

SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
BOARD MEETING MINUTES  
April 27, 2022 - 7:00 a.m.

000412

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. Cell Tower Lease Agreement
  - B. CR 441 & 4<sup>th</sup> Street
  - C. Policy A6.00 Policy for Removing a Road from Seasonal Designation
8. New Business:
  - A. Vouchers 22-29, 22-30
  - B. Bid Opening RFP 2022-01 Seney Salt Shed
  - C. Engineer's Report
  - D. Award RFP 2022-04 Foreman's Truck
  - E. Resolution for JN203314 CR 433
  - F. Resolution for JN208086 CR 448 Bridge Replacement
  - G. 2021 Act 51 Report
  - H. March Financial Statements
  - I. Contract Negotiation Discussion
  - J. Interviews
    - a. Charles Niemi 8:30
    - b. Dan Anderson 8:45
    - c. Keith Spencer 9:00
    - d. TBD 9:15
    - e. Kenny Brown 9:30
    - f. TBD 9:45
    - g. TBD 10:00
    - h. David Rochefort 10:15
    - i. Brent Schuetter 10:30
    - j. Jordan Burmeister 10:45
    - k. Daniel Woggon 11:00
    - l. TBD 11:15
    - m. Jonathan Weissgerber 11:30
    - n. TBD 11:45
    - o. Ray Nord 12:15
    - p. Tony Humberger 12:45
    - q. Tim Pierce 1:30
    - r. Colton Marchbunks 2:00
9. Manager's Report
10. Engineer's Report – moved to 8C.
11. Department Heads
12. Meeting Notices
  - A. Straits Area Council Meeting May 3, 2022, Mackinaw City
  - B. MDOT Contract raining May 19, 2022, Gladstone
  - C. UPRBA June 15-16, 2022, Sault Ste. Marie
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 Information:** The roll was called for the Commissioners.

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

**Also in Attendance:** Jean Vanderville, Managing Director; Tanya Hoar, Finance Director; Ian Stampfly, Engineer; Ann Peterson, Payroll/HR Coordinator; Kim Rochefort, Road Foreman, Roger Martin, Shop Foreman, Troy Bassett, County Commissioner, Gust Junttila, UPEA; Jon Gartland, Roy Ness Contracting; Deb Musgrave, Olsen & Olsen; Lynn McGregor; Becky Vaughan, Alison Widdis; Andrew Ilief, MDOT (via phone).

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

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

Ayes: Five  
Nays: None

***Motion Carried***

**5. Approval of Minutes:****A. Regular Session April 13, 2022**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the minutes of the Regular Session meeting held on April 13, 2022.

Ayes: Five  
Nays: None

***Motion Carried***

**6. Public Comment:** None**7. Unfinished Business:**

**A. Cell Tower Lease Agreement:** Payment was due by April 15<sup>th</sup>, which was not received. Mike Watza, counsel for SCRC, has noted that all negotiations have been closed. He felt

that it was not warranted to contact them any further. He will keep our files but not pursue any other communications.

**B. CR441 & 4<sup>th</sup> Street:** Residents living on these roads were present at the meeting to ask that the SCRC consider repairing the grade of 4<sup>th</sup> Street. There were two roads taken into consideration, along with one driveway. (See Engineer's Report, Item 2 for details).

**C. Policy A6.00 Policy for Removing a Road from Seasonal Designation:** This item remains tabled.

**8. New Business:**

**A. Vouchers:**

**22-29:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve voucher 22-29 as presented.

**Roll Call:**

Rochefort – Yes

Lund - Yes

LaCroix – Yes

DuFour – Yes

Klarich – Yes

***Motion Carried***

**22-30:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner T. Klarich, to approve voucher 22-30 as presented.

**Roll Call:**

LaCroix – Yes

Klarich – Yes

Rochefort – Yes

DuFour – Yes

Lund - Abstain

***Motion Carried***

**B. Bid Opening RFP 2022-01 Seney Salt Shed:** J. Vanderville opened three sealed bids for the Seney Salt Shed (see attached bid details). A breakdown of the bid tabs will be provided to Andy Ilief of MDOT. He will forward to managers then give approval for the low bid by the end of this week.

