

**MEETING MINUTES****MASON COUNTY ROAD COMMISSION  
APRIL 14, 2022****A. Call to Order**

Vice-Chair Ingison called the April 14, 2022 meeting of the Mason County Road Commission held at the Mason County Airport at 5300 US-10, Ludington, MI to order at 10:00 am.

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

**Members Absent:** Chairman Schwass

**Visitors:** Jim Gallie - Amber Twp, Doug Robidoux, Peter and Christy Oquist - South Bayou Association, Rich Rohorst, Matthew Skiver & Randy Misener - Rieth-Riley.

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

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

**1. Conflicts of Interest**

**Conflicts:** None

**C. Approval of Meeting Minutes**

The minutes of the March 24, 2022 regular meeting were reviewed. Motion made by Conklin to approve the minutes as presented. Supported by Ingison. Ayes all. Motion carried.

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

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

Motion made by Conklin to approve Accounts Payable vouchers for March 31, 2022 Ck #82167 thru ck#82180 for \$118,099.46 Accounts Payable vouchers for

April 14, 2022 Ck #82186 thru ck#82251 for \$435,536.30 and approve payroll #8 for April 14, 2022. Supported by Ingison. Ayes all. Motion carried.

#### E. Review Accounts Receivable and Contingent Liabilities

The Board reviewed the Contingent Liabilities and Revenue/Fund Balances.

#### F. Public Comment

Peter and Christy Oquist inquired about the status of the South Bayou Bridge replacement. Samuels and Loeser provided an update on the progress of the replacement plans.

R Rohouse inquired again about his road that needs some gravel added. Loeser provided him with an update on current maintenance plans.

#### G. Shop Foreman Report

Shop Foreman Keating reported current activities in the shop and equipment related needs that have arisen. We are down to 1 mowing tractor since the tractor fire last year. The tractors that are on order have been delayed and will not be here until mid-late summer, so we will need to rent some tractors to get us through the season until the new ones arrive. We have also looked into the cost of sandblasting and repainting the sander boxes because many of them are starting to deteriorate, and we need to preserve them now so that we don't have to replace them soon. **Motion made by Conklin to authorize Samuels to rent a mowing tractor and to move ahead with a few of the sander boxes this year and gradually get them all done over the next few years. Supported by Ingison. Ayes all. Motion carried.**

#### H. Superintendent's Report

**SAFETY** - Covid protocols are continuing. Weekly toolbox talks to discuss subjects that are currently relevant. Had some Safety Training with our workman's comp rep last week.

**TOWNSHIP** - Frost laws are being lifted March 18th at 6:00 a.m. We have been working on some local bridge estimates for three bridges that need to be replaced urgently. Coordinating projects with the townships. We have also been working on ditching.

**FAILED CULVERTS** - Completed a Kinney Rd culvert that was leaching. We have been working on Miss Dig requests, permit requests, and scheduling.

**LOGGING** - Nurnberg Pit logging is complete.

PITWORK - Relocating entrance road to Nurnberg Pit.

MDOT - routine maintenance as needed.

U.S. FOREST SERVICE - Working with a fish biologist for funding for culvert replacements - Morton Rd @ Guerney Creek & Cooper Creek, Kinney Rd @ Swan Creek (2 locations), Appleton Rd @ Swan Creek.

COLD STORAGE BUILDING - Working on design, site plan, and soil erosion permits. Also meeting with MDOT to discuss funding for a new salt shed building.

#### I. County Highway Engineers Report

2022 Township Estimates – Josh Bader continues to work on newly requested Township Estimates for 2022 projects. I am reviewing them and looking at a few of the projects when Josh has questions. Josh has been working on closing out the MDOT paperwork on our previous MDOT projects from 2020 & 2021.

2022 Hoague & Darr Road (MDOT funds) – There were two (2) bids received for this project, in the April 1, 2022, MDOT Bid Letting. Team Elmer's was the confirmed low bidder; \$911,244.41, Rieth-Riley \$952,838.46, the Engineer's Estimate is \$953,071.53. MDOT funding is \$794,534 with a balance of \$116,710 for the MCRC. Project will take about 7 weeks to be constructed sometime between mid-August and November 4, 2022.

2022 Fountain & Tuttle Road Bridge - There were six (6) bids received for this project in the April 1, 2022 MDOT bid letting. Hardman Construction was the confirmed low bidder; \$1,856,694.19. The Engineer's Estimate was \$1,660,510. Since the bid was more than 10% over the Engineer's estimate, MDOT required justification before awarding the project. I provided the appropriate justification, and the project was awarded to Hardman Construction. Hardman anticipates starting the Tuttle Road Timber Bridge in mid- August. The Concrete Arch on Fountain Road will be delivered in mid-October. Hardman anticipates completing both Fountain & Tuttle Road between mid-August & November 15, 2022. The Contractor had the option to build the bridges in 2022 or 2023.

