

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING AGENDA**  
**March 27, 2019 - 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. Old Business:
8. New Business:
  - A. Vouchers 19-24, 19-25 & 19-26
  - B. February Financial Statements
  - C. Form 5572 Public Act 202 of 2017 Pension Report
  - D. Form 5572 Public Act 202 of 2017 Health Care (OPEB) Report
  - E. Nancy A. Roseman Engineer Liability Agreement
  - F. County Salt Order 2019/2020
  - G. Cybersecurity Upgrade
  - H. Permits & Fees
  - I. Approval of Policy F3.00 Approval Levels for Expenditure
  - J. SCMTA Winch Diller
  - K. Closed Session-James Johnson Compensation Discussion
9. Manager's Report
10. Department Heads
11. Meeting Notices
  - A. CRASIF Worker's Compensation Specialist Course May 6, 2019-Brittany
  - B. OK Industrial Customer Appreciation April 10, 2019-Mike G. & Roger M.
12. Public Comment
13. Adjournment

1. Call Meeting to order:

The meeting was called to order by Chairman T. Klarich at 7:01 A.M.

2. Roll Call Information:

Roll call showed the following Board Members in attendance:

Thomas Klarich, Dale DuFour via Phone, Keith Rochefort, Randy Lund, and Robin LaCroix

Also, in attendance:

Jean Frankovich, Manager

Tanya Hoar, Finance Director

Brittany DeMars, Human Resources

Kim Rochefort, Road Foreman

James Johnson, Seney Foreman

Nancy Roseman, Engineer Delta/Schoolcraft County

Bernard Lund, General Public

Winch Diller, Schoolcraft County Motorized Trail Association

Connie Diller, Schoolcraft County Motorized Trail Association

Brett Bednarski, Michigan DNR

Paul Gaberdiel, Michigan DNR

Mike Hoar, Sinetech

Terry Sanders, Schoolcraft County Motorized Trail Association

3. Pledge of Allegiance: The pledge was recited

4. Approval of Agenda

**It was moved** to approve the agenda with the movement of agenda item 8-K to a new spot of 12.5 by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix. Motion carried.

Ayes:	Five
Nays:	None

5. Approval of minutes

**It was moved** to approve the minutes from March 6<sup>th</sup>, 2019 by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion carried.

Ayes:	Five
Nays:	None

6. Public Comment: None

7. Old Business: None

8. New Business

a. Voucher 19-24, 19-25 & 19-26

**It was moved** to pay vouchers 19-24, 19-25 & 19-26 by Commissioner K. Rochefort, seconded by Commissioner R. Lund. Motion carried.

Following the motions questions were raised on the following bills: Napa, AutoValu, Fabick, McCoy. All bills questioned were seen clarified and accepted as regular expenses.

**Roll Call:**

K. Rochefort – Yes

R. Lund – Yes

D. DuFour – Yes

R. LaCroix – Yes

T. Klarich – Yes

b. February Financial Statements

T. Hoar reported that the Statement of Activities was off from budget on many line items due to February 2019 being more harsh than the prior year. She will work with Jean on doing some budget amendments for next month

**It was moved** to accept the February Financial Statements as presented by Commissioner T. Klarich, seconded by Commissioner K. Rochefort. Motion carried.

**Roll Call:**

T. Klarich – Yes

K. Rochefort– Yes

D. DuFour – Yes

R. Lund – Yes

R. LaCroix – Yes

c. Form 5572 Public Act 202 of 2017 Pension Report

T. Hoar reported that she was still waiting for the audited financial statements to be returned so she is unable complete this report at this time.

d. Form 5572 Public Act 202 of 2017 Health Care (OPEB) Report

T. Hoar reported that she was still waiting for the audited financial statements to be returned so she is unable complete this report at this time.

e. Nancy A. Roseman Engineer Liability Agreement

**It was moved** to accept and sign the Engineer Liability Agreement as presented by Commissioner K. Rochefort, seconded by Commissioner R. Lund. Motion carried.

