

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
December 19, 2018 - 7:00 a.m.

1. Call Meeting to Order
2. Roll Call – Sign in Sheet
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
 - a. Regular Meeting Minutes
 - b. Closed Meeting Minutes
6. Public Comment:
7. Old Business:
 - a. Social Media Policy
8. New Business:
 - A. Vouchers 19-12
 - B. Conflict of Interest Policy
 - C. Financial Statements
 - D. Letter of Understanding Tanya Hoar's Contract
9. Manager's Report
10. Department Heads
11. Meeting Notices
 - a. Winter UP Road Builders Annual Meeting Jan. 31- Feb. 1
12. Public Comment
13. Adjournment

1. Call Meeting to Order:

Commissioner B. Lund called the meeting to order at 7:01 A.M.

2. Roll Call – Sign in Sheet:

Present: Bernard J. Lund, Chairperson
Tom Klarich, Vice Chairman
Randy Lund, Member
Dale DuFour, Member

Absent: Keith Rochefort, Member

Also, present Jean Frankovich – Manager, Tanya Hoar – Finance Director, Brittany DeMars – Human Resources/Payroll Clerk, James Johnson – Seney Foreman, Robin Lacroix – General Public,

3. Pledge of Allegiance: The Pledge of Allegiance was recited

4. Approval of Agenda:

It was moved to approve the agenda by Commissioner B. Lund, seconded by Commissioner D. DuFour. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

5. Approval of Minutes:

a. Regular Meeting Minutes

It was moved to approve the regular meeting minutes by Commissioner B. Lund and seconded by Commissioner D. DuFour. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

b. Closed Meeting Minutes

It was moved to approve the closed meeting minutes by Commissioner D. DuFour and seconded by Commissioner B. Lund. Motion carried.

Ayes:	Three
Nays:	None
Abstained:	One
Absent:	One

6. Public Comment: None

7. Old Business:

a. Social Media Policy

It was moved to accept the Social Media Policy as written by Commissioner D. DuFour and seconded by Commissioner B. Lund. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

8. New Business:

a. Voucher 19-12

It was moved to approve voucher 19-12 for payment by Commissioner D. DuFour and seconded by Commissioner R. Lund. Motion carried.

Roll Call:

D. DuFour- Yes
 R. Lund- Yes
 T. Klarich- Yes
 B. Lund- Yes
 K. Rochefort- Absent

b. Conflict of Interest Policy

It was moved for the Commissioners to sign renewed conflict of interest policies by B. Lund and seconded by Commissioner T. Klarich. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

c. Financial Statements

T. Hoar presented the November Financial Statements. Because of year-end entries, she went into detail on several line items on the Statement of Net Assets. The Statement of Activities has a MTD increase in net assets of \$60,224 compared to the budgeted amount of \$6,547.

It was moved to approve the November 2018 Financial Statements as presented by Commissioner D. DuFour and seconded by T. Klarich. Motion carried.

Roll Call:

D. DuFour- yes
 T. Klarich- yes
 R. Lund-yes
 B. Lund- yes
 K. Rochefort- absent

d. Letter of Understanding Tanya Hoar's Contract

It was moved to accept and sign the presented letter of agreement by Commissioner D. DuFour and seconded by Commissioner T. Klarich. Motion Carried

Ayes:	Four
Nays:	None
Absent:	One

9. Manager's Report

- a. Tim Gerou stopped in to see if we were open to crushing gravel onto their property north of Bursaw Pit. He is planning to utilize the royalties to have the crushing company put up a pile for Weyerhaeuser. I advised that if he was working with a crushing company that is bidding on our gravel crushing to have them include that in their bid along with the royalties for comparison. Tim's

other request is that if we do that, it will eliminate his current access road easement through our property and he would like a new access road opportunity through our property. I told him I could not see a problem with that and I would let him know as soon as possible. Copies of the maps are included for your review. The crushing would be north of our pit onto Weyerhaeuser property.

- b. We hit a week that showed improved weather conditions and made the decision to move on the Southside Bridge. Project started on Monday December 17, 2018 and we are anticipating completion by the end of the week. Coordination between SCRC, Plutchak's, UP Concrete and Zellar's has been smooth thus far. I am putting a short article in the paper about the project. We will also add progress photos to our website for people to view.
- c. I have retained Michael Kluck and Associates for the arbitration process for Tyler Henry. Tom Derderian will represent SCRC in arbitration. I have provided Tom with all the requested documents. I have not heard any updates as of yet from Tom.
- d. This meeting date will also be our public hearing on seasonal roads. I have had one request from someone regarding Wolf Rd in Inwood Township on what they needed to bring. I advised that they should bring any pertinent information on the business need or personal need for the road to be opened year-round such as property information for their year-round home. Reorganization Meeting-this is my first reorganization meeting and I am following a template. I am providing it for your review and will need your input of things that need to be added or deleted.

10. Department Heads

- a. T. Hoar, Finance Director, had nothing to add at this time
- b. J. Johnson, Seney Foreman, stated the men were keeping busy and just waiting for snow.
- c. B. DeMars, Human Resources, informed the board that she was working on payroll and preparing for W2's.

11. Meeting Notices: None

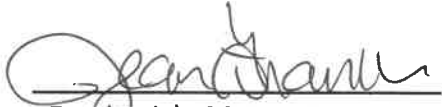
12. Public Comment:

- a. The public and staff all took this opportunity to congratulate B. Lund on his retirement.

13. Adjournment:

It was moved to temporarily adjourn the meeting at 7:45 A.M. by Commissioner B. Lund seconded by Commissioner D. DuFour.


Bernard J. Lund, Chairperson


Jean Frankovich, Manager

**SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
December 19, 2018 – 8:00 a.m.**

1. Call Meeting to Order
2. Roll Call – Sign in Sheet
3. Pledge of Allegiance
4. Approval of Agenda

1. Call Meeting to Order:

Commissioner B. Lund called the meeting to order at 8:00 A.M.

2. Roll Call – Sign in Sheet:

Present: Bernard J. Lund, Chairperson
Tom Klarich, Vice Chairman
Randy Lund, Member
Dale DuFour, Member

Absent: Keith Rochefort, Member

Also, present Jean Frankovich – Manager, Tanya Hoar – Finance Director, Brittany DeMars – Human Resources/Payroll Clerk, Robin Lacroix – General Public, Ken Brown- Interviewee

3. Approval of Agenda:

It was moved to approve the agenda by Commissioner D. DuFour and seconded by Commissioner T. Klarich. Motion carried.

Ayes: Four
Nays: None
Absent: One

4. New Business:

a. Interview – Ken Brown

It was moved to hire Ken Brown in the event that a position becomes available by Commissioner B. Lund and seconded by Commissioner T. Klarich. Motion carried.

Ayes: Four
Nays: None
Absent: One

5. Adjournment

It was moved to adjourn the meeting at 8:30 AM by Commissioner B. Lund seconded by Commissioner D. Dufour. Motion carried.



Bernard J. Lund, Chairperson



Jean Frankovich, Manager