2022 HMA Resurfacing – Two (2) bids were received on March 29, 2022, for the 2022 Countywide HMA resurfacing project. The confirmed low bidder was Rieth-Riley; \$1,018,594.52; Team Elmer's, \$1,167,640.10. Bidding documents were e-mailed to Elmer's (Traverse City), Rieth-Riley (Ludington), Asphalt Paving Inc. (Muskegon), Michigan Paving & Materials (Comstock Park (GR)) & Molon Asphalt (Interlochen) on Friday March 18th. HMA wedging will be completed

by July 1<sup>st</sup> with the remaining HMA paving completed by October 28, 2022. I recommend award to the confirmed low bidder, Rieth-Riley.

2022 Chip & Fog Seal – Three (3) bids were received for the 2022 Chip & Fog seal project on March 29, 2022. Farnner Asphalt Sealers \$559,514.13, Highway Maintenance \$568,516.25, Pavement Maintenance Systems \$574,839.50. Mary received notification that the MCRC received the grant for the rubberized chip seal the day after the bids. Further discussion is needed to decide as to what is in the best interest of the MCRC for awarding this project.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – The Project is expected to be advertised today or tomorrow for the May 6, 2022, MDOT bid letting. Estimated cost is \$700,000, \$560,000 in MDOT funding and \$140,000 MCRC required (20% match).

2025+/- Access Road PM Highway to S. Jebavy Drive – I think we are close to an agreement with the final closing documents. Richard & I hope to have the final signatures in the next two to three weeks.

2022 Hansen Road, Stiles to Amber – All of the temporary grading easements were mailed to the property owners with drawings and a letter to explain the work. I will continue to work on getting the other property owners to sign the temporary grading easements. Hallack Contracting has not committed to a start date. Hallack wants to wait until early May to decide on a start date. Utilities conflicts are anticipated to be moved by June 1, 2022. Project will start after June 6<sup>th</sup> and will be completed in 8 consecutive weeks but no later than November 5, 2022.

Bridge Applications for FY2025 – Bridge Applications were submitted before the April 4, 2022, deadline for FY2025. Scott Civil Engineering submitted our 4 bridge applications.

2024 Category F Grant – Category F grants are due May 6, 2022. I will be working on the grant applications for S. Jebavy Drive, Jebavy Drive from Bryant to Decker & Sixth Street from PM Highway to Sherman.

MCRC/USFS Gravel Pit – Soil Borings were completed by Soils & Structures at the Mac Road pit last week. Preliminary results do not look very promising. I want to do a little more investigation before I present the results to the board.

Mac Road Pit – All Aggregates will be moving into the Mac Road pit to process the remaining 15,000 tons under contract. All Aggregate wants to wait until after he produces the remaining 15,000 tons before figuring a new price. I am in the process of negotiating a new contract with All Aggregates & Schultz for further production of 22A modified gravel at our pit.

LAS Elementary School – Discussion with Board regarding flashing signs & additional right turn lane on Bryant. **Motion made by Ingison to purchase and install signage for the school traffic issue, to prevent the risk of any incidents occurring. Supported by Conklin. Ayes all. Motion carried.**

#### J. Manager/Director Report

Received a request to participate in the West Michigan Fair again this year.

Weight Restrictions will be lifted on Monday April 18 at 6 am.

On Friday April 8, Heather and I met via Zoom with USDA-RD, our bond attorney, financial consultant, and Engineer to discuss plans to move forward with applying for Funding. I am ready to submit the application as soon as we have a budget planned for the construction.

I have contacted two firms regarding the need for an archaeological study for our Custer Property as part of the application process for funding. Received two estimates one for \$8,500 to test 36 acres and one for \$2,450.00. Agenda Item.

I will be attending the Annual Managers meeting on May 5 & 6 at the Treetops Resort.

Estimates to replace the Darr Road and Kinney Road bridges in Eden Township are ready to submit to the Township along with Dennis Road in Victory Township.

N/C New information is out on the entry level training requirements for CDL drivers in that the road commission can be put on the Training Provider Registry and Conduct the entry level driver training in-house. I will be looking into what is needed to move forward with this option to ensure that we can provide training to new hires if needed.

I have begun the process to look for someone to help with our inspections this year.

Meeting with MDOT at 1:00 pm today to discuss our need for a new salt shed at our Custer Property. MDOT does participate and will pay 100% of the cost if it is strictly used for our State Salt. The Salt shed we currently own was built in 1991. It is an 80'x150' building and will hold up to 4500 ton of salt. This was built with the MCRC cost sharing 20% as our share to use the building for county salt storage. It was estimated that the cost of a new salt shed will be approximately \$1.5 million.

