

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING AGENDA**  
**June 24, 2020 - 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:
  - A. Manager's Contract
8. New Business:
  - A. Voucher 20-39 & 20-40
  - B. Audited Financial Statement Presentation
  - C. May Financial Statement
  - D. 2020 Budget Amendment #1
  - E. Company Credit Card Policy
  - F. Capital Asset Determination Policy
9. Manager's Report
10. Department Heads
11. Meeting Notices
  - A. RTF Meeting July 8, 2020 @ 11:00 am Teleconference
12. Public Comment
13. 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:

Roll call showed the following Board Members in attendance:

Thomas Klarich, Randy Lund, Keith Rochefort, Dale DuFour, Robin LaCroix

Also, in attendance:

Jean Frankovich, Managing Director

Tanya Hoar, Finance Director

Brittany DeMars, Human Resources

Brenda Dayton, Auditor Michigan Dept. of Treasury

3. Pledge of Allegiance: The pledge was recited

4. Approval of Agenda:

**It was moved** to approve the agenda with the movement of 7.A to 12.A by Commissioner T. Klarich seconded by Commissioner R. LaCroix. Motion carried.

Ayes:	Five
Nays:	None

5. Approval of Minutes

**It was moved** to approve the regular minutes by Commissioner K. Rochefort seconded by Commissioner D. DuFour. Motion carried.

Ayes:	Five
Nays:	None

6. Public Comment: None

7. Old Business: None

8. New Business:

A. Vouchers 20-39 – 20-40

**It was moved** to approve voucher 20-39 by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion carried.

**Roll Call:**

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

**It was moved** to approve voucher 20-40 by Commissioner D. DuFour, seconded by Commissioner R. Lund. Motion carried.

**Roll Call:**

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

B. Audited Financial Statement Presentation

**It was moved** to accept the audited financial statement as presented by Brenda Dayton by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion carried.

**Roll Call:**

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

C. May Financial Statement

**It was moved** to accept the May financial statement as presented by T. Hoar by Commissioner T. Klarich seconded by Commissioner R. LaCroix. Motion carried.

**Roll Call:**

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

D. 2020 Budget Amendment #1

**It was moved** to approve the 2020 budget amendment #1 by Commissioner D. DuFour seconded by Commissioner R. Lund. Motion carried.

**Roll Call:**

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

E. Company Credit Card Policy

**It was moved** to accept the new company credit card policy by Commissioner R. LaCroix, seconded by Commissioner D. DuFour. Motion carried.

**Roll Call:**

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

## F. Capital Asset Determination Policy

**It was moved** to accept the new capital asset determination policy by Commissioner K. Rochefort, seconded by Commissioner D. DuFour. Motion carried.

### Roll Call:

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

## 9. Manager's Report

- a. I received a call from Andrew Ilieff informing me that the salt shed contracts are on hold. MDOT will be having a meeting to discuss the contracts on June 30th. He also stated that Alger County would be moving forward since their contract had already been signed and approved. Our contract had not yet been signed. We will remain at the top of the list
- b. MDOT is scheduled to do a mill & fill from Tannery Rd to Gulliver in 2021. Cory Gardner with MDOT is looking at doing an access management project in conjunction with the mill and fill. I attended an initial meeting with preliminary plans. Plans will be adjusted based on the meeting and presented back to the group before they move forward with the real estate side of things.
- c. Kim is starting the replacement of culverts on CR 441 in preparation to next years paving project. There will be some road closures and Brittany will be putting out the announcements for them. I met with Tony and drove the entire segment and discussed options. Tony agrees that a wedge and overlay would be sufficient for CR 441 and provided a new engineer estimate.

- d. Tanya and I put together some information regarding the costs associated with an in-house engineer versus using a consulting firm. The overall annual cost was comparable at an average of \$153k. Benefits  
2,080 hours of engineering
  - Ability to apply for additional grant dollars
  - Learning resource for Engineer Tech and Managing Director
  - Work directly with crew
  - Availability to us
  - Knowledge and insight of an engineer's perspective to road management
  - Not a new cost just a fixed cost not a variable cost

**It was moved** to advertise for an in-house engineer by Commissioner T. Klarich, seconded by Commissioner R. Lund. Motion carried

**Roll Call:**

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

**10. Department Heads**

- a. Finance Director T. Hoar had no additional items to report.
- b. Human Resources B. DeMars stated that MSHA training will take place July 8<sup>th</sup>, 2020. She also alerted the Board that she would be having some upcoming surgeries and may be out of the office frequently through the month of July.

**10. Meeting Notices:**

- a. RTF Meeting July 8<sup>th</sup>, 2020 @ 11:00 am Teleconference

12. Public Comment: None

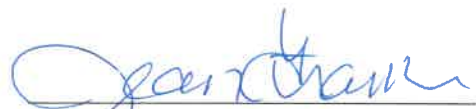
a. Managers Contract

An agreement was not reached, the Managers contract was tabled until the next meeting.

13. Adjournment

The meeting was adjourned at 9:14 A.M. by Commissioner T. Klarich.

  
Thomas Klarich, Chairperson

  
Jean Frankovich, Managing Director