

**SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
BOARD MEETING AGENDA  
November 22, 2023 - 7:00 a.m.**

000708

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:
8. New Business:
  - A. Voucher 24-06, 24-07
  - B. RFP 2024-02 Seney RA
  - C. Budget Amendment #3
  - D. September Financial Statements
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 am.

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

**Present:** Thomas Klarich  
Dale DuFour  
Robin LaCroix  
Randy Lund  
Keith Rochefort

**Absent:** None

**Also in Attendance:** Jean Vanderville, Managing Director, Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Ann Peterson, Payroll/HR Coordinator, Kim Rochefort, Road Foreman, Troy Bassett, County Commissioner, Shawn Vanderville

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

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the agenda as presented.

Ayes: Five  
Nays: None

***Motion Carried***

**5. Approval of Minutes:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the minutes of November 8<sup>th</sup>, 2023, as presented.

Ayes: Five  
Nays: None

***Motion Carried***

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

**8. New Business:**

000710

**A. Vouchers 24-06 & 24-07:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve vouchers 24-06 and 24-07 as presented.

Commissioner K. Rochefort questioned some of the invoices, asking what the charges were for. Specifically, he wanted to know what is being purchased at Fastenal. T. Hoar will provide YTD invoices for Fastenal, along with the budget for those items. In addition, information on a part purchased at D & D Home Center will be provided.

**Roll Call:**

LaCroix – Yes

DuFour - Yes

Lund - Yes

Klarich – Yes

Rochefort – Yes

***Motion Carried***

- B. RFP 2024-02 Seney RA:** A bid opening took place for maintenance of the Seney Rest Area. There was one sealed bid from Lakefield Lawn Maintenance, which J. Vanderville opened at the meeting.

Three-year contract, with additional two option years:

- 2024: \$110,900
- 2025: \$110,900
- 2026: \$113,900
- Opt. Year 2027: \$113,900
- Opt. Year 2028: \$113,900

This bid will be provided to MDOT for award.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. Lund, to accept RFP 2024-02 Seney RA Lakefield Lawn Maintenance contract on file for MDOT award.

**Roll Call:**

DuFour - Yes

Lund - Yes

Rochefort – Yes

LaCroix – Yes

Klarich - Yes

***Motion Carried***

- C. **Budget Amendment #3:** T. Hoar provided an overview of the 2023 General Appropriations Act – Amendment #3.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve Budget Amendment #3 as presented.

**Roll Call:**

LaCroix – Yes

DuFour - Yes

Rochefort – Yes

Lund - Yes

Klarich - Yes

***Motion Carried***

- D. **September Financial Statements:** T. Hoar provided an overview of the September 2023 Financial statements.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, accept the September Financial Statements.

**Roll Call:**

DuFour - Yes

LaCroix – Yes

Lund - Yes

Rochefort – Yes

Klarich – Yes

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

**Rail Crossing CR 434:** No updates from CRA yet.

**RFT Local Meeting:** 5-year plan was attached for review.

**RFP 2024-01 Foreman's Truck:** Details of the truck were included in the board packets. The truck fit most of the bid specs and fell within budget. It is scheduled to be delivered next week. There are some optional warranty and protective plans for the board to consider. R. Martin is most interested in the Midwest Protection and Turboliner plans, which would add an additional \$2,290 to the cost of the truck.

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the purchase of the Midwest Protection and Turboliner Plans for the new truck in the amount of \$2,290 as requested.

**Roll Call:**

Rocheftort – Yes

Lund - Yes

LaCroix – No

DuFour - Yes

Klarich - No

***Motion Carried***

**Drain Commission:** A meeting of the whole will be held on November 27<sup>th</sup> with the attorney and consultant group.

**Cooks School South Road:** I. Stampfly and J. Vanderville met with two members of the Inwood board to discuss the road project completed on Cooks School South Road. There were concerns about a low spot. They confirmed that there was a need for additional gravel. After discussion with Road Foreman K. Rocheftort, it was determined that it would be best for the gravel to be placed in the spring to allow for better compaction over the summer rather than place it now just before plowing season.

**Seney Rest Area:** Bid opening was held today during this meeting.

**Local PASER Reimbursement:** CUPPAD denied reimbursement and TAMC is looking into it. J. Vanderville will keep the board posted on what comes of the discussions.

**First Amendment Policy:** J. Vanderville included a copy of LMAS First Amendment Audit Policy. She would like to review and research the need to implement a policy as such for the road commission.

**DNR Boat Launch Winter Maintenance:** Stacy (DNR) has reached out to confirm that SCRC will continue to service the boat landings at Big Springs Landing and McDonald Lake. J. Vanderville was able to confirm that there have been no changes to our winter maintenance in reference to the boat landings.

