

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
APRIL 13, 2023****A. Call to Order**

Chairman Ingison called the April 13, 2023 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 Ingison, Vice-Chair Conklin, Member Del Zoppo, Manager/Director Samuels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser, Shop Supervisor Keating

Members Absent: None

Visitors: Rich Rouwhorst – Sheridan Twp. Resident, Joel Mikkelsen - Hart Montague Bicycle Trail Manager

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

Motion made by Conklin to approve the agenda as presented. Seconded by Del Zoppo. Roll Call Vote: Ingison - Aye, Conklin - Aye, Del Zoppo - Aye. Motion carried. Motion carried.

1. Conflicts of Interest

None.

C. Approval of Meeting Minutes

The minutes of the March 30, 2023 regular meeting were reviewed. Motion made by Conklin to approve the minutes as presented. Supported by Ingison. Roll Call Vote: Ingison - Aye, Conklin - Aye, Del Zoppo - Aye. Motion carried.

D. Approval of Accounts Payable & Payroll

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

Motion made by Del Zoppo to approve Accounts Payable vouchers for April 18, 2023 in the amount of \$ 272,158.72 and Pre-approve Payroll #8 for April 13, 2023. Seconded by Conklin. Roll Call Vote: Ingison - Aye, Conklin - Aye, Del Zoppo - Aye. Motion carried.

E. Review of Financial Reports

The Board reviewed the Cash Balance Report, Accounts Receivable Summary and Debt Summary.

F. Public Comment

Rich Rouwhorst inquired about what road projects are happening in his township this year. Braginton will email a list to him. Also asked about the brine situation with the impending MDEQ mandates coming in the future.

Joel Mikkelsen, Manager of the Hart Montague Bicycle Trail, addressed the board regarding a new bicycle route being established connecting other existing bicycle trails through Mason County. They are proposing a route from the east that follows Hawley Rd and continuing along an undetermined route to connect the designated route on South Lakeshore Dr. They are going to work with the state on establishing the bike route designation and are able to purchase signage materials, but he is asking if we could handle the installation of the signs. Samuels will do some research on the liability aspect of this and get back in touch with him.

G. Fleet & Facilities Report

Box swaps – One truck left to do today #607 and all salt to dump swaps will be completed.

#705 CAT Grader – CAT called me on Monday to inform me that they still haven't acquired an oil injection pump. Plus, another issue they found is that the missing teeth on the pump gear are in the engine and they must pull the engine to diagnose/repair.

#70 CAT dozer – We pulled transmission here in shop and sent to CAT for rebuild. CAT disassembled trans and found that the planetary gears wore through the shafts in the carrier. The repair cost estimate is \$14561.81. Since the metal went through the radiator it too was wrecked. Add \$5083 for a new one to the bill. CAT has elevated this to corporate to ask for cost share.

Brine flow metering system – April 27th scheduled tentative date when representatives from Truck & Trailer and Bosch will be here to evaluate our brine

systems so we can equip our truck and trailers with flow meters to comply with EGLE requirements.

Verizon Reveal – Working with Verizon to get several GPS units repaired/replaced. Technician to be here on the 17th for units #32, #613, #704 not responding correctly. Then another tech on the 20th for #621 not responding. Multiple calls, emails with different people to correspond with to get this accomplished. Not an easy business to deal with.

#506 sign truck – I have scheduled the required annual inspection of the aerial lift with Aerial Hydraulics on April 24th.

H. Superintendent Report

SAFETY - Work Zone Safety Training is on April 13th as well as Forklift Skills Testing. Continue to work on Pre-trip Inspections and Toolbox Talks. Training for First Aid-CPR-AED and Chainsaw Safety will be on April 19th and 20th. Also training for Hazard Identification & Assessment.

TOWNSHIP PROJECTS / MAINTENANCE - 90% finished with Weaver Road boat launch, Shoulder Pulling (2 Crews), Ditching & Drainage (2 Crews), Tree Work (1 Crew), Cold Patch, Blade Roads.

MDOT - Cleanup from Winter Maintenance, Cold Patch, Schedule Summer Projects.

FOREST SERVICE/DNR - Stump removal on Morton Road (5 Lane Miles). Morse Road (Utility Coordination).

PIT WORK - Started screening stone at Deren Pit.

COLD STORAGE - Continue working on access road.

