

**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 16, 2021.

The meeting was called to order at 9:00 A.M.

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

**ABSENT:** None.

**GUEST PRESENT:** Trout Lake Township Supervisor Dave Hillman, County Commissioner Erik Baron, and Chuck Moser, newly appointed Road Commissioner from Drummond Island.

Chairman Timmer accepted the agenda as presented.

**MOTION** by Commissioner Gagnon **SECONDED** by Chairman Timmer that Payroll in the amount of \$166,153.18 and Vouchers in the amount of \$256,944.01 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 April 1, 2021 and place them on file.

**MOTION CARRIED**

**PUBLIC COMMENTS**

- Trout Lake Township Supervisor Hillman requested coordination of grading and brining of roads this summer.
- Commissioner Baron indicated coordination of brining, grading, and maintenance of the corners of West 12 Mile Road may be necessary this summer. Discussion ensued.

**STAFF REPORTS**

Office Manager Decker

- Quarter end financials have been provided.
- MTF is down significantly from last year.
- The county approved the ballot wording for the milage renewal and we will move forward and establishing the accounts and next steps. Manager Laitinen indicated Community Action will also have a ballot item, reducing the Road Commission cost by half. He also has an agreement with the city to pay a proportionate amount of the remaining cost for the election as they receive a portion of the funds generated from the milage.

Superintendent Erickson

- Working on gravel road maintenance and cold patching.
- The chain saw training was a well-received training and everyone gained new knowledge.
- Trucks are getting cleaned up and winter markers are being pulled.
- Working on Sugar Island prep work for this summer.

Foreman Goodman

- We had a good winter with low overtime.
- Salt sheds are in good shape.
- Spring break up is going well.
- Moving into summer projects, but having difficulty with Mis-Dig and getting markings done timely. Discussion ensued.

Foreman Rye

- State projects are caught up.
- Have a few salters left to remove to have trucks ready for summer.

Clerk Christensen

- Spent four days in chain saw training. Broke the crew into two groups for two days each of training, one in the classroom and one in the field. Dan and Joel were a huge help with planning and logistics.
- In cooperation with the City, we are submitting a grant for four new trucks. This grant is part of a fuel transportation program intended to retire older trucks in exchange for newer, more fuel efficient trucks with better emission grades.
- Working with the county clerk to identify grants that as a Road Commission we cannot apply for directly due to boiler plate language in the grant applications but which we can apply for through the county, where they administer the grant funds for us.

Union President Mills

- Union election of officers is scheduled for next week.

Payroll/H.R./Board Clerk Livermore

- Onboarding and paperwork for four full-time employees, three temps converting to full-time and one new engineer.

Engineer Boileau

- Gogomain Bridges - MDOT LAP
  - Preventative maintenance - replacing expansion joints, new deck waterproofing, and new asphalt over decks.
  - OHM will start bridge inspections today for two bridges in Pickford - #1638 - Gogomain at M-129 and #1639 just east of

the Post Office. OHM will finish permits/coordination and begin details for repair areas.

- Shunk Road (5 Mile to 9 Mile) - FHWA/Federal Aid
  - Approval obtained and plans developed in 2020
  - Precon meeting to be scheduled with construction to start in 2021
- 6 Mile Rd Bridge (West of Piche Road) - FY2022 MDOT Local Bridge Program
  - 50% MDOT/50% CCRC match - applying for BIA funds to cover CCRC share
  - OHM providing design/permitting services
  - Letting on May 7, 2021
- 2021 Local Paving Program
  - Hulbert Township - 4 roads - asphalt overlay & repairs
  - Soo Township - Crush & shape Smart Road and 5 ½ Mile Road with new asphalt surface.
- New Applications
  - Permanent bridge closure - 12 Mile Road between Lower Haylake Road and Scenic Drive
    - Applied for funding through Local Agency Bridge Bundling program through FY2024, waiting to hear selection results. Now making same application to Bridge Bundling Program.
  - Industrial Park Drive (Kinross) and/or 3 Mile Road east of M-129
    - Transportation Economic Development - Category F (TED F Program) - application due May 3, 2021.

