

MEETING MINUTES**MASON COUNTY ROAD COMMISSION
MAY 23, 2024****A. FACILITY PLANNING WORKSHOP 9:00 am**

Workshop commenced at 9:00 am.

Wolverine Engineering and JBS Construction attended facility planning workshop to present revised building plans for approval at board meeting.

Workshop concluded at 9:55 am.

B. Call to Order

Chairman Ingison called the May 23, 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 6:00 pm.

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

Absent: Fleet & Facilities Manager Keating.

Visitors: Tom Alway/Amber Twp., Rich Rouwhorst/Sheridan Twp.

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

Motion made by Del Zoppo to approve the agenda as amended. Amendment at add item 12b - Vote on approval on new proposed building plan. Supported by Conklin. Ayes all. Motion carried.

1. Conflicts of Interest

Conflicts: None

D. Approval of May 9, 2024 Meeting Minutes

The minutes of the May 9, 2024 meeting were reviewed. Motion made by Del Zoppo to approve the minutes as presented. Supported by Conklin. Ayes all. Motion carried.

E. Approval of Accounts Payable & Payroll

Motion to approve Accounts Payable vouchers for May 28, 2024 in the amount of \$591,929.53 and Approve Payroll #11 for May 23, 2024

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

Motion made by Conklin to approve Accounts Payable vouchers for May 28, 2024 in the amount of \$591,929.53 and Approve Payroll Voucher #11 for May 23, 2024 and Pre-Approve Payroll Voucher #12 for June 6, 2024. Seconded by Del Zoppo. Ayes all. Motion carried.

F. Review of Financial Reports

The Board reviewed Financial Reports provided by Braginton.

G. Reports from Other Agencies

None.

H. Fleet & Facilities Report

Asphalt patcher #107. – This is the 2012 unit I reported on last meeting. Per the manufacturing service department this unit is not repairable. The cost to replace this 2-ton unit new is 30K from either Falcon or Spaulding and both are MIDEAL participants. To replace it with a 4-ton unit would be 35K.

Grounds. – Last Thursday I had exterminator here as we had a very large hornet infestation in the long shed behind the shop.

Shop services. – Due to the excessive amount of repair work and fabrication projects for our mechanics and fabricator I will be using outside shop services more often to complete the larger time-consuming projects. Over the past month with all the road projects and the number of equipment breakdowns, I have had 1 to 2 mechanics on any given day on road calls 4 to 6 hours a day thus not being able to complete shop projects. This is heavily impacting on our ability to repair equipment in a timely manner. Either we add another mechanic to the crew or increase our projects sent to outside mechanic shops.

Diamond rear mower – This demo unit arrived as expected. This is a Diamond rear mount flail mower. Unit is currently mounted on tractor #224 mowing the Northern side of the county.

I. Superintendent Report

1. Safety-Toolbox Safety Talks

- We discussed severe weather.
- Guest Speaker from MCRSIP, Mike Phillips/Lunch -Topics: Miss Dig, Work Zone, Traffic Regulator
- There were no safety issues in the past 2 weeks.
- We have had zero incidents in the past 2 weeks.

2. Township Projects

- Maintenance Ongoing
- 80% Victory Drive/Amber Road Ditching (Victory Township)
- 90% Stephens Road Ditching (Custer Township)
- 60% Fisher Road Ditching/Culvert Replacement/Prep for Paving (Hamlin Township)
- 60% Fisher Road Ditching/Culvert Replacement/Prep for Paving (Victory Township)
- Township Estimates Done
- Township Brine Schedule Complete
- Township Project Schedule Complete
- Cold Patching is continuing.
- Blade Roads, when possible, between rain events.

3. Primary Road Work

- Wedging selected areas before chipseal.
- Cold Patching is continuing to be done.
- Edging along shoulders is being done.

4. Trunkline Maintenance

Ditching Projects

- 100% US-31 Restoration needed.
- 100% BR-31 Restoration needed.
- 80 % US-10 Need mini excavator to finish.

Shoulder Work

- In Progress (Weather Dependent)

5. Pit Work

- Soil Borings Complete
- Screen Stone Taylor Pit
- Adams starting to process gravel at the Deren Pit
- Schultz excavating and piling material out of pond to use for gravel processing.

6. Forest Service

- Working on maintenance contracts for 2024
- Working on permits for future gravel mining in progress

J. County Highway Engineer Report

Survey Department – Charley is working a couple of hours daily on permits. Charley is working on miscellaneous staking for projects, survey work and AutoCAD drawings for upcoming misc. projects.

2024 Township Estimates – We are working on a few Townships Estimates for future budget purposes and limited 2024 projects as time permits.

2024 Iris Road – PM Highway to S. Lakeshore – The ROW on the west end of Iris Road has been staked for brush removal by the MCRC. DTE are installing a gas main on Iris Road. The awarded contract price is \$906,247.50. The MCRC will be responsible for the remaining estimated cost of \$332,053.50. The project will take about 6 to 8 weeks and is anticipated to start after Labor Day. Contract completion date is consecutive weeks, by November 1, 2024.

2024 S. Bayou Box Culvert – Hamlin Township – The project was awarded to Hardman Construction for \$819,384. This project is funded by the MCRC & Hamlin Township (50%/50%). I have reviewed the submitted preliminary shop drawings for the box culvert. The Contractor is working on the final shop drawings for approval. Hardman Construction anticipates constructing the project after Labor Day and will have the road open to traffic by November 8, 2024. Contract completion date is 12 consecutive weeks.

