

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING MINUTES
May 11, 2022 - 7:00 a.m.

000421

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. Policy A6.00 Policy for Removing a Road from Seasonal Designation
8. New Business:
 - A. Vouchers 22-31, 22-32, 22-33
 - B. Engineering Reimbursement
 - C. Resolution 2021-0258/A1 Seney Salt Shed
 - D. RFP 2022-05 Primary Street Sign Upgrade
 - E. RFP 2022-06 Manager's Truck
 - F. Approval of CR 433 River Road
 - G. Approval of CR 448 Bridge over Stutts
 - H. Gierke Road Damages
 - I. Logo Update (Added to agenda)
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
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; Ian Stampfly, Engineer; Roger Martin, Shop Foreman, James Johnson, Seney Road Foreman

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

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve the agenda as presented.

Ayes: Five
Nays: None

Motion Carried

5. Approval of Minutes:**A. Regular Session April 27, 2022**

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the minutes of the Regular Session meeting held on April 27, 2022.

Ayes: Five
Nays: None

Motion Carried

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

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

8. New Business:

000423

A. Vouchers:

22-31:

It was moved by Commissioner R. Lund, seconded by Commissioner T. Klarich, to approve voucher 22-31 as presented.

Ayes: Five
Nays: None

Motion Carried

22-32:

It was moved by Commissioner K. Rochefort, seconded by Commissioner D. DuFour, to approve voucher 22-32 as presented.

Ayes: Four
Nays: None
Abstain: One (R. Lund)

Motion Carried

22-33:

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to approve voucher 22-33 as presented.

Ayes: Five
Nays: None

Motion Carried

B. Engineering Reimbursement: Per Act 51, each county road commission shall be reimbursed by MDOT in an amount up to \$10k per year for the sum paid to a licensed professional engineer employed or retained by the county road commission in the previous year. The sum shall be returned to each county road commission certified by the state transportation department as complying with this subsection regarding the employment of an engineer.

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve the Engineering Reimbursement.

Ayes: Five
Nays: None

Motion Carried

C. Resolution 2021-0258/A1 Seney Salt Shed: The resolution between MDOT and the SCRC for construction of the Seney salt shed was provided for review and approval.

It was moved by Commissioner K. Rochefort, seconded by Commissioner D. DuFour, to approve Resolution 2021-0258/A1 Seney Salt Shed as presented.

Ayes: Five
Nays: None

Motion Carried

D. RFP 2022-05 Primary Street Sign Upgrade: A request for bid proposals for the purchase of 300 square feet of retroreflective street signs, in accordance with MMUTCD D3-1 street name sign guidelines, was provided for review and approval.

It was moved by Commissioner R. LaCroix, seconded by Commissioner T. Klarich, to approve the request for bid proposals for the primary street sign upgrade as presented.

Ayes: Five
Nays: None

Motion Carried

E. RFP 2022-06 Manager's Truck: A request for bid proposals for the purchase of a 2023 or 2024 ½ ton pickup truck for the SCRC Manager was provided for review and approval.

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve the request for bid proposal for RFP 2022-06 Manager's Truck.

Ayes: Four
Nays: One (R. LaCroix)

Motion Carried

F. Approval of CR 433 River Road: The County Road 433 (River Road) project bids were provided for review. There were two bidders: Payne & Dolan, Inc. and Bacco Construction company. Both were over the estimated cost.

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve the increase to the CR 433 River Road project.

Roll Call:

LaCroix – Yes
DuFour – Yes
Lund - Yes
Rochefort – Yes
Klarich – Yes

Motion Carried

- G. Approval of CR 448 Bridge over Stutts:** Bids for the bridge reconstruction project on County Road 448 over Stutts Creek were provided for review. There were three bidders: Zenith Tech, Inc., Hebert Construction Co. and A. Lindberg & Sons, Inc. All bids were over the estimated cost.

It was moved by Commissioner T. Klarich, seconded by Commissioner D. DuFour, to approve the increase for the reconstruction project on the CR 448 Bridge over Stutts Creek, utilizing Category E Funds for the increase.

Roll Call:

Klarich – Yes

DuFour – Yes

LaCroix – Yes

Lund - Yes

Rochefort – Yes

Motion Carried

- H. Gierke Road Damages:** Potential Malicious Destruction of Property (MDOP) charges for damages to Gierke Road were discussed. Damages in the amount of approximately \$5,600 makes this a felony charge, which will be submitted to the prosecutor. However, it is up to the prosecutor to decide what charges, if any, will be brought forth.

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve pursuing criminal charges for the damages.

Roll Call:

LaCroix – Yes

DuFour – Yes

Lund - Yes

Rochefort – Yes

Klarich – Yes

Motion Carried

- I. Logo Updates:** A recommended logo design update was provided for review and approval.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve updating the current logo with the recommended logo design.

