The board approved Terry to pursue the trailer for \$6,500.00 and to pre-approve the payment.

Manager/Director Report

Personnel Status

- On-going workman's comp lawsuit.

Engineering

- Chauvez Rd Bridge over Swan Creek: Concrete approach and road work is being prepared. (Bid: \$684,152.09. Project completion on or before September 1, 2013.)
- Chauvez Rd Reconstruction: The project has been advertised for the July 11th Letting and appears as item #36. There are currently 6 contractors/subs that have pulled plans. (Estimate: \$401,959. Progress schedule: August 18 to Sept 19, 2014.)
- Pavement Marking – Primary Roads: *No change in status.* Appearing as Item 99 in the June 6th Letting, it had 3 bidders with the confirmed low bidder of \$38,432 by Michigan Pavement Markings, 14.41% below the Engineer Estimate. A Pre-Construction Meeting is being setup. (Project Completion date of on or before October 5.)
- Hansen Rd Reconstruction: *No change in status.* Final plan development/corrections are being addressed and ROW acquired. Next available Letting is September with an expected start date of mid-October. Obligation Authority may cause additional delays pushing construction into 2015.
- Custer Road Culvert: *No change in status.* The FHWA approved the obligation of the project on 5/2 and we are awaiting Force Account Authorization. Have received and reviewed the Cost Participation Agreement.
- Bridge Inspections: Inspections done and MiBridge updating and reports being completed
- HMA Bid packages sent & posted to websites: Bid Opening July 21st at 10 am

Meetings Follow-up and Up-Coming

- Leadership and Team Development Process, June 27th – see Item 9A, Unfinished Business.
- MI-CIMS WebEOC (new statewide EOC Reporting System), July 7th.
- Annual Report to the County Board, Tuesday, July 8th
- NACE Safety Committee Conference Call, July 9th
- GIS Collaboration, July 16th
- Township Officers Meeting, July 17th, 7:30 pm at Branch Twp
- GRS/IBS Showcase – Ionia CRC, July 22nd
- MCRCSIP/CRASIF Joint Insurance Conference, July 23-24, Mt. Pleasant (Orientation Breakfast)
- County Traffic Safety Committee, July 29th
- Household Waste/Clean Sweep/Appliance/Electronic & Pharmaceutical Collection – 8/21
- Paul Bunyan Council Meeting Notice - August 21st at McGuire's, Cadillac
- Superintendents Seminar: Oct 1st - 3rd at Kewadin Conf. Center, Sault Ste. Marie

Informational Items

- CRAM Legislative Update – 2014 Priority Project List and Solvency of Federal HTF
- Monroe CRC Resolution to Gov. and State Legislature to enact permanent funding solution
- MDOT's 2nd Adopt-A-Highway cleanup is July 12-20th

Under unfinished business the following was discussed

1. Leadership and Team Development-Will schedule a Leadership Team Meeting sometime before the end of the month.

Under new business the following was discussed

1. Approve Township Project Contracts. See Motion.
2. Meeting Date Change-The regular board meeting scheduled for July 24 will be reschedule to July 31, 2014.

Items Requiring Board Action**Approve Township Projects**

Motion by Matiash seconded by Schwass to enter into the following contracts with the various Townships from the list dated 2014 and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Hamlin Township

Stearns Road and Neil Street from Dewey Road to Lakeshore Drive for .49 miles. Place a thin HMA overlay. Total cost Not To Exceed \$18,000.00.

Pere Marquette Township 2014

Rath Avenue from Bryant Road to Cul Da Sac for .5 miles. Crack Seal and place a seal coat surface. Total cost \$12,500.00

Meyers Road from PM Hwy to Cul Da Sac for .5 miles. Crack Seal and place a seal coat surface. Total cost \$6,500.00.

Hesslund Road from PM Hwy to Brunson Road for .5 miles. Crack Seal and place a seal coat surface. Total Cost \$12,500.00.

Washington Ave from Russell Street to Bryant Road for 600 ft. Place HMA wedging course. Total Cost \$6,000.00.

Pleasant Ridge Intersection with Riverview Drive from Intersection of Pleasant Ridge and Riverview for 200 ft. Place a HMA patch over the deteriorated area. Total cost \$3,600.00.

Washington Ave at Virnetta Drive Intersection from intersection of Washington and Virnetta Drive for 200 ft. Place a HMA patch over the deteriorated area. Total cost \$3,000.00.

Sixth Street from PM Highway to Meyers Road for .90 miles. HMA wedging course. Total cost \$19,200.00.

Riverton Township

Bradshaw Road from Scottville Road West to match existing hard surface for 1.10 miles. Phase 1. Clearing and removing trees, drainage, grading and aggregate surface. Total cost \$84,000.00.

The next regular meeting is scheduled for July 31, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 11:48 am.


Mary Samuels Secretary


Bill Schwass Vice-Chairman

MINUTES

Chairman Doug Robidoux called the July 31, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Superintendent Moody and Shop Foreman Woirol.

Absent: None

Visitors: Jim Gallie of Amber Township asking when Johnson Road project would be started and also when the seal coating projects would be scheduled. Representative Ray Franz to discuss the up coming election and the PPT proposal and road funding. He also stayed to observe the meeting. Dave Miehke to request that when new maps are printed that we include area into the next counties, show the trails and also seasonal roads. Randy Misener of Rieth Riley for the HMA bid award results.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the July 10, 2014 regular meeting were discussed:

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

Ayes all. Motion carried.

The Board took the following action after reviewing the accounts payable.

Motion by Schwass seconded by Matiash to approve accounts payable for July 17, 2014 for ck #71852 thru ck#71857 in the amount of \$8,887.15 and July 31, 2014 for ck#71858 thru ck#71911 in the amount of \$89,378.30 and approve payroll #16 for July 31, 2014 for \$57,282.86.

At 10:05 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: All township brining and piggyback brining have been completed. Will contact the townships to ask if they would like a brining for the Labor Day weekend. Sippy Road in Eden Township has been completed. Working on Bennett Road in Meade Township. Started hauling slag to Johnson Road in Custer Township. The Beyer Road project in Sherman Township will be done today. South Stiles Road in Amber Township is ready for aggregate. Working on shoulders on Brye Road in Summit Township. Will start Dewey east of 31 in Sherman Township next week. The Cat Excavator is working on township projects. Mowing on gravel roads is 50 to 60% completed. Crack sealing on Primary Roads has been completed and township jobs are in progress. The tree crew has been out for a couple of days and also removed some trees by Swan Creek. The youth crew continues to work on guardrails for only about two more weeks. Cold patching in preparation for seal coats. Some extra help in shop as time allows. Working on bit edging and edge drops.

- US-10/US-31 Corridor Charrette – 7/22
- NIMS Training Compliance. (National Incident Mgmt System.
- Leadership Team – met and identified three items to begin addressing: Internal Communications, Public Relations communications, and Permits (training, specifications, etc.)
- MDOT's new regional alignment / Regional Prosperity Initiative – moves us to the Grand Region
- Phone System – met w/ Moss, subcontractor for County System
- ArcGIS for Emergency Managers training approved – Oct 19th to 24th.
- Court of Appeals and Actions to Quiet Title – Adverse Possession and Acquiescence
- RUSH-PAC

Under unfinished business the following was discussed

1. Lease on 2008 Cat Excavator-Michigan Cat is buying out the lease. See Motion for new lease.

Under new business the following was discussed

1. Approve Township Project Contracts. See Motion.
2. Approve HMA Bid-See Motion
3. Siding for salt Shed-80/20 cost share with MDOT. Bids are due on August 6, 2014.
4. Paul Bunyan Council Meeting is scheduled for August 21, 2014 at 9:30 am. To be held at McGuire's Resort in Cadillac, MI.
5. The Northern & Southern MI County Road Commission Join Conference is scheduled for September 1st through September 5th at the Shanty Creek Resort. See motion for voting Delegates.

