

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING MINUTES**  
**July 26, 2023 - 7:00 a.m.**

000650

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
  - A. Regular Session July 12, 2023
6. Public Comment
7. Unfinished Business:
  - A. Policy A6.00 Policy for Removing a Road from Seasonal Designation
  - B. Policy 06-03 Non-Smoking Policy
8. New Business:
  - A. Vouchers 23-45, 23-46
  - B. Approve Inwood Township Road Agreements
  - C. Resolution to Approve Corrective Action Plan Form 5598
  - D. Resolution to Approve Contributions to Surplus Division
  - E. Approval of Corrective Action Plan Monitoring Form 5720
  - F. Approve Year-End Additional payment to MERS
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
  - A. Straits Area Council Meeting, Mackinaw City, August 1
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  
Robin LaCroix  
Dale DuFour

**Absent:** None

**Also in Attendance:** Jean Vanderville, Managing Director; Ian Stampfly, Road Engineer, Ann Peterson, Payroll / HR Coordinator; Kim Rochefort, Road Foreman, 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 D. DuFour, to approve the agenda as presented.

Ayes: Five  
Nays: None

***Motion Carried***

**5. Approval of Minutes:**

**A. Regular Session July 12, 2023:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the minutes of the meeting held on July 12, 2023.

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:** J. Vanderville reported that she is still working on this.
- B. Policy 06-03 Non-Smoking Policy:** J. Vanderville reported that she is still working on this.

**8. New Business:****A. Vouchers:****i. 23-45 & 23-46:**

**It was moved** by Commissioner R. Lund, seconded by Commissioner D. DuFour, to approve vouchers 23-45 and 23-46 as presented.

**Roll Call:**

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

***Motion Carried***

- B. Approve Inwood Township Road Agreements:** There were four agreements between the Board of Inwood Township, Schoolcraft County and the SCRC presented for approval. The four roads included Depot Road, Spielmacher Road, Cooks School South Road and Davidson Road.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the four Inwood Township Road Agreements as presented.

**Roll Call:**

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

***Motion Carried***

- C. Resolution to Approve Corrective Action Plan Form 5598:** T. Hoar had included a resolution to approve Corrective Action Plan Form 5598.

**It was moved** by Commissioner R. Lund, seconded by Commissioner R. LaCroix, to accept and approve the Resolution regarding Corrective Action Plan Form 5598 as presented.

**Roll Call:**

Lund – Yes

LaCroix – Yes

Rocheftort - Yes

DuFour - Yes

Klarich – Yes

***Motion Carried***

- D. Resolution to Approve Contributions to Surplus Division:** T. Hoar had included a resolution to approve Contributions to Surplus Division.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to accept and approve the Resolution regarding Contributions to Surplus Division as presented.

**Roll Call:**

LaCroix – Yes

Lund – Yes

Rocheftort - Yes

DuFour - Yes

Klarich – Yes

***Motion Carried***

- E. Resolution to Approve Corrective Action Plan Monitoring Form 5720:** T. Hoar had included a resolution to approve Corrective Action Plan Monitoring Form 5720.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to accept and approve the Resolution regarding Corrective Action Plan Monitoring Form 5720 as presented.

**Roll Call:**

DuFour - Yes

LaCroix – Yes

Rocheftort - Yes

Lund – Yes

Klarich – Yes

***Motion Carried***

- F. Approve Year-End Additional Payment to MERS:** T. Hoar had included a breakdown of additional payments to MERS for 2023.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. Lund, to approve the Year-End Additional Payment to MERS in the amount of \$95k as presented.

**Roll Call:**

DuFour – Yes

Lund – Yes

LaCroix – Yes

Rochefort - Yes

Klarich – Yes

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

**Policy 06-03 Non-Smoking Policy:** J. Vanderville will continue working on this when construction slows down.

**Townline/Burrell Road Property Issue:** The property owner made an acceptable attempt at removing items out of the ROW. The items were placed in line with the shed, which technically is a couple of feet into the ROW, but outside of our maintenance area. We have agreed to allow this as reasonable and will monitor it.

**Fuel Station Update:** New fuel pumps are scheduled for installation August 1, 2023. There has been some difficulty obtaining paint.

**MCRCSIP Annual Meeting:** The conference was beneficial and informational, covering topics such as:

- Employment Law - Harassment and discrimination, remote work as an accommodation, and right to work.
- Road Maintenance – Legal standards and two cases: one for a gravel road and one for a paved road, and the steps taken to get them dismissed.
- Property Law – Road endings, abandonments, plat amendments, cell tower leases and roadkill issues.

