

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING MINUTES
January 25, 2022 - 7:00 a.m.

000365

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. Cell Tower Lease Agreement
 - B. Ketvirtis Property Listing
8. New Business:
 - A. Voucher 22-17
 - B. December Financial Statement
 - C. Approval of Policy RO3.00 Standards & Specifications for Public Roads
 - D. CRA Board of Directors Ballot
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices:
 - A. Straits Area Council meeting February 1, 2022, Via Zoom
 - B. UPRBA February 3-4, 2022, Marquette, MI
 - C. CRA Annual and Roadshow March 8-10, 2022, 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: Thomas Klarich
Robin LaCroix
Keith Rochefort
Randy Lund

Absent: Dale DuFour (via phone)

Also in Attendance: Jean Vanderville, Managing Director; Tanya Hoar, Finance Director; Ian Stampfly, Engineer; Ann Peterson, Payroll/HR Coordinator; Kim Rochefort, Road Foreman; Roger Martin, Shop Foreman.

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

It was moved by Commissioner K. Rochefort, 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 Meeting January 12, 2022**

It was moved by Commissioner R. Lund, seconded by Commissioner T. Klarich, to approve the minutes of the regular meeting held on January 12, 2022.

Ayes: Four

Nays: None

Absent: One (D. DuFour)

Motion Carried

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

A. Cell Tower Lease Agreement: No payment has been received and no action has been taken at this time.

B. Ketvertis Property Listing: The listing has recently been in the newspaper.

8. New Business:

A. Voucher 22-17

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve voucher 22-17 as presented.

Roll Call:

LaCroix – yes

Lund - yes

Rocheffort – yes

Klarich – yes

DuFour – Absent

Motion Carried

B. December Financial Statement: T. Hoar provided an overview of the December Financial Statement.

It was moved by Commissioner T. Klarich, seconded by Commissioner R. Lund, to approve the December Financial Statement as presented.

Roll Call:

Klarich – yes

Lund - yes

LaCroix – yes

Rocheffort – yes

DuFour – Absent

Motion Carried

C. Approval of Policy RO3.00 Standards & Specifications for Public Roads: I. Stampfly provided an overview of Policy RO3.00, Standards, Specifications and Regulations for Subdivision Streets and Proposed Public Roads, which will replace Policy 97-3, effective 6/25/1997. Detailed procedures were included.

It was moved by Commissioner R. LaCroix, seconded by Commissioner T. Klarich, to approve Policy RO3.00 as presented.

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

Motion Carried

D. CRA Board of Directors Ballot

There is only one candidate running for the CRA Board, Dirk Heckman, Mackinac County Road Commission. There is also a write-in option. J. Vanderville recommended SCRC vote for Heckman.

It was moved by Commissioner T. Klarich, seconded by Commissioner K. Rochefort, to approve voting for Heckman for the CRA Board.

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

Motion Carried

9. Manager's Report:

Act 51 Certification Maps: All maps have been submitted. Waiting for Alex LaPorte to review.

RTF Regional Meeting: Still waiting on a date from Dotty.

800 MHz Radios: J. Vanderville spoke to Sheriff Willour regarding FirstNet for phone coverage and potentially push-to-talk options for flagging operations. Sheriff Willour noted that the 911 Advisory Committee has funding available and could potentially assist in helping the road commission obtain 800 MHz radios. K. Rochefort attended the 911 Advisory Committee meeting to answer any questions they had regarding our usage and needs. J. Vanderville, K. Rochefort, J. Johnson and R. Martin met and provided what they felt would be needed to get started. J. Vanderville then met with Sheriff Willour to discuss those needs. He will be bringing it to the Finance/Audit Committee on January 25th and then to the full board on January 27th. Assistance was requested with obtaining: 10 Handheld Radios (2 Foremen; 2 Flaggers; 1 Loader; 2 Seney Garage for Road Closures; 2 Manistique Garage for Road Closures; 1 Manager/ Engineer to share); 2 bases (one for each garage); 3 vehicular adapters; a few portables mics as suggested by Sheriff Willour. This has been a topic of interest from our safety committee for a while and J. Vanderville has been researching funding options.