Items Requiring Board Action

Approve Township Projects

Motion by Schwass, seconded by Robidoux to enter into the following contracts with the various Townships from the list dated 2014 and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Branch Township 2014

Gibson, Landon and Barothy Roads for the existing hard surfaced portions only in Branch Township with length of surfacing to be determined at each site. Place HMA wedges and Patches on existing hard surfaced roadway. Total cost not to exceed \$40,000.00.

Sheridan Township 2014

Township Wide Dust Control for 37 miles. One application of mineral brine.
Total cost \$13,000.00.

Free Soil Township 2014

Township Wide Dust Control for 33 miles. Place mineral brine as directed by township. Cost per application \$12,000.00.

Approve Hot Mix Asphalt Bid

Bids were opened for HMA on July 21, 2014 at 10:00 am. Rieth Riley Construction and Elmer's Crane & Dozer were the two bidders. Upon review of the bids submitted a motion was made by Matiash and seconded by Robidoux to award the bid for HMA to low bidder of each individual project and to notify the townships of their projects that came in over 15% higher than what was originally bid. Ayes all. Motion carried.

NMARC Annual Meeting Voter Authorization

Motion by Schwass seconded by Matiash to name Doug Robidoux as Voting Delegate and Wayne A Schoonover as Alternate Voting Delegate, being authorized to vote on all matters on behalf of the commission at the NMARC Annual Meeting on Friday September 5th, 2014. Ayes all. Motion carried.

Approve Signing the Hansen Road Title Sheet

Motion by Schwass and seconded by Matiash to authorize all board members, Manager/Director Schoonover and Gary L Dittmer P.E. to sign the Hansen Road Title Sheet. Ayes all. Motion carried.

Authorize Transfer of Funds from the Building Fund to the General Fund.

Motion by Matiash and seconded by Schwass to approve a transfer of up to \$150,000.00 from the Building Fund to the General Fund. Ayes all. Motion carried.

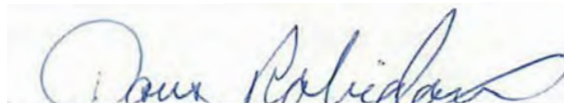
Approve 5 year Lease with Michigan Cat for M318D Rubber Tired Excavator

Motion by Schwass and seconded by Matiash to enter into a 5 year lease with Michigan Caterpillar for a M318D Rubber Tired Excavator in the amount of \$1,821.19 per month. Ayes all. Motion carried.

The next regular meeting is scheduled for August 14, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 1:04 pm.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the August 14, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Superintendent Moody and Shop Foreman Woirol.

Absent: None

Visitors: Jim Gallie to observe and compliment the road commission on doing a good job on Sippy Road. Fred Bates to discuss brining issues and blading and ditching on Fisher Road.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the July 31, 2014 regular meeting were discussed:

Motion by Matiash seconded by Schwass 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 Schwass to approve accounts payable for August 14, 2014 for ck #71912 thru ck#71973 in the amount of \$284,331.11 and approve payroll #17 for August 14, 2014 for \$58,143.32.

At 10:09 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Johnson Road slag job East of Custer has been completed. Beyer Road east of 31 in Sherman Township is done. Gravel has been placed on two Brye Road projects in Summit Township and is ready for HMA surface. Will start the Johnson Road project in Amber Township next week. Have been crack sealing local roads. PM Township has been completed. Primary roads are done and will do Victory Drive next week. The Cat Excavator has been working on Township projects. Mowing has been completed on the gravel roads south and about one half have been completed going north. The tree crew has been out for a couple of days and there is a lot of work scheduled to be done yet this summer. MDOT Youth Crew is finished for the season. Have been cold patching as needed to prepare for seal coats and some bit edging. Need to get the broom out to sweep up intersections.

Equipment (Terry)

1. Truck Sanders-See Motion
2. Siding for salt shed-See Motion
3. Will be requesting bids for scraper blades.

Manager/Director Report

Engineering

- Chauvez Rd Bridge over Swan Creek: Completed and opened to traffic on Friday August 1st. A few punch list items remain. (Bid: \$684,152.09. Project completion on or before September 1, 2014.)
- Chauvez Rd Reconstruction: Pre-Construction Meeting held Monday. Contractor is submitting final paperwork for Award. (Bid: \$459,946 from Hallack Contracting. Progress schedule: August 18 to Sept 19, 2014.)
- Pavement Marking – Primary Roads: *No change in status*. Pre-Construction Meeting was performed via phone conference on July 15th. Actual start date to be determined. (Project Completion date of on or before October 5.)
- Hansen Rd Reconstruction: *No change in status*. Final plans been submitted and ROW cleared. Obligation Authority is being sought. As of yesterday, MDOT is stating a September Letting is a high probability for a NO-GO and October may even be sketchy. (Estimate: \$270,450. Progress schedule: Open to Traffic on or before November 15, 2014 and completed by June 1, 2015).
- Custer Road Culvert: Culvert has been delivered and work is anticipated to start after Labor Day.
- Bridge Safety Inspections: Report has been received for ten structures.
- Neil Rd Culvert, Hamlin Twp: Working with the Twp on possible work/replacement of this structure.
- Site Plan Review –SW Quad of US-10/Meyers Rd, Aldi Food Market/Wags to Whiskers Pet Supplies
- County HMA: Elmer's is scheduled for beginning next Wednesday, possibly as early as Monday.
- County Chip Seal: C&C Contracting is scheduled for next week.

Meetings Follow-up and Up-Coming

- Household Waste/Clean Sweep/Appliance/Electronic & Pharmaceutical Collection – 8/16
- GRS/IBS Showcase – Ionia CRC, rescheduled for August 19th
- MPSI – Registered. Sunday, September 21st to Friday, September 26th.

Informational Items

- Meisenheimer Rd: Reith-Riley has begun fixes with addition of asphalt where necessary.
- Leadership Team – *No change in status*. Met and identified three items to begin addressing: Internal Communications, Public Relations communications, and Permits (training, specifications, etc.)
- Phone System – *No change in status*. Met w/ Moss, subcontractor for County System
- Marrison Rd Agricultural Damage – Between LaSalle and Hogenson Rds.
- Deren Rd Speed Study: MSP Letter on findings.

Under unfinished business the following was discussed

1. None at this time.

Under new business the following was discussed

1. Approve Township Project Contracts. See Motion.
2. Siding for salt Shed-80/20 cost share with MDOT. See Motion
4. Paul Bunyan Council Meeting is scheduled for August 21, 2014 at 9:30 am. To be held at McGuire's Resort in Cadillac, MI.
5. A special Meeting is scheduled for August 25, 2014 at 5:00 pm for a Financial Review.

Items Requiring Board Action**Approve Township Projects**

Motion by Schwass, seconded by Robidoux to enter into the following contracts with the various Townships from the list dated 2014 and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Summit Township 2014

Township Wide Dust Control for 4 miles. Place mineral brine as directed by township. Cost per application \$1,400.00.

Victory Township 2014

Victory Drive from Stiles Road West to Victory/Hamlin Township Line for 3.0 miles. MCRC to fill all cracks at their cost. Place HMA wedging/Leveling course prior to the placement of a seal coat surface. Total cost \$47,613.00.

