

## MINUTES

Manager/Director Schoonover called the January 14, 2016 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, Matiash and Robidoux, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

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

Visitors: Tom Bingham from Cale's Cove Condominium Association was in to inquire if the MCRC would take over maintaining Brookwood Place, currently a private drive. He was directed to take his information to the township first and to determine if the road would meet MCRC specifications.

Amber Township Supervisor Jim Gallie reported that the Township Supervisors held a meeting and discussed audits, seal coating, HMA and brining. Gallie stated there were good reports regarding snowplowing. They also discussed that they would like to see more shoulder pulling done by the MCRC. A meeting with the Supervisors and MCRC Board will be scheduled for February 10, 2016, 7:00 pm at the Amber Townhall. Gallie also mentioned some Primary roads in need of repair and said he had spoken with a representative from Lowe's stating his request for funds to participate in the repairs to Meyers Road was going before their committee for discussion.

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

Conflicts: None

The minutes of the December 22, 2015 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 Matiash seconded by Robidoux to approve accounts payable for January 14, 2016 for Ck#73688 thru ck#73726 for \$123,464.54 and approve payroll #01 for January 14, 2016 for \$68,557.41.

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

**Superintendent's Report:** Two Cold patch crews have been out as weather allows. The tree crew and the limb crew have been out still cleaning up from the last wind storm and cutting hanging limbs in plow areas. The tractor brush cutter has been out fairly steady. The Cat Excavator is doing some ditching and the sanders have been out. All winter maintenance for the past week. Extra help in the shop and have been washing trucks. The temporary employees have been doing a good job and working out very well.

**Manager/Director Report:**

**Personnel**

- Contract Negotiations: Membership vote turned down the proposal presented. New dates are being sought.

**Engineering**

- Hansen Rd Reconstruction: Final paperwork is being addressed and final quantities reviewed and approved. Final estimate review by MDOT is scheduled for February 5<sup>th</sup>.
- Neil Street Culvert: Progress Schedule has been received, reviewed and submitted to MDOT, also approved. Pre-Constriction date has been set for Friday, January 22<sup>nd</sup> at 10 am. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: Start work April 18, 2016, with a completion date of May 20, 2016).
- 2016 Pavement Marking: Pavement Markings will be applied to Federal Aid eligible routes in the north half of the county and entail centerline and fog-line within the Ludington Urban Limits and increasing application on wider paved heavier traveled roadways. Also included are railroad crossing markings at five (5) locations. Cities and Villages have been invited to include their Federal-Aid routes at their cost. Engineer estimate: \$45,000 Federal STP.
- Rasmussen Rd Design: *No change in status.* Final Plans are ready for submission pending final ROW. (Estimate: \$501,000. 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap. Estimated at \$126K.)
- Hansen Rd Design, Dennis Rd to Stiles Rd: Design continues for this 1 ½ mile reconstruction project.

**Informational Items**

- Extension of 2015 Brine Contract – Signed extension letter from MCS has been received, signed and a copy returned.
- FMCSA (Federal Motor Carrier Safety Administration) testing rate change.
- RTF #14 meeting is set for Friday at 10 am, at the WMSRDC offices.
- FY 2018 Darr Rd Bridges – Address Sherman Twp Board at 7:30 pm Tues. Jan. 19<sup>th</sup>.
- MCTOA: 7:30pm Thursday, Jan. 21<sup>st</sup> at Logan Twp Hall
- CRA 2016 Highway Conference (March 15-16) registration is open. Room reservations made in April.

**Under unfinished business the following was discussed**

1. Approve re-purchase option for Truck #513-See Motion

**Under new business the following was discussed**

1. Amendments to the Constitution and By Laws for CRA-See Motion
2. Annual Payment due to Pere Marquette Township-See Motion

**Items Requiring Board Action**

**Establish Board Meeting Dates**

A motion was made by Robidoux seconded by Matiash to set the regular board meeting dates generally, for the second and fourth Thursdays each month at 10:00 am. With the exception of the January 28, 2016 meeting that is changed to January 25, 2016 and the November 24, 2016 meeting changed to November 22, 2016.

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

**Establish Board Positions**

**Chairman**

Motion by Matiash seconded by Robidoux to appoint Bill Schwass as the Chairman of the MCRC Board of Commissioners. Ayes: Robidoux and Matiash. Nays: None Abstain: Schwass. Motion carried.

**Vice-Chairman**

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

**Annual Payment to PM Township**

Motion by Robidoux seconded by Matiash to approve the 6<sup>th</sup> annual payment to Pere Marquette Township in the amount of \$9,100.00 to be made on January 28, 2016. Ayes all. Motion carried.

**Approve Re-Purchase Option for Truck #513**

Motion by Robidoux seconded by Matiash to approve the re-purchase option made by FIAT Chrysler Automobiles to re-purchase our Truck #513 in the amount of \$14,905.00 and to purchase a new 2016 F350 from Great Lakes Ford in the amount of \$28,971.72. Should this truck not be available from Great Lakes Ford the board agreed to purchase a truck from Manistee Ford in the amount of \$28,301.72. Ayes all. Motion carried.

**Approve Two Amendments to the Constitution and By Laws for CRA**

Motion by Matiash seconded by Robidoux to approve the proposed amendment by the Board of Directors of CRA for Article V, Section 11 to establish a Legal Assistance Standing Committee and to renumber the remaining Section 12 to Section 16. Ayes all. Motion carried.

Motion by Robidoux seconded by Matiash to approve the proposed amendment recommended by the Board of Directors of CRA to change the name of the Association of Southern Michigan County Road Commissions to the Association of Southern Michigan County Road Agencies, as already approved by the Association of Southern Michigan County Road Agencies. Ayes all. Motion carried.

**Approve Purchase of Two Tandem Drive Tractor Trucks**

Motion by Matiash seconded by Robidoux to approve the purchase of two (2) new 2017 Kenworth T800 Michigan Special Day Cab Tractors in the amount of \$126,529.00 each for one (1) year at a rate of 5.85% for a total cost of \$269,023.65. As an expression of good faith at the sole option of the Mason County Road Commission, Michigan Kenworth agrees to provide an option to buy back both units for the original price twelve (12) months after the original in-service date of each respective truck. Ayes all. Motion carried.

The next regular meeting is scheduled for Monday January 25, 2016 at 10:00 am.

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

  
Mary Samuels Secretary

  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the January 25, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jerry Jensen Sherman Township Supervisor to discuss Darr Road Bridge Plans. He stated the township does not have the funds up front to help finance this project. He suggested they might be able to make annual payments to the road commission. Will discuss again at a later date. Joan and Jim Allen of Middleton Road and Nancy Vandervest, Hamlin Township Supervisor were in to ask why the road is no longer being plowed. It was determined this was a private road and the road commission is not responsible for plowing. The board will allow plowing to the end of the road to facilitate an easier turn around for road commission equipment for the rest of this season to give the residents time to make other arrangements. The road would need to be brought up to road commission standards before it could be placed in our road system. W Schoonover will get some information to N Vandervest so that the Hamlin Township Board can help. Vandervest also thanked the board for the help on the South Bayou Bridge.

Curt and Diane Vanderwall were present to announce to the board that he will be running for the 101<sup>st</sup> District Seat in the November Election. The term limit for Ray Franz is up this year.

Jim Gallie and Dick Alway from Amber Township to remind the board they are waiting for a list of road estimates. They will be available before their next meeting on February 15. Gallie mentioned that he has been in touch with Lowes regarding Meyers Road and confirmed that a letter has been given to their board requesting that they cost share in the project. Nothing new from Shelby Bank or the other property owner. They also thanked the board for having the brush cut back on Johnson Road and the highway.

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

Conflicts: None

The minutes of the January 14, 2016 regular meeting were discussed:

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

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

Motion by Matiash seconded by Robidoux to approve accounts payable for  
January 28, 2016 for Ck#73727 thru ck#73777 for \$595,369.61 and approve payroll #02  
for January 28, 2016 for \$70,571.86.

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

**Superintendent's Report:** Winter Maintenance everyday for the past two weeks. The tree and limb crews have been out. Extra help in the shop washing trucks and cleaning the truck barn. Two cold patch crews were out today.

**Manager/Director Report:**

**Personnel**

- Contract Negotiations: Next meeting set for Monday, February 29<sup>th</sup> at 10 am.

**Engineering**

- Hansen Rd Reconstruction: ***No change in status.*** Final paperwork is being addressed and final quantities reviewed and approved. Final estimate review by MDOT is scheduled for February 5<sup>th</sup>.
- Neil Street Culvert: Pre-Constriction was held Friday. Shop drawing review comments were discussed and comments to be sent to Northern Concrete Pipe for addressing and correction before approval. An on-site Pre-Construction Meeting has been set for Friday, April 1<sup>st</sup> at 10 am. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: ***No change in status.*** Pavement Markings will be applied to Federal Aid eligible routes in the north half of the county and entail centerline and fog-line within the Ludington Urban Limits and increasing application on wider paved heavier traveled roadways. Also included are railroad crossing markings at five (5) locations. Cities and Villages have been invited to include their Federal-Aid routes at their cost. Engineer estimate: \$45,000 Federal STP.
- Rasmussen Rd Design: ***No change in status.*** Final Plans are ready for submission pending final ROW. (Estimate: \$501,000. 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap. Estimated at \$126K.)
- Hansen Rd Design, Dennis Rd to Stiles Rd: Design continues for this 1 ½ mile reconstruction project.

**Informational Items**

- FMCSA (Federal Motor Carrier Safety Administration) testing rate change. MCRC SIP's EPL Guide was reviewed (2009 FMCSA levels are currently referenced) and then the question asked if MCRC SIP will address/endorse staying with the 2009 testing rates, revise to newer or something in between. They are to discuss with legal and get back to us as soon as they can.
- RTF #14 was held on the 15<sup>th</sup> with all individual counties adjusting their projects to remain fiscally constrained by keeping projects currently scheduled and adjusting local shares per WMSRDC's recommendation in anticipation of new targets (from FAST Act) becoming available in late February.
- FY 2018 Darr Rd Bridges – Addressed Sherman Twp Board last Tuesday.
- Restrictive Covenant –Final draft documents were reviewed by myself and counsel with comments returned regarding correction of the legal survey and additional survey descriptions of the zones. After the new restrictive covenant has been recorded and received by the DEQ, they will draft a rescission document that will then be signed and recorded.

**Under unfinished business the following was discussed**

1. None

**Under new business the following was discussed**

1. Approve Township Projects-See Motion
2. Approve wire Transfer to PACCAR Financial for two Michigan Kenworth T800's-See Motion
3. Grant Township Correspondence-The Board has requested the road commission to do wedging on Quarterline Road from Koenig Road South to Townline Road, also wedging on Hoague Road from LaSalle Road West to Quarterline Road and to repair the dip in the road by the swamp area west of the Fire Hall. These are Primary Roads and the responsibility of the Road Commission. The board will take this into consideration and do some soil borings.
4. D Robidoux will be attending the County Road Association Meeting on Monday February 1, 2016. Noted the new mileage reimbursement rate for 2016 is .54. He also asked Mgr./Director Schoonover to have a discussion regarding GPS information be placed on the agenda for the next Paul Bunyan Meeting.

**Items Requiring Board Action**

**Approve Township Projects**

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

**Amber Township 2016**

**Township Wide Dust Control** for 14.32 miles. One piggy back application at approximate rate of 2500 gallons per mile. Total cost \$10,024.00.

**Pere Marquette Township 2016**

**Township Wide Dust Control** for .5 miles. One single application at approximate rate of 2500 gallon per mile. Total cost \$200.00.

**Sherman Township 2016**

**Township Wide Dust Control** for 36.29 miles. A total of three single mineral brine applications at an approximate rate of 2500 gallons per mile. Total cost \$43,548.00.

**Approve Wire Transfer to PACCAR Financial**

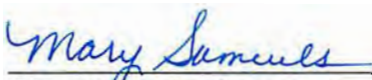
Motion by Robidoux seconded by Matiash to approve a wire transfer of funds to PACCAR Financial for loan payoff for our units #624 & #625 Michigan Kenworth T800 Trucks in the amount of \$251,536.00 for the principal and \$13,736.92 for the Interest for a total of \$265,272.92. The principle amount will be reimbursed by Michigan Kenworth once the trucks have been released from PACCAR Financial.

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

A **special meeting** is scheduled for February 10, 2016 at 7:00 pm. at the Amber Town Hall. The purpose of the meeting is to meet with the Township Supervisors to discuss road projects and any other concerns they may have.

**The next regular** meeting is scheduled for Thursday February 11, 2016 at 10:00 am.

**There being** no further business the meeting was adjourned at 11:24 a.m.

  
\_\_\_\_\_  
Mary Samuels Secretary

  
\_\_\_\_\_  
Bill Schwass Chairman



## MINUTES

Chairman Schwass called the February 25, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie Amber Township Supervisor submitted the boards 2016 road project list and asked to meet with the manager to discuss some of the changes they are requesting. Gallie also requested to have some work done on the frost heave on First Street. He stated he has been notified there will be a \$10,000.00 donation for the repairs needed to Meyers Road.

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

Conflicts: None

The minutes of the February 11, 2016 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 Matiash seconded by Robidoux to approve accounts payable for

February 25, 2016 for Ck#73835 thru ck#73884 for \$62,835.94 and approve payroll #04 for February 25, 2016 for \$72,161.67

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

**Superintendent's Report:** Some winter maintenance for the past two weeks. Some spot grading and limited amounts of patching. The tree and limb crews have been out trimming limbs and dead trees and also working in the plow areas. Extra help in the shop washing trucks, sanders and equipment. Two cold patch crews were out almost every day. Working in the Johnson pit burning brush. More still to do. The Cat Excavator is cleaning out ditches.

**Shop foreman Report:** T Woirol reported on costs for a retriever, Rototiller, Roller packer and rental on a motor grader. See Motion. There was also discussion on the six month out time frame to receive a new tractor for mowing. He mentioned the need for a single axle truck and that January 2017 would be the last time we could order a glider kit with the older technology. The board asked that he get a price for the glider kit and a new box.

**Safety Committee Report:** The Safety Committee including T Woirol, E Moody, B Lee, J Boon and W Schoonover were present to discuss the minutes of their last meeting held on February 2, 2016. The committee meets monthly as time allows. There was discussion on a spring training

4. Paul Bunyan is scheduled for February 18, 2016. All Board members to attend.
5. D Robidoux attended the Engineers Association meeting attending a CRA meeting. Met with the Workers Comp Board and approved the change over to the new insurance plan.

#### **Items Requiring Board Action**

##### **Approval of revised Drug Testing Rates per MCRCSIP and FMCSA**

Motion by Matiash seconded by Robidoux to approve recommendation from the Federal Motor Carrier Safety Administration (FMCSA) and the approval of MCRCSIP to lower the random controlled substances annual percentage testing rate from fifty percent (50%) to twenty five Percent (25%) effective January 1, 2016. If in the future, the reported positive rate for any calendar year is equal to or greater than 1.0 percent, the FMCSA Administrator will increase the minimum annual percentage rate for random controlled substances testing back to fifty percent (50%) of all driver positions. Ayes all. Motion carried.

##### **Approve Township Projects**

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

##### **Riverton Township 2016**

**Township Wide Dust Control** for 38.7 miles. One piggy back application at approximate rate of 5000 gallons per mile and 2 single brines at approximate rate of 2500 gallons per mile. Total cost \$58,020.00.

##### **Summit Township 2016**

**Township Wide Dust Control** for 2.87 miles. One single application at approximate rate of 2500 gallon per mile. Total cost 1,148.00.

##### **Victory Township 2016**

**Township Wide Dust Control** for 51.09 miles. One piggy back application at approximate rate of 5000 gallons per mile. Total Cost \$35,763.00.

##### **Approve Nomination for Three Year Term on the CRA Board.**

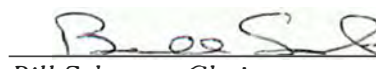
Motion by Matiash seconded by Robidoux to nominate Larry Orcutt for re-election to the CRA Board of Directors three year term beginning April 1, 2016. Ayes all. Motion carried.

##### **Approve request by Sheriff Kim Cole to place two (2) Memorial Highway signs on Jebavy Drive**

Motion by Robidoux seconded by Matiash to approve a request made by Sheriff Kim Cole to place two (2) Memorial Highway Signs along Jebavy Drive from the Lincoln River Bridge heading North and one heading South from Barnhardt Road in honor of Specialist Joe Lancour, a Mason County Resident who lost his life serving our country in Afghanistan along with 4 other servicemen eight years ago. Sheriff Cole will take the responsibility for raising the funds for the signs, including installation by the MCRC. Ayes all. Motion carried.

**There being no further business the meeting was adjourned at 11:39 a.m.**

  
Mary Samuels Secretary

  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the March 11, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie Amber Township Supervisor mentioned he received a call from a resident wanting gravel and grading done on First Street west of Brye. Otherwise everything was going well in the township.

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

Conflicts: None

The minutes of the February 25, 2016 regular meeting were discussed:

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

Ayes all. Motion carried.

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

Motion by Matiash seconded by Robidoux to approve accounts payable for

March 10, 2016 for Ck#73886 thru ck#73937 for \$133,360.70 and approve payroll #05 for March 10, 2016 for \$69,450.53

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

**Superintendent's Report:** Some winter maintenance. The tree and limb crews have been out trimming limbs and dead trees and also working in the plow areas. Extra help in the shop washing trucks, sanders and equipment and truck barn cleanup. Two cold patch crews were out almost every day. Working in the Johnson and Amber pits burning brush piles. Yard clean up. Drainage work and checking out catch basins. Started some county spring sweeping.

**Shop foreman Report:** Bids have been requested for a single axle truck and boom mower. The shoe truck from High Test will be in on April 18<sup>th</sup> from 11:00 am to 4:00 pm. There was a discussion of purchasing Safety Coats. See Motion.

### **Manager/Director Report:** **Personnel**

- Contract Negotiations: Met on February 29<sup>th</sup>.

### **Engineering**

- Neil Street Culvert: *No change in status.* Concrete Box Culvert Shop drawings have been approved. An on-site Pre-Construction Meeting has been set for Friday, April 1<sup>st</sup> at 10 am.

(Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).

- 2016 Pavement Marking: Quantities are being assembled with the City of Scottville, and Villages of Custer and Fountain joining in at this time. Pavement Markings of Federal Aid eligible routes and RR X-ings in the north half of the county including select City and Villages. Engineer estimate: \$45,000 Federal STP.
- Rasmussen Rd Design: The project will be appearing as Item 1604-060 in the April 1<sup>st</sup> Letting with a three-week Ad being placed today. (Estimate: \$501,000. 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap. Estimated at \$126K. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: Preliminary consultation with the USFWS has determined that most of the trees >3", excluding conifers, will have to be dropped by our forces prior to April 1<sup>st</sup> in order to concur with a No-Effect regarding the INLEB/IB. Preliminary GI plans are nearing completion for this 1 ½ mile reconstruction project.

