

MEETING MINUTES
MASON COUNTY ROAD COMMISSION
AUGUST 24, 2023

A. Call to Order

Chairman Ingison called the August 24, 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., Dick Alway - Amber Twp.

1. Pledge of Allegiance

B. Approval of Agenda

Motion to approve Accounts Payable vouchers for August 29, 2023 in the amount of \$331,932.01 and Pre-Approve Payroll #18 for August 31, 2023.

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 August 10, 2023 regular meeting were reviewed. Motion made by Conklin to approve the minutes as presented. Supported by Del Zoppo. Roll Call Vote: Ingison - Aye, Conklin - Aye, Del Zoppo - Aye. Motion carried.

D. Approval of Accounts Payable & Payroll

Motion to approve Accounts Payable vouchers for August 29, 2023 in the amount of \$331,932.01 and Pre-Approve Payroll #18 for August 31, 2023.

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

Motion made by Conklin to approve Accounts Payable vouchers for August 29, 2023 in the amount of \$331,932.01 and Pre-Approve Payroll #18 for August 31, 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 Cash Balance Report, Accounts Receivable Summary, Debt Summary.

F. Reports from Other Agencies

Amber Twp - Jim Gallie asked for an update on Amber Twp projects

G. Fleet & Facilities Report

Truck #55 – Status down. 1999 Sterling dump & plow truck. Oil pan rusted through needs replaced. Cost for pan, bolts and gasket \$2,100. The power steering gearbox is leaking and needs a new one costs \$700. ECU lost throttle response refurbished unit \$1,000. Total \$3,800 in parts.

#787 Cat wheeled excavator – Some parts for rebuild not available due to being in Russia. They have placed an order for a new gearbox and said they are available but don't know its availability yet.

Truck #602 – Status down. Battery box has completely rusted away. The new battery box is obsolete, and the plan is to fabricate one. Also, the Underbody is shot so we are pulling it now for rebuild to have it ready before winter.

#095 Komatsu Loader – Ordered used front axle assembly from H&R construction parts in Buffalo New York. Cost \$11,184 verses rebuild ours for \$35,694. They will ship axle once they receive payment in full. I placed a deposit on CC for \$1,184.

No lead & Diesel spill buckets – Inspector from LARA performed yearly inspection and our spill buckets failed inspection and must be replaced. I contacted MERCER to do replacement spill buckets. The cost will be \$5,812.

H. Superintendent Report

1. Safety - Pre-trips, Toolbox Talks
2. Township Maintenance - Blade Roads, Brine, Ditching, Cold Patch, Mowing
3. Township Projects - Chip Seal-Riverton, Grant, Amber, & Meade, Custer Township-100% Darr & Filburn (Slag), Eden Township-100% Stickney Road (22A Gravel), Branch Township-100% Fair Oaks (Paving), Hamlin Township- 90% Victory Drive (Paving)
4. Primary Road Work - 100% Hawley Road Culvert Replacement & Repave, 100% Fountain Road Culvert Repair/Slope Failure
5. Forest Service - Free Soil Township-In Progress-Brush Cut 5+miles, In Progress-Stump Removal on Morton Road, Grant Township-Proposed Culvert Replacement on Morton Road with Bridge/Arch with Footings/Funded by Fish & Wildlife/Trout Unlimited
6. MDOT - 50%-US 10 Culvert Headwall Repair, Mastik on US10 5 Lane/US 31 North, Repair Joints & Linear Cracks, On Going-Brush Removal US 10/US 31 Areas
7. Pit Work - Stockpile Chip Seal Stone, Waiting on Ken Adams to Process Gravel (Deren Pit)

I. 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 – I am working on final paperwork and closing out this project. The MDOT TED Category F Grant was based on an estimated cost of \$650,000. The anticipated final cost of the project is about \$639,000.

2023 Township Estimates – Josh and I have also been working on a few Township estimates for various projects.

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 poured the concrete deck on Friday August 18th. Hardman is working on the preparation of the concrete approach slabs & sleeper slabs. 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 received the “draft” easement from OXY chemical regarding our easement for the future roadway. I forwarded it to our Attorney for review and comments. Our attorney is working with Oxy Chemical on the language for final approval. 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.

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.

