

A REGULAR MEETING of the Board of Chippewa County Road Commissioners was held in their offices located at 3949 S. Mackinac Trail, Sault Ste. Marie, MI on April 1, 2021.

The meeting was called to order at 8:02 A.M.

PRESENT: Chairman Timmer, Commissioner Gagnon, Manager Laitinen, Office Manager Decker, Superintendent Erickson, Foreman Rye, Clerk Livermore, Clerk Christensen, Chief Mechanic Marsh, Union President Mills.

ABSENT: Foreman Goodman.

GUEST PRESENT: Trout Lake Township Supervisor Dave Hillman and Brad Ormsbee.

Chairman Timmer accepted the agenda as presented.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer that Payroll in the amount of \$156,754.85 and Vouchers in the amount of \$382,356.64 be approved and authorized for payment from the County Road Fund subject to audit.

MOTION CARRIED

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to approve the regular meeting minutes from March 18, 2021 and place them on file.

MOTION CARRIED

PUBLIC COMMENTS

- Trout Lake Township Supervisor Hillman requested information regarding who holds responsibility for maintenance of the section of H40 between the tracks. Manager Laitinen recognized it as a small section that could potentially be patched as a maintenance project.
- Trout Lake Township Supervisor Hillman inquired about weight restrictions on roads in his area. Discussion ensued.

STAFF REPORTS

Office Manager Decker

- Getting the new year caught up.
- Moving forward on the fuel system purchase for Eckerman and Pickford.
- Culvert Bid request is out.
- Found a new truck for the manager. The current truck will be assigned to the Engineer upon her arrival next week.

Superintendent Erickson

- Alternating between winter maintenance and spring work.
- Thanked the crew for their dedication in fulfilling the needs of the county on Sunday for the snowfall. This crew makes it easy to come to work every day.
- Doing gravel road maintenance when and where we can as the weather and thawing allows.
- Started cold patching.
- Pulling snow stakes
- Prepping for summer work on Sugar Island.

Foreman Goodman

- No Report.

Foreman Rye

- Gaines Highway brush mulching is complete. Working our way to M-129.

Clerk Christensen

- Eye wash stations were completed last week. Appreciated all of Dan's help to facilitate this. All documentation will be provided to MIOSHA next week as part of the grant for the matching \$5,000.
- After last week's safety meeting we will be doing a little more training on vehicle maintenance and the new work order system.
- Chain saw training is scheduled for next week and part of the training will count towards the annual required MSHA training.

Union President Mills

- Nothing to report.

Payroll/H.R./Board Clerk Livermore

- Submitted documentation to Kelly Church at the County Office as part of the MEDC-CDBG Reimbursement Grant. We will be receiving a check for just over \$29K as reimbursement for expenses related to COVID-19.
- Registered for the F&HR Conference to be hosted in Sault Ste. Marie. As of now, it looks like this may be our first face to face meeting in more than a year.
- The ballot resolution has been submitted to the County. It will be reviewed first at the Finance Claims and Accounts meeting and then forwarded to the regular County Board meeting on April 15.

Chief Mechanic Marsh

- Got a quote on a new air compressor for the shop. We continue to limp the old one along, but it has outlived its useful service.
- Shop is busy and switches between summer equipment maintenance and snow plow maintenance as weather makes necessary.

MANAGER'S REPORT

- Received a potential agreement with the US Army Corps of Engineers for the property at the Neebish Island Ferry Dock. Instead of a 4 year agreement that historically cost \$400, this year they had sent a 4 year agreement with a cost of \$4,000. When questioned about the purpose and necessity of this, they have sent what looks like a one-time permanent agreement.
- Finishing up the bridge funding applications. Four of them should be done and sent out today.
- New engineer starts Monday. Early next week will be spent driving and familiarizing her with the area and where our projects this year will be.
- Winter operations will end tonight in accordance with our contract with MDOT.
- The pipes for 9 Mile and Hay Point Road (Sugar Island) have been delivered. There was a delay in this order due to the unexpected death of our sales contact.
- Attended a virtual lunch and learn with Con Tech relating to the design elements of the pipe arches for Kelden Road / 20 Mile Road crossing.
- Spoke with Senator Stabenow's office regarding ear marked funds in the latest highway bill. Her office would prefer us to work directly with them rather than a 3rd party to possibly secure funds for paving work on Mackinac Trail to 6 Mile Road, Gogomain Road, and H-40 (Rudyard to the county line).
- Contacted the Manager for the City of Sault Ste. Marie, the city is willing to share in the ballot costs for the millage renewal. Community Action will also have an item on the ballot at the same time, reducing our cost automatically by half. Will be attending the County Commission meeting on the 15th to be available to answer any questions that may arise.
- Held a GI meeting with OHM advisors regarding the work on the 6 mile bridge project. There are some minor plan adjustments needed for MDOT, but we are still on schedule for an August letting.
- Received a request from Probate Court for any old maps we may have. They would like to use to decorate their office. We have a couple from the 1940's that we will loan. When they no longer want these maps, they will return to us.
- Received a call from Art Reid, our contractor responsible for demolition. The salt barn in Paradise is gone. The garage had asbestos in the ceiling. He hired a local firm to do the asbestos abatement. The notice to the DEQ with our demolition intent is completed. The office representative is happy with the results and removal and will update the Whitefish Township Board on the progress.
- Curt Mikolowski received one of the new trucks this year for his route. He is responsible for the I-75 ramps. His individual effort to prepare this truck goes above and beyond. He took great care in making sure no surface under this truck was missing

