

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
September 27, 2023 - 7:00 a.m.

000675

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:
 - A. Policy A6.00 Policy for Removing a Road from Seasonal Designation
8. New Business:
 - A. Voucher 23-54, 23-55 & 23-56
 - B. August Financial Statement
 - C. FY 23 Budget Amendment #2
 - D. FY 2024 Budget Hearing
 - E. HR 14.01 Amendment
 - F. County Commissioner Troy Bassett – Discussion regarding ARPA Funds
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
 - A. Board Meeting October 11, 2023, 3:00 pm
 - B. Commissioner's Seminar October 22-23, Mount Pleasant
13. Public Comment
14. Adjournment

1. Call Meeting to Order

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

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

Present: Thomas Klarich
Keith Rochefort
Robin LaCroix
Dale DuFour
Randy Lund

Also in Attendance: Jean Vanderville, Managing Director, Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Ann Peterson, Payroll/HR Coordinator; Troy Bassett, County Commissioner

3. Pledge of Allegiance: The pledge was recited.**4. Approval of Agenda:**

It was moved by Commissioner R. LaCroix, seconded by Commissioner T. Klarich, to approve the agenda, with the addition of Item 8.F., Commissioner T. Bassett discussion item.

Ayes: Five
Nays: None

Motion Carried

5. Approval of Minutes:

It was moved by Commissioner D. DuFour, seconded by Commissioner K. Rochefort, to approve the minutes of the meeting held on September 12, 2023. Commissioner K. Rochefort asked that discussion of the quality of the gravel at the Ottenhoff Pit be added to the minutes.

Ayes: Five
Nays: None

Motion Carried

6. Public Comment: Commissioner D. DuFour noted that the cannon in front of the courthouse needs to be moved. It also needs to be sandblasted and painted. He asked if SCRC could do the sandblasting. J. Vanderville will research and let him know.

7. Unfinished Business:

- A. Policy A6.00 Policy for Removing a Road from Seasonal Designation:** J. Vanderville and I. Stampfly attended township meetings to discuss the policy. Doyle, Germfask, Inwood, Manistique and Seney all agreed with the policy. Hiawatha has not yet decided, Mueller had no response and Thompson was neither for nor against the policy.

It was moved by Commissioner R. LaCroix, supported by Commissioner K. Rochefort, to approve Policy A6.00 as presented.

LaCroix - Yes

Rochefort - Yes

Lund – No

DuFour - No

Klarich – No

Motion Denied

8. New Business:

- A. Voucher 23-54, 23-55 & 23-56:**

It was moved by Commissioner R. Lund, seconded by Commissioner T. Klarich, to approve vouchers 23-54, 23-55 & 23-56 as presented.

Roll Call:

Lund - Yes

Klarich – Yes

DuFour - Yes

Rochefort - Yes

LaCroix - Yes

Motion Carried

- B. August Financial Statement:** T. Hoar provided an overview of the August Financial Statement.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the August Financial Statement as presented.

Roll Call:

DuFour - Yes

LaCroix - Yes

Lund - Yes
Rocheffort - Yes
Klarich – Yes

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Motion Carried

- C. FY 23 Budget Amendment #2:** T. Hoar provided an overview of the FY 23 Budget Amendment.

It was moved by Commissioner D. DuFour, seconded by Commissioner K. Rocheffort, to approve FY 23 Budget Amendment #2 as presented.

Roll Call:

DuFour - Yes
Rocheffort - Yes
Lund - Yes
LaCroix - Yes
Klarich – Yes

Motion Carried

- D. FY 2024 Budget Hearing:** T. Hoar provided an overview of the FY 2024 Budget Hearing.

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve FY 2024 Budget Hearing as presented.

Roll Call:

DuFour - Yes
Klarich – Yes
Rocheffort - Yes
Lund - Yes
LaCroix - Yes

Motion Carried

- E. Policy HR14.01 Amendment:** A. Peterson provided an overview of minor updates made to Policy HR14.00, Payroll Processing / Time and Attendance Policy.

It was moved by Commissioner R. LaCroix, seconded by Commissioner T. Klarich, to approve Policy HR14.01 as presented.

