**SCHOOLCRAFT COUNTY ROAD COMMISSION**

**332N EAST ROAD, MANISTIQUE, MI 49854**

**BOARD MEETING MINUTES**

A regular meeting of the Board of Schoolcraft County Road Commission was held at the County Road Commission Building in the City of Manistique, Michigan on March 28th, 2018 at 7:00 a.m.

1. Roll Call – Sign in Sheet

1. Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
4. Public Comment:
5. Old Business:
6. New Business:
7. Vouchers 18-28 & 18-29
8. Support on MCRCSIP Amicus Brief
9. MDOT Detour Agreement
10. Manager’s Report
11. Meeting Notices
12. GLTPA-Jean & John (April 9, 2018)
13. Commissioner’s Seminar (April 15-17, 2018)
14. Highway Maintenance Conference-Jean, John, Kim, & James (May 2, 2018)
15. Finance & HR Conference-Tanya & Brittany (May 15-17, 2018)
16. Superintendent’s Seminar-John (October 3-5, 2018)
17. Public Comment
18. Adjournment
19. Roll Call – Sign in Sheet:
	1. The meeting was called to order by the Chairperson.

Present: Bernard J. Lund, Chairperson

 Thomas J. Klarich, Vice-Chairperson

 Keith Rochefort, Member

 Randy Lund, Member

 Absent: Dale J. DuFour, Member

Also present was Jean Frankovich – Manager, Tanya Hoar – Finance Director, Brittany DeMars – Payroll/HR Clerk, John Osterhout- Superintendent, Greg Dibble – Shop foreman, Kim Rochefort – Road Foreman, Robin Lacroix.

1. Pledge of Allegiance:
	1. The Pledge of allegiance was recited
2. Approval of Agenda
	1. Motion to Approve the Agenda by Commissioner R. Lund, seconded by Commissioner K. Rochefort. Motion carried.

Ayes: Four

Absent: One

1. Approval of Minutes
	1. Motion to Approve the March 12th, 2018 Board Meeting Minutes with one correction (changing “will not” to will in the agreement in capping John Osterhouts insurance) by Commissioner Klarich, seconded by Commissioner R. Lund. Motion carried.

Ayes: Four

Absent: One

1. Public comment:

Brittany DeMars requested that the closing of HCSP accounts be added to the next agenda.

1. Old Business:

None

1. New Business:
2. Motion to Approve Vouchers 18-28 & 18-29 was made by Commissioner Klarich and seconded by Commissioner Rochefort. Motion Carried

Ayes: Four

Absent: One

1. A motion was made to support the MCRCSIP brief by Commissioner B. Lund and was seconded by Commissioner Klarich. Motion Carried

Ayes: Four

Absent: One

1. There was discussion on the pros and cons of the road commission purchasing their own crack sealer. Jean has been in contact with the Delta County Road Commission and has had an opportunity to learn more about what size crew would be needed and what type of work is available. While the board agrees that this would be a good opportunity more information is needed before a decision can be reached.
2. Managers’ Report

A full report was provided to all commissioners in their packets. Chairman B. Lund inquired on the progress of the bridge project for county road 448. Jean stated that they have been working on the project and they have a few more options to check into for funding before the project can be finalized.

1. Meeting Notices
2. Jean and John will be attending the GLTPA Meeting on April 9th, 2018
3. All five commissioners will be attending the commissioner seminar in Frankenmuth on April 15th, Brittany has already registered them and booked their rooms.
4. Jean, John, Kim, and James are requesting to attend the Highway Maintenance conference on May second. A motion was made to support their attendance by Commissioner Rochefort and was seconded by Commissioner Klarich. Motion Carried

Ayes: Four

Absent: One

1. Tanya and Brittany are requesting to attend the Finance and HR meeting on May 15th, a motion was made to support their attendance by Commissioner Klarich and was seconded by Commissioner R. Lund. Motion Carried

Ayes: Four

Absent: One

1. John will also be attending the superintendents meeting in October.

Ayes: Four

Absent: One

1. Public Comment:

Chairman B. Lund stated that he wished to better compensate Financial Director T. Hoar due to her work with the recent contracts and changes. He stated that she goes above and beyond her job description and he believes she should be compensated for the work.

A motion to raise T. Hoar’s wage to her second year rate and in her second year move her to her third year rate was made by Commissioner Rochefort, it was seconded by Commissioner Klarich. The raise will take effect as of today.

Ayes: Four

Absent: One

1. Motion to adjourn the Board Meeting at 7:54 am by Commissioner B. Lund, seconded by Commissioner Klarich. Motion carried.

Ayes: Four

Absent: One

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Bernard J. Lund, Chairperson Jean Frankovich, Manager