

**SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
ANNUAL REORGANIZATION AGENDA
January 02, 2020 - 7:00 a.m.**

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Public Comment:
6. New Business:
 - A. Appoint Chairperson for 2020
 - B. Appoint Vice-Chair for 2020
 - C. Resolution to adopt the schedule of regular meetings for 2020
 - D. Adopt Robert's Rules of Order
 - E. Adopt all existing Board policies and procedures for 2020
7. Public Comment
8. Move to Regular Board Meeting and Agenda of January 02, 2020

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
ANNUAL REORGANIZATION AGENDA
January 02, 2020 - 7:00 a.m.

1. Call Meeting to order:

The meeting was called to order by Managing Director J. Frankovich at 7:00 A.M.

2. Roll Call Information:

2020 Schoolcraft County Road Commissioners:

<u>Board Members</u>	<u>Term Expires:</u>
Thomas J. Klarich	2020
Dale J. DuFour	2022
Keith I. Rochefort	2022
Randy L. Lund	2020
Robin A. LaCroix	2024

This meeting was called to order at 7:00 a.m. by Jean Frankovich, Managing Director.

Roll call showed the following Board Members in attendance:

Thomas Klarich, Dale DuFour via Phone, Keith Rochefort, Rady Lund, and Robin LaCroix

Also, in attendance:

Jean Frankovich, Managing Director

Tanya Hoar, Finance Director

Brittany DeMars, Human Resources/Payroll Clerk

Kim Rochefort, Road Foreman

James Johnson, Seney Foreman

Bernard Lund, General public

3. Pledge of Allegiance: The pledge was recited

4. Approval of Agenda:

5. Public Comment: None

6. New Business

a. Appoint Chairperson for 2020

Nominations and Election of Chairman:

The Manager called for nominations for Chairman.

D. DuFour nominated Thomas Klarich for Chairman of the Board of Road Commissioners.

ROLL CALL VOTE:

AYES:

Dale DuFour
Randy Lund
Keith Rochefort
Robin LaCroix

NAYS:

Thomas Klarich

ABSENT:

NONE

Thomas Klarich was elected Chairman of the Board of Road Commissioners.

b. Appoint Vice Chairman 2020

Nominations and Election of Vice-Chair

The Chairman called for nominations of Vice-Chair.

K. Rochefort nominated Dale DuFour for Vice Chairman of the Board of Road Commissioners.

ROLL CALL VOTE:

AYES:

Keith Rochefort
Tom Klarich
Randy Lund
Robin LaCroix
Thomas Klarich
Dale DuFour

NAYS:

NONE

ABSENT:

NONE

Dale DuFour nominated Keith Rochefort for Co-Vice Chairman of the Board of Road Commissioners.

ROLL CALL VOTE:

AYES:

Keith Rochefort
Thomas Klarich
Randy Lund
Robin LaCroix
Dale DuFour

NAYS:

NONE

ABSENT:

NONE

Dale DuFour was elected vice-chair of the Board of Road Commissioners; Keith Rochefort was elected Co-Vice Chairman.

- c. Resolution to adopt the schedule of regular meetings for 2020

Open Meetings Act

Recommend the Board approve the following item:

Open Public Meetings Act – Establish Meeting Dates, Time and Place

RESOLVED that the Schoolcraft County Board of Road Commissioners, pursuant to Open Meetings Act, Act 276 of 1976 does hereby proclaim the public meetings of the Board of Road Commissioners will be held in the Schoolcraft County Road Commission Conference Room, **332N East Road, Manistique, MI 49854**, at 7:00 a.m., on the 2nd and 4th Wednesday of the month as set forth below unless indicated otherwise:

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Road Commissioners and any other items brought to the Board's attention by the Board Members, Board Attorney, Manager and Business Administrator/Board Secretary

BE IT FURTHER RESOLVED that the Board of Road Commissioners does hereby designate the Advisor and Pioneer Tribune as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Road Commissioners will be posted in the Schoolcraft County Road Commission Administration Office and posted on the website.