Victory Township 2014

Victory Drive from Stiles Road West to Victory/Hamlin Township Line for 3.0 miles. Placement of a seal coat surface over the entire existing roadway. Total cost \$75,000.00.

Grant Township 2014

Township Wide Dust Control for 28 miles. Place mineral brine as directed by Township. Cost per application \$10,000.00.

Approve Purchase of Chassis Mount V-Box Sander and 14ft Stainless Multi Body

Motion by Matiash seconded by Schwass to approve the purchase of one 14ft Stainless Multi Body Box and Sander for \$26,878.00 available now and a Monroe Brute sander with dual gear boxes and tail gate for \$10,000.00 available in 120 days but will ask if 90 days would be possible. Ayes all. Motion carried.

Approve Bid to Place Siding on the Salt Shed

Motion by Robidoux seconded by Matiash to award the bid to place siding on the salt shed to low bidder I & R Wall Panel in the amount of \$12,700.00. Ayes all. Motion carried.

The next regular meeting is scheduled for August 28, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12:24 pm.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the August 28, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 8:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover and Secretary Samuels.

Absent: Superintendent Moody and Shop Foreman Woirol.

Visitors: None

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as amended. Ayes all. Motion carried.

The minutes of the August 14, 2014 regular meeting were discussed:

Motion by Matiash seconded by Schwass to approve the minutes as amended.

Ayes all. Motion carried.

The Board took the following action after reviewing the accounts payable.

Motion by Schwass seconded by Matiash to approve accounts payable for August 28, 2014 for ck #71974 thru ck#72027 in the amount of \$171,398.44 and approve payroll #18 for August 28, 2014 for \$56,239.84.

At 8:11 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report Given by Manager/Director Schoonover: Working on Township Projects. Elmer's have finished their portion of the paving projects. Working on Johnson Road in Amber Township. Spot graveling in some locations and some brining. Custer Road Culvert replacement project will be started next Tuesday.

Manager/Director Report

Engineering

Personnel

- On-going workman's comp lawsuit update – Trial date still set for September 10, 2014 at 9 a.m. This is not a priority trial, therefore the date could change.
- 4-10 Work Schedule extended to September 18th for project completions.

Engineering

- Chauvez Rd Bridge over Swan Creek: Completed and opened to traffic on Friday August 1st. A few punch list items remain along with a Balancing Quantities Contract Modification. (Bid: \$684,152.09. Project completion on or before September 1, 2014.)
- Chauvez Rd Reconstruction: Start/Completion date was pushed back one week due to Award delay. Work began Monday. (Bid: \$459,946 from Hallack Contracting. Progress schedule: August 25 to Sept 26, 2014.)
- Pavement Marking – Primary Roads: *No change in status.* Pre-Construction Meeting was performed via phone conference on July 15th. Actual start date to be determined. (Project Completion date of on or before October 5.)

Items Requiring Board Action**Approve Township Projects**

Motion by Schwass, seconded by Robidoux to enter into the following contracts with the various Townships from the list dated 2014 and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Summit Township 2014

Township Wide Dust Control for 4 miles. Place mineral brine as directed by township. Cost per application \$1,400.00.

Victory Township 2014

Victory Drive from Stiles Road West to Victory/Hamlin Township Line for 3.0 miles. MCRC to fill all cracks at their cost. Place HMA wedging/Leveling course prior to the placement of a seal coat surface. Total cost \$47,613.00.

Victory Township 2014

Victory Drive from Stiles Road West to Victory/Hamlin Township Line for 3.0 miles. Placement of a seal coat surface over the entire existing roadway. Total cost \$75,000.00.

Grant Township 2014

Township Wide Dust Control for 28 miles. Place mineral brine as directed by Township. Cost per application \$10,000.00.

Approve Purchase of Chassis Mount V-Box Sander and 14ft Stainless Multi Body

Motion by Matiash seconded by Schwass to approve the purchase of one 14ft Stainless Multi Body Box and Sander for \$26,878.00 available now and a Monroe Brute sander with dual gear boxes and tail gate for \$10,000.00 available in 120 days but will ask if 90 days would be possible. Ayes all. Motion carried.

Approve Bid to Place Siding on the Salt Shed

Motion by Robidoux seconded by Matiash to award the bid to place siding on the salt shed to low bidder I & R Wall Panel in the amount of \$12,700.00. Ayes all. Motion carried.

The next regular meeting is scheduled for August 28, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12:24 pm.



Mary Samuels Secretary



Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the September 11, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels, Superintendent Moody and Shop Foreman Woirol.
Absent: None

Visitors: Dick Alway of Amber Township to inquire about the progress of Johnson Road and to observe.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as amended. Ayes all. Motion carried.

The minutes of the August 28, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass to approve accounts payable for September 11, 2014 for ck #72028 thru ck#72076 in the amount of \$155,340.59 and approve payroll #19 for September 11, 2014 for \$57,992.22.

At 10:03 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Working on Township Projects. Bit Edging on paving jobs. All township paving has been completed except in Branch Township. Working on gravel project on Johnson Road in Amber Township. Will be waiting for the go ahead from the township to complete graveling on Victory Corners & South Stiles Roads. Working on Larson Road in Meade Township. Custer Road Culvert replacement project was started this week. Forms are in place and ready to pour. Mowing gravels has been completed and have started second round on blacktops. Hauling ice control sand into yard. Cold patching as time allows. Sweeping intersections in the south part of the county last week and are sweeping north this week. The Cat Excavator is out working on ditching and culvert projects. Some blading and aggregate patching.

Shop Foreman Terry Woirol reported on the truck bids with the only bid received being from Michigan Kenworth. The first glider truck is expected to be delivered on Monday or Tuesday. Presented the bids for carbide blade for the 2014-2015 season. His recommendation was for Winter Equipment for 120 blades for \$36,792.00 and for various different blades from Heights Machinery and Shults Equipment to test for performance.

Manager/Director Report

Personnel

- On-going workman's comp lawsuit update –September 10 trial date had been adjourned.

Engineering

- Chauvez Rd Bridge over Swan Creek: Balancing Quantities Contract Modification still required along with project closeout paperwork, contractor evaluations and file reviews. (Bid: \$684,152.09. Project completion on September 1, 2014.)
- Chauvez Rd Reconstruction: Work began Monday, August 25th. Utility relocations and asphalt milling is complete as well as most of the drainage structures/culvert work. Thinner pavement than expected has been encountered in the eastbound lane east of Brye Rd. (Bid: \$459,946 from Hallack Contracting. Progress schedule: August 25 to Sept 26, 2014.)
- Pavement Marking – Primary Roads: *No change in status*. Pre-Construction Meeting was performed via phone conference on July 15th. Actual start date to be determined. (Project Completion date of on or before October 5.)
- Hansen Rd Reconstruction: *No Change in Status*. Obligation Authority is being sought. We have been advised that we should start planning on shifting the project to the 2015 STIP. (Estimate: \$270,450. Progress schedule: Open to Traffic on or before November 15, 2014 and completed by June 1, 2015).
- County HMA: Elmer's has completed paving. Reith-Riley has substantially completed paving with the Branch Twp projects remaining. Schedule to be determined.

