

**SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
BOARD MEETING AGENDA  
December 8, 2025 - 7:00 a.m.**

001060

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. Voucher 26-9 & 26-10
  - B. September Financial Statements
  - C. Policy F3.04 Approval Levels for Specific Expenditures
  - D. Policy RO 4.01 Standards, Specifications and Regulations for Subdivision Streets, and Proposed Public Roads
9. Manager's Report
  - A. Commissioner Comments
10. Engineer's Report
  - A. Commissioner Comments
11. Department Heads
12. Meeting Notices
  - A. UPRBA Winter Meeting January 22-23, 2026, Marquette, MI
  - B. MCRC SIP Regional Training UP Commissioners, February 5, 2026, Manistique, MI
13. Public Comment
14. Adjournment

**1. Call Meeting to Order**

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  
Randy Lund  
Keith Rochefort  
Wayne Johnson

**Absent:** Robin LaCroix

**Also in Attendance:** Jean Vanderville, Managing Director; Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Michelle Steffen, HR Generalist; Roger Martin, Shop Foreman

**Absent:** Kim Rochefort, Road Foreman

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

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

Ayes: Four

Nays: None

Absent: One

***Motion Carried***

**5. Approval of Minutes:****Board Meeting 11-26-2025:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the Board Meeting minutes from 11-26-25 as presented, except with one minor omission.

Ayes: Four

Nays: None

Absent: One

***Motion Carried***

6. **Public Comment:** None

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7. **Unfinished Business:**

8. **New Business:**

A. **Voucher 26-9 & 26-10:**

**It was moved** by Commissioner W. Johnson, seconded by Commissioner K. Rochefort, to approve the Vouchers 26-9 & 26-10 as presented.

**Roll Call:**

Johnson – Yes

Rochefort – Yes

Lund – Yes

Klarich – Yes

Absent: One (LaCroix)

***Motion Carried***

B. **September Financial Statements:** T. Hoar provided an overview of the September Financial Statements.

**It was moved** by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve the September 2025 Financial Statements as presented.

Ayes: Four

Nays: None

Absent: One

***Motion Carried***

C. **Policy F3.04 Approval Levels for Specific Expenditures:** J. Vanderville presented the final Approval Levels for Specific Expenditures for signatures from the Author and Board Chair.

D. **Policy RO 4.01 Standards, Specifications, and Regulations for Subdivision Streets, and Proposed Public Roads:** I. Stampfly provided an overview of the proposed changes to the Standards, Specifications, and Regulations for Subdivision Streets, and Proposed Public Roads.

**It was moved** by Commissioner W. Johnson, seconded by Commissioner K. Rochefort, to approve the RO 4.01 Policy as presented.

Ayes: Four

Nays: None

***Motion Carried***

**9. Manager's Report:**

**Frost Law Violations:** There has been no response to email.

**County Recycling Program:** No new updates.

**Road Funding Package/State Budget:**

- <https://vimeo.com/1140780717?&signup=true#> . This is the link to the recording of the hearing on the Marijuana Wholesale Tax if anyone is interested in listening to the oral arguments. It is approximately 2 hours long.

**Seney Fuel Pumps:** When the new pumps were installed, they put them in the same spot which did not allow the room to properly hang the hoses. In discussions with OWL, they determined that moving them or the tanks to a new location was not within the scope of the job, which was questionable in my opinion. I requested an estimate and a timeline to adjust the pumps properly. OWL requested that we contact them when the tanks are empty and they will disconnect, move, and reconnect the tanks and pumps. OWL did not perform the work in a timely manner and after discussions with them, they will put us on the schedule in the spring at no cost to us to complete the work.

**Rural Road Alliance (RRA):** This was introduced at the Straits meeting, and as I indicated, I am not in favor of this alliance as presented. I just wanted to let the board know that I am working with several other rural agencies and CRA to find a solution that does not incur lobbyist fees or a divide from CRA or our other road commission partners. I have included a report provided by CRA in response to my request for a 5-year list of legislative accomplishments and the Lobbying dollars spent

- **Commissioner's Comments:** Commissioner W. Johnson inquired as to what are the fees the road commission pays to CRA. The answer provided was between \$7,000 to \$9,000 annually.

**Emergency Manager Grant Update:** Chris (EM) applied for a Sault Tribe 2% grant for guardian lights for our crews, but unfortunately the grant was not awarded. It is our intent to apply for a MIWish grant internally for the lights.

**Timber Sale Funds:** Some time ago, Randy asked about funding from timber sales. I think we have discovered what those funds are and how they are disbursed. We met with the Forest Service this week and a discussion came up about the Secure Rural Schools Act. This act under Title I provides funding to schools and roads. The funds go through the county. The county fills out a form allocating the %'s to each (roads/schools). The road funds are then passed

through the townships in which the National Forest lies. I have attached a copy of the allocation from the treasurer.

#### **10. Engineer's Report:**

**2024 Bridge Projects:** Work continues on addressing the file comments from MDOT.

**MIWish Grants:** I put together and submitted a grant through the MIWish program to get more Bluetooth headsets for cutting and chipping operations. These headsets have proven to increase communication and thus safety for our crew when performing cutting and chipping operations. These headsets will be for the Seney garage.

We will be applying for another MIWish grant to purchase Guardian Lights to carry in all our trucks. These LED lights would be used in the event of a breakdown or accident to warn oncoming traffic of the hazard.

**Asset Management Presentation:** A little more information was added to the presentation and was turned into a video to be displayed on the TV in the front entryway and posted on our website. The presentation is now up for the public to see.

**Road Incorporation Policy:** I finished updating/revising the road incorporation policy to include both the specifications for newly constructed roads and existing roads that were shared at the last meeting.

**Forestry Partner Meetings:** We have started to meet with forestry partners to discuss future projects and maintenance activities, mainly brushing. The hope is that as the forestry partners put up timber sales along our county roads, they can clear all trees within 10 feet of the edge of the roadway. By doing so, it would make brushing easier and faster for us as we won't have to go around larger trees. This is a long-term process but it will make our job easier for maintenance and eliminate one step in the event we have a major project.

#### **11. Department Heads:**

##### **Tanya Hoar:**

Brenda was here for two days last week to conduct the annual audit. She now has an assistant. We are happy to announce that we received a 100% on the parts inventory audit.

##### **Roger Martin:**

We are working on getting the last truck prepped for winter. Trucks are running daily now with the snow with no major mechanical issues.

##### **Michelle Steffen:**

Recruitment for full-time and temps is complete.

Room reservations have been made for the February 22-23 UPRBA Winter meeting in Marquette.

Reservations have been made for the February 5<sup>th</sup> MCRC SIP Regional Training UP Commissioners.

**12. Meeting Notices:**

UPRBA Winter Meeting January 22-23, 2026, Marquette, MI

MCRC SIP Regional Training UP Commissioners, February 5, 2026, Manistique, MI

The next Board Meeting date is December 22, 2025.

**13. Public Comment:**

Commissioner K. Rochefort is requesting that we reach out to the city and develop some type of partnership to put a streetlight at the intersection of East Road and Tannery Road.

Commissioner K. Rochefort questioned the accuracy of the readouts on gravel. J. Vanderville has marked this topic as an action item and will be reporting back to the board.

**14. Adjournment:** The meeting was adjourned at 8:07 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director