BE IT FURTHER RESOLVED that the Board of Road Commissioners reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than ten (10) minutes per individual.
- The Board vests in its chairman, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that individuals or organizations desiring notification of Board Meetings shall request such notification through the Schoolcraft County Road Commission office and be charged an annual fee of \$25.00, paid in advance.

BE IT FURTHER RESOLVED that the Board of Road Commissioners will meet on the following dates:

Regular Meeting Schedule

2020

<u>Month</u>	<u>Day</u>	<u>Year</u>	<u>Type of Meeting</u>
January 02, 2020	Wednesday	2020	Regular Meeting
January 22, 2020	Wednesday	2020	Regular Meeting
February 12, 2020	Wednesday	2020	Regular Meeting
February 26, 2020	Wednesday	2020	Regular Meeting
March 11, 2020	Wednesday	2020	Regular Meeting
March 25, 2020	Wednesday	2020	Regular Meeting
April 08, 2020	Wednesday	2020	Regular Meeting
April 22, 2020	Wednesday	2020	Regular Meeting
May 13, 2020	Wednesday	2020	Regular Meeting
May 27, 2020	Wednesday	2020	Regular Meeting
June 10, 2020	Wednesday	2020	Regular Meeting
June 24, 2020	Wednesday	2020	Regular Meeting
July 08, 2020	Wednesday	2020	Regular Meeting
July 22, 2020	Wednesday	2020	Regular Meeting
August 12, 2020	Wednesday	2020	Regular Meeting
August 26, 2020	Wednesday	2020	Regular Meeting
September 09, 2020	Wednesday	2020	Regular Meeting
September 23, 2020	Wednesday	2020	Regular Meeting
October 14, 2020	Wednesday	2020	Regular Meeting
October 28, 2020	Wednesday	2020	Regular Meeting
November 11, 2020	Wednesday	2020	Regular Meeting
November 25, 2020	Wednesday	2020	Regular Meeting
December 09, 2020	Wednesday	2020	Regular Meeting
December 23, 2020	Wednesday	2020	Regular Meeting

Unforeseen circumstances may force the rescheduling of these meetings. In such cases, notice will be given as provided in the Open Meetings Act.

It was moved to accept the meeting schedule with the change of the first meeting in May, July, September, and October to 6:00 PM meeting times by Commissioner D. DuFour. Motion failed for no support.

It was moved to accept the meetings as scheduled by Commissioner K. Rochefort, seconded by Commissioner T. Klarich. Motion Carried.

Roll Call:

K. Rochefort- Yes
T. Klarich- Yes
D. DuFour- No
R. Lund- Yes
R. Lacroix- Yes

d. Adopt Robert's Rules of Order

It was moved to not adopt Robert's Rules of Order by Commissioner R. LaCroix, seconded by Commissioner R. Lund. Motion carried.

Roll Call:

R. Lacroix- Yes
R. Lund- Yes
K. Rochefort- No
D. DuFour- No
T. Klarich- Yes

e. Adopt all existing Board policies and procedures for 2020

It was moved to adopt all existing Board policies and procedures for 2020 by Commissioner R. Lund, seconded by Commissioner D. DuFour. Motion Carried.

Roll Call:

R. Lund – Yes
D. DuFour- Yes
R. Lacroix- Yes
K. Rochefort- Yes
T. Klarich- Yes

7. Public Comment: None

8. THE BOARD WILL NOW CONDUCT THE REGULAR MEETING

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
January 02, 2020 - 7:00 a.m.

