**Presque Isle County Road Commission**

**Minutes**

**April 7, 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 Smigelski, Asst. Supt./Mgr David Kowalski, Clerk Anne Wirgau, County Road Engineer Mark Straley

**Visitors:** John Chappa – Presque Isle County Commissioner; Adrian MacArthur – MacArthur Construction

***Minutes:***

A motion was made by Quaine (Bischer) to approve minutes from March 17, 2021 regular meeting as presented.

Ayes: Quaine, Bischer

***Approval of Agenda:***

A motion was made by Quaine (Bischer) to approve the agenda for April 7, 2021.

Ayes: Bischer, Quaine

***Visitor:***

Adrian MacArthur of MacArthur Construction appeared before the Board to discuss the Board’s decision to not award his company the E. Grand Lake crush & shape project as he was low bidder. Mr. MacArthur stated he did not receive the letter which was post marked March 9, 2021 requesting references until the day after the award date of March 17, 2021 and he should have been emailed the request.

Vice Chairman Bischer stated the Road Commission as common practice has requested references when we have not done business with a company in the past. Ultimately the Board is responsible for the quality of road projects and checking references is one way to assess the quality of work from a company.

Mr. MacArthur suggested that the bid packet include language indicating references are required for future bid invitations.

Vice Chairman Bischer thanked Mr. MacArthur for bringing his concerns to the Board.

Mr. MacArthur left the meeting at 8:40 a.m.

***Accounts Payable:***

Motion by Quaine (Bischer) to approve the April 7, 2021 accounts payable in the amount of $291,460.39

Ayes: Quaine, Bischer

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

* COVID-19 update – several staff have received the 2nd dose of the vaccine.
* Snowfall totals 73” so far this season, last year 84”
* Weight restrictions – lifting on Friday morning at 8:00 a.m.
* We are working on obtaining the building and zoning permit for the lean-to at the Onaway garage. Planning on building one of the two this year.
* Requests for letters of support for 2023 Safety grant funding for the curve at 451 (E. Hawks Hwy) have been sent to Belknap Township and the Sheriff Department. The letters will be included in the application.
* One applicant applied for the Onaway Foreman position – Richard Price. A formal interview will take place within the next week. Discussion was held regarding a starting salary for the position.
* Montmorency CRC has a used 1998 durapatcher for sale, asking $6,500.00. Ours are 1995 and 2000 models. A photo of the used durapatcher was reviewed by the Board and discussion held.
* MacArthur Construction was low bidder for the 451 Hwy project this year. Discussion was held by County Road Engineer Straley and Board regarding possible problems with the project.
* Notice has been received that Presque Isle County and our Townships will be receiving Federal COVID relief aid, we have a tentative spreadsheet showing amounts. Discussion was held. Not sure if the Road Commission will be receiving any funds.
* Thirteen applications have been received for the two truck driver positions. A list of names was reviewed by the Board.
* Crews will be starting the summer schedule of 4 ten-hour days on May 3, 2021.

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

* Asst. Supt./Mgr attended a Great Lakes Timber Professional Association meeting in Cheboygan on March 17, 2021. Chairman Catalano was also present representing the Presque Isle County Road Commission and Catalano Forest Products. It was a productive meeting with good turnout, discussion of establishing policy within Straits Area counties regarding bonding of roads during spring weight restrictions. Additionally, discussion was held on mandatory driveway permits by loggers and equal fees for permits and bonds. Will be a topic at the next Straits Area council meeting on May 4, 2021.
* CRA is seeking to increase the amount of funding for Forest Roads (TEDF E funds) which has remained stagnant for many years.
* Attended three webinars while on vacation. The asset management webinar was very informative and emphasized the benefits of a seal coat program to extend the life of paved roads and lessen construction costs. County Road Engineer Straley discussed the upcoming seal coat projects on Bolton Road and Long Lake Highway.

***Unfinished Business:***

None

***New Business:***

A motion was made by Quaine (Bischer) to advertise for bids for mineral brine (dust control) with bid opening to be held May 5, 2021.

Ayes: Bischer, Quaine

A motion was made by Quaine (Bischer) to advertise for bids to have seal coat chips hauled to various locations with the county with bids to be opened April 21, 2021 and trucking to be completed by May 31, 2021.

Ayes: Quaine, Bischer

A motion was made by Quaine (Bischer) to allow expenses for Commissioners, Supt./Mgr, Asst. Supt./Mgr and Clerk to attend the quarterly Straits Area Council Meeting on May 4, 2021 at Mackinac City.

Ayes: Quaine, Bischer

Supt./Mgr and Assistant Supt./Mgr updated the Board on the status employee negotiations. Discussion was held.

A motion was made by Quaine (Bischer) to allow expenses for Clerk and Payroll Clerk to attend the 2021 Finance & Human Resource Seminar May 18-20, 2021 at Sault Ste. Marie.

Ayes: Quaine, Bischer

Clerk Wirgau noted that she would be attending the May 19, 2021 regular Board meeting virtually via zoom from Sault Ste. Marie.

A 1st quarter Budget report was given to the Board and discussed briefly.

An open house will be held May 5, 2021 to celebrate the upcoming retirements of Onaway Foreman Al McAtee and Supt./Mgr Smigelski.

The next regular meetings of the Board of Road Commissioners will be Wednesday, April 21, 2021 at 8:30 a.m. and Wednesday, May 5, 2021 at 8:30 a.m.

As there was no further business Vice Chairman Bischer adjourned the meeting at 10:15 a.m.