Ayes:	Five
Nays:	None

f. County Salt Order 2019/2020

It is time to order next year's salt. Last year we ordered 700 tons for early delivery and 100 tons for seasonal backup in Manistique. We currently have 111.56 tons left in Manistique. For Seney, we ordered 350 tons for early delivery and 50 tons of seasonal backup. We currently have 288.08 tons remaining in Seney. We have not yet received any of our back up salt and per the contract we are required to accept at least 80% of the ordered back up salt. The salt that we are receiving is very poor quality. Our average salt usage for county salt is 700 tons Mstq and 350 tons Seney, this includes salt applied directly to the roads and salt mixed with sand. Last year the price of salt increased by 40% going from \$54.39/ton to \$76.16/ton. I recommend that we order a total between early fill and backup of 700 (600 Early, 100 BU) Mstq; 350 (250 Early, 100 BU) Seney. I am going to check with Mary Hanses (DTMB) to see if we can get out of the backup salt requirement for this year under the premises that the salt docks are low to empty, and the quality of remaining salt is inadequate.

g. Cybersecurity Upgrade

**It was moved** to hire Sinetech to complete the need cybersecurity work by Commissioner K. Rochefort, seconded by Commissioner t. Klarich. Motion carried.

**Roll Call:**

K. Rochefort – Yes  
 T. Klarich – Yes  
 D. DuFour – Yes  
 R. Lund – Yes  
 R. LaCroix – Yes

h. Permits & Fees

**It was moved** to accept the new permit forms & fees as presented by B. DeMars by Commissioner T. Klarich, seconded by Commissioner R. LaCroix. Motion carried

Ayes: Five  
Nays: None

i. Approval of Policy F3.00 Approval Levels for Expenditure

**It was moved** to approve Policy F3.00 as presented by Commissioner K. Rochefort, seconded by Commissioner T. Klarich. Motion carried.

Ayes: Five  
Nays: None

j. SCMTA Winch Diller

W. Diller took this opportunity to present information to support his objection to the moving of the snowmobile trail on County Road 448. According to Mr. Diller the Schoolcraft County Motorized Trail Association has spent time and money to make County Road 448 a more user friendly and safe road. With the Associations efforts toward making this road better for everyone Mr. Diller believes they should be considered an asset to the road not a nuisance. Mr. Diller stated he would be willing to change grooming practices in order to keep the passing snowmobiles from dropping snow in the driveways along the route. At this time P. Gaberdiel from the Michigan DNR stated that new techniques are being used across Michigan and he believes the Schoolcraft County Motorized Trail Association has the equipment and skill needed to utilize these new methods. Commissioner K. Rochefort stated that The Board was not seeking to place blame on any one person or association but that a soliton would need to be found for the new riding year.

9. Managers' Report

- a. Tony has sent through a request to Keith Cooper to move the FY2019 grant money of \$58,500 for structure 9707 to FY2021 to be bundled with structure 9709. Structure 9707 is scheduled to have guardrail, deck replacement, and approach work. The current estimate for 9707 came in 45% higher than the original estimate. Tony believes bundling will reduce the overall cost. UPDATE: Nancy is working on completing the bridge bundling application for SCRC. This will include all the bridges on CR 448 and any other bridges with a rating under 6 and any large culvert that may qualify for bridge status. (i.e. CR 447 Grant Rd)
- b. Thompson has set aside \$10,000.00 for road improvements in their 2019-2020 budget. They do not have any specific project in mind, but are considering Gierke Rd & Chavala Rd. Theresa will look over the roads as Spring continues and will listen to the community needs and let us know where they would like to focus their \$10,000 road budget.