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Public Comment:
7. Old Business:
8. New Business:
 - A. Voucher 20-12, 20-13, & 20-14
 - B. OPEB Report
9. Manager's Report
10. Department Heads
11. Meeting Notices
 - A. UPRBA January 30-31, 2020 Marquette
 - B. Straits Area Council Meeting February 4, 2020 Mackinaw City
12. Public Comment
13. Adjournment

1. Call Meeting to Order

Commissioner T. Klarich called the meeting to order at 7:07 AM

2. Roll Call – Sign in Sheet

Present: Tom Klarich, Chairperson
Dale DuFour, Vice Chairman
Keith Rochefort, Co Vice Chairman
Randy Lund, Member
Robin LaCroix, Member

Also, in attendance:

Jean Frankovich, Managing Director
Tanya Hoar, Finance Director
Brittany DeMars, Human Resources/Payroll Clerk
Kim Rochefort, Road Foreman
James Johnson, Seney Foreman
Bernard Lund, General public

3. Pledge of Allegiance: The pledge was recited

4. Approval of Agenda

It was moved to approve the agenda with the addition of a closed session to item 12 a. by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix. Motion Carried.

Ayes: Five
Nays: None

5. Approval of Minutes

It was moved to approve the minutes by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion carried.

Ayes: Five
Nays: None

6. Public Comment: None

7. Old Business: None

8. New Business:

A. Vouchers 20-12, 20-13, & 20-14

It was moved to approve vouchers 20-12, 20-13, & 20-14 by Commissioner K. Rochefort, seconded by Commissioner R. Lund. Motion carried.

Roll Call:

K. Rochefort- Yes

R. Lund- Yes

D. Dufour- Yes

R. Lacroix- Yes

T. Klarich- Yes

B. OPEB Report

T. Hoar went over a summary of the 2019 OPEB Actuarial. The summary showed that our OPEB liability continues to decrease and our market value of assets and % funded continues to increase. For 2020, our plan is 45.31% funded.

9. Manager's Report

- A. MDOT Increase & Hiring - With the increase in MDOT funding and the additional work it brings to our crew, I think it would make sense to consider hiring another full-time employee. The increase is a guaranteed increase to our contract budget and not just a one-year increase. The winter budget decreased by \$30,795 (based on 5-year average) and the summer budget increased by \$214,732. Per Tanya's summary the true cost for a new employee (based on today's rates) is approximately \$68,975. That leaves \$114,962 to complete the additional work requested by MDOT. MDOT has suggested that some of the additional funding be utilized to increase workforce if needed.

It was moved to begin the process of interviewing temporary employees for one fulltime position by Commissioner K. Rochefort, seconded by Commissioner T. Klarich. Motion carried.

Ayes: Five

Nays: None

10. Department Heads

- A. K. Rochefort, Road Foreman, stated the crew was continuing with winter maintenance
- B. J. Johnson, Seney Foreman, stated that Seney is continuing with storm clean up.
- C. B. DeMars, Human Resources, stated that she has released the schedule for 2020 safety committee meetings. W-2's will be given out and year end is going well for payroll.

11. Meeting Notices

- A. UPRBA January 30-31, 2020 Marquette
- B. Straights Area Council Meeting February 4th, 2020 Mackinaw City

12. Public Comment: None

- A. Closed Session

It was moved to enter into closed session at 7:32 AM to discuss contract negotiations by Commissioner K. Rochefort, seconded by Commissioner R. Lund. Motion carried.

Roll Call:

- K. Rochefort – Yes
- R. Lund – Yes
- R. LaCroix – Yes
- D. DuFour – Yes
- T. Klarich – Yes

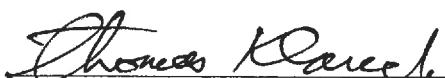
It was moved to exit closed session at 7:59 AM by Commissioner K. Rochefort, seconded by Commissioner T. Klarich. Motion carried.

Roll Call:

- K. Rochefort – Yes
- T. Klarich – Yes
- R. LaCroix – Yes
- D. DuFour – Yes
- R. Lund – Yes

13. Adjournment

It was moved to adjourn the meeting at 8:05 A.M. by Commissioner T. Klarich, seconded by Commissioner R. LaCroix. Motion carried.


Thomas Klarich, Chairperson


Jean Frankovich, Managing Director