**C. Engineer's Report:**

**Township Work** - Continuing to work on the gravel road reports. Jim Barham has been assisting which has been valuable as he knows historically bad locations. Ian hopes to

have these reports completed and provided to the townships in the May or June meetings.

Hiawatha chose to proceed with paving all roads proposed (Asp, Evergreen, West Tennant, and Dawson) with the thinner application rate on the local paving bid. The documents have been sent to Bacco and Payne & Dolan, posted at the builder's exchange and posted on our website. The bid letting is set for Thursday May 12<sup>th</sup> at 1 pm.

They have also started to think about priority lists for township projects. These will be a work in progress with township input and beneficial for us as we plan projects moving forward.

**CR-441, 4<sup>th</sup> Street, 5<sup>th</sup> Street & Driveway**

We surveyed 4<sup>th</sup> Street and 5<sup>th</sup> Street as well as one driveway and compiled the data into a center line profiles (profiles are included in packet). The driveway is gravel and accesses a few homes and rental cabins. One homeowner stated that when he attempted to pull his 5<sup>th</sup> wheel travel trailer out of the driveway it dragged the bottom on the front part of the trailer. There was not any clear visual evidence when we surveyed the driveway. The profile data shows that portions of the driveway within the ROW are steeper than the max MDOT standards of 8 percent (for crest curves). A temporary grading permit will be necessary to address this issue and our plan is to improve the driveway to the MDOT standard of 8 percent.

The profile for 4<sup>th</sup> Street meets or is better than the max MDOT standard of 8 percent except for one segment ranging from 25 feet from centerline to the ROW. This segment is at a 10 percent grade. To make this street meet the MDOT standard of 8 percent, two to three inches of gravel would need to be added in that 10 feet. This is estimated to be less than one loader bucket of gravel. An argument could be made to fix this or leave as is given that it is such a small change. This could be addressed during the same time as we address the driveway discussed previously.

The profile for 5<sup>th</sup> street is the best of the three surveyed. The street has a maximum grade of 6.5 percent in one 10-foot segment and all others are less than 6.5 percent. Given that this exceeds the standards set by MDOT, Ian Stampfly did not recommend doing any more work to this approach.

Additionally, our crash data shows 3 crashes occurred in this area between 2012 and 2018. The crashes resulted in a possible injury, incapacitating injury and no injury. Roadway factors did not contribute to the crashes. One accident involved 2 motorcycles driving recklessly, another involved a car leaving the paved surface and hitting multiple mailboxes and the last one involved a vehicle pulling out of 7<sup>th</sup> Street who failed to see

an oncoming vehicle. Sight distance was not noted on the report and the incident was driver error.

### **Safety Grant Applications**

We gathered updated traffic counts for both project locations. The grants will be finished and submitted by the May 2<sup>nd</sup> deadline. Just a reminder, the two project locations are CR-439 from city limits extending 1.25 miles east and CR-433 from Townline Road extending northeast. Both projects include curve superelevation improvements.

### **FLAP Grants**

I received notification from MDOT that our FLAP grants were not awarded. However, all the projects were added to the illustrative list (so to speak) and should more money come available or someone else not be able to obligate the funds, we may have our projects funded. As a reminder, our projects included asphalt paving with asphalt curb and spillways on CR-437 near Murphy Lake Road, chip seal all pavement on CR-437, and lastly crushing, shaping, and repaving Clear Lake Road to the end of pavement.

- D. Award RFP 2022-04 Foreman's Truck:** The bid opening for the Road Foreman's truck was held yesterday (2<sup>nd</sup> bid request). Fox Marquette quoted a Ford F-250 for \$63,165, with a two-year turnaround. Team Chevrolet of Manistique quoted an LTZ pickup with some added comfort features for \$46,384 with a 12–16-week turnaround (they are averaging). J. Vanderville recommended accepting the Team Chevrolet bid.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the award to Team Chevrolet.