Meetings Follow-up and Up-Coming

- Village of Custer, September 8th
- Resilient Ludington, #3, at Ludington City Hall, September 10th.
- MDOT/LA Non-Freeway Rumble Strips Focus Group: phone conference this afternoon.
- Paul Bunyan Superintendent's Meeting: Mason CRC is hosting Monday, 9-15th.
- MCRC SIP Employee Practices Liability Training #3: I'll be attending the 9-16th Session and Josh and Bill will be attending the 9-23 Session.
- MPSI – Registered. Sunday, September 21st to Friday, September 26th

Informational Items

- Meisenheimer Rd / Kinney Rd: Reith-Riley cracksealed Wednesday, September 9th, a day earlier than planned. We have also received their 5-Year Bond for Meisenheimer Rd
- Phone System –Moss is requesting a follow-up meeting to present their estimate.
- MDOT TWA: Concrete Lane Repair Proposal – No bids were received and MDOT is considering a temporary fix (Lake CRC to Durapatch?) for the winter.
- 2012 Federal Aid Paving Project – Obligation Authority Reduction
- CRAM News Clippings

Under unfinished business the following was discussed

1. None at this time.

Under new business the following was discussed

1. Truck Tractor Bids were opened on September 9, 2014 @ 10:00 am. See Motion.
2. Concrete Lane Repair Bids for MDOT were scheduled to be opened on September 9, 2014 @ 10:00 am. No bids were received. MDOT has been notified.
3. 2013 Pavement Marking Bid Quote Extension- See Motion
4. MCRC SIP Board per diems paid. See Motion.
5. The next regular meeting scheduled for September 25 has been changed to Tuesday, September 30, 2014 at 9:00 am. due to a conflict.
6. Truck # 19 that was totaled in a fire will be replaced by adding the staff truck into the fleet. The staff vehicle will not be replaced at this time.

Items Requiring Board Action**Approve Purchase of Two Tandem Drive Tractor Trucks**

Motion by Schwass, seconded by Matiash to approve the purchase of two 2015 Michigan Kenworth Tandem Drive Tractor Trucks in the amount of \$125,768.00 each Ayes all. Motion carried.

2013 Pavement Marking Bid Quote Extension

Motion by Matiash, seconded by Schwass to renew the Pavement Marking Contract with Michigan Pavement Marking LLC with the same unit prices from the 2013 season for 0.04 per lft. Ayes All. Motion carried.


MCRC SIP Board Per Diem Pay Rate

Motion by Robidoux seconded by Schwass to approve a per diem rate not to exceed \$75.00 per day for N Matiash while he serves on the MCRC SIP Board. Ayes: Robidoux and Schwass. Nays: None. Abstain: Matiash. Motion carried.

The next regular meeting is scheduled for September 30, 2014 at 9:00 am.

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


 Mary Samuels Secretary


 Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the September 30, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 9:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: None

Visitors: Jim Gallie and Dick Alway of Amber Township to discuss work being done on Johnson Road and also commented that the seal coat projects looked good. Brian Mulhern from the Ludington Daily News to observe and take notes.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the September 11, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass to approve accounts payable for September 25, 2014 for ck #72077 thru ck#72125 in the amount of \$765,775.54 and approve payroll #20 for September 25, 2014 for \$57,194.97.

At 9:06 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: The Custer Road Culvert replacement project is almost complete with the paving tentatively scheduled for the end of this week. Johnson Road in Amber Township phase one of project is almost completed. Will be seeding and mulching soon. Will be graveling Victory corners Road at Stiles. Tree removal on Larson Road is in progress. About half done with the trees and will start grading next week. Jackpine Road in Branch Township is ready to pave. May be later this week if contractor is available. Still doing some sweeping, cold patching, aggregate patching and mowing. Bit edging on pavement jobs in Hamlin Township has been completed. Extra help in the shop has been provided to work on the new trucks. There are several projects that may not be completed this year to include: Bradshaw Road in Riverton Township, Grand Avenue in Hamlin Township, 32nd and 34th in Sheridan township.

Manager/Director Report

Personnel

- On-going workman's comp lawsuit update –Trial date of November 4 was assigned and will try if an impasse is reached in terms of a settlement.

Engineering

- Chauvez Rd Bridge over Swan Creek: *No Change in Status.* Balancing Quantities Contract

Modification still required along with project closeout paperwork, contractor evaluations and file reviews. (Bid: \$684,152.09. Project completion on September 1, 2014.)

- Chauvez Rd Reconstruction: Paving operations last week along with pavement markings substantially completed the project on time. A few punch list items remain. (Bid: \$459,946 from Hallack Contracting. Progress schedule: August 25 to Sept 26, 2014.)
- Pavement Marking – Primary Roads: Contractor will be in this morning to receive updated maps to perform the Federal-Aid project and also our local projects. (Project Completion date of on or before October 5.)
- Hansen Rd Reconstruction: The FHWA approved Obligation Authority on Sept. 16. A revised Progress Schedule was submitted to MDOT and we are awaiting information for which Letting it will be in. (Estimate: \$270,450. Progress schedule: Open to Traffic on or before November 15, 2014 and completed by June 1, 2015).
- County HMA: ***No Change in Status.*** Elmer's has completed paving. Reith-Riley has substantially completed paving with the Branch Twp projects remaining. Schedule to be determined.

Meetings Follow-up and Up-Coming

- North Regional Bridge Council held Sept 18.
- MCRCSIP Employee Practices Liability Training #3: Josh and Bill attended last Tuesday. The -16th Session will be re-scheduled tentatively for November 11th.
- MPSI
- Big Sable Watershed Restoration Committee scheduled for Fri Oct 3, Noon-Meade Township
- Regional Task Force Meeting scheduled for Tuesday October 7, 10am
- Local Road Safety Peer Exchange, October 14-15. Hosted by MDOT

Informational Items

- Meisenheimer Rd / Kinney Rd: Next Twp meeting Oct 6
- Phone System –***No change in status.*** Moss is requesting a follow-up meeting to present their estimate.
- Statewide National Functional Classification Review

Under unfinished business the following was discussed

1. OPEB Actuarial-See Motion

Under new business the following was discussed

1. Approve Sheridan Township Projects-See Motion.
2. County Road Association Ballot-See Motion

Items Requiring Board Action

Approve Township Projects

Motion by Schwass, seconded by Matiash to enter into the following contracts with Sheridan Townships and to authorize the Manager Director and the Clerk to sign on behalf of the board. Ayes all. Motion carried.

Sheridan Township 2014

32nd Street from Stolberg Road to end for .29 miles. Minor grading, tree removal and place aggregate material. Total cost \$7,000.00.

34th Street from Stolberg road to end for .45 miles. Minor grading, tree removal, replace culvert and the placement of aggregate material. Total cost \$10,000.00.

OPEB Actuarial GASB 45

Motion by Robidoux seconded by Schwass to hire Burnham and Flower Agency Inc to complete the 12/31/2014 GASB 45 Valuation for a fee of \$2,720.00.

Ayes all. Motion carried.


County Road Association Ballot

Motion by Matiash seconded by Schwass to approve the Proposed Amendments Recommended by the Board of Directors to the Constitution and Bylaws of the County Road Association.

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

The next regular meeting is scheduled for October 9, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 11:13 am.


 Mary Samuels Secretary


 Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the October 9, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: Schwass

Visitors: Fred bates to discuss the bumps on Victory Drive, suggested that Fisher Road should be graded before snow fall and wondered if there would be any tree trimming yet this year. Lyndon Zuiderveen from MDOT reported they are working on the 2015 Budget and that there may be an increase in the summer budget amounts. Will start making a list of the maintenance items that have been cut back and hope to have the funding to get back on track.

Approval of Agenda: Motion by Matiash seconded Robidoux to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the September 30, 2014 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.

Motion by Robidoux seconded by Matiash to approve accounts payable for October 9, 2014 for ck #72126 thru ck#72173 in the amount of \$465,796.17 and approve payroll #21 for October 9, 2014 for \$58,339.06.

