

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING MINUTES
March 24, 2021, - 8:00 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. County Road Commissioners per Diem Increase
 - B. CR 433 Quarry Road Abandonment
 - C. Cell Tower Lease Agreement
 - D. Investment Recommendations
 - E. HR1.00 Hiring Process & Procedures Policy
8. New Business:
 - A. Voucher 21-24
 - B. February Financial Statements
9. Manager's Report
10. Department Heads
11. Meeting Notices
 - A. RTF Local Meeting April 13, 2021 @ 10:00 am
 - B. RTF Regional Meeting April 21, 2021 @ 10:00 am
 - C. MDOT Contract Overview April 29, 2021 @ 10:00 am
12. Public Comment
13. Adjournment

1. Call Meeting to Order:

The meeting was called to order by Chairman T. Klarich at 8:00 A.M.

2. Roll Call Information: The roll was called for the Commissioners.

Present: Thomas Klarich
Keith Rochefort
Randy Lund
Robin LaCroix
Dale DuFour (via telephone)

Absent: None

Also in Attendance: Jean Frankovich, Managing Director; Tanya Hoar, Finance Director; Kim Rochefort, Road Foreman; Jim Barham, Engineer Tech; Troy Bassett, County Commissioner

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

It was moved by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort to approve the agenda as presented.

Roll Call:

R. LaCroix - yes
K. Rochefort - yes
T. Klarich - yes
R. Lund - yes
D. DuFour - yes

Motion Carried**5. Approval of Minutes:**

It was moved by Commissioner K. Rochefort, seconded by Commissioner T. Klarich to approve the minutes of March 11th.

Roll Call:

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

Motion Carried

6. Public Comment: Commissioner D. DuFour asked who else was present at the meeting.

7. Unfinished Business:

- A. County Road Commissioners Per Diem Increase:** The County Board Audit Finance Committee will discuss the Road Commissioner's per diems during their next budget process. The Road Commission Board discussed whether they wanted an increase for their salary or per diem amounts. The Board decided they would like to look at a salary increase. J. Frankovich will make a request to the County Board for a Road Commission Board salary increase equal to the salary increase given to the County Board.
- B. CR 433 Quarry Road Abandonment:** Nothing new to report.
- C. Cell Tower Lease Agreement:** Nothing new to report.
- D. Investment Recommendations:** Nothing new to report.
- E. HR1.00 Hiring Process & Procedures Policy:** The Board discussed the Hiring Process & Procedure Policy. The majority of the Board did not agree with the policy and feel the Board should do the hiring.

It was moved by Commissioner T. Klarich, seconded by Commissioner R. Lund, to not accept policy HR1.00 Hiring Process & Procedures Policy.

Roll Call:

- T. Klarich – yes
- R. Lund – yes
- R. LaCroix – yes
- D. DuFour – yes
- K. Rochefort - no

Motion Carried

8. New Business:**A. Vouchers 21-24**

It was moved by Commissioner R. Lund, seconded by Commissioner T. Klarich to approve voucher 21-24.

Roll Call:

R. Lund – yes
T. Klarich – yes
K. Rochefort – yes
R. LaCroix – yes
D. DuFour – yes

Motion Carried**B. February Financial Statements:**

It was moved by Commissioner T. Klarich, seconded by Commissioner D. DuFour to approve the February Financial Statements.

Roll Call:

T. Klarich – yes
D. DuFour – yes
R. Lund – yes
K. Rochefort – yes
R. LaCroix – yes

Motion Carried**9. Manager's Report:**

Policy HR1.00 Hiring – This policy was discussed earlier in the meeting.

Negotiating Committee Meeting: J. Frankovich attended this meeting, and the next meeting is scheduled for April to go over the new contract with all road commissions.

Road Commissioners Per Diem Request: This item was discussed earlier in the meeting.

Road Salt: J. Frankovich ordered the 2021/2022 winter salt based on historical usage.

Loss Control Visit: MCRCSIP completed their loss control visit on 1/26/21 and the results of the visit were included in the Board packet.

Salt Shed Contract: Engineer fees were reviewed and J. Frankovich decided to stay with UPEA.

RTF Meeting: A copy of the 2021 HIP funds were included in the Board Packet. J. Frankovich would like to use the funds on 802P projects.

Access Management Meeting: MDOT went over the changes and plans. Bacco received the award for the project.

4-10 Schedule Change: SCRC will possibly go to 4-10's effective April 19th, contingent upon the weather.

SDS Book: J. Frankovich and Cathy Harris are working on updating the book with the new cleaning supplies being used because of COVID-19.

10. Department Heads:

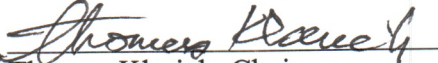
- A. **Tanya Hoar, Finance Director:** T. Hoar reported she continues to be busy.
- B. **Kim Rochefort, Road Foreman:** K. Rochefort reported that they have a lot of work to do with the money from MDOT.
- C. **Jim Barham:** J. Barham reported that the crew is gearing up for summer.
- D. **Troy Bassett, County Commissioner:** Nothing to report.

11. Meeting Notices:

- A. RTF Local Meeting April 13, 2021 @10:00 am
- B. RTF Regional Meeting April 21, 2021 @ 10:00 am
- C. MDOT Contract Overview April 29, 2021 @ 10:00 am

12. Public Comment: Dale inquired if the office will be staffed five days per week to answer the phone. Discussion was held regarding answering the phones. J. Frankovich informed the Board that once the new Administrative Assistant is here, the doors will be unlocked, and the office will be open to the public.

13. Adjournment: The meeting was adjourned at 8:42 A.M. by Chairman T. Klarich.


Thomas Klarich, Chairperson


Jean Frankovich, Managing Director