

**SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
September 24, 2025 - 7:00 a.m.**

001027

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. FY 2026 Budget Hearing
 - B. August Financial Statements
 - C. FY '25 2nd Budget Amendment
 - D. RFP 2026-03 US 2 Detour Bid Opening and Acceptance
 - E. Voucher 25-52 and 25-53
 - F. Certification of Transportation Asset Management Plan
 - G. HR Generalist Probationary Wage Review
 - H. Full Time Truck Driver Interviews
9. Manager's Report
 - A. Commissioner Comments
10. Engineer's Report
 - A. Commissioner Comments
11. Department Heads
12. Meeting Notices
13. Public Comment
14. Adjournment

1. Call Meeting to Order

The meeting was called to order by Chairman T. Klarich at 7:00 am.

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

Present: Thomas Klarich
Randy Lund
Keith Rochefort
Wayne Johnson

Absent: Robin LaCroix

Also in Attendance: Tanya Hoar, Finance Director; Michelle Steffen, HR Generalist; Roger Martin, Shop Foreman; Kim Rochefort, Road Foreman; Paul Walker, County Commissioner

Absent: Jean Vanderville, Managing Director ; Ian Stampfly, Road Engineer

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

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Rochefort, to approve the agenda as presented.

5. Approval of Minutes:**Board Meeting 9-10-2025:**

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the Board Meeting minutes from 9-10-25 as presented.

Ayes: Four
Nays: None

Absent: Robin LaCroix

Motion Carried

6. Public Comment: None**7. Unfinished Business:** None**8. New Business:**

A. FY 2026 Budget Hearing:

It was moved by Commissioner W. Johnson, seconded by Commissioner K. Rochefort, to approve the FY 2026 General Appropriations Act as presented.

Roll Call:

Johnson – Yes

Rochefort – Yes

Lund – Yes

Klarich – Yes

Absent: Robin LaCroix

Motion Carried**B. August Financial Statements:**

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve the August Financial Statements as presented.

Roll Call:

Johnson – Yes

Lund – Yes

Rochefort – Yes

Klarich – Yes

Absent: Robin LaCroix

Motion Carried**C. FY '25 2nd Budget Amendment:**

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the FY '25 2nd Budget Amendment as presented.

Roll Call:

Rochefort – Yes

Lund – Yes

Johnson – Yes

Klarich – Yes

Absent: Robin LaCroix

Motion Carried

D. RFP 2026-03 US 2 Detour Bid Opening and Acceptance:

001030

It was moved by Commissioner W. Johnson, seconded by Commissioner K. Rochefort, to approve the Acceptance of US 2 Detour Bid of \$24,613.00 from "Give Them A Break Safety" as presented. This will be contingent based on the approval of MDOT.

Roll Call:

Johnson – Yes

Rochefort – Yes

Lund – Yes

Klarich – Yes

Absent: Robin LaCroix

Motion Carried

E. Voucher 25-52 and 25-53:

It was moved by Commissioner R. Lund, seconded by Commissioner W. Johnson, to approve the Vouchers 25-52 and 25-53 as presented.

Roll Call:

Lund – Yes

Johnson – Yes

Rochefort – Yes

Klarich – Yes

Absent: Robin LaCroix

Motion Carried

F. Certification of Transportation Asset Management Plan:

It was moved by Commissioner K. Rochefort, seconded by Commissioner W. Johnson, to approve the Certification of Transportation Asset Management Plan as presented.

Roll Call:

Rochefort – Yes

Johnson – Yes

Lund – Yes

Klarich – Yes

Absent: Robin LaCroix

Motion Carried

G. HR Generalist Probationary Wage Review:

It was moved by Commissioner W. Johnson, seconded by Commissioner K. Rochefort, to approve the proposed wage increase from \$23.00 to \$24.38, to be effective October 1, 2025, as presented.