Specifications for Roads Policy: (See Item 8.C. above). I. Stampfly has been working on the policy noted, RO3.00 Standards & Specifications for Public Roads, putting together a more

detailed policy that can be followed for submission of roads into the county road system. This policy will replace the old policy 97-3.

CRA Board of Directors: (See Item 8.D. above).

Risk Control Site Visit: The Mackinaw Administrator's site visit is scheduled for February 10th. They may stop to visit the Seney garage on the 9th.

ARPA Funds: There is new detail out regarding ARPA funds and the allowable usage. It appears that Townships may now be able to utilize these funds for road construction and maintenance. Copies of the information were included in the packet.

10. Engineer's Report:

Township Work: Estimates were presented to Manistique and Hiawatha Township for paving projects this year. Both townships want to take a month or two to think over the estimates before committing. I. Stampfly is optimistic that both townships will do some work, but thinks they want it to be closer to budget time as they have other expenditures being considered. Manistique Township was also provided their paved road report, which was well received. All paved road reports have been presented.

County Wide Sign Project: I. Stampfly sent an email to MDOT on 1-12 asking for an update on the file review. MDOT responded on 1-13 stating that there are 7 files ahead of ours. His estimate is that it will be early to mid-February prior to receiving comments that will need to be addressed. This should still allot enough time to finish the project prior to spring.

Road Acceptance Specifications: A draft has been completed of standards and specifications when considering accepting new roadways to our system. The current policy in place was reviewed and found not to be very specific and does not reference a document such as the one provided. It was recommended that the policy be updated to reference these standards and specifications included. The standards are deemed to be fair, reasonable and ensure that we will have good roads being incorporated to our system.

Safety Grant: MDOT Local Agency Program includes a safety program. CR-439 (Tannery Road) is considered a good candidate for safety funding. The safety grants look at 5-year periods of crash data. CR-439 has 5 accidents within the last 5 years of crash data available to us (2015-2019). I. Stampfly proposed a 1.25-mile project starting at the city limits that will include crushing and shaping with new asphalt. This project will add an additional 2 feet of asphalt width and correct/improve the horizontal curves. The project is estimated at approximately \$412,000 and the grant is due in early May.

Critical Bridge Applications: Critical bridge applications have been started, which are due April 4th. We can submit up to 4 applications and are planning to submit the following structures and treatments:

Structure	Location	Proposed Treatment
9702	CR-432 over Bulldog Creek	Replacement
9703	CR-432 over Milakokia River	Preventative Maintenance
9706	CR-448 over Creighton River	Rehab or Replacement
9708	CR-448 over W. Branch of the Manistique River	Rehab

Clean Diesel Grant

I. Stampfly attended a webinar discussing the grant. His perception is that supply chain issues are unlikely to be accommodated. EGLE stated they might be able to accommodate but ultimately it is up to the EPA. The structure of this program is the EPA is the money holder and the funding funnels through EGLE, so some approvals require EPA approval. Also, during the webinar it was said that emphasis was being placed on replacing diesel engines, equipment and trucks with electric or some other form of zero emission technology. Due to the uncertainty and tight time frame, we are thinking about passing on the grant this year, gathering all the information necessary and plan to apply next year.

11. Department Heads:

Tanya Hoar, Finance Director: Wrapping up tax information this week.

Kim Rochefort, Road Foreman: None

Roger Martin, Shop Foreman: We lost 2 trucks Friday, both of which were transported via low-boy today. Seals have been ordered for the 2nd in-ground hoist.

Ann Peterson: None

12. Meeting Notices:

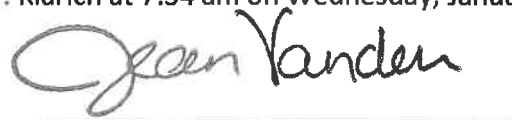
- A. Straits Area Council Meeting February 1, 2022, via Zoom
- B. UPRBA February 3-4, 2022, Marquette, MI
- C. CRA Annual & Road Show March 8-10, 2022, Lansing, MI

13. Public Comment: None

14. Adjournment:

The meeting was Adjourned by Chairman T. Klarich at 7:34 am on Wednesday, January 25th.


Thomas Klarich, Chairperson


Jean Vanderville, Managing Director