

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
JANUARY 11, 2024****A. Call to Order**

Chairman Ingison called the January 11, 2024 meeting of the Mason County Road Commission held at the Mason County Road Commission at 510 E. State St., Scottville, MI to order at 9:01 a.m.

Members Present: Chairman Ingison, Vice-Chair Conklin, Member Del Zoppo, Manager/Director Wessels, Secretary/Finance Director Braginton, County Highway Engineer Nelson, Superintendent Loeser, Shop Supervisor Keating

Members Absent: None.

Visitors: Dick Alway/Amber Twp, ^{DAVID}John Cox

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

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

1. Conflicts of Interest

None.

**C. Approval of 12-28-2023 Meeting Minutes and closed session minutes
from 11-30-2023, 12-14-2023, 12-28-2023**

The minutes of the December 28, 2023 regular meeting were reviewed as well as closed session minutes from November 30, 2023, December 14, 2023 and December 28, 2023.

Motion made by Del Zoppo to approve regular meeting minutes as presented. Supported by Conklin. Ayes all. Motion carried.

Motion made by Ingison to approve all three sets of closed meeting minutes as presented. Supported by Conklin. Ayes all. Motion carried.

D. Approval of Accounts Payable & Payroll

Motion to approve Accounts Payable vouchers for January 16, 2024 in the amount of \$196,038.22 and Pre-approve Payroll #2 for January 18, 2024.

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

Motion made by Del Zoppo to approve Accounts Payable vouchers for January 16, 2024 in the amount of \$196,038.22 and Pre-approve Payroll #2 for January 18, 2024. Seconded by Conklin. Ayes all. Motion carried.

E. Review of Financial Reports

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

F. Reports from Other Agencies

Alway inquired about estimate for sealcoating Brye Rd.

G. Fleet & Facilities Report

Equipment status/rotation schedule:

Plow trucks. MCRC committed in 2022 to replace with 2 new trucks per year to replace our aging fleet because of a few years of not purchasing any new trucks. This fell through due to funds. No new trucks ordered for 2024. I then recommended sending trucks out for refurbishing to extend the years of service and we currently have #637 out to River city Truck & Trailer. My opinion were falling further behind on updating the fleet. Recommend commencing on specking out a new 2025 model now.

#788 Volvo EC-160 tracked excavator. This is a 2020 model with 3,300 hours. The warranty has run out due to hours. Recommend replacing.

#787 CAT wheeled excavator. We were on track to replace our CAT 320F in January 2025. I had acquired cost of new and with trade values with CATERPILLAR, JOHN DEERE, and VOLVO. CAT was our choice but then we backed out due to funds. This machine's warranty has 340 hours left. With current average daily usage, we will run out of warranty by hours around April of this year. Highly recommend replacing ASAP.

#732 CAT 950M loader. This 2015 CAT is our newest in a fleet of four with 8,000 plus hours. The other 3 in our antique collection are #095 2004 Komatsu with

12,200 plus hours, #094 1986 CAT 966D 5,100 plus hours, and #093 1995 CAT 950F 8,900 plus hours. Recommend additional loader.

Graders CATs #702, #704, #705. All 3 graders are out of warranty. Currently #702 grader is a 2015 CAT 14M with over 12,000 hours and is at CAT Grand Rapids for complete refurbishment of entire drive train and all hydraulics. This machine will come back in the spring with a 6,000-hour 5-year warranty.

Grader #705 is a 140M 2015 with 5,500 hours and has a completely rebuilt engine, transmission and emissions system all within the past year. Good shape here.

Grader #704 is a 140M 2018 with 7,900 hours. This has been a good machine. However, hours of usage are approximately 1400 per year which will put it close to 11,000 hours by 2026. I would recommend replacing one of the 140M's in early 2026 or before.

Skid Steers. We have a 2019 CAT & a 2023 NH. Bought new in 2023 a New Holland with extended warranty out to 5 years or 6,000 hours.

Our CAT is a 2019 with 2,500 plus hours. Out of warranty. This machine has had a lot of hard use. Recommend replacing CAT skid steer spring/summer of 2025.

Kenworth T800 #643, #644, #645. We have 3 of these tractor trailers. All were originally acquired on the one-year leasing MIDEAL program late winter of 2021. When Covid hit this program went away. To have trucks to run our operation we purchased these 3 trucks. Hours on these range from 3,000 to 3,800 plus. Warranties have expired. Recommend replacing one truck per year starting January 2025.

