

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
JANUARY 13, 2022****A. Call to Order**

Manager Samuels called the January 13, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser (via Zoom)

Visitors: None

1. Pledge of Allegiance**2. Establish Board Positions**

Motion made by Conklin to nominate Schwass to continue as Chairman. Supported by Ingison. Schwass accepted nomination. Ayes all. Motion carried.

Motion made by Schwass to nominate Ingison for Vice-Chair. Supported by Conklin. Ingison accepted nomination. Ayes all. Motion carried.

3. Establish Meeting Dates

Motion made by Ingison to approve the 2021 Meeting dates as presented. Supported by Schwass. Ayes all. Motion carried.

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 December 23rd 2021 Meeting Minutes

The minutes of the December 23, 2021 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Supported by Conklin. Ayes all. Motion carried.

D. Approval of Accounts Payable & Payroll

To approve Accounts Payable vouchers for January 13, 2022 Ck #81821 thru ck#81879 for \$548,803.92 and pre-approve payroll #2 for January 20, 2022

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

Motion made by Conklin to approve Accounts Payable vouchers for January 13, 2022 Ck #81821 thru ck#81879 for \$548,803.92 and pre-approve payroll #2 for January 20, 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

None

G. Superintendent's Report

SAFETY - Continuing with Covid protocol even though the restrictions having been relaxed.

MAINTENANCE - Plowing snow and dealing with the freeze thaw cycles. Ordered our backup salt already.

USFS - we have been issued permits for timber sales.

H. County Highway Engineers Report

2023 Jebavy Drive. Category F Grant – A Coordination Meeting is scheduled via zoom on February 7th, 2022. MCRC received a Category F Grant that I applied for in April of 2021. The MCRC will receive \$375,000 for Jebavy Drive from US-10 north to just north of Bryant Road. The project will include adding a right turn lane at SB Jebavy Drive at Johnson Road, extending the left turn lane on NB Jebavy Drive at Bryant, HMA Cold-milling and repaving with HMA. The project is funded for FY 2023. The estimated cost of Construction is \$647,500.

2022 Township Estimates – Josh Bader has been working on Township Estimates for 2022 projects. I am reviewing them and looking at a few of the projects when Josh has questions. Josh will be done with all the requested Township estimates that have HMA or Chip Seal by January 14th, 2022. Josh will work on the other Township estimates; gravel, ditching, clearing next week.

2025+/- Access Road PM Highway to S. Jebavy Drive – Dave Bennett Engineering has completed the Phase II Environmental drilling and water sampling. I should get the results in the next 2 weeks. Still working on correspondence regarding the Market Development Agreement, ALTA Survey and Oxy easement. MCRC has 5 years to build the road per the agreement. Charley has updated the topographical drawing with the easements and known utilities on the property.

2021 Culvert Inventory Data – Engineering received the list of all the culverts that were replaced in 2021 between April through October on January 5th, 2022. We will need to drive to each culvert and log the location, size, depth, length, and material type in the spring after the snow melts. This data is needed to update our culvert inventory as required by MDOT & TAMC.

2022 Hansen Road – Stiles to Amber – I continue to make progress on grading easements, final design, plans, estimates and bidding documents. Project will be bid thru the MCRC. Project will be bid in February of 2022. MCRC sold our 2021 RTF funds, \$619,000 are allocated toward this project.

2022 Fountain & Tuttle Road Structures – Final Documents have been submitted to MDOT. MDOT funding is now \$600,000 for Tuttle Road and \$1,085,000 for Fountain Road; total of \$1,685,000. The Fountain & Tuttle Road project is anticipated to be bid thru the MDOT Bid Letting in March of 2022. The Contractor will have 12 weeks to construct each structure between the months of April thru November 15, 2022. It is anticipated that the project will be constructed between the months of July and November of 2022 due to acquiring the materials for the timber bridge & concrete arch culvert.

2022 Hansen Road (MDOT Funds) – Meyers to Dennis – Project was submitted to MDOT on December 8th for scheduling the GI. MDOT has hired out the GI review to a consultant on December 16th due to budget and staffing. The Consultant has finally scheduled the GI for February 4th, 2022. Preliminary revised estimate is \$680,000. MDOT will participate \$426,204 with MCRC match of \$223,796. Project is now anticipated to be bid in the May or June MDOT Bid Letting due to the delay in scheduling the GI. Project will be constructed between July 5th and September 3rd, 2022.

2022 Hoague & Darr Road (MDOT funds) – KPM has the preliminary GI log plans, estimate and specifications have been submitted to MDOT. Preliminary Estimate is \$950,000. MDOT funding MDOT participation to \$794,534 with a balance of

\$155,466 for the MCRC. An informal GI was conducted via e-mail and phone calls. Final documents have been submitted to MDOT. The project is anticipated to be bid in the March Bid Letting. Project will be constructed between April 15th and July 3rd, 2022.

2022 HMA Surfacing Program – Engineering will be working on the bidding specifications for the 2022 HMA Surfacing Program in early February after the January 31st due date for Township Projects. We have our primary road list picked out for 2022. Anticipate bidding in late February or early March of 2022. I would like all HMA wedging completed by June 15th, 2022 for any road that will be chip sealed. Seasonal Limitations are May 15th to November 1st for HMA paving projects.

2022 Chip & Fog Seal Program – Engineering will be working on the bidding specifications for the 2022 Chip and Fog seal Program in early February after the January 31st due date for Township Projects. We have our primary road list picked out for 2022. Anticipate bidding in late February or early March of 2022. I would like to have all crack sealing completed by July 4th, 2022. The Contractor would have until August 31st, 2022 to complete the chip & fog seal projects. Seasonal Limitations are May 15th to September 1st for Chip & Fog Seal Projects.

2023 Fisher Road Bridge – I sent out a request for proposal (RFP) to 3 Engineering Firms for the design of the Fisher Road Bridge; Scott Civil Engineering, Frank Brechting Engineer & Prein & Newhof. I am waiting for the RFP from Brechting Engineering. I anticipate making a recommendation in our January 27th 2022 board meeting.

I. Manager/Director Report

The Forest Service is issuing us a permit for the north and south sections of Morton Road in Grant Township. The cost for the permits is \$1,604.70. There will be three bids requested for the logging of the trees. After the trees have been logged out, we will remove the stumps.

We received the deed for the Nurnberg Road Property from the County. We will move forward with logging this property the same time as Morton Road so there will be three bids requested for logging on this parcel as well.

The Highway Conference is scheduled for March 8-10, 2022. We should make reservations soon.

Received a quote from North Woods Signs for a billboard to place at the Custer property. Estimated cost was \$14,995.00. Attached FYI. To rent has also been attached.

The claims adjuster was here on Wednesday to assess the fire damage on our Tractor Unit#222.

Waiting on an estimate from Action Traffic to fix the guardrail on Jebavy Drive that was damaged in an accident on 12/18/21. There was extensive damage done to the complete section of guardrail. I have contacted the driver's insurance company and we have been added to the claim.

Attended the County Commissioners Meeting on Tuesday to thank them for processing the Quit Claim Deed to the Numberg Road Property so quickly and to let them know that we are in the process of starting our Site Plan for the Custer Road Property with the intention of placing a cold storage building sometime in 2022.

Ted is currently working on updating our Certification Maps and continues scanning the past permits into the computer while also locating them on the map. Ted has been a real asset to the MCRC with all that he accomplished in 2021.

Ran the required annual query in the FMCSA Commercial Driver's License Drug and Alcohol Clearinghouse. This is to be sure there have not been any unreported offenses.

One more week and the new Truck #612 should be up and running.

I have the Snow Path Program all updated again. You will see new Icons this year. Jody has been sending callers to the website, so it is getting much more recognition. It has been working great.

Attached is a memo regarding the Open Meetings Act. All Board members must be physically present at a meeting of a public body to be counted for purposes of establishing a quorum and voting, except for members absent due to military duty.

Attached you will also see CRA's response to federal infrastructure bill and impact to Michigan county road funding. This was not what we were hoping for.

I have been in contact with a gentleman to discuss Grants. Not much to go on yet but we will be looking into a couple of possibilities.

The funding has been wired into our account for the three Kenworth Trucks. The payment will be wired to PACCAR today.

I listened in on a ZOOM meeting on the Final Rules for ARPA Funds. The Municipalities can claim the funds under the Standard Allocation and are

allowed to spend them on anything that is a lawful expenditure of township funds. This does include roads.

Received Fiscal Year 2019 Trunkline Audit back from the State and we will be receiving a refund of \$100,276.

J. Unfinished Business

K. New Business

1. Request to purchase mower attachment for new tractor

Board does not feel that we should commit to a purchase another mower until after we find out what is happening with the insurance claim on the tractor that burned up. We should have the new tractor prepped for it though in case we need to purchase one later.

2. Approve Township Projects

Motion by Ingison 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 Conklin. Ayes all. Motion carried.

3. Approve 4-way Stop at Intersection of Wilson & Tuttle Rds

Motion made by Ingison to approve four way stop at the intersection of Wilson Rd and Tuttle Rd due to limited sight distance. Supported by Conklin. Ayes all. Motion carried.

4. Approve Resolution to change S. Jebavy Drive from Local Road System to Primary Road System

Motion made by Conklin to approve resolution to change South Jebavy Drive from a Local Road to a Primary Road. Supported by Ingison. Ayes all. Motion carried.

L. Commissioners Privilege

M. Extended Public Comment

N. Next Meeting: **Thursday, January 27, 2022 @ 10:00 am**

The next regular meeting is scheduled for Thursday, January 27, 2022 at 10:00 a.m. Immediately preceding the board meeting will be a facility planning workshop at 9:00 a.m.

O. Adjournment

Manager Samuels requested to go into closed session with the board at 12:15 p.m.

Closed Session ended at 1:28 p.m.

There being no further business the meeting was adjourned at 1:28 p.m.


Heather Braginton - Secretary


Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on January 13, 2022

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
100	VICTORY	DUST CONTROL	Township Wide	49.67	One Double Application. 248,350 gallons (Before Mer	43,088.73
102	VICTORY	VICTORY CORNER RD	Start 105' N of Dewey - South for 1,150'	0.22	Select wedge & chip seal with fog (no chipseal on b	19,722.20
104	VICTORY	DEWEY RD	Stiles to Amber	0.98	Select wedge & chip seal with fog	49,780.00

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
JANUARY 27, 2022****A. Call to Order**

Chairman Schwass called the January 27, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

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

Conflicts: None

C. Approval of Meeting Minutes

The minutes of the December 23, 2021 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Supported by Conklin. 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 January 27, 2022 Ck #81882 thru ck#81935 for \$223,279.96 and pre-approve payroll #3 for February 3, 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

G. Superintendent's Report

SAFETY - Continuing with Covid protocol. We have had five positive cases in the crew. They have been quarantined.

TRAINING - Getting everyone familiar with snow plow route changes. There are some different systems on the new truck and everyone has been trained on those.

USFS - on hold due to weather. Working on getting permits for future projects.

PIT WORK - Burning stumps and brush at pits. Consolidating concrete and rubble from all pits to the Amber Road pit to prepare for crushing.

MDOT - Continuing with winter maintenance. Need to repair manhole at US-10 and Jebavy that is coming out of the ground and causing issues. MDOT requires us to get three estimates.

H. 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.

2025+/- Access Road PM Highway to S. Jebavy Drive – I received the Phase II Environmental drilling and water sampling and forwarded it to our Attorney. Waiting on the ALTA Survey to proceed with the Oxy easement. Waiting on Market Development to sign the PM Township parcel split application. MCRC has 5 years to build the road per the agreement.

2022 Hansen Road – Stiles to Amber – I continue to make very good progress final design, plans, estimates and bidding documents. Charley will be working with me on the grading easements. Project will be bid thru the MCRC. Project will be bid in February of 2022. Utilities conflicts are anticipated to be moved by June 1, 2022.

2022 Hansen Road (MDOT Funds) – Meyers to Dennis – GI is scheduled for Friday February 3rd. Project was submitted to MDOT on December 8th for scheduling the GI. MDOT has hired out the GI review to a consultant on December 16th due to budget and staffing. The Consultant has finally scheduled the GI for February

3rd, 2022. Preliminary revised estimate is \$680,000. MDOT will participate \$426,204 with MCRC match of \$223,796. Project is now anticipated to be bid in the May or June MDOT Bid Letting due to the delay in scheduling the GI. Project will be constructed between July 5th and September 3rd, 2022.

2021 Culvert Inventory Data – Data will need to be entered for each culvert: location, size, depth, length, and material type as weather permits. This data is needed to update our culvert inventory as required by MCRC, MDOT & TAMC.

2021/2022 LAS – The MCRC has added some additional signs on Jebavy & Bryant Road to help with some of the minor problem areas. Some people were making a left-hand turn (NB) into the "exit" only on Jebavy Drive between Tinkham & Bryant. This was designed as a SB entrance and exit only. A few were also turning left (NB) out of this driveway. Hopefully the additional signs will take care of the problem.

2023 Fisher Road Bridge – I sent out a request for proposal (RPF) to 3 Engineering Firms for the design of the Fisher Road Bridge; Scott Civil Engineering, Frank Brechting Engineer & Prein & Newhof. I received two Proposals and one response that they were not bidding. I would like to discuss the award as part of New Business.

Future MCRC Site – Charley finished the topography last Friday. I updated the topography drawing, which is now on state plane coordinates and sent it to Wolverine Engineering. The boundary survey was in our paperwork when the MCRC purchased the property. The boundary survey was also sent to Joe from Wolverine Engineering.

NC - 2022 Fountain & Tuttle Road Structures – Final Documents have been submitted to MDOT. MDOT funding is now \$600,000 for Tuttle Road and \$1,085,000 for Fountain Road; total of \$1,685,000. The Fountain & Tuttle Road project is anticipated to be bid thru the MDOT Bid Letting in March of 2022. The Contractor will have 12 weeks to construct each structure between the months of April thru November 15, 2022. It is anticipated that the project will be constructed between the months of July and November of 2022 due to acquiring the materials for the timber bridge & concrete arch culvert.

NC-2022 Hoague & Darr Road (MDOT funds) – KPM has the preliminary GI log plans, estimate and specifications have been submitted to MDOT. Preliminary Estimate is \$950,000. MDOT funding MDOT participation to \$794,534 with a balance of \$155,466 for the MCRC. An informal GI was conducted via e-mail and phone calls. Final documents have been submitted to MDOT. The project is anticipated to be bid in the March Bid Letting. Project will be constructed between April 15th and July 3rd, 2022.

NC-2022 HMA Surfacing Program – Engineering will be working on the bidding specifications for the 2022 HMA Surfacing Program in early February after the January 31st due date for Township Projects. We have our primary road list picked out for 2022. Anticipate bidding in late February or early March of 2022. I would like all HMA wedging completed by June 15th, 2022 for any road that will be chip sealed. Seasonal Limitations are May 15th to November 1st for HMA paving projects.

NC-2022 Chip & Fog Seal Program – Engineering will be working on the bidding specifications for the 2022 Chip and Fog seal Program in early February after the January 31st due date for Township Projects. We have our primary road list picked out for 2022. Anticipate bidding in late February or early March of 2022. I would like to have all crack sealing completed by July 4th, 2022. The Contractor would have until August 31st, 2022 to complete the chip & fog seal projects. Seasonal Limitations are May 15th to September 1st for Chip & Fog Seal Projects.

I. Manager/Director Report

The fire damage was assessed on our Tractor Unit#222. The results are that they have totaled the tractor and we are waiting to hear what the salvage value is. The insured value is \$75,023.81 and we should be receiving a check within a week. In addition, we have placed an order for a replacement that is scheduled to be delivered in either June or July.

M Keating got a rough estimate to repair the salvaged tractor. Parts \$33,000, Labor \$27,500 and buy back of around \$14,000 for a total of \$74,500.

The new truck has been completed and was on the road Tuesday January 25.

The next Paul Bunyan Meeting is scheduled for February 17, 2022.

I am applying for a grant for Hot Applied Rubber Chip Seal. This is a 50% cost share making the cost per mile just under \$30,000. If awarded the grant we would place it on Stiles Road from Chavez to Marrison for 5 miles and on Chavez Road from Brye Road west to Scottville Road for 5 miles.

Received the estimate for repairs to the guardrail on Jebavy Drive in the amount of \$8,950.00. I have submitted this to the insured driver's insurance company.

Unfortunately, Representative O'Malley is not able to do anything regarding setting speed limits but said there is a bill that passed the House and moved on to the Senate to allow the townships and road commission more authority to set speed limits. Requests of allowing more local input to setting speed limits is heard often in their office.

Senator Vanderwall continues to speak on behalf of the county and townships on the need for bridge funding.

Meeting with J White and USDA RD on Monday January 31, to discuss funding.

J. Unfinished Business

1. Discuss quarterly goal reporting

K. 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. CRA Board of Directors Ballot

Motion made by Ingison to vote for Mark Christianson, Montcalm County. Supported by Conklin. Ayes all. Motion carried.

3. Paul Bunyan Meeting - Feb 17 Evergreen Resort

4. Recommend award for Engineering Design for 2023 Fisher Rd Bridge

Two bids submitted for design of Fisher Road Bridge to be constructed in 2023. Scott Civil Engineering bid \$41,230 and Brechting Engineering bid \$35,604. Motion made by Conklin to award bid to Brechting Engineering. Supported by Ingison. Ayes all. Motion carried.

L. Commissioners Privilege

Schwass asked for a decision to be made on what to do about the truck that we lost from the fleet. Motion made by Conklin to authorize Samuels to spend up to \$100,000 on a used truck to replace truck #41. Supported by Ingison. Ayes all. Motion carried.

M. Extended Public Comment

N. Next Meeting: Thursday, February 10, 2022 @ 10:00 am

The next regular meeting is scheduled for Thursday, February 10, 2022 at 10:00 a.m. Immediately preceding the board meeting will be a facility planning workshop at 9:00 a.m.

O. Adjournment

There being no further business the meeting was adjourned at 12:03 p.m.


Heather Braginton – Secretary


Bill Schwass – Chairman

APPENDIX A**Township Projects Approved on January 27, 2022**

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
120	SHERIDAN	DUST CONTROL	Township Wide	34.06	One Single, One Double, One Single. 340,600 gallons	\$ 59,094.10
121	SHERIDAN	EAST FORD LAKE RD	from 200' West of Griffin for 390'	0.07	Gravel, grade, compact, sawcut joint, HMA, valley g	\$ 22,681.32
122	SHERIDAN	MUSTANG RD	From Fountain Rd North 415'	0.08	Gravel, grade, compact, HMA, valley gutter and spill	\$ 23,404.99
123	SHERIDAN	HUGHES RD	From Fountain Rd North 460'	0.09	Gravel, grade, compact, HMA, valley gutter and spill	\$ 25,160.24
90	HAMLIN	DUST CONTROL	Township Wide	14.29	1 Single and 1 Double Application 107,175 gallons	\$ 18,594.86
91	HAMLIN	DUST CONTROL	Numberg Rd	7.67	1 Single Application 19,175 gallons	\$ 3,326.86
93	HAMLIN	DECKER RD	East of Jebavy 5,390'	1.02	Chipseal with fog. 12,577 Syds. Wedging by MCRC	\$ 32,700.20
160	HAMLIN	LARCH/LARCHWOOD	From Piney Ridge E 1,314' & Larchwood N 620'		Trench, add gravel, grade intersection, HMA, restorat	\$ 52,339.81
163	HAMLIN	PINEY RIDGE	Various segments North of Larch		Selected wedging and overlay (between 3264 & 313	\$ 17,600.00
164	HAMLIN	HILL CT / GRAND AVE	START 680' W of Lincoln for 75'		Place 75' of valley gutter on north side	\$ 750.00
110	SHERMAN	DUST CONTROL	Township Wide	36.29	Three Single Applications. 272,175 gallons	\$ 47,222.37
111	SHERMAN	MILLERTON RD	Start 690' E of Stephens and continue 1927'	0.36	Tree removal and ditch cleanout	\$ 26,192.47
112	SHERMAN	MANALES RD	Start 2621' W of Reek to Stephens	0.48	Select ditching, driveway culverts, 2" 24' wide compc	\$ 27,498.38

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
FEBRUARY 9, 2022****A. Call to Order**

Chairman Schwass called the February 9, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton (via zoom), Superintendent Loeser

Members Absent: County Highway Engineer Nelson

Visitors: Jim Gallie- Amber Twp.

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 January 27, 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

To approve Accounts Payable vouchers for February 10, 2022 Ck #81939 thru ck#82002 for \$260,848.45 and pre-approve payroll #4 for February 17, 2022.

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

Motion made by Conklin to approve Accounts Payable vouchers for February 10, 2022 Ck #81939 thru ck#82002 for \$260,848.45 and pre-approve payroll #4 for February 17, 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

G. Superintendent's Report

Safety - Covid Protocols continue. Continuing weekly toolbox talks. No Covid cases in organization as of now.

Training - Training employees on new truck and snow routes.

Township Projects - Working on routine maintenance, winter maintenance, limbing, cold patch, and working with J Bader on township project bids.

Forest Service - Bids for logging are in (agenda item). Starting stump placement next week.

Pit Work - Burning stumps and brush.

Culverts - No additional culverts in past two weeks.

MDOT - Winter maintenance ongoing.

Primary Work - Tree removal on Hoague and Darr.

H. 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.

2025+/- Access Road PM Highway to S. Jebavy Drive – ALTA Survey is completed. Market Development has signed the property split. Waiting on final paperwork from the attorney to sign and then MCRC to pay the balance of the property, \$40,000 +/- . MCRC has 5 years to build the road per the agreement.

2022 Hansen Road – Stiles to Amber – Design, Bidding Documents completed on Friday 2-4-2022. I have E-mailed plans & bid documents to several earthwork and paving Contractors. The project is also advertised on the Builders Exchange

and on the MCRC website. Bids are due February 23, 2022 @ 2:00 p.m. at the MCRC. I am working on a few temporary grading easements. Utilities conflicts are anticipated to be moved by June 1, 2022. Project will start after June 6th and will be completed in 8 consecutive weeks but no later than November 5, 2022.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – A Teems meeting (virtual) GI was held on Friday February 4th, 2022. Project was submitted to MDOT on December 8th for scheduling the GI. MDOT has hired out the GI review to a consultant on December 16th due to budget and staffing. Revisions from the GI will be submitted by February 18th, 2022. Project is anticipated to be bid in the May or June MDOT Bid Letting. Project will be constructed between July 5th and September 3rd, 2022.

2021 Culvert Inventory Data – Josh Bader tried to log in some culvert data, but due to the snow cover the culverts were not visible to log in the required data. Once the snow melts the culvert data will be logged in for each culvert. Data will need to be entered for each culvert: location, size, depth, length, and material type as weather permits. This data is needed to update our culvert inventory as required by MCRC, MDOT & TAMC.

2021/2022 LAS – The MCRC has requested that the LAS install lighted flashing signs when the 25 MPH is in effect. There would be about 12 solar LED signs that would flash during school hours to alert traffic to the 25 MPH speed limit. The LAS is looking at the cost of the signs. I will update at the next board meeting.

2023 Fisher Road Bridge – I sent out the award letter to Brechting Bridge Engineering. Frank Brechting has requested a preliminary DEQ review. I will need to meet with the DEQ onsite in the upcoming weeks to review the project.

Future MCRC Site – I scanned and sent Joe White our preliminary building drawings in PDF format.

2023 Cat. F Grant Jebavy Drive - Mary & I had a zoom meeting with Alexander Nickoloff from MDOT. Great news is that this project can be bid through the MCRC!! Final obligation for funding is not until October 1, 2022. The project will be bid thru the MCRC in February of 2023. The project requires 3 weeks prior advertising. The project will be constructed in the spring/summer of 2023. MDOT grant is a maximum of 58% of the project estimated at \$647,500 or a maximum of \$375,000 for the project.

2022 Fountain & Tuttle Road Structures – There were 16 bridge projects bid through the MDOT bid letting on February 4, 2022. Fourteen (14) projects were over the Engineers Estimate (+32.47% average) MDOT typically will not award the project if more than 12% over the Engineers Estimate. Only 2 of the 16

bridges were under the Engineers Estimate. The Fountain & Tuttle Road project is anticipated to be bid thru the MDOT Bid Letting in April or May of 2022. The Contractor will have 12 weeks to construct each structure between the months of April thru November 15, 2022. It is anticipated that the project will be constructed between the months of July and November of 2022 due to acquiring the materials for the timber bridge & concrete arch culvert. I am checking with MDOT to see about options and maybe consider a 2023 completion date since most of the bridge projects are significantly over the Engineers Estimate.

2023 Pavement Marking Project MCRC – Josh Bader has completed the bidding documents for our 2022 Pavement Marking project. This project is anticipated to be bid through the MCRC on February 23, 2022.

2022 County Engineers Workshop – Charley, Josh & I are attending the CEW at Shanty Creek in Belaire on Tuesday, Wednesday & Thursday (February 8th, 9th & 10th).

I. Manager/Director Report

The insured value for Unit #222 was \$75,023.81 less a \$500.00 deductible was received last week. The salvage for the damaged tractor was \$15,000.00. We opted not to buy back the tractor due to the extensive repairs that were needed. We have placed an order for a replacement that is scheduled to be delivered in either June or July. The successful bidder for the salvage picked up the tractor last Wednesday.

M Keating requested estimates to place backup cameras on our trucks for safety reasons. (Agenda Item)

The next Paul Bunyan Meeting is scheduled for February 17, 2022.

I completed and submitted the grant for Hot Applied Rubber Chip Seal. This is a 50% cost share making the cost per mile just under \$30,000. There was no award dated provided.