J. Vanderville also attended the negotiating committee meeting. Topics covered:

- Chemical storage options
- Non-winter maintenance % increase based on CPI. MDOT could not verify what it will be for 2024 budget, but it is presumed to be around 4.7%.
- MDOT has reported they are still having issues with RC's getting their monthly billing in on time, due by the 15<sup>th</sup> of the following month. T. Hoar is on top if it, and we are not late on our billing.
- Roadkill – Not a contract item but could become a budgetary issue to the MDOT contracts.
- CAVNUE – J. Vanderville is still learning exactly what this is about, so she did not yet have a good grasp to report on it.
- OneSpan Digital Signature – We have already moved to OneSpan and are experiencing no issues.

- **EGLE Brine Permit** – Also not a contract item but could pose issues to the ability to meet maintenance requirements.

**Clean Slate Law Memo:** A copy of the memo was included in the Board's packets.

**Letter of Understanding:** J. Vanderville sent the LOU to Tony (union rep) for consideration. She has not heard back yet.

**GLTPA Logging Expo:** CRA was looking for volunteers for the booth at the logging expo in September. J. Vanderville signed up to volunteer on Saturday, September 9<sup>th</sup>.

## 10. Engineer's Report:

**CR-433 River Road Project (2023):** I. Stampfly finished up the final documentation and has sent the project to MDOT for review. He has not heard back from them and does not know how long it will take to be reviewed.

**Township Work:** Pawley Road is now completed and other than some touch up work, so are the Harrison Beach gravel streets. We decided to hold off on Cooper for a couple of weeks due to other work taking place on the road. We plan to do the Cooks School Road project then move back to Cooper Road. The crew has been doing a great job so far on all these projects.

**CR-448 @ Stutts Creek:** The piling is now completed, and the contractor poured the last of the concrete on Monday morning. The contractor has started to place the timber structure now and Ian is hopeful this will be completed on schedule. Currently, he has not heard otherwise on the schedule, so they are planning for it to be completed by mid-August.

**FLAP Projects:** I. Stampfly has submitted the program applications for the projects and has not heard any news back on the NEPA documentation, which is hopefully a good sign. Ian is hoping to start the brunt of the design for these projects in the next few weeks. He has not heard any updates on the potential call for FY25 to FY28. He is still undecided what projects we will apply for but has a couple in mind for CR-437 (Thunder Lake Road).

**5-Year Plan:** We have a couple of alternatives in mind that we are considering but we have not made any final decisions. These considerations are trying to take advantage of other projects in the area while addressing roads of concern for us.

**CR-448 Guardrail:** Ian has not heard any updates on this.

**Seney Salt Barn Driveway:** Ian has heard no updates on this. Payne & Dolan does have another small MDOT project in the area and may try to do it and our driveway at the same time.

**EGLE Survey:** J. Barham and I. Stampfly surveyed a culvert that we patched earlier this year on N. Kendall Road. He is hoping we can replace this culvert next fiscal year as it will be a

large culvert that will be costly. He hopes to get the permit application submitted in August for this.

#### 11. Department Heads:

**Ann Peterson:** Reported that everyone is now using the new My Works Time and Attendance program and it is going well so far. Most are using their mobile devices to enter their time, but some are not putting their time in daily, which will be addressed in a new policy to be brought to the board.

**Kim Rochefort:** Projects are getting done as planned. Today there are three crews out, one at the Cook's school, one at Pawley Road and one at Harrison Beach.

US-2 has been shut down three times recently for accidents. MDOT has given us a safety trailer that has everything necessary to close a road, such as flashlights, tower lights, signs, barricades, etc.

First aid kits have been inventoried and supplies refilled.

**Troy Bassett:** The county will be starting a Recycling Plan. The State wants a plan in place by January 1, 2024. If we do not come up with a plan, the State will make one for us. The Conservation District will be working through CUPAD to complete. They are also working with other UP counties. Grants are available once a plan is in place.

A vote will be going to the attorney to potentially hire a magistrate. The county provides money, and the magistrate works under the judge. T. Bassett noted that he voted 'No' because he felt there is a better way to do this. In addition, Dave Muxlow is the current magistrate.

#### 12. Meeting Notices:

A. Straits Area Council Meeting, Mackinaw City, August 1.

#### 13. Public Comment:

14. **Adjournment:** The meeting was adjourned at 7:31 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director