At 10:11 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Attended the Superintendents Conference in Sault Ste Marie last week. Very good meeting. Custer Road is now open and ready for paving. Phase 1 of Johnson Road has been completed. Will be graveling Victory Corners Road and South Stiles Road in Amber Township. The tree crew finished up Larson Road yesterday in Meade Township and will start grading and stump removal. Waiting on a date for paving in Branch Township. Working on bit edging on drop offs by Victory Drive. Continue to mow as time allows and cold patching. The Cat Excavator is done with township projects and is now back to ditching and culverts for Local and Primary maintenance. Sweeping is on going. Working on M116 pushing back sand and repairing wash outs. Some blading and aggregate patching. Hauling winter sand from pit to the yard. Extra help in the shop to work on the new trucks.

Manager/Director Report

Personnel

- On-going workman's comp lawsuit update –A re-schedule of the November 4 Trial Date is being requested due to a schedule conflict. No confirmation at this time.

Engineering

- Chauvez Rd Bridge over Swan Creek: ***No Change in Status.*** Balancing Quantities Contract Modification still required along with project closeout paperwork, contractor evaluations and file reviews. (Bid: \$684,152.09. Project completion on September 1, 2014.)
- Chauvez Rd Reconstruction: ***No Change in Status.*** Paving operations last week along with pavement markings substantially completed the project on time. A few punch list items remain. (Bid: \$459,946 from Hallack Contracting. Progress schedule: August 25 to Sept 26, 2014.)
- Pavement Marking – Primary Roads: Contractor began pavement marking on Tuesday and completed on Wednesday after weather delays from last week. (Project Completion date of on or before October 5.)
- Hansen Rd Reconstruction: ***No Change in Status.*** The FHWA approved Obligation Authority on Sept. 16. A revised Progress Schedule was submitted to MDOT and we are awaiting information for which Letting it will be in. (Estimate: \$270,450. Progress schedule: Project shall be completed on or before July 2, 2015).
- County HMA: ***No Change in Status.*** Elmer's has completed paving. Reith-Riley has substantially completed paving with the Branch Twp. projects remaining. Schedule to be determined.

Meetings Follow-up and Up-Coming

- Big Sable Watershed Restoration Committee – Attended and shared information on the initial selection of Stephens Rd over Big Sable River.
- Mason County Task Force Meeting held Tuesday
- US-10 Corridor Access Management meeting Monday, Oct 13th – 2 Sites to be reviewed
- RTF #14 Meeting Tuesday, October 14th at WMSRDC
- Local Road Safety Peer Exchange, October 14-15 in Lansing.
- Township Officers Meeting, Thursday, October 16th, Custer Twp. Hall. 7:30 pm

Informational Items

- Meisenheimer Rd / Kinney Rd: Riverton Twp. satisfied with repairs and bond. Release final payment.
- Phone System –***No change in status.*** Moss is requesting a follow-up meeting to present their estimate.
- Aldi Foods / Wags to Whiskers Development Access – US-10 / Meyers Rd

Under unfinished business the following was discussed

1. None at this time

Under new business the following was discussed

1. Environmental Systems Research Institute Inc quote for ArcGIS for Desktop Standard Single Use License-(esri) See Motion.

2. CRA General Policy meeting in Lansing on October 20th. D Robidoux to attend.
3. The following Meeting dates will be changed:
 - October 23, 2014 changed to Thursday, October 30, 2014. 10:00 am
 - November 27, 2014 changed to Tuesday, November 25, 2014. 10:00 am
 - December 25, 2014 changed to Tuesday December 23, 2014. 10:00 am

Items Requiring Board Action

Motion by Robidoux seconded by Matiash to approve the purchase of the Environmental Systems Research Institute (esri) ArcGIS for Desktop Standard Single Use License in the amount of \$6,300.00. Ayes all. Motion carried.

The next regular meeting is scheduled for October 30, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 11:48 am.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the October 30, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: None

Visitors: Fred Bates to observe and comment that things were going well in the township. Jim Gallie to thank the MCRC for the good work done on Johnson Road, S Stiles Road and S. Victory Corners Road. They have also requested that their brine schedule for next year be 1 full brine followed by a piggy back.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the October 9, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass to approve accounts payable for October 30, 2014 for ck #72174 thru ck#72235 in the amount of \$240,158.48, approve payroll #22 for October 23, 2014 for \$56,877.14 and pre-approve Payroll #23 for November 6, 2014.

At 10:08 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Continue to finish up on township projects. Larson Road in Meade Township will be ready to seed and mulch in a couple of days. Stiles and Victory Corner Road in Amber Township are done. Planning to do paving in Branch Township in the next few days. Will contact the supervisor when the paving will begin. Will do patching on Custer Road tomorrow if weather allows. Blading, shaping and aggregate patching on local gravel roads. Have been hauling winter sand and gravel into the yard. Cold patching, sweeping and brush cutting. The Cat Excavator has been working out on Larson Road on ditching. Cleaning up the pits by piling up brush and stumps before winter. The tree crew has been out for a couple of days. Extra help in the shop when available to work on the new trucks and getting the sanders ready for winter. New truck #606 is almost completed. Foreman Bill Vandyke attended a Winter Operations meeting in Gaylord this week.

Manager/Director Report

Personnel

- On-going workman's comp lawsuit update –As the Court is closed for elections on November 4th, a new hearing date of November 18th has been set. The case will not proceed to trial at that time, rather the hearing date will be utilized by the court to further

assess the status of discovery and settlement negotiations.

- Reviewing temporary employee needs for winter maintenance. Currently looking at One (1) Part-Time Janitor/Plow Driver for December – February and Two (2) Seasonal Call-In for as needed.

Engineering

- Chauvez Rd Bridge over Swan Creek: *No Change in Status*. Balancing Quantities Contract Modification still required along with project closeout paperwork, contractor evaluations and file reviews. (Bid: \$684,152.09. Project completion on September 1, 2014.)
- Chauvez Rd Reconstruction: Punch list items have been addressed and a contract mod for the sewer taps and extra work in in the works. (Bid: \$459,946 from Hallack Contracting. Progress schedule: August 25 to Sept 26, 2014.)
- Pavement Marking – Work is complete and Balancing Contract Mod is in the works.. (Project Completion date of on or before October 5.)
- Hansen Rd Reconstruction: *No Change in Status*. The FHWA approved Obligation Authority on Sept. 16. A revised Progress Schedule was submitted to MDOT and we are awaiting information for which Letting it will be in. (Estimate: \$270,450. Progress schedule: Project shall be completed on or before July 2, 2015).
- County HMA: County culvert crossings were scheduled for today, now pushed to Friday, with Branch Twp. projects scheduled for Saturday, now pushed to next week. We have been in continued contact with Reith-Riley for the scheduling...

Meetings Follow-up and Up-Coming

- RTF #14 Meeting Tuesday, October 14th at WMSRDC
- Township Officers Meeting, Thursday, October 16th, Custer Twp. Hall.

Informational Items

- Roadside Park Closures: Oct. 27, 2014 and November 30, 2014.
- 6th Annual Shake Your Mailbox Day – PR Notice
- Meisenheimer Rd / Kinney Rd: Having Legal Counsel review the Bond and wish for a letter of commitment from MCRC for the 3 grade dip repairs.
- Phone System –*No change in status*. Moss is requesting a follow-up meeting to present their estimate.
- Proposed Rural Task Force Oversight Board

Under unfinished business the following was discussed

1. None at this time

Under new business the following was discussed

1. Farm Bureau Proposal for Local Road Funding discussion. B Schwass offered some suggestions for their proposal.
2. Koenig Rd Agreement-See Motion
3. Brye/Marrison Road Intersection Stop control-See Motion
4. D Robidoux presented a packet of information received at the CRAM meeting he attended last week.