Received a check for repairs to the guardrail on Jebavy Drive in the amount of \$8,950.00. This repair will take place as soon as the materials are received.

The meeting with J White and USDA RD has been postponed twice due to Covid illness. Will reschedule ASAP.

Bids were received today for fuel futures for 2023. (Agenda Item) If the board so chooses, I will request bids for 2022 in addition to the 75,000 gallons we currently have.

Ordered additional back up State Salt 1,500 Ton and 250 Ton County Salt.

The Certification Maps are completed and ready for Board Approval.

We have one mechanic retiring in September.

J. Unfinished Business

1. Facility Planning Update

Engineer has been given the information regarding preliminary site plan requirements, topographical survey, etc. Site plan is in progress.

Met with a representative from Michigan Chloride to discuss the requirements to construct a brine pond.

2. Approve Logging Bids

Motion made by Ingison to accept highest bid per job. Supported by Conklin. Ayes all. Motion carried.

3. Approve Fuel Futures Bids for 2022

Two bids received for fuel futures for 2023. Motion made by Ingison to give Samuels the authority to award the bid to the lowest bidder. Supported by Conklin. Ayes all. Motion carried.

K. 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. Discussion on Backup Cameras

Motion made by Conklin to approve the purchase of six units. Supported by Ingison. Ayes all. Motion carried.

3. Approve Certification Maps

Table until next meeting to allow time for corrections.

L. Commissioners Privilege

Schwass - Any purchases or sales involving road commission employees need to be brought to the board for approval beforehand. Would like to see a policy regarding this brought for approval. Braginton will bring something to next meeting.

1. Approve Staff Wages

Entered Closed Session at 12:03 p.m. to discuss staff wages. Closed session adjourned at 12:50 p.m. Motion made by Ingison to approve a 2% wage increase for the County Highway Engineer and a 3 1/2 % wage increase for the rest of the management staff. The increase will be retroactive to January 1, 2022. There will also be a \$2,500 bonus paid to Jody Baunoch and Jeff Loeser for exemplary service above and beyond their job requirements. Supported by Conklin. Ayes all. Motion carried.

M. Extended Public Comment

N. Next Meeting: **Thursday, February 24, 2022 @ 10:00 am**

The next regular meeting is scheduled for Thursday, February 24, 2022 at 10:00 a.m. Immediately preceding the board meeting will be a facility planning workshop at 9:00 a.m.

O. Adjournment

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


Heather Braginton - Secretary


Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on February 9, 2022

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
010	SUMMIT	DUST CONTROL	Township Wide	2.49	One Single Application. 8,400 gallons	\$ 1,513.80
011	SUMMIT	BRYE RD	Hawley to Anthony	1.98	Select wedging and chipseal w/ fog (Split w/ Riverston)	\$ 89,039.09
012	SUMMIT	G STREET	From Lakeshore Dr West for 300'	0.06	Add gravel & HMA paving 16' wide, valley gutter to culvert	\$ 13,257.54
013	SUMMIT	MACK RD	North Ave. to Thelle Rd	0.18	Select wedging and chipseal w/ fog	\$ 10,729.00
014	SUMMIT	BRUNSON RD	Deren to Meisenheimer	0.43	Select wedging and chipseal w/ fog	\$ 22,556.00

MEETING MINUTES
MASON COUNTY ROAD COMMISSION
FEBRUARY 24, 2022

A. Call to Order

Chairman Schwass called the February 24, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Visitors: Jim Gallie- Amber Twp.

1. Pledge of Allegiance

B. Approval of Agenda

Motion made by Ingison to approve the agenda with amendment to add Retiree Healthcare Reallocation to New Business. Supported by Conklin. Ayes all. Motion carried.

1. Conflicts of Interest

None.

C. Approval of Meeting Minutes

The minutes of the February 10, 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

To approve Accounts Payable vouchers for February 24, 2022 Ck #82006 thru ck#82055 for \$660,161.36 and pre-approve payroll #5 for March 3, 2022.

Motion made by Ingison to approve paying out of cycle invoices to avoid late fees, after email approval from all board members. Supported by Conklin. Ayes all. Motion carried.

Motion made by Conklin to approve Accounts Payable vouchers for February 24, 2022 Ck # 82006 thru Ck # 82055 for \$660,161.36 and pre-approve payroll #5 for March 3, 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

Gallie/Amber Twp - Inquired about potential increase in petroleum costs affecting their chipseal costs. Nelson felt that the quoted prices would allow for any increase in cost.

G. Superintendent's Report

SAFETY - Covid protocol continues as well as weekly toolbox talks.

TRAINING - Training on new truck, routes and material application.

TOWNSHIP - Winter Maintenance for the past two weeks, limbing and cold patching.

LOGGING - Logging projects could potentially start during frost laws.

PIT WORK - Burning brush and stumps at Tubbs pit. Hauled winter sand from Custer property to Scottville.

CULVERTS - Completed all culvert inventory except for six that were inaccessible due to snow.

MDOT - Ongoing winter maintenance.

PRIMARY WORK - Hoague and Darr Tree Removal is ongoing.

FROST LAWS - being implemented March 7, 2022.

H. 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.

2025+/- Access Road PM Highway to S. Jebavy Drive – Market Development requested some additional conditions for closing. Richard Wilson & I are

working on the language and hope to have this resolved in a couple of weeks. The closing date has been extended to allow additional time for this request. ALTA Survey is completed. Market Development has signed the property split. MCRC to pay the balance of the property, \$40,000 +/- MCRC has 5 years to build the road per the agreement.

2022 Hansen Road – Stiles to Amber – Bids are due February 23, 2022 @ 2:00P.M at the MCRC. I will present the bid tabs and the recommendation at the board meeting. I am working on a few temporary grading easements. Utilities conflicts are anticipated to be moved by June 1, 2022. Project will start after June 6th and will be completed in 8 consecutive weeks but no later than November 5, 2022.

2022 Hansen Road (MDOT Funds) – Meyers to Dennis – Last week MDOT sent out an e-mail stating that the Small Urban Program had \$5.5M in funding available for FY2022. The project must not be currently obligated but obligated prior to October 1, 2022. Our Hansen Road project meets these criteria. I have requested an additional \$103,796 in small urban funding for this project. We have a face-to-face Small Urban Task Force meeting on Friday February 25th @ 2:00PM to cast the official vote. The MCRC is required to match 20% of the total project costs. Revisions from the GI were submitted on February 18th, 2022. Project is anticipated to be bid in the May or June MDOT Bid Letting. Project was to be constructed between July 5th and September 3rd, 2022. Based on the delays in the NEPA approval and the additional funding, I would like to extend the completion date to November 1, 2022 allowing the contractor 6 weeks to construct the project. The City of Ludington's Washington Avenue Project was already obligated for FY2022, so they were not eligible for additional funding for their project. Ludington Mass Transit will receive an additional \$271,204 for FY2022. Total amount of additional funding for FY2022 was \$375,000 for each Small Urban Area.

2021 Culvert Inventory Data – Jeff Loeser & Lucas Weinert logged in some culvert data for 2021 last week. They were able to log in 26 of the 32 culverts with the recent thaw. There are approximately 6 remaining culverts to login that the culverts were not visible due to snow. Once the snow melts the remaining culvert data will be logged. I will present this data to the board once it is completed. The culvert data is required by MCRC, MDOT & TAMC to keep our culvert inventory current.

2023 Cat. F Grant Jebavy Drive - I will need to prepare some documents for the Category F Grant in the near future and submit to Alexander Nickoloff from MDOT. Great news is that this project can be bid through the MCRC!! Final obligation for funding is not until October 1, 2022. The project will be bid thru the MCRC in February of 2023. The project requires 3 weeks prior advertising. The project will be constructed in the spring/summer of 2023. MDOT grant is a

maximum of 58% of the project estimated at \$647,500 or a maximum of \$375,000 for the project.

2022 Fountain & Tuttle Road Structures – The completion date for the Bridges was changed from November of 2022 to November of 2023. The change to a November 15, 2023, completion date was warranted since most of the bids for the 2022 bridge projects are significantly over the Engineers Estimate. The Contractor will still have the option to start one or both bridges if it is open to traffic by November 15, 2022.

2023 Pavement Marking Project MCRC – Bids were received by the MCRC on February 23, 2022 @ 2:00PM. I will present the bid tabs and recommendation at the board meeting.

2022 Hoague & Darr Road (MDOT funds) – KPM & I will be reviewing the MDOT proposal for our final approval this week. The project is scheduled for the April Bid Letting. Engineer's Estimate is \$950,000. MDOT funding MDOT participation to \$794,534 with a balance of \$155,466 for the MCRC. Project will be constructed between early May and July 3rd, 2022.

2025 Bridge Projects – A call for bridge projects was sent out last week for FY2025. I will review our 2024 bridge applications and MDOT bridge scores and have a list to present to the board for the March 7th Board meeting.

Rural Task Force 2023 to 2026 – I will be working on the MDOT program applications for our upcoming MDOT funded projects. The MDOT funding amounts changed last week with the additional RTF funding & Small Urban \$.

I. Manager/Director Report

The 2023 Futures Fuel Bid was awarded to Blarney Castle for 75,000 gallons for \$2.603 per gallon.

The guardrail on Jebavy Drive has been repaired.

Our backup salt has been received.

The Certification Maps are completed and ready for Board Approval.

Material Bids were received on February 23. Agenda Item for award.

I have been in touch with EGLE regarding the proposed brine pond construction. The specifications say for the groundwater program that the ponds need to be lined, which we are aware of. Secondly there are what's called Part 5 Rules which say that "Storage of any polluting material has to

have a secondary containment" or there is an option to submit a request as to why it would not be necessary. They are willing to meet with us to discuss further.

We have a virtual meeting scheduled with USDA-RD and J White to discuss financing on March 1 At 10 am.

J White has our site plan almost completed. I have asked him to attend our meeting of March 7 if available.

Received a notice from EGLE regarding the grant for chip seal. They received requests for \$7.2 million and do not have that much funding available. The applications are being reviewed and will notify us soon.

I have attached the Working Draft Legislative Priorities from CRA for 2022 for your information. These will be voted on at the Annual Business Meeting on March 10, 2022.

J. Unfinished Business

1. Facility Planning Update

Meeting scheduled with the USDA for Tuesday to discuss the mortgage application process.

2. Approve Certification Maps

Motion made by Conklin to approve changes to the certified road system as proposed. Supported by Ingison. Ayes all. Motion carried.

3. Policy Revision - #303 Conflict of Interest

Motion made by Ingison to approve policy amendment as presented. Supported by Conklin. Ayes all. Motion carried.

K. New Business

1. Approve Township Projects

Motion by Ingison 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 Conklin. Ayes all. Motion carried.

2. Preparing for Future Federal Aid Projects

Would like to have one or two shelf projects ready in the event that monies come available unexpectedly, allowing us to utilize those funds.

3. Approve Trunkline Contract Amendment

Motion made by Conklin to approve amendment to the Trunkline maintenance contract as presented. Supported by Ingison. Ayes all. Motion carried.

4. Approve Resolution for Hoague & Darr Rd Project and Sign Contract

Motion made by Ingison to approve resolution as presented to enter into a contract with the State of Michigan for the Hoague and Darr Rd project and to authorize Chair Bill Schwass and Vice-Chair Ingison. Ayes all. Motion carried.

5. Award 2022 Pavement Marking Project

Motion made by Ingison to award bid to low bidder. Supported by Conklin. Ayes all. Motion carried.

6. Award 2022 Hansen Rd Project

Motion made by Ingison to award bid for Hansen Rd to low bidder, Hallack Contracting. Supported by Conklin. Ayes all. Motion carried.

7. Award Materials Bids

Motion made by Conklin to approve material bids based on Samuels recommendations. Supported by Ingison. Ayes all. Motion carried.

8. Retiree Healthcare Re-Allocation

Proposal presented by Braginton to re-allocate the retiree healthcare fund by providing Retiree health care savings accounts to all employees and depositing an equal share of our Retiree Healthcare savings into each account. This would allow the funds to grow over the course of employment until the employee retires, providing them with a richer benefit, and would allow the road commission to eliminate the OPEB (Other Post-Employment Benefits) obligation, which would in turn eliminate the requirement to have required annual reports completed which are

very costly. Board will support if the Union is in favor of the change. Would like to have a MERS representative discuss this at the annual employee benefit meeting in April.

L. Commissioners Privilege

M. Extended Public Comment

N. Next Meeting: **Monday, March 7, 2022 @ 10:00 am**

The next regular meeting is scheduled for Monday, March 7, 2022 at 10:00 a.m.

O. Adjournment

There being no further business the meeting was adjourned at 11:57 a.m.


Heather Braginton - Secretary


Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on February 24, 2022

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
150	MEADE	DUST CONTROL	Township Wide	8.36	One Double - 5000 gallons per mile 83,600 gallons	\$ 14,504.60
151	MEADE	DUST CONTROL	Bennett Rd	0.35	One Double - 5000 gallons per mile (NO COST SHARE) 3,500 gal	\$ 607.25
152	MEADE	BUDZINKSI RD	Freesoil Rd to Bennett Rd	0.49	Select Wedging	\$ 13,580.00
130	GRANT	DUST CONTROL	Township Wide	32.34	1 Single Application (80,850 Gallons @.1735)	\$ 14,027.48
70	CUSTER	DUST CONTROL	Township Wide	35.85	One Single (2500gal) & Two Double (5000gal) 268,875 gal	\$ 46,649.82
71	CUSTER	DARR RD	US-10 to Johnson Rd.	0.51	Select ditching and apply 4" slag 22' wide	\$ 31,459.78
050	PERE MARQUETTE	DUST CONTROL	Township Wide	0.50	One Double Application. 2,500 gallons	\$ 433.75
051	PERE MARQUETTE	S. LAKESHORE DR	From Buttersville Park S to top of hill	0.11	Crush & Shape, undercut and stabilize bank, HMA paving	\$ 54,482.50
052	PERE MARQUETTE	BRADSHAW RD	Inman to Brunson	0.75	Recommended 2" (220lbs) HMA Overlay. 961 Ton of LVSP	\$ 82,565.40
053	PERE MARQUETTE	PATTERSON RD	Lakeshore westerly 760'	0.14	1.5" Overlay (165 lb/syd) 140 Ton of HMA	\$ 15,764.56
054	PERE MARQUETTE	SPEER DR	South of Patterson 726' including cu	0.14	275' wedging and 1.5" overlay (165 lb/syd)	\$ 20,038.70
055	PERE MARQUETTE	DUNECREST AVE	S Lakeshore Dr to S Shoreview 950'	0.18	1.5" Overlay (165 lb/syd) 186 Ton of HMA	\$ 20,674.83
056	PERE MARQUETTE	SHOREVIEW CT	Shoreview Ct incl. 2 cul-de-sacs	0.07	1.5" Overlay (165 lb/syd) 248 Ton of HMA & remove berm	\$ 24,639.55
057	PERE MARQUETTE	RIVERVIEW DR	Pleasant Ridge Rd to Pleasant Ridge Rd	0.35	1.5" Overlay (165 lb/syd) 373 Ton of HMA	\$ 30,731.87
058	PERE MARQUETTE	PLEASANT RIDGE	W 100 W Riverview Dr to W Riverview Dr	0.13	1.5" Overlay (165 lb/syd) 158 Ton of HMA	\$ 17,712.01

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
MARCH 7, 2022****A. Call to Order**

Chairman Schwass called the March 7, 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: Chairman Schwass, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: Vice-Chair Ingison

Visitors: None.

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

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

1. Conflicts of Interest

Conflicts: None

C. Approval of Meeting Minutes

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

D. Approval of Accounts Payable & Payroll

to approve Accounts Payable vouchers for March 7, 2022 Ck #82058 thru ck#82108 for \$56,049.37 and pre-approve payroll #6 for March 17, 2022

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

Motion made by Conklin to approve Accounts Payable vouchers for March 7, 2022 Ck #82058 thru ck#82108 for \$56,049.37 and pre-approve payroll #6 for March 17, 2022. Supported by Schwass. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

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

F. Public Comment

None.

G. Superintendent's Report

SAFETY - Following Covid protocol, having toolbox talks.

TRAINING - Continuing training in new truck and routes and material application.

TOWNSHIPS - Continuing winter maintenance. Frost laws in effect 3-5-2022. Working on Township project bids, limbing, cold patch.

LOGGING - Could start mobilizing into Nurnberg pit during frost laws.

PIT WORK - burning stumps and brush.

CULVERTS - Doing inventory of needed maintenance in 2022.

MDOT - Winter maintenance and brush clearing on US-31 South.

PRIMARY WORK - Tree removal on Hoague and Darr is done. Tree removal on Hansen Rd East of Rasmussen is 80% complete.

H. 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.

2021 Certification Maps – Road certification maps have been submitted to MDOT; deadline is March 31st.

2022 Hoague & Darr Road (MDOT funds) – The project Item #5 and is scheduled for the April 1, 2022, MDOT Bid Letting. Engineer's Estimate is \$950,000. MDOT funding is \$794,534 with a balance of \$155,466 for the MCRC. Project will take about 7 weeks to be constructed sometime between early May and November 4, 2022.

2025+/- Access Road PM Highway to S. Jebavy Drive – I made initial contact with Consumers Energy about the cost to relocate power poles and electrical box. Richard Wilson has responded to Market Development regarding the additional conditions for closing. We are waiting for a response from MD. MCRC will need to pay the balance of the property, \$40,000 +/- at final closing. MCRC has 5 years to build the road per the agreement (March 2027).

2022 Hansen Road, Stiles to Amber – Project was awarded to Hallack Contracting for Option #2 a full reconstruction from POB to POE at an estimated cost of \$799,673.80. I am working on a few temporary grading easements. Utilities conflicts are anticipated to be moved by June 1, 2022. Project will start after June 6th and will be completed in 8 consecutive weeks but no later than November 5, 2022.

2022 Pavement Marking – Project was awarded to Michigan Pavement Marking for \$83,339.13.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – Patrick Middleton & I have reviewed the draft proposal and have authorized final approval for bidding. We are still waiting for final NEPA approval so the project can be obligated and scheduled for bidding. The NEPA process is extremely slow and a bit frustrating. We are hoping to have final approval of NEPA by early next week. The NEPA approval & project obligation are needed by March 11th to make the May 6, 2022, MDOT bid letting. Estimated cost is \$700,000, \$560,000 in MDOT funding and \$140,000 MCRC required (20% match). I was able to secure the additional \$185,000 in additional MDOT funding for this project from the original \$375,000 in MDOT funding.

2024 Category F Grant – Received a notice that Category F grants are due May 6, 2022. I applied for a Category F Grant for Jebavy Drive N. of US-10 to Bryant Road (2019, 2020 & 2021). The MCRC did receive a Category F grant for Jebavy Drive in 2021 for FY2023. According to MDOT the MCRC have not received a Category F grant for a very long time, if ever according to their records. I plan to submit at least 2 projects for Category F grants for 2024; Jebavy Drive from Bryant to Decker & Sixth Street from PM Highway to Sherman. Once MDOT approves S. Jebavy to a Primary Road in July of 2022, I will apply for a Category F Grant for S. Jebavy Drive for 2025 and/or 2026. S. Jebavy Drive will have \$375,000 in MDOT Small Urban Funding in 2026.

2023 to 2026 Rural Task Force – Last week, I submitted our RTF projects for 4 projects between 2023 to 2026 with 3 Illustrative Projects to MDOT for programming. Preliminary Engineers Estimates were developed for each project. The projects submitted are; 2023 Iris Road (PM Highway to S. Lakeshore Drive), 2024 Custer Road (Hansen to 0.25 miles N. of Decker), 2025 Custer Road (N. Village of Custer to Hansen Road), 2026 Custer Road (0.25 miles N. of Decker to 0.50 miles N. of Sugar Grove). Illustrative Projects; Jebavy Drive & Custer Road (Sugar Grove to Fountain)

Soil Borings for Future Projects – I received a bid from Soils & Structures for soil borings on our next MDOT projects. I am requesting Board approval to accept the bid from Soils & Structures. Prices are in line with 2018 & 2021 pricing. Soils & Structures does a great job for the MCRC and gets the work done as requested.

Bridge Applications for FY2025 – Bridge Applications are due April 4, 2022, for FY2025. The MCRC can submit up to 4 applications this year. I have looked over the 2021 application bridge scores and consulted with Ryan Worden to decide on the 4 bridge applications. Based on our discussions, it is recommended to apply for the bridges shown on the provided list. The MCRC is required to match 5%, however MDOT does score more points to overmatching projects. Our application in 2021 the MCRC matched 10% instead of 5% to improve our bridge scoring.

MCRC/USFS Gravel Pit – USFS sent out notices to the public for public comment regarding the future gravel pit adjacent to the MCRC Mac Road Pit. I sent a letter of support on behalf of the MCRC as requested by Scott Peedle, District Ranger of the Cadillac USFS. The closing date for public comment is March 11, 2022.

I. Manager/Director Report

Heatner and I had a virtual meeting with USDA-RD and J White to discuss financing on March 1 at 10 am. We went over the complete list of requirements from start to finish. We are in the process of starting the pre-application process. J White will be here on March 24 to present the completed site plan and discuss his part with the application process.

Nothing new from EGLE regarding the grant for chip seal.

Requested Sweeping Bids for 2022 and 2023. They are due on March 23rd at 11:00 am.

Working on the Pre-application for Federal Assistance.

J. Unfinished Business

1. Facility Planning Update

Samuels is working on the pre-application paperwork and beginning the process of gathering required documents. We have set a goal of having all paperwork in and have an approval by the end of the third quarter 2022.

K. 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 Schwass. Ayes all. Motion carried.

2. Approve Soil Boring Bids

Motion made by Schwass award bid to Soils and Structures. Supported by Conklin. Ayes all. Motion carried.

3. Approve 2022 MDOT Bridge Funding Applications for FY 2025

Motion made by Conklin to approve the bridge funding applications for FY 2025, with a matching percentage of 10%. Supported by Schwass. Ayes all. Motion carried.

4. Approve Fidelity Coverage Instead of Bonds

Samuels discussed an option switch to MCRC SIP for blanket fidelity coverage because it will provide much better coverage at a cheaper rate. Motion made by Schwass to switch to Michigan County Road Commission Self Insurance Fund for fidelity coverage in lieu of purchasing individual bonds. Supported by Conklin. Ayes all. Motion carried.

L. Commissioners Privilege

M. Extended Public Comment

N. Next Meeting: Thursday, March 24, 2022 @ 10:00 am

The next regular meeting is scheduled for Thursday, March 24, 2022 at 10:00 a.m. with a Facility Planning Workshop immediately prior at 9:00 a.m.

O. Adjournment

There being no further business the meeting was adjourned at 11:12 a.m.


Heather Braginton - Secretary


Bill Schwass - Chairman

APPENDIX A**Township Projects Approved on March 7, 2022**

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
060	AMBER	DUST CONTROL	Township Wide	7.50	Two Double Applications. 75,000 gallons. Late May, Late Aug	\$ 13,012.50
061	AMBER	JAGGER RD	From Silies Road East 1,870'	0.35	Apply seal coat with fog seal	\$ 12,192.36
062	AMBER	CONRAD RD	65' E of Meyers to Silies	3.00	Apply seal coat with fog seal	\$ 100,201.40

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
MARCH 24, 2022****A. Call to Order**

Chairman Schwass called the March 24, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None.

Visitors: Jim Gallie - Amber Twp., Rich Rohorst.

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

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

1. Conflicts of Interest

Conflicts: None

C. Approval of Meeting Minutes

The minutes of the March 7, 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

to approve Accounts Payable vouchers for March 24, 2022 Ck #82113 thru ck#82164 for \$214,386.44 and pre-approve payroll #7 for March 31, 2022

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

Motion made by Conklin to approve Accounts Payable vouchers for March 24, 2022 Ck #82113 thru ck#82164 for \$214,386.44 and pre-approve payroll #7 for March 31, 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

G. Superintendent's Report

SAFETY - Continuing Covid protocol and weekly toolbox talks. We had a safety training day on March 17th, provided by Mackinaw Administrators, our workman's compensation insurance administrator. Topics were PPE, Bucket truck training, General safety training. We have chainsaw safety training scheduled for June 7th & 8th.

TOWNSHIP - Working on bridge estimates, winter maintenance, frost laws will be in effect at least two more weeks. Continuing general maintenance - cold patching, tree work, and blading and patching gravel roads when possible.

LOGGING - Numborg pit is mostly complete, and we have received a check from the logger.

PIT WORK - Stripping overburden in Taylor Pit to expose the gravel.

CULVERTS - Ordering culvert inventory order for 3/25 and planning 2022 replacements.

MDOT - Winter Maintenance continues.

FOREST SERVICE - Working with Doug and Barb on planning 2022 work. Currently in progress on the fire break contract for 2022-2032.

H. 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. I am working on 3 timber bridge estimates for the Townships.

2021 Certification Maps – MDOT is reviewing the Road certification maps, Josh submitted a clarification/correction for an adjustment of 0.02 miles of road mileage.

2022 Hoague & Darr Road (MDOT funds) – The project Item #5 and is scheduled for the April 1, 2022, MDOT Bid Letting. Engineer's Estimate is \$950,000. MDOT funding is \$794,534 with a balance of \$155,466 for the MCRC. Project will take about 7 weeks to be constructed sometime between early May and November 4, 2022. The project was advertised with 5% DBE participation. This would be very hard to achieve and most likely increase the cost of the project. I provided additional information to the MDOT DBE department and was able to reduce the DBE participation to 3%. MDOT is very unwilling to reduce the DBE % on a project.

2025+/- Access Road PM Highway to S. Jebavy Drive – I made initial contact with Consumers Energy about the cost to relocate power poles and electrical box. The electrical box will need to be relocated off the MCRC property. Market Development was informed of this requirement and MD has submitted revised conditions of closing that Richard & I are reviewing.

