**Presque Isle County Road Commission**

**Minutes**

**April 21, 2021**

The regular meeting of the Board of Road Commissioners for Presque Isle County was held at the Road Commission office at 657 South Bradley, Rogers City, Michigan. Vice Chairman Ronald Bischer called the meeting to order at 8:30 a.m.

**Board Members Present:** Ronald Bischer, Norman Quaine

**Excused:** Thomas Catalano

**Also Present**: Supt./Mgr Jerry Smigelski, Asst. Supt./Mgr David Kowalski, Clerk Anne Wirgau

**Visitors:** John Chappa – Presque Isle County Commissioner

***Minutes:***

 A motion was made by Quaine (Bischer) to approve minutes from April 7, 2021 regular meeting as presented.

 Ayes: All

***Approval of Agenda:***

 A motion was made by Quaine (Bischer) to approve the agenda for April 21, 2021.

 Ayes: All

***Accounts Payable:***

 Motion by Quaine (Bischer) to approve the April 21, 2021 accounts payable in the amount of $241,248.61

 Ayes: Bischer, Quaine

 ***Supt./Mgr Report:***

* COVID-19 update
	+ An update has been made to our Preparedness and Response plan along with the daily screening protocol. (14-day quarantine and one language change)
* Posen garage employee Tyler Kuffel has tendered his resignation from employment effective April 30, 2021. He has been employed for twenty-two months.
* Employees Nick and Zach Idalski’s father passed away Sunday morning. The funeral is Thursday.
* Interviews were conducted with six applicants for the three open truck driver positions. Employment has been offered to Jeremy Belding for Onaway, Shawn Roby and Josh Dove for Rogers City, pending they pass pre-employment physical and drug screening, along with the background check.
* Placed an ad for summer college help. Two of the younger candidates interviewed would be interested in working as summer employees. Last year we paid $15.00/hour for the two employees who had CDL licenses.
* A driveway permit has been received for a new Dollar General Store at the old Daily Limit bar site at US-23 and Grand Lake Highway. After discussion with their engineer the permit was authorized.
* The Onaway crew placed down pit run and road gravel over the section of 634 Highway that has been covered in water for the past year or so. Water has receded a few weeks ago and enabled the placement of stone and gravel at the site.
* Onaway, Posen and Rogers City crews have been pulling shoulders along county asphalt roads. Will be putting some shoulder gravel down also where needed with the shoulder machine within the next several weeks. Leer Road from the Alpena County line north really needs shoulder gravel.
* We have had several culverts fail recently, two on 638 Highway between Petersville Road and Co Rd 441. Both are 18” x 65’. Will have Goodrich install asphalt patch after they are replaced.
* The Village of Posen has requested chip sealing on 1.3 miles of Village streets this summer. The contract will be signed and returned to the Road Commission for approval soon. Village is paying 100% of cost.
* Posen Township is contracting with us to chip seal Alpena and Green Roads. This contract is also coming soon. Posen Twp was advised Alpena Road was not an ideal candidate but they are trying to buy a couple of years life out of it.
* Supt./Mgr updated Board on status of employee negotiations.
* The building permit and Allis Twp zoning permit have been issued for the Onaway lean to addition.
* MDOT TWAs – 4 of 6 TWAs have been completed and payment received ($111,104.00), outstanding 2 are for approximately $20,000. A 7th TWA was just received for $100,000 for stumping on US-23 and M-65.
* On Monday, April 26, 2021, Dave, Mark Straley and myself will be meeting with Steve Lang and a committee of residents from Lake Street regarding the setting up of a special assessment for Lake Street and Fireside Drive. Mark has prepared an estimate for them and it is advised that a contractor perform the work.
* CRA is encouraging Road Commissions to ask their County Boards for COVID-19 relief funds that counties will be receiving. In our case we spent $17,137.05 in emergency paid leave along with $2,000-$3,000 for additional safety supplies (masks, disinfectants, extra paper towels, Service master cleaning). We should also ask for the shortfall in gas and diesel tax revenues that were expected through MTF. We were projected to receive approximately $4,677,000 but only received approximately $4,433,000. A shortfall of $244,000. Discussion held, Board in favor of submitting request for funding.
* A preconstruction meeting will be held on Monday, May 3, 2021 for the Co Rd 451 project.
* The summer work schedule, 4 – Ten-hour days will begin Monday, May 3, 2021. Clerk Wirgau stated the office would be open on Fridays with herself and Payroll Clerk alternating Fridays.
* Discussion was held regarding the Straits Area Council Meeting on Tuesday, May 4, 2021.
* Discussion was held regarding the beginning salary for the Onaway Foreman position offered to Rick Price.

