

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING MINUTES**  
**October 13, 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
  - A. September 8<sup>th</sup> Closed Session
  - B. September 22<sup>nd</sup> Regular Session
6. Public Comment
7. Unfinished Business
  - A. Cell Tower Lease Agreement
8. New Business:
  - A. Voucher 21-51 & 21-52; 22-01
  - B. Policy RO3.00 Highways Ending in Bodies of Water
  - C. RFP 2022-02 Brine Truck System
  - D. Interview Jaden Treece (moved to 13A)
  - E. E-538 Engine Replacement (added to the agenda)
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
  - A. Straits Area Council Meeting November 2, 2021
13. Public Comment
  - A. Interview Jaden Treece
14. 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  
Dale DuFour  
Robin LaCroix  
Randy Lund  
Keith Rochefort

**Absent:** None

**Also in Attendance:** Jean Vanderville, Managing Director; Tanya Hoar, Finance Director; Ian Stampfly, Engineer; Roger Martin, Shop Foreman; and Troy Basset, County Commissioner; Gilbert Baker, Hiawatha Township Supervisor

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

**It was moved** by Commissioner LaCroix, seconded by Commissioner Klarich to approve the agenda with the addition of an emergency purchase for an E-538 engine replacement as 8E.

Ayes: Five

Nays: None

***Motion Carried***

**5. Approval of Minutes:****A. Closed Session**

**It was moved** by Commissioner Rochefort, seconded by Commissioner DuFour to approve the minutes of the closed session held on September 8, 2021

**Roll Call:**

Rochefort – yes

DuFour – yes

LaCroix - yes

Klarich – yes

Lund- yes

***Motion Carried*****B. Regular Session**

**It was moved** by Commissioner Rochefort, seconded by Commissioner LaCroix to approve the minutes of the regular Board Meeting held on September 22, 2021

Ayes: Five

Nays: None

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

**A. Cell Tower Lease Agreement:** Nothing to discuss at the meeting. J. Frankovich did send the Board an email from Mike Watza.

**8. New Business:****A. Voucher 21-51 & 21-52; 22-01**

**It was moved** by Commissioner DuFour, seconded by Commissioner LaCroix to approve voucher 21-51, 21-52, and 22-01.

**Roll Call:**

DuFour – yes

LaCroix - yes

Klarich – yes

Rochefort – yes

Lund- yes

***Motion Carried***

**B. Policy RO3.00 Highways Ending in Bodies of Water:** The new policy was discussed.

**It was moved** by Commissioner DuFour, seconded by Commissioner Rochefort to approve Policy RO3.00 Highways Ending in Bodies of Water.

**Roll Call:**

DuFour - yes

Rochefort - yes

LaCroix - yes

Klarich – yes  
Lund- yes

***Motion Carried***

**C. RFP 2022-02 Brine Truck System:**

**It was moved** by Commissioner Lund, seconded by Commissioner LaCroix to approve an RFP for a Brine Truck System.

**Roll Call:**

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

***Motion Carried***

**D. Interview Jaden Treece:** Moved to 13A.

**E. Engine for E-538:**

**It was moved** by Commissioner LaCroix, seconded by Commissioner Rocheffort to approve under an emergency purchase a new engine for E-538 from Michigan Cat in the amount of \$37,438.61.

**Roll Call:**

Lacroix – yes  
Rocheffort - yes  
Lund - yes  
Klarich – yes  
DuFour – yes

***Motion Carried***

**9. Manager's Report:**

**Dawson Road Landing:** Bill Henn said the Township could change the name of the landing.

**Deletion of Policy 94-7 Work on County R/W:** Still working on research for ROW permits which will override this policy.

**Replace Policy 77-1 Equal Employment Opportunity:** There was a policy revision (HR4.00). J. Vanderville will review the revision and decide if it needs to come before the Board for any additional changes.

**Replacement of Policies 94-12, 95-7, 97-1 Drug Testing & Drug Free Workplace:** Still researching drug policies.

**Ketvertis Pit:** J. Vanderville will check with Dave Muxlow on the listing.

**Permits & Permit Fee Schedule:** A public hearing must be held to adopt a permit fee schedule. J. Vanderville is working on this.

**Policy RO3.00 Highways Ending in Bodies of Water:** Sheriff Willour requested our assistance regarding the use of ROW in roads that end in bodies of water. Bill Henn offered a policy statement regarding this. J. Vanderville drafted a new SCRC policy based on the policy statement from Bill Henn and it was approved by the Board earlier in this meeting.