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 have received 1 of the 8 temporary easements to date. I will continue to work on getting the other 7 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 6th and will be completed in 8 consecutive weeks but no later than November 5, 2022.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – The NEPA approval & project obligation was approved by MDOT by March 11th to make the May 6, 2022, MDOT bid letting. Estimated cost is \$700,000 - \$560,000 in MDOT funding and \$140,000 MCRC required (20% match). I was able to secure the additional \$185,000 in additional MDOT funding for this project from the original \$375,000 in MDOT funding. The additional small urban funding was gone less than 24 hours after the MDOT e-mail notification. The MCRC was 3rd on the approved list for additional funding. Funding was distributed to the first 15 applicants. I had contacted MDOT, LMTA, City of Ludington, WMRDC and submitted the additional paperwork, voting and approvals by LMT, City of Ludington, MDOT and WMRDC within hours after receiving the e-mail from MDOT.

2022 HMA Resurfacing – 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. Bids are due on Tuesday March 29th @ 2:00PM. The Bidding

documents were also uploaded on the MCRC website. HMA wedging will be completed by July 1st with the remaining HMA paving completed by October 28, 2022.

2022 Chip & Fog Seal – Bidding documents were e-mailed to Highway Maintenance, Pavement Maintenance Systems, Strawser Construction and Farhner Asphalt Sealers. Bids are due on Tuesday March 29th @ 3:00PM. The Bidding documents were also uploaded on the MCRC website. Anticipated start date will be no sooner than July 11, 2022, with final completion by August 31, 2022.

Rural Task Force – Attended another RTF meeting last week for formal approval of our RTF projects; 4 projects between 2023 to 2026 with 3 illustrative projects to MDOT for programming. Custer Road from US-10 to Fountain Road was approved as an "all season route" by the RTF. The reclassification is required in order to use State D funds (\$80,000 per year) on the project in conjunction with the STP funds (\$650,000+/- per year).

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.

Bridge Applications for FY2025 – Bridge Applications are due April 4, 2022, for FY2025. Scott Civil Engineering is working on our 4 bridge applications.

MCRC/USFS Gravel Pit – USFS received one phone call in opposition to the Mac Road Pit expansion. Scott Peedle is going to issue the permit to proceed with the exploratory soil borings. Soils & Structures is scheduled to complete the soil borings before the April 15th Oak wilt restrictions.

I. Manager/Director Report

Opened sweeping bids on March 23rd at 11:00 am. Agenda Item

Working on the Pre-application for Federal Assistance.

WMSRDC collected road ratings for federal aid eligible roads for 2021 without the help of MDOT or road personnel due to COVID 19. Mason County has 225.426 miles needing structural improvements, 69.048 miles needing capital preventative maintenance, 3.978 miles needing routine maintenance and 11.558 miles of federal aid unpaved roads.

Attended the 2022 Highway Conference and Road Show. Learned more about Federal Aid Buy out and where MDOT is at with this program. There is still much

work to be done and will need the Governors approval. This was a very good conference and gathered lots of information.

Received estimates for three wood bridges from Krenn Bridge. Darr Road, Kinney Road, Dennis Road and they are working on the S Bayou Bridge Estimate. As soon as we have all the data compiled, we will submit to the townships.

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 attached an e-mail from Governor Whitmer for your information regarding State and Federal tax on gas.

J. Unfinished Business

1. Facility Planning Update

Wolverine Engineers & Surveyors attended the 9:00 facility planning workshop to present the preliminary site plan and discuss any changes that would be necessary. Also discussed the USDA application process and steps that we need to take to begin that process.

Motion made by Ingison to proceed with a formal site plan design. Supported by Conklin. Ayes all. Motion carried.

K. New Business

1. Approve Township Projects

Motion by Ingison 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 Conklin. Ayes all. Motion carried.

2. MCCA Surplus Refund - \$24,800

Received our MCCA Surplus refund from MCRC SIP in the amount of \$24,800.

3. Close HRA Account at Westshore Bank

Braginton would like to close the HRA account at Westshore Bank as it has been many years since we have used it and do not anticipate having a need for it in the future. Motion made by Ingison to close the account as requested. Supported by Conklin. Ayes all. Motion carried.

4. Approve Sweeping Bids

Sweeping bids presented by Samuels. Motion made by Conklin to award to the lowest bidder, . Supported by Ingison. Ayes all. Motion carried.

5. Approve Road Agreement with USFS

Motion made by Conklin to enter into a contract with the United States Forest Service to provide road maintenance on Forest Service Roads. Supported by Ingison. Ayes all. Motion carried.

6. Approve Resolution to enter into contract for Fountain Road & Tuttle Road Bridge Replacements

Motion made by Conklin to approve resolution to enter into a contract with the State of Michigan to replace the structures on Fountain Rd and Tuttle Rd. Supported by Ingison. Ayes all. Motion carried.

L. Commissioners Privilege

M. Extended Public Comment

N. Next Meeting: **Thursday, April 14, 2022 @ 10:00 am**

The next regular meeting is scheduled for Thursday, April 14, 2022 at 10:00 a.m.

O. Adjournment

There being no further business the meeting was adjourned at 11:56 a.m.


Heather Braginton - Secretary


Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on March 24, 2022

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
040	LOGAN	DUST CONTROL	Township Wide	16.25	One Single and Two Double Applications	\$ 20,685.54
041	LOGAN	ANTHONY RD	100' E of Woods Rd to 82' W of Mast	0.70	5' Hill Cut, Culvert, 5" gravel, HMA Paving, Restor., Valley gutter	\$ 215,563.29
072	CUSTER	CONRAD RD	East of Scottville Rd.	2.30	Select HMA Wedging	\$ 8,872.83
073	CUSTER	WILSON RD	From Scottville Rd to Tuttle Rd.	2.00	Select HMA Wedging	\$ 20,376.82
011	RIVERTON	BRYE RD	Hawley to Anthony	1.98	Select wedging and chipped w/ fog (Split w/ Summit)	\$ 89,039.09

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 @ Guerny 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 1st 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. Farhner 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 6th 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**

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
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

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
APRIL 28, 2022****A. Call to Order**

Chairman Schwass called the April 28, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None.

Visitors: Ken Muzzo and Pete Oquist - Hamlin Bayou Assn.

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

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

1. Conflicts of Interest

Conflicts: None

C. Approval of Meeting Minutes

The minutes of the April 14, 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

To approve Accounts Payable vouchers for April 28, 2022 in the amount of \$58,207.52 and approve payroll #9 for April 28, 2022 in the amount of \$92,117.42.

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

Motion made by Conklin to approve Accounts Payable vouchers for April 28, 2022 in the amount of \$58,207.52 and approve payroll #9 for April 28, 2022 in the amount of \$92,117.42. 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

Mr. Muzzo and Mr. Oquist inquired about the status of the replacement of the South Bayou bridge. Samuels advised that we are currently waiting on confirmation of funding.

G. Superintendent's Report

SAFETY - Continuing Covid protocol and weekly toolbox talks.

TOWNSHIP PROJECTS - Working on shoulder pulling when weather allows, blading gravel roads, project coordination, ditching, culvert installation, and drainage.

FAILED CULVERT - Replaced three (3) culverts on Fountain Rd and one (1) culvert on Kinney Rd.

LOGGING - logging is currently on hold due to oak wilt.

PIT WORK - Screening stone in Deren Pit. Clearing and stripping overburden in Taylor Pit to prepare for gravel processing.

MDOT - Regular maintenance activities.

FOREST SERVICE - Working on contracts for fire breaks.

COLD STORAGE BUILDING PLANS - First draft complete, Engineer is putting finishing touches on the final draft of the site plan.

MATERIAL COSTS - material costs are going up 20% to 50% in all areas.

H. County Highway Engineers Report

MDOT Office Tech. Certification Class – Engineering report will be given by Josh Bader, Eric is in a MDOT Office Tech Class this week. This class is required for performing Construction Inspection on our MDOT projects.

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) – This project was officially awarded to Elmer's by MDOT. A preconstruction meeting will be held with the Contractor, MDOT & utility companies in the next two weeks. 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 - This project was officially awarded to Hardman by MDOT yesterday. A preconstruction meeting will be held with the Contractor, MDOT & utility companies in the next two weeks. 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 – The project was awarded to Rieth-Riley. The Engineer sent out revised contracts to the Townships where the anticipated cost exceeded the Engineer's Estimate by more than 15%. The Townships need to approve the increase before moving ahead on their projects.

2022 Chip & Fog Seal – The 2022 Township Projects were awarded to Highway Maintenance per the previous Board meeting. The 2022 Primary Chip & Fog seal project will be the rubberized chip seal Grant that the MCRC received with the application submitted by Managing Director Mary Samuels.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – The Project is advertised for the May 6, 2022, MDOT bid letting #69. I requested a reduction in the DBE requirement from 5% to 3%, MDOT is still reviewing this request. Estimated cost is \$700,000, \$560,000 in MDOT funding and \$140,000 MCRC required (20% match).

Bridge Applications for FY2025 – MDOT has acknowledged our 4 Bridge Applications submitted by Scott Civil Engineering. The MCRC should get notification of any funding in November of 2022.

Fisher Road Bridge – Soils and Structures working on soil borings on Tuesday, Wednesday & Thursday of this week. The soil borings were anticipated to take one day (Tuesday). Public notification was sent out on Monday of the bridge closure for this work. Poor soils were encountered so deeper soil borings (100'+) were required. This was discovered about 3:00 on Tuesday & Wednesday, so additional notifications were sent out by the County Highway Engineer for the additional day of the Fisher Road bridge closure (Tuesday, Wednesday & Thursday).

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 6th and will be completed in 8 consecutive weeks but no later than November 5, 2022.

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; next week.

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 is in the process of making gravel at the Mac Road pit to process the remaining 10,000 to 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. MCRC ordered the flashing lights as requested by the Board (\$12,000+). The turn lane estimate is \$100,000.

I. Manager/Director Report

Our new Western Star plow truck will be delivered on May 12th.

The office has handed out lots of Adopt-a-Highway Bags.

Attended the MCTOA Meeting on Thursday April 21st. Well attended.

Submitted the Darr Road and Kinney Road bridge replacement estimates to Eden Township.

J. Unfinished Business

1. Facility Planning Updates

As soon as the final site plan has been completed, we will be meeting with the engineer and financial consultant to work on the budget for the facility. Once the budget has been completed, we will submit our pre-application to the USDA-RD.

The archaeological study agreement for our Custer Property has been signed and work will begin soon.

Met with MDOT on Thursday April 14th to discuss a new salt shed for the Custer property at some point in time. They have agreed to add us to their list with a possibility to build in 2025-2026 if their funding program is still available. They prefer participation to be an 80/20 cost share.

2. Approve Financial Advisor Contract

Motion made by Ingison to approve contract with Baker Tilly for a financial advisory role in the USDA application process. Supported by Conklin. Ayes all. Motion carried.

K. 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 FY 2021 ACT 51 Report

Motion made by Ingison to approve Act 51 report as presented by Braginton. Supported by Conklin. Ayes all. Motion carried.

3. Review of Quarter 1 Ops Goals

Reviewed goals progress for first quarter.

4. Review of Quarter 1 Budget Update

Reviewed the budget status for the first quarter of 2022.

L. Commissioners Privilege

Samuels discussed the possibility of closing the office for Fridays in the summer. There are not normally many calls or in office inquiries on Fridays. For the limited number of calls that we do get, there is nobody else there to take care of the issue, so it generally has to wait until Monday regardless.

Samuels also discussed the policy regarding employee use of Road Commission facilities. Board feels that it is a liability issue and will continue this policy.

M. Extended Public Comment

N. Next Meeting: Thursday, May 12, 2022 @ 10:00 am

The next regular meeting is scheduled for Thursday, May 12, 2022 at 10:00 a.m.

O. Closed Session

P. Adjournment

There being no further business the meeting was adjourned at 12:05 p.m.


Heather Braginton – Secretary


Bill Schwass – Chairman

APPENDIX A**Township Projects Approved on April 28, 2022**

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
153	MEADE	BENSON RD	From Countyline South for 3,960'	0.75	Select ditching & 3" gravel 22' wide	\$ 32,838.72

****Approved on 2-9-2022 - new contract was issued for price increase.**

012	SUMMIT	G STREET	From Lakeshore Dr West for 300'	0.06	Add gravel & HMA paving 16' wide, valley gutter to culvert	\$ 15,642.54
013	SUMMIT	MACK RD	North Ave. to Thelle Rd	0.18	Select wedging and chipseal w/ fog	\$ 14,543.60

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
MAY 12, 2022****A. Call to Order**

Chairman Schwass called the May 12, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: Secretary/Finance Director Braginton

Visitors: Jim Gallie, Amber Twp.

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

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

1. Conflicts of Interest

None.

C. Approval of Meeting Minutes

The minutes of the April 14, 2022 regular meeting were reviewed. Motion made by Conklin to approve the minutes as amended. Supported by Ingison. Ayes all. Motion carried. Amended to show that County Highway Engineer Nelson was absent, and Engineer Tech Bader attended in his place.

D. Approval of Accounts Payable & Payroll

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

Motion made by Ingison to approve Accounts Payable vouchers for May 12, 2022 in the amount of \$363,487.89 and approve payroll #10. Supported by Conklin. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

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

F. Public Comment

Gallie commented that there is a landowner in Amber Township that looking at putting approximately 1000 acres of solar panels in the area between Stiles Road and Meyer Road and First Street and Conrad Road.

G. Superintendent's Report

SAFETY - Covid is becoming more prevalent again, so we are reinstating our covid protocols. Continuing weekly toolbox talks.

TOWNSHIP WORK -

Grant: Morton Rd (Cooper Creek earth work).

Riverton: Gravel projects (prep work)

Hamlin: Mound St (surface drainage) Geo grid

Branch: Barothy Rd (earth work) for gravel

Cold patch (everywhere)

Crack seal (starting today) Summit

Ditching (multiple locations)

Culvert replacements (multiple)

CULVERT REPLACEMENTS (failed) - 6 replaced

LOGGING - On hold

PIT WORK - Deren Pit and Taylor Pit - Screening stone for gravel production

MDOT - US-10 Ditching (Miss Digs are in progress)

FOREST SERVICE - Fire break contracts are in progress

COLD STORAGE - Preparing for bid requests

BRINE - Starting on Monday, May 16.

H. County Highway Engineers Report

MDOT Office Tech. Certification Class – I am certified again as a MDOT Computerized Office Tech. My certification will expire on April 29, 2026. Josh Bader's will expire in March of 2026.

2022 Township Estimates – Josh has been working on closing out the MDOT paperwork on our previous MDOT projects from 2020 & 2021. Josh is also marking out our HMA Wedging and our upcoming Chip Seal projects.

Survey Department – Charley has submitted 10 DEQ permit applications since March for culvert replacements as requested by Jeff Loeser. We have received 7 of the 10 permits to date. Charley is also working on the topo & drawings for S. Jebavy Drive, N. Jebavy Drive, Iris Road, Jackson Road Drainage, and many other Township projects.

2022 Hoague & Darr Road (MDOT funds) – A preconstruction meeting is scheduled for Tuesday May 16th at 9:00AM. The contractor will submit the anticipated project schedule at that time. The project will take about 7 weeks and is anticipated to be constructed sometime between mid-July and November 4, 2022.

2022 Fountain & Tuttle Road Bridge - A preconstruction meeting is scheduled for Monday May 16th @ 9:00AM. 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 – Rieth-Riley is anticipated to start the HMA wedging projects on Thursday May 12th. Rieth- Riley anticipates having all the HMA wedging projects in their contract completed by June 1, 2022. The MCRC & Wolfgang Paving have HMA wedging on Decker, Morton and additional HMA wedging for Amber Township that will need to be completed prior to June 1, 2022. Jim Gallie requested additional HMA wedging before the chip & fog seal. Josh Bader will be meeting with Jim to mark out the additional HMA wedging and send Jim an estimated cost.

2022 Chip & Fog Seal – Highway Maintenance has reviewed and marked out the Township Chip seal projects and submitted their estimated quantities for review. I will need to send them a revised quantity sheet and map adding Morton Road in Grant Township that was added to the Township projects on April 14th, 2022.

2022 Rubberized Chip Seal - Chris Ruhl, from Pavement Solutions, Inc. met with Mary regarding the 2022 Primary roads (Stiles & Chauvez) Rubberized Chip & Fog seal project that is anticipated to be completed in late July of 2022. The

MCRC received this Grant that was submitted by Managing Director Mary Samuels.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – 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, Rieth-Riley was 2nd at \$878,537.68. The Engineer's estimated cost was \$696,477.46 by KPM Engineering. There is a maximum of \$560,000 in MDOT funding leaving the balance of \$283,000 by the MCRC. This will increase the MCRC participation by about \$140,000.

2022 Hansen Road, Stiles to Amber – All of the temporary grading easements were mailed to the property owners in mid-March with drawings and a letter to explain the proposed work. I will continue to meet with the remaining property owners for signatures for the temporary grading easements. A pre-construction meeting has been set for Thursday May 19th @ 9:00AM. Hallack Contracting has not committed to a start date but stated that it will be after July 4th. Utilities conflicts are anticipated to be moved by June 1, 2022. Project will start after July 4th and will be completed in 8 consecutive weeks but no later than November 5, 2022.

2024 Category F Grant – Category F grants for FY2024 were due May 6, 2022. I applied for two (2) Grants, S. Jebavy Drive from US-10 south 0.37 miles to the end; N Jebavy Drive from Bryant to W. Pleasant Ridge Road. The MDOT Category F grants are a maximum of \$375,000 with the balance by the MCRC. The Engineer's Estimate for S. Jebavy Drive is \$735,000 (\$375,000 MDOT & \$360,000 MCRC) and N. Jebavy Drive \$600,000 (\$375,000 MDOT & \$225,000 MCRC). If awarded the grant(s) the projects would need to be built in 2024 or 2025.

Mac Road Pit – All Aggregates is in the process of making gravel at the Mac Road pit to process the remaining 10,000 to 15,000 tons under contract. All Aggregate will have about 10,000 tons produced by the end of the week. All Aggregates should finish up next week with a total of about 15,000 tons. I have requested pricing from All Aggregates & Schultz for further production of 22A modified gravel at our pit.

LAS Elementary School – Mary & I sent e-mails to two different school board members to discuss the LAS Elementary School issues with the traffic on Bryant & the flashing 25 MPH signs. I got an e-mail response from Scott Foster requesting that I direct that question to Kyle Corlett, with Kyle Cc'd in the email. I immediately got a phone call from the LAS Superintendent Kyle to discuss the issues. I told Kyle that the MCRC ordered the flashing 25 MPH signs and we needed to build a right turn lane. The estimated cost of the signs installed are \$20,000 and the right turn lane is \$100,000. Kyle stated that the LAS is agreeable to pay for the signs & the right turn lane.

I. Manager/Director Report

Our new Western Star plow truck was delivered last week.

Attended the Village of Custer Board Meeting and presented our Pole Building Plans and the preliminary site plan. As soon as I have the finalized site plan the Village Board will vote to issue the building permit for the pole building.

Prepared an Invitation to Bid for the barn/pole building. Agenda Item.

Met with Chris Ruhl from Pavement Solutions to discuss the crumb rubber application and determine a set up area. They will be in to complete the project in later July early August.

Meeting with MDOT on Monday the 16th to do a physical inventory on our Salt Shed and to meet the staff we are working with.

Starting to receive applications for summer help.

Whiskey Creek is providing lunch for the crew on the 17th to thank them for the great job they did on Sippy Road.

MDOT will begin their call for Federal Aid Buyouts in June for FY2023. The limit is \$25 million. They are still developing some of the forms needed.

S Vantatenhove's last day of work will be August 31, 2022. I will be posting the position within the bargaining unit first. If no one applies I will advertise the position.

The MCRC SIP Annual meeting is being held on July 20-21, 2022, at the Soaring Eagle Resort.

J. Unfinished Business

1. Facility Planning Update

The final site plan should be completed next week. We met via zoom with the engineer on Wednesday to discuss any changes that were necessary. The next step will be to work on the budget for the facility. Once the budget has been completed, we will submit our pre-application to the USDA-RD.

The first step has been taken for the archaeological study for our Custer Property which is requesting file data from Michigan SHPO regarding previously recorded archaeological and above ground cultural resources

in the project area. This material is required by the Section 106 process and SHPO is the only place to get it. This will take 4 to 6 weeks. Once they receive the materials it will take another 20 business days to complete the report.

K. New Business

Motion made by Ingison to authorize Nelson to have Prein and Newhof complete a traffic count study at Jebavy Dr. and Johnson Rd. to determine the need for traffic light. The cost is \$15,000. Supported by Conklin. Ayes all. Motion carried. Ingison requested that the study being done during a time when school is in session.

1. Approve Township Projects

Motion by Ingison 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 Conklin. Ayes all. Motion carried.

2. Approve Resolution for Contract on Hansen Road

Motion made by Conklin to approve resolution to enter into a contract with the State of Michigan to crush, shape and resurface Hansen Road from Meyers Road to Dennis Road. Supported by Ingison. Ayes all. Motion carried.

3. Approve Engineering Reimbursement Request

Motion made by Ingison to approve request for reimbursement from the State of Michigan for \$10,000.00 of our incurred engineering expenses for the timeframe between July 1, 2021 and June 30, 2022. Supported by Conklin. Ayes all. Motion carried.

4. Approve Trunkline Contract Amendment

Motion made by Ingison to approve amendment to the Trunkline maintenance contract as presented. Supported by Conklin. Ayes all. Motion carried.

5. Approve Culvert Bids

Motion made by Ingison to approve culvert bids and award bid to Jensen Bridge. Supported by Conklin. Ayes all. Motion carried.

6. Approve final plans for Cold Storage Building

Motion made by Conklin to approve architectural plans for cold storage building. Supported by Ingison. Ayes all. Motion carried.

7. Approve invitation to bid for Cold Storage Building

Motion made by Ingison to authorize Samuels to post invitation to bid for construction of cold storage building. Supported by Conklin. Ayes all. Motion carried.

L. Commissioners Privilege

M. Extended Public Comment

N. Next Meeting: **Thursday, May 26, 2022 @ 10:00 am**

O. Adjournment

There being no further business the meeting was adjourned at 11:55 a.m.



Heather Braginton – Secretary



Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on May 12, 2022

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
<u>**Approved on 2-24-2022 - new contract was issued for price increase.</u>						
054	SUMMIT	SPEER DR	South of Patterson 726' including cu	0.14	275' wedging and 1.5" overlay (165 lb/syd)	\$ 24,282.50
056	SUMMIT	SHOREVIEW CT	Shoreview Ct Incl. 2 cul-de-sacs	0.07	1.5" Overlay (165 lb/syd) 248 Ton of HMA & remove berm	\$ 28,912.59
057	SUMMIT	RIVERVIEW DR	Pleasant Ridge Rd to Pleasant Ridge Rd	0.35	1.5" Overlay (165 lb/syd) 373 Ton of HMA	\$ 37,259.37

MEETING MINUTES

MASON COUNTY ROAD COMMISSION MAY 26, 2022

A. Call to Order

Chairman Schwass called the May 26, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: Tom Smith - Smith & Klaczkiewicz, R Rohouse - Sheridan Twp resident, Frank Vandevoorde - Sheridan Twp resident.

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 12, 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 Ingison to approve Accounts Payable vouchers for May 26, 2022 in the amount of \$177,343.29 and approve payroll #11. Supported by Conklin. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

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

F. Public Comment

Frank Vandevoorde addressed the Board regarding Griffin Road on the North end of Ford Lake. He indicated that there is a water issue and that we put a culvert there as a temporary fix, but that the water problem is persisting and is affecting a couple of the homes on the road. Loeser advised that the only solution is a complete reconstruction of the road, which will be quite costly due to the soft soils underneath the road. Being a local road, the Township would need to participate in the cost, and at this time, they do not feel that the road gets enough traffic to warrant spending that amount of money to reconstruct it. Schwass suggested that we post weight restrictions on the road to keep heavy trucks off of it, so they do not exacerbate the issue. Loeser will have the signs posted.

G. Superintendent's Report

SAFETY - Covid protocol back in effect. Weekly toolbox talks continue.

TOWNSHIP WORK

Grant: Morton Rd earth work is 90% complete.

Riverton: Working on gravel projects. Approximately 50% complete. We have all of our gravel at the Deren Rd pit and we are now using the stockpile from the Taylor Rd pit.

Hamlin: Mound St project is complete. The majority of this project was completed in 2021. We were waiting to see how it held up over the winter before finishing the restoration and that is now done.

Branch: Working on earthwork on Barothy Rd.

Cracksealing for projects is on schedule. Our new crew this is very efficient and we have doubled production vs. last year.

Ditching work is in process.

Culvert Replacements in process.

Paving on Decker Rd and Morton Rd is done.

Completed patches for new cross culverts on Benson and Victory.

CULVERT REPLACEMENTS - 7 replaced year to date.

PIT WORK - Screening stone for gravel production at Taylor Pit.

MDOT - Ditch cleanout on US-10 is starting May 31st.

FOREST SERVICE - Heather and Jeff have been working on Forest Service contracts. Providing them with cost estimates and rate sheets. Will be bringing a contract for approval at a future meeting.

COLD STORAGE - Pending board approval, we are planning to begin prepping the construction site the week of June 6th.

BRINE - Brining has been being applied on schedule. We applied the heavier brine to Sippy Rd, as recommended by Great Lakes Chloride. It made the road a little slippery after application, but it will only take a couple of days without rain to tighten it up and they will have a very good road.