Roll Call:

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LaCroix - Yes
Klarich – Yes
DuFour - Yes
Lund - Yes
Rochefort - Yes

Motion Carried

F. Discussion Item – T. Bassett: T. Bassett started a discussion regarding the recent ARPA funds allocated to SCRC to purchase the Komatsu bulldozer. There is \$5k left in the fund that can be used toward the bulldozer but cannot be allocated elsewhere. Roland Machinery will be contacted to obtain prices for oil, filters, and any other necessary items for the bulldozer to use up the funds.

9. Manager’s Report:

United Asphalt: The owner stopped in to pay his fines but was unable to complete the permit process. J. Vanderville reached out to his son who he advised would be handling the permit process. A. Peterson assisted John with the permits. United Asphalt will do the removal and then come back and complete the corrected paving in the spring.

New Plow Trucks: Truck & Trailer sent over the Sourcewell contract and the total per truck came in at \$159,516.67. Per the contract, “Estimated delivery time for equipment: Approximately 275-290 days from receipt of signed contract. Allow approximately 120 days from equipment delivery to build (2) units”. That would be approximately October 19, 2024, to November 3, 2024.

Drain Commission: J. Vanderville started the process of determination of the benefit unit and verification of CUPPAD’s updated spreadsheet. She is also reviewing the best option for establishing the special assessment district. SAD’s can be established for control structures under both Part 307 Act 451 of 1994 and Act 188 of 1954 Public Improvements.

Gravel Crushing: Ottenhoff and Graves are complete, and Stoney Cut is scheduled for a tentative start date of Friday, September 29th.

Policy A6.00 Removing a Road from Seasonal Designation: (see Item 7.A. above):

- Doyle agreed with the policy for local seasonal roads.
- Germfask agreed with the policy for local seasonal roads.
- Hiawatha has not yet decided, as this was just presented last week.
 - Portion of Highrollways
 - Portion of Southside
 - Portion of Twin Lake Road
 - Wolf Lake Road

- Portion of Clear Lake Road (shared FS Rd)
- Inwood agreed with the policy for local seasonal roads.
 - Portion of Little Indian (shared FS Rd)
 - Portion of Bass Lakew Rd (shared FS Rd)
 - Wolfe Rd
 - Portion of Carlson Rd
- Manistique agreed with the policy for local seasonal roads.
 - Portion of Highrollways
 - Portion of Billings Rd
 - Portion of Southside
 - Portion of S Stutt
- Mueller – No response
 - Currently none, but potentially a portion of Vanatta in the future
- Seney agreed with the policy for local seasonal roads.
 - Wagner Taylor Dam
 - Summet St
 - Portion of 1st St
 - Portion of River St
- Thompson – neither for nor against policy – advised by their attorney to take no action.
 - Portion of Carlson Rd (north & south of US2)

10. Engineer's Report:

Township Work: Final grading on Cooks School South Road occurred Monday and the project is now complete. I. Stampfly talked to Manistique and Hiawatha Township about projects for next year at their meetings last week. Manistique is planning to take a year off and see how the funding plays out for their fire truck. Hiawatha wanted to think about it over the next month before deciding.

We have decided to push back Davidson until next summer, due to multiple maintenance projects to complete prior to winter and the need to start switching trucks over for winter operations.

CR-448 @ Stutt Creek: The guardrail and snowmobile protective layer are now complete. Our final inspection is scheduled for Thursday and any remaining items will be noted then. To my knowledge, the last two items remaining are slope restoration (seeding and mulching) and placing delineators near the guardrail ends.

FLAP Projects: I. Stampfly has submitted the design documents to MDOT for a GI review/meeting. The meeting is scheduled for October 12th.

CR-433 & CR-453: I. Stampfly is proceeding with the design documents for these projects and estimates they're 60% complete. We are on track to let the projects in between Thanksgiving and Christmas.

Local PASER/IBR Ratings: J. Vanderville and I. Stampfly are progressing with the ratings and are about 74% complete for this year.

2023 Presentations: I. Stampfly has started on our presentations for both the public and the crew (to be shown at the fall safety meeting). The public presentation will be like the one shown on the TV in our front entry. The presentation for the crew is similar, but he wanted to highlight more of what the crew has accomplished over this summer. Once completed, he will share PDF copies with commissioners.

Soil Borings: We have received the boring logs from Coleman Engineering. I. Stampfly has reviewed the data and worked through a pavement design for the all-season roads in question to verify if they meet standards. To refresh everyone's memory, the roads in question were Peterson Road (paved portion), Cooks School South Road (paved portion), CR-453 (Miller Road), and CR-432 (north). He noted that not all traffic data was available, and assumptions were made based on his local knowledge.