We are updating our list of radios for L Reimink for audit purposes. These were purchased through a grant in 2012.

We were awarded the grant for the Crumb Rubber Chip seal for 20 lane miles that will be placed on Chauvez Road from Cherry Central to Scottville Road and on Stiles Road from Chauvez Road South to Marrison Road.

Attended the Mason County Local Planning Team Meeting on Tuesday with L Reimink. The exercise for this meeting was to review the County's Threat Hazard Identification and Risk Assessment (THIRA). There were three scenarios given with major impacts on the county. We evaluated each core capability for each scenario and stated our goal/target and where we feel the county is currently at in reaching that goal.

#### K. Unfinished Business

##### 1. Facility Planning Update

Working with USDA on application requirements. Received quotes for the required archeological study. Agenda Item.

##### 2. Approve Financial Advisor Contract

This discussion will be tabled for the next meeting.

##### 3. Approve HMA Bids

HMA bids were received by County Highway Engineer Nelson. Nelson recommends awarding bid to Reith Riley as the low bidder. Motion by Conklin to award bid to Reith Riley. Supported by Conklin. Ayes all. Motion carried.

##### 4. Approve Chip Seal Bids

Chip Seal bids were received by County Highway Engineer Nelson. Nelson recommends awarding bid to Highway Maintenance Contractors as the low bidder. Motion made by Conklin to award bid to Highway Maintenance Contractors. Supported by Ingison. Ayes all. Motion carried.

#### L. New Business

##### 1. Approve Township Projects

Motion by Conklin to enter into the contracts listed in Appendix A with the specified Townships and to authorize the Manager/Director and the Finance Director to sign on behalf of the board. Supported by Ingison. Ayes all. Motion carried.

2. Approve Archeological Study

Motion made by Conklin to approve the low bidder to conduct the required archeological study on the Custer property to fulfill USDA financing requirements. Supported by Ingison. Ayes all. Motion carried.

3. Proposed estimate for engineering & design for Cold Storage Building

Samuels presented two estimates for engineering for the cold storage building to be constructed this year. Motion made by Ingison to move forward with seeking a plan design from the low bidder. Supported by Conklin. Ayes all. Motion carried.

4. Township Officers meeting April 21 @ Sherman Twp 6:00 pm

5. 2030 Strategic Plan

Ingison asked everyone to review their respective sections for updates and revisions.

M. Commissioners Privilege

N. Extended Public Comment

O. Next Meeting: **Thursday, April 28, 2022 @ 10:00 am**

P. Adjournment

There being no further business the meeting was adjourned at 11:59 a.m.

  
Heather Braginton – Secretary

  
Bill Schwass - Chairman

**APPENDIX A**

**Township Projects Approved on April 14, 2022**

<b>JOB #</b>	<b>TWP</b>	<b>ROAD NAME</b>	<b>LOCATION</b>	<b>LENGTH</b>	<b>DESCRIPTION</b>	<b>PROJECT COST</b>
020	RIVERTON	DUST CONTROL	Township Wide	37.82	One Double Application. 189,100 gallons @ 38%	\$ 66,582.11
022	RIVERTON	BLUNDELL RD	Brye to Morton	1.00	Apply 3" of gravel 22' wide	\$ 23,279.79
023	RIVERTON	KINNEY RD	Morton to Stiles	1.00	Apply 3" of gravel 22' wide	\$ 23,279.79
024	RIVERTON	MORTON RD	Deren to Meisenheimer	0.50	Apply 3" of gravel 22' wide, install 15" CMP 40' long, ditch	\$ 13,182.04
025	RIVERTON	MORTON RD	Washington to Marrison	1.00	Apply 3" of gravel 22' wide	\$ 23,279.79
026	RIVERTON	WASHINGTON RD	East of Stiles	0.50	Apply 3" of gravel 22' wide	\$ 11,042.57
027	RIVERTON	LASALLE RD	Beard Rd to Washington Rd	0.26	Apply 3" of gravel 22' wide	\$ 6,456.25
028	RIVERTON	DEREN RD	East of Brye Rd	0.74	Apply 3" of gravel 22' wide	\$ 17,182.84
030	EDEN	DUST CONTROL	Township Wide	29.62	1 Double and 1 Single Application. 222,150 gallons	\$ 38,543.02
080	BRANCH	DUST CONTROL	Township Wide	14.60	Two Double Application. 73,000 gallons	\$ 25,331.00
131	GRANT	MORTON RD	South of County Line	1.26	Apply a seal coat with fog seal	\$ 45,802.79
140	FREESOIL	DUST CONTROL	Township Wide	35.78	2 Single Applications. 178,900 gallons	\$ 31,039.15