

**SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
BOARD MEETING AGENDA  
October 22, 2025 - 7:00 a.m.**

001041

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 26-2 & 26-3
  - B. Award RFP 2026-02 Manager's Truck
  - C. Award RFP 2026-04 Gravel Crushing
  - D. Award RFP 2026-05 Blades
  - E. Approve Action Traffic Maintenance Bid for Guardrail Replacement
  - F. Resolution of Support for Bear Creek Swamp Trail
  - G. Policy F1.01 Cell Phone Reimbursement
  - H. GovDeals Grader Sale
  - I. Michigan Chloride Sales Price Extension
  - J. Spring Weight Restriction Contract with MSP
9. Manager's Report
  - A. Commissioner Comments
10. Engineer's Report
  - A. Commissioner Comments
11. Department Heads
12. Meeting Notices
  - A. RTF October 27, 2025, Alger CRC, Munising, MI
  - B. Straits Area District Meeting November 4, 2025, Mackinaw City, 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  
Robin LaCroix  
Wayne Johnson

**Absent:** None

**Also in Attendance:** Jean Vanderville, Managing Director; Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Michelle Steffen, HR Generalist; Roger Martin; Paul Walker, County Commissioner; Larry Billings, Schoolcraft County Motorized Trail Association; Gary, Schoolcraft County Motorized Trail Association

**Absent:** None

**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

***Motion Carried***

**5. Approval of Minutes:****Board Meeting 10-8-2025:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve the Board Meeting minutes from 10-8-25 as presented.

Ayes: Five  
Nays: None

***Motion Carried***

6. **Public Comment:** Larry Billings with Schoolcraft County Motorized Trail Association attended the meeting. Larry talked about the camp 7 snowmobile crossing and the need for it to be wider and offered to look for grants to replace/widen the protective layer of 12'.
7. **Unfinished Business:** None
8. **New Business:**

**A. Voucher 26-2 and 26-3:**

**It was moved** by Commissioner R. Lund, seconded by Commissioner W. Johnson, to approve the Vouchers 26-2 and 26-3 as presented.

**Roll Call:**

Lund – Yes

Johnson – Yes

Rocheft – Yes

LaCroix – Yes

Klarich – Yes

***Motion Carried***

**B. Award RFP 2026-02 Manager's Truck:**

The RFP for the Manager's truck was sent to several dealerships with two that appeared interested. However, we only had 1 bid that was late.

It was suggested by the Commissioners to extend the bid date. J. Vanderville will send out an email to the dealerships alerting them of the extension and deadline date to have sealed bids turned in.

**C. Award RFP 2026-04 Gravel Crushing:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner W. Johnson, to Award RFP 2026-04 Gravel Crushing to Brow Crushing.

**Roll Call:**

LaCroix – Yes

Johnson – Yes

Rocheft – Yes

Lund – Yes

Klarich – Yes

***Motion Carried***

**D. Award RFP 2026-05 Blades:**

The RFP for the Plow Blades had one blade listed that was incorrect.

It was suggested by the Commissioners to send out an addendum, and those bids turned in will be reviewed at the next meeting.

**E. Approve Action Traffic Maintenance Bid for Guardrail Replacement:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner W. Johnson, to approve Action Traffic Maintenance Bid for Guardrail Replacement as presented.

**Roll Call:**

Rochefort – Yes

Johnson – Yes

Lund – Yes

LaCroix – Yes

Klarich – Yes

***Motion Carried***

**F. Resolution of Support for Bear Creek Swamp Trail:**

Larry requested for the board to consider approving the Resolution of Support for the EGLE grant that SCMTA is submitting to improve the Bear Creek Swamp Snowmobile Trail.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the Resolution for Bear Creek Swamp Trail as presented.

Ayes: Five

Nays: None

***Motion Carried***

**G. Policy F1.01 Cell Phone Reimbursement:**

**It was moved** by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve the revised Policy F1.01 Cell Phone Reimbursement policy as presented.

Ayes: Five

Nays: None

***Motion Carried***

**H. GovDeals Grader Sale:**

It was approved by the Commissioners to go back to getting bids for the grader. The minimum reserve will be \$30,000. We will bid locally as well.

Ayes: Five

Nays: None

***Motion Carried***

**I. Michigan Chloride Sales Price Extension:**

**It was moved** by Commissioner W. Johnson, seconded by Commissioner R. LaCrix, to approve the Michigan Chloride Sales Price Extension as presented.

**Roll Call:**

Johnson – Yes

LaCrix – Yes

Rocheffort – Yes

Lund – Yes

Klarich – Yes

***Motion Carried***

**J. Spring Weight Restriction Contract with MSP:**

**It was moved** by Commissioner R. Lund, seconded by Commissioner W. Johnson to approve the Spring Weight Restriction Contract with MSP as presented.

