

The regular meeting of the Midland County Road Commission was called to order by Chairman Atton on Thursday, November 9, 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
Art Buck, Superintendent
Steve Youngs, Facilities Manager
Donna Lowe, Finance Director
Ashley Hiles, GIS Coordinator
Russ Inman, Director of Engineering
Travis Haverkamp, Design Engineer
Absent: Jeff Brown, Construction Technician

Public Present: Laura Dawson, Lee Township; Larry Schuelke, Homer Township; Jeanette Snyder, Midland County Board of Commissioners; Maria Sandow, Larkin Township attended virtually.

The Pledge of Allegiance was said.

Additions to Agenda:

Miscellaneous – 2023/2024 MDOT Winter Maintenance Night Patrol
New Business – Act 51 Attest Form approval

Approval of Minutes:

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve the minutes of the October 26, 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 November 9, 2023 was discussed.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to authorize payroll for November 9, 2023.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Open accounts for November 9, 2023 were discussed.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to approve open accounts for November 9, 2023, in the amount of \$1,894,580.90.

Roll Call.

Yeas: Commissioners Hyatt, Cozat, Atton

Nays: None

Motion Carried

Correspondence and Items of Information:

MCTOA Holiday Party

The Midland County Township Officials Association December Holiday Membership Dinner Meeting will be held on Thursday December 7, 2023. Only Commissioner Atton will be able to attend.

Unfinished Business:

None

New Business:

MDOT Agreement 23-5414 – Eastman Rd.

Commissioner Cozat offered the following resolution and moved for its adoption:

Be it resolved that

Contract No. 23-5414, Control Section STUL 56000, Job Number 212909CON

by and between the

MICHIGAN DEPARTMENT OF TRANSPORTATION

and the

Board of County Road Commissioners of the County of Midland, Michigan

is hereby accepted.

The following Officials are authorized to sign the said contract:

Jon Myers, Managing Director

Art Buck, Superintendent

Supported by Commissioner Hyatt

ADOPTED: AYES: Hyatt, Cozat, Atton

NAYES: None

ABSENT: None

Safety Luncheon and Meijer turkey gift cards

Jon suggested the date of the annual safety luncheon be set for December 21st at 11:30 am and also requested authorization to purchase gift cards for employees for turkeys.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to authorize the purchase of gift cards for employees.

Roll Call.

Yeas: Commissioner Hyatt, Cozat, Atton

Nays: None

Motion Carried

VidmarLista quote for completion of stock room cabinetry

Steve presented the board with a quote from Stanley Black & Decker for the purchase of the remainder of the new cabinets for the stock room. They were not originally ordered because Ben was waiting to see how everything fit and if these would be necessary. This purchase will complete the stockroom cabinet project.

Moved by Commissioner Hyatt and seconded by Commissioner Cozat to purchase the remainder of the stockroom cabinets for \$19,282.34

Roll Call.

Yeas: Commissioner Hyatt, Cozat, Atton

Nays: None

Motion Carried

Act 51 Attest Form Approval

Donna reviewed the 2022 Act 51 report which was tentatively approved by MDOT this week. In order for the state to officially approve it, the attest form has to be signed by the Finance Director and the Chairman of the Board.

Moved by Commissioner Cozat and seconded by Commissioner Hyatt to approve and sign the Act 51 attest form and file it with MDOT.

Roll Call.

Yeas: Commissioner Hyatt, Cozat, Atton

Nays: None

Miscellaneous:

Jon discussed the 2023/2024 MDOT Winter Maintenance Night Patrol letter of understanding. The position has been signed for by an employee that has previously performed the duties and it will run from November 12, 2023 through approximately March 28, 2024.

Staff Reports:

Travis is continuing to work on Asset Management reports. He also attended the MiCamp conference two weeks ago. He states he is done with drainage design for this year.

Ashley has been making maps to help Travis with his projects. She also attended the MiCamp conference; she is on the board, so she had some extra duties with the conference, but she enjoys being involved with the board.

Russ has finished the invoices to send to MATS for Asset Management and planning activities done by the Road Commission for them. He has also replaced the computer in the sign shop, and he is purchasing 4 more of the same computers to replace some of the older office computers. Russ commented that it is nice that Travis has taken the Asset Management report off his list of things to do, and he is so thankful.

Donna is going to begin training tomorrow with Precision for the accounting software conversion. She also stated that she is working on getting township billings out. Everyone is anxious to see the bills, but while most of the projects are complete, she is still waiting on some invoices for materials before billing can be complete.

Steve reported that the mechanics have started on winter prep. There aren't really any issues, it all seems to be preventative maintenance.

Art, Jon and Donna attended a CRA Communications Workshop in Mount Pleasant, and MCRCSIP held a safety training on Tuesday here for the crew. Art has also been doing road reviews with the Townships for next year's projects. He has been doing PACER ratings of the local roads when Ashley or Travis is available to go with him. Art also stated that we had a group join the Adopt-A-Mile program recently. Two miles from Geneva to Greendale roads has been adopted by God's Country Trail Riders and they did an awesome job cleaning out that area, which has historically been a place where people have dumped trash and was a mess.

Jon updated the bids on Eastman and Saginaw Rd. projects, which were part of the November 3 bids letting. Saginaw Rd came in 6% underestimate and was awarded to Ace Saginaw Paving. The Eastman Rd. project was 17% over estimate, so it required a special review. He has not

heard anything about that review and is still waiting for information. He attended a pre-con meeting for the Pine River Bridge over the Pine River project. The bridge will be closed November 13-December 15 while scour repairs are completed. Jon also stated that the primary road reviews were completed about 2 weeks ago so he will be working on future primary project planning soon. Bill Cozat commented on the Stop Sign Safety Project that was recently completed. The signs look good, and the project was a nice improvement. It was safety funded through MDOT and our portion of the project was only 10% of the total cost.

Meeting was adjourned by Commissioner Atton at 9:37 a.m. until Wednesday, November 22, 2023.

Donna Lowe, Finance Director

Mike Atton, Chair