### **Roll Call:**

DuFour – Yes

LaCroix – Yes

Lund - Yes

Rocheffort – Yes

Klarich – Yes

### ***Motion Carried***

- E. Resolution for JN203314 CR 433:** A resolution was presented for Contract No. 22-5111 for CR 433.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve Resolution JN203314 for County Road 433.

Ayes: Five

Nays: None

### ***Motion Carried***

**F. Resolution for JN208086 CR 448 Bridge Replacement:** A resolution was presented for Contract No. 22-5091 CR 448.

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner D. DuFour, to approve the Resolution JN208086 for CR 448.

Ayes: Five

Nays: None

***Motion Carried***

**G. 2021 Act 51 Report:** T. Hoar provided an overview of the 2021 Act 51 Report. The report is a culmination of all financial data for the year.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the 2021 Act 51 Report as presented.

**Roll Call:**

DuFour – Yes

LaCroix – Yes

Lund - Yes

Rochefort – Yes

Klarich – Yes

***Motion Carried***

**H. March Financials:** T. Hoar provided an overview of the March 2022 Financial Statements.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve the March 2022 Financial Statements as presented.

**Roll Call:**

DuFour – Yes

Klarich – Yes

LaCroix – Yes

Lund - Yes

Rochefort – Yes

***Motion Carried***

**I. Union Contract Negotiation Discussion:** J. Vanderville spoke to Mike Kluck regarding the upcoming union contract negotiations. The current contract expires in April 2023. M. Kluck suggested that negotiations begin 120 days or less before expiration of the contract. He will draft and send a letter to the union at that time to open the negotiations. Mike can do remote meetings to save on travel expenses. Regarding wage increases, he said it is not outside the realm of possibilities and we will want to do

an LOU for an interim adjustment relief. This could set a precedent for future increases mid-contract. Our health insurance premiums are very fluid and can go up and down frequently if we have new hires, retirements, children aging out and marital status changes (a graph was attached). Discussion ensued.

**J. Interviews (held after Item #14, Public Comment):**

- a. Charles Niemi: An interview was conducted.
- b. Dan Anderson: An interview was conducted.
- c. Keith Spencer: An interview was conducted.
- d. Kenny Brown: An interview was conducted.
- e. David Rochefort: An interview was conducted.
- g. Brent Schuetter: An interview was conducted.
- h. Jordan Burmeister: An interview was conducted.
- i. Daniel Woggon: An interview was conducted.
- j. Jonathan Weissgerber: An interview was conducted.
- k. Tony Humberger: An interview was conducted.
- l. Tim Pierce: An interview was conducted.
- m. Colton Marchbunks: An interview was conducted.

Once all interviews were completed, the board recommended that current temporary employee Brent Schuetter be offered the full-time CDL driver position. They also recommended that management work with the union and the crew to keep Jordan Burmeister on as a temporary CDL driver after the 182 day-limit. He would then be rehired as a temp CDL driver for a concurrent 182 days. They recommended that David Rochefort be offered one of the Temp CDL Driver positions. Should he decline, the position would be readvertised, as no other CDL driver candidate was interested in the temp position.

The board also recommended that the three candidates for the temporary non-CDL positions be offered positions: Dan Anderson, Johnathan Weissgerber and Colton Marchbunks.

**9. Manager's Report:**

**Tillman Cell Tower Lease:** See Item 7.A.

**Ketvertis Property Offer:** A resolution was sent to the realtor and title company. We are awaiting a closing date. Zellar's have decided to finance the property now, so waiting on Nicolet to get the financing through.

**Policy A6.00 Removal of Seasonal Road Policy:** J. Vanderville has continued some research and will continue to get information to make appropriate changes and bring back to the board in a future meeting.

**Seney Salt Shed:** See bid opening above, Item 8.B. The amendment to the contract will come after the bid opening process. MDOT has a few hoops to go through based on the original contract amount and the anticipated increase.

**County Board Revenue Loss Request:** J. Vanderville spoke at the County Board meeting and provided the board with our revenue loss of about \$1.1 million. She requested that the board consider the road commission when deciding how to disburse the ARPA funds, as our only avenue for recouping loss revenue is via the county.

