

**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 September 12, 2024.

Chairman Gagnon called the meeting to order at 8:00 A.M.

**PRESENT:** Chairman Gagnon, Commissioner Moser, Commissioner Sprague, Manager Laitinen, Office Manager Decker, Foreman Rye, Foreman Johnson, Foreman Goodman, Union President Eavou, Clerk Livermore, Clerk Christensen, Fleet Manager Donajkowski, Engineer Boileau.

**ABSENT:** Foreman Johnston, Engineer Tech Tuori, Chief Mechanic Marsh.

**GUEST PRESENT:** Chippewa County Commissioner Jim Traynor.

Office Manager Decker requested the addition of IT Managed Services be added to the agenda as item (e). under new business.

**MOTION** by Commissioner Moser **SECONDED** by Commissioner Sprague to add item e. and accept the agenda.

**MOTION CARRIED**

**MOTION** by Commissioner Moser **SECONDED** by Commissioner Sprague that September 12, 2024, Payroll in the amount of \$204,974.79 and Vouchers in the amount of \$685,055.72 be approved and authorized for payment from the County Road Fund subject to audit.

**MOTION CARRIED**

**MOTION** by Commissioner Sprague **SECONDED** by Commissioner Moser to approve the Regular Meeting Minutes from August 29, 2024, and place them of file.

**MOTION CARRIED**

**PUBLIC COMMENTS**

- None

**STAFF REPORTS**

Office Manager Decker

- Working with Clerk Christensen on inventory.
- Working with Clerk Livermore on updating the equipment rental rates.

Foreman Johnston

- No report.

Foreman Goodman

- The west end has been doing AMZ work for the state and on H-40. They are doing a nice job.
- Getting the gravel roads shaped up.
- Almost finished with culvert change outs.
- Congratulations to Foreman Rye and best wishes into retirement.

Foreman Johnson

- Congratulations to Foreman Rye and best wishes. It's been great working with him for 25 years at the road commission and the 10 years we worked together before coming here.
- Finishing up the state mowing.
- Finished the first pipe at Prentiss Bay Road. Should start setting the next pipe on Monday.

Foreman Rye

- Thank you to everyone for a great career. Expressed his appreciation for everything and everyone he worked with.

Engineer Boileau

- Installing bedding stone in the trench for the box culvert over the Charlotte River. Setting the box mid-month.
- Starting the Mackinac Trail overlay next week. Milling for butt joints and will keep one lane open at all times, however, brief full closer expected at the start of paving for approximately an hour.
- M-28 detour project still waiting for rail closure confirmation.
- Six to Nile Mile Road overlay on Mackinac Trail affected by surrounding projects, may delay start time until 2025.
- 2025 Bound Road Crush and Shape - MDOT/LAP believes this should be in January letting. Waiting for final obligation.

Engineer Tech Tuori

- No Report.

Clerk Christensen

- No report.

Union President Eavou

- Thanked Foreman Rye and noted the candy dishes should be better able to keep a good supply.

Fleet Manager Donajkowski

- Busy in shop gearing up for winter fit out.
- Completed an inventory of small and large equipment.
- Working to get new pickups outfitted.
- Next project is to clean and organize the parts room.

Payroll/H.R./Board Clerk Livermore

- Noted today is Foreman Rye's last day and wished him well into retirement.
- Worked on spreadsheets and reports during training on updating equipment rental rates in anticipation of winter work.
- Attended the CRA F&HR committee meeting via zoom. We are starting to plan content for the meeting next May.
- Been receiving and reviewing applications for the payroll clerk position.

Chief Mechanic Marsh

- No Report.

