

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
AUGUST 10, 2023****A. Call to Order**

Chairman Ingison called the August 10, 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: Jim Gallie – Amber Twp.

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.

1. Conflicts of Interest

None.

C. Approval of Meeting Minutes

The minutes of the July 27, 2023 regular meeting were reviewed. It was noted that Tom Smith attended via Zoom. Motion made by Del Zoppo to approve the minutes as presented. Supported by Conklin. 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 Conklin to approve Accounts Payable vouchers for August 15, 2023 in the amount of \$364,214.53 and Pre-Approve Payroll #17 for August 17, 2023. Seconded by Del Zoppo. Roll Call Vote: Ingison - Aye, Conklin - Aye, Del Zoppo - Aye. Motion carried.

E. Review of Financial Reports

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

1. Budget Update

Budget update was reviewed.

F. Reports from Other Agencies

None.

G. County Highway Engineer Report

Survey Department – Charley is working a couple of hours daily on permits. Charley is also construction staking for Fisher Road Bridge and other miscellaneous MCRC & Township Projects as needed.

2023 Jebavy Drive – US-10 to Bryant Road – Jebavy Drive was opened to traffic on Wednesday August 2nd after the pavement markings were completed. The turn arrows and stop bars were completed on Thursday due to a brief rain shower late Wednesday morning. The MDOT TED Category F Grant was based on an estimated cost of \$650,000. The anticipated final cost of the project is about \$636,000.

2022 Hansen Road Project – The final payment of \$10,480 will be made after Hallack Contracting agrees with the final quantities. Josh & I have reviewed the discrepancies sent to us in mid-June by Amber from Hallack Contracting. I have sent Amber the revised quantities for approval.

2023 Hansen Road Project – Josh & I are working on the final quantities with the Contractor & MDOT documentation. The anticipated final amount of the project is about \$900,000. Maximum MDOT funding is \$560,000 with the anticipated balance of \$340,000 +/- by the MCRC.

2023 Fisher Road Bridge – The project started on May 15th, 2023. Anticipated completion date is September 15th, 2023. Hardman set the beams this week. It is anticipated that they will pour the concrete deck in the next two weeks. Anticipated completion date is September 15th, 2023. Prein & Newhof is doing

the MDOT required daily inspection on this project. Soils & Structures is performing the required materials & density testing.

2026 Jebavy Drive – US-10 South to PM Highway – I am still working with OXY chemical regarding our easement for the future roadway. 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.

2023 HMA Resurfacing Program – Rieth-Riley has completed the HMA wedging for the chip seal projects. There are only 2 remaining Township Projects that have HMA paving with Rieth-Riley. S. Lakeshore Drive is not scheduled to start until after the Labor Day holiday. Grace Avenue in Hamlin Township should be completed in the next two to three weeks. There are approximately 8,400 tons of HMA for the resurfacing program this year. Approximately 7,990 tons have been completed to date. The HMA overlay on Jebavy Drive between Fisher & Decker has been deleted due to funding.

Sugar Grove Road & Custer Road Intersection – I have received the crash data from the Sheriff Department. I have reviewed the requirements for a 4-way stop at this intersection based on the MMUTCD.

- The ADT of the 4 intersecting legs are about equal (YES)
- The number of accidents does NOT meet the minimum criteria (5 crashes in 12 months) for a 4-way stop (NO)
- The ADT for the major street meets the minimum of 300 vehicles per hour for any 8 hour of an average day (NO)
- The ADT for the minor street meets the minimum of 200 vehicles per hour for any 8 hour of an average day (NO)
- The approach speed of the major street meets the criteria – traffic exceeds 40 MPH (YES)
- None of the "other" criteria are met as listed under Option: A,B,C,D

Even though the intersection does not meet the criteria for a 4-way stop, installing a 4-way stop at this intersection could improve the safety at this intersection, with the addition of rumble strips on all 4 legs.

2024 Iris Road – PM Highway to S. Lakeshore – MCRC sold our 2022 RTF funds, \$717,742.00 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 in February or March 2024.

#095 Komatsu

Front differential is out for rebuild. The cost for a new diff is \$40K. Rebuild is \$35K. Also looking for used differential so far none to be had. AIS has stated that the fiber disk needed in rebuilding is unavailable. They are searching for options.

#609 spreader box swap

Project to swap out trucks rusted out steel box with like new auction stainless steel box is progressing. SS box is now mounted on truck need to complete all the hydraulic hookups and such. Truck #44 will be next.

Shop A-510 account

Pulled the maintenance group together and discussed our financial situation so they are aware when working on equipment to come up with alternative solutions when needing expensive new parts.