1. The ADT of the 4 intersecting legs are about equal (YES)
2. The number of accidents does NOT meet the minimum criteria (5 crashes in 12 months) for a 4-way stop (NO)
3. The ADT for the major street meets the minimum of 300 vehicles per hour for any 8 hour of an average day (NO)
4. The ADT for the minor street meets the minimum of 200 vehicles per hour for any 8 hour of an average day (NO)

5. The approach speed of the major street meets the criteria – traffic exceeds 40 MPH (YES)
6. 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.

J. Managing Director Report

Meeting with MDOT at the end of this month to discuss the contract and cost for the new salt shed.

Waiting to hire a mechanic until fall.

Prepare Fair is scheduled for September 9. I will be taking the same truck we had at the county fair and handing out information.

I will be making a request to the planning Commission to add Wireless Communication Towers to districts within the county. Their next meeting is on September 5.

With the completion of updating the Certification Maps we are now adding the right of way to the maps.

We are still working with Verizon to get all the equipment wired correctly.

The Paul Bunyan Meeting held on August 17, 2023, at Caberfae was well attended. The next meeting in November has been changed to the 9th from the 16th. We will need to change our November 9 Board meeting date.

Commissioner Ingison presented the Annual Report for the road commission on the 15th of August to the County Board. It was well received with only a couple of questions.

Heather, Jeff, Charley, and I met with WSCC and Pinnacle at the Custer property to determine if this will be a good site for their skid pad project.

They are sending a design of what they want, and Charley will take their information and apply it to our property to see if the project design will fit their needs. This could be a very beneficial partnership between the road commission, Pinnacle and West Shore Community College.

We have a meeting scheduled with Union BA this afternoon to discuss possible Health Insurance changes and the termination of an employee.

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

I attended the Custer Township Board Meeting on Monday August 21 to advise them of the possibility of a Skid Pad being developed on the Custer Property. They were all in favor of this addition. We discussed projects from this year. They requested that we re-apply for a grant to raise Indian Bridge to where it should be to allow boats to safely travel under it.

I have begun the process with GFA Engineering to submit a grant for the reconstruction and addition of a bike path on S Lakeshore Drive from Iris Road to the County line for 7.964 miles. Paser ratings on this road are 1's and 2's.

Received a call from Representative Vanderwall advising us that the DNR will be sending a letter out to all agencies with updated changes to the removal of roadkill.

K. Unfinished Business

1. Facility Planning

Based on the most recent letter received from the Advisory Council on Historic Preservation, I have requested a meeting between the USDA-RD Representatives and A Clark with the Advisory Council on Historic Preservation to determine where we go from here. Based on my conversation with A. Clark I think there are several questions that need to be addressed that I believe can resolve our issues with SHPO.

2. Roadkill Disposal Policy

Table item for future meeting.

3. 4-Way Stop Custer & Sugar Grove Roads

Nelson does not recommend a four way stop at Custer and Sugar Grove Roads because it does not meet the criteria. Recommends rumble strips and signs stating that cross traffic does not stop. Motion made by Conklin to accept Nelson's recommendation. Seconded by Del Zoppo. Ayes all. Motion carried.

4. CAT Grader Rebuild

Motion made by Conklin to approve rebuild of Cat Grader and also #637 truck rebuild. Seconded by Del Zoppo. Ayes all. Motion carried.

5. Truck #637 Rebuild

6. Award Bid for Top Soil and Michigan River Stone

Motion made by Ingison to reject bids for topsoil. Seconded by Conklin. Ayes all. Motion carried.

Motion made by Ingison to award bid for riverstone to Ken Adams Excavating. Seconded by Del Zoppo. Ayes all. Motion carried.

L. New Business

1. NMARC Ballot

Motion made by Ingison to vote for both candidates on the ballot, Mark Christensen and David Pettersch. Seconded by Conklin. Ayes all. Motion carried.

M. Public Comment

N. Commissioners Privilege

Ingison presented meeting minutes from the Executive Level Planning Session on June 14, 2023 for approval. Motion made by Ingison to approve minutes as presented. Seconded by Del Zoppo. Ayes all. Motion carried.

O. Next Meeting: Thursday September 14, 2023 @ 10:00 am

Meeting will be moved to September 12th due to a conflict with another meeting.

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 11:43 a.m.


Heather Braginton - Secretary


Michael Ingison - Chairman