#### **Informational Items**

- Restrictive Covenant: *No change in status*. Final draft documents were reviewed by myself and counsel with comments returned regarding correction of the legal survey and additional survey descriptions of the zones. After the new restrictive covenant has been recorded and received by the DEQ, they will draft a rescission document that will then be signed and recorded.
- Taylor Rd over Weldon Creek: This bridge type structure was inspected after concerns were raised by employees regarding loading and a slight deformation in the deck appeared. The inspection report has detailed that two successive beams have deteriorated necessitating the southbound lane (west side) be closed and the bridge reduced to a single lane. It will also be posted for a 3 Ton Weight Limit. Deck replacement options are being explored. Bridge span is 18.5 ft.
- Benson Rd over Weldon Creek: This bridge type structure was also inspected and based upon the inspection report, will be posted for a 25/50/69 Tons. This bridge type structure is currently on the RTF #14 Illustrative List (no identified year). Bridge span is 17'.
- MCRCSIP Board of Directors Positions: Interested parties are being sought for two (2) U.P. positions and one (1) At-Large position. All are three (3) year terms, 2016-2019.
- U.S. Forest Service is seeking input regarding Road Maintenance Level Changes project of the Huron-Manistee National Forest. Two roads in Section 8 of Meade Twp are effected.

#### **Under unfinished business the following was discussed**

1. Purchase of Safety Jackets-See Motion
2. Approve PACCAR Financial Agreement-See Motion

#### **Under new business the following was discussed**

1. Installation of Single Lane Bridge STOP Control at Taylor Road over Weldon Creek-See Motion.
2. Hamlin Lake Watershed Management Plan-See Motion
3. US Forest Service Timber Sale Agreement-See Motion

### **Items Requiring Board Action**

#### **Approve PACCAR Financial State and Municipal Lease/Purchase Agreement**

Motion by Robidoux seconded by Matiash to Approve the PACCAR Financial State and Municipal Master Lease/Purchase agreement and Clerk's Certificate, authorizing the Manager and Clerk to execute and deliver the same and rescinding all prior resolutions in conflict Herewith for the two 2017 Michigan Kenworth Semi-Tractors. Ayes all. Motion carried.

#### **Single Lane Bridge Stop Control at Taylor Road over Weldon Creek**

Motion by Matiash seconded by Robidoux to Install a Single Lane Bridge Stop Control at Taylor Road over Weldon Creek in Branch Township due to an inspection detailing that two successive steel beams have deteriorated to the point that flange bottoms have partially corroded away and the remaining is delaminated so severely that structural failure of the bottom flange has occurred. This necessitates the southbound lane (west side) be closed and the bridge reduced to a single lane. It will also be posted for a 3 Ton Weight Limit. Deck replacement options are being explored. Ayes all. Motion carried.

#### **Hamlin Lake Watershed Management Plan**

Motion by Matiash seconded by Robidoux to support the development and implementation of a Hamlin Lake Watershed Management Plan. This plan will aid the community in managing the wise use of the natural, cultural, historical, social and economic resources to sustain a healthy, thriving watershed.

The Watershed Plan should include consideration for sustained implementations and implementation funding, including the development of an endowment to support Plan implementation for generations to come. The MCRC Board of Commissioners concur that the development of the Hamlin Lake Watershed Management Plan is in the best long term interest of property owners, individuals, groups, organizations, businesses, schools, students and other interest concerned with the Hamlin Lake Watershed now and in the future. We commit our support to the development of this Plan in accord with the objectives and principles contained in this Partnership Agreement. Ayes all. Motion carried.

#### **US Forest Service County Line Timber Sale Agreement**

Motion by Robidoux seconded by Matiash to enter into an agreement with the USDA Forest Service, Huron-Manistee National Forest referred to as the US Forest Service, FS agreement #16RO-11090400-035 and Cooperative Forest Service Agreement #12-RO-11090400-016 for the Project Titled County Line Timber Sale. The purpose of this Project Agreement is to document the parties cooperation in the stabilization, improvements and maintenance of a portion of Hoague Road within Free Soil Township (T20N, R16W). The Board authorizes Manager/Director Schoonover to sign the Road Project Agreement. Ayes all. Motion carried.

**Purchase Safety Coats**

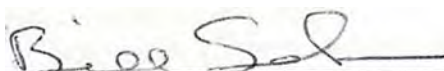
Motion by Matiash seconded by Robidoux to purchase Safety Coats with name and decal for all employees. Cost per coat is \$40.00 plus the cost of the decal not to exceed \$2,000.00. Ayes all. Motion carried.

Motion by Robidoux seconded by Matiash to go into closed session at 11:30 am to discuss Union Negotiations.

Motion by Robidoux seconded by Matiash to resume regular session at 12:35 pm.

**There being** no further business the meeting was adjourned at 12:36 pm.

  
\_\_\_\_\_  
Mary Samuels Secretary

  
\_\_\_\_\_  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the March 24, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie and Dick Alway of Amber Township. Received updates on their road projects and also mentioned there are about five bad spots on Johnson Road West of Stiles that need to be repaired. Jerry Jensen Sherman Township Supervisor to discuss the Darr Road Bridges. He stated their board is not interested in setting money aside for the next several years to fix the road as it would take all of their roads monies. Manager/Director Schoonover will be attending their next board meeting to discuss.

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

Conflicts: None

The minutes of the March 11, 2016 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  
March 24, 2016 for Ck#73938 thru ck#73984 for \$127,197.66 and approve payroll #06  
for March 24, 2016 for \$64,331.92.

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

**Superintendent's Report:** Blading gravel roads and two cold patch crews have been out. The tree and limb crews have been out working on some of the seasonal roads. Some drainage work with the Cat Excavator and have repaired a couple of driveways. Sweeping intersections from winter sand. Still doing some pit cleanup and extra help in the shop. Weight restrictions will be lifted on Monday March 28 at 7:00 am. Mike Phillips will be in on April 15 for safety training.

**Shop foreman Report:** Bids were opened on March 22, 2016 for a single axle truck, tractor and boom mower. After much discussion on the truck bid the Board asked Woirol to call other road commissions for input on the Peterbuilt trucks with a PACAR motor. They will make a decision at the next meeting.

There was also a great deal of discussion on which tractor and boom mower to purchase. A representative from Bader & Sons and Flint New Holland was present to discuss their machines. It

was decided in the best interest of the MCRC to purchase the John Deer from Bader & Sons. See Motion.

### **Manager/Director Report:**

#### **Personnel**

- Contract Negotiations: Next date is May 9<sup>th</sup> with a mediator present.
- Review of Temporary Drivers is strongly positive. Will be filling the existing vacancy and considering early fill of upcoming retirement position.

#### **Engineering**

- Neil Street Culvert: ***No change in status.*** Concrete Box Culvert Shop drawings have been approved. An on-site Pre-Construction Meeting has been set for Friday, April 1<sup>st</sup> at 10 am. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: Program Application and Log Job being assembled for submission of an August/September Letting. Pavement Markings of Federal Aid eligible routes and RR X-ings in the north half of the county including select City and Villages. Engineer estimate: \$45,000 Federal STP.
- Rasmussen Rd Design: ***No change in status.*** The project will be appearing as Item 1604-060 in the April 1<sup>st</sup> Letting with a three-week Ad being placed today. (Estimate: \$501,000. 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap. Estimated at \$126K. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: ***No change in status.*** Preliminary consultation with the USFWS has determined that most of the trees >3", excluding conifers, will have to be dropped by our forces prior to April 1<sup>st</sup> in order to concur with a No-Effect regarding the INLEB/IB. Preliminary GI plans are nearing completion for this 1 ½ mile reconstruction project.

#### **Informational Items**

- Restrictive Covenant: Final draft documents have been sent to the MDEQ for review.
- Taylor Rd over Weldon Creek: The bridge structure has been posted for a 3 Ton Weight Limit and narrowed to a single lane with stop control. Deck replacement options are being explored including wooden deck, galvanized beams and in-stock decking with asphalt wearing surface, and possibly prefabricated concrete slab panels. Bridge span is 18.5 ft.
- Darr Rd – Seasonal Road and Bridges: Request sent to MDOT on behalf of the Twp requesting the two structures be separated from the seasonal road upgrade requirement. Awaiting decision. State Infrastructure Bank has been initially contacted to determine eligibility and terms of a \$206,000 loan. Invited to Twp's March 31<sup>st</sup> meeting, 7:30 pm.
- Seasonal Weight and Speed Restrictions: To be lifted 7 am, Monday, March 28, 2016. MDOT is lifting theirs at 9 am Monday from I-96/I-69 north to US-10.
- Pump Storage Transformer Supermoves: First four units planned delivery in May 2017.
- Fleet GPS: Have had meetings/demos with Verizon (Networkfleet) and SkyHawk. Seeking additional information from Neo Terra Neoconneex.
- NFC changes have been approved by FHWA.
- Highway-Railroad Grade Crossing Safety Improvement Programs



**Under unfinished business the following was discussed**

1. Approve Township Projects-See Motion

**Under new business the following was discussed**

1. Approve ACT 51 Certification Maps & authorize Chairman to sign-See Motion
2. Approve Rasmussen Rd Contract and authorize Chair and Vice-Chair to sign-See Motion.
3. L2 Advisors-Keagan Rushmore-Postponed until next meeting.
4. The June 09 Meeting will be changed to June 13 and the June 23<sup>rd</sup> meeting will be changed to June 30<sup>th</sup>.
5. Commissioners Seminar-Scheduled for April 17<sup>th</sup> thru the 19<sup>th</sup>. Robidoux and Matiash to attend.
6. D Robidoux will represent the MCRC on the Parks and Recreation Board on April 4, 2016 at 7:00 pm.

**Items Requiring Board Action**

**Approve Township Projects 03-24-2016**

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

**Logan Township 2016**

**Tyndall Road** from Kinney Road South to end of Pavement for 1.5 Miles. MCRC to crack seal and repair pot holes then place a seal coat surface and fog seal.

Total cost \$37,000.00.

**Hawley Road** from Masten Road West ¼ mile. Crack seal and then place a seal coat surface and fog seal. Total cost \$6,450.00

**Pere Marquette Twp 2016**

**Ann/Donna/Betty Streets** from Rath Avenue Easterly for .54 miles. Place HMA Wedge, crack seal, seal coat and fog seal. Total cost \$20,200.00.

**Benedict Road** from Chauvez Road North to Bradshaw Road for .47 Miles. Place HMA Wedge, crack seal, seal coat and fog seal. Total cost \$29,027.00.

**Lenz Road** from Hesslund Road Northerly to Pere Marquette Hwy for .44 miles. HMA saw cutting and grinding and replacing HMA in 5 places. Total cost \$3,030.00.

**Bradshaw Road** from Inman Road Westerly for .07 miles. Place HMA wedge at selected locations. Total cost \$5,175.00.

**Approve ACT 51 Maps**

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

**Approve Rasmussen Road Contract with MDOT**

Motion by Matiash seconded by Robidoux to enter into a contract with MDOT for road construction work along Rasmussen Road from approximately 2,600 feet east of Jebavy Drive easterly to approximately 1,200 feet east of Meyers Road; including earth excavation, sand sub base, aggregate base, hot mix asphalt base crushing and shaping, hot mix asphalt cold milling and resurfacing, drainage improvements, and guardrail upgrade work and authorize Chairman Schwass and Vice Chairman Robidoux to sign the contract. Control Section STL 53432, Job number 126293A, Project STP 1653(002), Federal Item HK 0880 and contract number 16-5103. Estimated cost is \$500,100, Federal Funds of \$375,000. MCRC Share \$125,100.

Ayes: Schwass, Robidoux and Matiash

Nays: None Motion carried

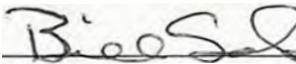
**Approve Purchase of a Tractor and Boom Mower**

Motion by Robidoux seconded by Schwass to purchase a John Deere 6110M Tractor with a 21 Diamond Boom in the amount of \$123,720.26. Tractor to be available by July 1, 2016.

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

**There being** no further business the meeting was adjourned at 12:41 pm.

  
 Mary Samuels Secretary

  
 Bill Schwass Chairman

## MINUTES

Chairman Schwass called the April 14, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Wayne Anderson from Victory Township to comment on the excellent service received by the MCRC on N Dennis Road and also for their help with the Hamlin Lake Preservation Society at Victory Park and Dune View. He also wondered what the status was of the Stephens Road Bridge and N Dennis Road easement. Mike Shoup Branch Township Supervisor had some concerns on S Walhalla Road at the RR crossing. There are spikes sticking up. He asked that the MCRC help to get this repaired. He is also looking for some help from the MCRC in funding the cost to fix the Taylor Road Bridge. Keagan Rushmore from L-2Advisors an independent Consultant for retirement plans was in to explain the plan to transfer from Comprehensive Financial (formerly John Walters) to L2-Advisors for our 457 plan. See Motion.

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

Conflicts: None

The minutes of the March 24, 2016 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  
April 14, 2016 for Ck#73985 thru ck#74047 for \$297,049.93 and approve payroll #07  
for April 7, 2016 for \$71,581.29 and pre-approve payroll #8 for April 21, 2016.

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

**Superintendent's Report:** Some winter maintenance in the past two weeks on the State Trunkline. The Cat Excavator has been out working on wash outs and culvert repairs. The tree crew has been cleaning up limbs from the last winter storm. Have been blading roads the last few days and the cold patch crews have been out. County sweeping by the MCRC has been completed and the State Sweeping will begin next week. Started shoulder pulling on Monday. Working on an aggregate project on Quarterline Road in Amber Township. Several of the crew working on the yard in front of the offices due to winter damage. Extra help in the shop. The rest area will open on April 25<sup>th</sup>, 2016. A safety meeting lunch is scheduled for Friday April 15, 2016 with lunch being provided by AIS Construction Equipment.

**Shop foreman Report:** T Woirol reported his findings regarding the single axle truck bids and gave his recommendation based on the information he received. See Motion.

**Manager/Director Report:**

**Personnel**

**Permits**

- Brye Rd Culvert N of US-10: Fiber Optics conduit punctured and passed through existing CMP culvert. Communications company notified and have reviewed and will be addressing the repairs.

**Engineering**

- Neil Street Culvert: On-site meeting held April 1<sup>st</sup> with contractor and area residents. Utility work has been completed and contractor is expecting to begin next Monday, April 18<sup>th</sup>. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: Submitted to MDOT. Pavement Markings of Federal Aid eligible routes and RR X-ings in the north half of the county including select City and Villages. Engineer estimate: \$45,000 Federal STP.
- Rasmussen Rd Design: Appearing as Item 60 in the April 1<sup>st</sup> Letting, four (4) bids were submitted with the confirmed Low-Bidder, DJ McQuestion & Sons, Inc., for \$482,662.40 at 3.07% under the estimate. The Bid Tab has been reviewed and is reasonable. A Pre-Construction meeting is being set up for Wednesday, April 20<sup>th</sup> at 10 am. Anticipated start date is May 26<sup>th</sup>. (Estimate: \$501,000. 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap. Estimated at \$126K. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: ***No change in status.*** Necessary trees, excluding conifers, have been removed prior to April 1<sup>st</sup> in order to concur with a No-Effect regarding the INLEB/IB. Preliminary GI plans are nearing completion for this 1 ½ mile reconstruction project.

**Informational Items**

- Taylor Rd over Weldon Creek: Deck replacement options are being explored. Additional information is required to evaluate and develop comparison costs.
- Darr Rd – Seasonal Road and Bridges: Following the Twp's March 31<sup>st</sup> meeting where the Twp does NOT support the upgrade of Darr Rd Seasonal section, Mavis Rd north to south of the N Br Lincoln River, I have received letters of this position from the Twp and letters of support from five (5) adjoining property owners. I will be making inquiries of the Local Bridge Advisory Board (LBAB) and the North Region Bridge Council.
- MCRC SIP Crash Assessment Training – Held Tuesday, updates on procedures and reporting of crashes and incidents was reviewed and changes occurring.
- MDOT Adopt-A-Highway: First litter pick-up begins April 16 for southern half of the Lower Peninsula and pickups for the Upper Peninsula and northern Lower Peninsula will be April 30 to May 8.

**Under unfinished business the following was discussed**

1. Approve Township Projects-See Motion
2. Approve Restrictive Covenant and authorize Manager/Director to sign.-See Motion

**Under new business the following was discussed**

1. ACT 51 Report-Will approve at the next meeting
2. Approve 2016 Material Bids and Sweeping-See Motion
3. L2 Advisors-Keagan Rushmore-See Motion
4. Local Bridge Program-Priority List-See Motion

**Items Requiring Board Action**

**Approve Township Projects 04-14-2016**

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

**Custer Township**

**Township Wide Dust Control** for 26.5 miles. Single application at an approximate rate of 2500 gallons per mile for 19.9 miles time 3 and a spot application at a rate of 2500 gallons per mile for 6.6 miles times 3. Total cost \$33,321.00

**Branch Township**

**First Street** from RR Crossing westerly to seasonal road sign for .57 miles.

Minor grading and placement of 3 inches of aggregate material. Total cost \$10,100.00.

**Amber Township**

**Dennis Road** from Hansen Road North 490'. Crack Seal then place a seal coat surface.

Total Cost \$2,821.00.

**First Street** from Gordon Road East to Scottville West City Limits for 1.0 miles. Place HMA wedge, crack seal and place a seal coat surface and fog seal. Total cost \$42,000.00.

**Meyers Road** from US-10/31 North for .23 miles. Crush and shape and resurface.

Total cost of \$83,100.00.

**Gordon Road** from US-10/31 South of First Street for .6 miles. Place aggregate base, HMA over existing HMA approaches then HMA surface. Total cost \$81,900.00.

**Johnson Road** from Stiles Road East 388'. Aggregate and HMA Surface.

Total cost \$16,624.00

**First Street** Stiles Road West to Brye Road for 2.0 miles. Placement of aggregate material. Total cost \$45,166.00.

**Brye Road** from US-10/31 South 1,702' to RR tracks for .32 miles. Place HMA wedge, crack seal, seal coat surface and fog seal. Total cost \$20,740.00.

**Jagger Road** from Stiles Road East to end of Certification for .45 miles. Crack seal, seal coat and fog seal. Total Cost \$10,602.00.

**Free Soil Township**

**Township Wide Dust Control** for 34.25 miles. One single application at a rate of 2500 gallons per mile. Total cost \$13,700.00.