We have also been approached by Dynamic Development about selling us brine from their oil well in Manistee. It is a cost of .13 per gallon, but we have to pick it up from Manistee with our trucks. It could be a cost savings if we could get a couple of frac tanks of our own.

H. County Highway Engineers Report

2022 Township Estimates – Josh completed HMA wedging estimates for Amber Township (request board approval this meeting) Josh has been working on closing out the MDOT paperwork on our previous MDOT projects from 2020 & 2021. Josh has also been inspecting the HMA Wedging for our upcoming Chip Seal projects.

2022 HMA Resurfacing – Rieth-Riley has completed the HMA wedging on the Township projects and is anticipated to complete the HMA wedging in Amber Township on Friday May 27th. HMA wedging on Stiles Road was completed on Friday May 20th. Chauvez Road HMA wedging is anticipated to be completed next week. Rieth-Riley anticipates having all the HMA wedging projects in their contract completed by June 1, 2022. The MCRC & Wolfgang Paving have completed the HMA wedging on Decker Road & Morton Road. Rieth-Riley has also completed several HMA overlays in Pere Marquette Township. A pre-construction meeting was held on Wednesday May 18th to go over the

anticipated HMA paving schedule with Mary, Jeff, Josh B, Randy Meisner, Matt Skiver & I. Rieth-Riley submitted an anticipated schedule for HMA paving and we made some tentative adjustments based on the anticipated schedule for the MCRC crews. It is anticipated that the HMA wedging will be completed by early June. The HMA overlays should be completed by late June. The other projects will be paved in July through October.

Survey Department – Charley is working on construction staking for various MCRC projects. 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 Township projects.

2022 Hoague & Darr Road (MDOT funds) – A preconstruction was held on Tuesday May 16th at 9:00AM. 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 - A preconstruction meeting was held on Monday May 16th @ 9:00AM. Hardman anticipates completing both Fountain & Tuttle Road between mid-August & November 15, 2022. There has been quite a bit of correspondence regarding this project. Also review and approval of shop drawings, MSL's, etc.

2022 Chip & Fog Seal – I have sent Highway Maintenance the revised the quantity sheet and map adding Morton Road in Grant Township. This late Contract was added to the Township chip seal projects on April 14th, 2022. Highway Maintenance would not commit to completing Morton Road as part of the 2022 contract. Jeff Demek stated that the anticipated schedule before adding Morton Road was 5 days and full truckloads of liquid AC. If the added work on Morton Road added another day and a partial load of liquid AC he would not do Morton Road. 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 – A pre-construction was held on Thursday May 19th @ 9:00AM. Hallack Contracting anticipates the start date will be after the July 4th holiday. DTE is onsite relocating the gas line and anticipates being completed by June 1st. Project should start right after the July 4th holiday and will be completed in 8 consecutive weeks. All the temporary grading

easements were mailed to the property owners in mid-March with drawings and a letter to explain the proposed work. I will continue to meet with the remaining property owners for signatures for the temporary grading easements.

2023 Fisher Road Bridge – TS&L (Type, Size & Location) plans are substantially complete. I will be reviewing the preliminary plans and providing additional information to Frank Brechting as needed. This project is anticipated to be bid in the January 2023 MDOT bid letting. EGLE will be looking at the preliminary plans for the permit.

Mac Road Pit – All Aggregates is in the final process of making the available gravel at the Mac Road pit. They anticipate completing the gravel processing on Friday with approximately 17,000 +/- tons available. Six tests have been taken so far and the material meets 22A-Modified specification. All Aggregate has completed the original contract and is producing the additional 2,000 tons of gravel at the new price of \$5.30 per ton. The new price was discussed with Mary & Jeff prior to making the additional gravel over the original contract amount. Brian Schultz has submitted a new price of \$3.00 per ton for the excavated material. Both have a fuel escalation/de-escalation price.

LAS Elementary School – I had sent Kyle Corlett the estimate for the flashing 25 MPH signs & the Bryant Road right turn lane. Kyle asked that I break them apart in two estimates. Kyle has signed the estimates for the LAS to pay for the 25 MPH flashing signs and the right turn lane estimated at \$125,000. I have been working with Consumers, Frontier, Oxychem & Charter to have utilities relocated as necessary to construct the right turn lane.

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 we are going to ask them if they would be willing to participate in upgrading the road.

Met with MDOT personal on Monday the 16th to do a physical inventory of our Salt Shed and to meet the staff we are working with. There were no issues with inventory and the group was given a tour of our Custer property.

Received three applications for summer help. Two have been hired and will start as soon as all testing results have been received.

The luncheon with Whiskey Creek went very well. I have asked if they would be willing to participate in the cost of extra brining for Sippy Road due to all the traffic going to Whiskey Creek for events.

MDOT will begin their call for Federal Aid Buyouts in June for FY2023 with a limit of \$25 million. They are still developing some of the forms needed.

Oakland CRC has agreed to buy out our Federal Aid for 2023 and 2024. The resolution has been sent to their board for approval.

Snow Paths has now added a Street Path function to their programming. They are in the process of updating our account, so we can track our brining applications. In addition, we are now able to track time, speed and if we choose to add the extra hardware, we can track blade up and down. The new software is available to cities to allow the public to track street sweepers, trash pickup and also snow plowing.

M. Ingison and I attended the Paul Bunyan meeting last Thursday. Most agencies were present to give reports. One issue brought up for vote was from Antrim County regarding the MDOT buy out of Federal Aid. They proposed to have CRA request that MDOT buy out dollar for dollar rather than .90 on the dollar that was just approved. The motion passed to move forward with this request.

Attended the Eden Township Meeting to discuss work that was done on Sippy Road last year. Discussed the work that was done and what would be needed in the future for the road to remain in good condition with the heavy summer traffic that it receives. It was a productive discussion.

J. Unfinished Business

1. Facility Planning Updates

The bids for the new Cold Storage Pole Barn were received on Wednesday May 25, 2022. Agenda Item. If the approval is given to move forward with the building, I will request bids for financing.

The site plan is 90% complete and will continue to be updated as we begin our building plan. The next step is to hire the Architect and begin the budget process.

The Archaeological Study is in process.

We received the Building Permit from the Village of Custer for our Cold Storage Building.

K. New Business

1. Approve FY 2021 audited financial statements

FY 2021 Financial Statements presented to the Board by Tom Smith of Smith and Klaczkiwicz. Will table approval until next meeting to allow time for the Board to review.

2. 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.

3. Approve site plan

Motion made by Ingison to approve site plan for the Custer property as presented by Samuels. Supported by Conklin. Ayes all. Motion carried.

4. Approve cold storage building bid

Two bids were received for the construction of the cold storage pole building at the Custer property. Board reviewed the bids. Requested clarification of whether the mechanical/electrical components were included in the price. Tabled the bid award until next meeting.

5. Approve bids for gravel production at Deren Rd pit.

Two bids were received for 2022 gravel production in the Deren Rd pit. Motion made by Ingison to award the contract to the low bidder, Ken Adams Excavating. Supported by Conklin. Ayes all. Motion carried.

6. Discuss pricing changes for gravel production at Mac Rd pit

Nelson received notice from gravel producers for Mac Rd pit that they will need to add a fuel surcharge to their contracted rate, due to unforeseen fuel cost increases. Loeser asked if the contract would need to be re-bid for a cost increase. Discussion ensued. Nelson advised that we will not be able to have gravel produced this year if we re-bid because all of the producers will be booked up by the time we get through the bid process. Board advised Samuels to inquire with our attorney to ensure we are following the proper legal requirements. Motion made by Ingison to authorize Samuels to accept the cost increase, if she finds out from the

attorney that we are legally able to do so without re-bidding the contract.
Supported by Conklin. Ayes all. Motion carried.

L. Commissioners Privilege

M. Extended Public Comment

N. Next Meeting: **Wednesday, June 8, 2022 @ 10:00 am**

O. Adjournment

There being no further business the meeting was adjourned at 1:15 p.m.


Heather Braginton – Secretary


Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on May 26, 2022

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
066	AMBER	CONRAD RD	East of Amber to Meyers	4.06	Select wedging 10'-11' wide in various locations	\$ 31,520.55
069	AMBER	FIRST ST	Stiles to Brye	1.50	Select wedging 10'-11' wide	\$ 19,060.65
165	AMBER	JOHNSON RD	Brye to Dennis	0.50	Select wedging 10'-11' wide	\$ 9,212.50
166	AMBER	JOHNSON RD	Dennis to Stiles	1.50	Select wedging 10'-11' wide	\$ 18,354.70
167	HAMLIN	EHLER RD	474' East of Lincoln Rd to Jebavy Dr	0.90	Apply 3" gravel 22' wide, 3 culverts, tree removal. 1836 Tons	\$ 26,878.75
LUD AREA SCHOOLS		BRYANT RD	LAS ELEM SCH/BRYANT & JEBAVY		RELOCATE SIGNS	\$ 16,731.07
LUD AREA SCHOOLS		BRYANT RD	LAS ELEM SCH/SHERMAN RD		ADD 1200' OF 12' WIDE RIGHT TURN LANE TO WEST ENTRANCE	\$ 108,101.84

** Approved on 1-13-2022 - new contract was issued for price increase.

102	VICTORY	VICTORY CORNER RE Start 105' N of Dewey - South for 1.1.	0.22	Select wedge & chip seal with fog (no chipseal on bridge deck)	\$ 22,103.93	
104	VICTORY	DEWEY RD	Stiles to Amber	0.98	Select wedge & chip seal with fog	\$ 57,754.55

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 & 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 14th, 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 1st. DTE main has been completed, gas service lines should be completed by next week. Project should start right after the July 4th 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

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
JUNE 23, 2022****A. Call to Order**

Chairman Schwass called the June 23, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser, Survey Technician Charlie Miszewski.

Members Absent: None

Visitors: Terry Woirel – MCRC Retiree, R Rohouse - Sheridan Twp resident

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 June 8, 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 Ingison to approve Accounts Payable vouchers for June 23, 2022 in the amount of \$581,002.10 and approve Accounts Payable vouchers for

June 28, 2022 in the amount of \$504,049.79 and approve payroll #13 for June 23, 2022. Supported by Conklin. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

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

F. Public Comment

R Rohouse addressed board to find out when Benson will be brined. Loeser told him that they are doing it today.

G. Superintendent's Report

SAFETY - Covid protocol & weekly toolbox talks continue.

TOWNSHIP WORK - Prepping for brine, ditching, paving, chip sealing, crack sealing, culvert replacements, beaver control, tree work, cold storage, township projects.

MDOT - Ditching on US-10, Mowing the road side and clear vision areas, edging, and restoration.

PIT WORK - Hauling sand out of Taylor Pit to the Custer Property for the Cold Storage building pad.

COLD STORAGE BUILDING - 100% of the earthwork is complete for the clay grade for the cold storage building pad. 50% complete with the sand subbase.

BRINE - Working on second round of local road brine applications and primaries. Nurnberg Road is being done today as well.

H. County Highway Engineers Report

Engineering Tech – Josh has been working on closing out the required paperwork on our five (5) previous MDOT projects from 2020 & 2021. Josh completed a few days of field data for our 2022 Paser Ratings with the Paser Rating Team. Josh has also been inspecting the HMA Paving & Wedging and Chip Seal projects. Josh is also working on a number of other projects as needed.

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 North Jebavy Drive & Bryant Road turn lane. He is working on South Jebavy Drive, Iris Road, and other Township Projects. The Jackson Road Drainage project has been revised for the 3rd time. This will most likely be a 2023 project.

2022 Hoague & Darr Road (MDOT funds) – Hallack Contracting indicated that they might start this project on July 11th. It depends on the equipment available and what project fits the available equipment. Frontier has all phone lines relocated. The project will take about 7 weeks and is anticipated to be constructed sometime between mid-July 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 started the chip & fog seal on our Township Roads on Thursday June 16, 2022. They got off to a slow start due to availability of the liquid emulsions and equipment breakdowns. This week has been going very well. Highway Maintenance anticipates completing all chip & fog seal on the Township Projects by Friday June 23, 2022. Morton Road will not be completed this year since it was a late contract (April 14th, 2022) and the Contractor has already completed the work in that area. The Contract for Morton Road will need to be updated next year based on the anticipated prices for 2023.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – Elmer's has submitted the paperwork to MDOT. MDOT has awarded the project. I will schedule a pre-construction meeting for the week of July 5th. 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 has completed relocating the gas line and services. Frontier (phone) will not be relocating their line has abandoned their phone line. Project might start July 11th is scheduled to be completed in 8 consecutive weeks. Hallack Contracting is trying to determine what project to start depending on the equipment available. I have met with several of the property owners, and the property owners for the temporary

easements for the earthwork west of Amber Road have all verbally agreed. I need to get a few of the signed easements, "some are in the mail". The other property owners and temporary easements would make the slopes better but not essential to construct the project.

2022 Annual Materials Bids – I sent out our annual bid request for our 2022 Aggregate Materials on June 13, 2022. Bids are due on Tuesday June 28, 2022, at 11:00AM. The advertisement is posted on the MCRC website, Mason County Press, and was e-mailed directly to all known aggregate producers/suppliers in our area. Mary had sent out our annual bid request for materials in February of 2022, but the 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 continue to work with Consumers, Frontier, Oxy-Chem & Charter to have utilities relocated as necessary to construct the right turn lane.

STIX Bar - Parking on the E. side of Lakeshore Drive is a safety hazard. Driveway Permit issued in 2020 was not followed. No parking was permitted on the west side of Lakeshore Drive. Contractor also constructed another parking lot on the east side of Lakeshore Drive without a MCRC permit. Also ran sanitary sewer line across the road.

I. Manager/Director Report

Received Contract for 2022-2023 Back up Salt. The cost per ton is \$67.13 Ton. Last year was \$62.93 per ton.

Catching up on emails and requests.

Staff has prepared estimates for four culverts that are failed that a cost share is required by the townships for replacement. Hansen Road in Custer Township, Decker Road shared by Branch and Sheridan Townships, Manales Road in Sherman Township and E. Beyer Road in Sherman Township.

J. Unfinished Business

1. Facility Planning Updates

Received IPA from Attorney M Nettleton for Board Approval. Agenda Item.

We were required to set up a new checking account specifically with the proceeds from the IPA for the Cold Storage Building. Will be approving today.

The Archaeological Study is in process. No change.

2. Approve Resolution for Financing for Cold Storage Building

A Resolution was presented by Ingison and Seconded by Conklin to approve an Installment Purchase Agreement with Westshore Bank in the amount of \$500,000.00 to finance the construction of a storage building to house Road Commission Equipment. The interest rate for the loan will be 3.80% with a 15 year term. The \$169,400.00 balance of the cost of construction, shall be paid from Road Commission funds on hand. The Board authorizes Chairman Bill Schwass, Board Secretary/Finance Director Heather Braginton, and Managing Director Mary Samuels to sign the Installment Purchase Agreement on behalf of the Board. Ayes - Schwass, Ingison, Conklin. Nayes - None. Absent or Abstaining - None. Resolution Passes.

K. New Business

1. Approve Township Projects

Motion by Ingison to deny the proposed project on Morton Road based on a lack of available gravel to complete the job. Staff will inquire with Township to see if they would like the project estimated with slag. Supported by Conklin. Ayes all. Motion carried.

2. Approve opening of new checking account with Westshore Bank for Cold Storage Building Construction Fund

Motion made by Ingison to authorize the opening of a new checking account with Westshore Bank, to hold the funds for the construction of the Cold Storage Building. Supported by Conklin. Ayes all. Motion Carried.

3. Approval of Construction Services for Fountain & Tuttle Bridges

Nelson presented proposal from Prein & Newhof for Inspection & Construction Management Services for the Fountain and Tuttle Road Structures 53000-202422. Motion made by Conklin to approve contract. Supported by Ingison. Ayes all. Motion carried.

4. Approval of Contracts for Mac Road Gravel Production

Nelson requested approval from the Board to enter into contracts for gravel production at the Mac Road Pit. Motion made by Ingison to approve request. Supported by Conklin. Ayes all. Motion carried.

5. Discussion regarding STIX Bar Unpermitted Parking

Discussion was held regarding the unpermitted parking area constructed at STIX Bar and the dangerous conditions it creates. A notice has been sent to the owner. Board advised Samuels to call the owner to find out their intentions if we don't hear back within a week. Table for further discussion at next meeting.

6. Approve Contract with USFS

Motion made by Ingison to approve contract with the United States Forest Service to provide contract work with Road Commission crews to clear trees for fire breaks on USFS property. Supported by Conklin. Ayes all. Motion carried.

L. Commissioners Privilege

M. Extended Public Comment

N. Next Meeting: **Thursday, July 14, 2022 @ 10:00 am**

O. Adjournment

There being no further business the meeting was adjourned at 11:58 a.m.


Heather Braginton - Secretary


Bill Schwass - Chairman

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

Chairman Schwass called the July 14, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: Jim Gallie – Amber Twp., R Rohouse - Sheridan Twp resident, Frank Vandevoorde - Sheridan Twp resident.

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 June 23, 2022 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Supported by Conklin. Ayes all. Motion carried.

D. Approval of Accounts Payable & Payroll

To approve Accounts Payable vouchers for July 14, 2022 in the amount of \$1,184,820.76 and approve payroll #14 for July 7, 2022 and pre-approve payroll #15 for July 21, 2022.

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

Motion made by Conklin to approve Accounts Payable vouchers for July 14, 2022 in the amount of \$1,184,820.76 and approve payroll #14 for July 7, 2022 and pre-approve payroll #15 for July 21, 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

Gallie thanked Loeser for handling the issue with the logger damaging the road. Also thanked the Road Commission for all of the work done this summer and said the roads are looking really great now.

G. Superintendent's Report

SAFETY - Continuing Covid protocol amid rise in cases happening again. Also continuing weekly toolbox talks.

TOWNSHIP WORK - We have been prepping for third brine application and that is now in progress, we have also been ditching, paving and chipsealing, and working on township projects. Logan Twp/Anthony Rd has started. Sheridan Twp/Ford Lake Estates is almost complete. Mowing is also in progress.

MDOT - Working on mowing, ditching on US-10 and US-31 and also doing some cold patching and edging.

PITS - Adams is starting gravel processing in Deren Pit in August. Hauling topsoil, sand and gravel out of Taylor Pit for projects.

COLD STORAGE BUILDING - Starting construction on the building July 18th. Currently waiting for building permit, which should be ready this week.

FAILED CULVERT REPLACEMENTS - We have replaced 8 failed culverts so far this year.

H. County Highway Engineers Report

Engineering Tech – Josh & I continue to work on closing out our three (3) previous MDOT projects from 2021. Josh has completed the field data for our

2022 Paser Ratings with the Paser Rating Team. Josh will be out in the field until November inspecting on our three road projects.

2022 HMA Resurfacing – Rieth-Riley completed all the HMA wedging on Ford, Mustang & Hughes Road by Ford Lake. 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 July through October.

Survey Department – Charley is working on construction staking for various MCRC projects. Charley has completed the topo & drawings for N. Jebavy Drive & Bryant Road turn lane. He is working on S. Jebavy Drive, Iris Road, and other Miscellaneous and Township Projects.

2022 Hoague & Darr Road (MDOT funds) – Hallack Contracting started this project on July 12th. The project will take about 7 weeks and is anticipated to be completed by August 29th 2022. I will be the onsite inspector Thursday & Friday this week, due to engineering staff being off for vacation leave.

2022 Fountain & Tuttle Road Bridge - Hardman anticipates starting the first week in August with graveling Tuttle & Beyer Road before removal of the Tuttle Road Bridge. 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 completed the chip & fog seal on our Township Roads on Monday June 27, 2022. Morton Road was not completed this year since it was a late contract (April 14th, 2022). Michigan Pavement Marking has already painted the chip seal roads.

2022 Pavement Marking Project – Pavement Markings on the N. half of Mason County have been completed as of July 6, 2022. Michigan Pavement Marking will come back later this summer/fall to paint any remaining roads that have not been completed including a few HMA roads and the rubberized chip seal roads.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – A pre-construction meeting is scheduled for next week. The start date is not known at this time. The project will be completed no later than November 5, 2022. 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 – I have received the required temporary grading permits for the project. The start date is unknown currently. Hallack

Contracting has 8 consecutive weeks to complete the project. The project must be completed by November 5, 2022.

2022 Annual Materials Bids – 2022 Aggregate Materials bids were received on Tuesday June 28, 2022, at 11:00AM. It is recommended to approve the gravel bids from Schultz Excavating & Reith-Riley (Great Lakes Materials). The gravel bid & 2NS bid from Beckman should be rejected due to the price.

Mac Road Pit – Schultz Excavating will be moving equipment back to Mac Road for excavating & stockpiling material. I would anticipate that Schultz will begin excavating in early August. I would anticipate that All Aggregates will start producing gravel after Labor Day. It is planned to produce 20,000 tons of 22A modified in 2022 and 40,000 tons in the spring of 2023.

LAS Elementary School – I continue to work with Consumers, Frontier, Oxy-Chem & Charter to have utilities relocated by August 1st to be able to construct the right turn lane at the west entrance to the LAS elementary school.

2025+/- Access Road PM Highway to S. Jebavy Drive – Still waiting on final paperwork from the Attorneys.

STIX Bar - Parking on the E. side of Lakeshore Drive is a safety hazard. There has been no response from Dr. Reimer or Linus Thalman regarding the unpermitted work on the west & east side of S. Lakeshore Drive.

2022 MDOT Maintenance Project – MDOT would like to do some HMA paving repairs on US-31 between Sugar Grove & Hoague Road this year. MDOT has provided me the locations for cold-milling and HMA paving. I will be putting together the bid specifications next week.

I. Manager/Director Report

Contracts have been prepared and sent out to four townships; Hansen Road in Custer Township, Decker Road shared by Branch and Sheridan Townships, Manales Road in Sherman Township and E. Beyer Road in Sherman Township. The permits have all been applied for and received and the culverts have been delivered. We will start the replacements tentatively in September.

The Bush Hog Bat-Wing mower was delivered on July 7, 2022.

The first John Deer Tractor shipped from Germany on July 8th. The second tractor is expected to ship from Germany the first of August.

Completed two traffic count and speed studies over the holiday weekend. One for Sippy Road with a total of 2,452 cars with an average speed of 35 to 45 mph. And on East Eden Lake Road with a total of 1,670 cars with an average

speed of 15 to 35 mph. Both were well within the posted speed limit. This was prompted by a request for 25 mph speed limit signs on East Eden Lake Road.

Received a Subpoena to produce any information we have available for the Jones Pit located in Elk Township, Lake County Michigan. This was a gravel pit the road commission leased back in 1958 and ended sometime in 1984. I submitted all the information to Attorney Wilson to send in.

The 4th of July parade went well. We entered our Kenworth Truck hauling the lowboy with a Cat grader. Coming up we are registered for a booth at the Fair from August 9 to the 13th. Then the Prepare Fair (Emergency Awareness) at the Walmart Parking Lot from Noon to 3 pm on September 10th, and the Scottville Festival on August 17th.

The next MCTOA meeting will be held at Summit Township on July 21, 2022, at 6:00pm.

Received the signed document from Oakland County Road Commission for the 2023 Federal Exchange Program.

I have instructed the Sign Tech to begin traffic counts on all the county railroad crossings this month and he has received the updated list of crossings. They are required every three years.

We have only received one application to date for the mechanics position that will open on August 31. Due date for all applications is July 28.

Attended the County Board meeting on July 12, 2022, and the Mason County Local Planning Meeting at the Sheriff Department.

Heather and I will be attending the MCRC SIP Annual Meeting next Wednesday and Thursday in Mt. Pleasant.

We will have to do some building repair because a portion of the building's siding material fell off from above the overhead door on the west end of the barn.

We will need to have a couple of new electric circuits added to support our computer server because the breaker keeps tripping and cutting the power to it. Our IT manager has advised that we do this to prevent damage from occurring in the server.

Inquired with Bob Budreau to see if he was aware of any properties for sale that could have potential for a gravel pit. He was not aware of anything at this time.

J. Unfinished Business

1. Facility Planning Update

The IPA for the Cold Storage Building was closed on June 30, 2022.

The building site for the cold storage is completed and ready for the Contractor to begin construction after July 11, 2022.

The Archaeological Study will be complete this week.

Working with Wolverine Engineering on the Budget for the New Building. It was recommended that we do a design, bid, build where an architect would assist with the project budget. This would be the path to a quicker approval from both State and National Office.

2. Stix Bar Discussion

Table topic until next meeting.

K. New Business

1. Approval of Excerpt of Meeting Minutes

WHEREAS, the Board of County Road Commissioners of Mason County, Michigan ("Board"), has under its jurisdiction a public road known as "Weaver Road"; and

WHEREAS, Gary Ferguson and Rachel Ferguson, owners of Lots 26 and 27 of the unrecorded plat of Ka-No-Ge-Mog Resort lying north of Weaver Road between Jackpine Road to the west and Long Lake to the east, in Branch Township, Mason County, claim certain rights to use a portion, approximately 21 feet, of the Weaver Road right-of-way and indeed, have caused certain improvements to be placed within the right-of-way in opposition to the Board's rights therein; and

WHEREAS, the Board initiated an ejectment action pursuant to 1925 PA 368 (Mason County Road Commission v Ferguson, Mason County Circuit Court file no. 19-253-CZ) to require the Fergusons to remove the improvements they have put in the right of way of Weaver Road, and, in light of their asserted defenses, to establish the superiority of its rights to the area in dispute, but that action has not yet resulted in a resolution of this dispute and the encroachments onto the right-of-way remain in conflict with the rights of the public to utilize this area for ingress and egress to the waters of Long lake; and that it is in the public interest to acquire any rights Gary

Ferguson and Rachel Ferguson claim to have or may have in the Weaver Road right-of-way and eliminate any conflicts with the Board's right and jurisdiction over the Weaver Road right-of-way.