- *Ingison commented that he would like to see us get some AED's and First Aid Kits in the Foreman Trucks for employees working in the field.*

I. County Highway Engineer Report

Engineering – Josh & I have been working on a few Township Estimates for 2023. Josh & I are also working on closing the 2021 Rasmussen Road Project

85% complete. The MDOT review for Rasmussen Road is scheduled for April 18th, 2023.

Survey Department – Charley is working a couple of hours daily on permits. Charley is working on the topo for about 9 miles on Countyline & Campbell Roads. This will be an ongoing project to establish a new road centerline, acquire easements and stake the roadway for the USFS logging permit. Charley is working on the drawings for S. Jebavy Drive, Access Road, Iris Road, and other miscellaneous MCRC and other Township Projects as time permits.

2023 Jebavy Drive – US-10 to Bryant Road – Two bids were received on March 31st, 2023 @ 2:00P.M. Rieth-Riley was the low bidder; with a base bid of \$605,982, alternate bid of \$641,212. Wadel Stabilization base bid was \$683,762, alternate bid was \$764,687. There are a few utilities that are in conflict (Consumers, DTE, Frontier & Carr Telephone) that need to be relocated by June 1, 2023. The project is anticipated to take about 6 weeks and is anticipated to be constructed between July 5th and September 1 of 2023. MDOT grant is a maximum of 57.92% of the project estimated at \$647,500 (in 2020) or a maximum of \$375,000 for the project. The Engineer estimate is \$753,242. Any balance over \$375,000 will be the responsibility of the MCRC. MDOT has approved the bid tabs and has recommended award to the low bidder, Rieth-Riley in the amount of \$641,212 for the alternate bid items. With the alternate bid items, the MCRC will keep approximately 5,000 tons of HMA millings at a cost of about \$15,000 to the MCRC.

2022 Hansen Road Project – There will be some additional cleanup work along the roadway and possibly some restoration. The restoration will be evaluated in mid to late May to see if any areas need rework. The final payment of \$9,852.50 will be made after final acceptance.

2023 Hansen Road Project – East of Meyer Road to East of Dennis Road. Josh & I will be working on setting up the Field Manager project documentation prior to the start of the project on April 17, 2023. Josh Bader staked the detour last week. Charley & Josh have staked the right-of-way, stationing, and culvert replacements. Elmer's was the low bidder at \$842,903.20. Maximum MDOT funding is \$456,204 with the balance of \$386,699.20 +/- by the MCRC.

2023 Fisher Road Bridge – A pre-construction meeting was held on Friday March 10th, 2023, for the Fisher Road Bridge. The project is anticipated to start in early May 2023. Anticipated completion date is August 2023. The anticipated start date of April 10th was delayed due to the time to manufacture some of the bridge materials (tub-girders, etc.)

2023 Pavement Marking – Michigan Pavement Marking will be painting the primary & some local roads in the south half of Mason County. The work is anticipated to start in May and will be complete by June. The bid and

estimated cost is \$79,810.06 (75% primary roads & 25% local roads) paid by the MCRC.

2026 Jebavy Drive – US-10 South – I will continue to work on the remaining paperwork that is required so S. Jebavy will qualify for MDOT funding. It is anticipated to rebuild S. Jebavy and the access road to PM Highway in 2026. Buist Electric will proceed with moving the electrical switch and installing new electrical lines to Family Fare in May or June. (\$60,000)

Mac Road Pit – Schultz Excavating & All Aggregates plan to start processing 40,000 tons of 22A-Modified gravel in April through June.

(NC) 2023 HMA Resurfacing Program – Rieth-Riley has agreed to hold the unit prices from 2022 for the 2023 HMA Township projects. The MCRC does not have any HMA preventative maintenance projects on primary roads scheduled for 2023. The HMA Resurfacing Program for 2023 (5,000 tons +/-) is much smaller than it was in past few years 2022 (12,500 tons), 2021 (19,500 tons), 2020 (14,500 tons). It is in the best interest of the MCRC to extend the 2022 contract unit prices for 2023, per the 2022 Contract documents.

(NC) 2023 Chip Seal Program – Currently we have about 7 miles of chip seals scheduled on Township Projects in 2023. The MCRC does not have any chip seal projects scheduled on primary roads in 2023. I contacted Highway Maintenance & Construction, and they are not interested in extending the 2022 contract for 2023.

J. Managing Director Report

I will be attending the Managers Retreat Program on May 4 & 5 at Treetops.

Working on the set up for Dust Paths.

