

**MEETING MINUTES****MASON COUNTY ROAD COMMISSION  
MAY 25, 2023****A. POLICY REVIEW WORK SESSION - 9:00 am**

Reviewed Administrative Policies 14-29.

**B. Call to Order**

Chairman Ingison called the May 25, 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: Nancy Majtyka, Betty Mackey, Tim Gibson

**1. Pledge of Allegiance****C. 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.

**D. Approval of Meeting Minutes**

The minutes of the April 27, 2023 regular meeting were reviewed. Del Zoppo mentioned that when she referred to Mike Quinn, she actually meant Dan Quinn. Correction made in 5/11/23 minutes. Motion made by Del Zoppo to approve the minutes with correction. Supported by Conklin. Roll Call Vote: Ingison - Aye, Conklin - Aye, Del Zoppo - Aye. Motion carried.

**E. 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 May 30, 2023 in the amount of \$469,687.34 and Approve Payroll #11 for May 25, 2023. Seconded by Del Zoppo. Roll Call Vote: Ingison - Aye, Conklin - Aye, Del Zoppo - Aye. Motion carried.

#### F. Review of Financial Reports

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

#### G. Fleet & Facilities Report

Brine components - Received quotation for hydraulic system components to fit up one Kenworth T880 to be able to accurately meter brine flow. This is so we can comply with future EAGLE requirements. This will be a multi-use system so the T880 can function with all our requirements such as Lead Dump Trailer, Lowboy Equipment Trailer, and Dust Control Trailer. Price \$8,621.65 for truck mount hydraulic system components. We will have additional material & our labor costs for materials such as hoses, filters, fittings and installation.

Truck #608 - Truck is currently at Grand Traverse Diesel. They had to pull the transmission out of truck to access engine to diagnose problem. Spun main bearings and broken crankshaft. Needs new engine. GTD quote \$53,388.52. Did some checking and another option I found a 2020 DD13 new motor zero miles for \$28,900.

Grader #705 - Engine replacement completed and Grader ready for pickup. CAT is processing paperwork to certify this machine with a 5-year warranty.

Truck refurbishing - Jack from Accurate Truck, mechanics Fred & Steve & myself looked over several of our trucks and we discussed the current overall condition. Together we decided Truck #637 which is a 2007 Freightliner tandem is most in need and a good candidate for refurbishing. This process would include new frame, suspension components, brake components, hydraulic & air hoses as needed and so on. Will have quote and complete details by next board meeting 6/8.

New CAT Equipment - Received new quotes on Grader and Wheeled Excavator leasing. I passed those along to Mary. I currently have Dan at AIS working on quote for John Deere Grader and Excavator. AIS is the John Deere MIDEAL contract. I also have Dan bringing a JD Demo Grader equivalent to our CAT 140m and a JD-644 loader with 4 yard bucket for us to try out.

## H. Superintendent Report

Safety - Pre-trips, Toolbox Talks, Traffic Control

Township Projects/Maintenance - Shoulder Pulling, Blade For Brine, Brine 1<sup>st</sup> Round (In Progress), Ditching & Drainage, Tree Work, Cold Patch, Darr & Filburn Road (Ready for Slag), 100% Larsen Road-Paving & Restoration, 100% Marrison Road-77'x55" Culvert, 100% Marrison Road-48' Culvert, 90% Tuttle Road Between Wilson & Conrad Road, 50% Fountain Road Between Meyers & Beaune Road, 100% Amber Road-Paving/Wedging, 100% Brye Road-Paving/Wedging

MDOT - M-116 Sand

Forest Service /DNR - Woods Trail, Morse Road (Earthwork in Progress)

Pit Work - Haul Clay to Mac Road from Taylor for Gravel, Screen Stone at Deren Pit for Gravel

## I. County Highway Engineer Report

Survey Department – Charley is working a couple of hours daily on permits. Charley is working on the topo for Custer Road between US-10 to Freesoil. Charley is also construction staking for Hansen Road, Fisher Road Bridge, Jebavy Drive and other miscellaneous MCRC and other Township Projects as needed.

2023 Jebavy Drive – US-10 to Bryant Road – Utilities are scheduled to be relocated by June 1, 2023. A pre- construction meeting will be scheduled in the next two weeks. Rieth-Riley is the Contractor with an anticipated cost of \$641,212 for the alternate bid items. (MDOT has paid the MCRC \$371,902.96) The MCRC is responsible for the balance. 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 – Hallack Contracting has 2 driveways that need to be widened out. The final payment of \$9,852.50 will be made after the grass is established and final acceptance.

2023 Hansen Road Project – Hallack Contracting started work on the project on April 17<sup>th</sup>. The roadway has been pulverized and HMA leveling course is placed as of 5-18-2023. Concrete Driveways have been poured. Hallack & Elmer's working on HMA & aggregate driveways this week. Aggregate shoulders, restoration and guardrail scheduled for next week. Josh Bader is on this project daily per MDOT requirements. Completion date is June 9, 2023. 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 – The project started on May 15<sup>th</sup>, 2023. Anticipated completion date is September 15<sup>th</sup>, 2023. The old bridge has been removed. Hardman is working on installing the sheeting this week. Prein & Newhof is doing the MDOT required daily inspection on this project.