NOW, THEREFORE, BE IT RESOLVED that the Board does hereby determine that it is necessary, in order to properly maintain the Weaver Road right-of-way in a reasonably safe condition for travel, to provide for the proper maintenance and upkeep of the right-of-way and assure and improve public access to the waters of Long Lake and to prevent undue burden and expense in connection with the routine maintenance and snowplowing and other activities of the Board, to acquire, under the authority granted in Act 295 of the Public Acts of 1966, MCL 213.361(a), all rights, if any, claimed by Gary Ferguson and Rachel Ferguson on, over and along the following lands, including but not limited to any rights acquired by reason of a certain quit claim deed recorded at Liber 552, page 991, Mason County Records, to wit:

Commencing at the Southeast corner of Lot 27 of the unrecorded plat of Ka-No-Ge-Mog Resort, thence East to the water's edge, thence South along the water's edge to the North line of the 12-foot public boat launch (described in Liber 205, Page 527), thence West approximately 228.4 Feet, thence North to the Southwest corner of Lot 27; thence East on the South line of Lot 27 to the point of beginning. Township 18 North, Range 15 West, Section 15, Branch Township, Mason County.

BE IT FURTHER RESOLVED that pursuant to the Appraisal of G. D. Zachritz, MAI, dated June 27, 2022, the Board does hereby establish the amount which it believes to be just compensation for the rights to be taken to be the full sum of Eight Thousand Three Hundred and 00/100 Dollars (\$8,300.00).

Motion made by Ingison to offer \$8,300.00 to the property owners on Weaver Road in exchange for any and all present or future claim to the right of way. Supported by Conklin. Ayes all. Motion carried.

2. Approve Gravel Bids

Motion made by Conklin to approve gravel bids submitted by Schultz Excavating and Rieth Riley as recommended by Nelson. Supported by Ingison. Ayes all. Motion carried.

3. 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.

L. Commissioners Privilege

M. Extended Public Comment

Frank Vandevoorde addressed the board to follow up on his question from the May 26, 2022 meeting regarding Griffin Road. Loeser said that he is planning to add another culvert this fall and that should help it for a few years.

N. Next Meeting: **Thursday, July 28, 2022 @ 10:00 am**

O. Adjournment

There being no further business the meeting was adjourned at 11:35 a.m.

Respectfully Submitted,


Heather Braginton – Secretary


Bill Schwass - Chairman

APPENDIX A

Township Projects Approved on July 14, 2022

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
059	PERE MARQUETTE	EMILY KAY COURT	50' North and South of CB's	0.02	Reconstruct & Pave. 6" gravel. 30 tons HMA	\$ 15,021.83

MEETING MINUTES
MASON COUNTY ROAD COMMISSION
JULY 28, 2022

A. 9:00 am Zoom Meeting with USDA-RD

Discussion with USDA regarding the differences between a design-bid-build project versus a bid-build project. Preliminary Architectural Feasibility Report will be needed prior to submitting the Full Application.

B. Call to Order

Chairman Schwass called the July 28, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: Jim Gallie – Amber Twp.

1. Pledge of Allegiance

C. Approval of Agenda

Motion made by Conklin to approve the agenda with the removal of item b under Unfinished Business and the removal of item e under New Business. Supported by Ingison. Ayes all. Motion carried.

1. Conflicts of Interest

None.

D. Approval of Meeting Minutes

The minutes of the July 14, 2022 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Supported by Conklin. Ayes all. Motion carried.

E. Approval of Accounts Payable & Payroll

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

Motion made by Ingison to approve Accounts Payable vouchers for July 28, 2022 in the amount of \$398,011.49 and pre-approve payroll #16 for August 4, 2022. Supported by Conklin. Ayes all. Motion carried.

F. Review Accounts Receivable and Contingent Liabilities

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

G. Public Comment

None.

H. Superintendent's Report

SAFETY - Covid protocol is continuing as needed as well as weekly toolbox talks.

TOWNSHIP WORK - Brine has been completed for May, June and July. Paving is ongoing for remaining projects.

Logan / Anthony Road - 40% complete.

Sheridan / Ford Lake Rd., Hughes, Mustang - 100% complete.

Sherman / Beyer & Tuttle Culvert Replacements - earthwork in process.

Grant / Morton Rd right of way clearing - 50% complete.

Countywide mowing on progress - 70% complete.

MDOT - US-31 Freeway ditching phase 1 is complete. Mowing median & right of way in progress. US-10 ditching is complete.

PITS -

Deren Rd - all materials stockpiled for processing gravel. Adams is scheduled for August for processing.

Mac Rd - Hauling winter sand to yard.

COLD STORAGE BUILDING - Construction on the building is in process. Started on Friday July 22nd.

CULVERT REPLACEMENTS - 8 culverts replaced to date. Beyer Rd culvert replacement is scheduled for August 2nd.

MISCELLANEOUS CONCERNS - Resident concerns on Barothy Rd., Mound St., Sippy Rd.

I. Shop Foreman - Equipment Update

Shop Supervisor Mike Keating attended to give a shop update. One mechanic retiring in September. Starting to work on ordering next years plow truck. Discussion ensued about future equipment needs and available supply.

J. County Highway Engineers Report

Engineering Tech – Josh is full time inspection on Hoague & Darr Road.

2022 HMA Resurfacing – The HMA overlay on Jebavy Drive north of Decker is on hold pending MCRC funding. There are several other road projects (Anthony Road, Reek-Ottawa-Me-Nah-Ge, Taylor Road, Larch-Larchwood, S. Lakeshore Drive) that needs to be coordinated with the work completed by the MCRC crews and will be paved in mid to late August through October.

Survey Department – Charley is working on construction staking for various MCRC Anthony Road, Reek- Ottawa-Me-Nah-Ge projects. He is working on S. Jebavy Drive, N. Jebavy Drive, Iris Road, and other miscellaneous and Township Projects.

2022 Hoague & Darr Road (MDOT funds) – Hallack Contracting started this project on July 12th. The roadway has been crushed and graded. Concrete C&G & concrete driveway poured. Hallack is installing the biaxial geogrid this week. The project may be ready to pave next week IF the biaxial geogrid testing is completed by MDOT Lansing. The biaxial geogrid was delivered to the project on July 18th. A test sample was taken to MDOT on Tuesday. MDOT testing can take up to 28 days. The project is to be completed by August 29th 2022.

2022 Fountain & Tuttle Road Bridge - MCRC has completed the preparation work and grading on the sand subbase. Soils & Structures checked density yesterday and it passed/failed. Hardman anticipates starting the graveling Tuttle & Beyer Road August 1st or 2nd. This needs to be completed before removal of the Tuttle Road Bridge. There is a delay of the timber bridge materials. Originally mid-August, now early to mid-September. The Concrete Arch materials for Fountain is late October. 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 Hansen Road (MDOT Funds)- Meyers to Dennis – A pre-construction meeting was held on Tuesday July 19th. The start date is not known at this time. The project will be completed no later than November 5, 2022. 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 – I have received all the required temporary grading permits for the project. The start date is unknown currently. Hallack Contracting has 8 consecutive weeks to complete the project. The project must be completed by November 5, 2022.

Mac Road Pit – Schultz Excavating will be moving equipment back to Mac Road for excavating & stockpiling material. I would anticipate that Schultz will begin excavating in mid-August. I would anticipate that All Aggregates will start producing gravel after Labor Day. It is planned to produce 20,000 tons of 22A modified in 2022 and 40,000 tons in the spring of 2023.

LAS Elementary School – I continue to work with Frontier, & Charter to have utilities relocated by August 1st to be able to construct the right turn lane at the west entrance to the LAS elementary school. It is not looking very promising. Consumers Power has relocated their power poles & Oxy-Chem has determined that the brine line would not be in conflict but would need to be covered with ridged insulation.

2023 Jebavy Drive Traffic Study – Draft traffic study report confirms that a traffic signal is warranted at the intersection of Jebavy Drive & Bryant. Once I receive the final report, I will present it to the Board.

2025+/- Access Road PM Highway to S. Jebavy Drive – Still waiting on final paperwork from the Attorneys.

STIX Bar - Parking on the E. side of Lakeshore Drive is a safety hazard. There has been no response from Dr. Reimer or Linus Thalman regarding the unpermitted work on the west & east side of S. Lakeshore Drive.

MDOT Bridge Bundling – Received an e-mail from Denise Donahue from CRA on Monday that the MCRC has 2 bridges that will qualify for MDOT Bridge Funding: Fountain Road & Tyndall Road. Since Fountain Road is already funded & scheduled for construction the MCRC could substitute another bridge. I worked with Ryan Worden, MDOT to determine that Yonkers Road Bridge will qualify for a substitution. MCRC Board approval is needed to apply for funding. Applications must be received by Monday August 1, 2022. The cost share is 80% MDOT & 20% MCRC for Bridges on the Federal Aid Roads for this funding. Non-Federal Aid Roads the cost share is 90% MDOT & 10% MCRC. Design Engineering & Construction Engineering is 100% covered by MDOT.

All four townships have agreed to cost share for the four failed culverts over 36". Contracts have been received from all but one township but was approved at their last meeting. We will start the replacements tentatively in September.

The first John Deer Tractor shipped from Germany on July 8th but has not arrived yet. The second tractor is expected to ship from Germany the first of August.

We will be doing a "Don't Crowd the Plow" demonstration at the Prepare Fair (Emergency Awareness) at the Walmart Parking Lot from Noon to 3 pm on September 10th.

Attended the MCTOA meeting at Summit Township on July 21, 2022, at 6:00pm. The meeting was well attended. I reported on the activities of the road commission and our updated web site.

Continue to work on traffic counts on all the county railroad crossings.

We have only received one application to date for the mechanics position that will open on August 31. Due date for all applications is July 28.

Our Annual Report to the County Board of Commissioners is scheduled for Tuesday August 9th at 7 pm at the Mason County Airport.

Heather and I attended the MCRC SIP Annual Meeting in Mt. Pleasant. The information given was focused on Teamwork. Very good meeting. We received a refund check in the amount of \$20,725.00 for 2022.

Met with Commissioner Ingison to work on the update for the 10-year plan. There were updates made for reporting on the Operation Goals Input. I have updated years 2020 and 2021.

A good faith offer was sent out to acquire rights to the Weaver Road right of way last week. No response has been received to date.

Received the 2023 MDOT Grade Crossing Funding letter and are working on a list of crossing we would like to have the RR submit for repairs. The applications are due by September 30, 2022.

Josh Peters and I attended the Sherman and Sheridan regular board meetings last week to answer questions on the culvert failure in Sherman and Sheridan and to discuss issues in Sheridan Township on Griffin Road. Sherman Township is concerned with our Local Road Policy requiring township participation with culverts over 36". Their budgets are not able to handle the extra costs. They would also request that we change our cost share for brine to be in addition to the \$400,000 we currently allocate to the townships. I told them we would discuss this later this fall when we update our 2023 policy.

The Junk Authority will be holding their annual tire recycling drop off day on Saturday, October 8, 2022, at the MCRC west parking lot from 9 am to 1 pm. Sponsored by the Zoning Department.

Emergency Manager L Reimink has requested updates of our resources list (completed) employee list (completed) and the 2022 National Incident Management System (NIMS) survey.

We currently have 14 employees that need to take the IS700 class which introduces the NIMS concept and the ICS100 which is an introduction to Incident Command. I have asked Reimink if she could find some time to come in and teach the class.

L. Unfinished Business

1. Facility Planning Update

Footings were poured on Monday for the cold storage building and Construction began on Wednesday.

Meeting today with the USDA-RD

The Archaeological Study is ready for review. I spoke with the Assistant Regional Director and asked if there were any red flags and he said there were not. They may have the final report to us next week.

2. Sippy Road

Discussion held about Sippy Rd and the quality of the gravel applied in 2021. Loeser offered a solution of applying a small layer of crushed stone and then grade the road to mix into the existing material to bind the two materials together. We will first do 1000' feet of the road as a test to make sure that we achieve the desired result. We will let the test area settle over 30 days and assess, before finishing the remainder of the road.

M. 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. Northern Annual Conference Sept 14-16

Attending - Bill S., Jeff C., Mary S. Undecided - Mike I.

3. Paul Bunyan Meeting August 18

Attending - Mary and Mike I.

4. Resolution Approving Sale of Excess Material

Motion presented by Ingison approving the sale of excess material. Supported by Conklin. Ayes all. Motion carried.

5. Ballot for CRASIF

Motion by Ingison to vote for Hunt, Kestner and Livermore. Supported by Conklin. Ayes all. Motion carried.

6. Approve Resolutions for Bridge Bundling

Bridge Bundling resolution presented for approval by Ingison. Supported by Conklin. Ayes all. Motion carried.

7. Approve Mid-Year Budget Amendment

Braginton presented mid-year budget amendment for approval. Motion to approve made by Ingison. Supported by Conklin. Ayes all. Motion carried.

N. Commissioners Privilege

O. Extended Public Comment

Gallie mentioned that he has received many calls complimenting the great job on the sealcoating work.

P. Next Meeting: Thursday, August 11, 2022 @ 10:00 am

Q. Closed Session

Board and Samuels entered closed session at 12:40 pm and left closed session at 1:05 pm.

R. Adjournment

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

A handwritten signature in blue ink, appearing to read "Heather Braginton", written over a horizontal line.

Heather Braginton - Secretary

A handwritten signature in blue ink, appearing to read "Bill Schwass", written over a horizontal line.

Bill Schwass - Chairman

APPENDIX A**Township Projects Approved on July 28, 2022**

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
074	CUSTER	HANSEN RD	W. of Tuttle Rd	n/a	Large Culvert Replacement 83" x 57"	\$ 25,802.52
082	BRANCH	DECKER RD	West of Larson	n/a	LARGE CULVERT REPLACEMENT	\$ 7,605.65
COST SHARE WITH SHERIDAN TWP - TOTAL COST IS \$15,211.30						
113	SHERMAN	MANALES RD	East of Stephens	n/a	Large Culvert Replacement 47" x 29"	\$ 12,884.52
114	SHERMAN	E BEYER RD	East of Stephens	n/a	Large Culvert Replacement 112" x 75"	\$ 31,856.82

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
AUGUST 11, 2022****A. Call to Order**

Chairman Schwass called the August 11, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

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 July 28, 2022 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Supported by Conklin. 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 August 11, 2022 in the amount of \$494,577.20 and pre-approve payroll #17 for August 18, 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. Braginton reported \$884,815 in receivables, with an additional \$200,000+ of invoices going out next week as well.

F. Public Comment

None.

G. County Highway Engineers Report

Engineering Tech – Josh is full time inspection on Hoague & Darr Road.

2022 HMA Resurfacing – The HMA overlay on Jebavy Drive north of Decker is on hold pending MCRC funding. There are several other road projects (Anthony Road, Reek-Ottawa-Me-Nah-Ge, Taylor Road, Larch-Larchwood, S. Lakeshore Drive) that needs to be coordinated with the work completed by the MCRC crews and will be paved in mid to late August through October.

Survey Department – Charley is working on construction staking for various projects, Hansen Road, MCRC Anthony Road, Reek-Ottawa-Me-Nah-Ge projects. He is working on S. Jebavy Drive, N. Jebavy Drive, Iris Road, and other miscellaneous and Township Projects.

2022 Hoague & Darr Road (MDOT funds) – The first layer of HMA paving is scheduled for Monday & Tuesday August 15th & 16th. HMA paving was scheduled for Friday & Saturday, but Elmer's plant was broken down for 3 days and delayed the HMA paving. The project is to be completed by August 29th, 2022.

2022 Fountain & Tuttle Road Bridge - The 22A Road Gravel on Tuttle Road north of the bridge to Beyer Road and from Beyer Road east to Custer Road will be complete today. Hardman is scheduled to close Fountain Road on Monday August 15th and Tuttle Road on Monday August 22nd. Both projects are scheduled to be completed by November 15, 2022.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – The anticipated start date is early to mid-October. The project will be completed no later than November 5, 2022. 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 – Charley has staked the ROW, set benchmarks & grading permit locations. Hallack Contracting will be starting the project on Monday August 15th. Hallack Contracting has 8 consecutive

weeks to complete the project. The project must be completed by November 5, 2022.

Mac Road Pit – Schultz Excavating will be moving equipment back to Mac Road for excavating & stockpiling material. I would anticipate that Schultz will begin excavating in mid-August. I would anticipate that All Aggregates will start producing gravel after Labor Day. It is planned to produce 20,000 tons of 22A modified in 2022 and 40,000 tons in the spring of 2023.

LAS Elementary School – I continue to work with Frontier, & Charter to have utilities relocated. Utilities were finally relocated by August 5th to be able to construct the right turn lane at the west entrance to the LAS elementary school. It is not looking very promising. Consumers Power has relocated their power poles & Oxy- Chem has determined that the brine line would not be in conflict but would need to be covered with ridged insulation.

2023 Jebavy Drive Traffic Study – Final traffic study report confirms that a traffic signal is warranted at the intersection of Jebavy Drive & Johnson.

2025+/- Access Road PM Highway to S. Jebavy Drive – Still waiting on final paperwork from the Attorneys.

STIX Bar - Parking on the E. side of Lakeshore Drive is a safety hazard. There has been no response from Dr. Reimer or Linus Thalman regarding the unpermitted work on the west & east side of S. Lakeshore Drive.

2022 MDOT Maintenance Project – Bids were taken on August 10th. Rieth-Riley was the low bidder at \$192,435.56. Elmer's was 2nd at \$199,160.00. The bids were e-mailed to MDOT for approval.

H. Shop Foreman Report

NEW WESTERN STAR TANDEM #613:

Building is progressing nicely. Soon will be at a standstill, till the rest of our components arrive. Still waiting on RDS dump/sander box & wings and wing mounts.

WINTER PREPARENESS:

To get a jump on this winter and beat another round of rising prices.

Looked at last year's usage of scraper blades and stocked appropriately.

RECOMMENDATIONS:

If/when purchase any additional tractor side boom attachments.

Need to purchase another diamond side boom, Cost \$60K.

We currently have 1- 4X4 boom mowing tractor, 2-new 4X4 tractors coming, one is being fitted with old boom from burnt tractor.

I highly recommend a 3rd boom due to higher usage with additional equipment. There will be a lot more wear and tear and we will be down to one mowing tractor when one is limbing or in for repairs.

Rear 3pt hitch mount floppy mower to replace our aging bush hogs SM-GO's, which are 1985 & 1986 models. We have one rear floppy that is a Cooper with a diamond head that is in good condition.

I. Superintendent's Report

SAFETY - Covid Protocol is continuing as needed. Toolbox talks continue. The last couple of sessions were covering dump trucks, and how to handle dump truck overturns.

TOWNSHIP WORK - Brine complete for May, June & July. Ready for remaining paving projects.

Logan - Anthony Rd 65% complete.

Sheridan - Ford Lake Rd., Hughes, and Mustang - 100% complete.

Sherman - Beyer and Tuttle earthwork and culverts - 100% complete.

Grant - Morton Rd (right of way clearing) - 95% complete.

Countywide - Mowing in progress - 80% complete.

MDOT -

US31 Freeway Ditching Phase 1 - 100% complete.

Mowing median & right of way (in progress) - 90% complete.

US-10 Ditching - 100% complete.

Shoulder edging on US-10 (in progress).

PITS -

Deren Rd - All materials stockpiled for processed gravel. Adams is currently processing gravel.

Mac Rd Pit - Hauling winter sand to yard.

COLD STORAGE = Custer property is in progress. Framing and truss setting is 95% complete.

CULVERT REPLACEMENTS - 9 culvert replacements completed to date for the

year. Beyer Rd culvert is complete.

MISC CONCERNS/SOLUTIONS -

Mound St - We have had a drainage issue on Mound Street and to fix that we previously added Teratex and stone to create a drain to carry the water to the lake at a manageable rate. We have found since that time that there was some stone washing into the lake because the water is traveling so quickly through the drain. To fix this issue, we paved the drainage area, which is located in the Road Commission's right of way/designated road end.

Sippy Rd - We are adding stone to road to increase the stone vs clay ratio in the road.

J. Manager/Director Report

The first John Deer Tractor shipped from Germany arrived last week and is getting fitted with the attachments. We expect delivery within the next week.

Continue to work on traffic counts on all the county railroad crossings.

We are still looking for a mechanic.

Chairman Schwass and I presented the Annual Report to the County Board of Commissioners on Tuesday August 9th at 7 pm at the Mason County Airport.

A good faith offer was sent out to acquire rights to the Weaver Road right-of-way with no response received to date.

I attended the Summit and Riverton Township Meetings on Monday August 9. Summit had various pothole repairs needed on Lakeshore Drive and Riverton reported a spillway that needs to be cleaned out. Both townships are satisfied with the projects we completed this summer.

K. Unfinished Business

1. Facility Planning Updates

Working on setting trusses on the cold storage building. Progress made every day.

Contacted Owen Ames Kimball (OAK) Construction to discuss assistance with the RFP for the new facility. We will be meeting with them on the 16th at 11 am.

The Archaeological Study is ready for review. I am still waiting for the report.

L. New Business

1. NMARC Ballot

Motion made by Ingison to vote for Karl Hanson. Supported by Conklin. Ayes all. Motion carried.

2. Approve Officer Delegation for MERS Business Meeting

Motion made by Ingison to Samuels as the voting delegate and Braginton as the alternate voting delegate for the MERS Annual Business Meeting on September 26, 2022. Supported by Conklin. Ayes all. Motion carried.

3. Approve PA 152 Annual Certification of Employee Related Conditions

Motion made by Conklin to approve the Annual Certification of Employee Related Conditions for Fiscal Year 2022. Supported by Ingison. Ayes all. Motion carried.

M. Commissioners Privilege

N. Extended Public Comment

O. Next Meeting: **Thursday, August 25, 2022 @ 10:00 am**

P. Adjournment

There being no further business the meeting was adjourned at 12:09 p.m.


Heather Braginton – Secretary


Bill Schwass – Chairman

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
AUGUST 25, 2022****A. Call to Order**

Chairman Schwass called the August 25, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: Nancy Maytyka, Rich Rohouse - Sheridan Twp Residents.

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 August 11, 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 August 25, 2022 in the amount of \$193,164.33 and pre-approve payroll #18 for September 1, 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

Nancy Maytyka, Sheridan Twp resident inquired about hills on Benson Rd where the sides wash out badly whenever there are heavy rains. Asked when we might be doing some work to correct the problem. Loeser replied that we will be doing some work there in September and we would like to pave in the future, but we will need to discuss with the Township about cost sharing in that project and it would be contingent on available funding.

G. Superintendent's Report

SAFETY - Covid protocol still in place. Toolbox talks are still happening weekly. We had a chainsaw safety refresher and reviewed PPE and other general safety knowledge.

TOWNSHIP WORK - Brine is on schedule and will be complete before Labor Day. Working on second round of mowing, edging, and cold patch, blading roads, and tree work.

Logan - Anthony Rd is 75% complete.

Freesoil - Reek, Ottawa & Mee-nah-ga is 60% complete.

Riverton - Primary chipseal project is 90% complete.

MDOT - Mowing on US-31 and US-10 is complete. US-10 shoulder work and edging (20 lane miles) is 80% complete.

PITS - Adams is processing gravel at Deren Rd Pit.

COLD STORAGE BUILDING - Framing, Trusses, Roof, Walls, Concrete Prep Work is 100% complete. Trim and Soffits are 10% complete. Concrete Floor is 20% complete.

H. County Highway Engineers Report

I. Manager/Director Report

Both John Deere tractors have been delivered to the dealer. The boom mower we were planning to use off the damaged tractor does not fit the design of the new one, so we sent our broom tractor to be fitted with the boom mower and use that one instead. We will need to purchase another boom mower.

Traffic counts on all the county railroad crossings have been completed and submitted.

Commissioner Conklin and I attended the Paul Bunyan Meeting last week. The MCRC will be in charge of setting up the meetings and lunch starting January 2023.

We will be doing a fall clean up in our cold storage areas in preparation of moving our equipment to the new cold storage building.

A good faith offer was sent out to acquire rights to the Weaver Road right-of-way with no response received so we will proceed with the Declaration of Taking.

I attended the Custer and Freesoil Township Meetings last week. There were some changes to Project #143 in Free Soil Township, so an updated contract was given. The board was in favor of the changes and signed the contract. No issues or changes needed for Custer Township.

I have met with several residents regarding right of way and road issues.

J. Unfinished Business

1. Facility Planning Updates

Work on the Cold Storage Building continues. Will be pouring the main floor today.

I have completed the first draft of the RFQ for a Design Build (DB) We will review and make changes as needed. We could potentially send this request out after the next meeting.

The Archaeological Study was received and did not uncover any issues. There is a portion of the study that we will need to complete before sending out to the USDA-RD.

a. Archeological Review

Samuels reviewed the archeological study. Motion made by Ingison to accept as written. Supported by Conklin. Ayes all. Motion carried.

b. Proposed RFQ

Samuels provided draft RFQ to the board for review. Tabled until next meeting.

2. Weaver Road Declaration of Taking

Declaration of Taking presented by Samuels for the right of way on Weaver Rd. Motion made by Ingison to approve the Declaration of Taking as presented. Supported by Conklin. Ayes all. Motion carried.

3. NMARC Ballot

The vote that was taken at the 8/11 meeting needs to be withdrawn and a new vote taken, based on an error on the ballot. There has been clarification of the ballot provided that there are three positions open, and we will need to vote for three candidates instead of just one. Motion made by Ingison to vote for Sandel, Lowe, and Hanson. Supported by Conklin. Ayes all. Motion carried.

