

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING AGENDA**  
**May 14, 2025 - 7:00 a.m.**

000969

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes

**A. Regular Session**

**B. Closed Session**

6. Public Comment
7. Unfinished Business:
8. New Business:
  - A. Vouchers 25-32, 25-33, & 25-34
  - B. Approve Purchase of 2020 JD 772GP Grader from Menominee CRC
  - C. F8.00 Investment Policy
9. Manager's Report
  - A. Commissioner Comments
10. Engineer's Report
  - A. Commissioner Comments
11. Department Heads
12. Meeting Notices
  - A. UPRBA June 11-12, 2025 Harris MI
13. Public Comment
14. Adjournment

**1. Call Meeting to Order**

000970

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  
Keith Rochefort  
Randy Lund  
Robin LaCroix  
Wayne Johnson

**Absent:** None

**Also in Attendance:** Jean Vanderville, Managing Director; Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Michelle Steffen, HR Generalist; Roger Martin, Shop Foreman; Troy Bassett, County Commissioner

**3. Pledge of Allegiance:** The pledge was recited.

**4. Approval of Agenda:**

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

Ayes: Five  
Nays: None

***Motion Carried***

**5. Approval of Minutes:**

**Board Meeting 4-23-25:**

**It was moved** by Commissioner R. Lund, seconded by Commissioner R. LaCroix, to approve the Regular Session Board Meeting minutes from 4-23-25 as presented.

**It was moved** by Commissioner R. Lund, seconded by Commissioner W. Johnson to approve the Closed Session Board Meeting minutes from 4-23-2025 as presented.

W. Johnson requested a correction to the minutes under Manager's report, second paragraph, Letter of Understanding, correcting misspelled name, Andrew.

***Motion Carried***

**6. Public Comment:** None

**7. Unfinished Business:** None

**8. New Business:****A. Vouchers 25-32 & 25-33:**

It was moved by Commissioner W. Johnson, seconded by Commissioner R. LaCroix, to approve Vouchers 25-32 and 25-33 as presented.

**Roll Call:**

Johnson – Yes

LaCroix – Yes

Lund - Yes

Rocheftort – Yes

Klarich – Yes

***Motion Carried*****Voucher 25-34:**

It was moved by Commissioner K. Rocheftort, seconded by Commissioner W. Johnson, to approve Voucher 25-34

**Roll Call:**

Johnson – Yes

LaCroix – Yes

Lund – Abstain

Rocheftort – Yes

Klarich – Yes

***Motion Carried*****B. Approve Purchase of 2020 JD 772GP Grader from Menominee CRC:**

It was moved by Commissioner W. Johnson seconded by Commissioner K. Rocheftort, to approve the purchase of the Grader.

**Roll Call:**

Johnson – Yes

Rocheftort – Yes

Lund – Yes

LaCroix – Yes

Klarich – Yes

***Motion Carried***

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the F8.00 Investment Policy as presented.

Ayes: Five

Nays: None

***Motion Carried***

**9. Manager's Report:**

**F8.00 Investment Policy:** Policy has been passed by the county board. Copy of the policy included in packet. This policy will serve as our Investment Policy under Policy F8.00.

**Updated Picture of the Board:** Don't forget to wear your Sunday best!

**Precon Meeting with Highline:** The meeting went well, and we expect to have a smooth construction period with them and their contractors. Most notably for the board's information would be the timeline for restoration. Restoration will start within 1 week of completing the entire road. If you have any questions, please let J. Vanderville know and she will work with Highline to get it corrected.

**Mechanic's Training:** We have been working with AIS to offer a mechanic's training in-house. Our plan is to host a 2-day training course at our garage. The training will be related to hydraulics and electrical. Luce, Menominee and Chippewa will be joining us.

**Weight Restrictions:** We are lifting restrictions but still have a lot of moisture up north and may see those roads remain restricted for a bit longer. Our weight restrictions are posted on our website with 2 links; one link is to show all season roads (those not subject to weight restrictions) and one link to show roads that are still restricted as if the date indicated. J. Vanderville also keeps the MDOT app updated.

**Low Bender Team Training:** The date was moved to Monday, May 19<sup>th</sup> to accommodate the Finance and HR conference.

**Spring Safety Training:** J. Vanderville included the review of the training that was presented on May 1<sup>st</sup> by Sam from CRASIF. Tom from MCRCSIP has not provided a similar review, however if he does, it will be shared. Training went well and we continue to look for new topics to discuss.

## 10. Engineer's Report:

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**Township Work:** Pulverizing and grading of Cemetery Road was pushed back to begin on May 20<sup>th</sup> with paving still scheduled to occur on May 23<sup>rd</sup>.