**County Master Plan:** The County had requested assistance in updating the master plan a while back. J. Vanderville was able to get the updated information and suggestions over to Tasha.

**Ruggles Road:** Discussions have been had regarding a turnaround at the end of Ruggles Road. There have been many different beliefs about the status of Ruggles Rd. After much research, J. Vanderville was able to determine that MDOT abandoned that portion of M-94 in April of 1958 to the Schoolcraft CRC as part of the county road system. The unimproved section of road has been included on our certification maps as far back as she has record. The landowner was of the belief that the unimproved section of road has an agreement between Schoolcraft CRC and the landowner to not improve that road for public use. She could not find proof for that, and the landowner is supposed to

provide documentation. The question remains when everything is cleared up, should SCRC abandon that portion of road or decertify it and retain ROW. Her initial thought and suggestion would be to abandon the portion of road as it does not serve a need to the road commission once a turnaround has been established.

## 10. Engineer's Report:

**FLAP Projects:** I. Stampfly is still waiting to hear back on the proposed design exceptions. The NEPA documents have been approved and all that is left is to finish the final plans when the exceptions are approved. All other comments have been addressed.

**CR-433 & CR-453:** I. Stampfly has a draft proposal put together which will be reviewed in the next week. Comments will be addressed and then it will be posted for bidding. Bids are due on December 20<sup>th</sup>.

**Township Work:** I. Stampfly is still working on the 5-yr updates for townships that have completed work on the current plans. He presented the estimates to Hiawatha Township for Beckman Road, Riverview Drive, Wawaushnosh Drive, and Swanson Road and Rivers Bend Road at their meeting last week. The township would like to think about the projects for a month and decide at their December meeting. He plans to put their work out for bid either in late January or February.

I. Stampfly also attended Germfask Township's meeting on the 13<sup>th</sup>. The township did not have any questions or concerns.

**Ross Lake Road Presentation:** I. Stampfly is still working on the presentation and should have it completed in the next couple of weeks. He will then set up a time to present it to the Conservation District.

**CEW Presentation:** I. Stampfly is also still working on this presentation. He hopes to have this one completed by the end of December.

**CR-448 @ Stutts Creek:** I. Stampfly has submitted the project for review to claim its place in line. After MDOT reviews the file, he will address the comments they have regarding documentation.

**CR-433 (2023 Construction):** I. Stampfly asked MDOT where we stand on the review. MDOT responded that the project has not been reviewed yet and it is second in line right now. He anticipates we will have comments back by Christmas and he will start addressing comments then.

**Fish Passage (Ross Lake Road):** We have been working on setting up the online profiles and I. Stampfly has sent the documents to Fish and Wildlife Service for review. This grant is for \$10,000 and will help pay for the new culvert to be installed at the south crossing.

**Various Schedules:** I. Stampfly has started to update various schedules based on work we completed this year, equipment we have purchased, and other discussions had among the staff.

## 11. Department Heads:

**Tanya Hoar:** None

**Troy Bassett:** Reported that the radio and dozer money has been approved.

Monday, November 27<sup>th</sup>, an informational meeting will be held with Stacey Hissong regarding the drain commission. The Audit and Finance Committee will be meeting today at 3:30. The regular county board meeting will be held on the 28<sup>th</sup>. Public input will be allowed at that meeting. Commissioner R. LaCroix felt that the time allocated to the Drain Commissioner position by J. Vanderville should be reported at the public meeting. T. Bassett commented that the county is aware of the value of the Drain Commissioner position and that they realize J. Vanderville does not have the time to devote. Numerous questions are anticipated.

The County is looking at approving a contract for an attorney to hire to represent them. The cost will be approximately \$265 per hour for the attorney. The Spicer group is separate.

**Kim Rochefort:** The Jack's Gift Certificates were handed out and K. Rochefort thanked the board on behalf of the crew.

The crew has about 7 days of berm removal left to do. They are also working on brushing. Once the berm project is completed, they will work on cutting trees for the state before the snow flies.

**Ann Peterson:** Reported that Tim Bosanic started working full-time on Monday. He will work the day shift this week, then will start night shift Saturday evening. Steve Kopischke will go back on days at that time.

Kennedy Segerstrom, who was hired as a Temp Truck Driver, has now declined the position.

Ads will be placed in the Tribune, the Advisor and at Michigan Works advertising the opening for the Temp TD position.

Fuzz Mattson will be working on an 'on-call' basis for the winter.

## 12. Meeting Notices:

None

13. Public Comment: None

14. Adjournment: The meeting was adjourned at 8:14 am.

  
Thomas Klarich, Chairperson

  
Jean Vanderville, Managing Director