- c. Doyle Township will be holding their budget meeting on the 26th of March and I asked that they strongly consider their roads in their budget decisions. I will try to attend that meeting.
- d. At the Inwood Township Meeting I spoke with Cindy Watchorn and she said they discussed the budget but didn't finalize it and will at the next regular meeting. I asked if there had been any discussion of roads and she said Kelly mentioned chloride, but no decision had been made if SCRC will perform that service. I asked about heavy maintenance and she was unaware of any decisions by the Board or Kelly. UPDATE: I spoke with Commissioner Rochefort and he stated that they did approve the budget and he did not believe there was any dollars allocated to heavy maintenance in Inwood Twp.
- e. Hiawatha Township's regular meeting with Budget meeting has been moved to March 28, 2019. I will attend to see if there is anything that is allocated to their road funds.

#### 10. Department Heads

- a. T. Hoar, Finance Director, informed the board that she was focusing on updating policies and is hoping to have more to bring to the board in the following months. Private driveways have been billed for the winter work performed this winter. T. Hoar stated that MERS dropped their investment assumption and the board can expect to see a negative impact on our actuarial. T. Hoar also presented a comparison between MERS & Constellation Trust, the comparison showed that a loss in the fourth quarter was not an isolated incident within MERS but also effected Constellation Trust. At this time T. Hoar took the opportunity to request permission to apply for the Hiawatha Board Clerk position, the board did not see a problem with that position becoming an unavoidable conflict of interest.
- b. B. DeMars, Human Resources, notified the board that she had completed renewing our Equal Opportunity Employment policy and our Sexual Harassment Policy. J. Frankovich will be submitting those polices to our labor attorney for a final look over. Spring, operator, and MSHA trainings are all being finalized and will take place within the next two months.
- c. K. Rochefort, Road Foreman, informed the board that the crew is currently working to clear culverts and maintain adequate drainage for the road systems. Road blading has begun on roads that have become dry enough.
- d. J. Johnson, Seney Foreman, informed the board that the Seney crew was currently working on clean up from the winter both on the roads and within the shop.
- e. J. Barham, Engineer Tech, informed the board that he has passed his aggregate testing and would be completing more training this spring.
- f. N. Roseman, stated she was happy to be back working in the road commission industry and that she was in the process of getting up to date on her certifications.

## 11. Meeting Notices:

a. CRASIF Worker's Compensation Specialist Course May 6, 2019-Brittany  
**It was moved** to okay B. DeMars to attend the CRASIF Worker's Compensation Specialist Course by Commissioner K. Rochefort, seconded by Commissioner T. Klarich. Motion carried.

Ayes: Five  
 Nays: None

b. OK Industrial Customer Appreciation April 10, 2019-Mike G. & Roger M.

**It was moved** to send M. Gould and R. Martin to OK Industrial's Customer Appreciation by Commissioner T. Klarich, seconded by Commissioner R. Lund. Motion Carried

Ayes: Five  
 Nays: None

12. Public Comment: None

12.5. Closed Session-James Johnson Compensation Discussion

**It was moved** to move into closed session at 8:20 A.M. by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix. Motion carried.

**Roll Call:**

K. Rochefort – Yes  
 R. LaCroix – Yes  
 D. DuFour – Yes  
 R. Lund – Yes  
 T. Klarich – Yes

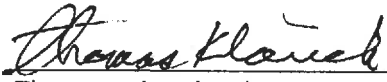
**It was moved** to enter back into an open meeting at 8:36 A.M. by Commissioner T. Klarich, seconded by Commissioner K. Rochefort. Motion carried.


**Roll Call:**

T. Klarich – Yes  
 K. Rochefort – Yes  
 D. DuFour – Yes  
 R. Lund – Yes  
 R. LaCroix – Yes

13. Adjournment

**It was moved** to adjourn the meeting at 8:37 A.M. by Commissioner T. Klarich, seconded by Commissioner R. LaCroix. Motion carried.

  
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Thomas Klarich, Chairperson

  
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Jean Frankovich, Manager