**2025 Projects (CR-440, CR-453, and CR-443):** No new updates on these projects.

**800 Mhz Radios:** We had David Neuffer (Dispatch Supervisor with MSP in Negaunee) come and provide additional training on the 800 Mhz radio system and radio etiquette. ShinerTech has continued to work on setting up our base station radios with two out of four now completed. We may need to purchase an amplifier to boost the signal in the garage.

**Equipment Outlay:** We have started to discuss/revise the outlay plan now that we have updated the grader. No solid plans are in place yet for the fiscal year it was originally planned for. J. Vanderville and I looked at Emmet CRC's sign truck and talked to both the Engineer-Manager and sign truck operator about the pros and cons of their truck and experience. We are narrowing down our specifications and still discussing internally what we really need the new sign truck to be.

**USFWS Meeting:** I. Stampfly had a meeting with a USFWS employee to discuss and look at potential fish passage candidates, in particular, crossings that would impact brook trout. We coupled it with some culvert inventory at the same time to help prioritize which crossings we should apply for in future rounds of grants.

**RTF Meeting:** I. Stampfly attended the RTF meeting at Alger CRC on May 1<sup>st</sup> with Tom and Rob. The members voted in favor of capping federal funding for 2026 projects because of minimal funding in the carryforward. We were already planning on capping federal funding for 2026 projects, so this didn't impact our plan. This topic will be discussed annually at the fall meeting until such a day where the carryforward funds are healthy.

**PASER Ratings:** CUPPAD, MDOT, and I. Stampfly completed PASER ratings for the western portion of the county. This included federal-aid eligible roads only, we will be rating the remaining roads later this summer.

**FLAP Applications:** Federal Lands Access Program (FLAP) has announced a new call for projects for FY27-29. Project applications are due on August 29<sup>th</sup>. We will be submitting three or four applications, and we are still discussing what and where the projects should be.

**Snowmobile Crossings on CRC Bridges:** We discussed the snowmobile crossing on our new bridge on CR-448 and how do we ensure they utilize the side with the protective layer late last year. I gathered information for the whole county in the hopes of being consistent with each crossing and snowmobile club. This information is included on the attached spreadsheet.

**Commissioner's Comments:** R. LaCroix brought up a question that was asked last year, asking if the trail association could purchase/provide the signs for the crossings to stay to one side of the bridge when crossing. It was noted that the association does not have a lot of funds. K. Rochefort stated he feels that there needs to be signs on both sides of the bridges.

## 11. Department Heads:

**Tanya Hoar:** T. Hoar stated that she and J. Vanderville will be providing a presentation at the upcoming Finance and HR conference. The topic is related to the current MDOT contract and ways to improve unemployment election. There are 2 types of reimbursement: 1) reimbursing employer or 2) contributing employer.

T. Hoar discussed a proposal for a revised cellphone reimbursement policy for the Commissioners to think about. The change would move to, for those eligible, being reimbursed in November of each year at a rate of \$50.00 per month/\$600.00 per year. This would begin in November of 2026. The Commissioners can decide who is eligible for the reimbursement. There are currently 5-6 employees on the program.

**Commissioner's Comments:** W. Johnson asked if the revised policy would affect the union contract as the change would affect wages.

T. Hoar started an informational conversation regarding converting private roads into the county road system. T. Hoar handed out a spreadsheet showing the financial impact. With our current system, we break even so the change would not impact us financially. Currently, private roads need to meet certain minimum requirements in order for services to be provided by the road commission. Some requirements are that the road has to be wide enough, there is a turnaround, trees cut/out of the way. Some private roads have been denied due to not meeting minimum requirements. It was decided to table this topic for now.

**Commissioner's Comments:** K. Rochefort would need to see specs and input from townships before he could make any type of decision.

**Troy Bassett:** The county investments are through Michigan class. The County Board now gets a quarterly investment report.

The Zoning Administrator is in place as of last Wednesday.

The County is in a temporary contract for a medical examiner which expires in 5 months. The County Board is working on a more long-term answer to that service.

**Roger Martin:** R. Martin stated that in his absence M. Gould did an excellent job in stepping into the Foreman position.

The crew is in the process of switching equipment from winter to summer. Sandblasting equipment has begun.

**Michelle Steffen:** Will be attending the Finance and HR seminar in Gaylord next week. Still settling into the position.

**12. Meeting Notices:**

A. UPRBA June 11-12, 2025 in Harris, MI.

**13. Public Comment:** None

**14. Adjournment:** The meeting was adjourned at 8:35 am.

  
Thomas Klarich, Chairperson

  
Jean Vanderville, Managing Director