**Roll Call:**

Lund – Yes

Johnson – Yes

Rocheffort – No

LaCrix – No

Klarich – Yes

***Motion Carried***

**9. Manager's Report:**

**Frost Law Violations:** No new updates.

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

**Road Funding Package/State Budget:** Still waiting on Treasury and MDOT to complete the calculation and methodology. We are being told they will have it complete with training available in November.

**RTF Target:** Due to changes related to obligation and the 2020 census, the targets have been updated and reduced to 90% of State D. The 5-year plan has been updated to the new targets and will be set for approval at the RTF meeting in Munising next week.

**Cell Phone Policy F1.01:** This new policy would replace our old policy and incorporate suggestions from MCRCSIP on guidelines for cell phones for business use. Tanya will provide the details at the meeting.

**Frost Law Contract MSP:** I have included a copy of the new rate and last year's rate for comparison. Even though we have not seen many tickets issued, I still strongly believe that continuing enforcement with MSP is valuable. I do not have proof, just my belief that if we discontinued the enforcement services, we would see an increase in unethical hauling practices on our road system. The enforcement in my opinion helps keep the haulers honest.

**Michigan Chloride Sales:** Michigan Chloride Sales (MCS) has once again extended last year's pricing in 2026 sales. I recommend that we continue utilizing MCS for our chloride needs.

**SCMTA Request for Letter/Resolution:** Larry Billings with Schoolcraft Motorized Trail Association (SCMTA) is working to open the trail through Bear Creek Swamp and is in the application process with EGLE. He has asked if the board would provide support for his application. We have drafted a resolution for consideration. Larry does plan to be at the meeting to answer questions.

**GovDeals Grader Sale:** The sale of the grader fell through, so Charlyne has suggested we try again, and she will have the marketing team work on a more targeted market. The buyer who defaulted on the sale was penalized, and his purchasing rights were revoked.

**Loss Control Visit MCRCSIP:** Tom Kramer (MCRCSIP) completed our Loss Control Visit and noted a few deficiencies. Roger has started to address all the noted items.

**Action Traffic Maintenance Contract Bid:** Our current policy allows the Manager up to \$5,000 for contracts, since this is subcontracted work, it will need board approval.

**RFP Bid Tabulations:** The bid opening will take place after the writing of this, so bid tabulations will be provided at the meeting.

**MDOT Roadside Park Seasonal Closures:** All roadside parks will be closing Friday, October 31, 2025.

## 10. Engineer's Report:

**2025 Projects (CR-440, CR-453, and CR-443):** All three projects have been submitted to MDOT for file review. I will work on addressing any comments they have after I receive the review.

**Asset Management Plan:** I have started to put together a comparative presentation of the data used in the plan submitted in 2022 and the plan submitted this fall. Once it is done, we'll present it to the board.

**2026 Projects (CR-432/CR-433 & CR-455):** All the GI comments have been addressed. The last revision is to update the funding on the program applications, which will occur after the RTF approves the changes at our meeting next Monday.

**FWS Coastal Program Grant – Schuster Road:** I have no updates on this currently.

**2025 Construction Summary:** I have started to put together our construction summary presentations for this year. We accomplished a lot this year and these presentations are good ways to inform the public and our own staff of all the work we completed.

**Township Meetings:** I attended Manistique and Hiawatha Township's meeting last week to begin discussing potential paving projects for next year. At the time of writing this report, I intend on being at Doyle Township's meeting this week to discuss potential paving projects as well.

**RTF 5-Year Plan:** The plan is updated and will be brought to the RTF meeting next week to seek approvals on any changes we are proposing. As always, I want to remind everyone that the plan is fluid and changes regularly especially in years 3 through 5 to take advantage of other projects nearby. We do this to get the best possible prices and as much work done as possible.

## **11. Department Heads:**

### **Tanya Hoar:**

Attending the F & HR Conference in Munising October 22<sup>nd</sup>.

The equipment code project has been completed.

Finance, HR and the Manager took a day to review the current union contract as negotiations are coming in 2026.

Tanya has become involved with the MDOT contract group. The contract is extremely difficult to interpret. Will continue to do research and the goal is to rewrite appendix C.

We are still looking for someone to paint the snowplow. The person we had fell through.

Reached out to Bay College and we will reach out to Steve as well for pricing.

**Roger Martin:**

Switching equipment over from summer to winter.

Waiting on quote for 289.

We were able to find a fuel line for 540. It is coming from Oakland County RC.

**Michelle Steffen:**

Attended the F & HR Conference in Munising October 22<sup>nd</sup>.

Annual fall safety meeting is October 28<sup>th</sup>.

We have the FT truck drivers positions filled. We are now looking for temps for both Manistique and Seney. We will be bringing some of last years temps.

**Meeting Notices:**

RTF Meeting October 27, 2025, Alger CRC, Munising, MI

Straits Area District Meeting November 4, 2025, Mackinaw City, MI

**12. Adjournment:** The meeting was adjourned at 7:59 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director