

**SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
BOARD MEETING MINUTES  
February 22, 2023 - 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. Unfinished Business:
  - A. Policy A6.00 Policy for Removing a Road from Seasonal Designation
8. New Business:
  - A. Vouchers 23-19 & 23-20
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
  - A. March 21-23 CRA Annual & Road Show, Lansing, MI
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:** Randy Lund  
Robin LaCroix  
Thomas Klarich  
Keith Rochefort

**Absent:** Dale DuFour

**Also in Attendance:** Tanya Hoar, Finance Director, Ann Peterson, Payroll/HR Coordinator, Roger Martin, Shop Foreman

**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: Four  
Nays: None  
Absent: One (D. DuFour)

***Motion Carried***

**5. Approval of Minutes:****A. Regular Session February 8, 2023:**

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the minutes of the meeting held on February 8, 2023, 2023.

Ayes: Four  
Nays: None  
Absent: One (D. DuFour)

***Motion Carried***

**6. Public Comment:** None

**7. Unfinished Business:**

**Policy A6.0 Policy for Removing a Road from Seasonal Designation:** This policy continues to be tabled until the spring after J. Vanderville has had discussions with individual townships.

**8. New Business:****A. Vouchers:****i. 23-19:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve voucher 23-19 as presented.

**Roll Call:**

LaCroix – Yes

Lund - Yes

Rocheftort - Yes

Klarich – Yes

DuFour – Absent

***Motion Carried*****ii. 23-20:**

**It was moved** by Commissioner K. Rocheftort, seconded by Commissioner R. LaCroix, to approve voucher 23-20 as presented.

**Roll Call:**

Rocheftort - Yes

LaCroix – Yes

Klarich – Yes

Lund - Abstain

DuFour – Absent

***Motion Carried***

**9. Manager's Report:** There was not a Manager's Report, but J. Vanderville had provided a CRASIF Risk Control Review conducted on February 7, 2023.

**10. Engineer's Report: None**

**11. Department Heads:**

**Ann Peterson, Payroll / HR Coordinator:** Temporary Truck Driver Jim Pann's last day was Friday, February 17<sup>th</sup>, as he was called back to his full-time job. He will not be replaced at this time.

A mileage reimbursement spreadsheet was made available for commissioner review showing the increase in mileage from \$0.625 to \$0.655.

**Tanya Hoar, Finance Director:** Per request at the last meeting, a spreadsheet was provided outlining all IT Expenses, including annual subscriptions, internet, hardware, software, support, etc. T. Hoar provided an overview, along with 2023 projected expenses. It was noted that SCRC IT expenses for 2023 are projected to be about 0.27% of revenue.

**Roger Martin, Shop Foreman:** Provided an update regarding B-289, the 2004 Peterbilt that broke down. He noted that it will need a new transmission. An estimate in the amount of \$15,676.53 was included (\$16,408.32 less sales tax of \$731.79).

**12. Meeting Notices:****A. March 21-23 CRA Annual & Road Show, Lansing, MI**

**13. Public Comment:** Commissioner K. Rochefort asked if temporary truck driver wages will be increased based on the increases agreed on through contract negotiations for full-time drivers. They currently earn \$19.00 / hour and a 2% increase is budgeted for 2023, increasing the wage to \$19.38 / hour. T. Hoar provided figures based on a 2% increase. Commissioner T. Klarich noted that the cost-of-living adjustment is currently about 8.8%. T. Hoar will acquire benchmark data from other road commissions and report back to the board.

Commissioner R. LaCroix asked about hand-held radios. R. Martin noted that all drivers will be issued the hand-held models and we will be moving to these rather than the current radios.

**14. Adjournment:** The meeting was adjourned at 7:23 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director