4. STYX Bar Parking Lot

Samuels provided update to the board of discussions that have taken place with owners.

K. New Business

1. Commissioners Seminar - October 9-11

Nobody planning to attend.

2. 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.

3. Award Bid for Bryant Rd. Right Turn Lane @ Ludington Elementary

Bids for Right Turn Lane construction at Bryant Rd. presented by Nelson. Nelson abstained from making a recommendation due to personal relationship with one bidder. Motion made by Conklin to award to low bidder, Schillinger Landscaping. Supported by Ingison. Ayes all. Motion carried.

L. Commissioners Privilege

Schwass feels that we need to apply a fog seal layer to the rubberized chipseal project on Stiles and Chavez. Mary will inquiry with contractor about it.

M. Extended Public Comment

N. Next Meeting: **Thursday, September 8, 2022 @ 10:00 am**

O. Adjournment

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


Heather Braginton – Secretary


Bill Schwass – Chairman

APPENDIX A**Township Projects Approved on August 25, 2022**

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
168	HAMLIN	GRACE AVE	Shagway Rd Northerly 300' x 18	0.05	Remove HMA, sawcut joints, add 22a gravel, HMA	\$ 20,532.06
082	SHERIDAN	DECKER RD	West of Larson	n/a	LARGE CULVERT REPLACEMENT COST SHARE WITH BRANCH TWP - TOTAL COST IS \$15,211.30	\$ 7,605.65
<u>**Approved on 7-8-2021 - new contract was issued for price increase.</u>						
143	FREESOIL	REEK, OTTAWA, & MEENAHGA	Top of hill on Reek to top of hill on Ottawa then south on Meenahga lane		Add 4" gravel, valley gutter, 2" HMA, Direct water runoff	\$ 115,839.68

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
SEPTEMBER 8, 2022****A. Call to Order**

Chairman Schwass called the August 25, 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: Chairman Schwass, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: Vice-Chair Ingison

Visitors: Jim Gallie – Amber Twp.

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

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

1. Conflicts of Interest

None.

C. Approval of Meeting Minutes

The minutes of the August 25, 2022 regular meeting were reviewed. Motion made by Conklin to approve the minutes as presented. Supported by Schwass. Ayes all. Motion carried.

D. Approval of Accounts Payable & Payroll

To approve Accounts Payable vouchers for September 8, 2022 in the amount of \$911,123.42 and pre-approve payroll #19 for September 15, 2022.

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

Motion made by Schwass to approve Accounts Payable vouchers for September 8, 2022 in the amount of \$911,123.42 and pre-approve payroll #19 for September 15, 2022. Supported by Conklin. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

The Board reviewed the Contingent Liabilities and Revenue/Fund Balances. Braginton noted \$1.1 Million in receivables currently, most of which are expected to come in within the next couple of weeks.

F. Public Comment

Dick Alway and Jim Gallie/Ambler Twp - Have been receiving a lot of compliments from community for roads that have been chip sealed this year. Very happy with the work that was done.

G. Superintendent's Report

SAFETY -

Covid protocol is continuing as well as Toolbox Talks.

TOWNSHIP WORK -

Brining is complete for the year.

Logan Twp:

Anthony Rd. - Earthwork 95% / Sand cushion 100% / Undercuts 100% / Gravel will be complete today.

Freesoil Twp:

Reek/Ottawa/Mee-nah-ga - Earthwork 100% / Pipe, storm sewer, catch basins, rip-rap 100% / Limestone Aggregate 100% / Ready to pave today.

Working on second round of mowing county wide.

Riverton Twp:

Primary Chipseal 100% complete.

Blading roads where needed.

Tree work in various places throughout county.

MDOT -

US-10 Shoulder work 100% complete.

Brush cutting on US-31 Freeway. Had a demo machine to use - Caterpillar Skidsteer 299D with Felco Brush cutter/Forestry head. Worked very well and created very efficient process.

PITS -

Deren Rd - processing gravel.

COLD STORAGE -

Building & Concrete is 95% complete. Electrical and Mechanical is 60% complete.

H. County Highway Engineers Report

Engineering Tech – Josh is full time inspection on Hansen Road – Stiles to Amber.

2022 HMA Resurfacing – The HMA overlay on Jebavy Drive north of Decker is on hold pending MCRC funding. There are several other road projects (Anthony Road, Reek-Ottawa-Me-Nah-Ge, Taylor Road, Larch-Larchwood, S. Lakeshore Drive) that needs to be coordinated with the work completed by the MCRC crews and will be paved in September through October. (Reek, Ottawa & Me-Nah-Ge should be ready today)

Survey Department – Charley is working on construction staking for various projects, Fountain & Tuttle, Hansen Road, MCRC Anthony Road, Reek-Ottawa-Me-Nah-Ge projects. He is working on S. Jebavy Drive, N. Jebavy Drive, Iris Road, and other miscellaneous and Township Projects.

2022 Hoague & Darr Road (MDOT funds) – The project was completed by Friday 8-26-2022. The contract completion date of Monday 8-29- 2022. I am working on pay estimates, MDOT paperwork, etc.

2022 Fountain & Tuttle Road Bridge - Hardman is working on the east & west cofferdam on Fountain Road. The timber bridge wood pile materials are anticipated to be delivered the week of September 12th. The timber bridge materials the week of September 19th. The Concrete Arch for Fountain is anticipated to be delivered in mid-October. Both projects are scheduled to be completed by November 15, 2022.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – Elmer's is the prime contractor and Hallack is the earthwork subcontractor. The anticipated start date is early to mid-October. The project will be completed no later than November 5, 2022. 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. I have expressed my concern to MDOT & Elmer's regarding completion.

2022 Hansen Road, Stiles to Amber – Hallack is working on the east end of the project and progressing westerly. They have completed about 800' of subgrade undercutting, sand subbase and replace the pulverized aggregate material. Hallack continues to place sand fill in the dip between the two hill cuts near Amber Road. Progress for the first 2.5 week was very slow. Progress is picking up, but they have a long way to go. I sent Amber (Hallack) Buden & Dan Hallack an e-mail this week with my concerns as to the slow progress of the work. Hallack Contracting has 8 consecutive weeks to complete the project (Started August 15, end date October 7th). I anticipate that the project will be complete by the end of October. Liquidated damages are \$900 per day.

Mac Road Pit – Schultz Excavating is anticipated to start excavating & stockpiling material for aggregate processing next week. All Aggregates is scheduled to start screening material the week of September 19th. The MCRC will be hauling in about 1,000 cyds of clay. The #200 sieve is about 5% naturally out of this pit which meets 22A-Modified specification. I would like the #200 sieve about 8% for better compaction. It is planned to produce 20,000 tons of 22A modified in 2022 and 40,000 tons in the spring of 2023.

LAS Elementary School – Shillinger started the project Thursday afternoon after the board meeting (8-25-2022). Shillinger worked Thursday, Friday, Saturday, Monday, Tuesday & had the project ready for HMA paving by the end of the day Wednesday (8-31-2022). Soils & Structures checked the density on the sand & 21AA gravel base. Rieth-Riley paved the right-turn lane & overlaid Bryant Road on Thursday. Michigan Pavement Marking painted the lines and Shillinger completed the restoration on Friday September 2nd. The right-turn lane project was a top priority for Shillinger, Rieth-Riley and MPM. I was hoping to have the turn lane based with HMA by September 2nd. To be 100% complete by September 2nd was unexpected and great!! We had some trouble with the 25 MPH speed limit flashing signs. Bucky was off this week but came in 2 different days to solve the issue. As of this morning 3 of the 4 are flashing as programmed. LAS Elementary school resumed on September 6, 2022. I was the inspector for this project.

2025+/- Access Road PM Highway to S. Jebavy Drive – I am corresponding with Dan Merrill of MD to try to finalize the agreement. Buist Electric quoted a price to relocate the electrical transformer and install a new electrical line to Family

Fare. The MCRC should budget \$100,000 for electrical work in 2023. Still waiting on final paperwork from the Attorneys.

2022 MDOT Maintenance Project – Bids were taken on August 10th. Rieth-Riley was the low bidder at \$192,435.56. Elmer's was 2nd at \$199,160.00. MDOT paperwork has been completed. Rieth-Riley anticipates misc. cold-milling and HMA paving on US-31 in mid-September. MDOT has changed the limits of the HMA cold milling from Hoague to Freesoil to Sugar Grove to Fountain. Funding was reallocated to reconstruct US-31 between Fountain & Hoague for 2024.

I. Manager/Director Report

There was a status conference held last Friday to acquire rights to the Weaver Road right-of-way. The conference went well, and the attorney will be filing the lawsuit on this Friday afternoon. The Treasurer will hold the payment for the property until the judge orders it to be paid 3 to 4 weeks after the lawsuit has been filed.

The Rubberized Chip Seal Project has been completed including a fog seal. Total cost of the project was \$592,800. Our cost is \$302,415.00 after we receive the grant amount of \$290,385.00. We are over budget by \$12,030.00 due to the added cost of emulsion and fog seal. I will be submitting the request for reimbursement from EGLE today after the payment has been issued Entech.

Still waiting on permits from Thalman Contracting for the Styx Restaurant.

J. Unfinished Business

1. Facility Planning Update

The contractor is working on miscellaneous items to complete the building. The electrician is working this week and next and the blowers should be in the third week of September. Garage doors may be here by the end of the month.

I have made a few changes to the first draft of the RFQ for a Design Build (DB). We will review and make changes as needed.

a. Proposed RFQ

Samuels will send RFQ out.

2. Request for approval to order 2 Plow Trucks for FY 2023

Board is in agreement for ordering one truck at this time and see if we can find any used trucks.

3. Request for approval to hire mechanic

This is a Managerial level decision, so Samuels may hire if she sees the need.

K. New Business

L. Commissioners Privilege

Schwass - asked what the status is on Vanderwall finding funding for the bridge in Hamlin Township.

M. Extended Public Comment

N. Next Meeting: **Thursday, September 22, 2022 @ 10:00 am**

O. Adjournment

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


Heather Braginton - Secretary


Bill Schwass - Chairman

MEETING MINUTES
MASON COUNTY ROAD COMMISSION
SEPTEMBER 22, 2022

A. Call to Order

Vice-Chair Ingison called the September 22, 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 10:02 am.

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

Members Absent: Chairman Schwass, County Highway Engineer Nelson

Visitors: Rich Rouwhorst, Sheridan Twp Resident

1. Pledge of Allegiance

B. Approval of Agenda

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

1. Conflicts of Interest

None.

C. Approval of Meeting Minutes

The minutes of the September 8, 2022 regular meeting were reviewed. Motion made by Conklin to approve the minutes as presented. Seconded by Ingison. Ayes all. Motion carried.

D. Approval of Accounts Payable & Payroll

To approve Accounts Payable vouchers for September 22, 2022 in the amount of \$576,363.93 and pre-approve payroll #20 for September 29, 2022.

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

Motion made by Conklin to approve Accounts Payable vouchers for September 22, 2022 in the amount of \$576,363.93 and pre-approve payroll #20 for September 29, 2022. Seconded 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 and Toolbox talks.

TOWNSHIP WORK - Some spot brining in areas that are very dry. Brush cutting and widening south of US-10 with boom mower. Also ditching, blading and edging.

Logan - Anthony road is ready for paving. Will likely be paved Saturday or next week depending on weather.

Freesoil - Reek/Ottawa/Mee-na-gah is complete.

Sherman - Manales is complete. Millerton will be done by Monday 9-26-2022.

MDOT - Working on ditching on US-31 and mowing the shoulders of the freeway.

PITS - Screening stone in Deren Pit.

COLD STORAGE - Mechanical is complete. Waiting for electric service to be turned on.

H. County Highway Engineers Report

Engineering Tech – Josh is full time inspection on Hansen Road – Stiles to Amber.

2022 HMA Resurfacing – The HMA overlay on Jebavy Drive north of Decker is on hold pending MCRC funding. Reek-Ottawa-Me-Nah-Ge in Freesoil Township near Gunn Lake was paved last week. There are several other road projects (Anthony Road, Taylor Road, Larch-Larchwood, S. Lakeshore Drive) that needs to be coordinated with the work completed by the MCRC crews and will be paved in September through October.

Survey Department – Charley is working on construction staking for various projects, Fountain & Tuttle, Hansen Road, MCRC Anthony Road, projects. He is working on S. Jebavy Drive, N. Jebavy Drive, Iris Road, and other miscellaneous and Township Projects.

2022 Hoague & Darr Road (MDOT funds) – The project was completed by Friday 8-26-2022. The contract completion date of Monday 8-29-2022. I am working on pay estimates, MDOT paperwork, etc.

2022 Fountain & Tuttle Road Bridge - Hardman working has completed the east & west cofferdam and poured the concrete tremie on Fountain Road. The timber bridge wood pile materials are anticipated to be delivered the week of September 12th. The timber bridge materials the week of September 19th. The Concrete Arch for Fountain is anticipated to be delivered in mid-October. Both projects are scheduled to be completed by November 15, 2022.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – Elmer's is the prime contractor and Hallack is the earthwork subcontractor. The anticipated start date is October 3rd. Unless Hallack has another crew available or Elmer's has another plan for the earthwork, the project may be delayed until 2023. It may be in the best interest of the MCRC to delay the project until spring. The project was scheduled to be completed no later than November 5, 2022. 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. I have expressed my concern to MDOT & Elmer's regarding completion.

2022 Hansen Road, Stiles to Amber – Hallack is working on the east end of the project and progressing westerly. They are working on the subgrade undercutting, sand subbase and replace the pulverized aggregate material for the easterly 2,100 feet (Sta 47+00 to 68+00). Hallack continues to place sand fill in the dip between the two hill cuts near Amber Road. Progress is picking up, but they have a long way to go. I sent Amber (Hallack) Buden & Dan Hallack an e-mail this week with my concerns as to the slow progress of the work. Hallack Contracting has 8 consecutive weeks to complete the project (Started August 15, end date October 7th). I anticipate that the project will be complete by the end of October. Liquidated damages are \$900 per day.

Mac Road Pit – Schultz Excavating has started excavating & stockpiling material for aggregate processing. All Aggregates is scheduled to start screening material the week of September 26th. The MCRC has hauled some clay for increasing the #200 sieve and improve the quality of gravel. The #200 sieve is about 5% naturally out of this pit which meets 22A-Modified specification. I would like the #200 sieve about 8% for better compaction. It is

planned to produce 20,000 tons of 22A modified in 2022 and 40,000 tons in the spring of 2023.

2025+/- Access Road PM Highway to S. Jebavy Drive – Buist Electric quoted a price to relocate the electrical transformer and install a new electrical line to Family Fare. The MCRC should budget \$100,000 for electrical work in 2023. There has been some correspondence between the Attorneys. The MCRC Board has a resolution to sign that needs to be sent to Richard Wilson.

2022 MDOT Maintenance Project – The cold-milling and HMA paving was completed on US-31 between Sugar Grove Road and Millerton Road. This work was completed on Monday & Tuesday. Per the Contract, the MCRC acquired about 1,500 tons of HMA millings from this project.

2023 Fisher Road Bridge – There continues to be additional correspondence between MDOT, Brechting Engineering and the MCRC on this project. The project is on track to be bid in the MDOT bid letting by January of 2023.

I. Manager/Director Report

The final report for the crumb rubber chip seal has been submitted.

Thalman Contracting has submitted the permit and payment for the new driveway on No Name Road for Styx Restaurant.

Attended the Northern Meeting. The MCRC received a safety award for no reportable claims in 2021.

Attended the annual Emergency Operations Orientation Day yesterday.

Heather, Jody and I participated in the 2022 Scottville Festival with a snowplow truck and displayed information on "Don't Crowd the Plow"

Working on updating the 10-year plan.

Met with Great Lakes Chloride to discuss the progress in Riverton Township.

J. Unfinished Business

1. Facility Planning Update

The Contractor is working on miscellaneous items to complete the building. The electrician is working this week and next and the exhaust fans will be

installed next Monday and Tuesday. Garage doors may be here by the end of the month.

The RFQ has been sent out to various contractors and advertised on our website and CRA website.

2. Approve Resolution to purchase property from Market Development

RESOLUTION OF BOARD OF COUNTY ROAD COMMISSIONERS APPROVING PURCHASE OF REAL PROPERTY AND RELATED AGREEMENTS AND DESIGNATING OFFICERS TO ACT IN CONNECTION THEREWITH

WHEREAS, Mary Samuels, Manager, and Bill Schwass, Chairman, have entered into a Real Property Purchase Agreement dated November 24, 2021, between the Board of County Road Commissioners for Mason County, Michigan, ("Board"), as Purchaser, and Market Development, LLC, as Seller, (the "Purchase Agreement") for the purchase and sale of the real property more fully described on Exhibit A attached hereto (the "Property"); and,

WHEREAS, the Board finds that acquisition of the Property is for the public purpose of securing land for the construction of a public road and related facilities that will be under the jurisdiction of the Board;

NOW THEREFORE, on the motion of CONKLIN, seconded by INGISON,

IT IS RESOLVED that the Board hereby approves the purchase of the Property according to the Purchase Agreement and authorizes Bill Schwass, Chairman, and Heather Braginton, Board Secretary/Finance Director, to sign, acknowledge and deliver all funds, documents, instruments, affidavits, or other records reasonable or necessary to fully effectuate the Purchase Agreement on behalf of the Board and to acquire the Property in accordance with the Purchase Agreement. Included in this signing authority is the authority to execute, acknowledge, and deliver, the Agreement Regarding Transformer, Agreement to Exercise Eminent Domain Authority, Sign Easement Agreement, the Agreement for access to the Seller's lands after closing, and any other related agreements approved by legal counsel to the Board.

BE IT FURTHER RESOLVED that all resolutions of the Board in conflict herewith are hereby rescinded to the extent of the conflict.

THOSE VOTING IN FAVOR: INGISON AND CONKLIN

THOSE VOTING AGAINST: NONE

THOSE ABSENT OR ABSTAINING: SCHWASS ABSENT

RESOLUTION DECLARED PASSED

K. New Business

1. Discussion on Hansen Rd Reconstruction project - Meyers to Dennis

Table discussion until next meeting.

L. Commissioners Privilege

Ingison discussed various topics spoken about at NMARC Conference.

M. Extended Public Comment

N. Next Meeting: **Thursday, October 13, 2022 @ 10:00 am**

O. Adjournment

There being no further business the meeting was adjourned at 10:53 a.m.


Heather Braginton - Secretary


Bill Schwass - Chairman

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
OCTOBER 13, 2022****A. Call to Order**

Chairman Schwass called the October 13, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: Jim Gallie - Amber Twp., Rich Rouwhorst - Sheridan Twp. Resident.

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 September 22, 2022 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Supported by Conklin. Ayes all. Motion carried.

1. Informational - Safety Meeting Minutes 10-11-2022**D. Approval of Accounts Payable & Payroll**

To approve Accounts Payable vouchers for October 13, 2022 in the amount of \$647,020.85 and approve Payroll #21 for October 13, 2022.

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

Motion made by Conklin to approve Accounts Payable vouchers for October 13, 2022 in the amount of \$647,020.85 and approve Payroll #21 for October 13, 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. Braginton noted that the August MTF payment was 5% lower than it was in 2021.

F. Public Comment

G. Shop Supervisor Report

Currently preparing for winter 22/23 snow plowing season. Going through all of the trucks and inspecting, doing any needed maintenance. Converting tandems from dump trucks to sanders. Mounting wings on plow trucks and graders. Box and wings to finish our new truck #613 are here and the truck should be complete before the end of the year. Ordered winter blades and other winter supplies.

H. Superintendent Report

SAFETY -

Covid protocol and toolbox talks continue.

TOWNSHIP WORK -

Logan - Anthony Rd is paved and open to traffic.

Branch - Taylor Rd is in progress

Hamlin - Larch & Larchwood and Ehler Rd are in progress.

Local Routine Maintenance - current activities are brush cutting, cold patch, ditching, culverts & drainage.

Culverts - Replaced 12 failed culverts to date.

MDOT

US-31 North - edge work, drainage & guardrail.

Shoulder work.

PITS

Making gravel at Deren Pit and Mac Pit

COLD STORAGE

Mechanical is in progress.

Electrical Service is in progress.

I. County Highway Engineer Report

Engineering Tech – Josh is full time inspection on Hansen Road – Stiles to Amber.

2022 HMA Resurfacing – The HMA overlay on Jebavy Drive north of Decker will be on list for 2023. Anthony Road was paved last week. Taylor Road the HMA wedging on the existing asphalt roadway was completed on Tuesday. The HMA surface will be completed on Taylor Road next week once the gravel is ready, weather permitting. The MCRC crews are working on Larch-Larchwood in Hamlin Township. S. Lakeshore Drive was anticipated to start the last week of October, PM Township requested that we postpone the project to the spring of 2023 since it was going to start so late.

Survey Department – Charley is working on construction staking for various projects, Fountain & Tuttle, Hansen Road, and various other projects. He is working on drawings for S. Jebavy Drive, Access Road, N. Jebavy Drive, Iris Road, and other miscellaneous MCRC and other Township Projects.

2022 Fountain & Tuttle Road Bridge - Hardman working has set the 32' wide concrete arch culvert on Fountain Road. Hardman is working on setting the concrete wingwalls. The Tuttle Road timber bridge wood piles and wood abutments completed. Hardman will be working on the structure portion of the timber bridge the next 2 weeks. Both projects are scheduled to be completed by November 15, 2022.

2022 Hansen Road (MDOT Funds)– Meyers to Dennis – Elmer's is the prime contractor and Hallack is the earthwork subcontractor. The project has been

delayed until April 17th of 2023. The completion date will be June 5th, 2023. The project was scheduled to be completed no later than November 5, 2022. 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. There will be no increase or decrease in the overall cost of the project for this change.

2022 Hansen Road, Stiles to Amber – Hallack continues to work on the west end of the project. Hallack is working on ditching & driveway culverts. Hallack needs to pulverize the west half of the project, pick up the aggregate, complete the earthwork & undercutting at Quarterline and replace the aggregate. Progress is steady but slow, they still have about 3 weeks of work. Hallack Contracting has 8 consecutive weeks to complete the project with a 1-week extension of time for additional work. (Started August 15, end date October 15th). I anticipate that the project will have the 2 layers of HMA paving and gravel shoulders completed by November 11th. It is possible that Hallack/Rieth-Riley will need to complete the 32+ HMA driveways in the spring of 2023. Liquidated damages are \$900 per day.

Mac Road Pit – All Aggregates is producing 22A modified. It is anticipated that a minimum of 20,000 tons will be produced by the end of October. Schultz Excavating and All Aggregates plan to continue to produce 22A modified this fall until the weather gets bad and they need to stop until spring. The #200 sieve is currently running about 6% which meets the 22A-Modified specification. The clay that was hauled in is too gummy and plugging up the screens. I would like to try hauling in some clay from another source to see if it will work to increase the #200 sieve to about 8% for better compaction. The contract is to produce 20,000 tons of 22A modified in 2022 and 40,000 tons in the spring of 2023.

2025+/- Access Road PM Highway to S. Jebavy Drive – Correspondence continues between the Attorneys regarding language with the access road. I have been communicating with Dam Merrill and Richard Wilson to figure out what is the problem. I think it is finally resolved. Hopefully, we will be able to close on the property in the next 2 to 7 days. Buist Electric quoted a price to relocate the electrical transformer and install a new electrical line to Family Fare. The MCRC should budget \$100,000 for electrical work in 2023.

2023 Fisher Road Bridge – I contacted MDOT to increase the STIP funding for the Fisher Road Bridge, since the new estimate is 39% over the original estimate. MDOT will amend the STIP funding. The project is still on track to be bid in the MDOT bid letting by January of 2023.

2022 Hoague & Darr Road (MDOT funds) – The project was completed by Friday 8-26-2022. The contract completion date of Monday 8-29-2022. I will be working on pay estimates, MDOT paperwork, etc. as time permits.

Yonkers Road Culverts – Received an e-mail from Melissa Roselle that the Yonkers Road crossing may need to be closed. I am working with Melissa to figure out a temporary repair to keep it open.

J. Manager/Director Report

The next Parks and Rec Meeting is scheduled for October 17th at 3 pm at the Drain Office. Commissioner Conklin has been appointed to the board.

We have completed the self-inspection check lists and the safety committee is reviewing the daily safety inspection list for the trucks. The crew will be required to complete the check list before and after each workday and submit to the Superintendent. They will be instructed to note any issues they find to report to the shop foreman to schedule for repairs.

Attended the monthly Local Planning Team Meeting. There was lots of discussion on Threat & Hazard Identification and Risk Assessment (THIRA).

Grant applications are available now for the Crumb Rubber Chip Seal Program and due October 28, 2022.

Met with Fleis & Vandenbrink to discuss working with them to write grants for us. They are going to provide us with an estimate for their services.

Working on the bus tour with the Township Supervisors scheduled for October 29. To date I have seven people coming.

K. Unfinished Business

1. Facility Planning Update

Still working on the exhaust fans but should be completed by next Tuesday.

RFQ's are due next Tuesday the 18th for the new facility. We will schedule a special meeting to review the proposals.

2. Discussion: Hansen Rd Reconstruction - Meyers to Dennis

Hansen Rd project from Meyers to Dennis will be postponed until next year due to the contractors' scheduling issues.

3. Styx Parking Issue

People are still parking in the no parking area at Styx. Will have our surveyor stake the right of way and mark it clearly. Will discuss parking issue with owner again as well as the rocks that need be moved before snow plowing begins.