***Asst. Supt./Mgr Report:***

* The Durapatcher purchased from Montmorency County Road Commission has been received and is in good working order.
* The Village of Posen has requested an estimate on some ditching work behind Farley Fence near the railroad grade, to be done in conjunction with the DNR. Village will pay all costs. Estimate has been prepared and emailed to Jim Zakshesky, Village of Posen Street Administrator.
* Presque Isle Township has requested an estimate on the remaining 8/10th of a mile on East Grand Lake Road from Rayburn Highway to the new Crush & Shape project end to be seal coated or an asphalt overlay. County Road Engineer Straley recommended an asphalt overlay as it increase the road life by 15 years rather than 3 for the seal coat. E. Grand Lake is a county primary road. Bolen Asphalt Paving is willing to extend the $66.86/ton HMA price and do the work. Estimated cost is $100,000.00 and Presque Isle Township is willing to provide a 50/50 match on this project. Discussion was held regarding the availability of Road Commission matching funds. The Board was in favor of doing the project.
* We have a collapsed culvert on Grand lake Highway west of M-65, east of Leer Road. The replacement of this culvert is going to be very expensive due to the amount of overburden on top of it. Will be getting several estimates to see what is the most economical way to handle this project. Estimated $100,000- and two-weeks’ time for Road Commission crew to do it. Approximately 500 cubic yards of rock/soil to be removed and replaced. A contractor may have larger equipment and perform the work more efficiently. Culvert is completely blocked and causing water backups on adjoining properties.

***Visitor:***

Commissioner Chappa indicated he recently talked with Gus Neumann regarding a sale price for the TNT Bar. Years ago, a discussion was held with Mr. Neumann about selling the bar to the Road Commission so the building could be demolished and the sharp curve of 451 straightened out. Mr. Chappa said the asking price is now $150,000.00.

***Bid Opening: Hauling of 29a Chip Seal Stone***



 A motion was made by Quaine (Bischer) to award bid to low bidder for each area.

 Ayes: Bischer, Quaine

***Unfinished Business:***

Discussion of a consulting fee for retiring Supt./Mgr Smigelski was held. Previously Eric Rose was paid per diem of $80 full day, $40 half day and $20 quarter day along with mileage and expenses. Supt./Mgr Smigelski indicated he would be amendable to $25.00 per hour if needed to assist incoming Supt./Mgr Kowalski.

 A motion was made by Quaine (Bischer) to authorize payment of $25.00 per hourto Gerald Smigelski as a consultant post retirement as needed.

 Ayes: Quaine, Bischer

***New Business:***

The following resolution was offered by Commissioner Bischer and supported by Commissioner Quaine:

*RESOLUTION 21-5087*

***Resolution of the Board of Commissioners of Presque Isle County Road Commission to enter MDOT Contract # 21-5087***

WHEREAS, there has been presented to this meeting a desire of the Commissioners of Presque Isle County Road Commission to enter a contract between Presque Isle Road Commission and the Michigan Department of Transportation (MDOT).

WHEREAS, this Board has reviewed the Contract # 21-5087 and finds it is in the best interest and to the benefit of the Presque Isle County Road Commission to enter into such a contract to perform road rehabilitation along County Road 451 from Claus Road easterly to Hawks Highway, including hot mix asphalt base crushing, shaping, and resurfacing, aggregate shoulders, culvert replacements, permanent signing and pavement markings; and all together with necessary related work.

NOW THEREFORE IT IS RESOLVED, that Chairman Thomas Catalano and Supt./Mgr Gerald Smigelski of the Presque Isle County Road Commission are authorized to execute such documents via electronic signature, in the name and on behalf of this County Road Commission.

THIS RESOLUTION is effective this date, with all present Commissioners voting affirmatively.

Adopted Ayes: Bischer, Quaine

 Nays: none

 A motion was made by Quaine (Bischer) to acknowledge Anne M. Wirgau as Clerk of Presque Isle Road Commission and as a Director on Calcite Credit Union Board of Directors. The Road Commission does desire to continue business as usual with Calcite Credit Union.

 Ayes: Bischer, Quaine

 A motion was made by Quaine (Bischer) to authorize opening of necessary payroll accounts at Calcite Credit Union, 478 N. Third, Rogers City, MI 49779 naming David A. Kowalski, Anne M. Wirgau and Susan Paull as authorized users for the deposit and withdrawal of funds during the course of Road Commission business.

 Ayes: Quaine, Bischer

 A motion was made by Quaine (Bischer) to name David Kowalski as authorized user of accounts with Huron National Bank, Awakon Federal Credit Union and Citizens National Bank for the deposit and withdrawal of funds during the course of Road Commission business. Additionally, David Kowalski is authorized to establish a credit card with Awakon Federal Credit Union to be used in the course of Road Commission business.

 Ayes: Bischer, Quaine

 A motion was made by Quaine (Bischer) to sign the title sheet for the MDOT Force Account project, chip seal Long Lake Highway and Bolton Road.

 Ayes: Quaine, Bischer

The following resolution was offered by Commissioner Quaine and supported by commissioner Bischer:

*RESOLUTION 2021-07*

***Resolution of the Board of Commissioners of Presque Isle County Road***

 WHEREAS, this Board desires to secure a Safety Grant for the construction year 2023, to pay for the reconstruction of the horizontal curve at the intersection of County Road 451, West Hawks Highway and Basel Road.

NOW THEREFORE IT IS RESOLVED, Supt./Mgr David Kowalski of the Presque Isle County Road Commission is authorized to sign necessary documents to procure said safety grant, in the name and on behalf of Presque Isle County Road Commission.

THIS RESOLUTION is effective this date, with all present Commissioners voting affirmatively.

Adopted Ayes: Bischer, Quaine

 Nays: None

 The next regular meetings of the Board of Road Commissioners will be Wednesday, May 5, 2021 at 8:30 a.m. and Wednesday, May 19, 2021 at 8:30 a.m.

 As there was no further business Vice Chairman Bischer adjourned the meeting at 10:19 a.m.