Roll Call:

Johnson – Yes

Rochefort – Yes

Lund – Yes

Klarich – Yes

Absent: Robin LaCroix

Motion Carried**H. Full Time Truck Driver Interviews:**

HR provided the Commissioners with a spreadsheet of applicants who have applied for the Truck Driver/Equipment Operator position, their qualifications, and if being interviewed, the dates and times of the interviews. Interviews will begin following the meeting.

9. Manager's Report:

Frost Law Violations: No new updates.

Snowmobile Club Meeting: The meeting went well. Ian and Jean went out and reviewed the bridge crossings for options and recommendations. The recommendations have been passed along to the clubs and the DNR for consideration. While they do not have funding for protective layers, they are open to looking for funding opportunities to assist.

County Recycling Program: The county is working on a multi-country partnership for a recycling program. Ryan (CUPPAD) has reached out regarding space for the drop off site. Currently, we are working with Zellars, but the preferred option of the grant program would be on county or municipal property, not private property. We have agreed to let Ryan pitch the use of the road commission property in exchange for funding to repave the access roads and tear down the old building. If they consider those options, then we will add it to the board meeting for discussion to weigh the pros & cons.

Asset Management Plan: The asset management plan is available to review at the office. We will gladly try to email the document, but due to the size, some email servers may not be able to accommodate it.

NFC Change Considerations: MDOT has opened the NFC classification review process based on the 2020 census. We met to discuss what roads may be considered for Schoolcraft. Our discussion resulted in CR 455 going from a minor to a major collector, CR 433 Quarry Road also from a minor to major, CR 454 from major to minor, and Zellar Road from local to primary. Zellar Road was included due to several requests from Germfask Township residents, although per the NFC guidelines, we do not think it will qualify. We met with Ryan (CUPPAD), and he is working on verifying the qualifications for changes. The NFC changes do not affect our funding but could benefit some grant opportunities.

Fall Safety Program: Our Fall Safety Training Day is set for October 28th. Topics will include a refresher on AUTOSist, Diet, Exercise, and Negative Effects of Energy Drinks, and Cloverland Electrical Safety. We are waiting to confirm the topics that will be presented by MCRC SIP.

MacDonald Lake: The county board dissolved the MacDonald Lake Authority Board and delegated the "Drain Commissioner" as the new delegated authority. Jean will be attending a training on October 6th in Gaylord for Dam Owners and Operators.

RTF Bid Savings: The Rural Task Force Advisory Board approved the expansion to how bid savings can be utilized. This will now be in Appendix C of the RTF Guidelines:

- Add to a project that is unobligated, or not yet flexed, and overmatched
- Loan to another RTF
- Utilize on an AC/ACC project
- Use on a new project.

10. Engineer's Report: None

11. Department Heads:

Tanya Hoar:

Diligently working on the 2026 budget.

Kim Rochefort:

Crack sealing is done.

We need to complete mowing. We may go into October to get the mowing done.

449 and 450 are done.

Lots of maintenance work on gravel roads.

The equipment we rented from Alta is still down which is holding up the brushing on 77 and 28. Alta has replaced the starter, and a new harness has been installed. IF this doesn't work, they will bring a replacement.

Roger Martin:

We will be converting the equipment over to winter.

There is an issue with the dozer up north. There is hydraulic fluid all over. Due to the size of the dozer, we are sending a mechanic to assess the situation.

Paul Walker:

Paul stated they have a meeting on Thursday with EAGLE who will be doing a presentation on material's management.

Michelle Steffen:

Application for the Truck Driver/Equipment Operator have been reviewed. Interviews have been scheduled.

Open Enrollment is scheduled for October 3rd. We have 4 presenters: MERS, Colonial Life, FirstNet, and Total Care EAP.

12. Meeting Notices: None

13. Public Comment: None

14. Adjournment: The meeting was adjourned at 7:56 am.


Thomas Klarich, Chairperson
Jean Vanderville, Managing Director