

The regular meeting of the Midland County Road Commission was called to order by Chairman Atton on Thursday, July 18, 2023, at 9:00 a.m. at the Midland County Road Commission office.

Present: Mike Atton, Chair
Jim Hyatt, Vice Chair
Bill Cozat, Member
Jon Myers, Managing Director
Donna Lowe, Finance Director
Art Buck, Superintendent
Russ Inman, Director of Engineering
Ben Mead, Facilities Manager
Ashley Hiles, GIS Coordinator
Jeff Brown, Construction Technician
Travis Havercamp, Design Engineer

Public Present: Maria Sandow, Larkin Township, attended virtually.

The Pledge of Allegiance was said.

Additions to Agenda:

The MATS TAP Pilot Program was added under New Business

Approval of Minutes:

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve the minutes of the June 22, 2023 meeting.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Public Comment:

None

Approval of Open Accounts and Payroll:

The payroll for July 6, 2023 was discussed.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to authorize payroll for July 6, 2023.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

The payroll for July 20, 2023 was discussed.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to authorize payroll for July 20, 2023.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

The open accounts for July 6, 2023 and July 20, 2023 were discussed.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve open accounts for July 6, 2023 and July 20, 2023, in the amount of \$2,528,601.38.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Correspondence and Items of Information:

The County Road Association Self-Insurance Fund refund and premium discount was discussed. The total amount refunded to Midland County Road Commission was \$14,089.49.

The permit listing was reviewed.

Unfinished Business:

None

New Business:

Wheel Loader Scale Purchase

Ben presented a quote from AIS Equipment for two scales for the loaders that will be delivered this fall. They will require a new cloud-based subscription as the current software we use for the scales we already have is no longer supported.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve the purchase of two Loadrite scales for loader numbers 544 and 644, being delivered this fall, in the amount of \$25,528.00, including the first year software subscription.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Policy Review: Credit Card Policy 200.02

Jon reviewed Credit Card Policy 200.02. Proposed revisions included wording about who is responsible for maintaining credit card records, as well as the acceptance of various types of cards that was not applicable. The new version is modeled off the CRA templates for use and acceptance of credit cards.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve the updated Credit Card Policy 200.02.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

MATS TAP Pilot Program

Jon introduced the MPO Steering Committee that was formed to hire a consultant to develop an application to submit to MDOT for TAP funds for preliminary non-motorized paths in the MPO area. This will involve a commitment of funds from the Midland County Road Commission toward those projects. Jon will prepare a resolution to present at a future meeting.

Miscellaneous:

None

Staff Reports:

Ashley reported she and Jeff had attended the ESRI User conference last week. It was a very large conference that was packed with information and she learned a lot of things.

Travis is working with Russ on learning to do easement research.

Jeff also discussed the ESRI User conference. There were different sessions for different expertise levels ranging from beginner to very advanced. He also updated the board on several projects that are underway. The Waldo/Monroe Roundabout started yesterday.

Russ stated that he had sent out letters to all property owners and occupants located along the 1-mile segment of North Stark Road, between Baker Road and Shearer Road in Hope Township, regarding issues with obstructions being placed within the McNitt road right-of-way.

Donna had attended a Finance Director Luncheon about two weeks ago and several of the Finance Directors that were there are using Precision accounting software and it sounded like it would be more user friendly than our current system. She set up a demo with the Precision vendors and Jon, Russ, Michelle and Donna had a demo of the system over Zoom. It is capable of much more than the system we are currently using and is awaiting some cost figures before any decisions can be made about moving forward with Precision.

Jon will be attending several design meetings in the next few days to get projects ready before the end of the fiscal year. MDOT just announced another possible bridge bundle that he just got notified of. Midland County has two potential bridge projects that may be selected for federal funding. He also stated that MCRC is submitting an application for a MERS Impact Award for which the winner will be announced at the annual meeting in September. Jon is attending a week-long conference next week put on by the Transportation Research Board. It is the International Conference on Low Volume Roads. Our agency was selected by MDOT for a free conference registration, so he took advantage of that offer.

Art stated that drainage projects are continuing in spite of the rain that has been going on. The second round of dust control has begun and is continuing. Road pulverizing is done, and roads are being graded to get ready for paving. He has also been working with Jason from MDOT to plan for end of fiscal year projects.

Ben reported that the new semi truck had been delivered and upfitting has started. His crew has been working on reorganizing the yard and performing annual service on hot patchers.

Mike asked about mowing in subdivisions and requested that the south side of Farmington Road be mowed.

Meeting was adjourned by Commissioner Atton at 9:43 a.m. until Thursday, August 3, 2023.

Donna Lowe, Finance Director

Mike Atton, Chair