2026 S. Jebavy Drive & Mitchell Road – Buist Electric has completed their electrical relocation work as of April 26, 2024. I have received verification from David Fairchild that MDOT and the FHWA have approved this All-Season Route. E. Mitchell Road must be constructed by 2026 per our agreement with

Market Development. Pere Marquette Township will hire an Engineer to design and water main and sewer main in conjunction with our project. The preliminary Engineer's Estimate is \$1,620,000 (MDOT Small Urban \$385,000, MDOT Cat. F \$375,000, MCRC \$460,000, PM Township \$400,000). At this point in time, Mitchell Road is 100% funded by the MCRC.

2026 Category F Grant – I submitted the Category F Grant for S. Jebavy Drive on April 29th, applications were due May 1, 2024. The Grant is for a maximum of \$375,000.

2026 Jebavy Drive Bridge – I have awarded Scott Civil Engineering (\$21,630) for the design of this Preventative Maintenance Bridge project. To receive the MDOT Bridge funding (\$400,000+) the project must be designed by a licensed Engineer and must bid through the MDOT bid letting. It is anticipated that the project will be bid by January of 2026 and will be constructed during the 2026 Construction Season.

2026 Jebavy Drive Traffic Light – Prein & Newhof applied for a MDOT Safety Grant (due May 1, 2024) for the Jebavy Drive & Johnson Road intersection traffic signal. The MDOT Safety Grant amount was approximately \$260,000. The MCRC match is 20% plus the cost of design engineering & inspection, estimated at \$100,000.

Mac Road Pit – Soils & Structures completed soil borings for gravel exploration at Mac Road Pit, Taylor Road Pit & Mike Keating's property. The borings show additional gravel at our Mac Road Pit. Soil boring reports are attached.

USFS Future Gravel Pits – I continue to work with the USFS for developing future expansion of gravel pits. I have submitted a request to the USFS to do additional soil borings on USFS property east & south of our Mac Road pit. Also, on USFS property south of Washington Road. I anticipate that the gravel exploratory borings would be completed between July 15th to September 15th, 2024.

2025 Category B Grant – The City of Scottville requested assistance in applying for a Category B Grant for Bean Street from US-10 south. Applications are due June 12th by 5:00P.M.

2024 HMA Surfacing Project – Rieth-Riley has completed all the HMA wedging and HMA overlays, 2030 tons completed. Rieth-Riley is scheduled to pave Fisher Road May 22nd and 23rd, weather permitting, 2,800 tons. The MCRC/Rieth-Riley will be working together on the remaining Township projects. HMA paving projects will be completed no later than October 15, 2024.

2024 Pavement Marking – MPM plan on starting pavement markings in the North half of Mason County on our local and primary roads early June. The MCRC Budget is \$90,000. The Pavement Marking will be completed prior to June 30th, except for our Chip Seal and HMA paving projects that will be painted before October 30th.

2024 Chip Seal Program – Highway Maintenance & Construction estimated cost is \$830,125.66 (\$710,000 for 17.7 miles MCRC Primary Roads & \$120,000 for 3.4 miles Township Local Roads). The project can start June 17th and must be complete by September 1, 2024. MCRC sold our 2024 MDOT STP Funds (\$623,800) to Oakland County at 80%, \$499,040. The MCRC will be receiving this funding from Oakland County in the near future.

K. Managing Director Report

Attended the County Board of commissioners meeting.

Attended Paul Bunyan Meeting

Attended CRA HR and Finance Conference

Field Review of Current Projects Various Locations

Field Review of Brine operation in Custer TWP

Phone Review of the Samsara Demo

Conducted interviews for Summer Crews had 12 Applications and will be offering employment to 6. They will be scheduled for pre-employment Drug Screening with a tentative Start date of June 3rd, 2024

L. Unfinished Business

1. Facility Planning

Working with Joe White to input new design into Site plan Packet for USDA.

Working With Joe Claybaugh of JBS on 3D design

Met with Electrical contractor for Salt Shed Quote for Their Bid

Met With Jason beachy to Discuss Bidding on Salt Shed Concrete work.

2. Vote on Approval of New Proposed Building Plans

Motion made by Ingison to approve the newly revised building plans as presented. Seconded by Conklin. Ayes all. Motion carried.

M. New Business

1. Change Request for Sheridan Twp Brine Contract

Motion made by Del Zoppo to approve revision to Sheridan Township's brine contract to change the type and rate of some of the material. Seconded by Conklin. Ayes all. Motion carried.

2. CRASIF Call for Candidates

Informational.

N. Public Comment

R Rouwhorst/Sheridan Twp Resident - inquired about what the procedures are to request an abandonment.

O. Correspondence

Casey Cauffman of N 20th St called and wanted everyone to know the crews did a great job of grading and brining by his house.

P. Commissioners Privilege

Q. Next Meeting: Thursday June 13, 2024 @ 10:00 am (Strategic Planning Workshop at 9:00 am)

R. Closed Session

Entered closed session at 11:07 am to discuss legal advice from attorney.

Closed Session concluded at 11:41 a.m.

Motion made by Conklin to approve authorization for Manager to make offer on vacant property for potential new gravel pit. Seconded by Del Zoppo. Ayes all. Motion Carried.

S. Adjournment

There being no further business the meeting was adjourned at 11:43 a.m.


Heather Braginton - Secretary


Mike Ingison - Chairman