4. Request to approve bid for (1) 2024 Single Axle Plow Truck

Bids were accepted for the purchase of one (1) 2023 Western Star 47X Single Axle Plow Truck for Fiscal Year 2023. Keating recommends accepting the low bid from Grand Traverse Diesel in the amount of \$137,744. Keating also noted that Grand Traverse Diesel is very helpful with technical support group to assist with issues during build & beyond. Delivery for the Cab & Chassis will be approximately 1 year. Add on components will be approximately \$101,395 in addition to labor costs for our crew to complete the build. Motion made by Conklin to award the bid to Grand Traverse Diesel. Seconded by Ingison. Ayes all. Motion carried.

L. New Business

M. Commissioners Privilege

N. Extended Public Comment

O. Next Meeting: **Thursday, October 27, 2022 @ 10:00 am**

P. Adjournment

There being no further business the meeting was adjourned at 11:49 a.m.


Heather Braginton - Secretary


Bill Schwass - Chairman

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
OCTOBER 27, 2022**

A. 8:00 am - Workshop to Review and Discuss Design/Build Candidates
RFQ Submittals

B. Call to Order

Chairman Schwass called the October 27, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: R Rohouse - Sheridan Twp resident, Mark Wahr - MCRC Retiree

1. Pledge of Allegiance

C. Approval of Agenda

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

1. Conflicts of Interest

None.

D. Approval of Meeting Minutes

The minutes of the October 13, 2022 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Seconded by Conklin. Ayes all. Motion carried.

E. Approval of Accounts Payable & Payroll

To approve Accounts Payable vouchers for October 27, 2022 in the amount of \$267,877.12 and approve Payroll #22 for October 27, 2022.

Motion by Conklin to approve Accounts Payable vouchers for October 27, 2022 in the amount of \$267,877.12 and approve Payroll # 22 for October 27, 2022. Seconded by Ingison. Ayes all. Motion carried.

F. Review Accounts Receivable and Contingent Liabilities

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

G. Public Comment

Rohouse - Asked Loeser about some needed road work and culvert replacements on Morse Rd.

Wahr - Discussed a safety concern at the intersection of Wilson and Tuttle. We have put up double stop signs and stop ahead signs and the traffic is still blowing through the stop sign. He feels that the hill needs to be cut down to improve visibility of the upcoming intersection. Our Engineer has been seeking safety grant funding for four different areas, including that one, but has received any funds yet. Suggested contacting the Sheriff's Dept. to see if they will monitor the intersection and write tickets for traffic that is not stopping.

H. Superintendent's Report

SAFETY - Covid protocols and toolbox talks continue.

TOWNSHIP WORK -

Logan - Anthony Rd is ready for seeding and mulch.

Branch - Taylor Rd is being paved today.

Hamlin - Larch and Larchwood is ready for seeding and mulch.

Routine Maintenance - Blading roads when possible, Tree cleanup from high winds (50+ trees), Ditching, Culvert Replacement, Have replaced 14+ failed culverts to date for 2022.

MDOT - US-31 guardrail cleanup for drainage, Edge work, spillway cleanout, dura-patching on US-31 North (weather dependent).

PITS - Making gravel at Mac Rd pit and Deren Rd pit.

COLD STORAGE - Building, mechanical, electrical is complete. Waiting on doors and electrical service to be run from the road to the building.

I. County Highway Engineers Report

Engineering Tech – Josh is full time inspection on Hansen Road – Stiles to Amber.

County Highway Engineer - Eric is on Taylor Road Inspecting HMA Paving today.

2022 HMA Resurfacing – The HMA overlay on Jebavy Drive north of Decker will be on list for 2023. Taylor Road the HMA surface course is scheduled for today. Larch & Larchwood in Hamlin Township was paved last week. S. Lakeshore Drive was anticipated to start the last week of October, PM Township requested that we postpone the project to the spring of 2023 since it was going to start so late.

Survey Department – Charley is working on construction staking for various projects, Fountain & Tuttle, Hansen Road, and various other projects. He is working on drawings for S. Jebavy Drive, Access Road, N. Jebavy Drive, Iris Road, and other miscellaneous MCRC and other Township Projects.

2022 Fountain & Tuttle Road Bridge - Hardman working has set the 32' wide concrete arch culvert and concrete wingwalls on Fountain Road. The Tuttle Road 18' wide timber bridge deck and railing was set on the abutments this week. HMA paving is anticipated the week of November 7th. Both projects are scheduled to be completed by November 15, 2022.

2022 Hansen Road, Stiles to Amber – Hallack continues to work on the west end of the project. Hallack is working on removal of the asphalt roadway, grading, and placing aggregate base. Hallack Contracting has 8 consecutive weeks to complete the project with a 1-week extension of time for additional work. (Started August 15, end date October 15th). I anticipate that the project will have the 2 layers of HMA paving and gravel shoulders completed by November 11th. It is possible that Hallack/Rieth-Riley will need to complete the 32+ HMA driveways in the spring of 2023. Liquidated damages are \$900 per day.

Mac Road Pit – All Aggregates is producing 22A modified. MCRC hauled in dry clay this week in increase the #200 sieve. The #200 sieve was running about 3.5% which meets the 22A-Modified specification. The clay that was hauled in is to gummy and plugging up the screens. I would like to increase the #200 sieve to about 8% for better compaction. It is anticipated that a minimum of 20,000 tons will be produced by the end of October. Schultz Excavating and All Aggregates plan to continue to produce 22A modified this fall until the weather gets bad and they need to stop until spring. The contract is to produce 20,000 tons of 22A modified in 2022 and 40,000 tons in the spring of 2023.

2025+/- Access Road PM Highway to S. Jebavy Drive – YEAH!!! The paperwork was finally signed and the MCRC now owns this piece of property for the new

roadway. I will be sending out a press release about the new future all season road between S. Jebavy Drive & PM Highway. Buist Electric quoted a price to relocate the electrical transformer and install a new electrical line to Family Fare. The MCRC should budget \$100,000 for electrical work in 2023. I have sent the easement paperwork to Oxy- Chemical for the section of property owned by Oxy-Chemical on S. Jebavy Drive. I have been in contact with Consumers Power for the new power pole and removal of the old power pole.

Yonkers Road Culverts – Received an e-mail from Melissa Roselle that the Yonkers Road crossing may need to be closed if not repaired. I have discussed the required repairs during a staff meeting.

NC-2023 Fisher Road Bridge – I contacted MDOT to increase the STIP funding for the Fisher Road Bridge, since the new estimate is 39% over the original estimate. MDOT will amend the STIP funding. The project is still on track to be bid in the MDOT bid letting by January of 2023.

NC-2022 Hansen Road (MDOT Funds)– Meyers to Dennis – Elmer's is the prime contractor and Hallack is the earthwork subcontractor. The project has been delayed until April 17th of 2023. The completion date will be June 5th, 2023. The project was scheduled to be completed no later than November 5, 2022. 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. There will be no increase or decrease in the overall cost of the project for this change.

NC-2022 Hoague & Darr Road (MDOT funds) – The project was completed by Friday 8-26-2022. The contract completion date of Monday 8-29- 2022. I will be working on pay estimates, MDOT paperwork, etc. as time permits.

J. Manager/Director Report

The Emergency Exit Plan maps of our building have been completed and are posted.

M Keating has been working on updating the Reveal GPS program.

The parking issue and rocks at the STYX Restaurant has been resolved.

M Ingison and I attended the Township Officers Meeting last Thursday.

The staff is meeting every Wednesday at 9am. In addition to updates on the projects near completion we have been strategizing on how to better plan projects for 2023. We will start working on the 5-year plan and the Local Road Policy.

J Loeser and I met with the City of Scottville to discuss repairs needed for Bean Street and Johnson Road. They will be submitting a Grant request for Bean Street.

K. Unfinished Business

1. Facility Planning

The exhaust fans have been installed and the electrician has completed their work. Waiting on doors and the power to be run.

Have been working on the Pre-Application for USDA-RD and have the very preliminary portion ready for approval.

Submitted the Archaeological study to USDA-RD which was then forwarded to the State for review. They say the report is incomplete, so I have contacted Commonwealth to find out what further investigation needs to be done.

a. Select Design/Build Candidates to Interview

Motion made by Ingison to select the following companies to interview in no particular order: Owen Ames Kimball, JBS Contracting, and Granger Construction. Seconded by Conklin. Ayes all. Motion carried.

b. Approve Chairman to sign Pre-Application for Federal Assistance Form SF424 and submit.

Motion made by Ingison to authorize Schwass to sign the Pre-Application for Federal Assistance Form SF424 on behalf of the Road Commission and submit. Seconded by Conklin. Ayes all. Motion carried.

L. New Business

1. Review Quarter 3 Operational Goals

Reviewed operational goals for Quarter 3.

2. Review Quarter 3 Budget Update

Reviewed budget update for Quarter 3.

3. Approve Easement with Consumers

Motion made by Conklin to approve Easement for Consumers Energy to run power from the Highway into the cold storage building. Seconded by Ingison. Ayes all. Motion carried.

4. Paul Bunyan Mtg November 17, 2022

Informational.

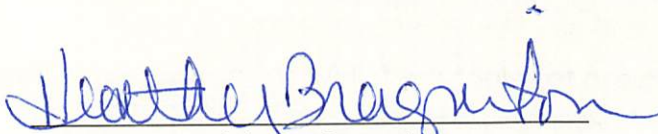
M. Commissioners Privilege

N. Extended Public Comment

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

P. Adjournment

There being no further business the meeting was adjourned at 11:28 a.m.


Heather Braginton - Secretary
Bill Schwass - Chairman

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
NOVEMBER 10, 2022****A. Call to Order**

Chairman Schwass called the November 10, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: Jim Gallie – Amber Twp., R Rohouse - Sheridan Twp resident

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

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

1. Conflicts of Interest

None.

C. Approval of Meeting Minutes

The minutes of the October 27, 2022 regular meeting were reviewed, and Nelson noted a correction to be made in the roll call. Nelson was absent and Miszewski was in attendance. Motion made by Conklin to approve the minutes with correction. Seconded 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 Ingison to approve Accounts Payable vouchers for November 10, 2022 in the amount of \$313,000.43 and approve Payroll #23 for November

10, 2022 and pre-approve Payroll for STL payout for November 17, 2022.
Seconded by Conklin. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

The Board reviewed the Contingent Liabilities and Revenue/Fund Balances. Ingison asked Braginton what the expectation is for MTF Funding going forward. Braginton has contacted the State of Michigan to ask for an estimate and they indicated that they do not anticipate any reduction from their most recent forecast.

F. Public Comment

Rohouse - Asked Loeser about what remaining work is to be done on Benson Rd and Loeser clarified the scope of the work that would be completed this year.

Gallie - Toured Amber Twp roads with D. Alway last week and developed a list of remaining work that needs to be done. Will get a list of requests for estimates to us shortly.

G. Superintendent's Report

SAFETY - Have been going through winter plowing safety with the crew and also continuing our weekly toolbox talks.

TOWNSHIP WORK -

County wide blading & grading of gravel roads is 90% complete.

Woods trail work is ongoing - Logging portion is complete.

Logan - Anthony Rd is complete. Finishing the seeding and mulching today.

Branch - Taylor Rd is complete.

Hamlin - Larch & Larchwood is complete.

Custer - Darr Rd (US-10 to Johnson) is complete.

Hamlin - Ehler Rd (Jebavy to Lincoln) is 80% complete.

Riverton - Scottville Rd culvert replacement and pavement patch is complete.

MDOT -

North US-31 Dura-patching is complete.

80% complete with cold patching remaining areas on US-31.

PIT WORK -

Making gravel at Mac Rd Pit.

COLD STORAGE -

Garage Doors have been delivered. Installation date is to be determined. Electric service installation is also to be determined.

FAILED CULVERTS - 15 failed culverts replaced to date.

PREP FOR WINTER MAINTENANCE -

Have been working on plow routes and duties have been planned for the season.

H. County Highway Engineers Report

Engineering Tech – Josh is now part time inspection on Hansen Road – Stiles to Amber. The HMA paving of the roadway & driveways are completed. Hallack is working on topsoil restoration, gravel shoulders, mailboxes, and other misc. work. Josh will be working on Township Estimates for 2023.

2022 HMA Resurfacing – The HMA overlay on Jebavy Drive north of Decker will be on list for 2023. S. Lakeshore Drive was anticipated to start the last week of October, PM Township requested that we postpone the project to the spring of 2023 since it was going to start so late.

Survey Department – Charley is working on permits and is at the end of construction staking for various projects, Fountain & Tuttle, Hansen Road, and various other projects for the season. He is working on drawings for S. Jebavy Drive, Access Road, N. Jebavy Drive, Iris Road, and other miscellaneous MCRC and other Township Projects.

2022 Fountain & Tuttle Road Bridge - HMA paving is completed. Pavement Markings are scheduled to Thursday morning. Guardrail & restoration should be completed by Friday. Hardman will cut off the steel sheeting at streambed elevation next summer. Both projects are anticipated to be open to traffic by the end of the day on Friday, but no later than November 15, 2022.

2022 Hansen Road, Stiles to Amber – HMA paving of the roadway and driveways are complete. Hallack is working on placing topsoil, final restoration, aggregate shoulders, and mailboxes. Hallack Contracting has 8 consecutive

weeks to complete the project with a 1-week extension of time for additional work. (Started August 15, end date October 15th). Anticipated completion date is November 15th or 16th. Liquidated damages are \$900 per day.

Mac Road Pit – All Aggregates is producing 22A modified. The #200 sieve is running about 7% which should be good for compaction but still a drainable aggregate. It is anticipated that a minimum of 20,000 tons will be produced by next week. All Aggregate will be done until spring. Schultz Excavating will need to excavate & stockpile about 40,000 cyds by the end of April 2023. The contract is to produce 20,000 tons of 22A modified in 2022 and 40,000 tons in the spring of 2023.

2025+/- Access Road PM Highway to S. Jebavy Drive – I will be sending out a press release about the new future all season road between S. Jebavy Drive & PM Highway. Buist Electric quoted a price to relocate the electrical transformer and install a new electrical line to Family Fare. The MCRC should budget \$100,000 for electrical work in 2023. I have sent the easement paperwork to Oxy-Chemical for the section of property owned by Oxy-Chemical on S. Jebavy Drive. I have been in contact with Consumers Power for the new power pole and removal of the old power pole.

Yonkers Road Culverts – Received an e-mail from Melissa Roselle that the Yonkers Road crossing may need to be closed if not repaired. I have discussed the required repairs during a staff meeting.

2023 Fisher Road Bridge – I am reviewing the final plans, estimate & bidding documents. I contacted MDOT to increase the STIP funding for the Fisher Road Bridge, since the new estimate is 39% over the original estimate. MDOT will amend the STIP funding. The project is still on track to be bid in the MDOT bid letting by January of 2023.

Bryant Road – Right Turn Lane – The MCRC will be adding some additional sign and pavement markings to designate the right turn lane. There have been a few motorists using the lane as a 2nd travel lane.

NC-2022 Hansen Road (MDOT Funds)– Meyers to Dennis – Elmer's is the prime contractor and Hallack is the earthwork subcontractor. The project has been delayed until April 17th of 2023. The completion date will be June 5th, 2023. The project was scheduled to be completed no later than November 5, 2022. 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. There will be no increase or decrease in the overall cost of the project for this change.

NC-2022 Hoague & Darr Road (MDOT funds) – The project was completed by Friday 8-26-2022. The contract completion date of Monday 8-29-2022. I will be working on pay estimates, MDOT paperwork, etc. as time permits.

I. Manager/Director Report

Received an estimate in the amount of \$5,843.00 to make roof repairs on several areas of our building.

Attended the Paul Bunyan Managers Meeting. Open discussion on several topics. We will plan to meet every other month on the first Monday.

Met with the new Economic Development Director Christie Zimmerman. She was interested in learning what the many jobs of the road commission are. She is going to investigate available funding that the road commission and townships could possibly apply for.

Heather and I attended the CRA Policy Workshop yesterday. Topics were how to draft and use board and administrative policies to manage the agency, how to write or update appropriate FH&R policies for today's workplace and write policy that anticipates and respects liability concerns.

The MCRC will be receiving additional funding from the RTF in the amount of \$104,446. Oakland County has agreed to buyout this additional funding from us and will send a revised contract.

J. Unfinished Business

1. Facility Planning

The garage doors have been delivered and we are waiting for the contractor to install them. No word from Consumers yet on the power.

Continue working on the Pre-Application for USDA-RD

Commonwealth has submitted their proposal to complete the Archaeological Review of the Custer property. Agenda Item.

The Board will be meeting to conduct the interviews for the Design Build Applicants on November 17th from 9 am to 5 pm. The Custer Township has agreed to let us meet at their townhall.

2. Approve proposal from Commonwealth to complete the Archeological Study as required by SHPO.

Motion made by Ingison to approve proposal from Commonwealth to complete the Archeological Study as required by SHPO. Seconded by Conklin. Ayes all. Motion carried. Ingison requested that Commonwealth provide us with a start date and finish date for completing the work.

K. New Business

1. Approval to place a Stop sign on Cabana Road at Major Road in Eden Township.

Motion made by Conklin to approve placement of stop sign at Cabana Road and Major Rd. Seconded by Ingison. Ayes all. Motion carried. Will place a single stake stop sign with a stop ahead sign.

L. Commissioners Privilege

Ingison asked for update on new blade truck build. Loeser is expecting it to be complete by mid-December.

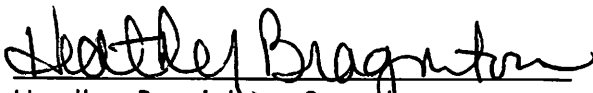
M. Extended Public Comment

N. Next Meeting: **Wednesday, November 23, 2022 @ 10:00 am**

O. Adjournment

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

Respectfully Submitted,


Heather Braginton – Secretary


Bill Schwass - Chairman

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
NOVEMBER 23, 2022****A. Call to Order**

Chairman Schwass called the November 23, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser, Shop Supervisor Keating.

Members Absent: None

Visitors: Jim Gallie, Amber Twp.

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 November 10, 2022 regular meeting were reviewed. Motion made by Ingison to approve the minutes as presented. Supported by Conklin. Ayes all. Motion carried.

D. Approval of Accounts Payable & Payroll

To approve Accounts Payable vouchers for November 25, 2022 in the amount of \$636,402.00 and approve Payroll #24 for November 23, 2022

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

Motion made by Conklin to approve Accounts Payable vouchers for November 25, 2022 in the amount of \$636,402.00 and approve Payroll #24 for November 23, 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

Gallie/Amber - will have a prioritized list of projects in next week.

G. Shop Supervisor Report

#613 New Truck Build - Received last of the truck build components late Sept, RDS box, wings, wing mounts, Dickey John Controls, ECT. Build came to a halt shortly after this for a few weeks to swap trucks from summer to winter mode. Truck is currently sitting in fab area waiting for him to come back to work and this will be priority.

Winter Ready Fleet - All trucks except for #47 have been switched to winter mode, installed wings, salt boxes, spinners, etc. #47 is still being used for a dump truck.

Grader's winter ready- #704 installed wing removed walk & roll/ Winter Ready. #702 still being used on road work/ needs walk & roll removed and wing added. #705 Status machine down, currently at Mich CAT for repairs.

#705- entire drive train compromised. Found large amounts of metal through differential and transmission. Grand Rapids CAT Service manager & representative said this should not be happening with the amount of hours on machine and they are asking CAT for cost assistance.

New Holland Track Loader Lease - according to NH representative lease option was changed from 1 year or 200 hours to 7 months or 150 hours. But at last check they told me that since they can sell them faster than there being built that a lease machine is not a priority. We may not see another lease machine due to the times.

Verizon Reveal/GPS - Entire fleet has now been updated and seem to be responding correctly. The 2 new tractors #226 & 228 plus new trucks #613 & #612 all have GPS installed and operating.

Building/shop roof - Entire west side of shop roof from wall to about 10' in is compromised. Wood headers top and bottom are rotted out. We found this in the last wind storm a few weeks ago. It blew off several panels and when roofers went up to repair, they found there was nothing to attach them to. Steel roof panels have large gaps as they have shifted around and we had water running into electrical along wall. Roofers mudded up an area and have this leak stopped for now. Bob's Roofing and Buck's Exteriors are working on estimate for complete repairs. Also, man door from shop to office hallway is broken out behind hinges.

1940 Truck Barn - west-end rafter has a major break in center support beam working with contractor to get repairs.

H. Superintendent's Report

SAFETY - Reviewing safety procedures for winter maintenance and continuing weekly toolbox talks.

TOWNSHIP WORK - All gravel projects are now complete. We have been working on ditching, cold patching, winter maintenance, fill and patch areas that are holding water, tree cleanup and removal. Drainage structures in progress on Lakeshore Ave. and Grace Ave. Guardrail repairs have been completed by Action Traffic Maintenance.

MDOT - Winter Maintenance ongoing as weather events occur. Guardrail repairs are scheduled for the US-31 freeway on November 29th. The work will be done by the Muskegon County Road Commission guardrail crew.

PIT WORK -

Mac Rd Pit - Sand being hauled back to the Scottville Yard for preparing winter sand.

Taylor Rd Pit - No current activities.

Deren Rd Pit - No current activities.

Quarterline - Hallack Demobilizing.

COLD STORAGE -

We are moving equipment into the cold storage building today. Still waiting on electrical service to be connected. Building inspector approved us to use the building for seasonal equipment only until our final occupancy is issued.

WINTER MAINTENANCE -

We have been training two drivers on new routes.

CULVERT REPAIR -

Will be replacing a culvert on Younkers Rd next week.

I. County Highway Engineers Report

Engineering – Josh & I are working on closing out previous 2021 MDOT projects, W. Forest Trail, Rasmussen Road & Pavement Marking. Josh will be working on Township Estimates for 2023.

Survey Department – Charley is working on permits, staked Fisher Road Bridge for MCRC crews to remove trees. He is working on drawings for S. Jebavy Drive, Access Road, N. Jebavy Drive, Iris Road, and other miscellaneous MCRC and other Township Projects.

2022 Fountain & Tuttle Road Bridge - Both Fountain Road and Tuttle Road projects were opened to traffic on Friday November 11th. The project open to traffic date was no later than November 15, 2022.

2022 Hansen Road, Stiles to Amber – Hansen Road was opened to traffic toward the end of the day on Thursday November 17th. Pay Estimate #2 for \$639,505.50 is ready for Board approval. There was 33 days of Liquidated damages at \$900 per day totaling **(\$29,700)**. The MCRC will need to final measure the restoration when the snow melts. The Hansen Road project, Stiles to Amber was estimated at a cost of \$850,000. The final constructed cost should be around \$810,000. The project will be reviewed in the spring of 2023. Hallack will have some punch list items to complete in the spring. Final acceptance will be after the grass is established. Final measurements of restoration and culverts will complete when the snow melts for final payment.

Mac Road Pit – All Aggregates has produced about 21,500 tons of 22A modified. All Aggregate is done until April of 2023. The MCRC will be getting an Invoice from All Aggregates and Schultz Excavating in January of 2023 for about \$200,000. Schultz Excavating & All Aggregates are scheduled to produce 40,000 tons of 22A modified in the spring of 2023.

Quarterline Road Bridge (6661) – The Quarterline Road Bridge was posted at 42/56/73 tons due to rotting of several of the wooden pier piles. The bridge is posted with a 25% reduction in capacity.

Yonkers Road Culverts (13616) – Received an e-mail from Melissa Roselle on October 7, 2022, that the Yonkers Road crossing may need to be closed if not

repaired. The structure is currently posted at 5 tons per axle and 20 tons gross. I have discussed the required repairs during a staff meeting in October.

2026+/- Access Road PM Highway to S. Jebavy Drive – Steve Jones from Oxy-Chemical requested a revised easement document (simplified). Charley revised the easement and I it back to Steve Jones from Oxy-Chemical for the section of property owned by Oxy-Chemical on S. Jebavy Drive. The MCRC should budget \$100,000 for electrical work in 2023. I have a meeting with MDOT & PM Township on November 29th to discuss S. Jebavy Drive & the new access road.

2023 Fisher Road Bridge – MDOT has submitted the final plans, specification & estimate to be advertised in the MDOT January 6, 2023, bid letting. The Engineer's Estimate is about \$1,550,000 with 90% MDOT participation and 10% MCRC participation. I will be sending out an RFP for inspection services. The MCRC should budget \$280,000 in 2023 for our 10% of construction, testing and inspection services.

2022 Bryant Road – Right Turn Lane – Josh Bader & I painted 3 right turn arrows on November 10th. The MCRC will be installing signs that state "right lane must turn right" tomorrow. There have been a few motorists using the dedicated right-turn-lane as a 2nd travel lane.

2022/2023 Hansen Road (MDOT Funds) – Meyers to Dennis – Elmer's is the prime contractor and Hallack is the earthwork subcontractor. The project has been delayed until April 17th of 2023. The completion date will be June 5th, 2023. Elmer's was the low bidder at \$842,903.20. MDOT funding is \$456,204 with the balance of \$386,699.20 by the MCRC.

2023 Jebavy Drive – US-10 to Bryant Road – I submitted the program application to MDOT. The project will be bid thru the MCRC in February/March of 2023. The project requires 3 weeks prior advertising. The project is anticipated to be constructed between June and September of 2023. MDOT grant is a maximum of 58% of the project estimated at \$647,500 or a maximum of \$375,000 for the project.

2023 Iris Road – PM Highway to S. Lakeshore – MCRC sold our \$717,742.00 in RTF funds to Oakland County at 80% for a total of \$574,194.00. Iris Road will be a HMA crush & shape, new guardrail, HMA paving and related misc. work. This work will be bid through the MCRC.