John Deere Tractors. Summer of 2022, we had #222 catch fire and was totaled by insurance company. We then purchased 2 new 2022 JD 6110M tractors. These are in addition to a 2016 6110M and a 2018 6110M for a total of 4 tractors.

Currently with all our units in good condition I recommend the replacement of one Tractor our 2016 model in 2026 this puts it as a 10-year-old machine but still worth a little cash to offset cost of new machine. A new replacement should be ordered from the factory with a side boom mower already installed.

Fuel status – Current bid diesel pricing is \$2.23. Cost to prebuy 75,000 gallons at this time would be \$2.60.

H. Superintendent Report

Safety-Toolbox Safety Talks - I discussed with the crew about hand tool safety, winter driving, and drowsy driving. The second half of OSHA training has been

rescheduled for a later date. There were no safety incidents in the past two weeks.

Township General Maintenance - We are always monitoring weather conditions. Brush cutting has been put on hold due to weather. We are continuing to log culvert replacement inventory. The crews have had the opportunity to blade and patch most all roads before freezing. The gravel roads are in good condition.

Primary Road Work - Cold patching has been taking place. Edging along pavements with millings has been done where needed.

Pits - All activity is on hold due to the weather.

Custer Property Improvements - The crew is in progress constructing a berm on NW corner.

MDOT - We had the crew working on cold patching potholes. Winter patrol is always going on 24/7.

Forest Service - We have staked the clearing limits on Old Free Soil Road. Trout Unlimited is doing soil borings at Guerny Creek Bridge.

I. County Highway Engineer Report

Survey Department – Charley is working a couple of hours daily on permits. Charley is working on miscellaneous survey work for upcoming projects.

2024 Township Estimates – Josh Bader & I have been working on Township Estimates for 2024 projects. Currently we have 13 of the 15 Townships completed.

NC-2019-2023 Guardrail Data – There are several guardrail repair locations where I need additional information. I will update the guardrail repairs in Roadsoft from 2019-2023 after I get the additional information back from the Forman. I have put together a preliminary list of the anticipated cost of upcoming guardrail repairs.

2023 Culvert Data – Jeff Loeser & Josh Bader continue collecting the 2023 culvert data for the culverts that were installed in 2023 and a few that were

installed in 2021 & 2022. They should be able to complete the data in the upcoming weeks.

2023 Hansen Road Project – Josh & I continue to work with the Contractor and Consultant to final out this project in the upcoming weeks.

2023 Fisher Road Bridge – Prein & Newhof are working on the final paperwork for MDOT final acceptance on this project.

MDOT 2026 Local Agency Bridge Bundle Program – I have sent the names, email address from Township Supervisors, Emergency responders, schools, etc. to sign the letter of support to the Consultant. The MCRC would be notified in early to mid-2024 if this bridge was selected for MDOT funding.

2024 Iris Road – PM Highway to S. Lakeshore – I continue to work on the design and bidding documents for this project. 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. The estimated cost of Construction is about \$850,000. The MCRC's portion would be about \$275,000. This work will be bid through the MCRC in February or March 2024.

2024 Primary Roads – Chip Seal Program – The project bid documents were sent out last week to 4 chip seal Contractors, the OCRC and advertised on CRA, Builders Exchange, MCRC Website, MCP, & Construction Connect. Bids are due on Tuesday January 23, 2024 @ 11:00 AM. The MCRC Primary Road chip & fog seal project is Stiles from US-10 to Townline (8.5 Miles) and Fountain Road from Village of Fountain to Stiles (7.5 miles). There are a few Township Roads that are also included in the bidding documents. Our RTF funding (\$499,000) must be used on our Primary Roads within 2 years of the agreement with Oakland County (by 2025).

2024 Pavement Marking – Josh is working on the Pavement Making Maps and estimated quantities for 2024. Michigan Pavement Marking will be doing the pavement marking in 2024 with the Board approval of the extension of the 2023 contract. The preliminary Budget for the Pavement Marking in 2024 is \$90,000 for the North half of Mason County on our local and primary roads.

