

**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, Michigan on May 30, 2019.

The meeting was called to order at 8:00 A.M. followed by the Pledge of Allegiance.

**PRESENT:** Chairman Timmer, Commissioner Ormsbee, Commissioner Gagnon, Manager Laitinen, Office Manager Decker, Engineer VanDorn, Foreman Erickson, Foreman Goodman, and Foreman McConkey, Chief Mechanic Marsh, Union President Mills, Payroll/H.R. Clerk Livermore, and Clerk Ranta

**ABSENT:** None

**MOTION** by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon that the Payroll in the amount of \$147,110.83 and Vouchers in the amount of \$124,205.07 be approved and authorized for payment from the County Road Fund subject to audit.

Chairman Timmer asked Office Manager Decker if there were any special items that were paid this time. He responded, "No." This was the third pay for the month of May. Chairman Timmer also inquired if there were any adjustments from Lansing and Office Manager Decker replied that there were not.

**MOTION CARRIED**

**MOTION** by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to approve the regular meeting minutes on May 16, 2019.

**MOTION CARRIED**

**PUBLIC COMMENTS**

Kinross Township Supervisor Jim Moore inquired if the Chippewa County Road Commission had any old steel posts that the Township could use at the Duke Lake Pavilion. Discussion ensued.

**STAFF REPORTS**

Foreman Keith Erickson

- Working on road maintenance.
- Gravel roads are in rough shape. They are really wet.
- Beaver problems.
- Have several crews out working with culverts, asphalt and guardrail issues.

Foreman Dean Goodman

- Our area has lots of water and mud. The roads are not drying up quickly or tightening up as they have done in the past.
- Worked on a culvert in Whitefish Point Road last week.
- Now working in Brimley on several culvert issues.

Foreman Steve McConkey

- Continuing to wait for Miss Dig to mark the area so culvert work can begin.
- Grading many roads.
- Finished up the shoulder work on M-48.
- Hauling gravel. Hope to start construction soon. We are about a month behind on everything.

Office Manager Decker

- Received our culvert bids.
- Continue to work with renewing the Blue Cross Blue Shield rates and the different options on vision and dental. Hope to have more answers today.
- The financials for April went out last week.
- The Goetzville garage is up and running with the new payroll system with minimal issues.
- The Brimley garage will be set up next for the payroll system. Currently this system has been installed and is functioning in the Sault, Drummond Island and Goetzville garages.

Chief Mechanic Marsh

- Took delivery of the used skid steer on Monday. Remaining attachment parts such as the water tank, will come next week.
- Baraga County has agreed to purchase truck #666. The truck is currently under repair.
- The garage is very busy.
- The John Deere salesman contacted us and said that they will be receiving more graders in the near future. They wondered if we would be interested in purchasing a grader. Pictures of our current CASE grader were taken for an estimate of a trade-in value quote. Discussion ensued.

Payroll/H.R. Clerk Livermore

- Shared a status up-date on having payroll go to a direct deposit system. Details were discussed further under New Business, Part A.

Engineer VanDorn

- A base layer of crushed gravel was placed on the Lakeshore Drive project between M-221 and Plantation Road. About half of the 8-foot bike path was also completed.
- Payne and Dolan will be back next week to continue with a special piece of equipment that is in current use at another project location.
- Foreman Goodman's crew has been replacing some failing culverts at the Lakeshore Drive project that Payne and Dolan were not contracted to assist with.

- Received an email last week that funds for the Curley Lewis project were obligated. Still pushing for a July letting, but it might be in August.
- Gaines Highway grade inspection was submitted last week and is being reviewed by MDOT.

Office Manager Decker wished to add that Old Mission Bank has a NOW account that has an interest rate of 1.4%. Would like to transfer money from Central Savings Bank to an account with Old Mission since the interest rate is more advantageous. Discussion ensued.

