

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING MINUTES
May 26, 2021 - 7:00 a.m.

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
 - A. Regular Session May 12, 2021
 - B. Special Meeting May 18, 2021
6. Public Comment:
7. Unfinished Business:
 - A. County Road Commission Per Diem Increase
 - B. Cell Tower Lease Agreement
 - C. Investment Recommendations
8. New Business:
 - A. Voucher 21-32 & 21-33
 - B. COVID Preparedness and Response Plan Update
 - C. April Financial Statements
 - D. RFP 2021-06 Mini-Excavator
 - E. Roger Martin Interview (moved to item # 12A on the agenda)
9. Manager's Report
10. Department Heads
11. Meeting Notices
 - A. UPRBA Summer Meeting June 3, 2021 10:11 am (Zoom)
12. Public Comment

A. Roger Martin Interview (moved from item 8E on the agenda)

13. 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
Dale DuFour
Randy Lund
Robin LaCroix
Keith Rochefort

Absent: None

Also in Attendance: Jean Frankovich, Managing Director; Tanya Hoar, Finance Director; Joanne Tembreull, Administrative Assistant; and Troy Basset, County Commissioner

3. Pledge of Allegiance: The pledge was recited.

4. Approval of Agenda:

It was moved by Commissioner R. LaCroix seconded by Commissioner D, DuFour to approve the agenda with the change of moving the interview to number item #12A.

Ayes: Five
Abstain: None
Nays: None

Motion Carried

5. Approval of Minutes:

It was moved by Commissioner D. Dufour, seconded by Commissioner R. LaCroix, to approve the minutes of Regular Session May 12, 2021.

Ayes: Four
Abstain: One
Nays: None

Motion Carried

It was moved by Commissioner D. Dufour, seconded by Commissioner T. Klarich, to approve the minutes of the Special Meeting May 18, 2021.

Ayes: Three

Abstain: Two

Nays: None

Motion Carried

6. Public Comment: Discussion was held on the speed limit on US2 and the actions that have been taken to help alleviate it.

7. Unfinished Business:

A. County Road Commission Per Diem Increase: Nothing new to report.

B. Cell Tower Lease Agreement: Nothing new to report.

C. Investment Recommendations: T. Hoar discussed options available to diversify and protect the financial assets through CD investments.

It was moved by Commissioner R. LaCroix seconded by Commissioner D. DuFour to invest in two CDs in the amount of \$250,000 each with a one-year term.

Roll Call:

DuFour- Yes

Klarich- Yes

Lund - Yes

Rocheport - Yes

LaCroix-No

Motion Carried**8. New Business:**

A. Voucher 21-32 & 21-33:

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix to approve vouchers 21-32 & 21-33.

Roll Call:

Rochefort – yes
LaCroix – yes
Klarich – yes
DuFour – yes
Lund – yes

Motion Carried

B. COVID Preparedness and Response Plan Update:

It was moved by Commissioner D. Dufour, seconded by K. Rochefort to approve the updated COVID Response Plan with deleting PTO clause on page 11.

Ayes: Five
Nays: None

Motion Carried

C. April Financial Statements:

It was moved by Commissioner D. DuFour, seconded by T. Klarich to approve the April Financial Statements.

Roll Call:

DuFour – yes
Klarich – yes
Rochefort – yes
LaCroix – yes
Lund – yes

Motion Carried

D. RFP 2021-06 Mini-Excavator:

It was moved by Commissioner D. Dufour, seconded by Commissioner R. LaCroix to approve the Request for Proposal for a mini-excavator with the addition of a thumb.

Ayes: Five

Nays: None

E. Roger Martin Interview: Moved to item # 12A on the agenda.

9. Manager's Report:

Seney Garage Deed: Jean is looking for the deed and has not had any luck yet. A few of the commissioners gave some recommendations on who to contact.

Township Finance Policy: After further review, we believe the best option for the road commission is to have a cap of \$300k, with a 3-year payback period.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. Lacroix to approve a Township Finance policy with an outstanding balance cap of \$300,000 and a 3-year payback period.

Roll Call:

DuFour – yes

LaCroix – No

Lund – yes

Rocheport – yes

Klarich – yes

Motion Carried

Hiawatha Township Meeting: Discussed the match program and talked about the potential for financing options.

RFP 2021-06 Mini Excavator: We demoed three different mini-excavators and have found the size that fits best for our needs. The capital outlay budget was originally for a replacement roller, but Greg and Kim both agree that a mini-excavator is the best option.

Full Time Truck Driver/Equipment Operator: Kim has chosen Joey Savola as his first pick. Tanya is in the process of completing his reference checks.

Doyle Township Meeting: Missed meeting, but in communications with the Supervisor via email. They are looking for cement bumpers. Sent pictures to see if they want to purchase what we have in the yard. She said they were discussing the dust control contract, but she did not send back the executed contract yet.

Covid Preparedness and Response Plan: The plan was updated according to recommendation from MCRCSIP and their legal team.

Wagner Taylor Dam Bridge: Repairs have been completed and Gust has removed load ratings from the bridge.

The Board discussed putting a dike around the emulsion tank. J. Frankovich will look into it.

10. Department Heads:

Kim Rochefort, Road Foreman: Absent

Greg Dibble, Shop Foreman: Absent

Tanya Hoar, Finance Director: Lots of HR stuff and hoping to find budget software.

Jim Barham, Engineer Tech: Absent

Troy Bassett, County Commissioner: T. Bassett discussed the American Rescue Act. J. Frankovich will research if there is an opportunity to use the money for the drain commission.

11. Meeting Notice:

UPRBA Summer Meeting June 3, 2021 10:11 am (Zoom)


The next regularly scheduled Board Meeting date was discussed and changed from Wednesday, June 9th to Thursday, June 10th.

12. Public Comment: Commissioner T. Klarich would like to discuss the mailbox policy at the next meeting.

A. Roger Martin Interview: Interview was conducted.

13. Adjournment: The meeting was adjourned at 9:00 A.M. by Chairman T. Klarich.


Thomas Klarich, Chairperson


Jean Frankovich, Managing Director