

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 November 25, 2020.

The meeting was called to order at 8:06 A.M.

PRESENT: Chairman Timmer (via telephone), Commissioner Ormsbee, Commissioner Gagnon (via ZOOM), Manager Laitinen, Engineer VanDorn, Payroll/HR/Board Clerk Livermore, Clerk Christensen.

ABSENT: Office Manager Decker, Superintendent Erickson, Foreman Goodman, Foreman Rye, Union President Mills, Chief Mechanic Marsh. Manager Laitinen noted their absence due to the MDHHS work remote order.

GUEST PRESENT: None.

Commissioner Ormsbee accepted the agenda as presented.

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee that the Payroll in the amount of \$159,636.98 and Vouchers in the amount of \$340,372.58 be approved and authorized for payment from the County Road Fund subject to audit.

MOTION CARRIED

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to approve the regular meeting minutes from November 12, 2020 and the meeting minutes from the November 5, 2020 capital outlay meeting and place them on file.

MOTION CARRIED

PUBLIC COMMENTS

None.

STAFF REPORTS

Engineer VanDorn

- Spent the last couple weeks wrapping up paperwork, reporting requirements, and other projects.
- Local Paving -
 - o Reviewed and signed final Payne & Dolan invoice for the year.
 - o Finalized the federal aid jobs (Curley Lewis Highway, Ranger Road, Gaines Highway). Overall, came in about \$8,000 over estimates, in part due to a change-order on Curley Lewis.
- Received the site review for Paradise from EGLE.

- o The report defines where the dump site is, attributing ½ of the area as property of CCRC and ½ of the property belonging to the township.
 - o There is an estimated 1,000 yards of contaminated material to remove.
 - o The bore samples revealed levels of mercury, lead, and chromium. None of these are uncommon for a dump site like this.
 - o EGLE will coordinate with the Road Commission on the next steps.
- Whitefish Point project -
 - o MDOT is reviewing the GI submittal
 - 2021 Local Paving -
 - o There are three road agreements for Rudyard Township ready to be reviewed by the board and approved.
 - o Agreements have been sent to Trout Lake, DeTour, and Raber.
 - Engineer VanDorn expressed his gratitude to the Board and Staff for his time working with the Road Commission.

Office Manager Decker

- No report.

Superintendent Erickson - presented by Manager Laitinen

- Gravel roads are in rough shape due to the rain/freeze/thaw of the last couple of weeks. If we get some dry weather, crews will go back out and do some grading.

Foreman Goodman

- No Report.

Foreman Rye

- No Report.

Clerk Christensen -

- Been to all garages except Sugar Island to re-stock cleaning supplies, PPE, and review protocols for cleaning and disinfecting trucks and surfaces as well as securing objects in the trucks.

Union President Mills

- No report.

Payroll/H.R./Board Clerk Livermore

- We continue to see increased instances of exposure and have had another employee test positive.
- New information and guidance has been received from the MCRCSIP and will be covered under new business.

Chief Mechanic Marsh

- No Report.

MANAGER'S REPORT

- Spent most of the last two weeks on vacation. Manager Laitinen expressed his appreciation for the staff in their ability to take care of business and recognized only a couple of minor interruptions to his vacation for guidance. He thanks the staff and crews for the work they do.

NEW BUSINESS

- A.) Rudyard Township Road Agreements - Manager Laitinen reviewed the three road agreements (Kipling Drive, Elliott Street, and West Street) and recommended their approval. Discussion ensued.

MOTION by Commissioner Gagnon **SECONDED** by Chairman Timmer to approve the three road agreements with Rudyard Township.

MOTION CARRIED

- B.) Remote Work Policy/COVID-19 Preparedness Plan - Clerk Livermore reviewed with the board the changes enacted by the Michigan Department of Health and Human Services, with enforcement by MIOSHA, requiring the adoption of a Remote Work policy as well as the MCRCSIP labor attorney's opinion on the matter. As the state continues to fight the virus, government mandates are changing rapidly. To ensure compliance, Clerk Livermore recommended the adoption of a presented draft of the policy as well as the granting of authority to the manager to adopt changes in the plan and policy as mandated.

MOTION by Chairman Timmer **SECONDED** by Commissioner Gagnon to approve the COVID-19 Preparedness and Response Plan and the Remote Work Policy and to have Manager Laitinen approve and authorize any subsequent changes and/or revisions mandated by MIOSHA, MDHHS, MCRCSIP, and/or CCRC attorney that he determines to be in the best interest of the Road Commission. Said changes and/or revisions in CCRC's COVID-19 Preparedness and Response Plan and Remote Work Policy will be brought forth to the Board at the next regularly scheduled Board meeting.

MOTION CARRIED BY UNANAMOUS ROLL CALL

- C.) Review Dates for 2021 Board Meetings - Clerk Livermore provided a draft of the list of dates for next year's board meetings, noting conflicting dates due to holidays and association meetings.

MOTION by Chairman Timmer **SECONDED** by Commissioner Gagnon to approve the dates for the 2021 board meetings and have them posted.

MOTION CARRIED

OLD BUSINESS

Nothing at this time.

County Commissioners Comments

Nothing at this time.

PUBLIC COMMENTS

ROAD COMMISSIONERS COMMENTS

Chairman Timmer noted the problems with using GO TO MEETING for our virtual meetings and requested we investigate other options and a contingency plan for the remainder of the meetings this year.

Chairman Timmer wished everyone to Stay Safe.

With no further business to come before the Board, the meeting adjourned at 8:43 A.M.

Bobbie Livermore
Clerk for the Board

Richard Timmer
Chairman