**Award Material Bids**

**Motion by Matiash and seconded by Robidoux to award material bids as recommended by the staff to the lowest responsive bidder:**

**Motor Oil and Hydraulic Oil** to all bidders, Merle Boes, Rowley's, The Lyden Oil Company and Vesco Oil Company.

**Gasoline and Diesel** to all bidders, Brenner Oil, Petroleum Traders, Lemmen Oil, Merle Boes, and Crystal Flash.

**Corrugated Plastic Culverts** -No Bidders

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

**Guard Rail & Posts** to all bidders, Jensen Bridge and Action Traffic Maintenance.

**Ayes all. Motion carried.**

**2016 Cold Patch Material**

Motion by Matiash seconded by Robidoux to award the bid for cold patch material to Unique Paving, Rieth Riley and Ace-Saginaw Paving Company or to the lowest responsive bidder. Ayes all. Motion carried.

**2016 Equipment Rental Rates**

Bidders included:

CIS Snow Plowing and Excavating Inc., Ludington

Jabrocki Excavating, Scottville

Petersen & Sons, LLC, Pentwater

Bulldog Unlimited, Custer

Motion by Robidoux seconded by Matiash to accept the bids for Equipment Rental Rates and place on file for the lowest responsive bidder. Ayes all. Motion carried.

**2016 Sweeping Bids**

Motion by Matiash seconded by Robidoux to award the 2016 sweeping contract bid to Tri-Us Services for the first sweeping by May 1, 2016 for \$9,972.00 and second sweeping for \$4,986.00. Also sweeping county roads at \$120.00 per hour. Ayes all. Motion carried.

**Restrictive Covenant**

Motion by Matiash seconded by Robidoux to approve the Restrictive Covenant for the Mason County Road Commission Property Located at 38 South Bean Street, Scottville, Michigan and to authorize Manager/Director W Schoonover to sign in the presence of a Notary Public and then submit the document to the Mason County Register of Deeds for recording. Ayes all. Motion carried.

**Purchase Western Star Truck**

Motion by Robidoux seconded by Matiash to award the bid for a single axle Truck cab/chassis to Grand Traverse Diesel for a Western Star 4700 DD13 with Ultra shift for \$104,662.00 as recommended by staff. Ayes all. Motion carried.

**L2 Advisors**

Motion by Matiash seconded by Robidoux to approve the Manager/Director and Clerk to sign all the necessary documents to transfer our current 457 plan from Symetra and Zurich, formerly with the late John T Walters to L2 Advisors administrated by Keagan Rushmore. Ayes all. Motion carried.


**Local Bridge Program Priority List Approval**

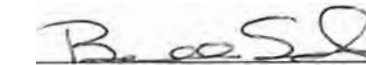
Motion by Robidoux seconded by Matiash to resolve that the Board approves the On-System Bridges on Primary Roads as follows:

1. SN 13633: Fountain Road over N Br Lincoln River and:  
Off-System Bridges on the Local Roads as follows:
  1. SN 6677: Hawley Road over S Br Pere Marquette River
  2. SN 6683: Tuttle Road over N Br Lincoln River
  3. SN 13616: Younkers Rd over Big Sauble River.

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

**There being** no further business the meeting was adjourned at 11:57 am.

  
 Mary Samuels Secretary

  
 Bill Schwass Chairman

## MINUTES

Chairman Schwass called the April 28, 2016 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, Robidoux and Matiash, Secretary Samuels and Superintendent Moody. Absent: Manager/Director Schoonover

Visitors: Mike Shoup Branch Township Supervisor. Was looking for some answers to his concerns at the last meeting regarding the RR crossing on S Walhalla Road and if there would be any help in funding the repairs to the Taylor Road Bridge. He stated it was Workers Memorial Day and to remember Steve Stickney for his service to the road commission and to acknowledge the service the road commission employees provide.

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

Conflicts: None

The minutes of the April 14, 2016 regular meeting were discussed:

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

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

Motion by Matiash seconded by Robidoux to approve accounts payable for ck #74049 thru ck#74097 for \$68,800.99 and pre approve payroll #9 for May 5, 2016.

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

**Superintendent's Report:** Have pulled approximately 65 miles of shoulders to date and expect to finish up next week with a total of 85 to 90 miles completed. Some blading and also aggregate patching the blow holes on Nurenborg Road. The Quarterline Road project in Amber Township has been completed. Have started the Darr Road projects in Free Soil Township from 2015. Some cold patching and the tree crew has been out removing dead trees. The Cat Excavator is working on drainage projects. E Moody has been preparing a plan for the brining program. Extra help in the shop removing sanders and cleaning the trucks from winter grime. The rest area was prepared and opened on April 25. The safety day and luncheon went very well. Lots of interaction. The shoe truck was in on April 18<sup>th</sup> as part of the safety program. E Moody commented on how well the newly purchased Rototiller worked and suggested it would be nice to have another one for next year.

**Shop foreman Report:** No Report



**Under unfinished business the following was discussed**

1. Approve Township Projects-See Motion
- 2.

**Under new business the following was discussed**

1. ACT 51 Report-Received an extension until May 31, 2016
2. D Robidoux attended the Township Officers Meeting. It was very well attended.
3. D Robidoux attended the County Road Association Meeting on Monday April 25.
4. The next Paul Bunyan Meeting is scheduled for May 19, 2016 at McGuire's. Robidoux & Matiash to attend.

**Items Requiring Board Action****Approve Township Projects 04-28-2016**

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

**Eden Township**

**Township Wide Dust Control** for 31.89 miles. Single application at an approximate rate of 2500 gallons per mile for 31.89 miles and a piggy back application at a rate of 5000 gallons per mile for 13.44 miles. Equals a total of 2 applications.

Total cost \$22,164.00

**Logan Township**

**Township Wide Dust control** for 22.7 miles. A total of three mineral brine applications. One single application at a rate of 2500 gallons per mile for 22.7 miles. Piggy Back application at a rate of 5000 gallons per mile for 22.2 miles and a single application at a rate of 2500 gallons per mile for 22.2 miles. Total cost \$33,500.00.

**Meade Township**

**Township Wide Dust Control** for 6.82 miles. 1 Piggy Back application at a rate of 2500 gallons per mile (two application total). Total cost \$4,774.00.

**There being** no further business the meeting was adjourned at 11:25am.

  
 Mary Samuels Secretary

  
 Bill Schwass Chairman

## **Manager/Director Report:**

### **Personnel**

- Contract Negotiations: Next date is May 9<sup>th</sup> with a mediator present.

### **Permits**

- Brye Rd Culvert N of US-10: A meeting has been scheduled with the contractor regarding the fiber optic conduit bored through our existing CMP culvert.

### **Engineering**

- Neil Street Culvert: Construction is continuing with removals of the asphalt, existing structure and pilings removed. Placement of the concrete box has been hampered with placement of the Aqua-Barriers and sealing off of the lake water and a more effective dewatering system. Box sections are planned for installation today. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: Final changes have been made, the proposal reviewed and accepted and it will appear in the June 3 Letting. Engineer estimate: \$49,269.35 Federal STP.
- Rasmussen Rd Design: The Pre-Construction meeting set for April 20<sup>th</sup> was postponed as the Award had not yet been made by MDOT due to insufficient insurance paperwork. The meeting has been rescheduled for Monday, May 2<sup>nd</sup> at 2pm. Anticipated start date was May 26<sup>th</sup> but an earlier May 9<sup>th</sup> date is now being offered for discussion. (Bid: \$482,662.40 by DJ McQuestion & Sons, Inc., 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap estimated at \$107,662.40. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: ***No change in status.*** Necessary trees, excluding conifers, have been removed prior to April 1<sup>st</sup> in order to concur with a No-Effect regarding the INLEB/IB. Preliminary GI plans are nearing completion for this 1 ½ mile reconstruction project.

### **Informational Items**

- MDOT Category F Grant: Rasmussen Rd, Jebavy Drive east 3000', has been submitted as supplemental for the submitted Small Urban Program application.
- Taylor Rd over Weldon Creek: ***No change in status.*** Deck replacement options are being explored. Additional information is required to evaluate and develop comparison costs.
- Darr Rd – Seasonal Road and Bridges: The North Region Bridge Council (North RBC) met for their regularly scheduled update meeting and received my presentation and information regarding the Twp Informational meeting, cost estimates, funding options and positions of the Twp, property owners, citizens and the Road Commission. A constructive conversation followed with the North RBC requesting a low-cost innovative Type, Size and Location informational packet in the near future for the structure over the N Br of the Lincoln River. The structure over the S Br has been allowed to proceed without any restrictions.
- Local Bridge Program Applications: These are being finalized and will be submitted by the Monday deadline.
- Type, Size and Location (TS&L) plans have been reviewed for the Stephens Road over the Big Sauble and Decker/Stephens over the Frog Paradise Drain. These will be submitted next week to MDOT for review and comments.

## MINUTES

Chairman Schwass called the May 12, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Foreman J Peters. Absent: Superintendent Moody

Visitors: Jim Gallie Amber Township Supervisor received a letter from Wal-Mart wanting a start date for the work scheduled for Meyers Road. He said the work being done on 1<sup>st</sup> street west of Brye is looking good and would like some ditching done on the North side. Wondered if the Hansen Road project would be started this year. Possibly later this fall.

Lois Krepps Meade Township Supervisor and Ron Krepps to discuss the damage done on Reed Road by the road grader last winter for about ¾ of a mile on the west side. More discussion will follow. Discussed a public roadway that has been blocked on Benson Road and requested to have the cable removed. L Krepps also stated the township was very pleased with the work that was done on Larson Road.

Rod Parsons from Stephens Road was in to request some help with the dust from the semis hauling out from the Valley View Pork Farm. He suggested they take a different route and asked for assistance from the MCRC to convey this request. More discussion will follow.

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

Conflicts: None

The minutes of the April 28, 2016 regular meeting were discussed:

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

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

Motion by Matiash seconded by Robidoux to approve accounts payable for ck #74098 thru ck#74157 for \$185,671.04 and pre approve payroll #10 for May 19, 2016.

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

**Superintendent's Report Given by J Peters:** Have pulled a total of 95 miles of shoulders. 68 miles north and 27 miles south. Some blading and cold patching. Aggregate patching in all townships with the V-bottoms and graders. Finished two Darr Road projects in Free Soil Township. Are starting 1<sup>st</sup> street in Amber Township. The tree crew has been out cutting dead trees. Replaced some cross tubes in the county. Will soon be using polymer coated tubes. Brined primary gravel roads yesterday. Ditching with the graders and Cat Excavator. Have been blading roads where shoulders have been pulled and did some brooming for the Blessing of the Bikes. Tri-Us Services have completed sweeping.

## **Manager/Director Report:**

### **Personnel**

- Recent new hire has left taking a job offer that was more in line with his past training. We have since replaced him with a previous temporary employee as full-time.
- Contract Negotiations: Met May 9<sup>th</sup> with a mediator present with a Tentative Agreement agreed upon.

### **Permits**

- Brye Rd Culvert N of US-10: Met with the contractor regarding the fiber optic conduit bored through our existing CMP culvert. Agreed upon that MCRC will cut and remove the culvert. Contractor will have crews to lower the fiber line and a new polymer coated culvert to be placed. All costs, minus the polymer upgrade cost, will be borne by the utility.

### **Engineering**

- Neil Street Culvert: Construction is continuing with installation of sheet pile completed. Asphalt paving, guardrail and slope restoration planned for early next week. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: *No change in status.* Proposal will appear in the June 3 Letting. Engineer estimate: \$49,269.35 Federal STP.
- Rasmussen Rd Design: Project began with Tuesday the 10<sup>th</sup> with detour signing and mobilization. Tree removal, clearing and cold milling are the next activities. (Bid: \$482,662.40 by DJ McQuestion & Sons, Inc., 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap estimated at \$107,662.40. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: *No change in status.* Necessary trees, excluding conifers, have been removed prior to April 1<sup>st</sup> in order to concur with a No-Effect regarding the INLEB/IB. Preliminary GI plans are nearing completion for this 1 ½ mile reconstruction project.

### **Informational Items**

- Taylor Rd over Weldon Creek: *No change in status.* Deck replacement options are being explored. Additional information is required to evaluate and develop comparison costs.
- Darr Rd – Seasonal Road and Bridges: The North Region Bridge Council (North RBC) met for their regularly scheduled update meeting and received my presentation and information regarding the Twp Informational meeting, cost estimates, funding options and positions of the Twp, property owners, citizens and the Road Commission. A constructive conversation followed with the North RBC requesting a low-cost innovative Type, Size and Location informational packet in the near future for the structure over the N Br of the Lincoln River. The structure over the S Br has been allowed to proceed without any restrictions.
- Local Bridge Program Applications: SN 13633 Fountain Rd over N Br Lincoln River (Replace - \$862,000), SN 6677 Hawley Rd over S Br Pere Marquette River (Replace - \$915,000), SN 6683 Tuttle Rd over N Br Lincoln River (Replace - \$511,000), and SN 13616 Yonker Rd over Big Sable River (Replace \$650,000) have been submitted.
- Type, Size and Location (TS&L) plans have been submitted for the Stephens Road over the Big Sauble and Decker/Stephens over the Frog Paradise Drain.
- Joseph M. Lancour Memorial Drive signs have been received and are being planned for installation in cooperation with a June 3<sup>rd</sup> Memorial at Hamlin Twp Hall.
- Hamlin Twp has announced their Draft Master Plan available for review and comments.
- AIS: Thank you letter on purchase of Walk-N-Roller.

**Under unfinished business the following was discussed**

1. Approve Township Projects-See Motion
2. Contract Negotiations-See Motion

**Under new business the following was discussed**

1. Stop Control on Lincoln Rd @ Grace/Grand, Hamlin Township-See Motion
2. Yapple /Road Abandonment-See Motion
3. Engineering Reimbursement -See Motion

**Items Requiring Board Action****Approve Township Projects 05-12-2016**

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

**Custer Township**

**Tuttle Road** from US-10 to Hansen Road for 1.50 miles. Crack seal and repair holes. Place seal coat surface and fog seal. Total Cost \$42,196.00.

**Hamlin Township**

**Bayou Street** from Lakeshore Drive (Middle Bayou Bridge) to 11<sup>th</sup> St for 600 feet. Place HMA Top Course. Total cost \$10,890.00.

**Sherman Road** from Decker Road North 5,140 feet or .97 miles. Place HMA Top Course. Total cost \$82,926.00.

**Decker Road** from Jebavy Drive East 3,930 feet or .75 miles. Crack Seal, seal coat and fog seal. Total cost \$19,118.00.

**Lincoln Road** from Partridge Point (cul-de-sac) to Grace Ave for 1.23 miles. Crack seal, seal coat and fog seal. Total cost \$34,500.00.

**Grant Township**

**Township Wide Dust Control** for 32.34 miles. One single application at a rate of 2500 gallons per mile. Total cost \$12,950.00.

**Engineering Reimbursement**

Motion by Robidoux seconded by Matiash to request a reimbursement of \$10,000.00 for payments made during the period of 07-01-15 through 06-30-16 to retain a licensed professional engineer employed by the MCRC and to authorize the Board to sign. Ayes all. Motion carried.

**Stop Control on Lincoln Road**

Motion by Robidoux seconded by Matiash to approve a stop control as recommended by staff to establish Lincoln Road Stop Control at the T-intersection of Lincoln Road/Grace Ave/Grand Ave in Hamlin Township. STOP and STOP Ahead signs will be erected on Lincoln Road at the Lincoln Road/Grace Ave and Grand Ave intersection. Ayes all. Motion carried.

**R Yapple Road Abandonment Request**


Motion by Matiash seconded by Robidoux to approve the abandonment request by R Yapple for portions of Lenox Ave (Bass Lake Park Plat), Pine Ave (Bass Lake Park Plat), and Michigan Ave (Bass Lake Park Plat) as recommend by staff. Ayes all. Motion carried.

Motion by Robidoux seconded by Matiash to go into closed session at 12:12 pm. To discuss contract negotiations. Ayes all. Motion carried.

Motion by Matiash seconded Robidoux to end closed session and reconvene regular session at 12:27 pm. Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 12:28 pm.

  
\_\_\_\_\_  
Mary Samuels Secretary

  
\_\_\_\_\_  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the May 26, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie and Dick Alway of Amber Township to ask about the progress at the RR tracks. Will be meeting with Marquette Rail on June 1<sup>st</sup> with the excavator to check the depth of the footings. Stated that 1<sup>st</sup> street between Stiles and Brye looks good after the ditching and gravel placement was completed. Also wondered if it would be possible to have a flashing light placed on US-10 to warn when the light at US-10 @ Stiles would be changing.

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

Conflicts: None

The minutes of the May 12, 2016 regular meeting were discussed:

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

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

Motion by Matiash seconded by Robidoux to approve accounts payable for ck #74158 thru ck#74199 for \$151,310.20 and pre approve payroll #11 for June 2, 2016.

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

**Superintendent's Report:** First round of brining has been completed. Have been out aggregate patching and cold patching everyday. Have been sweeping intersections to clean up gravel. The tree crew has been out cleaning up dead trees and limbs. Started on the grade work on Bradshaw road. Have been working on First Street ditching, shoulder work and gravel. County mowing will get started next week. Planted flowers at the rest area. Continue to do township brining (piggybacks). Cat Excavator out working on plugged culverts and maintenance items.

**Shop Foreman Report:** Discussion on MCRC Truck #603. Has been in for repairs several times and currently needs to have both turbo charges replaced at a cost of \$8,500.00. There is a class action law suit claiming excessive downtime and poor resale value for this particular engine. Ed Reitman owner of Western Michigan International will be contacting the MCRC regarding these issues. The board has decided to make a decision on what to do with this truck by winter. Repairs will be put on hold until then.

**Manager/Director Report:****Personnel**

- One Heavy Truck Operator off for shoulder surgery and will be out for the summer.

**Permits**

- Brye Rd Culvert N of US-10: Culvert pipe order is in and this will be scheduled for work.
- Met with Zoning and Building Director to discuss Ordinance citing Site-Condos to follow County Road Standards. Discussed our Standards and AASHTO Guidelines for Geometric Design of Very Low-Volume Local Roads ( $ADT \leq 400$ ).

**Engineering**

- Neil Street Culvert: The project has been completed and opened for traffic on Friday, May 20<sup>th</sup>. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: Appearing as Item #40 in the June 3 Letting. Engineer estimate: \$49,269.35 Federal STP.
- Rasmussen Rd Construction: Project is progressing with the 30" concrete culvert installed, trenching embankment and aggregate base being applied from the west end of the project to Meyers Rd. Remainder of the HMA to be milled this week in preparation of next week remainder of aggregate base being applied, approaches addressed, fine grading and HMA paving. Shoulders, guardrail and slope restorations scheduled for June 6 – 17. (Bid: \$482,662.40 by DJ McQuestion & Sons, Inc., 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap estimated at \$107,662.40. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: ***No change in status.*** Necessary trees, excluding conifers, have been removed prior to April 1<sup>st</sup> in order to concur with a No-Effect regarding the INLEB/IB. Preliminary GI plans are nearing completion for this 1 ½ mile reconstruction project.

