

**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 March 19, 2020.

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, Superintendent Erickson, Union President Mills, Payroll/HR/Board Clerk Livermore,.

**ABSENT:** For the purpose of social distancing - Engineer VanDorn, Foreman Goodman, Foreman Rye, Chief Mechanic Marsh, Clerk Christensen.

**GUEST PRESENT:** None

**MOTION** by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to approve the agenda with the following additions:

- e. Sign cover pages on Annual Certification maps
- f. Schedule special meeting for Monday, March 23, 2020 at 9:00 a.m. with the financial auditor to discuss ACT51 and COVID19 precautionary measures.

**MOTION CARRIED**

**MOTION** by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon that the Payroll in the amount of \$177,194.76 and Vouchers in the amount of \$194,232.52 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 March 5, 2020 with the following clarification, and place them on file:

**Clerk Christensen's report, bullet point 5, add the word "at" after looked in the first sentence.**

**In the Managers report, add the word "it" before repaired.**

**MOTION CARRIED**

**PUBLIC COMMENTS**

None.

**STAFF REPORTS**

Engineer VanDorn

- Six Mile Bridge design is under review and we have received SHPO clearance.
- We have received the signed contracts for Ranger Road.

Superintendent Erickson

- Snow drifting/opening ditches/steaming culverts.
- Work being done to clean up the trucks

Foreman Goodman

- No Report.

Foreman Rye

- No Report.

Office Manager Decker

- Working on OPEB audit.
- Working with office staff to stay informed regarding COVID-19

Clerk Christensen

- No Report

Union President Mills

- Nothing at this time.

Payroll/H.R./Board Clerk Livermore

- Clerk Christensen has been working to get information regarding Rave and Smart 911 (smart phone apps) out to the crews. These apps allow for mass communication from Central Dispatch that we can partner with to keep our crews informed.

Chief Mechanic Marsh

- Truck 676 is in Gaylord getting chassis work done.
- Estimates are back for the body and chassis
- Lots of work in the shop - 2<sup>nd</sup> truck with flatbed is ready.
- Working on specs for excavator.

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

- Met in Lansing at the Highway Conference and Road Show.
- Have been looking into state and federal bills related to the COVID-19 pandemic.
- Attended meeting regarding the purchase of an excavator. More under new business.
- Due to the COVID-19 pandemic and school closures, I will be out of the office periodically.

#### **NEW BUSINESS**

- A. OPEB Funding - Morgan Stanley Transfer \$250,000 (1<sup>st</sup> Quarter 2020 payment):

**MOTION** by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon to transfer \$250,000 to Morgan Stanley for OPEB funding.

**MOTION CARRIED**

B. Whitefish Township Road Agreement (Wildcat Road):

**MOTION** by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to approve the Whitefish Township Road Agreement

**MOTION CARRIED**

C. Excavator Purchase:

**MOTION** by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon to purchase the excavator through Rolland Machinery.

**MOTION CARRIED**

D. COVID-19 Update/Discussion: A memo went out to employees. Our building is closed to vendors and general public. We are asking employees to be diligent about washing/disinfecting everything. Drivers are asked to use disinfecting wipes on the inside of the truck as they get out to prepare it for the next employee.

E. Certification Maps:

**MOTION** by Commissioner Gagnon **SECONDED** by Commissioner Ormsbee to sign cover pages of the Annual Certification Maps of mileage to be sent to Lansing.

**MOTION CARRIED**

F. Schedule a special meeting for Monday, March 23, 2020 at 9:00 a.m.

**MOTION** by Commissioner Ormsbee **SECONDED** by Commissioner Gagnon to schedule a special meeting for Monday, March 23, 2020 at 9:00 a.m. with Phil Wolfe from Anderson Tackman.

Discussion ensued. This will be a telephone conference call in accordance with the Open Meetings Act to discuss ACT51 and precautionary measures addressing COVID-19. We have invited Mackinac County to attend.

**OLD BUSINESS**

Nothing at this time.

**County Commissioners Comments**

Nothing at this time.

**PUBLIC COMMENTS**

None.

**ROAD COMMISSIONERS COMMENTS**

We are impressed at how on top of the information regarding the pandemic this staff is. We appreciate the information being communicated to everyone.

Thank you Abby for getting the safety committee operational.

Stay safe.

With no further business to come before the Board, the meeting adjourned at 9:17 A.M.

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Bobbie Livermore  
Clerk for the Board

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Richard B. Timmer  
Chairman