

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING MINUTES
September 28, 2022 - 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. Policy A6.00 Policy for Removing a Road from Seasonal Designation
8. New Business:
 - A. Voucher 22-50, 22-51 & 22-52
 - B. Public Hearing Seasonal Roads
 - C. Public Hearing 2023 Budget
 - D. 2022 Budget Amendment II
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
 - A. Commissioners Seminar October 9-11, 2022, Frankenmuth, MI
13. Closed Session
 - A. Discuss Union Contract Details
14. Public Comment
15. 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: Keith Rochefort
Randy Lund
Robin LaCroix
Dale DuFour
Thomas Klarich

Absent: None

Also in Attendance: Jean Vanderville, Managing Director; Tanya Hoar, Finance Director; Ian Stampfly, Highway Engineer, Ann Peterson, Payroll/HR Coordinator, Roger Martin, Shop Foreman; Kim Rochefort, Road Foreman, James Johnson, Assistant Road Foreman, Jim Barham, Union Steward 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: Five
Nays: None

Motion Carried

5. Approval of Minutes:

It was moved by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve the minutes of the Regular Session meeting held on September 14, 2022.

Ayes: Five
Nays: None

Motion Carried

6. Public Comment: None**7. Unfinished Business:**

- A. **Policy A6.0 Policy for Removing a Road from Seasonal Designation:** Nothing new to report.

8. New Business:

A. Vouchers:

- i. **22-50:** (this voucher was presented at the meeting held on 9-14-22 but could not be approved as there was not a quorum with Commissioner R. Lund abstaining).

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to approve voucher 22-50 as presented.

Roll Call:

Rochefort – Yes
 LaCroix – Yes
 Lund - Abstain
 DuFour – Yes
 Klarich - Yes

Motion Carried

- ii. **22-51:**

It was moved by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve voucher 22-51 as presented.

Roll Call:

LaCroix – Yes
 Rochefort – Yes
 Lund - Yes
 DuFour – Yes
 Klarich - Yes

- iii. **22-52:**

It was moved by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve voucher 22-52 as presented.

Roll Call:

LaCroix – Yes
 Rochefort – Yes
 Lund - Yes
 DuFour – Yes
 Klarich – Yes

Motion Carried

- B. Public Hearing Seasonal Roads:** In January 2019, SCRC started the legal process of holding public hearings regarding the seasonal road system. Once COVID hit, these were stopped. They are being resumed at this time.

The two roads that will be designated as seasonal roads are Wagner Taylor Dam and CR 456, where there will be no winter maintenance done. All public concerns have been addressed.

It was moved by Commissioner D. DuFour, seconded by Commissioner K. Rochefort, to approve legal designation of Wagner Taylor Dam Road and CR-456 as seasonal roads.

Roll Call:

DuFour – Yes
 Rochefort – Yes
 Lund – Yes
 LaCroix – Yes
 Klarich – Yes

Motion Carried

The information will be sent to be certified and for Act 51 to be registered.

It was noted that upcoming additional seasonal road designation requests will be for a portion of Carlson Road in Thompson Township and the northern portion of CR-452 in Hiawatha Township (old M-94).

- C. Public Hearing 2023 Budget:** T. Hoar provided an overview of the 2023 General Appropriations Act (Budget) for approval. She reviewed changes made since the last meeting held on 9-14-22 and summarized each page.

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve the 2023 General Appropriations act as presented.

Roll Call:

DuFour – Yes
 Klarich – Yes
 Lund – Yes
 LaCroix – Yes
 Rochefort – Yes

Motion Carried

A resolution will be signed and adopted dated 9-28-2022.

D. 2022 Budget Amendment II: T. Hoar provided an overview of the 2022 Budget Appropriations Act Budget Amendment II.

It was moved by Commissioner K. Rochefort, seconded by Commissioner D. DuFour, to approve the 2022 Budget Appropriations Act Budget Amendment II as presented.

Roll Call:

Rochefort – Yes
DuFour - Yes
Lund – Yes
LaCroix – Yes
Klarich – Yes

Motion Carried

9. Manager's Report:

Township Meetings: J. Vanderville was unable to attend the Doyle and Seney meetings due to conflicts in her schedule. Inwood is in discussion to spend up to \$100,000 on roads next year. The board has not finalized those numbers.

Manager's Truck: J. Vanderville spoke with Jim Beck to verify delivery September 27th and his records show that delivery has been pushed once again to October 13th. Road Foreman K. Rochefort's truck has been received.

News Article "Get to Know Your Road Commission": Pioneer Tribune picked up the article and will run it in their October 13th publication. The Q&A's will also be placed on the SCRC Facebook page one at a time to generate discussion.

Mechanic Advertising: RRN has put together an advertising package to run on four stations. TV6 will run the 'job of the day' (this is a one-time free ad). WLUC TV-6 can put together a website advertisement for a month package at a cost of \$250. J. Vanderville will plan to move forward with that advertising if we do not see any results on the radio advertisement after one week of airtime. The ad will also be added to the SCRC website.

MCRCSIP Loss Control Visit: Mike Phillips conducted his loss control visit on 9/22/22. J. Vanderville completed the walk-through with him, and he found minimal items to comment on. A report will be provided to the board with a copy of the report once it is received.