**Informational Items**

- Taylor Rd over Weldon Creek: ***No change in status.*** Deck replacement options are being explored. Additional information has been obtained to evaluate and develop comparison costs.
- Darr Rd – Seasonal Road and Bridges: NDG has been retained for developing the Northern Regional Bridge Councils request for a low-cost, innovative, TS&L (Type, Size and Location) informational packet for further consideration of removing the ancillary road improvements south of the structure over the N Br of the Lincoln River.
- Hamlin Twp Zoning Board of Appeals: property located on Lakeshore Drive wishes to reconstruct a deck to within twenty-one (21) feet of the ROW. We will review the site.
- Pere Marquette Twp: Draft of the Comprehensive Plan is available for review and comment at their website.
- CRASIF: Three (3) three-year at-large positions are required to be filled. If interested, send a letter indicating your interest and qualifications by Friday June 10<sup>th</sup>.
- MDOT US-31 SB: A failing culvert resulted in a sink hole on Sunday, May 22nd. Upon further inspection, two (2) CMP culverts south of the Pere Marquette River, draining the median under the SB lanes to the west are failing. Temporary measures of removing two



median berms and blocking the failing culverts has been performed. MDOT is considering options but like our thoughts of a HDPE directional bored 15-inch culvert(s).

- Thompson County Drain: Residents of McKenzie Lake wish to have to lake level raised 12”.

**Under unfinished business the following was discussed**

1. Approve Township Projects-See Motion
2. Contract Negotiations-Vote was postponed until tomorrow.
3. Approve Act 50 & 51 Report-See Motion
4. Approve Transfer of funds from Primary to Local-See Motion

**Under new business the following was discussed**

1. MDOT Cost Participation Agreement-2016 Pavement Markings-See Motion.

**Items Requiring Board Action**

**Approve Township Projects 05-26-2016**

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

**Branch Township**

**Township Wide Dust Control** for 14.9 miles. One spot application at a rate of 2500 gallons per mile. Total cost \$6,360.00.

**Sheridan Township**

**Township Wide Dust Control** for 32.3 miles. Two single applications at a rate of 2500 gallons per mile. One piggyback application at a rate of 5000 gallons per mile. Total cost \$48,405.00.

**Larson Road** from Deer Road northerly to Townline Road for .44 miles. Clearing trees, ditching and placement of aggregate material. Total Cost \$35,990.00

**Custer Township**

**First Street West** for First Street from Tuttle Road to Village limits for .56 miles. Grading, Ditching, culvert placement and 4” of slag. Total cost to Township \$3,426.00. This project will be cost shared with the BIA/Tribe in the amount of \$22,000.00. Total cost of project is \$25,426.00.

**First Street East** for First Street from Village limits to Stephens Road for .51 miles. Grading, Ditching, and 4” of slag. Total cost to Township \$10,104.00. This project will be cost shared with the BIA/Tribe in the amount of \$18,000.00. Total cost of project is \$28,104.00.

**Hamlin Township**

**Shagway Road (Primary Road)** from Lincoln road Easterly to Jebavy Drive for 1.0 miles. Place HMA wedge, repair potholes, crack seal, place seal coat surface and fog seal. Total cost \$20,700.00.

**Act 50 & 51 Report**

Motion by Robidoux seconded by Matiash that the Board approve the Act 51 & Act 50 Financial data for the 2015 fiscal year, and further that Chairman Schwass be authorized to sign the various documents.

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

**Transfer Funds from Primary to Local**

Motion by Matiash seconded by Robidoux to authorize a transfer of \$1,159,287.00 (50%) from the Primary Road Fund to the Local Road Fund.

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

**Approve Pavement Marking Contract with MDOT**

Motion by Robidoux seconded by Matiash to enter into a contract with MDOT for pavement marking work along several federal-aid routes countywide; and altogether with necessary related work, and to authorize Chairman Schwass and Vice Chairman Robidoux to sign the contract.

Control Section STL 53000, Job number 127289A, Project STP 1653(003), Federal Item JJ 5505 and contract number 16-5285. Estimated cost is \$49,400 Federal Funds of \$45,000.00. MCRC Share \$4,400.00 Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 11:55 am.

  
Mary Schmuels Secretary

  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the June 13, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie Amber Township Supervisor to observe.

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

Conflicts: None

The minutes of the May 26, 2016 regular meeting were discussed:

Motion by Robidoux 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 Robidoux seconded by Schwass to approve accounts payable for ck #74200 thru ck#74259 for \$223,774.62 and pre approve payroll #12 for June 16, 2016.

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

**Superintendent's Report:** First round of township brining has been completed. Some Aggregate patching on blow holes. Working on various township projects. First Street in Amber Township is almost complete and ready for brine. Have placed about one half of the gravel on Bradshaw road. First Street in Branch Township is almost done. The Cat Excavator is working on various drainage projects. Some cold patching as needed. Sweeping the gravel intersections. The tree crew was out for a couple of days removing trees downed by the wind storm last week. Mowers have been out every day and there has been extra help in the shop.

**Shop Foreman Report:** Discussion on the repairs to #603. Met with representatives from Navistar Customer Service and West Michigan International to discuss the \$8,500 needed for repairs. They have offered a good faith warranty to take care of the present repairs needed. Grand Traverse Diesel have said we can order a second truck from them (tandem) for \$109,712. See Motion.

**Manager/Director Report:**  
**Personnel**

- Contract Negotiations: Next date is July 28<sup>th</sup> with the mediator present.

**Permits**

-

### **\Engineering**

- Neil Street Culvert: ***No change in status.*** The project has been completed and opened for traffic on Friday, May 20<sup>th</sup>. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: Appearing as Item #40 in the June 3 Letting, two (2) bids were submitted with the confirmed Low-Bidder, Michigan Pavement Markings, LLC, for \$31,910.11 at 35.23% under the estimate. The Bid Tab has been reviewed and is reasonable. (Estimate: \$49,269.35. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)
- Rasmussen Rd Construction: Project is progressing some 300' of watermain being insulated last week, driveways being addressed, and final aggregate grade presently being worked upon. HMA paving is tentatively scheduled for late this week. (Bid: \$482,662.40 by DJ McQuestion & Sons, Inc., 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap estimated at \$107,662.40. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: ***No change in status.*** Necessary trees, excluding conifers, have been removed prior to April 1<sup>st</sup> in order to concur with a No-Effect regarding the INLEB/IB. Preliminary GI plans are nearing completion for this 1 ½ mile reconstruction project.
- Gordon Rd RXR Bridge: Exploratory excavation has been done and survey shots taken. A drawing will be accomplished as time permits. Height information has been received from the school, EMS and our shop to use with the determination of a new clearance height.

### **Informational Items**

- Taylor Rd over Weldon Creek: Deck replacement options have been explored and additional information has been obtained to develop an estimate of \$66,421 for a timber deck with HMA wearing course at a 24' clear width. Information has been shared with Branch Twp and a request for an agreement has been met.
- Darr Rd – Seasonal Road and Bridges: ***No change in status.*** NDG has been retained for developing the Northern Regional Bridge Councils request for a low-cost, innovative, TS&L (Type, Size and Location) informational packet for further consideration of removing the ancillary road improvements south of the structure over the N Br of the Lincoln River.
- MDOT US-31 SB: ***No change in status.*** A failing culvert resulted in a sink hole on Sunday, May 22nd. Upon further inspection, two (2) CMP culverts south of the Pere Marquette River, draining the median under the SB lanes to the west are failing. Temporary measures of removing two median berms and blocking the failing culverts has been performed. MDOT is considering options but like our thoughts of a HDPE directional bored 15-inch culvert(s).
- Access Mgt Advisory Committee Meeting: Meeting tomorrow at 3 pm regarding the Dollar General, Branch Twp, proposal.
- HMA Bids: Bids for approximately 7700 tons, county-wide, will be received in on Monday, June 20, 2016.

**Under unfinished business the following was discussed**

1. Approve Township Projects-See Motion
2. Contract Negotiations-Closed Session

**Under new business the following was discussed**

1. MCRCSIP Board of Directors Ballot- See Motion
2. The July 28<sup>th</sup> Board Meeting time will be changed to 2:00 pm due to Contract Negotiation's scheduled for July 28<sup>th</sup> at 10:00 am and the MCRCSIP Annual Meeting.

**Items Requiring Board Action**

**Approve Township Projects 06-13-2016**

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

**Victory Township 2016**

**Arrowhead Drive** from Colburn Road Northerly to Turnaround for .24 miles. Minor grading and placement of Aggregate Material. Total Cost \$5,084.00

**Colburn Road** from Arrowhead Dr Easterly to Dennis Road for .50 miles.  
Minor grading and placement of Aggregate Material. Total Cost \$10,377.00.

**Summit Township 2016**

**Brye Road** from Anthony Road Southerly to 2014 HMA Project for .53 miles. Place HMA Wedge and then place an HMA overlay. Total cost \$51,906.00.

**Brye Road** from North of Meisenheimer Road South of Blundell Road for 125 ft.  
Place HMA wedge in dip as directed. Total cost \$1,294.00

**Branch Township 2016**

**Taylor Road Bridge**-Weldon Creek Bridge Deck Removal and Replacement for .01 miles.  
Removal of existing deck and replace with a single-span wooden deck. Asphalt surface and place guardrail. Total Cost \$66,421.00.

**Approve purchase of Tandem Axle Truck**

A motion was made by Robidoux and seconded by Matiash to approve the purchase of a tandem axle truck from Grand Traverse Diesel in the amount of \$109,712.00 to replace #603.

Ayes all. Motion carried.

**Approve Candidate to MCRCSIP Board of Directors**

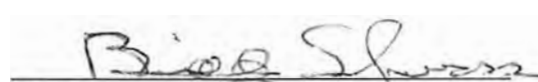
Motion by Robidoux seconded by Matiash to vote for Dorothy Pohl for the 2016 Board of Directors for MCRCSIP. Ayes all. Motion carried.

The Board went into closed session at 10:24 am to discuss contract negotiations.

Motion by Robidoux seconded by Matiash to reconvene the regular meeting at 12:00 pm.  
Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 12:01 pm.

  
Mary Samuels Secretary

  
Bill Schwass Chairman

## MINUTES

Vice-Chairman Robidoux called the June 30, 2016 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: Jim Gallie and Dick Alway of Amber Township asking about the corner of First Street and Gordon and how the wash out issue will be handled prior to seal coating and also wondered if there would be any ditching. Management was not aware of any washout issue so will take a look at it. Also commented that a good job was done on First Street from Stiles to Brye.

Roger Nash of Eden Township was inquiring about the Local Road Policy and how culvert replacement was handled. N Matiash gave him a copy of the policy.

Elaine Muzzo of Hamlin Township thanked the Board for the good job done at the South Bayou Bridge and presented pictures of the other bridge at the Bayou that is in need of repair. She was directed to first take this issue to the Hamlin Township Board.

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

Conflicts: None

The minutes of the June 13, 2016 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 ck #74260 thru ck#74316 for \$174,417.16 and approve payroll #13 for June 30, 2016 for \$58,409.76.

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

**Superintendent's Report:** Have been right on target with the township brining program. Will start the piggy back program for three townships next week. The First Street project in Branch Township has been completed as well as Colburn Road and Arrowhead Roads in Victory Township and Bradshaw Road in Riverton Township. Kinney Road in Riverton Township is in progress west of Scottville Road. Have been working on grading and spillways on Tyndall Road in Logan Township. Loggers have been removing trees in the right of way on Larson Road in Sheridan Township. The first round of mowing on the local and primary blacktops will be completed today. Will start the gravel roads next week. Cat Excavator is working on drainage projects. Hope to start some crack sealing next week. The tree crew has been out for a couple of days and one cold patch crew out daily. Lots of activity with good weather.

**Shop Foreman Report:** No report

**Manager/Director Report:**

**Personnel**

- Contract Negotiations: Union members met the evening of Tuesday, June 21<sup>st</sup> and voted to ratify the tentative agreement dated May 9, 2016.

**Permits**

- Hamlin Woods Subdivision: Preliminary Plat and Road Plans have been submitted for review. This 15 Lot Subdivision/Site Cond is located in Section 34 of Hamlin Twp, east off of Lincoln Rd between Decker Rd and Sugar Grove Rd. Review is pending submission of the review fees.

**Engineering**

- Neil Street Culvert: Project post construction paperwork is underway. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: We have received, reviewed and submitted to MDOT, the Progress Schedule. Upon its approval we can schedule a Pre-Con. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)
- Rasmussen Rd Construction: The project has been completed and opened to traffic on Friday, June 24th. An interim project file review has been scheduled for this afternoon. (Bid: \$482,662.40 by DJ McQuestion & Sons, Inc., 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap estimated at \$107,662.40. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: Plans development has been delayed. SHPO approval has been obtained. We have received confirmation that the USFWS concurs with our effects to the INLEB/IB. GI plans are being transitioned between software for this 1 ½ mile reconstruction project. RTF #14 has been notified of inability to submit a biddable set of plans by the Aug 1 deadline, and are reaching out to other RTF #14 members and RTF's to utilize these FY funds. The project has been requested to be shifted to FY 17 for programming and construction.
- Gordon Rd RXR Bridge: Elevations have been obtained. Height information has been received for the school, fire and our shop. New clearance height is yet to be determined.
- Stephens Rd over Big Sauble Bridge and Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: TS&L approvals were received on June 7<sup>th</sup>. Additional survey work was required to resolve a right-of-way issue, but is now complete. Preliminary plans, easement drawings, program and permit apps. are anticipated to be reviewed by the end of the week.

**Informational Items**

- Taylor Rd over Weldon Creek: An order was placed June 16<sup>th</sup> with Krenn Timber Bridge for this deck replacement/widening project. Plans are being drawn up for review and approval. Material delivery is expected 10 to 12 weeks following plan approval.
- Darr Rd – Seasonal Road and Bridge: NDG has contacted the MDEQ to schedule an on-site review the section of Seasonal Rd from Mavis north.
- Memorial Hwy Signing: MDOT routinely only signs the beginning and ending of a selected roadway. One exception was noted, a 45-mile-long stretch of M-55 that intersects with M-37.
- 2016 Annual Report to the County Board of Commissioners: Tuesday, July 12<sup>th</sup> at 9 am.
- MCRC SIP Annual Membership Meeting: July 27-28, 2016, Soaring Eagle, Mt. Pleasant
- MDOT Budget Adjustment: Met with MDOT and developed a revised Summer Budget
- MDOT: Request to develop bid pkg's for Catch Basin Cleaning and Directional Boring.
- Hansen Rd/Thompson Drain: USFWS and McKenzie Lake landowners seeking to raise the lake level.

**Under unfinished business the following was discussed**

1. Contract Negotiations-Ratification of Contract-See Motion
2. Mr. Doug Welton of Anderson Tackman & Company PLC presented the December 31, 2015 Basic Financial Statement to the Board. There were no issues. Good report-See Motion.
3. Restrictive Covenant Rescission-See Motion.
4. Approve Township Projects-See Motion.
5. Award Bid for HMA-See Motion.

**Under new business the following was discussed**

1. None

**Items Requiring Board Action****Notice of Rescission of Land and Resource Use Restrictions**

Motion by Matiash seconded by Robidoux to approve the Notice of Rescission of Land and Resource Use Restrictions that has been recorded with the Mason County Register of Deeds and serves to rescind all of the land and/or resource use restrictions imposed by the previously recorded Declaration of Restrictive Covenant, 2011R00965, Pages 1-10; MDEQ Reference No. RC-RRD-231-11-010. The Declaration of Restrictive Covenant was recorded on the property located in Custer Township, Mason County. The Mason County Road Commission received approval from the Michigan Department of Environmental Quality (MDEQ) to rescind the land and/or resource use restrictions imposed by the Declaration of Restrictive Covenant. This motion also authorizes Manager/Director Schoonover to sign and record the Rescission Document. Ayes all. Motion carried.

**Approval and Signage of Local Bargaining Agreement**

Motion by Matiash seconded by Robidoux to approve the final Teamsters State, County and Municipal Workers Local 214 Bargaining Agreement effective 1/1/2016 to 12/31/2018 and authorize the Mason County Board of Road Commissioners to sign. Ayes all. Motion carried.

**2015 Audit Review by Anderson Tackman and Company, PLC**

Motion by Matiash seconded by Robidoux to accept the 2015 Audit Report from Anderson Tackman and Company, PLC presented by Doug Welton and to place on file. Ayes all. Motion carried.

**Approve Township Projects 06-30-2016**

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

**Logan Township 2016**

**Tyndall Road** from North of Lucek Road (end of pavement) south 585'. Placement of Aggregate Base Material then 158 ton of HMA. Total Cost \$13,020.00.

**CRA Project:** Add aggregate and HMA from 585' south of existing HMA, southerly 745'. Total Cost of \$20,000.00.



**Award HMA Bids for 2016**

Motion by Matiash seconded by Robidoux to award the bid as directed by Manager/Director Schoonover to Rieth Riley Construction Company Inc. twenty-nine (29) projects for \$442,071.13, the As-Confirmed Low Bidder, and Tyndall Road job for \$20,007 in the best interest of the Mason County Road Commission. Total Bid Award of thirty (30) projects for \$462,078.13 and Award to Elmer's Crane and Dozer Inc. two (2) projects for \$90,376.30, the As-Confirmed Low Bidder and/or in the best interest of the Mason County Road Commission. Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 11:27 pm.

  
\_\_\_\_\_  
Mary Samuels Secretary

  
\_\_\_\_\_  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the July 14, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie of Amber township to observe. Brad Harkness and Pete Miller from Michigan Chloride Sales.

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

Conflicts: None

The minutes of the June 30, 2016 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 Matiash seconded by Robidoux to approve accounts payable for ck #74317 thru ck#74374 for \$190,465.54 and approve payroll #14 for July 14, 2016 for \$60,759.85 and approve the Union Bonus for \$2,583.60.

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

**Superintendent's Report:** Continue to work on Township projects. Kinney Road in Riverton Township is almost completed, First Street in Amber Township is ready to pave. Bit edging and wedges for new pavements. Will start doing some crack sealing. Finished Brine in Logan and Hamlin Townships. Have been mowing gravel roads and the cold patch crew has been out. Cat Excavator on drainage projects and a couple of Township projects. Tree crew has been out limbing and removing dead trees. Have been sweeping intersections and has been some help in the shop. Working around vacations.

**Shop Foreman Report:** No report

### **Manager/Director Report:**

#### **Personnel**

- Contract Negotiations: Agreement is being worked up with our Labor Attorney is awaiting contract language from the Union Business Representative on Right to Work Act.