Items Requiring Board Action

Approve Agreement with Huron-Manistee National Forests for Koenig Road

Motion by Schwass seconded by Robidoux to approve and authorize the Manager/Director to sign the Project Agreement between the MCRC and USDA. Forest Service, Huron-Manistee National Forest executed between the parties on January 31, 2012. The purpose of this Project Agreement is to document the parties cooperation in the stabilization, improvements, and maintenance of Koenig Road from Stephens Road east 5,800 feet within Sections 11,12 & 14 of Free Soil Township.

Ayes all. Motion carried.

Approve Stop Sign on Marrison Road.

Motion by Schwass seconded by Robidoux to approve the placement of 2-Way STOP signs on the corner of Brye Road and Marrison Road in place of the 2- Way YIELD signs that are currently in place. It has been noted that people were not yielding at the intersection and with the paving completed on Brye Road the speeds and traffic have increased. Ayes all. Motion carried.

The next regular meeting is scheduled for November 13, 2014 at 10:00 am.

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


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the November 13, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 8:30 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover and Secretary Samuels.

Absent: Superintendent Moody.

Visitors: Jim Gallie of Amber Township mentioned that people were cutting the corner short at Brye and Johnson and wondered what could be done. Also stated there were some pot holes by his home that needed to be fixed. Bruce Burke of Logan township was in to discuss the billing for brine. Stated the cost was 30% higher than the estimated cost. W Schoonover will check into this and try to attend their next board meeting.

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as presented. Ayes all. Motion carried.

The minutes of the October 30, 2014 regular meeting were discussed:

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

The Board took the following action after reviewing the accounts payable.

Motion by Schwass seconded by Matiash to approve accounts payable for November 13, 2014 for ck #72236 thru ck#72297 in the amount of \$213,962.75 and pre-approve payroll #24 for November 20, 2014.

At 8:36 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: No Report

Shop Foreman Report: The single axle trucks are ready with sanders for snow removal and are working on the tandems. The two new trucks are coming along very well. One is almost complete and waiting for the sander. The second truck will be ready soon. Discussion on approving the purchase of a dump box.

Manager/Director Report

Personnel

- Currently advertising for Temporary Truck/Equipment positions: One (1) Part-Time Janitor/Plow Driver for December – February and Two (2) Seasonal Call-In for as needed. Advertised in Ludington Daily News Wed. Nov. 5th, Thurs., Nov. 6th, and Mon. Nov. 10th. Applications are being taken until Mon. Nov. 17th.

Engineering

- Chauvez Rd Bridge over Swan Creek: *Completed.* Project file is being assembled along

with addressing final quantities of the work items. Still required are the Balancing Quantities Contract Modification, contractor evaluations and file reviews. (Bid: \$684,152.09. Project completion on September 1, 2014.)

- Chauvez Rd Reconstruction: **Completed.** Project file is being assembled along with a contract modification addressing the sewer taps and extra work in the works and the extra time due to late award. Still required are the contractor evaluations and file reviews. (Bid: \$459,946 from Hallack Contracting. Progress schedule: August 25 to Sept 26, 2014.)
- Pavement Marking – **Completed.** Project file is being assembled along with addressing the Balancing Quantities Contract Modification, contractor evaluations and file reviews. (Project Completion date of on or before October 5.)
- Custer Rd Culvert Crossing - **Completed.** Project file is being assembled along with addressing the final quantities for reimbursement submittal.
- Hansen Rd Reconstruction: The Draft Proposal has been reviewed and a request for Advertisement submitted. Draft Cost Estimates have not been received. A January Letting has been scheduled. (Estimate: \$270,450. Progress schedule: Project shall be completed on or before July 2, 2015).
- County HMA: County culverts and Jackpine Rd, Branch Twp have been paved. Remaining Branch Twp patches and Kinney Rd patches will be performed next spring.

Meetings Follow-up and Up-Coming

- Local Bridge Advisory Board met Friday October 31st. The North Region Bridge Council's recommendations were approved which included the 2017 replacements of Stephens Rd over Big Sable River, Free Soil Twp and Decker Rd over Frog Paradise Drain, Sherman Twp. Our "Large Bridge" application of Custer Rd over the Pere Marquette River was not selected. Discussion occurred regarding the proposed replacement verses deck replacement.
- Paul Bunyan Council meeting, Thursday, November 20th.

Informational Items

- Meisenheimer Rd / Kinney Rd: Riverton Twp has agreed to the Kinney Road funds being released. Legal Counsel recommends the 5-year Warranty be dated from the day the corrections were completed. Information forwarded to Reith-Riley
- Received MDOT's FY 2015 Winter and Summer Budget
- LOU for MDOT Winter Patrol
- Draft 2015-2017 Fed/State Program spreadsheet
- PM Twp ORV Ordinance Public Hearing

Under unfinished business the following was discussed

1. Approve quote for 14ft dump box-See Motion

Under new business the following was discussed

1. Winter Maintenance Operations Policy was discussed. Will update the second priority roads and add to the list. See Motion.
2. Bids will be taken immediately until December 4, 2014 for proposals to audit the financial statements for the MCRC.

Items Requiring Board Action**Approve 14ft Dump Box**

Motion by Matiash seconded by Schwass to approve the bid from Shults Equipment for a 14ft dump box for truck #607 in the amount of \$9,338.00. The box will be delivered in the spring of 2015 and we will be billed at the time of delivery. Ayes all. Motion carried.

Approve Winter Maintenance Operations Policy

Motion by Matiash seconded by Schwass to approve the revised policy dated November 13, 2014 for the Winter Maintenance Operations for the MCRC . Ayes all. Motion carried.

Approve Ballot for CRAM

Motion by Matiash seconded by Schwass to vote the Ballot as presented for the CRA Board. Ayes: Matiash and Schwass. Abstain: Robidoux. Motion carried.

The next regular meeting is scheduled for November 25, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 10:16 am.


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the November 25, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: None

Visitors: None

Approval of Agenda: Motion by Schwass seconded Matiash to approve the agenda as updated. Ayes all. Motion carried.

The minutes of the November 13, 2014 regular meeting were discussed:

Motion by Matiash seconded by Schwass to approve the minutes as amended.

Ayes all. Motion carried.

The Board took the following action after reviewing the accounts payable.

Motion by Schwass seconded by Matiash to approve accounts payable for November 26, 2014 for ck #72298 thru ck#72341 in the amount of \$113,918.42, pre-approve payroll #25 for December 4, 2014 and approve Short Term Disability checks for November 26, 2014 in the amount of \$34,499.35

At 10:07 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Mostly winter maintenance over the past two weeks. Some blading and patching, cleaning out spillways that were bad. Cold patching as weather permits and culvert replacement on First Street. Extra help in the shop to finish getting the trucks ready for winter. Truck #606 has been completed and is on the road. The Rest area will be closing next week.

Manager/Director Report

Personnel

- Update on Temporary Truck/Equipment interviews: Four (4) applicants were interviewed for the One (1) Part-Time Janitor/Plow Driver for December – February and Two (2) Seasonal Call-In for as needed positions.

Engineering

- Chauvez Rd Bridge over Swan Creek: *No change in status.*
- Chauvez Rd Reconstruction: *No change in status.*
- Pavement Marking – *No change in status.*
- Custer Rd Culvert Crossing - *No change in status.*
- Hansen Rd Reconstruction: *No change in status.* The Draft Proposal has been reviewed and a request for Advertisement submitted. Draft Cost Estimates have not been received.

