

AN EMERGENCY 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 March 23, 2020.

The meeting was called to order at 11:45 A.M.

PRESENT: Chairman Timmer (by phone), Commissioner Ormsbee, Commissioner Gagnon (by phone), Engineer VanDorn, Clerk Christensen, Union President Mills, Payroll/HR/Board Clerk Livermore.

GUEST PRESENT: None

MOTION by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to limit exposure to the threat of the COVID-19 virus by the means of working from a significantly reduced work-force as follows:

- Allow office staff to work remotely from home as much as possible.
- On a rotating schedule have ONE (1) office personnel working in the office each day as assurance to the community that we are working and will continue to provide essential service.
 - Each day, the person working in the office is responsible for disinfecting the office with the provided cleaners, ensuring all common surfaces are disinfected upon arriving and prior to leaving.
- Road personnel will be on a paid "waiting to be called" status.
 - Waiting to be called will mean that the employee is ready and able to report to work when called. Denying work will result in the use/application of vacation time, unless for a documented illness or "Corona" related absence as observed by the State's Emergency FMLA.
 - Each day, in a rotation as determined by the Superintendent, Manager, and/or Foreman, some Road Personnel may be assigned work (road patching, ditch drainage, etc.). Mechanics will work as needed, determined by the superintendent or manager.
 - An internal accounting code will be created for use during the "Waiting to be Called" periods.

Roll Call Vote:

Commissioner Ormsbee: Yes

Commissioner Gagnon: Yes

Chairman Timmer: Yes

MOTION CARRIED UNANAMOUSLY

ROAD COMMISSIONERS COMMENTS

Please document all measures being taken during this time and forward to CRA.

Stay safe.

With no further business to come before the Board, the meeting adjourned at 11:55 A.M.

Bobbie Livermore
Clerk for the Board

Richard B. Timmer
Chairman