

MEETING MINUTES**MASON COUNTY ROAD COMMISSION****June 27, 2024****1) Call to Order**

Chairman Ingison called the June 27, 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 10:00 am.

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

Absent: None.

Visitors: None.

a) Pledge of Allegiance**2) Approval of Agenda**

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

a) Conflicts of Interest - None**3) Approval of Meeting Minutes**

The meeting minutes of the June 13, 2024 meeting were reviewed. Motion made by Conklin to approve the meeting minutes as presented. Supported by Ingison. Ayes all. Motion carried.

4) Approval of Accounts Payable & Payroll

Motion made by Del Zoppo to approve Accounts Payable vouchers for July 2, 2024 in the amount of \$367,488.37 and Pre-Approve Payroll Voucher #14 for July 3, 2024. Seconded by Conklin. Ayes all. Motion carried.

5) Review of Financial Reports

The Board reviewed Financial Reports provided by Braginton.

6) Reports from Other Agencies

None.

7) Fleet & Facilities Report

New Plow trucks & component's update – Truck & Trailer has provided final quotes for all components and labor to build our new trucks. This would be a drive off the lot and plow ready unit. Cost will be \$182,040 per truck build. We will need to give Butch a PO before July 30th to lock in this pricing.

Truck #608 update – This truck has been completed. We have installed a new transmission, installed dump box, and underbody scraper, and it is being tried out by operators this week.

Votex flail mower demo – This demo for a flail went well. Operators liked mowing with it and from a safety aspect it eliminates debris being thrown out from underneath like a rotary mower does. This flail is on the Source-well program which gives us a \$4,000 discount off retail. Then I worked with the representative and got him to give us an additional demo model discount of \$3,000. The total cost is \$22,817. This unit worked well in conjunction with our side boom mowers.

Board room window replacement – I had our contractor in here and they determined that the water issue we are having is seeping through the window and not the roof. I should have a quote later this week on replacement window.

Brine truck #638 – We have had a couple discussions on what to do to repair/replace this truck at the end of our brining season in the first week of September. I will be getting quotes on refurbishing the truck and another possible option of finding a good used chassis for sale that we can convert into our brining truck for next spring.

Diamond side boom mower – I spoke with the representative this week on expected delivery, and he said he recently talked with Diamond rep and delivery has been pushed out to July 15th due to the fire they had in their paint booth room at the factory.

Truck #637 – On 01/2024 truck #637 went out to be refurbished. The shop contracted to do the work was highly recommended by other road commissions that had previously had trucks refurbished by this shop. We drove this truck to them the first week of 2024. Target completion date was April 15th, 2024. When this didn't come about on the date specified, I contracted the refurbish shop. At first, I was told things were going well and got a rundown of what has been completed and what and when was being done next. I called them again in May and found they had no more progress in the last month and their manager gave me the phone number and name of the owner at their parent company in

Grand Rapids and told me to call him. So, I called GR facility and spoke with the owner, and he assured me there is no problem they are progressing with work. Now here we are in June, and I contacted them again and got no answers. So, now our GM & I have decided to go there and make a surprise visit and we find most of the employees have quit and our truck was in pieces all over their shop. Come to find out the shop ran into financial difficulties and could not complete the work. Not more than 5 minutes into our surprise visit we were on the phone mobilizing our crews and trucks to immediately drive over and load up all our truck parts and I made arrangements to take it all to another shop for completion. I am relieved to say the shop we hauled all the parts to is working on a plan and started moving forward on rebuilding our truck.

8) Superintendent Report

Safety-Toolbox Safety Talks

We discussed signage requirements for moving operation and weed whipping
Discussion on exposure to extreme hot weather and heat stroke/ treatments in field

We have had zero safety incidents in the past 2 weeks.

Township Projects & Maintenance

Prepping for brine for townships.

Applying brine for townships between rain & weather events (4" plus rain in past 2 weeks again] Trees down all over on Tuesday morning due to storm 15 plus

Drainage improvements on going as time allows.

Cold patch areas as needed.

Mowing countywide ongoing. 2/3 complete first cutting

Hamlin Twp.-Fisher Road, "Paved," Restoration needed.

Victory Twp.-Fisher Road, "Paved," Restoration needed.

Amber Twp.-Gordon Road, North of US-10 to Hansen Road (ready to pave]

Sheridan Twp.-Morse Road, Between Dewey Road & Millerton Road repair bridge over Lincoln River (ready to pave]

Hamlin Twp.-Larch Avenue, Drainage (on hold due to weather events]

Victory Twp.- Amber Rd/ Victory Dr drainage work [Restoration remaining]

Primary Road Work

Cold patch potholes

Document areas that need wedging & estimate costs for budget. [in progress]

Mowing in progress

Edge shoulders & intersections as needed.

