

A regular meeting of the Board of the Schoolcraft County Road Commission was held at the County Road Commission Building in the City of Manistique, Michigan on March 9, 2016 at 7:00 a.m.

The meeting was called to order by the Chairperson.

Present: Bernard J. Lund, Vice Chairperson
Thomas J. Klarich, Member
Dan LaFoille, Member
Bill Poniatoski, Member

Present via Phone: Dale J. DuFour, Chairperson

Also present was Lisa Kleeman, Finance Director/Interim Manager; Pat Carley, Schoolcraft County Commissioner; Lynn Norton, Doyle Township Supervisor; Greg Rutherford, Road Foreman; John Osterhout, Road Foreman; Keith Rochefort; and Chris Rantanen, Schoolcraft County Commissioner.

The minutes of the March 7, 2016 meeting were approved as presented.

Motion to approve the open meeting minutes was made by Commissioner Klarich, seconded by Commissioner Lund. Motion carried.

Ayes: All
Nays: None

Motion to approve the closed meeting minutes was made by Commissioner LaFoille, seconded by Commissioner Lund. Motion carried.

Ayes: All
Nays: None

A motion to approve the agenda was made by Commissioner Lund and seconded by Commissioner Klarich. Motion carried.

Ayes: All
Nays: None

A motion to approve voucher #16-26 & 16-27 was made by Commissioner Lund and seconded by Commissioner Klarich. Motion carried.

Ayes: All
Nays: None

Under public comment: None

Interim Manager/Finance Director Report given and attached.

A motion to accept the Interim Manager/Finance Director report was made by Commissioner LaFoilie and seconded by Commissioner Lund. Motion carried.

Ayes: All
Nays: None

Three to Five people will be interviewed for the Janitorial Position and final selection presented to the Board.

A motion to begin closed session to discuss Seney issues was made by Commissioner DuFour and seconded by Commissioner Lund. Motion carried.

Ayes: All
Nays: None

Enter Closed Session at 7:50 a.m.
End Closed Session at 8:23 a.m.

A motion to reopen public meeting was made by Commissioner LaFoilie and seconded by Commissioner Klarich. Motion carried.

Ayes: All
Nays: None

A motion to change Greg Rutherford from Foreman to truck driver effective April 1, 2016 was made by Commissioner Lund and seconded by Commissioner Klarich. Motion carried.

Ayes: All
Nays: None

Under Public Comment: None

Upon motion the board adjourned at 8:32 a.m.

Bernard J. Lund, Vice Chairperson

Lisa M. Kleeman,
Interim Manager / Finance Director

INTERIM MANAGER/FINANCE DIRECTOR REPORT

MARCH 9, 2016

Engineer/Manager Position - Nine applications have been received for the Engineer/Manager position and four were selected for interviews. Job posting, description, and interview questions distributed to Board members at today's meeting. Interview dates and times need to be scheduled.

Janitorial Hiring – Applications due 3/8/16. Will report at 3/9/16 meeting and schedule interviews if approved. Northern Cleaning Services has asked if we are willing to negotiate a reduced price. Permission requested to conduct interviews and hire a part time employee for 3 hours per day at the rate of \$12.00 per hour for 5 days a week with the option to reduce or increase hours as needed for special projects.

Engineering – Met with Nancy Helgren of U.P. Engineers & Architects on March 2, 2016.

Railroad Crossing – MDOT has responded to our formal request for a new crossing and plan to schedule a site visit/diagnostic review near the end of March.

2016 Construction Projects – Reviewed process for 802P projects from project selection through audit. Received sample forms that are required and will review the process with Foremen. Erosion control discussed for appropriate documentation requirement.

2017 Construction Projects – Process for engineering will begin in May/June, projects already selected and submitted to Regional Task Force.

DEQ Public Notice for Permits – Posted March 1, 2016 for Bursaw Creek on CR 435 and Stewart Creek on CR 447. Requested Nancy Helgren begin process of submitting an application for a Safety Project for Bursaw Creek Culvert Replacement for 2018.

Dam Inspections – McDonald Lake and Manistique River received good comments and no action required at this time. Gulliver Lake will require a follow up inspection during March 2016. It is not an issue of the dam failing, but of a water boiling problem that could be solved with pressure grouting. After the inspection, we will receive more details and a price for repair. Carpenter Dam was listed has not having deficiencies that would lead to failure in the short term but when the gates can be closed another inspection is needed. Carpenter Dam also needs the measuring tape replaced, the wheels greased and some other minor repairs. After both dams receive another inspection in March, prices will be obtained for the needed repairs.

Lasich Road – Proposed construction project information received, estimate has been completed and will be submitted to Manistique Township this week. Have requested a gravel price from an adjacent gravel pit land owner in an attempt to reduce construction costs.

Financial – Pension Liability Bond is stalled as County Treasurer's Bond Counsel is stating the County cannot bond for Road Commission debt and the County Bond Rating is coming in too low to meet the requirements of the law. MDOT has been contacted for an update on participation but no answer has been received as of this date. Senator Casperson and Senator Wayne Schmidt have been contacted as they were both co-authors on the Senate Bill extending the deadline for the bonding process.

Commissioner Pat Carley and Commissioner Larry Mersnick have indicated the process should continue for seeking a bond for pension liabilities. Commissioner Carley has expressed his willingness to assist when contacting Senator Casperson.

Equipment - E532's fire damage repair has been completed. E527's motor issue has been resolved fairly inexpensively and E528 has returned from the frame being looked at with no repair required.

Grievance – Received from Robert Weber, withdrawn without prejudice

FOIA Request – Received from James Johnson regarding the Robert Mattson grievance, completed.

Staffing – Due to lack of winter weather forecasted for the next several weeks, temporary employees will be laid off very soon.

Seasonal Weight Restrictions – Implemented March 7, 2016, at 8:00 a.m. Contract signed with Michigan State Police. Met with Officer Geoff Guthrie and Foreman John Osterhout on process for patrol and communication.

Scheduled Meetings –

Safety Committee Meeting, March 9, 2016, 10:30 a.m.

County Board & Audit/Finance Meeting, March 10, 2016 at 4:00 p.m.

CRA Annual Highway Conference is March 15-17, 2016, in Lansing. Tom Derderian available Tuesday, March 15, at 2:00 p.m.

Commissioner's Seminar, April 17-19, 2016, Sault Ste. Marie