

**MEETING MINUTES****MASON COUNTY ROAD COMMISSION  
JUNE 8, 2022**

## A. Call to Order

Vice-Chairman Ingison called the June 8, 2022 meeting of the Mason County Road Commission held at the Mason County Road Commission at 510 E. State St., Scottville, MI to order at 10:00 am.

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

Members Absent: Chairman Schwass

Visitors: None.

## 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

None.

## C. Approval of Meeting Minutes

The minutes of the May 26, 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 &amp; Payroll

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

Motion made by Conklin to approve Accounts Payable vouchers for June 9, 2022 in the amount of \$306,560.62 and approve payroll #12. 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

#### G. Superintendent's Report

SAFETY - Covid protocol continues. Weekly toolbox talks continue.

TOWNSHIP WORK - Riverton gravel projects are ongoing. Peterson's Trucking is supplementing the hauling for the long haul from the Mac Rd pit. We have done some local ditching. Working on crack sealing and also some small culvert replacements.

MDOT - US-10 ditching is ongoing. Working in 1 mile stretches on the North and South ditch line.

PIT WORK - Screened stone in Taylor Pit for gravel processing. 23A pit run gravel processing is starting today.

COLD STORAGE - We have started the site work for the cold storage building. Soils and Structures is coming Monday to test some soil that we are going to move.

#### BRINING/BLADING -

Riverton - 1st round complete  
 Pere Marquette - 1st round complete  
 Summit - 1st round complete  
 Custer - 1st round complete  
 Branch - 1st round complete  
 Logan - 1st round complete  
 Amber - 1st round complete  
 Hamlin - 1st round complete  
 Victory - 1st round complete  
 Sherman - 1st round complete  
 Sheridan - 1st round complete  
 Eden - 1st round being applied today  
 Freesoil - 1st round being applied tomorrow

#### H. County Highway Engineers Report

- **2022 Township Estimates** – Josh has been working on closing out the required paperwork on our five (5) previous MDOT projects from 2020 & 2021. Josh has also been inspecting the HMA Paving & Wedging

for our upcoming Chip Seal projects. Josh is also working on a few misc. Township Estimates.

- **2022 HMA Resurfacing** – Rieth-Riley has completed all the HMA wedging on the Township projects that are to be chip sealed. Rieth-Riley has completed all the authorized HMA overlay projects. The HMA overlay on Jebavy Drive north of Decker is on hold pending MCRC funding. There are several other road projects need to be coordinated with the work completed by the MCRC crews and will be paved in June through October.
- **Survey Department** – Charley is working on construction staking for various MCRC projects & EGLE permits. Also, additional topo as required on the 2022 MDOT projects as needed. Charley has completed the topo & drawings for N. Jebavy Drive & Bryant Road turn lane. He is working on S. Jebavy Drive, Iris Road, Jackson Road Drainage, and other Township projects.
- **2022 Hoague & Darr Road (MDOT funds)** – Frontier has a Contractor onsite relocating the phone lines. All phone lines should be relocated by mid-June. The project will take about 7 weeks and is anticipated to be constructed sometime between mid-August and November 4, 2022.
- **2022 Fountain & Tuttle Road Bridge** - Hardman anticipates completing both Fountain & Tuttle Road between mid-August & November 15, 2022. There has been quite a bit of correspondence regarding this project. The shop drawings have been approved by Scott Civil Engineering for the for the 32' wide concrete arch culvert on Fountain Road and the 18' wide timber bridge on Tuttle Road.
- **2022 Chip & Fog Seal** – Highway Maintenance is scheduled to start the chip & fog seal on our Township Roads on Wednesday June 15, 2022, weather permitting. I called Al Bufka and told him that Morton Road may not be completed this year since it was a late contract (April 14<sup>th</sup>, 2022) and the Contractor will not commit to completing it as part of our 2022 contract work. If Morton Road is not completed this year, we will put it on next years list.
- **2022 Hansen Road (MDOT Funds)- Meyers to Dennis** – Elmer's has submitted the paperwork to MDOT. After MDOT awards the project, I will schedule a pre-construction meeting. The Frontier has a Contractor onsite to relocate the phone line. The Project was bid on May 6, 2022, in the MDOT bid letting, item #69. Elmer's was the low bidder at \$842,903.20.

