**Presque Isle County Road Commission**

**Minutes**

**February 17, 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. Chairman Thomas Catalano called the meeting to order at 8:30 a.m.

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

**Also Present**: Supt./Mgr Smigelski, Clerk Anne Wirgau, Assistant Supt./Mgr David Kowalski, County Road Engineer Mark Straley

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

***Minutes:***

 A motion was made by Bischer (Quaine) to approve minutes from February 3, 2021 regular meeting as presented.

 Ayes: All

***Accounts Payable:***

 Motion by Quaine (Bischer) to approve the February 17, 2021 accounts payable in the amount of $201,049.26

 Ayes: Catalano, Bischer, Quaine

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

* COVID-19 update
	+ Minor changes to both the daily screening questionnaire and preparedness and response plan. Both have been updated.
* Snowfall total is 60.5” so far this season, last year was 66”.
* A request has been received from the Posen Fire Department to install a dry hydrant at the Grand Lake dam location. Supt./Mgr checked with EGLE (Environment, Great Lake & Energy – State of Michigan) and a permit is required.
* Co Rd 451 project (Claus to E. Hawks Hwy) is looking at an April letting.
* 489 Boat launch – concrete planks are available at Miller Road pit to replace the two existing bad ones. We will prepare an EGLE permit to allow us to do the work.
* The CRA Annual Highway Conference has been cancelled for 2021.
* Rogers Township asked if they could make payments over three years for their Nagel Road project (1.2 miles, crush & shape and pave). Payments would be $59,150 for three years. Supt./Mgr Smigelski told them he would check with the Board but did not think there would be a problem as we do not have any large outstanding township project receivables. We have not received the signed agreement yet.
* Asst. Supt./Mgr Kowalski and Supt./Mgr Smigelski attended the Engineering workshop last week. Asst. Supt./Mgr Kowalski gave a brief report to the board on topics covered at the workshop.
* Site specific training for the Carmeuse plant was conducted last Thursday via ‘Zoom’ for each garage.
* Governor’s 2021 Bridge bundling – our closed 638 Bridge (between US-23 and M-65) is in the 1st round. Discussion was held. Supt./Mgr stated he was not quite sure how the bridge got on the list and whether or not it will remain on after the next round of selection.
* Highway Infrastructure Program (HIP) is part of the Federal COVID Relief package. Looks like we will receive $170,068 which has to go through the Rural Task Force process. Supt./Mgr will be exploring the possibilities of how to use this funding and report back at the March 3, 2021 meeting. Many unknowns at this time with little guidance available.
* The new Western Star is at Grand Traverse Diesel. It is expected they will take it to Truck & Trailer for fit out equipment by month’s end.
* Next week Supt./Mgr and Asst. Supt./Mgr have several ‘virtual’ meetings to attend; PASER Training Tuesday – Thursday in mornings and a MCRCSIP training Tuesday afternoon. Monday, February 22, 2021 is the New Road Commissioner’s workshop from 8:00 am – 1:00 pm. Commissioner Quaine will be attending here at the office.
* Local bridge projects are due April 5, 2021, we need to request funds for the Monaghan Creek Bridge over Shubert Highway along with resolutions of support from the fire authorities, schools and the townships.
* CRA provided us with an updated Commissioners Code of Conduct and Best Practices documents. CRA recommends each Road Commission Board adopt the Code of Conduct. Discussion was held.

***County Road Engineer Report:***

 County Road Engineer Mark Straley spoke about safety grants available from MDOT. He stated the grant process has opened up and grants are more readily available then in the past. Discussion was held regarding a possible safety grant to be used to rebuild the corner at E. Hawks and Co. Rd 451 (Krueger’s corner). A possible 90 / 10 match would greatly reduce the cost of rebuilding the corner to the correct super elevation. Writing for the grant would push the currently planned Co. Rd. 451 project which includes this corner into 2023 rather than 2022. Discussion was held about all the future Co. Rd 451 projects on the five-year plan, particularly the section from US-23 to the K of C Hall. The order in which the sections of Co. Rd 451 will be reconstructed may have to be rearranged if safety grants are awarded. The Board was in favor of County Road Engineer Straley pursuing a safety grant for the Co. Rd 451/E. Hawks Hwy corner reconstruction and 451/Heythaler Hwy intersection.

 Discussion of centerline rumble strips on curves was held. Chairman Catalano is opposed to the cutting of new asphalt and believes it leads to faster deterioration of the surface. County Road Engineer Straley was advised to not include a safety strip rumble for the paved curve.

 Presque Isle Township is researching a special assessment district to reconstruct Lake Street and Fireside Drive. County Road Engineer Straley has prepared a preliminary estimate for the township. Supt./Mgr recommends they hire a private contractor, not the Road Commission for the project. Lengthy discussion was held regarding the right of way issues in the 1.25 miles project area. The Road Commission share of the project would be 35% of either in kind work or financial aid.

***Unfinished Business:***

 Clerk Wirgau gave copies of the 12/31/2020 Other Post Employment Benefits (OPEB) Valuation prepared by Watkins Ross to the Board. The valuation report is required as part of the annual financial audit under GASB (Governmental Accounting Standards Board) Statement 75. Discussion was held with it being noted our liability decreased from $2,126,487 in 2019 to $2,091,708 in 2020. Clerk Wirgau stated the MERS and OPEB monitoring of unfunded liability will be an annual report required by Michigan Department of Treasury.

 Clerk Wirgau advised the Board preparation of documents for the annual audit by Berthiuame and Company, CPAs is underway and the audit should be done by late March or early April.

 Clerk Wirgau also provided the Board with an Infrastructure Worksheet for 2020 showing where expenditures were made for road projects including reconstruction, chip seal and major culvert replacements. Additionally, a breakdown of how much was spent in each township was reviewed.

***New Business:***

 None

 The next regular meeting of the Board of Road Commissioners was set by Chairman Catalano for Wednesday, March 3, 2021 at 8:30 a.m. and Wednesday, March 17, 2021 at 8:30 a.m.

 As there was no further business Chairman Catalano adjourned the meeting at 10:20 a.m.