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

- Congratulations to Foreman Rye. Expressed appreciation for all he has done and his many years of service. Recognized all he has done and the impact he has had on the organization.
- Northern Conference is happening now with the CRA Board meeting and committee meetings yesterday. The CRA Board meeting noted a bill starting to move - SB653 to reinstate rule making authority for DEQ/EGLE.
- Invited and attended the Drummond Island Township meeting to discuss the acceptance of Sims Point Road (a private road) onto the county system. Noted the road is in decent condition with a 66' ROW. To change the status of the road, all of the property owners on this road would have to present a signed and notarized conveyance. The people initiating this effort have been provided the information and steps necessary to start this process. The township took action in support of this at this meeting.
- There will be a purchase and reimbursement of five acres of wetland bank at the Pickford site through the MI Wetland Bank.
- Prentiss Bay Road and bridge going very well.
- Payroll job has been posted and we've received some good applications.

- Received notice from Autore Oil offering our employees the same price on propane as their bid price to the road commission of \$1.279 per gallon. Employees need to contact Autore to receive the discount.

**NEW BUSINESS**

A. Approval of Bound Road Federal Aid Project - Engineer Boileau reported this is the Fed Aid portion of the project in Kinross Township between Thompson Road and Lockhart Road. It is 2 ½ miles of crush/shape with an anticipated January letting. The original program job limits were M-28 to Thompson Road. The Road Commission met with the Acting Supervisor for Superior Township and other members of the Superior Township Board earlier in the summer to discuss local match contributions. Superior Township was informed of their share and would make a decision at their board meeting, but it was unlikely they would have the funds to contribute. The Road Commission received no response from Superior Township regarding any board action taken to approve or deny the funding of the local contribution. Facing obligation deadlines, the Road Commission had act to ensure the project moving forward. Therefore, the job was modified and limited to just Kinross Township.

**MOTION** by Commissioner Sprague **SECONDED** by Commissioner Moser to approve and the Bound Road Federal Aid Project.

**MOTION CARRIED**

B. PA51 Annual Certification of Employee-related Conditions - Manager Laitinen explained the requirement of the form and the option being selected.

**MOTION** by Commissioner Moser **SECONDED** by Commissioner Sprague to authorize Office Manager Decker and Chairman Gagnon to sign the PA51 Annual Certification.

**MOTION CARRIED**

C. OPEB Fund Transfer \$100,000 from Central Savings Bank to Morgan Stanley.

**MOTION** by Commissioner Moser **SECONDED** by Commissioner Sprague to authorize Office Manager Decker to transfer \$100,000 to the OPEB trust account.

**MOTION CARRIED**

D. SME Contract \$44,445 Lump sum - Precast & Structural Steel Fabrication for Mackinac Trail over Chub Creek. Engineer Boileau described the uniqueness and size of the project, providing justification for the selection of SME as the vendor to supply the service, noting that professional services such as this do not require obtaining bids per the purchasing policy. Manager Laitinen concurred.

**MOTION** by Commissioner Sprague **SECONDED** by Commissioner Moser to sign the contract with SME

**MOTION CARRIED**

E. IT Managed Services - Engineer Boileau described the current IT system, noting it has certain shortfalls in meeting the requirements of remote work and software needs while working with MDOT. Time has been spent looking at outsourcing IT support in anticipation of Office Manager Decker's coming retirement and upgrades needed that are outside of the current staff's expertise. To start the process, two quotes have been received. Manager Decker presented the quoted amounts:

- i. ICS - \$9,257 start-up/installation with \$1,500/month contractual cost.
- ii. DSTech - \$6,125 start-up/installation with a choice of \$1,500/month contractual and additional \$100 per hour cost of support **or** \$2,027/month contractual all-inclusive support.

**MOTION** by Commissioner Moser **SECONDED** by Commissioner Sprague to approve contracting with DSTech for 1 year at the all-inclusive level.

**MOTION CARRIED**

**OLD BUSINESS**

None

**County Commissioners Comments**

- Commissioner Traynor reported attendance at the Drummond Island Township meeting.

**PUBLIC COMMENTS**

None

**ROAD COMMISSIONERS' COMMENTS**

Commissioner Sprague wished Foreman Rye congratulations into retirement. Chairman Gagnon thanked Foreman Rey for his work. With no further business to come before the Board, the meeting adjourned at 8:44 A.M.

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Bobbie Livermore  
Clerk for the Board

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Jeremy Gagnon  
Chairman