2026 Jebavy Drive – US-10 South to PM Highway – The HMA and concrete have been sawcut. Consumers energy will need to get an easement from Family Fare & OXY Chemical for setting another power pole on Family Fare property and crossing OXY Chemical property. I am still working with OXY chemical regarding our easement for the future roadway. OXY Chemical recently sent me an e-mail stating that they might need to lower the brine lines under the future roadway, at an estimated cost of \$155,000. I will continue to work with OXY Chemical team to try to find a more economical solution. I will also continue to work on the remaining paperwork that is required so S. Jebavy will qualify for MDOT Category F & Small Urban funding. It is anticipated to rebuild S. Jebavy and the access road to PM Highway in 2026.

Mac Road Pit – Schultz Excavating & All Aggregates have started processing to produce approximately 40,000 tons of 22A-Modified gravel. Aggregate material testing is being completed during the gravel processing. Preliminary test reports show that the material meets 22A-modified and has 8% on the 200 sieve. This is good for compaction and provides a drainable aggregate base for future HMA paving. They should complete producing the gravel by the end of June.

2023 HMA Resurfacing Program – Rieth-Riley has completed the HMA wedging for the chip seal projects. Rieth-Riley has completed Larson & Griffith Roads. They will continue to pave other roads as their schedule and the MCRC crew schedule permits. There are approximately 7,000+ tons of HMA for the resurfacing program this year.

2023 Chip Seal Program – Currently we have about 7 miles of chip seals scheduled on Township Projects in 2023. Highway Maintenance & Construction confirmed in writing that they are not interested in extending the 2022 contract for 2023. I have completed the list of roads and location maps for the MCRC crews to crack seal prior to the OCRC chip sealing our roads this year.

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.

## J. Managing Director Report

Snow Paths has updated their name to Fleet paths due to their expanding fleet tracking applications. They will also be adding a Driver Vehicle Inspection Report (DVIR) which is what we are looking for. That will be coming soon.

I am waiting to hear from MDOT to find out if they can finance our share for the new salt shed.

Deb and I attended the Paul Bunyan meeting last Thursday. There was much discussion on disposing of dead deer and possible changes coming for brine application. The meeting was very well attended.

For information purposes we have requested quotes for a new road grader and wheeled excavator. They are attached in the Board Paq.

R Always has been videotaping our Hansen Road Project and the Fisher Road Bridge Project with his drone and has sent a few shots of the projects. Some of those pictures are attached.

Attended a meet and greet for the new Emergency Management Coordinator on Monday late afternoon. His name is Heath Scarborough and is replacing Liz Reimink.

Continue to advertise for a mechanic. We should consider hiring two at this time as there is a retirement coming in August or September in the shop.

## K. Unfinished Business

### 1. Facility Planning

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

The letter was sent out to the Deputy State Historic Preservation Officer describing the Area of Potential Effect (APE) and asking for concurrence in our finding of No Effect to Historic Properties. The letter went out on May 22, 2023.

## L. New Business

### 1. Proposal to Change the next meeting date to the 7th

No problems with changing meeting.

## 2. CRASIF Board Call for Candidates

Informational.

## 3. Approve Purchase of Foreman Truck

Quote was provided for a new pickup through the MDeal contract for \$47,500.00. Motion made by Conklin to approve the purchase of a new Foreman truck as presented. Seconded by Del Zoppo. Ayes all. Motion carried.

## 4. Approve Engineering Reimbursement Request

Motion made by Conklin to approve Engineering Reimbursement Request for a \$10,000 reimbursement from the State of Michigan. Seconded by Del Zoppo. Ayes all. Motion carried.

## M. Commissioners Privilege

Conklin - Please add an agenda item for the next meeting for support for the parks & rec grant application

Ingison wanted to let Rob Alway know how much we appreciate his support for the aerial photos he has been doing of our projects.

Samuels - will be on vacation from June 8 to June 22.

## N. Public Comment

Nancy Majtyka addressed the board to inquire about the possibility of the gravel portion of Benson being paved at any time in the future. She was told that it is unlikely.

Betty Mackey addressed the board to inquire about the possibility of the gravel portion of Townline from US-31 to Quarterline being paved at any time in the future. Nelson told her that he is hoping to get some assistance from MDOT paving that section when they need to use it as a detour route for a future US-31 project.

Tim Gibson - Thanked Mary for taking the time to address his concerns. Asked if the work by his property is complete. Requested more fill to lessen the slope and also more riprap around the culvert.

O. Next Meeting: Thursday, June 8, 2023 @ 10:00 am

P. Closed Session

Motion by Conklin to enter Closed Session at 11:12 am. Seconded by Del Zoppo. Ayes all. Motion carried.

Motion by Conklin to leave Closed Session at 11:28 am. Seconded by Del Zoppo. Ayes all. Motion carried.

Motion by Conklin to pursue clarification of the approval process or roadkill disposal site. Seconded by Del Zoppo. Ayes all. Motion carried.

Q. Adjournment

Motion by Conklin to close meeting. Seconded by Del Zoppo. Ayes all. Motion carried. There being no further business the meeting was adjourned at 11:32 a.m.

  
Heather Braginton - Secretary

  
Michael Ingison - Chairman