

**SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
BOARD MEETING AGENDA  
August 13, 2025 - 7:00 a.m.**

001007

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Public Comment
7. Unfinished Business:
8. New Business:
  - A. Vouchers 25-45, 25-46, and 25-47
  - B. MDOT 2067 – Annual Certification of Employee-related Conditions
  - C. Approve Adding B281 & 210X to Auction List
  - D. 2025 CRASIF Board of Trustee Ballot
  - E. Approval of Three-Year Commitment to CCAA (Monarch Butterflies)
9. Manager's Report
  - A. Commissioner Comments
10. Engineer's Report
  - A. Commissioner Comments
11. Department Heads
12. Meeting Notices
13. Public Comment
14. Adjournment

**1. Call Meeting to Order**

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The meeting was called to order by Chairman T. Klarich at 7:00 am.

**2. Roll Call:** The roll was called for the Commissioners.

**Present:** Thomas Klarich  
Robin LaCroix  
Randy Lund  
Keith Rochefort  
Wayne Johnson

**Absent:** None

**Also in Attendance:** Jean Vanderville, Managing Director; Ian Stampfly, Road Engineer; Michelle Steffen, HR Generalist; Roger Martin, Shop Foreman; Kim Rochefort, Road Foreman; Troy Bassett, County Commissioner

**Absent:** Tanya Hoar, Finance Director

**3. Pledge of Allegiance:** The pledge was recited.

**4. Approval of Agenda:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the agenda as presented.

Ayes: Five  
Nays: None

**Absent:** None

***Motion Carried***

**5. Approval of Minutes:**

**Board Meeting 7-21-2025:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner W. Johnson, to approve the Board Meeting minutes from 7-21-25 as presented.

Ayes: Five  
Nays: None

**Absent:** None

***Motion Carried***

6. **Public Comment:** None

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7. **Unfinished Business:** None

8. **New Business:**

**A. Vouchers 25-45, 25-46, & 25-47:**

**It was moved** by Commissioner R. Lund, seconded by Commissioner K. Rochefort, to approve Vouchers 25-45, 25-46, & 25-47 as presented.

**Roll Call:**

Lund – Yes

Rochefort – Yes

Johnson – Yes

LaCroix – Yes

Klarich – Yes

Absent: None

**Commissioner's Comments:**

There was a question regarding the Michigan Paving and Materials Co. invoice. The payment was for the emulsion.

There was a question regarding the Hunter Garage Doors LLC invoice. The payment was for the installation of the new doors in the shop.

There was a question as to how the employee appreciation picnic went. J. Vanderville replied that it went well and that the staff's response was favorable. We had burgers, brats, salads, chips, pop and water. We recognized employees J. Barham and M. Gould for their 10 years of service and they received a lunchbox/cooler. C. Niemi received a hat for his 1 year of service.

**B. MDOT 2067 – Annual Certification of Employee-related Conditions:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K Rochefort, to approve the MDOT 2067 – Annual Certification of Employee-related Conditions as presented.

Ayes: Five

Nays: None

Absent: None

***Motion Carried***

**C. Approve Adding B281 & 210X to the Auction List:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner W. Johnson, to approve adding B281 and 210X to the auction list and to explore the proposed new 10,000 gallon tanker as presented.

Ayes: Five  
Nays: None

Absent: None

***Motion Carried***

**D. 2025 CRASIF Board of Trustee Ballot:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the 2025 CRASIF Board of Trustee Ballot as presented.

Ayes: Five  
Nays: None

Absent: None

***Motion Carried***

**E. Approval of Three-Year Commitment to CCAA Monarch Butterflies:**

**It was moved** by Commissioner W. Johnson, seconded by Commissioner R. Lund to approve the Three-Year Commitment to CCAA Monarch Butterflies as presented.

Ayes: Three  
Nays: Two

Absent: None

***Motion Carried***

**9. Manager's Report:**

**GovDeals:** We are looking at adding 210X and B281 to the auction list. Our intent is to upgrade to a 10,000 gallon tri-axle tanker which will serve our needs better. Our goal with the new tanker would be to haul chloride when our suppliers do not have enough manpower to keep up which has been every year and to utilize the new tanker for watering and flushing culverts. Roger can provide further details on the setup of the tanker.

**MCRCSIP Annual:** The annual conference provided great information on topics about creation of roads and working with the public on how to say no. There was also a discussion panel with lobbyist and advocacy subjects.

A main topic continues to be road abandonment versus decertification. Originally, we decertified and maintained right of way for many roads (mostly dump roads). This is no longer the preferred method per our insurance/liability pool. I will be working on researching the previously decertified roads to determine if they need to be abandoned. More to come on that.