#### Chief Mechanic Marsh

- Working on equipment for multiple seasons at the same time.
- Two trucks are in Boyne waiting on blades. Delivery should be in May.
- Loader is in the shop with a blown engine. Parts to rebuild have been reordered.
- Working on specs for a replacement air compressor.
- Current ancillary fuel tanks do not fit the new trucks. One has been ordered from Northern Tool and one is being fabricated at Kinross Fab. Waiting to see which is the better fit and deal.

#### **MANAGER'S REPORT**

- Welcome Stephanie Boileau as our new highway engineer.
- There was an incident on I-75 earlier this week. A semi driver fell asleep at the wheel, left the roadway, and took out a run of guardrail and the lost load did some superficial damage to the bridge pillar (Mackinac Trail over I-75). Action Traffic will provide a quote to fix the guardrail as well as some repairs on the county owned system.
- In discussion with Fahrner Asphalt to repair some of the wheel path distress on Six Mile Road.

- Had our initial Blue Cross Blue Shield renewal meeting. The renewal looks good with about a 3% across the board increase. Most of the increase relates to retirees, very little change to active employee costs. When we get the final renewal package we will schedule a negotiation meeting with the union.

**NEW BUSINESS**

- A.) Act-51 Cover Page Signature

**MOTION** by Commissioner Gagnon **SECONDED** by Chairman Timmer to have the chairman sign the Act-51 Cover Page.

**MOTION CARRIED**

- B.) Culvert Bid Award - the board was provided a copy of last year's bid tab to illustrate the substantial cost increase on culverts, noting the massive increase in the cost of metal culverts (more than 500%). All bids received for plastic culverts were identical and only one bid was received for metal culverts from ETNA. Because all bids were equal and ETNA was awarded the culvert purchase for 2020, it was recommended Pickford Builders be awarded the initial 2021 plastic culvert purchase and ETNA the metal culverts. Subsequent orders can be obtained from any of the vendors.

**MOTION** by Commissioner Gagnon **SECONDED** by Chairman Timmer to award the bid for the initial plastic culvert order to Pickford Builder and metal culvert order to ETNA with subsequent orders from any of the vendors.

**MOTION CARRIED**

- C.) A/P & P/R signature procedure - Recorded in the May 28, 2020 minutes under item D, to reduce the spread of COVID-19 through reduced common contact on surfaces, the board approved a process for signing payroll and payable checks prior to the board meeting. It was requested this process be continued in an effort to allow the greatest efficiency and accuracy of the process. Chairman Timmer requested this process be documented in the form of a policy and presented to the board at the next meeting.

- D.) Review/Reaffirm Policies:  
i. Policy #17 - Electronic Transactions

**MOTION** by Commissioner Gagnon **SECONDED** by Chairman Timmer to reaffirm policy #17 - Electronic Transactions.

- ii. Policy #18 - Hiring Policy

Due to changes in the board involvement in the hiring process, Manager Laitinen requested the item be tabled for the next meeting where an updated policy, reflecting the current practice, will be presented.

**OLD BUSINESS**

**County Commissioners Comments**

Commissioner Barron congratulated Charles Moser on his appointment as the new Road Commissioner. He indicated conversations regarding paving 12 Mile has been started with the Dafter Township Board. Discussion ensued.

**PUBLIC COMMENTS**

Trout Lake Township Supervisor, Dave Hillman requested input on the best way to purchase a new vehicle for the township. Manager Laitinen and Chairman Timmer suggested looking into becoming a member of MIDeal.

Brian Mills thanked Abby for coordinating the chainsaw training and Manager Laitinen reiterated the appreciation for the effort.

**ROAD COMMISSIONERS COMMENTS**

Chairman Timmer indicated the Bay Mills Indian Community may be contacting us to coordinate purchasing sand from our pit.

With no further business to come before the Board, the meeting adjourned at 10:12 A.M.

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Bobbie Livermore  
Clerk for the Board

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Richard Timmer  
Chairman