**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 18-48- & 18-49
8. Insurance Claim Approval
9. Manager’s Contract
10. Manager’s Report
11. Department Heads
12. Meeting Notices
13. Public Comment
14. Adjournment
15. 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, Brittany DeMars – Payroll/HR Clerk, Kim Rochefort – Road Foreman, Greg Dibble – Shop Foreman, John Osterhout – Superintendent, Robin Lacroix, Larry Mersnick – County Commissioner

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 B. Lund Motion carried.

Ayes: Five

Nays: None

1. Approval of Minutes:

**It was moved** to approve the July 25th, 2018 Board Meeting Minutes Commissioner K. Rochefort, seconded by Commissioner T. Klarich. 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 18-46 & 18-47 by Commissioner D. DuFour and seconded by Commissioner T. Klarich. Motion Carried.

Ayes: Five

Nays: None

1. Insurance Claim Approval:

J. Frankovich took this opportunity to inform the board that the original email we received stating that we could dispose of truck #525 was incorrect. After speaking with Mike Schultz, she was notified that the county would in fact have to purchase the truck at “scrap price”.

1. Managers Contract:

**It was moved** to raise Manager J. Frankovich’s pay to $70,000.00 annually by Commissioner D. DuFour and seconded by Commissioner T Klarich. Motion Carried.

Roll Call:

Randy Lund- Yes

Dale DuFour- Yes

Bernard Lund- Yes

Tom Klarich- Yes

Keith Rochefort- Yes

1. Managers’ Report

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

* 1. At the RTF meeting it was approved for us to move forward with submitting CR 436 and CR 447 to the TIP. Nancy had called just prior to the meeting to clarify that we are limited to 5 Force Account Projects with a total of no more than $400,000. Ultimately, that relates to 4 projects totaling $476,000, so I took CR 431 off the submittal. Our existing 2 projects are the safety sign upgrade and the 1 mile on CR 435.
  2. There have been two staff meetings since our last board meeting. Gravel and sand needs were discussed along with the need for a social media policy.
  3. Jeff Silagy went out to check the 40 acres just off the State Rd. He stated that it would not be a good candidate since only about 50% of the land is wetland already.
  4. A completed list of existing projects and additions to the RTF projects for the December meeting was given to the commissioners. J. Frankovich spoke with Jim Iwanicki and he suggests only putting small projects that we will utilize our own forces, because of the paperwork and engineering costs. Remember these are not approved or confirmed they are just what I will present at the next meeting.

1. Department Heads:
   1. J. Osterhout, Superintendent, is continuing to work with the road foremen to ensure timely completion of this years’ projects.
   2. K. Rochefort, Road Foreman, notified the board that County Road 437 was experiencing bad erosion and that he would have the crews out there shortly to address the issue.
   3. G. Dibble, Shop Foreman, notified the board that the galvanized posts needed to complete the sign project have yet to arrive. He is hoping the will be in by next week in order to keep the project on schedule.
   4. B. DeMars, Human Resources and Payroll, informed the board that she had found a change in the wording of vacation accrual in the union contract. She spoke with K. Keveney from Teamsters and confirmed that the change was accurate. After the confirmation time was traced back to April 2017 and the men were awarded any vacation they were due.
2. Meeting Notices: None
3. Public Comment:
   1. K. Rochefort took this opportunity to inform the board that he had advised residents of Michibay to approach the township board with their speed limit sign concerns. After they bring the issue to the township board, the township board may then come to us to assist with a resolution.
4. Adjournment:

**It was moved** to adjourn the meeting at 7:37 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