A January Letting has been scheduled. (Estimate: \$270,450. Progress schedule: Project shall be completed on or before July 2, 2015).

- County HMA: ***No change in status.*** County culverts and Jackpine Rd, Branch Twp have been paved. Remaining Branch Twp patches and Kinney Rd patches will be performed next spring.

Meetings Follow-up and Up-Coming

- Paul Bunyan Council meeting, Thursday, November 20th.
- CRA Meetings, Mon. Dec. 8th, Mt. Pleasant
- Logan Twp, Mon. Dec 8th, 7:30 pm
- Rural Task Force #14, Tues. Dec 9th, Muskegon

Informational Items

- Meisenheimer Rd / Kinney Rd: ***No change in status.*** Riverton Twp has agreed to the Kinney Road funds being released. Legal Counsel recommends the 5-year Warranty be dated from the day the corrections were completed. Information forwarded to Reith-Riley
- Road Funding Update: HB 5477 (S-13): Sent to the House, this bill would convert the gasoline tax to a wholesale tax at a rate of 9.5% on April 1, 2015. Percentage rate to increase 2% annually until January 1, 2018 at a rate of 15.5 %. A ceiling and floor are included.

Under unfinished business the following was discussed

1. Paul Bunyan Meeting re-cap-Discussion on the bylaws and working on members for the Rural Task Force Oversight Board. An Engineer has been hired to serve at the CRA. This meeting was a very informative meeting and well attended.

Under new business the following was discussed

1. Brining policy discussion for 2015-There was discussion on making changes to the brining policy for 2015. Will bring the current policy to the next meeting. More discussion will follow.

Items Requiring Board Action

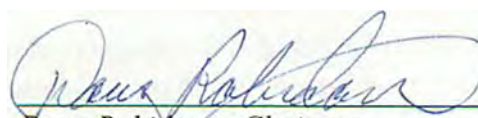
Approve Holiday Gift Cards

Motion by Schwass seconded by Robidoux to approve purchasing gift cards for the MCRC employees in the amount of \$30.00 each. Ayes all. Motion carried.

The next regular meeting is scheduled for December 11, 2014 at 10:00 am.

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


Mary Samuels Secretary


Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the December 11, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:00 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody.

Absent: None

Visitors: Jim Hissong/Branch Township to ask that the Board commend Bob Anderson for doing a great job snowplowing on Bockstanz Road. Larry Powers of Branch to discuss snow plowing on Campbell Road and express his dissatisfaction. There is a new driver in that area this year and E Moody will bring it to his attention. Jim Gallie of Amber Township asked if we had received their information regarding brining for 2015. He also mentioned several maintenance items that were completed. Bruce Burke of Logan Township to discuss Logan Townships issue with brining. His Board had requested him to ask that the MCRC split the difference on the amount they were billed for brining. The board did not agree to go along with their request and they are expected to pay the balance owed to the MCRC.

Approval of Agenda: Motion by Matiash seconded Schwass to approve the agenda as presented Ayes all. Motion carried.

The minutes of the November 25, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass to approve accounts payable for December 11, 2014 for ck #72342 thru ck#72409 in the amount of \$194,037.36, and pre-approve payroll #26 for December 18, 2014.

At 10:04 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report: Winter maintenance for several days over the past two weeks. Bit edging using crushed concrete. Full tree crew with loader out cutting trees and limbing. Some aggregate patching as weather allows and two crews out cold patching almost everyday. Have been working on washout repairs and drainage with the Cat Excavator. Extra help in the shop and washing trucks. One temp has been hired and is doing very well.

Manager/Director Report

Personnel

- Hired One (1) Part-Time Janitor/Plow Driver for December – February and One (1) Seasonal Call-In for as needed positions.

Engineering

- Chauvez Rd Bridge over Swan Creek: Balancing quantities are being resolved with the contractor, Kloote. Project review to follow.
- Chauvez Rd Reconstruction: Awaiting Contract Modification approval for additional work performed. Once received the final estimate can be processed and project reviewed.
- Pavement Marking – Awaiting Balancing Contract Modification approval. Once received the final estimate can be processed and project reviewed.
- Custer Rd Culvert Crossing –Ready for project review and final estimate.
- Hansen Rd Reconstruction: Draft Cost Estimates have not been received and reviewed. A January Letting has been scheduled. (Estimate: \$270,450. Progress schedule: Project shall be completed on or before July 2, 2015).
- County HMA: Remaining Branch Twp patches and Kinney Rd patches will be performed next spring.

Meetings Follow-up and Up-Coming

- CRA Meetings, Mon. Dec. 8th, Mt. Pleasant
- Logan Twp, Mon. Dec 8th, 7:30 pm
- Rural Task Force #14, Tues. Dec 9th, Muskegon
- Local Emergency Planning Committee (LEPC), Dec 16th, 4 pm

Informational Items

- Meisenheimer Rd / Kinney Rd: **No change in status.** Riverton Twp has agreed to the Kinney Road funds being released. Legal Counsel recommends the 5-year Warranty be dated from the day the corrections were completed. Information forwarded to Reith-Riley
- Road Funding Update: See attached CRA Action Alert

Under unfinished business the following was discussed

1. Brining policy discussion for 2015-There was discussion on making changes to the brining policy for 2015 to include considering billing directly to townships by the contractors. Manager/Director Schoonover will contact the townships to see if this would work for them due to the fact that some townships only meet every other month so there could be a 45 day delay in getting the bills paid. He will also ask that if the MCRC discontinues the medical brine program would the township be interested in paying the cost for their residents that request the brining. The MCRC would then refer the township residents to the township board.
2. Pot luck is scheduled for December 17 @ 12:00 noon.
3. CRA Meeting Update-Various members have been meeting with the Governor to discuss road funding. There was discussion on By-law and Service Charge Fee changes. Working on what road commissions need for further training. The information for the Annual Highway Conference is available. The next meeting is scheduled for January 21, 2015 in Lansing.
4. Staff evaluations will be presented at the next board meeting.

Under new business the following was discussed

1. Presented the amended budget for 2014 and the proposed budget for 2015. Will discuss at the next meeting and present at a public hearing on December 23, 2014 @ 9:30 am.
2. There will be 27 pays for the 2015 payroll year.
3. Resolution to add Meyers Road and Hall's Lane into the road system. See Motion.
4. Received Audit Proposals from Abraham & Gaffney P.C in the amount of \$9,200.00 and Anderson, Tackman & Company PLC in the amount of \$8,940.00 to provide the Financial Audit for the period ending 12-31-2014. See Motion.

Items Requiring Board Action

Accept Hall's Lane and Mears Road into the MCRC Local Road System

Motion by Schwass seconded by Robidoux to accept the additional portion of Hall's Lane and Mears Road adding 1225 feet (0.23 miles) in the plat of Bayou Shores Section 27 of Hamlin Township into the Mason County Road Commission Local Road System.

Ayes: Matiash, Robidoux and Schwass

Nays: None Motion carried.

Award Bid to provide the Financial Audit for the MCRC

Motion by Schwass seconded by Matiash to award the proposal to perform the December 31, 2014 Financial Audit for the MCRC to Anderson, Tackman and Company, PLC with a proposed fee of \$8,940.00. Ayes all. Motion carried.


Local Road Policy Change for Piggy Back Brining and Medical Spot Brining for 2015

Motion by Matiash seconded by Robidoux to change the Local Road Policy regarding Piggy Back Brining to read the MCRC will only participate in 25% of the cost for the first Piggy Back Brining per township and to end the Medical Spot Brining. Ayes: Robidoux and Matiash.