- **2022 Hansen Road, Stiles to Amber** – DTE is onsite relocating the gas line and anticipated being completed by June 1<sup>st</sup>. DTE main has been completed, gas service lines should be completed by next week. Project should start right after the July 4<sup>th</sup> holiday and will be completed in 8 consecutive weeks. I will continue to meet with the remaining property owners for signatures for the temporary grading easements.
- **2022 Annual Materials Bids** – Mary had sent out our annual bid request for materials in February of 2022. The request for aggregate materials was not part of the materials request. In my discussion with Richard Wilson, the MCRC needs to request bids for our annual requirements for gravel from various Contractors and Suppliers to supply the MCRC with gravel. The Contractor's bids will be to supply gravel to the MCRC from outside sources: dock, contractor owned gravel pits, etc.
- **Mac Road Pit** – Richard Wilson confirmed that the negotiated price for making gravel at the Mac Road pit is valid after the MCRC takes bids for our 2022 Annual Gravel Bids.
- **LAS Elementary School** – I have been working with Consumers, Frontier, Oxychem & Charter to have utilities relocated as necessary to construct the right turn lane.
- **2024 Category F Grants** – MDOT has received the two MCRC grant applications for N. Jebavy Drive & S. Jebavy Drive. S. Jebavy Drive has been approved by MDOT as a primary road per our PA 51 Certification maps. MDOT will also need to add S. Jebavy Drive to the National Functional Classification (NFC) map before it is eligible for the Category F Grant funding. Alexander Nikoloff (MDOT Category F Grant) did not realize this until after I submitted the MDOT F Grant. MDOT is working with me to update the NFC map, so S. Jebavy Drive we be eligible for Cat. F Funding. In October/November of 2022, if MDOT has not updated the NFC map I will be able to submit another road for the Category F Grant.
- **2025+/- Access Road PM Highway to S. Jebavy Drive** – Still waiting on final paperwork from the Attorneys.

#### I. Manager/Director Report

I have been in contact with Consumers Energy to begin discussion regarding the repairs needed on S Lakeshore Drive. Their 5-year project to replace the

turbines has been completed so will request that they participate in upgrading the road. I hope to set up an in-person meeting.

I have left messages with Whiskey Creek to set up a meeting time to discuss participation in brining Sippy Road with Eden Township and the MCRC because so much of the traffic on Sippy Road is going to Whiskey Creek. I have not received any response yet.

CRASIF has sent out a Call for Board of Trustee Candidates. They need to fill 3-year at-large positions. The incumbent Trustees whose terms are expiring state they are willing to serve another term.

Received the 2022 CRASIF Dividend Distribution-Refund and Premium Discount. Attached.

Registered for the 2022 Freedom Festival Grand Parade.

Held a staff meeting yesterday to discuss completed work and to prioritize upcoming township projects.

Emails regarding the condition of Sippy Road. We will be out next week after the road is completely dry and roll the gravel. This should take care of the issue.

## J. Unfinished Business

### 1. Facility Planning Update

The bids for the new Cold Storage Pole Barn were received on Wednesday May 25, 2022. The low bid was received from Truline Contracting. There were minor adjustments needed before the bid could be awarded. Those adjustments have been made. Agenda Item.

Time to discuss the Design Build process for the New MCRC Facility.

The Archaeological Study is in process. No change.

Received quotes for financing the cold storage pole/barn building. Agenda Item.

### 2. Approve FY 2021 Audited Financial Statements

Motion made by Conklin to approve the FY 2021 Audited Financial Statements as presented by Tom Smith of Smith and Klaczkiwicz. Supported by Ingison. Ayes all. Motion carried.

### 3. Award Bid for Construction of Cold Storage Building

Motion made by Conklin to award the cold storage building construction bid to Truline with a deduction of \$70,000 for a change in roof pitch and a \$5,600 deduction for fiber mesh concrete floor support. Supported by Ingison. Ayes all. Motion carried.

### 4. Gravel Discussion

Discussed during County Highway Engineer Report and update provided under 2022 Annual Materials Bids.

## K. New Business

### 1. Encroachment Letter

Motion made by Conklin to send order of encroachment removal. Supported by Ingison. Ayes all. Motion carried.

### 2. Approve Transfer of Federal Aid to Oakland County

Motion made by Conklin to approve sale of FY 2023 federal aid funds to Oakland County Road Commission. Supported by Ingison. Ayes all. Motion carried.

### 3. Approve Financing for Cold Storage/Pole Barn Building

Motion made by Conklin to award bid for financing of the cold storage building to Westshore Bank. Supported by Ingison. Ayes all. Motion carried.

### 4. Ballot for MCRCSIP Board of Directors

Motion made by Conklin to vote for all ballot candidates listed for the MCRCSIP Board of Directors. Supported by Ingison. Ayes all. Motion carried.

## L. Commissioners Privilege

## M. Extended Public Comment

## N. Next Meeting: **Thursday, June 23, 2022 @ 10:00 am**

## O. Adjournment

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

  
Heather Braginton - Secretary

  
Bill Schwass - Chairman