#### **Engineering**

- Neil Street Culvert: Project finaling paperwork is underway. A low valley gutter lip and heavy rain created some erosion wash that is being addressed. (Bid: \$246,814.76 by Elmer's Crane and

- Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).
- 2016 Pavement Marking: *No change in status.* We have received, reviewed and submitted to MDOT, the Progress Schedule. Upon its approval we can schedule a Pre-Con. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)
  - Rasmussen Rd Construction: Heavy rain before slope germination has resulted in a few erosion spots. These will be addressed by the contractor. (Bid: \$482,662.40 by DJ McQuestion & Sons, Inc., 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap estimated at \$107,662.40. Progress schedule: Completion date of July 29, 2016)
  - 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: Plans development is in full swing with GI Plans being submitted to MDOT. No RTF's (#14 or statewide) have expressed an interest in using the funding this year in exchange for next year.
  - Gordon Rd RXR Bridge: *No change in status.* Elevations have been obtained. Height information has been received for the school, fire and our shop. New clearance height is yet to be determined. Have discussed with Twp Supv. The delay in designing for the project and likelihood of moving the project to next season.
  - Stephens Rd over Big Sauble Bridge and Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: Preliminary plans, easement drawings, program and permit apps. are being finished up and permit information submitted to MDEQ.
  - HMA wedging: Completed on Brye, Shagway (80%), Tyndall, Benedict, Masten, Sugar Grove, Quarterline, Hawley (overlay), Custer, Hoague and Forest Trail. Began work on Meyers Rd yesterday with pulverizing and bringing to grade with HMA anticipated tomorrow. Today work continues on: Shagway (remaining 20%), Bayou St, Ann/Donna/Betty.

#### **Informational Items**

- Taylor Rd over Weldon Creek: An order was placed June 16<sup>th</sup> with Krenn Timber Bridge for this deck replacement/widening project. *No change in status* Plans are being drawn up for review and approval. Material delivery is expected 10 to 12 weeks following plan approval.
- Darr Rd – Seasonal Road and Bridge: NDG was on-site to review the bridge and section of Seasonal Rd from Mavis north.
- 2016 Annual Report to the County Board of Commissioners: This report was given July 12<sup>th</sup> and well received.
- MCRC SIP Annual Membership Meeting: July 27-28, 2016, Soaring Eagle, Mt. Pleasant
- MDOT: Request to develop bid pkg's for Catch Basin Cleaning and Directional Boring. *No change in status.*
- CRA Meeting of Forest Road Managers: CRA has called for a meeting, Tuesday, July 19<sup>th</sup> in Roscommon, to discuss issues with Logging Industry issues and their claims of unfair treatment.
- Shoreline Bicycle Tour West 2016: Set for August 6<sup>th</sup> and 7<sup>th</sup> in Mason County.
- NMARC/ASMCRA Joint Conference: September 14<sup>th</sup>-16<sup>th</sup>, Boyne Mtn Resort, Boyne Falls

#### **Correspondence**

- PM Twp concerns on Rasmussen Rd construction project. Met with them yesterday.
- Thank you card from Joe Lancour Family

#### **Under unfinished business the following was discussed**

1. None at this time.

#### **Under new business the following was discussed**

1. Met with Brad Harkness and Pete Miller of Michigan Chloride Sales to discuss the use of the brine pond. They are asking for a verbal agreement based on the following information:

Potential Proposal for Mason County Road Commission Mineral Well Brine Pit with Michigan Chloride Sales.

- Mason County Road Commission (MCRC) to enter into a 3-year dust control and ice control agreement with Michigan Chloride Sales (MCS) with the ability to have 2, 1-year extensions upon mutual agreement.
- The price for pick-up from the storage pit would be \$.16/gallon in year 1; \$.17/gallon in year 2; \$.18/gallon in year 3. In the 2 extension years, the price per gallon will increase \$0.005/gallon per year (i.e. \$.185/gallon in year 4 and \$.190/gallon in year 5). The current price for MCS storage in 2016 is \$0.15/gallon.
- The price for spread would be \$.18/gallon in year 1; \$.19/gallon in year 2; \$.20/gallon in year 3. In the 2 extension years, the price per gallon will increase \$0.005/gallon per year (i.e. \$.205/gallon in year 4 and \$.21/gallon in year 5). The current price in 2016 is \$0.16/gallon.
- Michigan Chloride Sales shall be MCRC's preferred supplier of Mineral Well Brine for dust control and snow and ice control.
- MCRC shall purchase Mineral Well Brine from Michigan Chloride Sales at the target amount of 2,000,000 gallons for dust control, and 1,000,000 gallons for snow and ice control per year.
- MCRC shall provide and spread gravel on the access road to the storage pit. MCRC shall also provide snow plowing of this road in the winter.

The Board gave a verbal agreement to have Michigan Chloride continue with the process for the Mineral Well Brine Pit.

2. The next regular meeting time for July 28, 2016 will be changed to 2:00 pm.
3. McKenzie Lake (Hansen Road) FWS Partnering Agreement-See Motion

**Items Requiring Board Action**

**Partners for Fish and Wildlife Program Landowner Agreement**

Motion by Robidoux seconded by Matiash to authorize Manager/Director Schoonover to sign the Partners for Fish and Wildlife Program Landowner Agreement for the replacement and maintenance of the McKenzie Lake/Thompson drain Culvert crossing at Hansen Road, Custer Township.

The Mason County Roads Commission agrees to:

Perform all work associated with the culvert replacement of their standards to achieve FWS desired water levels: Provide cost share in the form of labor and equipment use associated with the project: Maintain the road right of way as they would normally to prevent trees and shrubs from growing on the embankment: and Clean all equipment before and after work on this site to minimize the spread of invasive species. Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 11:34 am.

  
Mary Samuels Secretary

  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the July 28, 2016 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 2:00 pm.

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

Visitors: Jim Gallie Amber Township Supervisor to discuss township road projects.

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

Conflicts: None

The minutes of the July 14, 2016 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 Matiash seconded by Robidoux to approve accounts payable for ck #74375 thru ck#74417 for \$474,351.95 and approve payroll #15 for July 28, 2016 for \$62,192.78.

At 2:06 pm the Board looked over the contingent liability and revenue sheet.

**Superintendent's Report:** Kinney Road and First Street are both ready for HMA. First Street in Custer Township going west has been surfaced and grading going east has been completed and is ready for slag. Have been crack sealing this week and seal coating will start on Wednesday. The Cat Excavator has been out working on drainage for township projects. Two more days of mowing gravels on the south end and will start the north end next week. Township brining has been completed until the next round for Labor Day. Some spot blading and patching, cold patching and working on roads to get ready for seal coating. The tree crew has been out and also have been doing some bit edging.

**Shop Foreman Report:** No report

### **Manager/Director Report:**

#### **Personnel**

- Employee Performance Appraisal: Staff employee appraisals have been performed.

#### **Engineering**

- Neil Street Culvert: Erosion mitigation partly addressed while awaiting Elmer's to address the low HMA valley gutter. MDOT has not yet scheduled a site review. (Bid: \$246,814.76 by Elmer's Crane and Dozer, Inc. 80% Federal STP Capped at \$120,000. Progress schedule: April 18 to May 20, 2016).

- 2016 Pavement Marking: *No change in status.* We have received, reviewed and submitted to MDOT, the Progress Schedule. Upon its approval we can schedule a Pre-Con. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)
- Rasmussen Rd Construction: Driveway erosion addressed by the contractor prior to another heavy rain. Monitoring the site. MDOT has not yet scheduled a site review. (Bid: \$482,662.40 by DJ McQuestion & Sons, Inc., 81.85% max. Federal STP Capped at \$375K, 18.15% min. Local and above the cap estimated at \$107,662.40. Progress schedule: Completion date of July 29, 2016)
- 2016 Hansen Rd Design, Dennis Rd to Stiles Rd: The GI was held Monday and necessary changes and adjustments are being addressed with a Friday turn in expected. Easement ROW is completed with two (2) easements obtained in the NE and NW corners for concrete curb and gutter placement.
- Gordon Rd RXR Bridge: *No change in status.*
- Stephens Rd over Big Sauble Bridge and Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: Program Applications have been submitted and approved. Preliminary Design Exception (DE) for the sag vertical curve on Stephens Rd over the Big Sauble has been granted. Formal DE paperwork is in the works.
- HMA paving/wedging: *No change in status.*
- Chip Seal: Contractor started Wednesday with Jebavy (first layer King St to Lincoln River) from King St to Decker Rd of the 2015 Roll-Over Program and address any 2016 projects that are ready. Today work is being done on Decker Rd, Bryant Rd and the second layer of Jebavy.

#### **Informational Items**

- Taylor Rd over Weldon Creek: Material delivery is expected September-ish.
- Darr Rd – Seasonal Road and Bridge: *No change in status.*
- MCTOA - Met last Thursday evening and gave a highlight of the 2016 Annual Report, updates on this year's Federal Aid Projects, HMA and Chip Seal projects and the roadside mowing.
- MCRC SIP Annual Membership Meeting: "Workplace and Personal Safety: Recognizing, Avoiding and De-escalating Violence and Aggression" session by Gary Sikorski, retired Deputy Police Chief.. High energy presentation of "Managing Risks in Your Road Commission Operations" by Gordon Graham, retired CHP.
- MDOT: Request to develop bid pkg's for Catch Basin Cleaning and Directional Boring. Trying to gather information from MDOT and City of Ludington.
- CRA Meeting of Forest Road Managers: Met and discussed current operations and how the counties are handling Logging permits in the Northern Lower and Eastern U.P. Informative with many working with the Timber Industry but they have a small percentage that are somewhat rogue and then portray themselves as victims.
- NMARC – Commissioner candidates needed for Vice President. Letter of Interest to K. Bekken, Missaukee CRC,

#### **Under unfinished business the following was discussed**

1. Approve Township Project-See Motion

#### **Under new business the following was discussed**

1. Paul Bunyan Meeting is scheduled for August 18, 2016 at McGuire's.
2. Meyers/Bradshaw Roads Intersection Control-See Motion
3. N Matias requested that a sign for the American Legion be placed at the intersection of Custer Road and Hawley Road. The board has no issue with this request.
4. D Robidoux discussed items from the CRA Meeting he attended.

5. Candidates were chosen for the CRASIF Board of Trustees.

**Items Requiring Board Action**

**Approve Township Projects 07-28-2016**

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

**Hamlin Township 2016**

**Duneview Drive** from Boat Launch East to existing HMA for 65'. Prepare existing roadbed and place 15 ton of HMA. Total Cost \$3,150.00

**Meyers/Bradshaw Roads Intersection Control**

Motion by Matiash seconded by Robidoux that based on field conditions, reported history and supported by the MMUTCD, it was recommended by Manager/Director Schoonover to place STOP and STOP Ahead signs on Bradshaw Road at the Meyers Road/Bradshaw Road Intersection. Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 3:38 pm.

  
 Mary Samuels Secretary

  
 Bill Schwass Chairman

## MINUTES

Chairman Schwass called the August 11, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Jim Gallie Amber Township Supervisor to remind the board that the arrow signs going out of Wal-Mart to Meyers Road need to be changed and the lanes marked on John Harland Drive updated. Also mentioned he has spoken with the Railroad regarding Gordon Road and he asked who was in charge of maintenance work on the State Trunkline.

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

Conflicts: None

The minutes of the July 28, 2016 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 ck #74418 thru ck#74466 for \$219,334.38 and approve payroll #16 for August 11, 2016 for \$63,287.61.

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

**Superintendent's Report:** Wedging and crack seal has been completed on First Street in Amber Township. First Street in Custer Township has been completed. Continue to crack seal in preparation for township projects. Will begin brining five townships next week for the Labor Day Holiday. Limited blading and patching due to the extremely dry conditions. Mowing gravel roads has been completed and will start back on pavements. The Cat Excavator is working on local ditching and have been sweeping gravel from the intersections. One or two cold patch crews out every day in preparation for seal coating. Bit edging on both Local and Primary Roads. Extra help in the shop for a couple of days. Have had four to five employees off on vacation. The single axle truck should be here any day and is currently in Traverse City. #603 and #271 will be on Ranger Bid on Tuesday August 16, 2016.

**Shop Foreman Report:** No report



**Manager/Director Report:****Personnel**

- We have received the Draft 2016-2018 Labor Agreement with for our Review.

**Engineering**

- Neil Street Culvert: Elmer's to address the low HMA valley gutter when they are in to do HMA work on Scottville's Main Street project. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files to get these jobs closed out.
- 2016 Pavement Marking: Contract was awarded on Monday. We will be establishing a Pre-Con date soon. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)
- Rasmussen Rd Construction: Driveway erosion addressed by the contractor prior to another heavy rain. Monitoring the site. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files to get these jobs closed out.
- Hansen Rd, Dennis Rd to Stiles Rd: The project was submitted to MDOT and has been Obligated. This project is scheduled as a June 23, 2017 project. Project estimated at \$921,423.93.
- Gordon Rd RXR Bridge: Scheduled for surveying early next week.
- Stephens Rd over Big Sauble Bridge: Grade Inspection plans, special provisions and estimate has been submitted. GI date is being coordinated. Design Exception (DE) for the sag vertical curve on Stephens Rd over the Big Sable has been submitted. This 28' long bridge removal and replacement with an 80' span 33" Prestressed/Precast Box Beam structure is currently estimated at \$798,493. (Application Estimate: \$697,000)
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: Grade Inspection plans, special provisions and estimate has been submitted. GI date is being coordinated. This two bridge structure removal and 97' of 20' X 8' Concrete Box is currently estimated at \$589,526. (Application Estimate: \$686,000)
- HMA paving/wedging: *No change in status.*
- Chip Seal: Contractor finished the 2015 Roll-Over Program and began to address the 2016 projects that were ready. Suspected high temperatures and traffic on Jebavy and Bryant are resulting in flushing and tracking of the emulsion. At the contractor's direction, slag sand and H1 limestone chips have been applied in the afternoon hours to address this. Sweeping contractor is being called in to clean excess sand and stone. Remaining 2016 projects are anticipated to be addressed the week of the 22<sup>nd</sup>.
- PASER Rating: Scheduled for next Wednesday and Thursday, August 17<sup>th</sup> and 18<sup>th</sup>.

**Informational Items**

- MDOT: Catch Basin Cleaning and Directional Boring. Additional information from and maps have been received from MDOT.
- 21<sup>st</sup> Century Infrastructure Commission Listening Tour: Friday, August 19<sup>th</sup>.
- NBI Standards Load Rating Evaluations: Tier 3 Inspections are to be completed by December 31, 2016. We have three (3) bridges requiring updated or revised load rating evaluations – SN 6662 (Scottville Rd over Swan Creek), SN 6670 (Reek Rd over N Br Pere Marquette River), and SN 6678 (Hawley Rd over Carr Creek).

- CRASIF Risk Control Honor Roll for 2015-16: We have achieved keeping the modification factor below 1.00 and are on the Honor Roll. Presentations will take place on Wednesday, September 14, 2016 at Boyne Mtn. CRASIF is asking for names of those accepting the award.

**Under unfinished business the following was discussed**

1. Approve Township Project-See Motion
2. Paul Bunyan Meeting is scheduled for August 18, 2016 at McGuire's.

**Under new business the following was discussed**

1. NMARC Annual Meeting Voter Authorization-W Schoonover was named as Voting Delegate and B Schwass was named as Alternate Voting Delegate to vote on all matters on behalf of the Commission at the NMARC Annual Meeting on Friday, September 16, 2016.

**Items Requiring Board Action**

**Approve Township Projects 08-11-2016**

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

**Amber Township**

**Johnson Road Extension** from 388' East of Stiles Road East 1,100'. Place, grade and shape three inches of aggregate base, place HMA plus bituminous curbs. Total cost \$44,500.00.

**There being** no further business the meeting was adjourned at 11:34 am.

  
Mary Samuels Secretary

  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the August 25, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None

Visitors: Roger Nash from Eden Township to request a change in the way the road project contracts are written to reflect the estimated actual cost due from the township after the township cost share monies have been subtracted. Pete Miller from Michigan Chloride to discuss the brine pond progress.

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

Conflicts: None

The minutes of the August 11, 2016 regular meeting were discussed:

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

Ayes all. Motion carried.

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

Motion by Matiash seconded by Robidoux to approve accounts payable for ck #74467 thru ck#74514 for \$89,752.22 and approve payroll #17 for August 25, 2016 for \$61,212.11.

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

**Superintendent's Report:** Continue working on township projects. Johnson Road in Amber Township has been graveled and is ready to pave. The last round of brine has almost been completed. The only remaining township is Sherman scheduled to be completed next week. Crack sealing in preparation for township seal coating will be done today. Have done some tree removal on Larson Road in Sheridan Twp. The Cat Excavator has been working on a project on LaSalle Road. The tree crew has been out and cleaned up some downed trees. Cold patching every other day and have been blading and doing some aggregate patching. Mowing on pavements is about 60% complete and are caught up on bit edging. Have also been doing some sweeping.

**Shop Foreman Report:** No report

**Manager/Director Report:**

**Personnel**

- Labor Agreement has been reviewed and comments summated to our Labor Attorney.
- End of 4-10's and return to 5-8's effective Monday, August 29<sup>th</sup>.

## Engineering

- Neil Street Culvert: *No change in status.* Elmer's to address the low HMA valley gutter when they are in to do HMA work on Scottville's Main Street project. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.
- 2016 Pavement Marking: A phone Pre-Con meeting has been set for Wednesday, August 31st. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)
- Rasmussen Rd Construction: Continued driveway erosion is being discussed with contractor r to develop a permanent fix. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.
- Hansen Rd, Dennis Rd to Stiles Rd: *No change in status.* The project was submitted to MDOT and has been Obligated. This project is scheduled with a June 23, 2017 completion date. Project estimated at \$921,423.93.
- Gordon Rd RXR Bridge: Survey has been completed and drawings under development. Footing depth of 0.39' for 14' Clearance presented to Marquette Rail. Email this morning gave tentative approval to proceed.
- Stephens Rd over Big Sauble Bridge: GI has been set for today at 1 pm. No determination yet on the Design Exception (DE) for the sag vertical curve. This 28' long bridge removal and replacement with an 80' span 33" Prestressed/Precast Box Beam structure is currently estimated at \$798,493. (Application Estimate: \$697,000)
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: GI has been set for today at 1 pm. This two bridge structure removal and 97' of 20' X 8' Concrete Box is currently estimated at \$589,526. (Application Estimate: \$686,000)
- HMA paving/wedging: *No change in status.*
- Chip Seal: Contractor began the remaining projects yesterday with Custer Rd and Shagway Rd. Amber Twp is planned for today and then proceeding to Logan Twp. Jebavy flushing and tracking has subsided with the cooler and cloudy days.
- PASER Rating: Conducted Thursday, August 17<sup>th</sup>.

