

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 29, 2021.

The meeting was called to order at 8:05 A.M.

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

ABSENT: Foreman Goodman

GUEST PRESENT: Trout Lake Township Supervisor Dave Hillman

Chairman Timmer accepted the agenda as presented.

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Moser that Payroll in the amount of \$157,407.11 and Vouchers in the amount of \$329,996.43 be approved and authorized for payment from the County Road Fund subject to audit.

MOTION CARRIED

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Moser to approve the regular meeting minutes from April 16, 2021 and place them on file.

MOTION CARRIED

PUBLIC COMMENTS

- None

STAFF REPORTS

Office Manager Decker

- Worked on some computer maintenance/updates for most of the garages.
- Wrapping up the Act 51 report for submission this week.
- Had a couple of bid requests.

Superintendent Erickson

- More guardrail maintenance.
- Crews working on cold patching.
- Doing some shoulder retrieving/grading.
- Completing the pit work on Sugar Island in anticipation of summer work.

Foreman Goodman

- No Report.

Foreman Rye

- Fighting the beavers on drainage issues.
- Crew will be working from Drummond Island next week.

Clerk Christensen

- MSHA training is scheduled for next Tuesday.
- Had a surprise MSHA inspection yesterday. It went well and we received no citations.
- Working with Johnson Controls to acquire fire extinguishers for the trucks and a contract to service them.
- Waiting to hear the award results for the tire grant submitted.
- Worked with all garages for a count on needed snow stakes for next year and getting a request for quote ready.
- Submitted the fuel transformation grant for four (4) trucks last week.

Union President Mills

- All good, serving as union president again this year.

Payroll/H.R./Board Clerk Livermore

- Nothing new at this time.

Engineer Boileau

- Gogomain Bridges - MDOT LAP
 - OHM developing details for repair areas.
- Shunk Road (5 Mile to 9 Mile) - FHWA/Federal Aid
 - Preconstruction meeting on Wednesday, May 5, 2021
- 6 Mile Rd Bridge (West of Piche Road) - FY2022 MDOT Local Bridge Program
 - We have a temporary acquisition of easements
 - To be let in the August/September 2021 letting.
- 2021 Local Paving Program
 - Waiting on pricing from Payne & Dolan.
- Grant Applications:
 - Permanent Bridge Closure - 12 Mile Road between Lower Haylake Road and Scenic Drive
 - Waiting to hear from Bridge Bundling Team on bridge selection.
 - 6 Mile Road TEDF Category "F" Grant
 - Almost done - due May 3, 2021
 - Funds to be used on section between M-129 and Mackinac Trail for aggregate base improvements and fully paved shoulders.
- Other Stuff:
 - Meeting with MDOT on May 6, 2021 regarding changing Industrial Park Drive to a federal aid eligible status. With this status change we can apply for Category "A" funds.

- o Spoke at the National Work Zone Awareness Week Event held 4/27/2021 and will be speaking during MDOT's lunchtime podcast today.
 - Have a private meeting with the Governor scheduled.
 - CCRC is lined up to host the event in 2023.

Chief Mechanic Marsh

- Helping out in Pickford while the assigned mechanic is out on leave.
- Nearly ¾ done with the loader engine replacement.
- Concerned about the lead time on delivery of parts. We are seeing issues in availability and timing for delivery. Parts that typically took a day or two are taking more than a week to get, creating a backlog of repairs.

MANAGER' S REPORT

- Received a draft of regulations by EGLE regarding streambed mitigation. These regulations, if passed, could impact how we change out culverts in the future. More information has been requested from EGLE regarding scope and law.
- Congratulations to Foreman Goodman's daughter. He is not at today's meeting because he is attending her college graduation.
- Received a detailed project priority list from Sugar Island Township. We will review and determine timing of work to be done.
- Requesting rental equipment quotes for a couple of summer project where our current equipment is not large enough for the scope of the work.
- Preparing the bid request for 20 Mile Road/Kelden stream crossing replacement.
- After receiving the metal pipe bids, we requested quotes for concrete pipes. The cost difference is approximately \$4 per foot less for concrete versus the metal.
- Submitted a letter of interest to serve on the MCRCSIP board. The ballot will reflect this.
- Thank you to the crew for all they do. Receiving no citation from MSHA is a great accomplishment. Particular thanks to Randy Matheson for maintaining MSHA compliances.
- Got the opportunity to see the National Work Zone Awareness event. Engineer Boileau's involvement and presence representing Chippewa County is appreciated.

NEW BUSINESS

- A.) Elect Vice Chair

MOTION by Commissioner Moser **SECONDED** by Chairman Timmer to nominate Jeremy Gagnon as Vice Chair.

MOTION CARRIED

- B.) Blade Bid Award - Truck and Trailer Specialists were the only bids received to meet specs.

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Moser to award the blade bid to Truck and Trailer Specialist.

MOTION CARRIED

- C.) Gravel Crush Bid - Bids were received from Brow Crushing and Con Agg to crush gravel on Sugar Island, Kinross, and Strongs. It was recommended that all bids be accepted and awarded on availability.

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Moser to accept all bids and award on availability.

MOTION CARRIED

- D.) Payroll / AP Processing - At the beginning of COVID, the board approved for AP and Payroll checks to be completely processed and signed using a signature stamp prior to the board meeting. This process, as outlined in the draft of Policy #25, allows for an efficient and effective method for having these tasks completed. Discussion ensued.

MOTION by Commissioner Moser **SECONDED** by Commissioner Gagnon to approve and accept policy #25 - Payroll and Payables approval policy.

MOTION CARRIED

- E.) Bank Account Info - The resignation of Commissioner Ormsbee and the appointment of Commissioner Moser requires the changing of all signature cards for all bank accounts, removing Ormsbee and adding Moser.

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Moser to change the signers on the accounts held at Central Savings Bank by removing all reference to Brad Ormsbee and adding Charles Moser as a new signer.

MOTION CARRIED

- F.) Brine Cost Share with Townships - it has been the practice of the Road Commission to share in the cost of purchasing brine for township roads. The cost share of 1/3 up to \$1,000 paid by the Road Commission and the remainder paid by the township has worked well and it was recommended to continue this practice for 2021.

MOTION by Commissioner Gagnon **SECONDED** by commissioner Moser to continue the cost share practice at 1/3 of the cost, up to \$1,000, paid by the Road Commission.

MOTION CARRIED

G.) Review/Reaffirm Policies:

- i. Policy #19 - Service Time Purchase
- ii. Policy #20 - Social Media

Manager Laitinen gave a brief history on the MERS Service Time Purchase policy and recommended both policies be reaffirmed with no changes.

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Moser to reaffirm policies #19 - Service Time Purchase and #20 - Social Media.

MOTION CARRIED

OLD BUSINESS

A.) Policy #18 - Hiring Policy

Manager Laitinen requested this policy be tabled until the board meeting on May 13, 2021.

County Commissioners Comments

None.

PUBLIC COMMENTS

None.

ROAD COMMISSIONERS COMMENTS

Chairman Timmer indicated that at the CRA meeting it was noted that the MERL software Issue had been resolved. Discussion ensued.

With no further business to come before the Board, the meeting adjourned at 9:06 A.M.

Bobbie Livermore
Clerk for the Board

Richard Timmer
Chairman