**Fall Safety Training:** The Fall safety meeting is scheduled for October 26, 2021. This is an all-day training and the day will consist of OSHA 10 training for the morning session (2<sup>nd</sup> part will be completed at the Spring training) with Al Roden and the second half of the day will be accident investigation and reporting with Charlie Pike and MDOT winter maintenance procedures.

**County Road Funding Facts:** Ian has been working on completing the presentations to the Townships on road projects. He was able to estimate out 3 different levels of treatment options. He also put together a Road Funding Facts sheet. The information will be presented to the Townships, put on SCRC's website, and advertised in the local paper to educate the public on road funding. Millage funding at both the County and Township level is being pursued starting with this kind of education.

**Payroll/HR Coordinator:** A summary spreadsheet of the candidates was given to the Board to evaluate and choose candidates to interview. The Board selected nine candidates to interview.

**Drain Commission:** The land surveyor's estimate to move forward with the creation of the special assessment district for Gulliver Lake will be presented to the County Board for approval.

**RFP 2022-02 Skid Mounted Brine Truck System:** Kim requested a new brine truck setup, and the RFP was approved earlier in the meeting.

**E538 Tandem Tractor:** E538 blew a piston and put a hole in the block.

**TR24 Trailer:** TR24 was attached to E538 and fully loaded. When the shop went out to get TR24 they had difficulties in picking it up and had to contact Gene's Towing for assistance.

**MDOT Roadside Parks:** MDOT put out notice that the parks are to close on October 26, 2021.

**2020 Safety Sign Project:** Ian will be taking over the Office Tech duties of the final project reviews. Nancy Roseman will still be the Project Engineer. There are a few corrections to make before final submission to Tony Gretz (or his equivalent) for review.

**2015 Force Account Project JN#111274:** MDOT is requiring a penalty payment for the materials that did not meet spec and/or were not tested for this project. SCRC calculates the penalty to be \$580.80. This amount will be paid back through the LARS system.

**Seney Salt Shed:** The salt shed is out to bid with a bid opening date of October 27, 2021, which will be done at our next regular Board Meeting.

#### 10. Engineer's Report:

**CR-433 Design:** The GI meeting took place on 10-7-2021. MDOT had minimal comments to address. The goal is to have the final package into MDOT by early November.

**CR-441 Construction:** Project is complete. Bacco submitted their completion letter on September 24<sup>th</sup>. U.P. Engineers & Architects is working on scheduling the final inspection with MDOT and SCRC.

**FLAP Grant:** Ian is planning to submit a total of 3 projects. One paving project for CR-437 as previously mentioned, one preventative maintenance project to chip seal all asphalt on CR-437, and a paving project on Clear Lake Road.

**Category A – Transportation Economic Development Fund:** The economic impact for the grant was discussed with Carmeuse on 9-16-21. Economical reach and supporting documentation for the grant will be coming sometime this month according to Carmeuse.

**Township Work:** Ian is compiling road reports and data for Townships. He is starting with the existing paved roadways and will then work on the gravel system. Once completed, the findings will be presented to the Townships. Ian also developed a Road Funding Facts sheet that outlines the cost of roads to educate the public and help support road millages in the future.

**EGLE Meeting:** Ian met with John Gustafson on 10-7-21 and looked at several culverts throughout the County to discuss potential solutions that meet EGLE's requirements. Ian will work on submitting permit applications for in the spring/summer. If approved, the permits are good for 5 years.

**11. Department Heads:**

**Tanya Hoar, Finance Director:** T. Hoar discussed winter staffing needs.

**Roger Martin, Shop Foreman:** TR34 and E538 were already discussed.

**Troy Bassett, County Commissioner:** T. Bassett was approached by the Coyer's regarding the way the Wolf Road was plowed and he told them he would pass it on to the Road Commission.

**12. Meeting Notices:**

**A. Straits Area Council Meeting November 2, 2021**


**13. Public Comment:**


Gilbert Baker requested a copy of policy # RO.300 - Highways Ending in Bodies of Water. He does not know if the Township will approve the Kipps Landing name. He requested to look at a gravel road with the Road Commission prior to October 21<sup>st</sup> and he thanked us for the new policy.

**13A. Interview with Jaden Treece:** The Board conducted an interview with Jaden Treece, a mechanic applicant.

**14. Adjournment:**

The meeting was Adjourned by Chairman T. Klarich at 8:53 A.M.

  
Thomas Klarich, Chairperson

  
Jean Vanderville, Managing Director