Nays: Schwass. Motion carried.

The next regular meeting is scheduled for December 23, 2014 at 10:00 am.

There being no further business the meeting was adjourned at 12:35 pm.


 Mary Samuels Secretary


 Doug Robidoux Chairman

MINUTES

Chairman Doug Robidoux called the December 23, 2014 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 9:30 am.

Members present: Robidoux, Schwass and Matiash, Manager/Director Schoonover and Secretary Samuels.

Absent: Superintendent Moody

The Public Hearing was called to order at 9:31 am.

The purpose of the Public Hearing was to discuss the 2015 operating budget and the amendments for the 2014 budget. Both the proposed 2014 amendments and the proposed 2015 budgets were extensively explained and discussed.

The Public Hearing closed at 10:03 am.

The regular meeting was called to order.

Visitors: Jim Gallie of Amber Township let the Board know that everything was going well in Amber Twp and that they had submitted their brine map for 2015. Jerry Jensen of Sherman Township was in to discuss the letter received from the MCRC regarding the 2015 brine program. He stated he felt the board would agree to be direct billed by the brining contractor but wondered if there would be too long of time in between receiving the brine bill and when their next board meeting would be held for approval to pay. He would also like an estimate on how much it would cost for the township to provide medical brine to their residents that may request it. Paul Keson of Pere Marquette Township thanked the board for looking at the road issue at Buttersville Park and reminded of the \$9,100.00 payment for First Street in the Business Park. Pere Marquette Township has one gravel road (Bradshaw) that they will be adding as a brine project for 2015. About ½ mile.

Approval of Agenda: Motion by Matiash seconded Schwass to approve the agenda as presented Ayes all. Motion carried.

The minutes of the December 11, 2014 regular meeting were discussed:

Motion by Schwass 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 Schwass seconded by Matiash to approve accounts payable for December 23, 2014 for ck #72410 thru ck#72459 in the amount of \$167,329.23, pre-approve payroll #27 for December 31, 2014 and pre approve final accounts payable for December 31, 2014. Ayes all. Motion carried.

At 10:06 am the Board looked over the contingent liability and revenue sheet.

Superintendent's Report given by Manager/Director Schoonover: Working on gravel roads. The limb crew has been out several days working on overhanging limbs and the tree crew has been out as well and have worked on the North bound on ramp and on the Bradshaw Road Project in Riverton Township.

Manager/Director Report

Personnel

On-going workman's comp lawsuit update – On December 12th, we received notification of a new control date set for January 13, 2015.

Engineering

- Chauvez Rd Bridge over Swan Creek: *No change in status*. Balancing quantities are being resolved with the contractor, Kloote. Project review to follow.
- Chauvez Rd Reconstruction: *No change in status*. Awaiting Contract Modification approval for additional work performed. Once received the final estimate can be processed and project reviewed.
- Pavement Marking –Balancing Contract Modification has been approved. Final estimate to be developed, processed and project reviewed.
- Custer Rd Culvert Crossing – *No change in status*. Ready for project review and final estimate.
- Hansen Rd Reconstruction: Appearing as Item 37 in the January 9, 2015 Letting, it has a 0% DBE requirement but has been selected a Small Business Program (SBP) project, thus greatly reducing the number of eligible bidders. (Estimate: \$270,450. Progress schedule: Project shall be completed on or before July 2, 2015).

Meetings Follow-up and Up-Coming

- Rural Task Force #14, Tues. Dec 9th, Muskegon
- Local Planning Team and Local Emergency Planning Committee (LEPC), Dec 16th
- Rural Task Force Oversight Board, Dec 22nd, Lansing

Informational Items

- Road Brining Letters sent out to township supervisors. Billing feedback responses and
- Meisenheimer Rd: Received word back from Reith-Riley that they feel that they are addressing the concerns as agreed to and have committed to a 5-year bond from the date of original completion. Repairs have been addressed resulting from a first-year review and there will be an additional 4 annual reviews. Local Reith-Riley told they cannot extend an additional year. Riverton Twp has interpreted the 5-year bond to start from the date of the repairs which was approximately 1 year from the date of the original completion.
- Road Funding Update:
 - i) HB 4539 – Removes sales tax from gasoline
 - ii) HB 4630 - Changes vehicle registration (\$45 million total for personal vehicles and \$50 million total for heavy trucks), heavy truck fees, and sets a surcharge for electric and hybrid vehicles (EV's < 8,000 lbs pay additional \$75/yr, EV's > 8,000 lbs pay additional \$200/yr, hybrid vehicles pay additional \$25/yr)
 - iii) HB 5477 – converts the 19 ¢/gal gasoline and 15 ¢/gal diesel taxes into a 14.9 percent tax on the wholesale price (estimated to raise \$1.2 billion in new revenue), contains a

floor and ceiling

- iv) HJR UU - proposal to amend the State Constitution to raise the sales tax from 6% to 7%, eliminate sales and use taxes on gasoline and diesel fuel (beginning October 1, 2015), dedicate revenue for school aid and revise eligible school aid

Under unfinished business the following was discussed

1. Brining policy discussion for 2015-Have received some positive feedback from a couple of the townships with the changes in the 2015 Brining Policy.
2. Staff evaluations were presented-Will discuss at the next meeting.
3. Approve Amended Budget for 2014-See Motion
4. Approve Proposed Budget for 2015-See Motion

Under new business the following was discussed

1. Approve Hansen Road Paving Project with MDOT. See Motion.

Items Requiring Board Action

Approve Hansen Road Paving Project

Motion by Matiash seconded by Schwass to enter into an agreement with MDOT for hot mix asphalt work along Hansen Road from Amber Road easterly to Gordon Road; including vertical curve modification, culvert, and guardrail installation work; and all together with necessary related work. Job #119751A, Project STP 1453(014) Federal Item No. LL 0446 and Contract No. 14-5562. Total estimated cost \$270,500.00. Cost Participation of Federal Surface Transportation Funds \$54,100.00, Federal Surface Transportation Funds used as TED Funds \$70,300.00, TED Funds \$146,100.00, MCRC None. Also authorize Chairman Robidoux and Vice-Chairman Schwass to sign.

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

2014 Amended Budget

Motion by Matiash seconded by Schwass to approve the 2014 amended budget subject to the final year end audit. (Attached) Ayes all. Motion carried.

2015 Proposed Budget and Primary Road Projects

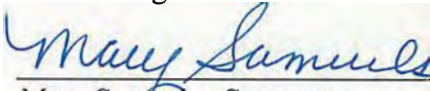
Motion by Schwass, seconded by Matiash to approve the 2015 Budget as amended. (Attached) and approve the following Primary Road Projects for 2015: Hansen Road, Line Painting, Seal Coating, and Neil St Culvert. Total Cost \$665,500.00. (Attached). Ayes all. Motion carried.

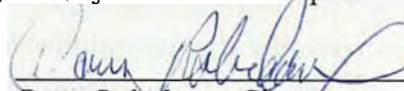
Release Funds to Rieth Riley for Meisenheimer Road/Riverton Township

Motion by Schwass seconded by Matiash to release the final \$50,000.00 to Rieth Riley for the construction of Meisenheimer Road in Riverton Township based on discussions between Manager/Director Schoonover and the Township Board. Ayes all. Motion carried.

The next regular meeting is scheduled for January 8, 2015 at 10:00 am.

There being no further business the meeting was adjourned at 12:35 pm.


Mary Samuels Secretary


Doug Robidoux Chairman