## Informational Items

- MDOT: Catch Basin Cleaning and Directional Boring. Catch Basin Cleaning Specifications were completed, approved by MDOT and sent out. Due to new DEQ regulations, it was decided to cancel the Bid and review the new regulations and revise the Specifications for bidding later this Fall/Winter for next spring work.
- MDOT US-10 Railroad Crossing in Walhalla: Request to utilize Walhalla Rd – Hawley Rd – Custer Rd as a detour route for this 2017 construction.
- DEQ Site Review Visit: Sites visited included the 2017 Hansen Rd Federal Aide Project, Darr Rd bridges over N Br and S Br Lincoln River, Darr Rd from Mavis north to Fountain Rd, Custer Rd over Black Creek, and Taylor Rd Pit.
- Paul Bunyan Council: Follow up comments.
- 21<sup>st</sup> Century Infrastructure Commission Listening Tour: Follow up comments
- Bridge Ratings: 6 bridge ratings were performed over the last couple of months. As a result: SN6677, Hawley Rd over the S Br Pere Marquette River, is being investigated to address high water undermining of the NW quadrant slope; and SN 6680, Decker Rd over S Br Lincoln River/Frog Paradise Drain, has been lowered from 30 Tons to 20 Tons Load Rating.
- Annual Rd Certification accepted: County-wide - 237.15 Primary Miles and 714.23 Local Miles; Urban - 13.41 Primary Miles, 30.05 Local Miles.

**Under unfinished business the following was discussed**

1. Approve Township Project-See Motion
2. Pete Miller-Michigan Chloride, has presented a lease to the Mushroom Company for use of the brine pond. They have forwarded the contract to their attorneys in California for review. Michigan Chloride representatives have met with environmental experts, the DEQ, electric company and met with Larson's to have the brush removed from around the site. When completed the pond will hold Five (5) million gallons of brine. The board would like to consider a five year contract but will not enter into any agreements until they have met with the townships to discuss the cost per gallon of the brine. Manager/Director Schoonover will contact Jim Gallie to see if he can set up a meeting with the township supervisors prior to our next meeting to discuss.
3. Staff evaluations and salaries-Discussion on staff evaluation and comparison wages from other counties were discussed. The board will discuss more at the next meeting and asked that the Manager/Director provide a list of suggested increases for staff.

**Under new business the following was discussed**

1. Schultz Construction-Crushed concrete-The board was in favor of purchasing 7,000 ton of crushed concrete from Schultz Construction at a cost of \$8.50 per ton.

**Items Requiring Board Action**

**Approve Township Projects 08-25-2016**

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


**Victory Township**

**LaSalle and Pratt Roads** from Decker Road North-Westerly for .75 miles. Ditching and installation of two driveway culverts. Total cost \$18,100.00.

**Riverton Township 2016**

**Meisenheimer Road** from Stiles Road to Scottville Road for 3.01 miles. Place seal coat surface and fog seal. Total Cost \$88,532.00 Approved upon receipt of their signed contract.

**There being** no further business the meeting was adjourned at 1:02 pm.

  
 Mary Samuels Secretary

  
 Bill Schwass Chairman

## MINUTES

Chairman Schwass called the September 8, 2016 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, Robidoux and Matiash, Manager/Director Schoonover and Secretary Samuels. Absent: Superintendent Moody.

Visitors: Logan Township Supervisor Bruce Burke was in to discuss his concerns with the quality of the chip seal placed on Masten Road. W Schoonover will meet with Mr. Burke on site to look at the areas in question.

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

Conflicts: None

The minutes of the August 25, 2016 regular meeting were discussed:

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

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

Motion by Matiash seconded by Robidoux to approve accounts payable for ck #74515 thru ck#74566 for \$526,817.70 and approve payroll #18 for September 8, 2016 for \$62,747.40.

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

**Superintendent's Report:** **Given by Mgr/Director Schoonover:** There have been some trees down from the rain storms that have gone through the county. Ditching on LaSalle Road has been temporarily stopped due to all the rain. Continue to work on Kinney Road. The mechanics are working on the single axle truck and are expecting the sander to be in today. Still working on finding a place to advertise truck #603.

**Shop Foreman Report:** No report

### **Manager/Director Report:**

#### **Personnel**

- Front Desk Safety and Security: Informational and awareness seminar Monday, Sept 12th – Mary and Marcia.

#### **Engineering**

- Neil Street Culvert: *No change in status.* Elmer's to address the low HMA valley gutter when they are in to do HMA work on Scottville's Main Street project. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.
- 2016 Pavement Marking: A phone Pre-Con was held August 31st. Work is planned to start

Tuesday, Sept 6, weather permitting. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)

- Rasmussen Rd Construction: **No change in status.** Continued driveway erosion is being discussed with contractor to develop a permanent fix. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.
- Hansen Rd, Dennis Rd to Stiles Rd: **No change in status.** The project was submitted to MDOT and has been Obligated. This project is scheduled with a June 23, 2017 completion date. Project estimated at \$921,423.93.
- Gordon Rd RXR Bridge: Design is progressing.
- Stephens Rd over Big Sauble Bridge: GI was held August 25<sup>th</sup>. A January 2017 Letting is anticipated. No determination yet on the Design Exception (DE) for the sag vertical curve. DEQ Permit has been approved. Awaiting ROW information to contact property owners for necessary easements. This 28' long bridge removal and replacement with an 80' span 33" Prestressed/Precast Box Beam structure is currently estimated at \$798,493. (Application Estimate: \$697,000)
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: GI was held August 25<sup>th</sup>. A January 2017 Letting is anticipated. Awaiting ROW information to contact property owners for necessary easements. This two bridge structure removal and 97' of 20' X 8' Concrete Box is currently estimated at \$589,526. (Application Estimate: \$686,000)
- HMA paving/wedging: Culvert crossings in Amber and Eden Twps, and projects in Riverton (Kinney Rd), Hamlin Twp (Sherman Rd) and Amber Twp (Johnson Rd) have been completed.
- Chip Seal: Contractor returned Tuesday to finish brooming and fog sealing. Not yet complete. No further issues or complaints of Jebavy flushing and tracking. Logan Twp Supv complaints on Masten Rd.
- Darr Rd over N Br Lincoln River: Draft report has been reviewed addressing the points requested by the North Regional Bridge Council. When complete it will be submitted to MDOT for distribution and consideration of the North RBC
- Taylor Rd: Timber bridge is slated for delivery Tuesday September 20<sup>th</sup>.

#### **Informational Items**

- MCRC SIP Loss Control Visit of August 10, 2016
- Federal Land Access Program (FLAP) FY 2018-2020: Resubmit for Forest Trail, Morton Rd to US-31; and submit for Nurnberg Rd, Nordhouse Dunes Parking to Quarterline Rd.
- Road Brining Contract – Informational and Listening Session: Set for Monday Sept. 12<sup>th</sup> at 5 pm, to be held in our back break room.
- Tire Recycle Day sponsored By Municipal Junk Authority of Mason County: Sept. 24<sup>th</sup>, 9am – Noon, for residents of Amber, Branch, Custer, Eden, Meade, and Riverton Twps and Vlg of Custer.
- Local Road Improvement Agreement: Special Request
- Distributed Antenna System: CRA and NACE

#### **Under unfinished business the following was discussed**

1. Manager evaluation -Went into closed session at 11:16 am to discuss.  
Reconvened regular session at 11:40 am. See Motion for salary.
2. Staff evaluations and salaries were discussed- See Motion for salaries.
3. The 2014 State Trunkline Audit results were presented for discussion.
4. Approve Township Projects-See Motion.

**Under new business the following was discussed**

1. MDOT Maintenance Contract 1-year extension-See Motion
2. Approve Participation Agreements with the Michigan Conference of Teamsters Welfare Fund- See Motion.

**Items Requiring Board Action**

**MDOT -State Trunkline Contract Extension # 2012-0529/A1**

Motion by Robidoux seconded by Matiash that the Board adopt a resolution and authorize Chairman Schwass to sign the amended contract agreement between the Department of Transportation and the Board of County Road Commissioners of the County of Mason, Michigan, that states; in order to extend the Contract term by one year, Section 27 of the Contract is amended to read as follows: This contract will become binding on the parties hereto and of full force and effect from October 1, 2012, through September 30, 2017, and upon signing thereof by the duly authorized officials for the Board, and for MDOT; upon the adoption of a resolution by the Board approving-said contract and authorizing the signatures thereto of the respective officials of the Board, a certified copy of which resolution will be attached to this Contract and with approval by the State Administrative Board.

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

**Approve Participation Agreement with the Michigan Conference of Teamsters Welfare Fund**

Motion by Matiash seconded by Robidoux to approve the Participation Agreement between the Mason County Road Commission and Teamsters Local Union 214 to participate in the Michigan Conference of Teamsters Welfare Fund for both the Teamsters Bargaining Unit and the Non-Teamsters Group.

Also authorize the Manager/Director to sign for both groups. Ayes all. Motion carried.

**Approve Township Projects 09-08-2016**

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

**Riverton Township 2016**

**Bradshaw Road Phase 2** from Scottville Road West to match existing hard surface for 1.01 miles. Place aggregate material in preparation for future hard surface.  
Total cost \$15,000.00.

**Bradshaw Road Phase 3** from Scottville Road West to match existing hard surface for 1.01 miles. Place HMA and 400' of valley gutter. Total Cost \$88,000.00.



**Approve Manager/Director and Staff Salary Adjustments for 2016**

Motion by Matiash seconded by Robidoux to approve the following salary adjustment for the Manager/Director and Staff for 2016. Ayes all. Motion carried.

Manager/Director 3.0% \$2,375.00 Salary \$80,000.00

Eng Tech-Permits/Local Const-Step Increase \$3,000.00 Salary \$38,006.40

Eng Tech-Design/Fed Const-Step Increase \$3,000.00 Salary 35,011.20

Superintendent 2.5% \$1,380.60 Salary \$56,604.60

Field Foreman-North 2.5% \$1,184.56 Salary \$48,566.96


Field Foreman-South Step Increase .71 per hour Salary \$47,486.40

Shop Foreman 2.5% \$1,233.96 Salary \$50,592.36.

Clerk/Sec 2.5% \$1,287.52 Salary \$52,788.32

Payroll Clerk 2.5% \$875.16 Salary \$35,881.56

**There being** no further business the meeting was adjourned at 11:56 am.



Mary Samuels Secretary



Bill Schwass Chairman

## MINUTES

Chairman Schwass called the September 22, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None.

Visitors: None

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

Conflicts: None

The minutes of the September 8, 2016 regular meeting were discussed:

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

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

Motion by Matiash seconded by Robidoux to approve accounts payable for ck #74567 thru ck#74606 for \$348,581.29 and approve payroll #19 for September 22, 2016 for \$70,716.67 and pre-approve payroll #20 for October 6, 2016.

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

**Superintendent's Report:** Continue to work on township projects. Larson Road grading in Sheridan Township is done and is ready for gravel. The bridge for Taylor Road has been delivered and placed. Will be opened next week. Bradshaw Road in Riverton Township is ready for paving. Working on Pratt and LaSalle Roads in Victory Township, ditching and will be placing gravel. Kinney Road in Riverton Township has been completed. Doing some aggregate patching as needed and the Cat Excavator has been out on township projects and also some local road drainage. Some blading, sweeping, bit edging and cold patching. Have been out brush cutting and the tree crew has been out limbing and removing dead trees. The Dalton have been in this week spraying about 18 miles of brush.

**Shop Foreman Report:** No report

### **Manager/Director Report:**

#### **Personnel**

- All personnel on duty with one employee receiving doctor approval to return to work after shoulder surgery.

#### **Engineering**

- Neil Street Culvert: *No change in status.* Elmer's to address the low HMA valley gutter when

they are in to do HMA work on Scottville's Main Street project. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.

- 2016 Pavement Marking: Work began Sept 6 and is commencing as weather permits. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)
- Rasmussen Rd Construction: *No change in status.* Continued driveway erosion is being discussed with contractor to develop a permanent fix. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.
- Hansen Rd, Dennis Rd to Stiles Rd: *No change in status.* The project was submitted to MDOT and has been Obligated. This project is scheduled with a June 23, 2017 completion date. Project estimated at \$921,423.93.
- Gordon Rd RXR Bridge: *No change in status.* Design is progressing.
- Stephens Rd over Big Sauble Bridge: *No change in status.* GI was held August 25<sup>th</sup>. A January 2017 Letting is anticipated. No determination yet on the Design Exception (DE) for the sag vertical curve. DEQ Permit has been approved. Awaiting ROW information to contact property owners for necessary easements. This 28' long bridge removal and replacement with an 80' span 33" Prestressed/Precast Box Beam structure is currently estimated at \$798,493. (Application Estimate: \$697,000)
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: *No change in status.* GI was held August 25<sup>th</sup>. A January 2017 Letting is anticipated. Awaiting ROW information to contact property owners for necessary easements. This two bridge structure removal and 97' of 20' X 8' Concrete Box is currently estimated at \$589,526. (Application Estimate: \$686,000)
- HMA paving/wedging: Remaining projects are progressing as contractor availability and weather permits.
- Darr Rd over N Br Lincoln River: The TS&L type report was submitted to MDOT for distribution to the North Regional Bridge Council for their consideration on Thursday, September 15<sup>th</sup>.
- Taylor Rd: Detour was established last week and the existing structure being removed and the existing wingwalls saw cut to match the headwall. The timber bridge pieces arrived and were delivered Tuesday morning and our crews began assembling the bridge railing to the outside deck panels and anchoring the header spacer. The deck panels were installed Wednesday and approaches prepped. Due to rains, the gravel is too wet to plan on Saturday asphalt.

#### **Informational Items**

- Brush Spraying: Hansen Rd, Stiles to US-31; Sugar Grove, Stiles to Larson; and Stiles, Sugar Grove to Quarterline
- CRA PR Workshop October 27 in Mt. Pleasant. Early registration ends October 10<sup>th</sup>.
- Road Brining Contract: Developing a Sole Source Contract with Council.
- Tire Recycle Day sponsored by Municipal Junk Authority of Mason County: Sept. 24<sup>th</sup>, 9am – Noon, for residents of Amber, Branch, Custer, Eden, Meade, and Riverton Twps and Vlg of Custer.
- USBR (U.S. Bike Route) 35 signs arrived Wednesday. We will begin installing soon.

#### **Under unfinished business the following was discussed**

1. Approve Township Projects-See Motion.
2. Approval and Signage of Local Bargaining Agreement

**Under new business the following was discussed**

1. Larson Road and Deer Road Intersection Stop Control-See Motion
2. The next meeting will be changed from October 13 to October 11, 2016 @ 10:00 am.

**Items Requiring Board Action****Approve Township Projects 09-22-2016**

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

**Eden Township 2016**

**Anthony Road** from Eden Lake Road East to Custer Road for 1.03 miles. Place aggregate material. Total cost \$27,200.00.

**Victory Township 2016**

**LaSalle/Pratt/Gordon Roads** from Decker Road North-Westerly to Fisher Road for 1.01 miles. Grading and place aggregate material. Total Cost \$22,349.00.

**Sheridan Township**

**Morse Road** from Decker Road North to the RR Tracks for 0.5 miles. Place HMA Wedge. Total cost \$8,712.00.

**Morse Road** from Sugar Grove Road North to Millerton Road for 2 miles. Place HMA Wedge. Total cost \$31,653.00.

**Dewey Road** from Morse Road East to Campbell Road for 1.5 miles. Place HMA Wedge. Total cost \$27,781.00.

**Branch Township**

**Walhalla Shores** for Chickasaw Trail for 1000 ft. Place HMA Wedge. Total Cost not to exceed \$10,000.00.

**Approval and Signage of Local Bargaining Agreement**

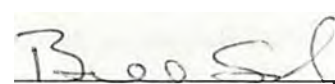
Motion by Matiash seconded by Robidoux to approve the final Teamsters State, County and Municipal Workers Local 214 Bargaining Agreement effective 1/1/2016 to 12/31/2018 and authorize the Mason County Board of Road Commissioners to sign. Ayes all. Motion carried.

**Larson Road and Deer Road Intersection Stop Control/Sheridan Township**

Motion by Matiash seconded by Robidoux upon recommendation by Manager/Director Schoonover to upgrade existing Yield Control of Larson Road at the reconstructed Y to T-intersection, to erect Stop and Stop Ahead signs on Larson Road at the Larson Road/Deer Road Intersection. Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 11:05 am.

  
 Mary Schmuels Secretary

  
 Bill Schwass Chairman

## MINUTES

Vice-Chairman Robidoux called the October 11, 2016 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: Chairman Schwass.

Visitors: None

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

Conflicts: None

The minutes of the September 22, 2016 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 Matiash seconded by Robidoux to approve accounts payable for ck #74607 thru ck#74664 for \$606,413.43 and pre-approve payroll #21 for October 20, 2016.

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

**Superintendent's Report:** Continue to work on Township Projects. Anthony Road aggregate project in Eden township has been completed. LaSalle and Pratt drainage work in Victory Township is done and are watching the weather before deciding to place the gravel. Shoulder work on Bradshaw Road in Riverton Township is done. Larson Road in Sheridan Township has been completed. Blading and aggregate patching on local roads. Have been hauling crushed concrete to the yard from Schultz Excavating. The cold patch crew has been out a few times. Cat Excavator working on local road drainage projects. Brush cutting with tractors and the tree crew has been working a couple of days each week. Sweeping, bit edging and extra help in the shop.

**Shop Foreman Report:** No report

**Manager/Director Report:**

**Engineering**

- Neil Street Culvert: *No change in status.* Elmer's to address the low HMA valley gutter when they are in to do HMA work on Scottville's Main Street project. Continuing to work on the Balancing Contract Mods, Contractor Performance Evaluation's and project files.
- 2016 Pavement Marking: Federal Aid routes have been completed with the addition of RR Crossing being added. Some local roads and items remain. (Bid: \$31,910.11. 100% Federal STP capped at \$45,000. Completion date of October 1, 2016)

- Rasmussen Rd Construction: Contract Mod #2 has been approved for the Balancing of Original Items. Extra work for driveway erosion has been agreed upon and is being scheduled.
- Hansen Rd, Dennis Rd to Stiles Rd: MDOT is working on this project for a December Letting. This project is scheduled with a June 23, 2017 completion date. Project estimated at \$921,423.93.
- Gordon Rd RXR Bridge: *No change in status*. Design is progressing.
- Sass Rd, Grant Twp: Grade cut design is progressing as time allows.
- Stephens Rd over Big Sauble Bridge: GI comments have been addressed and Final plans are being finalized. No determination yet on the Design Exception (DE) for the sag vertical curve. ROW information to contact property owners for necessary easements has been received and is being reviewed.
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: GI comments have been addressed and Final plans are being finalized. ROW information to contact property owners for necessary easements has been received and is being reviewed.
- HMA paving/wedging: Remaining projects are progressing as contractor availability and weather permits.
- Darr Rd over N Br Lincoln River: The Local Bridge Advisory Board has approved the North Regional Bridge Council's recommendation to add SN 6682, Darr Rd over NB Lincoln River at \$310,000 as presented in the TS&L submitted earlier. This for the 2018 construction year.
- Taylor Rd: Paving was performed Monday, September 26<sup>th</sup> and opened to traffic Tuesday. Approach Guardrail is still needed.

