

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING MINUTES**  
**May 12, 2021 - 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. County Road Commissioners Per Diem Increase
  - B. CR 433 Quarry Road Abandonment
  - C. Cell Tower Lease Agreement (moved to 12.A. Closed Session)
  - D. Investment Recommendations
  - E. HR1.00 Hiring Process & Procedures Policy
8. New Business:
  - A. Voucher 21-30 & 21-31
  - B. MDOT Engineering Reimbursement Form 2044
  - C. Shop Foreman/Purchasing Agent JD
9. Manager's Report
10. Department Heads
11. Meeting Notices
  - A. UPRBA Summer Meeting June 3, 2021 10:00 am (Zoom)
12. Public Comment
  - A. Closed Session for Attorney-Client Material Related to the Cell Tower Lease Agreement (moved from 7C)

## 13. 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  
Robin LaCroix  
Dale DuFour

**Absent:** Randy Lund

**Also in Attendance:** Jean Frankovich, Managing Director; Tanya Hoar, Finance Director; JoAnne Tembreull, Administrative Assistant; Kim Rochefort, Road Foreman; Patrick Lamb, Carmeuse; Doug Troyer, Carmeuse; and Troy Basset, County Commissioner

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

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

Ayes: Four  
Nays: None  
Absent: One

***Motion Carried***

**5. Approval of Minutes:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour to approve the minutes of April 28<sup>th</sup>.

Ayes: Four  
Nays: None  
Absent: One

***Motion Carried***

**It was moved** by Commissioner D. DuFour, seconded by Commissioner T. Klarich to approve the minutes of May 5<sup>th</sup>, with correction to 6-B as 'It was moved by Commissioner T. Klarich, and seconded by Commissioner D. DuFour to approve the purchase of four tires for L-72 in the amount of \$12,882.40.

Ayes: Three  
Nays: None  
Absent: One  
Abstain: One

***Motion Carried***

**6. Public Comment:** None

**7. Unfinished Business:**

A. **County Road Commissioners Per Diem Increase:** Will have an update at budget time.

B. **CR 433 Quarry Road Abandonment**

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix to abandon CR 433 Quarry Road to Carmeuse. Ownership will transfer Carmeuse.

DuFour – yes  
LaCroix - yes  
Klarich – yes  
Rocheffort – yes  
Lund – absent

***Motion Carried***

C. **Cell Tower Lease Agreement:** Moved to 12.A. Closed Session.

D. **Investment Recommendations:** Contract needs to be reviewed by J. Frankovich and will be presented at a future board meeting.

E. **HR1.00 Hiring Process & Procedures Policy:**

**It was moved** by Commissioner D. Dufour, seconded by Commissioner T. Klarich to approve HR1.00 Hiring Process and Procedures Policy.

**Roll Call:**

DuFour - yes  
Klarich – yes  
Rocheftort – no  
LaCroix – yes  
Lund – absent

***Motion Carried***

**8. New Business:**

**A. Voucher 21-30 & 21-31:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K. Rocheftort to approve voucher 21-30 & 21-31.

**Roll Call:**

LaCroix - yes  
Rocheftort – yes  
Klarich - yes  
DuFour – yes  
Lund - absent

***Motion Carried***

**B. MDOT Engineering Reimbursement Form 2044:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour to approve engineering reimbursement form 2044.

Ayes: Four  
Nays: None  
Absent: One

***Motion Carried***

**C. Shop Foreman / Purchasing Agent JD:**

**It was moved** by Commissioner T. Klarich, seconded by Commissioner K. Rocheftort to approve the Shop Foreman/Purchasing Agent job description.

Ayes: Three  
Nays: One  
Absent: One



**Motion Carried****9. Manager's Report:**

**Cell Tower Lease:** Will discuss in closed session.

**Policy HR1.00 Hiring Process & Procedures:** Discussed earlier in the meeting.

**Township Finance Policy:** A memo was included for collaboration for each county.

**MDOT Contract Overview:** MDOT will pay a more favorable share of unemployment. MDOT will no longer share in the gain or loss beyond the original cost of asset. Non-Winter budget will now be locked in. There may be an understanding that there could be a cost increase with the contract.

**CR 437:** There has been damage done again and we will be working on repairs. We are still waiting on the UPEA.

**CR 441 Wedge & Overlay with Bike Lanes:** Asked for someone to sign-up to sign document electronically, as it is now a requirement. The bid opening has Bacco as the low bidder.

**Shop Foreman/Purchasing Agent Job Description:** Discussed earlier in the meeting.

**Applicants for FT Truck Driver:** Applications are included, and we will be scheduling interviews.

**County Line Road Inwood Township:** Certified by Schoolcraft County Road Commission routine maintenance is the responsibility of SCRC.

**County Line Road Germfask Township:** Portage TWP passed a road millage to improve all roads. They are interested in having the jurisdiction of County Line Road moved to Mackinac County so they can pave it.

**10. Department Heads:**

**Kim Rochefort, Road Foreman:** None

**Greg Dibble, Shop Foreman:** None

**Tanya Hoar, Finance Director:** None

**Jim Barham, Engineer Tech:** None

**Troy Bassett, County Commissioner:** None

**11. Meeting Notice:**

**A. UPRBA Summer Meeting June 3, 2021 @ 10:00 am (Zoom)****12. Public Comment: None****A. Closed Session:**

**It was moved** by Commissioner T. Klarich, seconded by R. LaCroix to enter closed session at 7:54 am to discuss the Cell Tower Lease Agreement under attorney -client privilege.

**Roll Call:**

Klarich – yes  
LaCroix – yes  
DuFour – yes  
Rocheffort – yes  
Lund – absent

**Motion Carried**

**It was moved** by T. Klarich, seconded by D. DuFour to exit closed session at 8:28 am.

**Roll Call:**

Klarich – yes  
DuFour – yes  
LaCroix – yes  
Rocheffort – yes  
Lund - absent

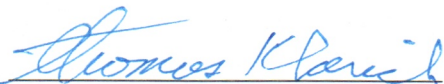
**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour to pursue legal representation with Mike Watza.

**Roll Call:**

LaCroix—yes  
DuFour—yes  
Rocheffort—yes  
Klarich—yes

**Motion Carried**

**13. Adjournment:** The meeting was adjourned at 8:38 A.M. by Chairman T. Klarich.

  
Thomas Klarich, Chairperson

  
Jean Frankovich, Managing Director