Crisis Fiscal Recovery Playbook Webinar: J. Vanderville attended a webinar about the Crisis Recovery Playbook on 9/27/22. There was some great information provided during the webinar and it was recorded if anyone has an interest in watching it. They discussed the Pavement Restoration Policy, which we have, but may need to update to include bridges. They went over the process of Local, State and Federal Declarations and the importance of working closely with our Emergency Manager, which we do, and with the tribal community. She is researching currently if we have any of our roads listed on the NTTFI network because

there are funds available for roads that connect tribal land to public access in the event of a natural disaster. The second presenter discussed the crisis communication plan and how to handle media.

CRASIF Goose Egg Award: J. Vanderville submitted the press release for the Goose Egg Award along with the picture of Commissioner T. Klarich receiving the award. This is a great accomplishment from our crew.

Asset Management Plan: The plan has been submitted, just waiting on approval from TAMC.

Southtown Drive Plowing: J. Vanderville spoke with Dan Hoholik, and the hospital is not planning to keep Southtown Drive open this winter. She removed the language from the private road plowing application that gave precedence to the hospital.

10. Engineer's Report:

CR-433 River Road Project (2022)

The project is proceeding well. The paving has been completed and overall turned out well. The contractor has been working on shouldering this week leaving only a few items left to address including one concrete driveway, pavement markings, and a few sign updates. The project is still on track to be completed by the completion date of October 7th. I. Stampfly hopes to have the documentation ready to submit to MDOT for review by late October.

Commissioner Keith Rochefort brought up a complaint addressed to him regarding a specific driveway. Road Foreman Kim Rochefort and Engineer Ian Stampfly inspected the driveway and agree that it is flawed, with short radiuses and bad joints. I. Stampfly felt the best course would be to bring up the issues with Payne and Dolan at final inspection. If the project is acceptable to MDOT, he recommends that SCRC would not replace it. Commissioner K. Rochefort felt it should be replaced either way. If so, it can be done at the same time as next year's contract.

CR-448 over Stutts Creek

No updates at this time.

CR-433 River Road Project (2023)

The project package is ready for final submittal. It will be submitted before the end of the week and, barring some other comments from MDOT or the consultant, it will start moving through the bid letting process. According to MDOT's timeline, we are looking at a bid letting in February or March.

CR-436 & CR-449 Force Account Projects

Work on CR-436 is almost complete. The only remaining item of work is seeding and mulching the project. The crew did an awesome job again and it looks fantastic. I. Stampfly hopes to have the documentation wrapped up and submitted in the next month or so. The project for CR-449 is still in MDOT review and he has not heard anything at this time.

Seney Salt Barn

I. Stampfly visited the salt barn this past Monday and it is progressing well. The wood walls and trusses are now erect, and roofing should be able to start any day now.

CR-433 Culvert Replacement

The culvert replacement near the reservation took a few days to complete. It went very well, and the crew did a wonderful job. This was not an easy culvert to replace due to the utility conflicts which included a 4-inch gas main, two fiber optic lines and a phone line. The crew's care in not damaging the utilities was appreciated and complimented by SEMCO. Payne & Dolan also patched the road over the culvert before departing.

11. Department Heads:

Tanya Hoar, Finance Director: Reported that the new MDOT codes will be effective starting October 1st, so the crew will need to start using them on Monday, October 3rd. The codes are more specific and detailed. She will delete any codes that SCRC does not use and will have it ready for use before Monday.

T. Hoar will begin working on year-end reports.

Troy Bassett, County Commissioner: Noted that the county passed the budget after changes to the District Court and Sheriff wages.

They are trying to set up an ARPA meeting.

Asked if SCRC received any of the COVID money, to which J. Vanderville responded that SCRC only received task force funding in the amount of \$160k, which had to be used on specific roads, limiting what could be done. There was nothing provided for operations or lost revenue.

Kim Rochefort, Road Foreman: Reported that the crew will begin winter hours on Monday, October 3rd.

They will be done with trees on M-28 this week and will finish blading the roads.

Jim Barham, Union Steward: Reported that gravel testing has been completed for projects. He has measured the gravel piles.

Roger Martin, Shop Foreman: The shop has started working on sanders. They are also working on getting the Shop Foreman's new truck ready.

James Johnson, Assistant Foreman: The Seney crew has been assisting with the M-28 project.

Ann Peterson, Payroll / HR Coordinator: Reported that there are two interviews set up for the next board meeting to be held on Wednesday, October 12th, one for mechanic and one for Temp CDL Driver. Ads are being run now for both positions, so hoping to have additional interviews that day as well.

12. Meeting Notice:

A. Commissioners Seminar October 9-11, 2022, Frankenmuth, MI

13. Closed Session:

A. Discuss Union Contract Details

It was moved by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to move to Closed Session at 8:05 am to discuss Union Contract Details.

Roll Call:

LaCroix – Yes

Rochefort – Yes

Lund – Yes

DuFour - Yes

Klarich – Yes

Motion Carried

Closed Session commenced where discussions were held.

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to move to back to open session at 8:25 am.

Roll Call:

Rochefort – Yes

LaCroix – Yes

Lund – Yes

DuFour - Yes

Klarich – Yes

Motion Carried

B. Public Comment: None

14. Adjournment: The meeting was adjourned at 8:28 am by Chairman T. Klarich.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director