Union President Mills - None

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

- Received more guidance from MDOT on how to address the labor disputes that have affected the close outs for 2018 projects on Baker Side Road, 9 Mile Road and Kincheloe.
- The pre-con meeting by MDOT for striping the pavement was held off until every county that is participating had paid their \$40,000 deposit. Waiting for one more county to pay and then they will proceed.
- Baraga County agreed to purchase our truck #666 for the minimum bid price of \$30,000.
- We just received the State-Wide County Road Investment Plan. It was believed that our local road system is in better shape than what was listed in the report. The last PASER reports were taken in 2014. We would like to determine what is the actual condition of our local roads. Therefore, our intern Nick has been trained and he is now going out and rating our local roads. Discussion ensued.
- An agreement was reached with a resident regarding a drainage issue on Spring Bay Road in Detour. A small culvert or cross tube pipe will be installed. This will benefit not only the resident, but approximately four or five other properties as well.
- Local project preparations have begun. Preparing for the start of our local heavy maintenance projects which will include but are not limited to WestShore Drive on Sugar Island, Prairie Road and roads in Pickford, Raber and Drummond Island.
- Planning to bid out crush gravel on Drummond Island.
- The skid steer loader was delivered. Very nice machine. Rest of the accessories will be coming soon.
- Working with Skinners in Pickford to start a build for a brush hog tractor. Found that Skinners carries the tractors listed with MiDeal.
- McCoy Forestry notified us of potential 772 Deere Graders we may want to purchase. The salesman took pictures of our CASE grader to evaluate in the event we decide to trade it in.

## **NEW BUSINESS**

- Payroll Approval Process with Direct Deposit  
Details were discussed on the process and how to move forward with direct deposit. A motion was made to move forward by Commissioner Gagnon. The motion failed for lack of support. Staff will prepare a resolution detailing the actions necessary for the Board to act on.
- Culvert Bid Award  
**MOTION** by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon to award the culvert truckload quantity bid to Etna Supply and to accept all bids presented for future consideration.

### **MOTION CARRIED**

**MOTION** by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to accept the St. Regis Culvert bid price for polymer coated culverts.

### **MOTION CARRIED**

- Engineering Reimbursement Signature Page  
**MOTION** by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to authorize Chairman Timmer to sign the engineering reimbursement signature page.

### **MOTION CARRIED**

- Credit Card Authorization Signature Page  
Discussed the option of changing from one general credit card that is used by all to one general credit card and 7 specific, employee named credit cards, totaling a combined limit of \$10,000. If approved, the credit card policy would need to be up-dated. This item was tabled until the Credit Card Control Policy was discussed.
- Reaffirm Board Policy #16: Credit Card Control Policy  
**MOTION** by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon to adopt the up-dated Credit Card Control Policy to a combined \$10,000 limit with 8 users and give Stephanie the authority to add the last four digits of the account number under the individual card holder's name.

### **MOTION CARRIED**

- Credit Card Authorization Signature Page  
**MOTION** by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to authorize Chairman Timmer to sign the credit card authorization signature page.

### **MOTION CARRIED**

- Reaffirm Board Policies #14 & #15
  - 14. Township Cost Sharing Policy
  - 15. Investment Policy

**MOTION** by Commissioner Ormsbee **SECONDED** by Chairman Timmer to reaffirm Board Policies #14 & #15.

**MOTION CARRIED**

**OLD BUSINESS**

- Reaffirm Board Policies #11 & #13:  
This is tabled until the next meeting.

**COUNTY COMMISSIONERS' COMMENTS**

**PUBLIC COMMENTS**

Kinross Township Supervisor Jim Moore verified the width of the road running by the old hotel and the New Dollar General.

Brian Mills questioned if the crew will be reapplying blacktop to a section of 6 Mile Road where a culvert was changed. Engineer VanDorn replied yes and several other roads where culverts were changed will have blacktop applied to those spots as well.

**ROAD COMMISSIONERS COMMENTS**

Chairman Timmer thanked the crew on brush hogging in the Brimley area of Lakeshore and Ranger Road. It improved the line of sight immensely. Chairman Timmer also encouraged everyone to stay safe.

With no further business to come before the Board, the meeting adjourned at 9:13 A.M.

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Stephanie A Ranta  
Clerk for the Board

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Richard B. Timmer  
Chairman