**SCHOOLCRAFT COUNTY ROAD COMMISSION**

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

**BOARD MEETING MINUTES**

**AUGUST 8TH, 2018 - 7:00 a.m.**

1. Call Meeting to Order
2. 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 18-50- & 18-51
8. Financial Statements
9. Manistique Township Road Agreements
10. 2017 OPEB Evaluation
11. Private Snowplowing Services
12. Manager’s Report
13. Department Heads
14. Meeting Notices
    1. Winter Operations Conference October 16th & 17th - John, James, Greg & Jean
15. Public Comment
16. Adjournment
17. Call Meeting to Order:

Commissioner B. Lund called the meeting to order at 7:00 A.M.

1. Roll Call – Sign in Sheet:

Present: Bernard J. Lund, Chairperson

Thomas J. Klarich, Vice-Chairperson

Keith Rochefort, Member

Randy Lund, Member

Dale DuFour, Member

Also present Jean Frankovich – Manager, Tanya Hoar – Finance Director, Brittany DeMars – Human Resources/Payroll Clerk, Greg Dibble – Shop Foreman, Robin Lacroix, Larry Mersnick – County Commissioner, Louis Berry – Resident

1. Pledge of Allegiance: The Pledge of Allegiance was recited
2. Approval of Agenda:

**It was moved** to approve the agenda by Commissioner B. Lund, seconded by Commissioner T. Klarich Motion carried.

Ayes: Five

Nays: None

1. Approval of Minutes:

**It was moved** to approve the August 8th, 2018 Board Meeting Minutes by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion carried.

Ayes: Five

Nays: None

1. Public comment:
   1. At this time Louis Berry took the opportunity to express his disappointment and frustration with the maintenance of Grant Road. With additional traffic from construction detours the road has become rough and dusty. He stated he had contacted us before to seek assistance but has yet to receive any. J. Frankovich stated that she would be in immediate contact with the Seney garage to resolve this issue.
2. Old Business: None

1. New Business:
2. Vouchers:

**It was moved** to Approve Vouchers 18-50 & 18-51 by Commissioner D. DuFour and seconded by Commissioner R. Lund. Motion Carried. There was a brief conversation on the billing from UP Engineering in regard to the Southside Bridge project. Jean will be contacting them for clarification.

Ayes: Five

Nays: None

1. Financial Statements:

T. Hoar went over the Statement of Net Assets and Statement of Activities for June and July. The Board should receive one financial report monthly going forward. The formats of the reports are a work in progress and may change to provide better analysis in the future. The Statement of Activities for the period ending July 31, 2018 has a year-to-date increase in net assets in the amount of $793,686.

1. Manistique Township Road Agreements:

**It was moved** to accept the signed agreements for Lasich & Dixon Roads by Commissioner T. Klarich and seconded by Commissioner K. Rochefort. Motion Carried.

Ayes: Five

Nays: None

1. 2017 OPEB Evaluation:

T. Hoar gave a presentation on the 2017 Watkins Ross Actuarial Evaluation report for the Commission’s OPEB benefits. The presentation compared the 2014 report to the 2017 report. The percent funded increased from 8.9% to 26.4% between 2014 and 2017. This report completes the actions listed in the Corrective Action Plan filed with the State for the Commission’s 2017 financial audit requiring an OPEB evaluation every three years.

**It was moved** to accept this evaluation and file it accordingly by Commissioner D. DuFour and seconded by Commissioner T. Klarich. Motion Carried.

Ayes: Five

Nays: None

1. Private Snowplowing Services:

**It was moved** to discontinue the plowing of private driveways & parking lots, and to continue offering plowing services for private roads only by commissioner K. Rochefort and seconded by Commissioner R. Lund. Motion Carried

Roll Call:

Randy Lund- Yes

Dale DuFour- Yes

Bernard Lund- No

Tom Klarich- Yes

Keith Rochefort- Yes

Ayes: Four

Nays: One

1. Managers’ Report

A full report was provided to all commissioners in their packets.

* 1. Nancy & Tony from UP Engineering brought up to Jean the possibility of having our own engineering tech. They stated we could save a significant amount by training one of our own staff members. Jean will be contacting Kevin to see how the posting must be made to stay within compliance with the Union.
  2. The grader rental has arrived, and training has begun. The bid request to purchase a new or used one will be released shortly.
  3. All three of our salt sheds have been approved for improvement work shared funding with MDOT 87/13 match.

1. Department Heads:
   1. G. Dibble, Shop Foreman, notified the board that the motor on the grader has blown and it would not be in our best interest to attempt to fix it. He believes the rental grader will be more than sufficient for the time being.
   2. B. DeMars, Human Resources and Payroll, informed the board that she had a safety meeting on August 14th, 2018. She stated that this meeting covered updating the emergency trailer and the first aid kits.
   3. B. DeMars will be scheduling winter safety training in the upcoming months and plans to begin advertisement for winter temporary workers in early September.
2. Meeting Notices:
   1. Winter Operations Conference October 16th – 17th

**It was moved** to approve sending J. Johnson, G. Dibble, J. Osterhout, and J. Frankovich to the conference by Commissioner B. Lund and seconded by Commissioner D. Dufour. Motion Carried

Ayes: Five

Nays: None

1. Public Comment:
   1. Keith Rochefort took this opportunity to express his concern over the safety sign posts being installed too closely to the road side. He believes they will be damaged by the winter snow plowing.
   2. Keith Rochefort also requested an update to our gravel crushing. J. Frankovich stated that they are almost complete with compiling locations for all future projects to assist with making that decision.
   3. Keith Rochefort stated he has received a request from a resident by the Cope Bridge for brushing services. J. Frankovich will check into our options.
2. Adjournment:

**It was moved** to adjourn the meeting at 8:25 a.m. by Commissioner B. Lund and seconded by Commissioner T. Klarich Motion carried.

Ayes: Five

Nays: None

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Bernard J. Lund, Chairperson Jean Frankovich, Manager