Trunkline Maintenance

Mowing all trunklines & clear visions

Signage updates

Drainage work and cleanout

Restoration of disturbed areas

Pit Work

Deren Pit - Adams processing 22A MOD gravel. Approximately 7500 tons were made & tested [in progress.]

Mac Pit - Shultz - No activity to date.

Forest Service

Future Gravel pit exploration permitting [in progress]

Gurney / Cooper creek future drainage plans in progress

9) County Highway Engineer Report

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

2024 Township Estimates – We are working on a few Townships Estimates for future budget purposes.

2026 S. Jebavy Drive & Mitchell Road – The Pere Marquette Township is in the process of hiring an Engineer to design and water main and sewer main in conjunction with our project. The preliminary Engineer's Estimate is \$1,720,000 (MDOT Small Urban \$385,000, MDOT Cat. F \$375,000 (tentative), MCRC \$460,000, PM Township \$500,000). At this point in time, E. Mitchell Road is 100% funded by the MCRC. We 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. The electrical line trench behind Family Fare needs to be patched with HMA.

USFS Future Gravel Pits – We continue to work with the USFS for developing future expansion of gravel pits. We have submitted a request to the USFS to do additional soil borings on USFS property east & south of our Mac Road pit. We anticipate that the gravel exploratory borings would be completed between August 5th to September 15th, 2024.

2024 HMA Surfacing Project/Township Projects – MCRC crews are working on Morse Road & Gordon Road. The HMA base course is scheduled for Wednesday (Morse) & Thursday (Gordon) this week. The HMA paving has been changed from 1 lift at 2¼" to 2 lifts 1½" 13A & 1" 5E1 (2½" total). This will significantly improve the ride quality for a minimal cost increase of the overall project to the Townships. The 2 lifts of HMA will be the standard on all future HMA paving on aggregate roads and/or reconstruction projects on Township projects. Rieth-Riley has completed all the HMA wedging and HMA overlays, about 4,800 tons completed (50% of the projects). 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 – Michigan Pavement Marking project in the North half of Mason County on our local and primary roads has been completed. The MCRC Budget is \$90,000. The Pavement Marking was completed prior to the completion date June 30th. Our remaining Chip Seal and HMA paving projects will be painted with a call back before October 30th.

2024 Chip Seal Program – Highway Maintenance & Construction estimated cost is \$855,125.66 (\$725,000 for 16 to 18 miles MCRC Primary Roads & \$130,000 for 4.01 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.

Taylor Road Closure – The USFS will approve funding for the MCRC to place closures on Taylor Road to protect sensitive wetland areas.

NC-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.

NC-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%). Shop drawings for the box culvert have been reviewed & approved. 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.

10) Managing Director Report

Met With Verizon Connect to Discuss Future Requests and Needs

Met With West Shore Bank to Discuss new Fraud options

Field Review of Storm Damage throughout County

Field Review of TWP projects

Attended Custer TWP Meeting

Staff Meetings to Discuss Communications

Met with Samsara for overview of various options

Met with Mason County Parks Committee to discuss Signage

Talked with Eden TWP about speed reduction on Eden Lake rd.

Met with Stix regarding No Name Rd project.

Began Working on Annual report to Board of Commissioners.

11) Unfinished Business

a) Facility Planning

12) New Business

a) Approve Township Contract for S Bayou Culvert

Motion made by Del Zoppo to approve Township Contracts for Hamlin Township for the replacement of the S Bayou Culvert and approval to authorize Manager Wessels and Finance Director Braginton to sign the contracts on behalf of the board. Seconded by Conklin. Ayes all. Motion carried.

b) Appoint Voting delegate and alternate for MERS business meeting

Motion made by Del Zoppo to appoint Manager Wessels as a voting delegate for the Mason County Road Commission at the annual business meeting for MERS in October 2024. Braginton will be appointed as alternate. Seconded by Conklin. Ayes all. Motion carried.

13) Public Comment

None.

14) Correspondence

None.

15) Commissioners Privilege

INGISON: None.

CONKLIN: None.

DEL ZOPPO: None.

16) Next Meeting: Thursday July 11, 2024 @ 10:00 am (strategic planning workshop at 9:00 am)**17) Closed Session**

Entered Closed Session at 11:29 a.m. to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

Exited Closed Session at 12:50 p.m.

18) Adjournment

There being no further business the meeting was adjourned at 12:50 p.m.


Heather Braginton – Secretary


Mike Ingison – Chairman