Continue to work on setting up the Managers Plus Program. This has proven to be a little more challenging than expected. The 2nd call is scheduled for next week. We are continuing with the tutorials to learn how to set up the pre-inspection requirements.

We are now on the 4–10-hour day workweek beginning April 10. Weight restrictions have been lifted.

Road brining will remain the same as last year. We are waiting on Truck and Trailer to come here to decide which type of flow meter we need for our brine trucks. Hope to have those by start-up of the brine season.

The meeting with the Supervisor's and MCRC was very well attended. Representatives from Michigan Chloride were present to discuss the issue with

Egle and answer questions. Discussion on road projects and update on our Federal Aid Projects.

Will be meeting with Wendy Wells (WSCC) next week to continue discussions on the proposed drivers training project to be located at the Custer property.

K. Unfinished Business

1. Facility Planning

No change on the application for funding through the underwriting approval process.

The information for SHPO was submitted regarding the anticipated use of our current facility at which time we take occupancy of the new facility. Received a letter from SHPO wanting more information regarding our current facility. They are not in favor of the change we are requesting.

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. Seconded by Del Zoppo. Roll Call Vote: Ingison - Aye, Conklin - Aye, Del Zoppo - Aye. Motion carried.

2. Jebavy Drive US-10 to N. of Bryant - Category F Project – Award to low bidder Rieth-Riley with alternate bid items (\$641,212)

Motion made by Conklin to award bid to Rieth Riley for project on Jebavy Dr from US-10 to Bryant Rd. Seconded by Del Zoppo. Ayes all. Motion carried.

3. Board approval for Extending the 2022 HMA Paving contract with Rieth-Riley into 2023 using 2022 unit prices

Motion made by Conklin to approve extension of 2022 HMA paving contract with Rieth Riley. Seconded by Del Zoppo. Ayes all. Motion carried.

M. Commissioners Privilege

Del Zoppo - commended staff for efforts she has seen to save money for the Road Commission.

Ingison - Asked about damaged guardrail on Stiles by West Shore Community College. Wants to schedule ride around with Jeff and Eric after May 1st.

N. Extended Public Comment

O. Next Meeting: Thursday April 27 , 2023 @ 10:00 am

P. Adjournment

There being no further business the meeting was adjourned at 12:29 p.m.


Heather Braginton - Secretary


Michael Ingison - Chairman

APPENDIX A

Township Projects Approved on April 13, 2023

JOB #	TWP	ROAD NAME	LOCATION	LENGTH	DESCRIPTION	PROJECT COST
033	EDEN	DARR RD	South of Hawley Rd	0.11	Place 3 inches slag 22 feet wide - compacted	\$ 8,083.66
090	HAMLIN	DUST CONTROL	Township Wide	13.96	1 Single and 1 Double Application 104,730 gallons	\$ 21,993.30
091	HAMLIN	DUST CONTROL	Nurnberg Rd	7.83	1 Single Application 19,575 gallons	\$ 4,110.75
100	VICTORY	DUST CONTROL	Township Wide	47.20	One Double Application. 248,350 gallons (Before Memorial Weekend)	\$ 49,554.75
110	SHERMAN	DUST CONTROL	Township Wide	34.84	Three Single Applications. 261,322.5 gallons	\$ 36,585.16
150	MEADE	DUST CONTROL	Township Wide	8.89	Two Double - 5000 gallons per mile 88,900 gallons	\$ 18,669.00
151	MEADE	DUST CONTROL	Bennett Rd	0.35	Two Double - 5000 gallons per mile 3,500 gallons	\$ 735.00
	GRANT	DUST CONTROL	Township Wide	32.73	1 Single Application 81,830 gallons	\$ 17,184.30
011	RIVERTON	BRYE RD	Hawley Rd Northerly 43	0.08	Add 4" gravel, Place 15 in x 60 ft CMP, HMA Paving 26' wide, Valley Gutter/Spillways	\$ 40,263.65
022	RIVERTON	MORTON RD	South of Meisenheimer	1.01	Crack Seal Chip & Fog Seal	\$ 43,186.69
023	RIVERTON	SCHWASS RD	South of Chauvez Rd 1:	0.03	Overlay existing HMA at (150 lb/syd) 22' wide (51 Ton)	\$ 8,969.63
024	RIVERTON	APPLETON RD	South of Meisenheimer	1.50	Ditch cleanout, 4 CMP, Place 22A Mod Gravel 22' wide compacted, restoration	\$ 54,323.28