

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING MINUTES**  
**August 10, 2022 - 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 22-44, 22-45, & 22-46
  - B. Award Sealed Bid for Yokohama Radial Tires
  - C. Annual Certification of Employees Related Conditions
  - D. Parcel Split / Sale to Weber Park
  - E. Policy F4.00 Update
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
  - A. October 12, 2022 Board Meeting
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 Information:** The roll was called for the Commissioners.

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

**Absent:** Dale DuFour

**Also in Attendance:** Jean Vanderville, Managing Director; Tanya Hoar, Finance Director; Roger Martin, Shop Foreman; and Troy Basset, County Commissioner

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

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

Ayes: Four  
Nays: None  
Absent: One

***Motion Carried***

**5. Approval of Minutes:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the minutes of the Regular Session meeting held on July 26, 2022.

Ayes: Four  
Nays: None  
Absent: One

***Motion Carried***

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

- A. Policy A6.0 Policy for Removing a Road from Seasonal Designation:** Nothing to new to report.

**8. New Business:**

**A. Voucher 22-44, 22-45, & 22-46:**

**It was moved** by Commissioner R. Lund, seconded by Commissioner R. LaCroix, to approved voucher 22-44, 22-45, & 22-46 as presented.

**Roll Call:**

Lund – Yes

LaCroix – Yes

Rocheftort – Yes

Klarich – Yes

Dale – Absent

***Motion Carried***

- B. Award Sealed Bid for Yokohama Radial Tires:** Sealed bids were received for the tires. DesJarden Excavating bid \$200 each for a total of \$600; Northfork Construction bid \$1,201 for all the tires; Whitman Excavating bid \$125 each for a total of \$375.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K. Rocheftort, to approve the bid from Northfork Construction in the amount of \$1,201.

**Roll Call:**

LaCroix – Yes

Rocheftort – Yes

Lund – Yes

Klarich – Yes

Dale – Absent

***Motion Carried***

**C. Annual Certification of Employees Related Conditions:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K. Rocheftort, to approve the Annual Certification of Employee Related Condition form.

Ayes: Four  
 Nays: None  
 Absent: One

***Motion Carried***

- D. Parcel Split / Sale to Weber Park:** The Weber family would like to expand their property with the Road Commission property that is adjacent to it. The land was given to SCRC by the County and the land may not be able to be split. The land also may be wetlands, which could be a benefit to SCRC. The Weber's had requested the land be sold for \$1.00, but the attorney said that it would need to be sold for fair market value.

J. Vanderville will continue to research the issue before she makes a recommendation to the Board. This item will be tabled and put under Old Business.

- E. Policy F4.00 Update:** The credit card policy was presented with a revision that would add an additional credit card, bringing the total number of cards to 3. The third card would be held by the Shop Foreman and would be given to employees when needed for travel.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve revised policy # F4.01 Company Credit Card.

**Roll Call:**

LaCroix – Yes  
 Lund – Yes  
 Rochefort – Yes  
 Klarich – Yes  
 Dale - Absent

***Motion Carried***

**9. Manager's Report:**

**Township Meetings:** Germfask Township is looking at a millage. They would like their roads to be mowed every year. There was nothing new to report for Thompson Township.

**Board Meeting:** The October 12 Board Meeting conflicts with the annual Fall Training.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to move the October 12 Board Meeting to October 11.

Ayes: Four  
Nays: None  
Absent: One

***Motion Carried***

**Seney Salt Shed:** The salt shed is progressing well. Discussion was held about building a driveway to allow better access for when the salt is delivered. The request is waiting for approval from MDOT.

**Straights Area Council:** The main topic was legislative priorities. The Committee is also working on a playbook for disaster relief.

**Parcel Split/ Sale to Weber Park:** Already discussed above.

**Roller:** The current roller is very tippy and has tipped over several times throughout the years. SCRC decided to retire it for safety reasons and to rent a roller to finish out the work for this season. A new or used roller is being considered in the upcoming fiscal year capital outlay budget.

**New Bridge Funding IJA:** SCRC was approved for this funding, but the bridge that was approved was Str 9709 over Stutts, which had already been granted other funding. So Str 9701 over the Bulldog was submitted and it was denied based on not meeting the criteria.

**North Muphy Lake:** A list of upgrades to the road for SCRC to plow was sent to the Kalata's. Contact information for Gerou was also given to them. They are going to consider their options.

**10. Engineer's Report:**

**Township Work:** I. Stampfly sent Hiawatha Township an estimate for durapatching work at the Hiawatha school.

Cemetery Road was started today. It is being built with the idea that it will be paved at a later date.

**CR 433 River Road Project (2022) & CR 448 over Stutts Creek:** The pre-con meeting for River Road is scheduled for August 17<sup>th</sup>. No other updates. The bridge over the Stutts has been awarded.

**CR 433 River Road Project (2023):** The GI meeting is scheduled for today. I. Stampfly hopes to address all comments in the next few weeks and have the final project submittal done by the end of August and to have a bid letting in February or March of next year.

**CR 436 and CR 449 Force Account Projects:** CR 449 was completed yesterday. The crew did a good job. The plan is to start CR 436 next week.

**Seney Salt Barn:** Footings have been poured and the reinforcement for the concrete walls are in place. There have been no issues so far.

**Road Funding Guide:** I. Stampfly put together a PowerPoint presentation to explain road funding. He tried to make it easy for everyone to understand. It will be put on the website for the public and he will email it to the Board.

## **11. Department Heads:**

**Troy Bassett, County Commissioner:** The County is losing their Emergency Manager. They received a resume with a qualified candidate.

The Board is looking at their MERS underfunded status. Discussion was held regarding a surplus division that increases the percent funded for additional contributions quicker than without the division.

The Board is also working on itself and looking for ways to improve.

It is budget time and they are working on budgets.

A call was received from John Swanson for glass damage on his vehicle. MDOT has requested John fill out their insurance form for their review.

**Roger Martin, Shop Foreman:** R. Martin had nothing new to report. Injectors were ordered for 529 and parts for the Gradall.

**Tanya Hoar, Finance Director:** T. Hoar will be giving a MERS actuarial presentation at the next meeting. She has also been working on the 2023 budget and will also give a Budget presentation at the next meeting. She will go over budget assumptions with the Board. There are more payroll assumptions this year because the union contract will expire next year. She spoke about the equipment maintenance program and how Roger has been learning and implementing the system since they visited Charlevoix County Road Commission last month.


## **12. Meeting Notice:**

**A. October 12, 2022 Board Meeting:** The October 12, 2022 will be changed to October 11, 2022.

## **13. Public Comment: None**

**14. Adjournment:** The meeting was adjourned at 7:47 am by Chairman T. Klarich.

  
Thomas Klarich, Chairperson

  
Jean Vanderville, Managing Director