**SCHOOLCRAFT COUNTY ROAD COMMISSION**

**332N EAST ROAD, MANISTIQUE, MI 49854**

**BOARD MEETING MINUTES**

**JUNE 27th, 2018 - 7:00 a.m.**

1. Call Meeting to Order
2. Roll Call – Sign in Sheet

1. Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
4. Public Comment:
5. Old Business:
	1. Southside Bridge
6. New Business:
7. Vouchers 18-41, 18-42 & 18-43
8. Unpaid Leave Policy
9. Interview & Hiring Standards for Drivers and Temp Drivers Policy
10. Michigan Cooperative Liquid Asset Securities System Investment Recommendation
11. Manager’s Report
12. Department Heads
13. Meeting Notices
14. Public Comment
15. Adjournment
16. Call Meeting to Order:

Commissioner B. Lund called the meeting to order at 7:00 A.M.

1. Roll Call – Sign in Sheet:

Present: Bernard J. Lund, Chairperson

 Thomas J. Klarich, Vice-Chairperson

 Keith Rochefort, Member

 Randy Lund, Member

 Dale DuFour, Member

Also present Jean Frankovich – Manager, Brittany DeMars – Payroll/HR Clerk, Kim Rochefort – Road Foreman, Greg Dibble – Shop Foreman, John Osterhout – Superintendent, Robin Lacroix, Tony Baciak UPEA

1. Pledge of Allegiance: The Pledge of allegiance was recited
2. Approval of Agenda:

**It was moved** to approve the agenda by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion carried.

Ayes: Five

Nays: None

1. Approval of Minutes:

**It was moved** to approve the June 11th, 2018 Board Meeting Minutes by Commissioner D. DuFour, seconded by Commissioner R. Lund. Motion carried.

Ayes: Five

Nays: None

1. Public comment: None
2. Old Business:
	1. Southside Bridge

**It was moved** to approve UPEA’s recommendation for the South Side Bridge and to advertise for contractors by Commissioner D. Dufour, seconded by Commissioner T. Klarich

1. New Business:
2. Vouchers:

**It was moved** to Approve Vouchers 18-41, 18-42 & 18-43 by Commissioner T. Klarich and seconded by Commissioner D. DuFour. Motion Carried.

Ayes: Five

Nays: None

1. Unpaid Leave Policy:

**It was moved** to accept the Unpaid Leave Policy as written, by Commissioner D. DuFour and seconded by Commissioner T. Klarich. Motion carried.

Ayes: Five

Nays: None

1. Interview and Hiring Standards for Drivers and Temp Drivers Policy:

**It was moved** to deny the Interview and Hiring Standards for Drivers and Temp Drivers Policy as written by Commissioner D. Dufour and seconded by Commissioner K. Rochefort. Motion Carried.

 Ayes: Five

 Nays: None

1. Michigan Cooperative Liquid Asset Securities System Investment Recommendation:

**It was moved** to allow the Financial Director to move funds according to her presented plan by Commissioner T. Klarich and seconded by Commissioner R. Lund.

 Ayes: Five

 Nays: None

1. Managers’ Report

A full report was provided to all commissioners in their packets.

* 1. Interviews for the seasonal temporary positions are ongoing. There were three recent offers made for employment. Two candidates turned down offers and one accepted. Stacey Downing has started employment with our Seney crew.
	2. J. Frankovich along with Kim Rochefort have completed soil erosion testing bringing The Schoolcraft County Road Commission back into compliance.
	3. J. Frankovich obtained a traffic counter from Delta County and plans to begin working with the counter next month.
1. Department Heads:
	1. Kim Rochefort, Road Foreman, stated his crew was beginning the second stage of construction on County Road 435 and state mowing has also begun. He did state some projects have been temporarily stopped due to staffing needs.
	2. J. Osterhout, Superintendent, is continuing to work on the failing culvert on 440 with J. Frankovich. He also stated he is struggling to obtain liquid chloride. It has been on order and we are hoping to receive a shipment today.
	3. B. DeMars, Human Resources and Payroll, informed the board that their rooms have been reserved for the MCRCSIP annual meeting. She also informed the board that many crew members had volunteered to assist her in putting together the float for the Fourth of July Parade
	4. G. Dibble stated that everything was going well in the garage. Both new additions, the brine truck and crack sealer, have been running well.
2. Meeting Notices: None
3. Public Comment: None
	1. D. Dufour took this opportunity to ask the board for additional information on the rural task force money that the city and county were planning to use for Chippewa Avenue. This issue will be looked into. He also inquired as to when the Miller road project would begin.
	2. K. Rochefort asked if we were still considering painting the fog lines on county road 442. J. Frankovich will be looking into this.
4. Adjournment:

**It was moved** to adjourn the meeting at 8:04 a.m. by Commissioner B. Lund and seconded by Commissioner K. Rochefort Motion carried.

Ayes: Five

Nays: None

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Bernard J. Lund, Chairperson Jean Frankovich, Manager