grease or other form of protection from the elements associated with snow removal. While we cannot award him monetarily, it is recommended he be invited to next year's highway conference as a guest to the equipment show.

- o **MOTION** by Chairman Timmer **SECONDED** by Commissioner Gagnon to congratulate and thank Curt Mikoloski for his time and effort and offer him the opportunity to attend next year's show.

MOTION CARRIED

NEW BUSINESS

- A.) Capital Outlay - Disc Mulcher - Diamond Mowers \$17,572.00

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to approve purchase of 36" Disc Mulcher as presented.

MOTION CARRIED

- B.) Fuel Tank Bid Award.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to award the purchase of two (2) fuel tanks to RW Mercer at \$38,850.00.

MOTION CARRIED

- C.) Move Next Board Meeting - Due to a schedule conflict and need for quorum, the next board meeting will be on FRIDAY, APRIL 16, 2021 at 9:00 a.m. Payroll is the day before the board meeting, Manager Laitinen requested permission to release payroll prior to the voucher approval at the board meeting.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to approve the distribution of payroll checks on the regular pay day of April 15, 2021.

MOTION CARRIED

- D.) Staffing - Manager Laitinen noted a need to hire three of the winter temps to fill continuing and upcoming staffing shortages. In the short term, we still have one operator out due to injury and in the near future one will be deployed with the military for an extended leave. The three temps in Eckerman have worked out well. While this hire would put us up by one hire in overall head count, there are pending retirements in that area coming in the not so distant future.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to grant Manager Laitinen authority to fill three regular, full-time positions from the current temp staff.

MOTION CARRIED

E.) Transfer \$150K to the OPEB account held at Morgan Stanley.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to approve the transfer of funds as presented.

MOTION CARRIED

F.) OHM Proposal - After meeting with OHM regarding the site plans for the 6 Mile bridge, Manager Laitinen asked if there was a way to do a quick amendment to the original agreement to include the Munuscong River Bridge. Instead of an quick amendment, we received a full plan with quoted cost. Due to the nature of the work, we could accept this or we could decide to put an RFP out. Commissioner Gagnon noted that OHM was the low bid for the original work on 6 Mile. Manager Laitinen noted timing for the 2022 construction season is a major factor in this decision.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to approve the project plan and quote provided by OHM.

MOTION CARRIED

G.) Public Highway Institutional Control - Admiral Station -

Received a request from the environmental company representing the Admiral Station on Mackinac Trail for a release on the public right of way. This is a common practice for fuel stations, requesting they be notified when any excavation work has to be done in the right of way along their property. Manager Laitinen recommended approval of the request.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to sign the release.

MOTION CARRIED

H.) Audit Exit Meeting -

Commissioner Gagnon has a conflict for the proposed date of the meeting. This item is tabled until the next meeting.

I.) Annual Act 51 Milage Certification Maps

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to sign the annual Certification Maps.

MOTION CARRIED

J.) Review/Reaffirm Policies:
i. Policy #15 - Investment Policy

ii. Policy #16 - Credit Card Control Policy

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to reaffirm policy #15 and #16.

MOTION CARRIED

OLD BUSINESS

A.) Review/Reaffirm Policies:

i. Policy #13 Township Contract Work

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to reaffirm Policy #13.

MOTION CARRIED

ii. Policy #14 - Equal Employment Opportunity (EEO) Policy.

Manager Laitinen acknowledged this is a federal law and we understand that as the law changes, we will have to change it to comply.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to reaffirm policy #14.

County Commissioners Comments

Commissioner Barron reported the COVID Relief Bill includes funding to our local County Commission. Chippewa County should receive \$7.3M broken into two (2) installments, the first of which should be received in about 90 days. The county has up to three (3) years to use this funding, and all use of funds must be reported to the federal government.

PUBLIC COMMENTS

Bruce Township Supervisor Marsh reported a new playground will be built on June 5, 2021 and volunteers to help with construction are needed.

ROAD COMMISSIONERS COMMENTS

Chairman Timmer noted that at the state level, committees are trying to get back to normal and will be meeting in Lansing.

With no further business to come before the Board, the meeting adjourned at 9:14 A.M.

Bobbie Livermore
Clerk for the Board

Richard Timmer
Chairman