

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING MINUTES**  
**July 12, 2023 - 7:00 a.m.**

000644

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
  - A. Regular Session June 28, 2023
6. Public Comment
7. Unfinished Business:
  - A. Policy A6.00 Policy for Removing a Road from Seasonal Designation
  - B. Policy 06-03 Non-Smoking Policy
8. New Business:
  - A. Vouchers 23-43, 23-44
  - B. MDOT US 2 Cold Milling & Resurfacing Award
  - C. Letter of Agreement (Added)
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices
  - A. Straits Area Council Meeting, Mackinaw City, August 1
13. Public Comment
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  
Randy Lund  
Keith Rochefort  
Robin LaCroix  
Dale DuFour

**Absent:** None

**Also in Attendance:** Jean Vanderville, Managing Director; Tanya Hoar, Finance Director; Kim Rochefort, Road Foreman, 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 D. DuFour, seconded by Commissioner K. Rochefort, to approve the agenda, with the addition of 8.C., Letter of Agreement.

Ayes: Five  
Nays: None

***Motion Carried***

**5. Approval of Minutes:****A. Regular Session June 28, 2023:**

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the minutes of the meeting held on June 28, 2023.

Ayes: Five  
Nays: None

***Motion Carried***

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

**A. Policy A6.00 Policy for Removing a Road from Seasonal Designation:** J. Vanderville reported that she is still working on this.

- B. Policy 06-03 Non-Smoking Policy:** J. Vanderville will prepare a final draft for consideration after construction season.

**8. New Business:**

**A. Vouchers:**

**i. 23-43 & 23-44:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner T. Klarich, to approve vouchers 23-43 and 23-44 as presented.

**Roll Call:**

Rochefort - Yes

Klarich – Yes

DuFour - Yes

LaCroix – Yes

Lund – Yes

***Motion Carried***

- B. MDOT US 2 Cold Milling & Resurfacing Award:** Kevin from MDOT has recommended that we accept Payne & Dolan’s bid contingent upon MDOT review.

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to approve the MDOT US 2 Cold Milling & Resurfacing Award to Payne & Dolan after MDOT review as recommended.

**Roll Call:**

Rochefort - Yes

LaCroix – Yes

DuFour - Yes

Lund – Yes

Klarich – Yes

***Motion Carried***

- C. Letter of Agreement:** J. Vanderville provided an overview of a Letter of Agreement, drafted by Labor Attorney Andrew Cascini. The agreement outlines a potential change in language for the Night Shift position.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve the Letter of Agreement as presented.

Ayes: Five

Nays: None

***Motion Carried***

## 9. Manager's Report:

**Policy 06-03 Non-Smoking Policy:** J. Vanderville will continue working on this when construction slows down.

**Townline/Burrell Road Property Issue:** Per Road Foreman K. Rochefort's inspection, only the tractor has been moved on the Townline side of the property and no progress on the Burrell side of the property.

**MDOT Bid for US 2 Cold Milling & Resurfacing:** MDOT has requested our help to go to bid for repairs to US 2. J. Vanderville has sent the invitations to bid and posted the bid package on the SCRC website. The bid opening will be July 11<sup>th</sup> at 1:15 pm and the award at our regular meeting July 12<sup>th</sup> at 7:00 am.

**Fuel Station Update:** At our staff meeting we discussed a better timeline and will request installation in three weeks. We are waiting for a confirmed date from Phillip.

**Public Safety Training:** MPS will be hosting their liquid propane training the evening of July 12th in our parking lot. The training is expected to start at 6:00 pm and last a few hours.

**Local Sign Replacement:** C. Herbst has reviewed all roads and determined some road signs that need replacing due to age or theft. If anyone should question their road sign, please let them know they are ordered and will be installed as soon as possible. A list of signs was included in the packet.

It was noted that Germfask road signs will be checked to see if there are any local road signs needed.

## 10. Engineer's Report:

**CR-433 River Road Project (2023):** I. Stampfly is still working on the final documentation before sending it to MDOT.

**Township Work:** We have finished all the work on the Bluff and Dawson Road. We have started work on Pawley Road and estimate that project to take about 6 days. After Pawley is finished, we will be moving to Cooper Road. The updated estimates for Inwood Township are finished and will be provided for their meeting this month.

**CR-448 @ Stutts Creek:** Progress has slowed on the bridge, but we are still moving forward. All parties agreed on adjusting the pier cap for the northern abutment to address the incorrect piling location. This solution will not decrease the load carrying capacity of the bridge. The contractor poured the concrete for the piling completed so far on Monday and will begin prepping the south abutment area for the final piling.

**FLAP Projects:** I. Stampfly received comments back for the NEPA documentation. He addressed the comments and resubmitted the documents. The program applications are completed, and once they are all signed, he will be submitting them as well. The next step will be designing the projects and submitting them for grade inspection review. He hopes to have the projects submitted by early September at the latest, which will put us on track for a bid letting in early 2024. These two projects will be combined into one contract package to take advantage of economy of scale.

He has heard that there may be another call for projects later this year for FY25 to FY28. If there is a call, he plans to submit two to three projects again. Currently he is undecided what the projects will be.

**5-Year Plan:** We currently have no new updates. We are still developing possible alternatives for consideration.

**CR-448 Guardrail:** I. Stampfly staked the location and gave Action Traffic notice to proceed when in the area either for the bridge or other work. Once completed, he will let everyone know.

**Seney Salt Barn Driveway:** The driveway is built and waiting for asphalt. Payne & Dolan planned to pave on Saturday, but they decided to wait due to the weather. They did not have an alternative date in mind to complete the paving on Saturday when they talked. When he hears more, he will let everyone know.

## 11. Department Heads:

**Tanya Hoar:** The new Time and Attendance software usage is going better. Most of the crew are using their mobile devices to add their time.

T. Hoar reported that she is working on a Corrective Action Plan Monitoring form that will be brought to the Board at the next Board meeting.

**Kim Rochefort:** The crew has been grading and are starting to put chloride down today. Otherwise, they are doing regular maintenance projects. They are working on Pawley Road today and will then start on Cooper Road. The state mowing will be done in one day and the primaries are almost done.

**Troy Bassett:** Attorneys are looking at the ambulance millage. They need a letter from the City stating that the County is not responsible for the way they spend the money.

**Roger Martin:** Sandblasting will begin next week. They will do one tank at a time for the fuel tanks. The service truck has been out, and the guys love it. It has really worked out.

## 12. Meeting Notices:

A. Straits Area Council Meeting, Mackinaw City, August 1. It was noted that they will be voting on PA 152 and our ability to opt out at this meeting.

**13. Public Comment:** Commissioner K. Rochefort asked about partnering with Cloverland to clean up dead ash trees.

J. Vanderville informed the board that AEG is filling up our ditches with the trees they are cutting. She called them and they will clean it up.

**14. Adjournment:** The meeting was adjourned at 7:31 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director