

**SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
BOARD MEETING AGENDA  
August 23, 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. Voucher 23-49 & 23-50
  - B. July Financial Statement
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
  - A. Commissioner's Seminar October 22-23, Mount Pleasant
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:** The roll was called for the Commissioners.

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

**Absent:** None

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

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

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

Ayes: Five  
Nays: None

***Motion Carried***

**5. Approval of Minutes:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the minutes of the meeting held on August 9, 2023.

Ayes: Five  
Nays: None

***Motion Carried***

**6. Public Comment:** Commissioner D. DuFour noted that he would like the next meeting's agenda to include a discussion to have evening meetings.

**7. Unfinished Business:****A. Policy A6.00 Policy for Removing a Road from Seasonal Designation:**

J. Vanderville noted that this will be completed after attending a few more township meetings.

**8. New Business:****A. Voucher 23-49 & 23-50:**

**It was moved** by Commissioner R. Lund, seconded by Commissioner R. LaCroix, to approve vouchers 23-49 & 23-50 as presented.

**Roll Call:**

Lund - yes  
 LaCroix - yes  
 Rochefort - yes  
 DuFour - yes  
 Klarich – yes

***Motion Carried*****B. July Financial Statement: T. Hoar reviewed the July Financial Statements.**

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

DuFour - yes  
 LaCroix - yes  
 Lund - yes  
 Rochefort - yes  
 Klarich – yes

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

**Lowboy Deck Repairs:** Thank you to the board for their suggestions. Boards have been ordered to repair the lowboys. Based on the new pricing, we are able to repair both lowboys. (Information was attached).

**United Asphalt:** Bill Henn has drafted and sent a demand for damages and cease and desist order to United Asphalt for work in Schoolcraft County, where they did work without obtaining the proper permits and caused damage to the county road. Bill will follow up 10 days after delivery to discuss next steps.

**2023 Winter Ops and New Employee Training:** We will once again host the Winter Operations and New Employee Training on September 27, 2023. Road Foreman K. Rochefort and Assistant Foreman J. Johnson will determine which of our crew members will benefit from the training (designed for drivers with 3-5 years' experience). The training is open to all road commissions and is fully managed by MCRCSIP.

**Tandem Tractor Upfit:** Copies of the upfit details were included in the board's packets. Shop Foreman R. Martin will review them and make any needed changes with Butch.

**Full-time Truck Driver Position:** We have posted our opening internally and are now seeking external candidates for the open position of truck driver/ equipment operator. The deadline to apply has been set for August 31, 2023. We plan to hold interviews at the September 13, 2023, board meeting.

**CRASIF Risk Control Visit Summary:** Copies were included in the board packets. All advanced warning signs were placed per MMUTCD regulations, all employees were wearing proper PPE for the jobs at task and all operations looked to be running smoothly.

**Grant Application Status:** Chris has completed the application for \$2,500 in emergency gear such as flashlights, LED vests, and LED Stop/Slow paddles. J. Vanderville sent over her review and is now awaiting Chris' final submission of the application. This grant is an MMRMA (Michigan Municipal Risk Management Authority) under the Risk Avoidance Program.

**Welding Training:** Mike Gould completed his 2-day welding training course. He provided positive feedback to the training and stated he learned a new type of welding he had not performed previously.

#### **10. Engineer's Report:**

**Township Work:** Pawley Road ditching is completed and the whole project is now done. The Cooper Road project has also been completed, which wraps up our township work for the fiscal year. We are still planning to try and complete Davidson Road should the weather allow in October.

**CR-448 @ Stutts Creek:** The bridge project is almost completed. The road work has been going well and paving is tentatively scheduled for Wednesday this week. The updated schedule has the shoulders being placed the day after paving with guardrail and pavement markings taking place next week. Just a reminder that the road is officially closed while construction is taking place even though it is passable. Once the paving is completed, I. Stampfly will notify emergency services that the road will be passable to them if needed.

**FLAP Projects:** I. Stampfly is still working on the NEPA and SHPO process for these projects. He has also started to work on the design documents while waiting for the NEPA and SHPO clearance. No new updates for FY25 to FY28 call for projects, but he has two roads and four projects as candidates. He has three possible projects for County Road 437 and one project for Robinson Road (Germfask Township). The three projects for 437 include a chip seal for all existing pavement, reconstruction from Ramsdam Road to West Murphy Lake Road (earthwork and gravel only), and repaving near Murphy Creek with the addition of curb and spillways. The project for Robinson Road would be a crush and shape with paving and possibly curb and spillways.

**CR-448 Guardrail:** The guardrail was installed last week and looks good. I. Stampfly did not see any issues with the installation.

**Fish Passage Grant:** We have started to work through the next steps in the grant process. It is more involved than initially thought, but it should not be an issue to have the money by next year and construction around August.

**Soil Borings:** I. Stampfly talked to Coleman last Friday and they stated that they would be starting the soil borings on Monday and hopefully finish them by Wednesday evening. Once we receive the soil boring logs, we will analyze the existing pavement design to determine if the roads in question meet the all-season road standards.

**Ross Lake Culvert:** We started working on our large Ross Lake culvert replacement this week. The project is progressing well and should be wrapped up this week. The crew is doing a really good job. This was not an easy culvert crossing to tackle.

## 11. Department Heads:

**Tanya Hoar:** None

**Troy Bassett:** Reported that the Spruceville Road turnaround has a huge washout with a deep hole.

Noted they are happy with the work that Chris Peterson is doing.

The Carpenter Dam is getting painted with all the lead paint being removed first.

There was \$130k in ARPA funds allocated for storage at the airport. Garages were built with FAA grants.

Zoning and Planning Committee board members will not get mileage payments for travel. They do not receive any other pay.

The county board still wants to hire a magistrate. T. Bassett voted 'no' as he feels this would be a waste of taxpayer money and would cause unnecessary friction at this time.

An inspection of the jail was completed on Monday. The jail has good vaults but needs other maintenance and repair. They are working on using ARPA money for these repairs rather than asking for millage for the jail.

**Roger Martin:** There have been several turbo issues recently. Training for mechanics is ongoing.

**Ann Peterson:** Currently there are three applications received for the FT Truck Driver position in Seney, with at least one or two more expected.

The new Time and Attendance program is working well and saving time during payroll processing.

## 12. Meeting Notices

### A. Commissioner's Seminar October 22-23, Mount Pleasant

**13. Public Comment:** T. Bassett noted that Hiawatha Township is looking for volunteer help to set up the new playground at the old Hiawatha School. Desjardin Excavating will be auguring holes on the 25<sup>th</sup> and 26<sup>th</sup>.

T. Klarich asked how we are doing on the gravel crushing. J. Vanderville noted that we are mobilizing Thursday and Friday of this week. Crushing will take place on Monday.

Commissioner K. Rochefort asked if we discussed the cutting of trees with Cloverland. J. Vanderville spoke with them and found that they have a preset schedule on their website and will only cut other trees if there is an issue. They do not cut them preventively.

**14. Adjournment:** The meeting was adjourned at 7:43 am.

  
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