Here are a few examples as follows.

The boom mower head that is on tractor 221. This is a 5ft mower head that the spindle bearings and shaft wore out. Cost for new will be \$3500 plus. So, I had them swap out the 5ft mower with 4ft brush head and will continue to use it for the rest of the season. Will purchase new parts for 5ft mower on next years budget.

The starter for Volvo #633 went bad so we replaced it for \$430. The mechanic said it would be a good idea to get one coming for the other truck #632 and change it out since it too has over 400,000 miles on it. But it only took two days to get this part, so I said run it till it dies and buy it then.

#702 Grader is throwing error code for the LH upshift joystick control. The cost for a new control is \$4K. Since the machine is still operable, we will continue to run it till doesn't work anymore. Part is readily available.

#787 CAT excavator

Machine was downed on 8/3. Cat tech found a problem with the gear box and high & low speed clutch packs for the braking system. The morning of 8/8 they had disassembled gear box at their shop and found bearings that were chewed up and metal went through the system so it requires a full rebuild most parts were available and possibly could be back next week to reinstall.

VHF Repeater system

Bill from T&W was here 8/8 with our new repeater unit. Installed new unit rebooted system with increased power/range software updating program for fleet.

I. Superintendent Report

SAFETY - Pre-trips, Toolbox Talks

Township Projects/Maintenance - Blade Roads, Brine, Ditching & Drainage, Cold Patch, Mowing (Second Round)

PROJECTS -

RIVERTON: 100% Brye N. of Hawley Road, 100% Appleton Road South of Meisenheimer

PM: 100% 2nd & 3rd Street, 100% Emily K Court, 100% John Street, 100% Katie Street, 100% Limouse Street, 100 % Bonney Street, 100% Barton Street

EDEN: 100% Anthony Road (22A)

CUSTER: 70% Darr & Filburn Road (Slag)

BRANCH: 100% Campbell Road (Pave & Wedging), In Progress-Fair Oaks (Wedge)

HAMLIN: 90% Victory Drive (Pave), 100% Lincoln Road (Pave), In Progress-Grace Avenue

GRANT: 100% Quade Road, 100% Sass Road

MEADE: 100% Reid Road (Wedging)

FOREST SERVICE/DNR - Working on Future Contracts, Road Maintenance, Tree Work

PIT WORK - Ken Adams Moving Into Deren Pit to Process 22A Gravel

J. Managing Director Report

I will be meeting with MDOT again to discuss the contract and cost for a new salt shed.

Continue to take applications for the mechanic's position.

We have the Fair schedule complete for August 8 to the 12th.

I will be working with zoning to have the Taylor Road Property Zoning changed to accommodate communications. There is only a slight possibility but worth the effort to be able to request a cell tower to be placed on that property.

The Certification Maps have been completed. We will make copies for everyone. Next phase will be the addition of road right of ways.

The technician for Verizon is still working on updating our equipment. The initial installation for our equipment was done incorrectly so the tech is making the necessary changes.

The next Paul Bunyan Meeting is scheduled for August 17, 2023, at Caberfae.

Our Report to the County Board is scheduled for August 15, 2023, at 7 pm.

Heather and I met with WSCC again regarding the proposed skid pad to be built at the Custer Road Property. We will be meeting with them again soon at the property to determine how much property is needed and to discuss the layout. They have determined that SHPO does not need to be involved due to their financing. I have included a copy of the plan design for if it was to be built on college property.

We have a meeting scheduled with the Union BA to discuss possible Health Insurance changes.

We have advertised to take bids on excess topsoil and landscaping stone. Bids are due on August 23, 2023, at 11 am.

The Railroad will be submitting applications for five crossings for the 2024 Annual Local Grade Crossing Surface Program.

K. Unfinished Business

1. Facility Planning

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

I have not received any follow up from Curt Vanderwall regarding the issue we are having with SHPO. I contacted Jennifer again this week and she said there has not been any changes to date.

2. Approve Roadkill Policy

Item tabled until next meeting to allow time for the policy to be presented in the proper policy format.

3. 4-Way STOP Custer @ Sugar Grove Roads

Discussion was held. It was decided to add flags to the stop signs as a precautionary measure until the issue can be further investigated. Table item for further review at next meeting.

L. New Business

M. Public Comment

N. Commissioners Privilege

Ingison - Prior to the next meeting, the commissioners will hold an executive level planning session at 9:00 a.m. to determine job description and discuss advertisement for the Manager position.

O. Next Meeting: Thursday August 24, 2023 @ 10:00 am

P. 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 12:06 p.m.


Heather Braginton - Secretary


Michael Ingison - Chairman