**Township Meetings:** I. Stampfly and J. Vanderville have attended Mueller, Doyle, Manistique and Hiawatha Township meetings.

**Purchase of 2 Used Pickup Trucks:** We lost one truck to a deer crash and the other pickup to rust and age. We budgeted approximately \$30k for a used ½ ton and \$50k for a used ¾ ton. We purchased a 2015 Chevrolet Silverado 1500 Double Cab 4WD 5.3L V8 with 106,485 miles from Team Chevy Manistique for \$23,000. There was some rusting in three areas that we are having them fix for \$2,997. With title and doc fees our total was \$26,232.48, which is \$3,767.52 less than budgeted.

We purchased a 2014 Ford F250 Super Duty 6.7L V8 Diesel with 65,317 miles from Fox Marquette Chevrolet for \$37,999. After title and doc fees, our total was \$38,015, \$11,985 less than budgeted.

**Bid Opening RFP 20222-04 Foreman's Truck:** See Item 8.D. Above.

**Local Street Signs:** Gilbert Baker questioned the responsibility of street signs. J. Vanderville conducted some research and found that, of her respondents, 69% do not require the townships to participate in the cost and 31% do require township participation in the cost. Macomb County utilizes the Act 51 local maintenance revenue but, in our situation, we do not always have enough revenue to cover that cost. We have started transferring additional funding to give a cushion to the local road revenue. Kent County pointed to the Michigan Vehicle Code MCL 257.610 (was attached) which indicates that road commissions would be the responsible party. The local authority (township) would be responsible for signs in which they pass an ordinance (i.e., no parking or truck route). After further research, previous advice was deemed incorrect, and recommendation was made to pass a policy for local signage. J. Vanderville will work on the policy and present it at a future meeting.

**Contract Negotiation Discussion:** See Item 8.I. above.

**MSHA Annual Refresher:** This all-day training is scheduled for Wednesday, May 4<sup>th</sup>.

**Roadside Parks Opening:** Roger's Park is scheduled to open April 28<sup>th</sup> and Manistique River Park is going to be opened May 5<sup>th</sup>.

**Chloride on County Primary Roads:** We are scheduled with MJ VanDamme for the week of May 23<sup>rd</sup>.



**Gulliver Lake Special Assessment District (SAD):** Colleen Make (Assessor) corrected the spreadsheet that was provided by the surveyor. J. Vanderville has not had time to review and check to see what the next steps are in establishing the SAD. This remains a project that will take place over time.

**10. Engineer's Report: (See Item 8.C.)**

**11. Department Heads:**

**Tanya Hoar, Finance Director:** Once the Board has received the audited financial statements, T. Hoar will provide a presentation at the first June board meeting.

**Ann Peterson, Payroll/HR Coordinator:** Provided an update on reservations for the upcoming conferences. Noted that she and T. Hoar will be attending the CRA Finance / HR Seminar in Frankenmuth on May 10<sup>th</sup> -12<sup>th</sup>.

**Roger Martin, Shop Foreman:** They are waiting for the weather to clear so they can start stripping the trucks.

**Kim Rochefort, Road Foreman:** They have about 25 miles of crack sealing to do. The first five miles have been completed. They are catching up on the brush cleaning.

**Troy Basset, County Commissioner:** Provided comments regarding the Drain Commission position. Paperwork was given to Paul Walker and T. Basset requested all County Commissioners receive a copy to aid in their vote.

**11. Meeting Notices:**

- A. Straits Area Council Meeting May 3, 2022, Mackinaw City
- B. MDOT Contract Training May 19, 2022, Gladstone
- C. UPRBA June 15-16, 2022, Sault St. Marie

**13. Public Comment:** D. DuFour announced that on May 21<sup>st</sup> the veterans, along with the Girl Scouts, Boy Scouts and some high school students, will place flags on the graves of veterans at all cemeteries in Schoolcraft County. He noted that if anyone knows of any vets in the various cemeteries, to let him know.

**14. Adjournment:**

The regular meeting was adjourned at 2:25 pm.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director