#### **Informational Items**

- Nurnberg Rd Letter to Hamlin Twp Residents: Informational meeting October 27, 2016 at 6:30 PM at the Hamlin Twp Hall – MCRC, Sheriff Dept., Huron-Manistee National Forest, Grant, Victory and Hamlin Twps expected to attend.
- MDOT Grand Region Outreach Meeting: Nonmotorized Plan presentation and input, Dec 7<sup>th</sup>, 4-7 pm, Mason County Airport.
- RTF Approved 2017-2020 Projects:
  - i) 2017: Hansen Rd (W of Gordon Rd to US-31); Pavement Markings in S ½ of County
  - ii) 2018: Anthony Rd (PM Hwy to Stiles Rd); Pavement Markings in N ½ of County
  - iii) 2019: Hansen Rd (Stiles Rd to east of Amber Rd); Pavement Markings in S ½ of County
  - iv) 2020: Hoague/Darr Rd (US-31 E&N to County Line); Pavement Markings in N ½ of Co.
- Small Urban Approved 2018 and 2020 Projects:
  - i) 2018: Rasmussen Rd (Jebavy Drive E 3,000 feet) – Cat F applied for to supplement.
  - ii) 2020: Hansen Rd (E of Myers Rd E to Dennis Rd)
- Local Bridge Program Approved 2017 and 2018 Projects:
  - i) 2017: Stephens Rd over Big Sable; Decker & Stephens over S Br Lincoln River
  - ii) 2018: Custer Rd over PM River; Darr Rd over S Br Lincoln; Darr Rd over N Br Lincoln

#### **Under unfinished business the following was discussed**

1. None

**Under new business the following was discussed**


1. Request to sell Unit #159 Slip in sander to the Village of Free Soil for \$300.00 was discussed and approved. The unit was no longer able to be used by the road commission.

**Items Requiring Board Action**

None

**There being** no further business the meeting was adjourned at 10:56 am.

  
Mary Samuels Secretary

  
Doug Robidoux Vice- Chairman

## MINUTES

Chairman Schwass called the November 10, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None.

Visitors: Jim Gallie and Dick Alway of Amber Township have a list of road projects for 2017 including North Victory Corners, Gordon underpass, 1<sup>st</sup> Street from Stiles Road to Brye, Johnson East of Stiles, Seal coat about 4 miles on Conrad Road and 1<sup>st</sup> Street from Meyers Road East to turnaround by expressway. They will submit the list to the MCRC.

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

Conflicts: None

The minutes of the October 27, 2016 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 ck #74711 thru ck#74756 for \$129,287.20 and pre-approve payroll #23 for November 17, 2016.

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

**Superintendent's Report:** The Pratt/LaSalle gravel project in Victory Township has been completed and also all the township paving projects. Have been out blading and aggregate patching. Working on turnarounds to get ready for winter. Most of the roads are in pretty good shape. Have also done some patching using pit run gravel. The tree and limb crews have been out for a couple of days taking care of downed limbs and dead trees. The cold patch crew has been out most every day and also the brush cutter tractors. The Cat Excavator has been working on drainage projects. Are caught up on sweeping so have only been out a couple of times in the past two weeks. Some bit edging using gravel and crushed concrete. Extra help in the shop getting ready for winter. The new single axle truck is complete and ready to go. About 2 more weeks on the second truck. The second shift will start this Sunday and weekend patrol will begin next week. Working on lining up a couple of temporary truck drivers. Truck #603 has been advertised on the Truck Trader and have received several calls with questions.

**Shop Foreman Report:** None



**Manager/Director Report:****Engineering**

- Neil Street Culvert: Elmer's has completed the work on the low HMA valley gutter. Final documentation for the project file continues. Final file review not yet scheduled.
- 2016 Pavement Marking: Meyer Rd/John Harlan Drive directional arrows and Sixth St R&R markings are complete. Balancing Contract Modification to be prepared for Fed Aid work. A few remaining chipseal Roads in S ½ of County remain..
- Rasmussen Rd Construction: Elmer's has completed the work driveway erosion. Final documentation for the project file continues. Final file review not yet scheduled.
- Hansen Rd, Dennis Rd to Stiles Rd: **No change in status.** MDOT is working on this project for a December Letting. This project is scheduled with a June 23, 2017 completion date. Project estimated at \$921,423.93.
- Gordon Rd R&R Bridge: **No change in status.** Design is progressing.
- Sass Rd, Grant Twp: **No change in status.** Grade cut design is progressing as time allows.
- Stephens Rd over Big Sauble Bridge: **No change in status.** GI comments have been addressed and Final plans are being finalized. No determination yet on the Design Exception (DE) for the sag vertical curve. ROW information to contact property owners for necessary easements has been received and is being reviewed.
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: **No change in status.** GI comments have been addressed and Final plans are being finalized. ROW information to contact property owners for necessary easements has been received and is being reviewed.
- HMA paving/wedging: Last three sites (Custer Twp culvert patch on Hansen Rd at McKenzie Lake; corrective patch and approach overlay in Riverton Twp – Bradshaw Rd west of Scottville Rd; Grant Twp driveway patch on Quarterline Rd drainage easement)

**Informational Items**

- Numberg Rd Letter to Hamlin Twp Residents: Informational meeting held on the 27th at the with MCRC, Huron-Manistee National Forest Rangers, Grant, Victory and Hamlin Twps in attendance. Much discussion with the USFS regarding parking and traffic impact on the road. It was discussed that with the anticipated renewal of Cooperative Forest Road Agreement between the USFS and MCRC, that this next agreement will include maintenance funding that will permit MCRC to address some maintenance issues as they arise. Funding discussions included Federal funding opportunities through the Federal Lands Access Program (FLAP) with the MCRC's priority being Forest Trail Drive. Design criteria for using Federal funding was discussed and the impact and changes that would occur in the roadway alignment and clear zones with most of the residents not in favor. We will begin to review and prepare some rough estimates for staged improvements at the request of Hamlin Twp.
- Paul Bunyan Council: November 17<sup>th</sup> (RSVP by Nov. 10<sup>th</sup>)
- CRA: Michigan Forest Products Industry & Count Road Agencies: "White Paper" has been drafted that includes Best Practices, Problem Issues for Road Agencies, Issues to Think About, and background on TEDF Category E (a.k.a. forest road funds)
- CRA Presentations: Legal Issues Symposium and Road Funding 401 – Tuesday Dec 6
- Sixth Street R&R Crossing: Marquette Rail performing maintenance work
- Mineral Brine Agreement: update
- GPS: update

- Correspondence: Montgomery Blvd storm water erosion response letter.

**Under unfinished business the following was discussed**

1. Mineral Brine Contract-See Motion.

**Under new business the following was discussed**

1. State Trunkline Contract Renewal-See Motion
2. Next Paul Bunyan Meeting is scheduled for November 17, 2016 and will be hosted by Antrim County Road Commission
3. Discussion to appoint new Advisor for Deferred Comp Accounts- L2 Advisors has left the Plan Member Broker Dealer Company and switched to USA Financial. They were notified that there was a Non Compete clause signed with Plan Member Company so they may not handle our account now due to the change they made. The MCRC will need to find a new Advisor to handle the interests of the MCRC employees for the Deferred Comp accounts. It was suggested that we approach Shelby Bank to discuss. Will move forward to find a new advisor.
4. The next regular meeting will be changed to November 23 due to the Holiday.

**Items Requiring Board Action**

**Approve State Trunkline Contract Agreement**

Motion by Matiash, seconded by Robidoux to enter into a four (4) year contract from October 1, 2016 to September 30, 2021 with the Michigan Department of Transportation, State Trunkline Contract #2017-0180 for the maintenance of State Trunkline Highways and Bridges within our jurisdiction and to authorize Chairman Schwass and Vice-Chairman Robidoux to sign.

Ayes all Motion carried.

**Approve Mineral Brine Contract**

Motion by Robidoux seconded by Matiash to authorize Manager/Director Wayne A Schoonover to sign the agreement (when it has been completed), between the Mason County Road Commission and Michigan Chloride Sales LLC to secure a reliable source of mineral brine in order to fulfill its public purpose of maintaining the roads under its jurisdiction and control in a fashion that is safe for public travel and to control dust. MCS agrees to supply the MCRC with sufficient quantity of brine to meet the requirements of MCRC to provide adequate dust control and snow and ice control for the roads in Mason County. Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 11:19 am.



Mary Samuels Secretary



Bill Schwass Chairman

## MINUTES

Chairman Schwass called the November 23, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None.

Visitors: Jim Galley and Dick Alway from Amber Township to present the board with their tentative list of projects for 2017. Gallie also said he has sent the invoices and pictures to Wal-Mart and Lowes regarding the Meyers Road HMA project. Road Commission is still working on getting the lien waiver. Thanked the board for the work done on Conrad Road.

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

Conflicts: None

The minutes of the November 10, 2016 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 ck #74757 thru ck#74810 for \$170,275.77, pre-approve payroll #24 for December 1, 2016 and approve Short Term Leave checks for November 23, 2016 in the amount of \$42,102.59

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

**Superintendent's Report:** The township work is completed and are doing some edging now. Blading roads with graders and aggregate patching. The roads are in good shape. Brush cutter tractors are out on both the North and South ends of the county. The tree and limb crew have been out cutting out dead trees and cleaning up fallen limbs from last weeks high winds. Cold patch crews have been out, doing some bit edging most everyday and the Cat Excavator has been out on ditching projects. Extra help in the shop working on sanders, wings and are doing some painting on the plows. Yard cleanup and hauling in gravel to the yard. The 2NS sand hauling is completed. Will be setting up interviews next week for temporary help.

**Shop Foreman Report:** Discussion regarding Truck #603 and also the 966 Cat Loader (094) repairs. Some additional damage was found on the Cat Loader and will cost an extra \$3,000.00 to fix. The total estimated cost to fix this machine is now about \$24,000.00. The board agreed it was in the best interest of the MCRC to make the repairs.

There have been several inquiries about #603 but no one so far interested in purchasing. Will continue to advertise. The new single axle truck is in service and the 2<sup>nd</sup> one is 90% completed.

**Manager/Director Report:****Personnel**

- 4 applications have been received, expecting one more, for the Temporary Snow Plow Drivers. Interviews will be set soon.

**Engineering**

- Neil Street Culvert: *No change in status*. Final file review not yet scheduled.
- 2016 Pavement Marking: Checking with the contractor for plans to return or done for the season. A few remaining roads in the N ½ and chipseal roads in S ½ of County remain.
- Rasmussen Rd Construction: *No change in status*. Final documentation for the project file continues. Final file review not yet scheduled.
- Hansen Rd, Dennis Rd to Stiles Rd: The Draft Proposal and plan changes have been reviewed and approval sent to MDOT. MDOT's Specifications and Estimates Section are now reviewing the project for it to appear in the January 6, 2017 Letting. (Estimate: \$921,468. 80% Federal STP, 20% State D. Progress schedule: Completion date of on or before June 23, 2017)
- Gordon Rd RXR Bridge: Design is progressing with a new grade.
- Sass Rd, Grant Twp: *No change in status*. Grade cut design is progressing as time allows.
- Stephens Rd over Big Sauble Bridge: Final plans are being completed. Verbal notification that the Design Exception (DE) for the sag vertical curve has been approved. Property owners for necessary easements have been contacted and obtaining the easements is underway.
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: Final plans are being completed. Property owners for necessary easements have been contacted and obtaining the easements is underway.
- FY 2018 Local Bridge Program: RFP's have been developed and Advertised for: SN 6664, Custer Rd over PM River (superstructure replacement); SN 6681, Darr Rd over SB Lincoln River (R&R); SN 6682, Darr Rd over NB Lincoln River (R&R with single lane). RFP's due by Dec. 21<sup>st</sup>.
- FY 2019 Local Bridge Program: SN 6677, Hawley Rd over SB Pere Marquette River (Est. \$915,000, R&R) has been selected. Not selected: SN 13633 - Fountain Rd over N Br Lincoln River; SN 6683 – Tuttle Rd over N Br Lincoln River; and SN 13616 - Yonker Rd over Big Sable River.

**Informational Items**

- Paul Bunyan Council: Follow-up
- Hamlin Twp, Middleton Rd: Surveying of the non-certified section of road was used as the Twp secured easements for winter maintenance across the properties and for a turnaround. The Twp does not anticipate, at this time, to upgrade the road and bring it into Certification.
- Gravel Bids: Bid documents have been sent out for a minimum 25,000 yards gravel and 10,000 yards ice control sand. Bids are due December 1, 2016.
- GPS: update
- Mason Lake Conservation District Agreement: MLCD has a grant from the National Fish and Wildlife Foundation's Sustain our Great Lakes (SOGL) Program. This agreement would reimburse Mason CRC up to \$15,000 for the survey and design for the Black Creek/Custer Rd crossing.
- Dewey Rd ROW, Sheridan Twp: Questioning by property owners regarding access, road Certification and abandonment of Ross Rd (December 29, 1993).

*Under unfinished business the following was discussed*

1. None

*Under new business the following was discussed*


1. Discussion on hiring a new Financial Advisor from Shelby State Bank ( Mr. James Stovall) to handle the deferred comp accounts. The board agreed Mr. Stovall would be a good choice. M Samuels to contact him and make the arrangements.
2. Black Creek/Custer Road Stream Crossing. See Motion.

**Items Requiring Board Action****Cooperative Agreement Between the Mason Lake Conservation District and MCRC.**

Motion by Robidoux seconded by Matiash that the Mason Lake Conservation District (MLCD) hereby enters into an agreement with the Mason County Road Commission(MCRC) for the purpose of providing funding to complete the survey work, engineered plans, and the MDEQ/MDNR permit application for the Black Creek/Custer Road stream crossing site PM-M049. This Cooperative Agreement may be amended as needed in response to any changes in project specifications, or regulatory agencies. Funding for this agreement currently emanates from a grant with MLCD from the National Fish and Wildlife Foundation's Sustain Our Great Lakes Program. The Board authorizes Manager/Director Schoonover to sign the Agreement. Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 11:05 am.

  
Mary Samuels Secretary

  
Bill Schwass Chairman

## MINUTES

Chairman Schwass called the December 8, 2016 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, Robidoux and Matiash, Manager/Director Schoonover, Secretary Samuels and Superintendent Moody. Absent: None.

Visitors: Jim Galley from Amber Township and Bruce Burke from Logan Township to observe.

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

Conflicts: None

The minutes of the November 23, 2016 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 ck #74811 thru ck#74857 for \$215,591.41 and pre-approve payroll #25 for December 15, 2016.

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

**Superintendent's Report:** The Cat Excavator has been out working on some small ditch projects and cross culverts. Some blading and aggregate patching. The cold patch crew has been out and also the tractor brush cutters. The limb crew has been out working in the plow areas removing overhanging limbs and dead trees and the tree crew has been working in the Ford Lake area. Doing some bit edging work along drop-offs. Extra help in the shop and have two temps scheduled to start working on Friday December 9, 2016. Both new trucks have been completed and are in service.

**Shop Foreman Report:** No Report.

### **Manager/Director Report:**

#### **Personnel**

- Temporary Snow Plow Drivers: Interviews have been completed. Two (2) Temporary and two (2) On-Call drivers are to be utilized.

#### **Engineering**

- Neil Street Culvert: Final site review by MDOT has been completed and accepted. File review scheduled for Tuesday, December 13th.
- 2016 Pavement Marking: Final site review by MDOT has been completed and accepted. File review scheduled for Tuesday, December 13th. A few remaining Local Roads in the N ½ and

chipseal roads in S ½ of County will have to be picked up next season. Quantities for Local Road painting has been finalized and payment to be made soon..

- Rasmussen Rd Construction: Final site review by MDOT has been completed and accepted. File review scheduled for Tuesday, December 13th.
- Hansen Rd, Dennis Rd to Stiles Rd: Appearing as Item 14 in the January 6, 2017 Letting, this project will have a mandatory 4% DBE Participation. (Estimate: \$921,468. 80% Federal STP, 20% State D. Progress schedule: Completion date of on or before June 23, 2017)
- Gordon Rd RXR Bridge: Grade set and quantities are being computed. HMA price lock available.
- Sass Rd, Grant Twp: **No change in status.** Grade cut design is progressing as time allows.
- Stephens Rd over Big Sauble Bridge: **No change in status.** Final plans are being completed. Verbal notification that the Design Exception (DE) for the sag vertical curve has been approved. Property owners for necessary easements have been contacted and obtaining the easements is underway.
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: **No change in status.** Final plans are being completed. Property owners for necessary easements have been contacted and obtaining the easements is underway.
- FY 2018 Local Bridge Program: RFP's due by Dec. 21<sup>st</sup>.
- FY 2019 Local Bridge Program: SN 6677, Hawley Rd over SB Pere Marquette River (Est. \$915,000, R&R) has been selected. A RFP will be developed this winter.

#### **Informational Items**

- GPS: Although Fleetmatics has been purchased by Verizon (Networkfleet), they are currently remaining separate.
- CRASIF: Mutual Conversion Project – It has been determined that it is not in the best interest of the Fund to move forward.
- Gravel Bids: Two Bids were received. – Unfinished Business #1
- USFS Master Agreement: The current 5-Year Master Agreement expires in January. The draft for the next 5-Year Agreement is coming soon and will include a Road Maintenance Agreement for \$10K/yr for the 5-year period. Details will be coming.
- Brine Update: MCS has completed pumping out most of the water and have found several holes in the liner that can be repaired, but due to several inches of sediment on the bottom of the pit cannot proceed forward with the project. MCS is putting the project on a permanent hold.
- 2016 HMA Price hold for Gordon Rd: Reith-Riley has a locked in liquid asphalt price for the remaining 2016 HMA project that was put on hold. The 808 tons at \$59.59/ton (\$48,148.72) can be held for 2017.
- MCRCSIP: Notice of Scheduling received from the 2014 Masten Rd culvert HMA patching. This has been set for December 20 at 10:15 am before Judge Susan Sniegowski. MCRCSIP Attorney Bill Henn will pursue scheduling by mail. Summary disposition motion and brief were filed yesterday.

#### **Under unfinished business the following was discussed**

1. Gravel Bids-See Motion

#### **Under new business the following was discussed**

1. 2016 Budget Amendments were presented for discussion. Will approve at the next meeting.

