**SCHOOLCRAFT COUNTY ROAD COMMISSION**

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

**BOARD MEETING MINUTES**

**APRIL 25th, 2018 - 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 18-32, 18-33, 18-34
8. Resolution for CR 435 Job # 202724A
9. Public Act 202
10. Corrective Action Plan for 2017 Audited Financial Statements
11. Presentation by Auditor-2017 Audited Financial Statements- May 9, 2018
12. Crack Seal Equipment- Approval to Solicit Bids
13. Manager’s Report
14. Department Heads
15. Meeting Notices
    1. MERS CEO Meeting-Brittany
16. Public Comment
17. Adjournment
18. Roll Call – Sign in Sheet: 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

Dale Dufour, Member

Also present Jean Frankovich – Manager, Tanya Hoar – Finance Director, Brittany DeMars – Payroll/HR Clerk, John Osterhout- Superintendent, Greg Dibble – Shop Foreman, Kim Rochefort – Road Foreman, Larry Mersnick, County Commissioner, Theresa Lund, Thompson township supervisor, Gilbert Baker, Hiawatha township supervisor.

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

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

Ayes: Five

Nays: None

1. Approval of Minutes:

**It was moved** to Approve the April 11th, 2018 Board Meeting Minutes by Commissioner B. Lund, seconded by Commissioner K. Rochefort. Motion carried.

Ayes: Five

Nays: None

1. Public comment: None
2. Old Business: None

1. New Business:
2. Vouchers:

**It was moved** to Approve Vouchers 18-32, 18-33, and 18-34 by Commissioner T. Klarich and seconded by Commissioner R. Lund. Motion Carried.

Ayes: Five

Nays: None

1. Resolution for CR 435 Job #202724A:

**It was moved** to approve the resolution for CR 435 Job #202724A by Commissioner D. Dufour and Seconded by Commissioner K. Rochefort. Motion carried.

Ayes: Five

Nays: None

1. Public Act 202:T. Hoar notified the board that she is filing a wavier to show the

steps being taken to correct our pension underfunding. This is being done in compliance with Public Act 202. She will keep the board informed as actions are taken.

1. Corrective action plan for 2017 Audited Financial Statements: Our 2017 audited

financial statements received a qualified opinion. T. Hoar is requesting the board approve her corrective action form.

**It was moved** to accept the form as written by Commissioner D. Dufour and seconded by Commissioner R. Lund. Motion carried.

Ayes: Five

Nays: None

1. Presentation by Auditor-2017 Audited Financial Statements – May 9th, 2018:

T. Hoar requested that Brenda Gartland (2017 Auditor) be allowed to present the board with the audited financial statements at the next meeting. The board agreed unanimously to this suggestion.

1. Crack Seal Equipment- Approval to solicit bids:

**It was moved** to place an advertisement requesting bids on crack sealing equipment by Commissioner D. Dufour and seconded by T. Klarich. J. Frankovich will be working with J. Osterhout to complete the advertisement.

Ayes: Five

Nays: None

1. Liquid Chloride Presentation & Approval: J. Osterhout presented the board with a slide show demonstrating the advantages of switching to liquid chloride for dust control. After discussing the savings and ease of application it was decided to move to liquid chloride.
2. Approval of Equipment Disposal:

**It was moved** to dispose of the listed equipment presented to the board in any manner that the road commission deems fit by Commissioner K. Rochefort and seconded by Commissioner D. Dufour. Motion carried

Ayes: Five

Nays: None

1. Theresa Lund, Thompson Township: T. Lund addressed the board with her concerns on the Ash Road. She stated that after past work was completed the road commission failed to complete shoulder work. She is requesting that we return to Ash Road to level out and bring the shoulders up to current standards. The board unanimously decided that this was our responsibility and we would return to fix the issue.

1. Managers’ Report

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

* 1. It was decided that the board would allow J. Frankovich to hire two college students to assist with summer work completion. In order to qualify the person of interest must be an enrolled college student.
  2. The question as to whether or not we are ready to move forward with the salt shed roof was raised. J. Frankovich stated we were waiting on a second bid and that after its arrival we would be able to move forward.

1. Department Heads:
   1. Human Resources, B. DeMars, informed the board that a safety committee would be having their first meeting in May.
   2. Superintendent, J. Osterhout, informed the board of the many meetings that have taken place throughout the month, and thanked them for the opportunity to present his chloride information.
2. Meeting Notices:
   1. MERS CEO Meeting:

**It was moved** to send B. DeMars to the MERS CEO meeting in Marquette MI by Commissioner K. Rochefort and seconded by Commissioner D. Dufour. Motion Carried.

Ayes: Five

Nays: None

* 1. Grader Training:

J. Frankovich notified the board that the Schoolcraft County Road Commission will be hosting a grader training in the upcoming month

1. Public Comment:
   1. G. Baker took this opportunity to ask the board where they were with the south side bridge project. J. Frankovich notified him that we are currently waiting for the DEQ to come inspect the bridge and hand down their suggestions for possible replacements.
   2. Larry Mersnick asked the board if weight limits on bridges were posted anywhere other than on the bridges themselves. The board informed him that recent weight changes were posted in the local papers.
2. Adjournment:

**It was moved** to adjourn the meeting at 8:20 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