Cooks School: Based on the data and assumptions, this road meets the all-season road guidelines/requirements. However, the minimum standards and guidelines, in I. Stampfly's opinion, are rather low. This is a local road that cannot be easily rehabilitated due to costs incurred by either the township or another entity/person. I. Stampfly would recommend this road remain restricted to preserve what life the pavement has left.

Peterson Road: This road also meets the guidelines/standards for all-season use. This local road is the same scenario as Cooks School except it is longer and would require more money to rehabilitate. I. Stampfly would recommend this remain restricted as well to preserve the remaining pavement life.

CR-453: The road meets the standards for all-season use. I. Stampfly recommend it be restricted though. He does not think it is built to withstand all-season use and would deteriorate much faster if left unrestricted. For perspective, the boring logs show an average pavement thickness of 2.13 inches and an average aggregate base thickness of 5.63 inches. These depths are similar to other local roads around the county, not all-season primaries. We are planning a 1.5-inch overlay from CR-437 to Peterson Road next summer which will help the overall structure of the road. However, the quality of the existing pavement is not typical for an overlay project. He thinks we can get 5 – 7 years out of the overlay, which is what the treatment is good for on paper. He is not sure what kinds of impacts we will see if the road is unrestricted even with the 1.5 inches of new asphalt.

CR-432: This road also meets the standards for all-season use. I. Stampfly saw no issue in having this road unrestricted. The road may be the best built in the county. The pavement averages 4.05 inches thick and the aggregate base averages 9.3 inches thick, not to mention the subbase is very good throughout with either sand or dolomite for a minimum of 2 feet.

11. Department Heads:

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Tanya Hoar: None

Ann Peterson: Notified the board that there are three providers at SMH in Manistique who are certified to do DOT physicals for CDL driver medical certificates at a cost of \$181. She sent a list of drivers to the billing department at SMH, and SCRC will be billed directly for those drivers.

Provided a new form for conference registrations, along with the SCRC Policy F5.00, Conference and Travel Policy and Schoolcraft County's Per Diem and Travel Policy provided by Beth Edwards, Schoolcraft County Clerk. The form will provide specific conference information, including meeting dates and overnight accommodation requests.

Notified the board that Kevin Cameron accepted the full-time Truck Driver position in Seney and will begin on October 23rd. J. Vanderville noted that Kevin Gouza from MDOT has agreed that night shift does not have to begin until November 5th, so Kevin will be starting prior to that.

Notified the board that two temp drivers were hired for Seney, Brett Bowler and Wesley Burkhardt. For Manistique, two temps, Jon Guertin and Bryan Hochberg, will be returning. David Begler and Russell Clute will be new temps for Manistique, and Pat English is undecided at this point.

Troy Bassett: Stated that CUPPAD is requesting a recycling management plan. Schoolcraft County could potentially join other counties and combine funds for a recycling program that would be per capita based. The county would like to move forward with recycling efforts.

Regarding American Rescue Plan spending, Hiawatha Township received \$50k for air bottles for firefighters, as their bottles were 20 years old and expired. It is hoped that other townships will also receive \$50k that would be allocated for fire.

MIOSHA inspections are ongoing. Commissioners were asked to reach out to their bids to use money for this.

Regarding the United Asphalt issue, T. Bassett noted that it is the county's job to look out for people and if permits are no longer issued for Schoolcraft County for this company, he will do his best to let people know why.

12. Meeting Notices

- A. Board Meeting October 11, 2023, 3:00 pm
- B. Commissioner's Seminar October 22-23, Mount Pleasant

13. Public Comment: Commissioner K. Rochefort inquired as to the percentage of brine used in the spring. J. Vanderville will get the information and send it to him. He felt we might need to look at using a higher percentage, as the lower percentage is not working.

Commissioner K. Rochefort asked if a permit would be required for a neighbor who wants to lay a temporary irrigation line in the ditch during the summer. The line would have to go through driveways / culverts. J. Vanderville felt it would not be a problem but will look into it.

14. Adjournment: The meeting was adjourned at 8:43 am.


Thomas Klarich, Chairperson


Jean Vanderville, Managing Director