2024 S. Bayou Box Culvert – Hamlin Township – The Michigan Department of Environment, Great Lakes, and Energy, Water Resources Division (WRD) has requested public comment by January 25, 2024. The EGLE permit is pending public comment. Based on this, Scott Civil Engineering is anticipating finishing up the plans in February for the future 10' x 10' box culvert. This may be too late for starting the project in mid-April of 2024. A Contract will need to be prepared with the MCRC and Hamlin Township for this project after bids have been received. I anticipate that I will be preparing the bidding documents in February or March.

2026 Jebavy Drive Bridge – I am working on an RFP to Bridge Consultants for the design of this project. The MCRC has received MDOT funding for approximately \$400,000 for preventative maintenance for the Jebavy Drive Bridge. The MCRC will be responsible for the 10% match and 100% of the cost of Design Engineering, Construction Inspection and Materials Testing. The preliminary estimate for Construction is \$444,000. The Preventative Maintenance work includes expansion joint replacement, deck epoxy overlay, concrete beam repair, guardrail repairs, silane treatment for concrete surfaces and approach work.

2027 MDOT Bridge Applications – I have been working with Melissa Roselle from Scott Civil Engineering to develop our list of Bridge applications for FY2027. (see attached preliminary list) The cost estimates will be updated by SCE when the new MDOT bridge cost estimate form is available. Bridge Applications are due in early April.

J. Managing Director Report

Working With Staff on Various Organization moves as well as creating Electronic daily activity reports for each area.

Attended a meeting with Eric Nelson and Members of the Amber township board to discuss future project on Johnson Rd. We will be putting together various Estimates so they can determine the best route as well as a Timeline.

We will be sending out material bid requests within the next couple of weeks, and it is time to rebid the maintenance contract for Sweeping. I will begin working on the Sweeping Bid packet with the MDOT coordinator over the next couple Weeks.

Attended Mason County board of Commissioners meeting. Introduction as well getting acclimated to the Board meetings.

Attended PM township Board meeting. Introduction as well as discussing project requests.

CRA conference Registration has opened. Working with Jody to get all of us Registered and lodged.

Did an interview with Jeff Kiessel of the Ludington daily news about Winter Storm prep as well as work we've been doing over the course of the winter so far with the lack of snow events.

Did an interview Rob Alway of the Mason County press. He reached out for an introduction interview of the new manager.

Attended Union Special conference/Grievance conference.

Attended Crews weekly Safety meetings.

Did various field Ride arounds with Managers to help get acclimated with various Past and Future projects.

Worked with Roger from DMC to create a new Email account to support our social media outlets. Worked with Heather and Jody to update our Facebook account and link it with our website.

K. Unfinished Business

1. Facility Planning

After a few failed attempts due to the size, I was able to send the NEPA Environmental report from Jackie Schafer of PM Environmental to the USDA for them to look over. Andy did Request contact info for Jackie so he could work directly with Her on any questions that may arise. I sent that over as well.

2. Approve LOA for CDL Rules

Motion made by Conklin to approve Letter of Agreement with Teamsters Local 214 changing contract language for CDL Rules. Seconded by Del Zoppo. Ayes all. Motion carried.

3. Approve LOA for Retiree Healthcare Buyout

Motion made by Conklin to approve Letter of Agreement with Teamsters Local 214 removing retiree healthcare benefit from contract. Seconded by Del Zoppo. Ayes all. Motion carried.

L. New Business

1. Approve Revision to Local Road Policy

Motion made by Conklin to approve revision to Local Road Policy, updating effective date from to January 11, 2024, superceding effective date January 1, 2023. Seconded by Del Zoppo. Ayes all. Motion carried.

2. Review Proposed Changes to Organizational Chart

Motion made by Ingison to approve changes to organizational chart as proposed by Manager Wessels as well as pay increase for Fleet & Facilities Manager. Seconded by Del Zoppo. Ayes all. Motion carried.

M. Public Comment

John Cox addressed board in regards to a wedding venue that he is putting in on Eden Lake Rd and would like to work with the board to upgrade the road in anticipation of high traffic volumes expected for events held there.

N. Correspondence

O. Commissioners Privilege

Ingison - asked that the press release mailing list be reviewed.

P. Next Meeting: Thursday January 25, 2024 @ 10:00 am

Q. Adjournment

There being no further business the meeting was adjourned at 10:32 a.m.


Heather Braginton - Secretary


Michael Ingison - Chairman