

**SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
July 21, 2025 - 7:00 a.m.**

001001

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:
8. New Business:

 - A. Vouchers 25-43, 25-44
 - B. JN 222346 CR 449 Contract Resolution
 - C. June Financial Statements
 - D. Spending Limits – Add-on per K. Rochefort request
9. Manager's Report
 - A. Commissioner Comments
10. Engineer's Report
 - A. Commissioner Comments
11. Department Heads
12. Meeting Notices
13. Public Comment
14. Adjournment

1. Call Meeting to Order

The meeting was called to order by Chairman T. Klarich at 7:00 am.

2. Roll Call: The roll was called for the Commissioners.

Present: Thomas Klarich
Randy Lund
Keith Rochefort
Wayne Johnson

Absent: Robin LaCroix

Also in Attendance: Jean Vanderville, Managing Director; Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Michelle Steffen, HR Generalist; Roger Martin, Shop Foreman

Absent: None

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

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve the agenda as presented.

It was moved by Commissioner W. Johnson, seconded by R. Lund to support the add-on of "D" to New Business.

Ayes: Four

Nays: None

Absent: R. LaCroix

Motion Carried

5. Approval of Minutes:

Board Meeting 7-09-2025:

It was moved by Commissioner K. Rochefort, seconded by Commissioner W. Johnson, to approve the Board Meeting minutes from 7-09-25 as presented.

Ayes: Four
Nays: None

001003

Absent: R. LaCroix

Motion Carried

6. Public Comment: None

7. Unfinished Business: None

8. New Business:

A. Vouchers 25-43 & 25-44:

It was moved by Commissioner R. Lund, seconded by Commissioner W. Johnson, to approve Vouchers 25-43 and 25-44 as presented.

Roll Call:

Lund – Yes

Johnson - Yes

Rocheffort – Yes

Klarich – Yes

Absent: R. LaCroix

Commissioner's Comments:

There was a question regarding the Michigan State Police invoice and if there is still a need for their services. J. Vanderville provided a breakdown for billing of charges (2 stops for overweight, one level 3 inspection and 1 ticket) . It was noted that if there is no oversight then no one will be held accountable. There needs to be a presence in order to keep drivers in line. J. Vanderville will have a follow-up conversation with John Shiner regarding tickets.

There was clarification provided for the UP Engineer and Architects invoice. I. Stampfly stated that the materials testing is for asphalt in particular for density and there were routine bridge inspections and reporting for 18 structures. They are used for federal aid funded projects.

There was a question regarding the TNT Auto Collision invoice. The payment was for the installation of the new bumper guards for the trucks. At first, the thought was that the mechanics here could install them. However, after re-evaluation, it was determined that TNT could install more efficiently.

Discussion was held regarding damaged mailboxes. J. Vanderville advised that the drivers report all damages to their foreman when damage occurs. The foreman then sets up repairs as soon as possible. Further discussion was held on the potential of notifying the property owner. J. Vanderville will look into the feasibility on providing notification.

B. JN 222346 CR 449 Contract Resolution:

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve JN 222346 CR 449 Contract Resolution as presented.

Roll Call:

Johnson – Yes

Lund – Yes

Rocheport – Yes

Klarich – Yes

Absent: R. LaCroix

Motion Carried**C. June Financial:** T. Hoar provided an overview of the June Financials.

It was moved by Commissioner W. Johnson, seconded by Commissioner K. Rocheport, to approve the June financials as presented.

D. Spending Limits: J. Vanderville provided a copy of current Policy # F3.02 - Approval Levels for Specific Expenditures for review. J. Vanderville also provided additional information from the Michigan Legislature webpage addressing public highways and private roads, referencing #3 of the Act. Also provided information from CRA Priorities related to Increasing Competitive Bid Thresholds and the current house bill (House Bill 4415 would amend Chapter IV of 1909 PA 283) from House Fiscal Agency.

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve the increase the Shop/Road Foreman can approve for Parts/Road Materials Each from \$0 - \$10,000 and Manager from \$10,001 to \$14,999.

Roll Call:

Johnson – Yes

Lund – Yes

Rocheport – Yes

Klarich – Yes

Absent: R. LaCroix

9. Manager's Report:

GovDeals: Items have been sent to GovDeals. Once they have all the assets built, we will go live. R420, G96, Total Station, Red cap for old pickup.

Truck 98: We sent truck 98 to Newberry Motors. They were able to address the side detection issue by cleaning the connections. They could not figure out the left blinker or the radio. We are hopeful that the issue that was causing the left side detection is tied to the left blinker and will resolve itself. I will continue to keep an eye on how often the blinker stops working.

CRA Progress Report: I have included the CRA's progress report details for reference, should you be addressed about it. If you have any questions that you are uncomfortable answering, please have them contact me.

J. Vanderville did respond that the hardwiring and speakers project is now complete. We will be moving the base unit out of T. Hoar's office to reduce the number of distractions.

10. Engineer's Report:

CR-440: For CR-440's concrete driveways, the last two were poured Monday, July 14th.

I. Stampfly spoke with PK Contracting regarding the completion of pavement marking and was told that they will get us done in the next couple of weeks when they are back in the area.

11. Department Heads:

Tanya Hoar:

T. Hoar reported out on the TWA's indicating that we fulfilled the M28 project coming in at \$150,000 and the US2 shoulder project came in at \$81,000.

It was noted that she is working on the 2026 budget and will present the draft at the next meeting for approval.

T. Hoar noted that I. Stampfly will be developing and providing specifications for moving private roads into the road system.

Roger Martin:

Roger reported that the Grader is up and running.

Sandblasting and painting continue to be completed on equipment. The old blade has been sandblasted and painted. We have an employee whose family member will be painting a mural on it.

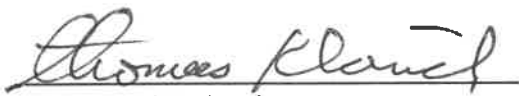
Michelle Steffen:

Nothing to report.

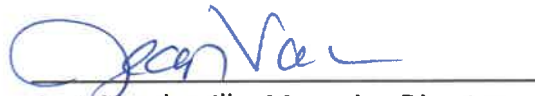
12. Meeting Notices: The next regular Straits Area Council meeting is scheduled for Tuesday, August 5, 2025, at Audie's Restaurant in Mackinaw City. Please let Michelle know if you will be attending. Deadline to RSVP is by Noon on August 1, 2025.

13. Public Comment: None

14. Adjournment: The meeting was adjourned at 8:12 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director