2. First Draft of the 2017 Budget was presented. Some changes will be required. It will be presented at a Public Hearing to be held on Thursday December 22, 2016 at 9:30 am for comment. If the proposed budget is acceptable, it will be approved at the regular meeting to be held immediately after the Public Hearing.
2. The annual pot luck will be held on December 21, 2016 at noon and Safety Appreciation awards will be given.
3. Mark Wahr Retirement-See Motion
4. MERS Service Credit Purchase Option-Will call MERS for more information.
5. Performance Resolution for Governmental Agencies-See Motion

### **Items Requiring Board Action**

#### **Gravel Processing Bid Award**

Motion by Matiash seconded by Robidoux upon recommendation of the Manger/Director to award the bid for gravel to Halliday Sand & Gravel at \$5.50 per cubic yard for gravel in the suppliers yard and \$2.82 per cubic yard for ice control sand in the suppliers pit. Ayes all. Motion carried.


#### **Mark Wahr Retirement**

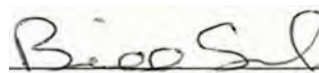
Motion by Robidoux seconded by Matiash to accept the retirement request from Mark Wahr and to thank him for his 18 years of service to the Mason County Road Commission and the residents of Mason County. Ayes all. Motion carried.

#### **Performance Resolution for Governmental Agencies**

Motion by Robidoux seconded by Matiash to adopt a Performance Resolution For Governmental Agencies required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way", or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way" and authorize the Chairman to sign. Ayes All. Motion carried.

**There being** no further business the meeting was adjourned at 11:44 am.

  
 Mary Samuels Secretary

  
 Bill Schwass Chairman



## MINUTES

The Budget Public Hearing was called to order at 9:30 am.

The purpose of the Public Hearing was to discuss the 2017 operating budget and the amendments for the 2016 budget. Both the proposed 2016 amendments and the proposed 2017 budgets were extensively explained and discussed.

Motion by Robidoux seconded by Matiash to close the Public Hearing at 10:08 am. Ayes all. Motion carried.

Chairman Schwass called the December 22, 2016 meeting of the Mason County Road Commission held in their office at 510 E State Street, Scottville, MI to order at 10:08 am.

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

Visitors: Jim Galley and Dick Alway from Amber Township. They commented on the addition of the green lights on the trucks and how much easier they are to see on the road while plowing. They received the estimate for Gordon Road and noted it was a lot higher than originally discussed but agreed with it due to the scope of the work. Retiring employee Mark Wahr was in to speak with the board and they thanked him for his 18 years of service to the MCRC and Public. He also thanked the board for the opportunity to work for the MCRC. Joe Martz was in to request that the Board consider changing the Mail Box policy to include house numbers for the replacement boxes that are damaged by the snow or being hit by the trucks while plowing. The board will address this at a later date and thanked Mr. Martz for coming in.

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

Conflicts: None

The minutes of the December 8, 2016 regular meeting were discussed:

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

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

Motion by Matiash seconded by Robidoux to approve accounts payable for ck #74858 thru ck#74905 for \$97,712.94, pre-approve the final AP check run for December 29, 2016 and pre-approve payroll #26 for December 29, 2016.

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

**Superintendent's Report:** Winter Maintenance for the past two weeks. The limb crew and cold patch crew have been out a couple of days. Extra help in the shop and working with the temporary

help. They have all been working due to the snowy weather.

**Shop Foreman Report:** Discussed the time frame needed to purchase a new tractor with boom mower. The amount of time needed is estimated at about 6 months so the board would need to make a decision in January in order to have the machine here in time for the start of the mowing season. Also the Walk & Roll Packer would take some time to get as well. Will discuss in January.

### **Manager/Director Report:**

#### **Personnel**

- Disciplinary Actions: Two minor disciplinary actions have been recorded, for damage to equipment (sander unit) and building (salt shed header/siding).

#### **Engineering**

- Neil Street Culvert: File review has been postponed until January.
- 2016 Pavement Marking: File review has been postponed until January. One Contract Mod remains.
- Rasmussen Rd Construction: File review has been postponed until January.
- Hansen Rd, Dennis Rd to Stiles Rd: *No change in status.* Appearing as Item 14 in the January 6, 2017 Letting, this project will have a mandatory 4% DBE Participation. (Estimate: \$921,468. 80% Federal STP, 20% State D. Progress schedule: Completion date of on or before June 23, 2017)
- Hansen Rd, W. of Gordon Rd to US-31: Design is progressing with anticipated GI Plans being submitted in January (July Letting).
- Gordon Rd RXR Bridge: Design is completed and estimate (\$203,400) provided to the Twp.
- Sass Rd, Grant Twp: Grade cut design is near completion.
- Stephens Rd over Big Sauble Bridge: *No change in status.* Final plans are being completed. Verbal notification that the Design Exception (DE) for the sag vertical curve has been approved. Property owners for necessary easements have been contacted and obtaining the easements is underway.
- Decker/Stephens Rds over S Br Lincoln River/Frog Paradise Drain: *No change in status.* Final plans are being completed. Property owners for necessary easements have been contacted and obtaining the easements is underway.
- FY 2018 Local Bridge Program: Nine (9) firms have submitted RFP's: Darr Rd over N Br Lincoln River – 8; Darr Rd over S Br Lincoln River – 8; and Custer Rd over Pere Marquette River – 7.

#### **Informational Items**

- GPS: Although Fleetmatics has been purchased by Verizon (Networkfleet), they are currently remaining separate. – On hold.
- MCRC SIP: An Offer of Judgement was received from the Plaintiff's counsel. There are several ways the Pool can respond: rejecting; fail to respond; and counteroffer.
- CRA Highway Conference: Registration is open for the March 14-16, 2017 conf. in Lansing.
- CEW: County Engineer's Workshop registration is open for the Jan. 31 – Feb 2 workshop in Sault Ste. Marie.
- CRA Survey on NFC lane miles: We have finished the National Functional Classification lane miles survey for the CRA.

- **Local Grade Crossing Surface Program & Call for Projects:** The new road funding package of 2015 included creation of a local public highway-railroad grade crossing surface program. This program. The projects will be prioritized considering **vehicular traffic volumes**, relative crossing **surface conditions**, and the railroad and road authority to make **coordinated improvements**. The **program will fund 60% of the project**, with the **remaining 40% funded by the railroad**. The Call for Projects deadline is January 27, 2017.
- **US-10 RxR Crossing and Walhalla Rd RxR Crossing:** MDOT has submitted a traffic control plan for our review and consideration to perform the signing for this summer 2017 project. We are working on an estimate for Walhalla/Kinney Rd intersection shoulder/curbing upgrade prior to the detour.

**Under unfinished business the following was discussed**

1. 2016 Budget Amendments-See Motion
2. The 2017 Budget was presented. See Motion
3. Option to purchase service credit with MERS-See Motion.

**Under new business the following was discussed**

1. Approve Hansen Road Project with MDOT-See Motion
2. Authorize Manager and Chair to sign USDA-Forest Service Agreement-See Motion

**Items Requiring Board Action**

**2016 Amended Budget**

Motion by Robidoux seconded by Matiash to approve the 2016 amended budget subject to the final year end audit. (Attached) Ayes all. Motion carried.

**2017 Proposed Budget and Primary Road Projects**

Motion by Matiash, seconded by Robidoux to approve the 2017 Budget as presented. (Attached) and approve the following Primary Road Projects for 2017: Hansen Road, Dennis to Stiles, Line Painting, Seal Coating, Hansen Road W of Gordon to US-31, Stephens Road Bridge and Decker/Stephens Road Bridge. Total Cost \$3,360,519.00. (Attached). Ayes all. Motion carried.

**Approve Hansen Road Project from Dennis Road Easterly to Stiles Road**

Motion by Matiash seconded by Robidoux to enter into a contract with MDOT for Hot mix asphalt full-depth cold milling and paving work along Hansen Road from Dennis Road easterly to Stiles Road; including aggregate base removal and installation, gravel shoulders, tree removal, clearing, and slope restoration; and altogether with necessary related work, and to authorize Chairman Schwass and Vice Chairman Robidoux to sign the contract. Control Section STL 53555, Job number 119752A, Project STP 1653(005), Federal Item RT 0498 and contract number 16-5435. Estimated cost is \$921,400.00. Federal Funds of \$737,100.00.

TED Funds \$184,300.00. MCRC Share \$ 0.00

Ayes: Schwass, Robidoux and Matiash

Nays: None Motion carried

**Purchase Service Credit with MERS**

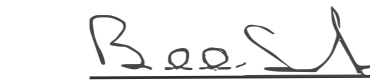
Motion by Robidoux seconded by Matiash to elect to eliminate the option for participating employees to purchase additional service credit with MERS. Participants calling MERS to request a service credit purchase estimate will be notified that their employer does not allow for this option.

Ayes all. Motion carried.

**Approve Cooperative Forest Road Agreement**

Motion by Robidoux seconded by Matiash to approve the Cooperative Forest Road Agreement 17-RO-11090400-010 between the Mason County Road Commission and the USDA, Forest Service Huron-Manistee National Forests and to authorize Manager/Director Schoonover and Chairman Schwass to sign. Ayes all. Motion carried.

**There being** no further business the meeting was adjourned at 11:04 am.

  
Mary Samuels Secretary  
Bill Schwass Chairman

## MASON COUNTY ROAD COMMISSION

## BUDGET

1/1/2016

TO

12/31/2016

## REVENUES

			2015	2016	2016 Amended
					Budget
License & Permits			\$11,235.00	\$9,000.00	\$12,322.00
<b>Federal Sources</b>					
Rural Funds-Attached					
Federal STP Funds			\$54,100.00	\$1,227,000.00	\$375,000.00
Set Aside Fed STP			\$122,474.00	\$175,000.00	\$157,884.00
USFS					
	<b>Sub-total</b>		\$187,809.00	\$1,411,000.00	\$545,206.00
<b>STATE SOURCES</b>					
Engineering			\$10,000.00	\$10,000.00	\$10,000.00
Snow Removal (13 Year Average)			\$119,455.00	\$110,000.00	\$124,323.00
Urban Road Allocation			\$149,902.00	\$135,000.00	\$160,541.00
Local Allocation			\$3,416,888.00	\$3,400,000.00	\$3,638,175.00
Special Funds Received			\$225,481.00	\$200,000.00	\$289,745.00
Rural Funds-Attached State D			\$180,617.00	\$213,000.00	\$0.00
Forest Road (E)			\$48,298.00	\$48,298.00	\$48,298.00
	<b>Sub total</b>		\$4,338,450.00	\$5,527,298.00	\$4,816,288.00
<b>CONTRIBUTIONS FROM OTHERS</b>					
Township Contributions			\$981,122.00	\$877,400.00	\$1,475,004.00
Other	RUA		\$252,853.00	\$100,000.00	\$6,953.00
<b>CHARGES FOR SERVICES</b>					
Trunkline Maintenance			\$543,442.00	\$650,000.00	\$658,976.00
Salvage Sales			\$3,272.00	\$2,000.00	\$2,339.00
<b>INTEREST &amp; RENTS</b>					
Interest Earned			\$1,692.00	\$1,500.00	\$2,148.00
<b>OTHER REVENUES</b>					
Gain/Loss on Equipment Disposal			\$7,033.00	\$10,000.00	\$0.00
<b>Total</b>			\$6,127,864.00	\$7,168,198.00	\$6,961,708.00
<b>Fund Balance</b>			\$2,335,390.15	\$2,335,390.15	\$3,053,020.79
<b>Total</b>			\$8,463,254.15	\$9,503,588.15	\$10,014,728.79

**MASON COUNTY ROAD COMMISSION  
BUDGET  
1/1/2016 TO 12/31/2016**

			EXPENDITURES			
						2016 Amended
			2015		2016	Budget
Heavy Maint-Roads						
	Primary (See Attached)		\$413,098.00		\$2,011,000.00	\$928,008.00
	Local Bridge Design				\$71,300.00	\$61,920.00
	Local		\$1,454,400.00		\$1,200,000.00	\$1,714,821.00
	RUA Fund		\$201,703.00			
Maintenance-Roads						
	Primary		\$605,000.00		\$700,000.00	\$1,304,003.00
	Local		\$936,000.00		\$900,000.00	\$1,284,680.00
Heavy-Maint Structures						
	Primary	(See Attached)	\$357,191.00		\$250,000.00	\$273,527.00
State Trunkline Maint			\$563,018.00		\$600,000.00	\$658,976.00
A518	Other		\$51,650.00			\$979.10
Equipment Expense-Net			\$68,621.00		\$50,000.00	\$75,819.22
Admin Expense			\$268,361.00		\$250,000.00	\$261,632.00
Capital Outlay-Net			\$1,593,360.00		\$449,800.00	\$489,846.00
	Depreciation		-\$385,875.00		-\$385,875.00	-\$574,620.00
Debt Service						
	Principal Payments		\$49,000.00		\$50,000.00	\$336,071.00
	Interest Payments		\$15,000.00		\$18,000.00	\$33,011.00
	Employee Benefit Fund					
	Equipment Fund		\$180,000.00		\$180,000.00	\$180,000.00
	Building Fund					
Total Expenditures			\$6,370,527.00		\$6,344,225.00	\$7,028,673.32
Fund Balance Adjusted			\$2,092,727.15		\$3,159,363.15	\$2,986,055.47
Total Budget			\$8,463,254.15		\$9,503,588.15	\$10,014,728.79

2016 Primary Rural Funds						
			FEDERAL	SET ASIDE (STP)		Local Twp
ROAD NAME	COST	STATE-D	STP	FEDERAL D	LOCAL	Contrib
LINE PAINTING	\$45,000.00			\$45,000.00	\$0.00	
HANSEN RD (Dennis to Stiles)	\$1,065,000.00	\$213,000.00	\$852,000.00		\$0.00	
SEAL COATING	\$400,000.00				\$400,000.00	
NEIL ST CULVERT	\$250,000.00			\$130,000.00	\$52,600.00	\$77,400.00
Rasmussen Road	\$501,000.00		\$375,000.00		\$126,000.00	
					\$0.00	
TOTALS	\$2,261,000.00	\$213,000.00	\$1,227,000.00	\$175,000.00	\$578,600.00	\$77,400.00

2016 Primary Rural Funds Amended						
			FEDERAL	SET ASIDE (STP)		Local Twp
ROAD NAME	COST	STATE-D	STP	FEDERAL D	LOCAL	Contrib
LINE PAINTING	\$37,884.00			\$37,884.00	\$0.00	
HANSEN RD (Dennis to Stiles)					\$0.00	
SEAL COATING	\$374,435.00				\$374,435.00	
NEIL ST CULVERT	\$273,527.00			\$120,000.00	\$76,127.00	\$77,400.00
Rasmussen Road	\$515,689.00		\$375,000.00		\$140,689.00	
					\$0.00	
TOTALS	\$1,201,535.00	\$0.00	\$375,000.00	\$157,884.00	\$591,251.00	\$77,400.00

## MASON COUNTY ROAD COMMISSION

## BUDGET

1/1/2017

TO

12/31/2017

## REVENUES

				2016		2017
License & Permits				\$12,322.00		\$9,000.00
<b>Federal Sources</b>						
Rural Funds-Attached						
Federal STP Funds				\$375,000.00		\$2,332,615.00
Set Aside Fed STP				\$157,884.00		\$45,000.00
USFS						
	<b>Sub-total</b>			\$545,206.00		\$2,386,615.00
<b>STATE SOURCES</b>						
Engineering				\$10,000.00		\$10,000.00
Snow Removal (13 Year Average)				\$124,323.00		\$110,000.00
Urban Road Allocation				\$160,541.00		\$135,000.00
Local Allocation				\$3,638,175.00		\$3,900,000.00
Special Funds Received				\$289,745.00		\$0.00
Rural Funds-Attached State D				\$0.00		\$513,503.00
Forest Road (E)				\$48,298.00		\$48,298.00
	<b>Sub total</b>			\$4,816,288.00		\$7,103,416.00
<b>CONTRIBUTIONS FROM OTHERS</b>						
Township Contributions				\$1,475,004.00		\$900,000.00
Other RUA				\$6,953.00		\$100,000.00
<b>CHARGES FOR SERVICES</b>						
Trunkline Maintenance				\$658,976.00		\$650,000.00
Salvage Sales				\$2,339.00		\$2,000.00
<b>INTEREST &amp; RENTS</b>						
Interest Earned				\$2,148.00		\$1,500.00
<b>OTHER REVENUES</b>						
Gain/Loss on Equipment Disposal				\$0.00		\$10,000.00
<b>Total</b>				\$6,961,708.00		\$8,766,916.00
<b>Fund Balance</b>				\$3,053,020.79		\$3,053,020.79
<b>Total</b>				\$10,014,728.79		\$11,819,936.79



**MASON COUNTY ROAD COMMISSION  
BUDGET  
1/1/2017 TO 12/31/2017**

			EXPENDITURES			
			2016		2017	
<b>Heavy Maint-Roads</b>						
	Primary (See Attached)		\$928,008.00		\$1,972,500.00	
	Local Bridge Design		\$61,920.00		\$139,317.00	
	Local		\$1,714,821.00		\$1,400,000.00	
	RUA Fund					
<b>Maintenance-Roads</b>						
	Primary		\$1,304,003.00		\$900,000.00	
	Local		\$1,284,680.00		\$900,000.00	
<b>Heavy-Maint Structures</b>						
	Primary (See Attached)		\$273,527.00		\$1,388,019.00	
<b>State Trunkline Maint</b>			\$658,976.00		\$600,000.00	
A518	Other		\$979.10			
<b>Equipment Expense-Net</b>			\$75,819.22		\$50,000.00	
<b>Admin Expense</b>			\$261,632.00		\$250,000.00	
<b>Capital Outlay-Net</b>			\$489,846.00		\$566,800.00	
	Depreciation		-\$574,620.00		-\$574,620.00	
<b>Debt Service</b>						
	Principal Payments		\$336,071.00		\$83,400.00	
	Interest Payments		\$33,011.00		\$28,000.00	
	Employee Benefit Fund					
	Equipment Fund		\$180,000.00		\$240,000.00	
	Building Fund					
<b>Total Expenditures</b>			\$7,028,673.32		\$7,943,416.00	
<b>Fund Balance Adjusted</b>			\$2,986,055.47		\$3,876,520.79	
<b>Total Budget</b>			\$10,014,728.79		\$11,819,936.79	

2017 Primary Rural Funds						
			FEDERAL	SET ASIDE (STP)		Construction
ROAD NAME			STP	FEDERAL D	LOCAL	Engineering
LINE PAINTING				\$45,000.00	\$20,500.00	
HANSEN RD (Dennis to Stiles)			\$921,500.00	\$184,300.00	\$737,200.00	\$0.00
SEAL COATING			\$400,000.00			\$400,000.00
Hanse Rd (W of Gordon to US-31			\$606,000.00	\$121,000.00	\$485,000.00	\$0.00
Stephens Rd Bridge			\$798,493.00	\$119,774.00	\$638,794.00	\$39,925.00
Decker/Stephens Rd Bridge			\$589,526.00	\$88,429.00	\$471,621.00	\$29,476.00
TOTALS			\$3,360,519.00	\$513,503.00	\$2,332,615.00	\$45,000.00
						\$489,901.00
						\$139,317.00