Ayes: 5

Nays: 0

Motion Carried

9. Manager's Report:

Ketvertis Property Offer: Jim Zellar is supposed to be paying cash and closing should be next week.

Policy A6.00 Removal of Seasonal Road Policy: J. Vanderville has continued research and will continue to gather information to make appropriate changes. She will then bring further information to the board in a future meeting.

Seney Salt Shed: New resolution is needed to move forward.

CR 433 River Road: Recommendation was to move forward with the project. J. Vanderville included a spreadsheet with anticipated funding changes (See 8.F. above).

CR 448 Bridge over Stutts: Recommendation was to move forward with the project. J. Vanderville included a spreadsheet with anticipated funding changes (See 8.G. above).

Engineering Reimbursement: This is the annual form that must be submitted to MDOT for reimbursement of engineering costs (See 8.B. above).

RFP 2022-06 Manager's Truck: At the last meeting discussion was held regarding the turnaround time for receiving trucks. The manager's truck is on the schedule for FY '23, so bids should go out now in hopes that the truck will be delivered early into FY '23. The current truck will go to Engineer I. Stampfly once the new truck arrives (See Item 8.E. above).

Gierke Road Damages: J. Vanderville received a call from Trooper Brinie regarding damages to Gierke Road. She requested an estimate of damages, which were provided. Trooper Brinie then came back and said that the damages were chargeable. J. Vanderville told her she would put it before the board for a determination. E-mails were included in the packet (See Item 8.H. above).

Plowing Commendation: A note was included with payment for snowplowing, commending the SCRC and the driver for prompt and exceptional service.

10. Engineer's Report:**Township Work**

Gravel road reports have been completed for all townships except Seney. I. Stampfly intends to ask Seney Township if they would still like a report, even though they only have one local gravel road, and it is seasonal (Wagner Taylor Dam Road). Otherwise, the reports will be presented to the townships in the next couple of months.

The bid opening for our local paving is tomorrow, May 12th, at 1 pm. We will present the results to Hiawatha and Manistique Township next week at their board meetings. Ian felt optimistic pricing will be within the adjustments discussed previously and the projects will occur this year.

Thompson Township is all set to begin work on Ivan Carlson Road. The contract is set to be signed next week at their meeting. Ian is planning to grade stake the road by early next week.

EGLE Permits/Site Visits

Ian met with EGLE to review additional sites that were not included in last fall's meeting. This batch of sites are for future project areas (paving projects) and for a washout on CR-436 (Floodwoods Road). We have started working on our permit applications. Ian has submitted one for erosion protection and with the help of Jean and Jim Barham has one culvert surveyed already (the crossing referenced above). His hope is to have a handful of permits on the shelf so that as funding becomes available, we can start to tackle some of these crossings. Several will be eligible for fish passage funds, and we will look for other sources as well, especially for the larger culvert crossings.

Asset Management Plan

Ian attended and will be attending multiple webinars dealing with asset management. His hope is to learn a few things to help finish our plan. His goal is to have a completed draft by July and then fine tune the report before submitting it in September.

CR-433 River Road Project

Two bids were received for the project, one from Bacco and the other from Payne & Dolan. Payne & Dolan was the low bidder at \$837,802.62 which is 20.59% over the engineer's estimate of \$694,757 and amounts to a \$143,045.62 difference. We recommend justifying the bid and moving forward with the project. Bacco was about \$36,000 higher than Payne & Dolan.

CR-448 over Stutts Creek

Three bids were received for the project, one from Zenith Tech, one from Hebert Construction, and one from Lindberg & Sons. Zenith Tech was the low bidder at \$1,311,792.17, which is 32.03% over the engineer's estimate and amounts to \$318,258.22. We have until noon on May 11th to justify the low bid if we choose to proceed.

11. Department Heads:

Tanya Hoar, Finance Director: N/A

Ann Peterson, Payroll/HR Coordinator: Provided a write-up of recent hires. Three temp non-CDL employees began on Monday, May 9th. One temp CDL employee will begin on May 16th, and one temp CDL position is still open. Brent Schuetter moved from Temp to FT Truck Driver on Monday, May 9th. Stacey Downing will continue to work as a Temp Truck Driver in Seney for the summer.

Roger Martin, Shop Foreman: R. Martin provided a quote for crack seal blocks.

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve the purchase of a full truck load of crack seal blocks.

Roll Call:
DuFour – Yes
Klarich – Yes
LaCroix – Yes
Lund - Yes
Rocheftort – Yes

000428

Motion Carried

Roger Martin advised the board that he received information from H&L that our carbide blades are going to be increasing in two weeks by 35%.

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to lock in and purchase carbide blades before the rate increase goes into effect.

Ayes: 5
Nays: 0

Motion Carried

12. Meeting Notices: None

13. Public Comment: None

14. Adjournment:

The regular meeting was adjourned at 7:56 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director