**Presque Isle County Road Commission**

**Minutes**

**December 27, 2023**

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 Norman Quaine called the meeting to order at 8:30 a.m.

**Board Members Present:** Norman Quaine, Robert Macomber, Thomas Catalano

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

**Visitors:** Clifford Tollini – Presque Isle County Commissioner, John Chappa – Presque Isle County Commissioner

***Minutes:***

 A motion was made by Macomber (Catalano) to approve minutes from December 6, 2023 regular meeting.

 Ayes: All

***Accounts Payable:***

 A motion was made by Catalano (Macomber) to approve the December 27, 2023 accounts payable in the amount of $261,983.41

 Ayes: Quaine, Catalano, Macomber

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

• Crew has removed asphalt from Airport Highway, installed gravel and completed shoulder dirt work. Supt./Mgr will be requesting bids for the asphalt work for this project after January 1, 2024.

• Supt./Mgr Kowalski and Commissioner Macomber had a very informative meeting with the residents of Presque Isle Township. Options going forward with Lake Esau’s water supply from the quarry were presented by Commissioner Macomber. Supt./Mgr discussed past and upcoming projects in Presque Isle and Krakow townships. We received positive feedback regarding our winter maintenance in the area.

• A preconstruction meeting was held the 638 project (Krakow Township line east to Grand Lake Road). Everything seems to be in order and construction will begin in early May with a projected finish date of June 3, 2024.

• Supt./Mgr received authorization from the Michigan State Police (Lt. Cook) to post speed limit signs in the Presque Isle Harbor Association subdivision. All non through way roads will be posted at 25 mph, the dead end cul de sac roads will not be posted which will reduce cost for signs and installation.

• Onaway crews have been cutting trees on Ocqueoc Lake Road and are continuing to ditch on Behm and Balch roads.

• Posen crew has been cutting trees within the right of way at the Elm Highway and Polaski Road intersection.

• Rogers City crew has been preparing Airport Highway and cutting trees within the right of way on 451 south of Airport Highway for the upcoming crush and shape project.

• Supt./Mgr provided a copy of the progress schedule for the 638 Highway, the 5-year MDOT Highway construction and maintenance plan and proposed capital outlay for 2024. Supt./Mgr noted the Black Mallard bridge is going to be worked on during summer of 2024.

• Two of our summer part time employees have returned to work for the holiday season during their school break.

• Supt./Mgr updated the Board on two personal matters. Zach Idalski has given his two weeks notice that he is leaving for other employment. Supt./Mgr will be seeking to hire a replacement driver for Posen. Additionally, Supt./Mgr informed the Board of an employee violating the Presque Isle Road Commission Substance Abuse Policy. The employee must complete a substance abuse program before returning to work and will be required to undergo a minimum of six follow up tests within a twelve-month period.

9:00 a.m. Bid Opening – Gradall



A motion was made by Catalano (Macomber) to award the bid to Jerome’s Towing for $4,650.00.

Ayes: Quaine, Catalano, Macomber

Chairman Quaine opened the Budget Public Hearing at 9:07 a.m.

Clerk Wirgau stated no written or verbal comments have been received regarding the 2024 Proposed Budget.

Supt./Mgr reviewed the budget with the Board and discussed the proposed 2024 Capital Outlay items. A discussion was held regarding the level of liquid assets (cash) kept on hand. The proposed 2024 budget is $1,231,604.00 less than 2023 budget due to a lower revenue amount for Federal STP funds (2023 budget had two 451 projects in it) and no MDOT TWA funds budgeted yet.

A motion was made by Macomber (Catalano) to close the Public Hearing at 9:18 a.m. and return to regular session.

Ayes: All

A motion was made by Catalano (Macomber) to adopt the 2024 Proposed Budget. (See Attached)

Ayes: Macomber, Catalano, Quaine

***Unfinished Business:***

 Commissioner Catalano had previously inquired about the status of our MERS and OPEB funding levels.

 Clerk Wirgau proved the Board with copies of the Corrective Action Plans for both systems noting on page six of the documents the year funding status is achieved is noted. MERS will reach the mandatory 60% funded by fiscal year 2024 and OPEB will reach the mandatory 40% funded by fiscal year 2026. Discussion was held.

 It was also noted we are in compliance with our Corrective Action Plans and will continue to fund both systems at current levels.

***Visitors:***

 Commissioners Tollini and Chappa did not have any items for discussion. Commission Chappa commended the Board for the good work being done on the County Road system.

***New Business:***

 After brief discussion the incoming Chairman (Catalano) set regular Board meetings for the first and third Wednesday of the month at 8:30 a.m. A 2024 Organizational Meeting will be held on January 3, 2024 prior to the regular meeting.

 A motion was made by Catalano (Quaine) to authorize expenses for any interested Commissioners and Supt./Mgr to attend the UP Road Builders Annual Winter Meeting in Marquette, February 1-2, 2024.

 Ayes: Quaine, Catalano, Macomber

 A motion was made by Catalano (Quaine) to allow expenses for Commissioners, County Road Engineer (registration only) and Supt./Mgr to attend the County Engineers Workshop at Manistee (Little River) on February 6-8, 2024.

 Ayes: Macomber, Catalano, Quaine

 The next regular meetings of the Presque Isle County Road Commission will be on Wednesday, January 3, 2023 at 8:30 a.m. and Wednesday, January 17, 2024 at 8:30 a.m. A re-organizational meeting will be held on Wednesday, January 3, 2024 prior to the regular meeting.

 With no further business to come before the Board, Chairman Quaine adjourned the meeting at 9:55 a.m.



