

**SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
BOARD MEETING AGENDA  
October 11, 2023 - 7:00 a.m.**

000684

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. Voucher 23-57, 24-01
  - B. RFP 2024-01 ¾ Ton Pickup
  - C. Updated Truck Driver / Equipment Operator Job Description
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
  - A. Commissioner's Seminar October 22-23, Mount Pleasant
  - B. Straits Area Council November 7, Mackinaw City
13. Public Comment
14. Adjournment

**1. Call Meeting to Order**

The meeting was called to order by Chairman T. Klarich at 3:00 pm.

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

**Present:** Thomas Klarich  
Dale DuFour  
Robin LaCroix

**Absent:** Randy Lund  
Keith Rochefort

**Also in Attendance:** Jean Vanderville, Managing Director, Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Ann Peterson, Payroll/HR Coordinator.

**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: Three  
Nays: None  
Absent: Two (R. Lund and K. Rochefort)

***Motion Carried***

**5. Approval of Minutes:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve the minutes of the meeting held on September 27, 2023.

Ayes: Three  
Nays: None  
Absent: Two (R. Lund and K. Rochefort)

***Motion Carried***

**6. Public Comment:** Commissioner D. DuFour noted that Feeding America will take place on Wednesday, October 25<sup>th</sup>.**7. Unfinished Business:** None

**8. New Business:****A. Voucher 23-57 & 24-01:**

**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve vouchers 23-57 and 24-01 as presented.

**Roll Call:**

DuFour - Yes

LaCroix - Yes

Klarich – Yes

Lund - Absent

Rocheport – Absent

***Motion Carried*****B. RFP 2024-01 ¾ Ton Pickup:** Request for Proposal to provide a 2024 3/4 Ton Pickup for the Seney Foreman was provided for approval.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve RFP 2024-01 to go to bid as presented.

**Roll Call:**

LaCroix - Yes

DuFour - Yes

Klarich – Yes

Lund - Absent

Rocheport – Absent

***Motion Carried*****C. Updated Truck Driver / Equipment Operator Job Description:** A. Peterson provided an overview of minor changes made to the Truck Driver / Equipment Operator Job Description.

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

Ayes: Three

Nays: None

Absent: Two (R. Lund and K. Rocheport)

***Motion Carried***

## 9. Manager's Report:

**Drain Commission:** J. Vanderville scheduled a meeting with the assessor for October 11 at noon to further discuss Gulliver Lake assessment. A list of questions and statutes was provided in the board packets for reference to where we are with this project.

**Indian Lake/Carpenter Dam –** J. Vanderville has been fielding questions about the lake level. She is planning to schedule a meeting with the county and the contractor to get a timeline so she can better respond to the questions. The public feels they were not informed, but the dam keeper said the county put it in the paper. J. Vanderville was aware that the county went to bid and planned to do the project, but she was not informed of a start date or completion date.

**Gravel Crushing:** Northstar has started crushing at Stoney Cut. Test results were included in the board packets.

**Chloride Application:** J. Vanderville sent an email to each member of the board with some details and a request for input on testing three different options. Copies of the details and options were included in the board packets.

**Irrigation Lines:** J. Vanderville sent an email to each board member with the legal opinion from MCRCSIP. Her recommendation is that we require the farmer to get the written approval from each landowner that the line would pass through. She knows it also said they could get approval from the township boards for all townships in which it would occur, but that would not be her preferred recommendation. The legal opinion was provided in the board packets.

**Thompson Township:** J. Vanderville received a call from Thompson Township regarding subdivision plats and the status of roads. She advised that the property in question would fall under the Land Division Act and discovered that something was completed in circuit court and advised that Sara look further into the circuit court judgment to verify any changes to the plat. The other area in question did not show any circuit court changes to the plat and advised that she should follow the language of the Land Division Act to assist the property owner.

**Hiawatha Township:** Marsha from Nicholsen Street was in again to provide Quit Claim Deeds and details that she received from Bert Vail. J. Vanderville advised that she was still working with our attorney on what the next best step would be. Marsha is interested in either a reversal of the previous Quit Claim Deeds of the property or a proper abandonment of the entire road. The issues still lie within understanding the legality behind the previous quit claim process, subdivision plat roads, and roads ending in a body of water. J. Vanderville will continue to work with Bill Henn and MCRCSIP to see what our best options are.

**Rail Crossing CR 434:** The office of rail, along with MDOT, conducted a rail safety meeting at the CR 434 crossing and have determined that the crossing needs to be

improved similar to what was done on Michibay. We currently have crossings on CR 442 and CR 432. Our annual maintenance for those crossings is \$1,271 each. J. Vanderville anticipates that the new crossing will be the same amount for an additional \$1,271 annually. She has not yet met with them to determine when it will go to bid or when the work will be completed. She will keep the board posted as she knows more.

**Komatsu Dozer:** R. Martin has been collecting estimates for repairs and parts needed for the dozer.

- Radio - \$601.20 plus labor
- New Cutting Edge - \$508.19
- Repairs for DEF door, door latch, air/heat, and wipers - \$796.26 plus labor

**VFW Cannon:** At the last meeting, Commissioner D. DuFour asked about using the SCRC resources to sandblast the VFW Cannon. J. Vanderville researched with MCRCSIP and found that it would not be a valid use of Act 51 dollars, nor would we be able to accept payment for the work or use our own funds. Therefore, SCRC will not be able to sandblast the cannon.

## 10. Engineer's Report:

**CR-448 @ Stutts Creek:** The final inspection meeting took place as scheduled. A couple of minor issues were noted, and the contractor addressed them the week of October 2<sup>nd</sup>.

**FLAP Projects:** No new updates. The meeting is scheduled for October 12<sup>th</sup>. I. Stampfly will work on addressing comments afterwards.

**CR-433 & CR-453:** I. Stampfly is still working on the design documents. He did not get much further due to being on vacation but does not believe there will be any issues in meeting the timeline set for bid letting.

**Local PASER/IBR Ratings:** J. Barham and I. Stampfly have completed some more ratings and are about 75% complete for this year.

## 11. Department Heads:

**Tanya Hoar:** Reported that she and A. Peterson attended the Finance / HR Conference in Munising last week. Wendy Hardt from MCRCSIP presented information on several topics and both learned a lot from her. T. Hoar did a presentation on the Jirav financial software Thursday morning for the group. Overall, it was a good meeting.

**Ann Peterson:** Notified the board that Wesley Burkhardt and Brett Bowler have been onboarded as temp truck drivers for Seney. Both are expected to start on November 6<sup>th</sup>. Kevin Cameron will start on October 23<sup>rd</sup> as a full-time night shift driver in Seney. His paperwork is ongoing. Jonathan Guertin and Bryan Hochberg will be returning as temps in Manistique, along with new temp Russell Clute. David Begler declined the

position after attaining a position at the papermill. There are currently two open temp positions in Manistique. A. Peterson will be making calls to other applicants today.

**12. Meeting Notices:**

- A. Commissioner's Seminar October 22-23, Mount Pleasant
- B. Straits Area council November 7, Mackinaw City

**13. Public Comment:** Commissioner D. DuFour commented that he appreciated having the 3:00 meeting.

**14. Adjournment:** The meeting was adjourned at 3:44 pm.

  
Thomas Klarich, Chairperson

  
Jean Vanderville, Managing Director