

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 January 7, 2021.

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

PRESENT: Chairman Timmer (via Telephone), Commissioner Ormsbee, Commissioner Gagnon (via ZOOM), Manager Laitinen, Office Manager Decker, Clerk Livermore, Clerk Christensen, Union President Mills.

ABSENT: Superintendent Erickson, Foreman Goodman, Foreman Rye, Chief Mechanic Marsh.

GUEST PRESENT: County Commissioner, Erik Baron

Being the first meeting of the new year, Clerk Livermore opened the meeting and asked for nominations for the office of Chairman.

MOTION by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon to nominate Commissioner Timmer as Chairman.

Second call for nominations for Chairman.

Third call for nominations for Chairman.

MOTION by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon to close nominations and cast a unanimous ballot for Commissioner Timmer for Chairman.

MOTION CARRIED

Clerk Livermore asked for nominations for the office of Vice-Chairman.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to nominate Commissioner Ormsbee as Vice-Chairman.

Second call for nominations for Vice-Chairman.

Third call for nominations for Vice-Chairman.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to close nominations and cast a unanimous ballot for Commissioner Ormsbee for Vice-Chairman.

MOTION CARRIED

Commissioner Ormsbee accepted the agenda as presented.

MOTION by Chairman Timmer **SECONDED** by Commissioner Gagnon that Payroll in the amount of \$192,820.24 and Vouchers in the amount of \$180,272.13 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 December 24, 2020 and the Public Hearing minutes from December 30, 2020 and place them on file.

MOTION CARRIED

PUBLIC COMMENTS

- Commissioner Baron noted an error in the appointment process at the County Board meeting. The name of a second candidate was excluded from the list on the day of the vote. The County Administrator has sent a letter of apology for the error.

STAFF REPORTS

Office Manager Decker

- The MTF revenue estimate as presented at the budget meeting was very close to actual. Unfortunately, this is significantly down from where it should be.

Superintendent Erickson

- No report.

Foreman Goodman

- No Report.

Foreman Rye

- No Report.

Clerk Christensen -

- Completing year end tasks and getting ready for the new year.

Union President Mills

- Nothing at this time.

Payroll/H.R./Board Clerk Livermore

- Working on closing out year-end payroll processes. The goal is to have W2's done and ready to distribute by the end of next week.
- Updating the year-end process checklist.
- More to present under new business.

Chief Mechanic Marsh

- No Report.

MANAGER'S REPORT

- Reservations are open for the Highway Conference in March. This is the last face-to-face conference that was held in 2020 and the first that has been scheduled to take place in 2021. Counties are limited to three (3) attendees. CRA will make a final decision at the end of January, pending changes in restrictions

from the MDHHS. If the event is canceled, road commissions will be refunded registration fees.

- UP Road Builders winter meeting in Marquette has been canceled. The business meeting part of this conference will be held via ZOOM to facilitate elections for President and Vice-President. As part of the rotation, Chippewa County is up for Vice-President. Manager Laitinen expressed interest in serving unless a commissioner voiced their interest.
- Three applications for the engineer's position have been received. Interviews will be conducted as applications for qualified applicants are received. The posting will remain open for the time being. Tom VanDorn has received confirmation from his new employer that he may serve in a consulting capacity for the next year as a project engineer. This will allow for us to finalize the projects he started.
- Waiting for the changes from Sidock for the Shipwreck Society parking lot improvement project.
- Received notification yesterday that the Chippewa County Road Commission is the recipient of awards for Gaines Highway and Curley Lewis projects from the Asphalt Pavement Association of Michigan.

NEW BUSINESS

- A.) COVID-19 Update - Clerk Livermore reminded the board that the Family First Corona Relief Act (FFCRA) expired on December 31, 2020. Part of this act provided paid time-off for absences related to COVID. In the first week of the new year, our office was notified that an employee has tested positive and potentially exposed others to the virus.

Clerk Livermore requested the board consider extending the time-off provisions of the FFCRA until March 31, 2021. Manager Laitinen supported this request, stating "I want employees who exhibit any signs or symptoms of COVID to stay home and feel this measure will help encourage potentially sick employees to stay home and keep the rest of the crew safe."

Discussion ensued.

MOTION by Chairman Timmer **SECONDED** by Commissioner Gagnon to approve the extension of COVID related time-off as prescribed within the FFCRA of 2020, after seeking legal counsel for approval.

MOTION CARRIED

- B.) Review / Reaffirm Policies -
a. Policy #1 - Purchasing Policy

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to reaffirm the Purchasing Policy.

MOTION CARRIED

b. Policy #2 - Commuting Vehicle Policy

MOTION by Chairman Timmer **SECONDED** by Commissioner Gagnon to reaffirm the Commuting Vehicle Policy.

MOTION CARRIED

County Commissioners Comments

Nothing at this time.

PUBLIC COMMENTS

None

ROAD COMMISSIONERS COMMENTS

Nothing at this time.

With no further business to come before the Board, the meeting adjourned at 8:44 A.M.

Bobbie Livermore
Clerk for the Board

Richard Timmer
Chairman