One other topic discussed was fines for broadband. Our current fee schedule has noncompliance fees of \$250. I may have misunderstood what MCRCSIP stated, but it sounded like we could fine up to \$5,000. I will research that further before recommending a change to our fees and fines.

Snowmobile permitting in the right of way. MCRCSIP is strongly suggesting all road commissions discontinue permitting snowmobile activity in the right of way. We have not permitted any such activities for riding or grooming since I started. Records show open ended permits for ORV trails from 2014. I am waiting to hear MCRCSIP's response on those.

**CRASIF Workers Compensation:** CRASIF provided a great training session on workers' compensation and OSHA reporting and recordkeeping. It is highly recommended to utilize the OSHA programs and training opportunities, which were also presented at the UPRBA meeting. We will look to add OSHA to our safety training.

**Straits Area District Meeting:** CRA went over the Legislative Priorities. The Straits District made a motion to remove the PA 152 priority and to rename the Township Matching Program priority to Township Collaboration Program.

**Frost Law Violations:** I sent an email with the magistrate's response but have not heard anything back on the specific violation reported on the MSP log.

**Salt Contracts:** The salt contracts have been awarded through MiDeal. Our early fill will come from Detroit Salt at \$73.53/ton and seasonal backup from Compass Minerals at \$81.97/ton. This is a slight increase from last year.

**Website Provider:** We recently received an email notification from WIX, the provider of our website, regarding payment for our subscription with them. The cost has increased substantially. I am working with them to try and bring down the cost. In the meantime, I am doing some "clean-up" on the website as the subscription cost is based on content storage.

## 10. Engineer's Report:

**Township Work:** The Howard Road project for Doyle Township is completed and all our township projects are done for the season.

**2025 Projects (CR-440, CR-453, and CR-443):** I have received completion letters from Bacco for all the projects. MDOT and I reviewed the projects on July 31<sup>st</sup> and had little to no comments. I have started to go through finalizing documents to close out the projects on my end. I hope to have these completed and sent to MDOT for review by the end of September.

**2026 Projects (CR-455 & CR-432/CR-433):** Both projects have been submitted to MDOT for review. The GI meeting is scheduled for August 14<sup>th</sup>, afterwards I'll work to address any comments/revisions to finish up the design. My goal is to have these projects in the February bid letting.

**CR-450 (Fox River Road) Project:** This project has started this week. We are doing 0.6 miles of berm removal/sand lift with a 6-inch gravel cap near Wagner Taylor Dam Road. I am anticipating this project will take about 6 days to complete.

**CR-449 (8 Mile) Project:** We plan to start this project after completing the CR-450 project, hopefully the last week of the month.

**FLAP Projects FY27-29:** We have continued working on our FLAP applications and supporting documents. The applications will be submitted at the end of this month.

**PASER/IBR Ratings:** The PASER/IBR data collection is completed for this year. This year's collection included local roads in Inwood, Thompson, and Hiawatha Township.

**CRA C Corp Board:** I have been appointed to the CRA C Corp Board as a non-CRA Board member. This board oversees the C corporation arm of CRA which oversees finances and fees involved with software being developed for CRA members. Examples of the software are Road Conductor or the financial software that has been in development for a couple of years. This board meets quarterly and usually in conjunction with other meetings/conferences that I attend, so the commitment is minimal with an opportunity to learn more about finances.

## 11. Department Heads:

### Kim Rochefort:

K. Rochefort reported that S. Kopischke will be the new sign truck guy.

Chloride is wearing out so we are beginning to blade the roads again. We will do spot chloriding on each side of the driveway for 250 feet.

The State tree project on US2 is almost done. Work on the low shoulders on US2 and 94 is being done.

When dura patching is done on 94 and 437, crack sealing will be starting. Brushing will begin in Hiawatha Township.

**Roger Martin:**

General maintenance work is on-going.

**Michelle Steffen:**

Advertisements have been placed for the truck driver/equipment operator. We have 6 applications that have been submitted thus far. Once they have been reviewed and recorded on the applicant spreadsheet, we will share with the board to determine who will be interviewed.

**12. Meeting Notices:**

- A. Commissioners Seminar is scheduled for September 21 -22, 2025 in Bay City
- B. CRASIF Annual Meeting is scheduled for September 22 – 23, 2025 in Bay City

**13. Public Comment:** None

**14. Adjournment:** The meeting was adjourned at 7:54 am.

  
Thomas Klarich, Chairperson

  
Jean Vanderville, Managing Director