J. Manager/Director Report

Received a proposal from Scott Civil Engineering to design the South Bayou Bridge for Hamlin Township. Their Board has asked that we move forward with the design.

Have been updating the Snow Paths program with our latest routes and have all the snowplow trucks as active. We take them off for the summer months. They are also working on updating their software and have asked me to Beta Test the new version.

Met with Staff on Tuesday to discuss the Local Road Policy, Five-Year plan updates and the Budget. Will have updates prepared for the December 8th meeting.

The MCRC will be receiving additional funding from the RTF in the amount of \$104,446. Oakland County has agreed to buyout this additional funding from us and has sent a revised contract for your approval. (Agenda Item).

The invasive species treatment was successful again this year. We work with North Country CISMA each here to eradicate invasive species from the roadsides.

Continue to work with Senator Vanderwall's office regarding bridge funding for non-Federal Aid eligible bridges.

K. Unfinished Business

1. New Facility Planning

The garage doors have been installed. No word from Consumers yet on the power.

Continue working on the Pre-Application for USDA-RD Commonwealth has submitted their proposal to complete the Archaeological Review of the Custer property. They will not be able to get started until the snow is gone.

I have the Scoring Mechanism prepared with questions for the interviews to be scheduled.

I was looking at December 13th beginning at 9 am at the Custer Township Hall.

a. Approve Design Build Contractor Evaluation Criteria

Motion made by Ingison to approve design/build contractor evaluation criteria as presented by Samuels. Seconded by Conklin. Ayes all. Motion carried.

Interviews to be held December 13th at the Custer Township Hall from 9:00 am to 5:00 pm.

2. Approve Contract for Sale of Federal Aid Funds to Oakland County

Motion made by Conklin to approve contract amendment for sale of Federal Aid Funds for FY 2023 to the Road Commission of Oakland County. Seconded by Ingison. Ayes all. Motion carried.

L. New Business

M. Commissioners Privilege

N. Extended Public Comment

O. Next Meeting: **Thursday, December 8, 2022 @ 10:00 am**

P. Adjournment

There being no further business the meeting was adjourned at 12:42 p.m.



Heather Braginton – Secretary



Bill Schwass - Chairman

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
DECEMBER 8, 2022****A. Call to Order**

Chairman Schwass called the December 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: Nancy Vandervest – Hamlin Twp, Jim Gallie – Amber Twp.

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 November 23, 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 Ingison to approve Accounts Payable vouchers for December 8, 2022 in the amount of \$866,475.11 and approve Payroll #25 for December 8, 2022. Supported by Conklin. Ayes all. Motion carried.

E. Review Accounts Receivable and Contingent Liabilities

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

1. Review of New Financial Reports

Braginton reviewed new financial reports that will replace some of the current reports.

F. Public Comment

G. Shop Supervisor Report

#613 New Truck Build - work is progressing daily

1. Front section wing mounts installed.
2. Hydraulic lines to rear completed.
3. Steps and Def system raised.
4. Fuel/hydraulic tank combo installed.
5. Dickey John system installed.
6. Air controls for hydraulics installed.
7. Rear backup camera monitor

installed. #705 Grader

1. This unit is at CAT in Grand Rapids being rebuilt. Cost will be 54K. the entire drive system shares the same fluid so once there was a failure in the differential housing it distributed the metal contaminated oil throughout the drive train. Our CAT REP and service manager are asking the corporation for a 50% cost match by saying this should not have happened with the low hours of 4700 on machine. Kevin said he has not seen this problem before we are the exception. Estimated 3 weeks for repairs as parts for this unit are readily available.

Overhead shop doors

I have contracted with Bouwer's sheet metal to reskin the bottom section of 3 doors. They will reskin and install new seals. Cost \$6,200.

H. Superintendent's Report

SAFETY -

Working on winter prep and toolbox talks continue.

TOWNSHIP WORK -

Working on ditching, cold patch, winter maintenance, culvert replacements, tree work, place gravel/patch, estimates/ride-alongs with Township officials.

MDOT -

Working on winter maintenance. Guardrail repairs are 100% complete.

PIT WORK -

Hauling out winter sand and 22A gravel from Mac Pit.

COLD STORAGE -

Waiting on electric service from Consumers Energy still. We received temporary occupancy so we can use the building for seasonal equipment over the winter.

FOREST SERVICE/DNR -

Woods Trail logging complete. We are cleaning up brush and stumps. Morse Rd logging complete. Doing some cleanup after the woods trail logging project.

BRIDGE REPAIR/CULVERTS -

Younkers/Budzynski in progress.

I. County Highway Engineers Report

Engineering – Josh & I are working on closing out previous 2021 MDOT projects, W. Forest Trail, Rasmussen Road & Pavement Marking. Josh has been working on Township Estimates for 2023.

Survey Department – Charley is working on permits, as build topo on Hansen Road, He is working on drawings for S. Jebavy Drive, Access Road, N. Jebavy Drive, Iris Road, and other miscellaneous MCRC and other Township Projects.

2022 Fountain & Tuttle Road Bridge - The steel sheets under the arch culvert need to be cut off at streambed elevation. Hardman has a diver scheduled for the week of December 19th to complete this work. The project open to traffic date was no later than November 15, 2022.

2022 Hansen Road, Stiles to Amber – The project will be reviewed in the spring of 2023. Hallack will have some punch list items to complete in the spring. Final acceptance will be after the grass is established. Final measurements of restoration and culverts will be completed after Charley finished the as build topo.

Mac Road Pit – All Aggregates has produced about 21,500 tons of 22A modified and 7,600 tons of 2NS sand for ice control. All Aggregate is done until April of 2023. The MCRC will be getting an Invoice from All Aggregates and Schultz Excavating in January of 2023 for about \$220,000. Schultz Excavating & All Aggregates are scheduled to produce 40,000 tons of 22A modified in the spring of 2023. Price for 22A modified was \$4.88 per ton in 2021 and is currently \$8.20 per ton. 22A natural gravel is selling at \$9.45 to \$10.00 per ton at J.R Aggregates and/or Fisher Sand & Gravel. Currently Fisher S&G is not selling large quantities of gravel due to a limited supply.

Quarterline Road Bridge (6661) – The Quarterline Road Bridge was posted at 42/56/73 tons due to rotting of several of the wooden pier piles. The bridge posting signs have been installed and pictures have been submitted into MiBridge per MDOT requirements. A notice was also sent out to all emergency responders, Mason County Press & Ludington Daily News.

Yonkers Road Culverts (13616) – The MCRC crews have been working on making repairs to the Yonkers Road twin arch culverts. The twin arch culverts are severely rusted at the water line. The MCRC crews placed stone below haunch of the arch culvert, wrapped the outside of the culverts and placed flowable fill to support the edges of the culvert. The twin culverts will be backfilled with sand with minimal compaction effort above the waterline. Crane mats will be placed between the twin culverts and will also span the culverts so that minimal weight is on top of the culverts. Pictures and sketches of the proposed repairs have been sent to our Bridge Engineer, Ryan Worden, P.E. for his approval. The pictures and design sketch will be uploaded into MiBridge per MDOT requirements.

2026+/- Access Road PM Highway to S. Jebavy Drive – The MCRC, MDOT & PM Township had a meeting last week to discuss the Access Road & S. Jebavy Drive. MDOT will most likely need to change the traffic light to a protected left.

2023 Fisher Road Bridge – MDOT has submitted the final plans, specification & estimate to be advertised in the MDOT January 6, 2023, bid letting. The Engineer's Estimate is about \$1,550,000 with 90% MDOT participation and 10% MCRC participation. I will be sending out an RFP for inspection services. The MCRC should budget \$280,000 in 2023 for our 10% of construction, testing and inspection services.

2022/2023 Hansen Road (MDOT Funds)– Meyers to Dennis – Elmer's is the prime contractor and Hallack is the earthwork subcontractor. The project has been delayed until April 17th of 2023. The completion date will be June 5th, 2023. Elmer's was the low bidder at \$842,903.20. MDOT funding is \$456,204 with the balance of \$386,699.20 by the MCRC.

2023 Jebavy Drive – US-10 to Bryant Road – The project will be bid thru the MCRC in February/March of 2023. The project requires 3 weeks prior advertising. The project is anticipated to be constructed between June and September of 2023. MDOT grant is a maximum of 58% of the project estimated at \$647,500 or a maximum of \$375,000 for the project.

2024 Iris Road – PM Highway to S. Lakeshore – Project has been pushed to 2024 due to MCRC funding.

J. Manager/Director Report

Snow paths will be launching their newest update in the next week.

Met with staff to go over the Budget, five-year plan and Local Road Policy one more time before presenting to the board at the December 8th meeting.

Continue to work with Senator VanderWall's office regarding bridge funding for non-Federal Aid eligible bridges. Nothing new to report.

PM Township has scheduled a meeting with Senator VanderWall, Senator Bumstead, Sheriff, and MCRC to discuss Speed Limit Law. The meeting is scheduled for January 5, 2023, at 11:00 am.

The Safety Committee met on December 6 to discuss truck inspection forms. They would like to invite M Ingison and myself to attend their next meeting on January 10, 2023, at 9 am.

The 2023 fuel tax (gas and diesel) will increase by 1.4 cents per gallon, or 5%, beginning January 1. The fuel tax will increase from 27.2cents /gallon to 28.6. This automatic annual "indexing" for inflation was enacted under the 2015 Transportation Package.

K. Unfinished Business

1. Facility Planning Update

No word from Consumers yet on the power but we were given a temporary Certificate of Occupancy until March 2, 2023.

Continue working on the Pre-Application for USDA-RD

Commonwealth Notified me and said they will be working at the Custer property the week of November 5th. They are on site and expect to be done by Saturday. So far no significant findings.

Reminder for the interviews scheduled on December 13th beginning at 9 am at the Custer Township Hall.

L. New Business

1. Approve 2023 Local Road Policy

Motion made by Ingison to approve the 2023 Local Road Policy as presented. Seconded by Conklin. Ayes all. Motion carried.

2. Approve 5 Year Plan and Statement of Mission and Goals

Motion made by Ingison to approve the 2023 Statement of Mission and Goals as presented. Seconded by Conklin. Ayes all. Motion carried.

3. Review Proposed FY 2023 Budget

Reviewed budgets. Budget hearing will be scheduled for December 22, 2022 at 9:30 am.

4. Discussion on 2023 Meeting Dates

Reviewed options for meeting dates.

5. Schedule a Date to Discuss Staff Wages for 2023

Samuels will provide board with evaluations and wage information for discussion at next meeting.

M. Commissioners Privilege

Ingison suggested that we consider doing an evening board meeting once per quarter.

N. Extended Public Comment

O. Next Meeting: Thursday, December 22, 2022 @ 10:00 am

P. Adjournment

There being no further business the meeting was adjourned at 11:57 a.m.


Heather Braginton - Secretary


Bill Schwass - Chairman

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
DECEMBER 22, 2022**

Public Hearing to review proposed Fiscal Year 2023 budget was held at 9:30 a.m. and commenced at 9:55 a.m.

A. Call to Order

Chairman Schwass called the December 22, 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: Chairman Schwass, Vice-Chair Ingison, Member Conklin, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser

Members Absent: None

Visitors: Deb Del Zoppo – (attended budget hearing only)

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 December 8, 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

To approve Accounts Payable vouchers for December 27, 2022 in the amount of \$301,417.19 approve Payroll #26 for December 22, 2022.

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

Motion made by Ingison to approve Accounts Payable vouchers for December 27, 2022 in the amount of \$301,417.19 and approve Payroll #26 for December 22, 2022. Supported by Conklin. Ayes all. Motion carried.

E. Review Financial Reports

The Board reviewed the Cash Balance Report, Accounts Receivable Summary and Debt Summary.

F. Public Comment

G. Shop Supervisor Report

Forklift - new used forklift is here and after several times found this to be very convenient and time saving rather than skid steer or yard loader. Works as it should.

Received a second quote from Freeland roofing for shop roof. They are about \$1000 higher than Bob's roofing. Discussed doing a lesser fix because we will only be in this building for 2-3 more years. Bob's is working on another quote for the bare minimum fix that could be done to stop the water from coming in.

#613 truck build is progressing. We will be fitting the dump box on today. Should have it all mounted by middle of next week then it moves to the hoist bay for connection of all hydraulic lines and wiring harnesses.

Truck & Salt Box Auction - won the bid on 2 sterling's and 2 stainless steel 10' slip-in salt boxes. Arranging pickup next Thursday.

Picking up #705 Grader this morning.

H. Superintendent's Report

SAFETY - Continuing Toolbox talks and winter prep. Safety Committee has been meeting to work on Driver vehicle inspection program.

TOWNSHIP WORK - winter maintenance, cold patching, ditching, tree work, estimates, bridge repair at Poll Bridge)

MDOT - winter maintenance, M116 sand removal, pre-treating

COLD STORAGE - filling up with equipment, having issues with the consumers energy service installation

FOREST SERVICE/DNR - Woods trail stump removal, Morse Rd open for snowmobile route, Morton Rd stump removal

PIT WORK - On hold due to weather

BRIDGE REPAIR / CULVERTS - Poll Bridge (Younkers Rd) will be done today. Budzinski is done.

I. County Highway Engineers Report

Engineering – Josh & I are working on closing out previous 2020, 2021 & 2022 MDOT projects, W. Forest Trail, Rasmussen Road, Hoague & Darr & (2) Pavement Marking projects. Josh has been working on Township Estimates for 2023.

Survey Department – Charley is working on permits, as build topo on Hansen Road is completed. He is working on drawings for S. Jebavy Drive, Access Road, N. Jebavy Drive, Iris Road, and other miscellaneous MCRC and other Township Projects.

2022 Fountain & Tuttle Road Bridge - The steel sheets under the arch culvert need to be cut off at streambed elevation. Hardman is having trouble scheduling a diver for this work. The project completion date is November 15, 2023.

2022 Hansen Road, Stiles to Amber – The project will be reviewed in the spring of 2023. Hallack will have some punch list items to complete in the spring. Final acceptance will be after the grass is established.

Mac Road Pit – All Aggregates has produced about 21,500 tons of 22A modified and 7,600 tons of 2NS sand for ice control. All Aggregate is done until April of 2023. The MCRC will be getting an Invoice from All Aggregates and Schultz Excavating in January of 2023 for about \$220,000. Schultz Excavating & All Aggregates are scheduled to produce 40,000 tons of 22A modified in the spring of 2023.

Yonkers Road Culverts (13616) – The MCRC crews have been working on making repairs to the Yonkers Road twin arch culverts. The twin culverts need to be backfilled with sand with minimal compaction effort above the waterline. Crane mats will be placed between the twin culverts and will also span the culverts so that minimal weight is on top of the culverts. The load rating for this crossing will be changed to 3 Tons Gross per Melissa Roselle & Ryan Worden of Scott Civil Engineering. The pictures of the repair, design

sketches and revised 3 Ton Gross load restriction will be uploaded into MiBridge per MDOT requirements.

2023 Pavement Marking – Josh will be working on the 2023 Pavement Marking bid documents for the South half of Mason County. The project is anticipated to be bid through the MCRC in late February of 2023. Anticipated cost is \$55,000 for primary roads and \$35,000 for local roads paid by the MCRC.

2023 Fisher Road Bridge – MDOT has submitted the final plans, specification & estimate to be advertised in the MDOT January 6, 2023, bid letting. The Engineer's Estimate is about \$1,550,000 with 90% MDOT participation and 10% MCRC participation. I will be sending out an RFP for inspection services after the project is bid through the MDOT bid letting. The MCRC should budget \$280,000 in 2023 for our 10% of construction, testing and inspection services.

2022/2023 Hansen Road (MDOT Funds)– Meyers to Dennis – Elmer's is the prime contractor and Hallack is the earthwork subcontractor. The project has been delayed until April 17th of 2023. The completion date will be June 5th, 2023. Elmer's was the low bidder at \$842,903.20. MDOT funding is \$456,204 with the balance of \$386,699.20 by the MCRC.

2023 Jebavy Drive – US-10 to Bryant Road – The project will be bid thru the MCRC in February/March of 2023. The project requires 3 weeks prior advertising. The project is anticipated to be constructed between June and September of 2023. MDOT grant is a maximum of 58% of the project estimated at \$647,500 or a maximum of \$375,000 for the project. The balance for the MCRC is approximately \$275,000.

2024 Iris Road – PM Highway to S. Lakeshore – Project has been pushed to 2024 due to MCRC funding. The project will be bid through the MCRC. The MCRC is selling our 2023 MDOT funding for this project. The total cost of Construction is estimated at \$830,000. The MCRC should receive approximately \$570,000 from Oakland County (purchased our 2023 MDOT funds) leaving a balance of \$260,000 for the MCRC. Once we receive the funds from Oakland County the estimated \$830,000 will be paid by the MCRC for this project.

J. Manager/Director Report

Snow paths has been updated and I have asked if they will be working on a better format to make the program more user friendly for a cell phone.

Brine bids are due on the 28th.

The weekly staff meeting was held yesterday. We discussed building repairs, the purchase of two used plow trucks and slip in sanders. Misc. project discussions.

Preparing for the impending winter storm. Have received information from L Reimink emergency manager and what she will expect if an emergency arises. We will be on Teams virtually unless the EOC is implemented, and onsite participation is needed.

Many phone calls the past two weeks.

K. Unfinished Business

1. Facility Planning

We have started moving equipment to the cold storage building. Nothing scheduled yet from Consumers Energy.

Continue working on the Pre-Application for USDA-RD. Submitted the Project Narrative and the Applicant Contribution Letter. Will be sending the 5-year operating budget projections.

The interviews for a Design Build Contractor were held on December 13th beginning at 9 am at the Custer Township Hall. There were three interviews completed that day.

In preparation for today's meeting, I have sent the information to the USDA-RD confirming our processes with advertising and the results of the interviews.

Commonwealth has completed the Archaeological review of the Custer property with no significant findings.

a. Award Design/Build Contract

Motion made by Ingison to award the Design/Build contract to JBS Contracting, Inc. Supported by Conklin. Roll Call Vote: Schwass - Aye, Ingison - Aye, Conklin - Aye. Motion Carried.

2. Approve Board Meeting Dates

Discussion was held regarding the suggestion from A. Kmetz to move our meetings to Tuesdays. After reviewing the options, the consensus was that

Thursdays work the best for our administrative processes here at the Road Commission, so we will not change the day that our meetings are held. Ingison suggested that we try holding a couple of our meetings in the evening to encourage more public attendance. Motion made by Conklin to approve meeting dates as amended to change the meeting dates of March 9th and September 28th to 7:00 pm. Supported by Ingison. Ayes all. Motion carried.

3. Approve FY 2022 Amended Budget

Motion made by Ingison to approve the FY 2022 budget amendment as presented. Supported by Conklin. Ayes all. Motion carried.

4. Approve FY 2023 Proposed Budget

Motion made by Conklin to approve the FY 2023 budget as presented. Supported by Ingison. Ayes all. Motion carried.

L. New Business

1. Approve Township Contracts

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. 2023 Highway Conference - March 21-23

Attendees will be Mike Ingison, Jeff Conklin, Deb Del Zoppo, and Mary Samuels.

3. Approval to advertise for bids for Track Loader/Forestry Head/Drum Mulcher

Motion made by Ingison to authorize advertisement to accept bids for a track loader with forestry head attachment and mulcher attachment. Supported by Conklin. Ayes all. Motion carried.

4. Discuss naming bypass access road

Schwass requested that we consider naming the new Jebavy/Pm Hwy bypass road after John Bergh.

M. Commissioners Privilege

N. Extended Public Comment

O. Next Meeting: **Thursday, January 12, 2023 @ 10:00 am**

P. *Request by Manager for closed meeting to discuss wages*

Commissioners and Manager entered Closed Session at 11:55 a.m.

Closed session ended and regular meeting resumed at 12:13 p.m.

Motion made by Ingison to issue a 5% raise for all staff and issue a \$2500 performance bonus for J. Baunoch and a \$2500 performance bonus for J. Peters. Supported by Conklin. Ayes all. Motion carried.

Q. Adjournment

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


Heather Braginton – Secretary


Mike Ingison - Chairman

MASON COUNTY ROAD COMMISSION
GENERAL OPERATING FUND
STATEMENT OF REVENUES-AMENDED
For year ending December 31, 2022

REVENUES	2021 Actual Budget 12/31/2021	2022 Adopted Budget 1/1/2022	2022 Amended Budget 6/30/2022	2022 Amended Budget 12/31/2022	Adjustment
FEDERAL SOURCES:					
Federal STP Funds	402,642	500,636	404,525	375,265	(125,371)
Federal Bridge Funds	-	-	475,680	1,538,504	1,538,504
Federal Safety Grant	-	242,017	233,257	149,181	(92,836)
Federal Forestry Grants (USFS)	550,982	87,793	87,793	-	(87,793)
STATE SOURCES					
Engineer	10,000	10,000	10,000	10,000	-
Snow Removal	201,927	201,927	201,927	217,910	15,983
Mileage Transfer	312,752	205,196	205,196	225,423	20,227
Michigan Transportation Fund	6,537,887	6,655,862	6,808,444	6,828,444	172,582
Other State Contributions	-	-	-	290,385	290,385
Local Bridge Funds	-	1,097,100	1,102,840	288,469	(808,631)
Small Urban Funds	-	-	478,796	-	-
Rural Funds - D	-	608,085	237,956	220,744	(387,341)
Forest Road - E	48,297	48,297	48,297	48,297	-
CONTRIBUTIONS FROM OTHERS					
Township Contributions	1,443,357	1,656,932	1,995,788	1,792,043	135,111
Permits	23,732	20,000	21,805	37,265	17,265
Other Contributions	700,135	-	69,679	256,651	256,651
CHARGES FOR SERVICES					
State Trunkline Maintenance	711,164	1,028,722	1,028,722	1,155,000	126,278
State Trunkline Non-Maintenance	627,369	-	-	267,000	267,000
Services for Others	101,324	112,000	191,453	30,000	(82,000)
OTHER					
Interest Earned	35,449	36,000	7,500	14,524	(21,476)
Rents	2,123	-	2,124	2,124	2,124
Salvage Sales	16,496	12,000	11,021	5,019	(6,981)
Reimbursements	-	-	28,819	31,208	31,208
Sundry Refunds	33,090	-	-	-	-
Handling Charges	-	-	-	-	-
Gain On Sale of Property	-	-	-	-	-
Gain On Disposal of Equipment	413,829	-	74,524	10,489	10,489
Gain On Sale of Inventory	1,844	-	12,000	132,522	132,522
OTHER FINANCING SOURCES:					
Installment Purchase Proceeds	-	984,750	884,750	884,750	(100,000)
Lease Purchase Proceeds	384,750	-	-	-	-
TOTAL REVENUES	12,559,149	13,507,317	14,622,895	14,811,217	1,303,900
FUND BALANCE BEGINNING	4,106,279 *	4,532,702	4,059,464	4,532,702	
TOTAL	16,665,428	18,040,019	18,682,359	19,343,919	

* Fund Balance Restated

MASON COUNTY ROAD COMMISSION
GENERAL OPERATING FUND
STATEMENT OF EXPENDITURES-ADOPTED
For year ending December 31, 2022

EXPENDITURES	2021 Actual Budget 12/31/2021	2022 Adopted Budget 1/1/2022	2022 Amended Budget 6/30/2022	2022 Amended Budget 12/31/2022	Adjustment
<u>PRIMARY ROAD FUNDS</u>					
Heavy Maintenance	2,558,352	4,626,312	5,318,312	5,176,984	550,672
Routine Maintenance	1,100,619	960,000	900,177	1,045,235	85,235
<u>LOCAL ROAD FUNDS</u>					
Heavy Maintenance	1,421,954	2,000,000	2,107,662	2,326,181	326,181
Routine Maintenance	3,246,708	2,980,000	2,877,463	3,125,123	145,123
<u>SERVICES FOR OTHERS</u>					
State Trunkline Maintenance	711,164	1,028,722	1,028,722	1,058,304	29,582
State Trunkline Non-Maintenance	627,369	-	-	267,000	267,000
Other Government Agencies	181,455	112,000	176,454	285,395	173,395
<u>EQUIPMENT EXPENSE</u>					
Direct (A510 - equipment repairs)	1,729,088	1,797,257	1,883,208	1,836,979	39,722
Indirect (A511 - shop expense)	901,335	880,297	1,227,856	860,928	(19,369)
Operating (A512 - fuels, oils, parts)	331,861	293,000	452,507	474,709	181,709
Equipment Rental	(1,887,346)	(1,935,000)	(2,057,552)	(2,153,000)	(218,000)
Total Equipment (Net)	1,074,938	1,035,554	1,506,019	1,019,616	(15,938)
ADMINISTRATIVE EXPENSE (NET)	402,339	441,432	487,114	461,305	19,873
CAPITOL OUTLAY EXPENSE (NET)	162,664	358,918	357,145	713,698	27,722
DEBT SERVICE (NET)	645,164	817,262	617,920	610,683	(206,579)
TOTAL EXPENDITURES	12,132,726	14,360,199	15,376,988	16,089,523	-
CHANGE IN FUND BALANCE	426,423	(852,882)	(754,093)	(1,278,306)	
FUND BALANCE ENDING	4,532,702	3,679,820	3,778,609	3,254,396	
TOTAL BUDGET	17,091,851	17,187,137	18,589,826	18,065,613	

APPENDIX A**Township Projects Approved on December 22, 2022**

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
152	MEADE	REID RD	From Freesoil Rd to end of HMA	0.79	Select wedging 4' wide / 141 Ton	\$ 23,960.15
153	MEADE	BUDZYNSKI	From Freesoil Rd North to Bennett	0.49	Chip & Fog Seal including Crack Seal 22' wide	\$ 18,526.16