

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
June 11, 2024 - 7:00 a.m.

000804

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Public Comment
7. Unfinished Business:
8. New Business:
 - A. Vouchers 24-35, 24-36 & 24-37
 - B. 2024 Engineering Reimbursement
 - C. 2024 Budget Amendment #1
 - D. April Financial Statements
 - E. Retiree Health Insurance Reimbursement
 - F. SSB CD Maturity
 - G. AAA Bond Maturity
 - H. Approval To Publish Bids for Maintainer (Small Grader)
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices:
 - A. UPRBA June 12-13 Brimley, MI
13. Public Comment
14. Adjournment

1. Call Meeting to Order

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
Robin LaCroix
Randy Lund
Keith Rochefort
Dale DuFour

Absent: None

Also in Attendance: Jean Vanderville, Managing Director; Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Ann Peterson, Payroll / HR Coordinator; 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 R. LaCroix, seconded by Commissioner K. Rochefort, to approve the agenda as presented.

Ayes: Five
Nays: None

Motion Carried

5. Approval of Minutes:

Regular Meeting 5-22-24:

It was moved by Commissioner R. Lund, seconded by Commissioner R. LaCroix, to approve the minutes from 5-22-24 as presented.

Ayes: Four
Nays: One (D. DuFour)

Motion Carried

6. Public Comment: None

7. Unfinished Business: None

8. New Business:

000806

A. Vouchers 24-35, 24-36 and 24-37:

It was moved by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve vouchers 24-35, 24-36 and 24-37 as presented.

Roll Call:

DuFour – Yes

LaCroix – Yes

Lund – Yes

Rocheffort - Yes

Klarich - Yes

Motion Carried

- B. 2024 Engineering Reimbursement:** The MDOT Engineering Reimbursement in the amount of \$10,000 for payments made during the period of July 1, 2023, through June 30, 2024, to licensed professional engineers employed or retained by this commission in accordance with Act 51 was presented for approval.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the 2024 Engineering Reimbursement as presented.

Ayes: Five

Nays: None

Motion Carried

- C. 2024 Budget Amendment #1:** T. Hoar provided a detailed overview of the first 2024 Budget Amendment.

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve the 2024 Budget Amendment #1 as presented.

Roll Call:

DuFour – Yes

Klarich - Yes

LaCroix – Yes

Lund – Yes

Rocheffort - Yes

Motion Carried

- D. April Financial Statements:** T. Hoar provided an overview of the April Financial Statements.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the April Financial Statements as presented.

Roll Call:

DuFour – Yes

LaCroix – Yes

Lund - Yes

Rocheft - Yes

Klarich – Yes

Motion Carried

- E. Retiree Health Insurance Reimbursement:** T. Hoar requested approval for a \$35k withdrawal from the Constellation Trust retiree health insurance fund.

It was moved by Commissioner D. DuFour, seconded by Commissioner K. Rocheft, to approve the \$35k withdrawal as requested.

Roll Call:

DuFour – Yes

Rocheft - Yes

Lund - Yes

LaCroix – Yes

Klarich – Yes

Motion Carried

- F. SSB CD Maturity:** The State Savings Bank CD will mature on 6/15/24.

It was moved by Commissioner D. DuFour, seconded by Commissioner K. Rocheft, to reinvest the CD into a new CD at State Savings Bank with a 12-month term.

Roll Call:

DuFour – Yes

Rocheft - Yes

Lund - Yes

LaCroix – Yes

Klarich – Yes

Motion Carried

- G. AAA Bond Maturity:** SCRC's AAA Bonds will come due on 6/28/24. Discussion was held regarding CD options and Michigan Class. Michigan Class invests primarily in AAA municipal bonds and there is no insurance on that money. This type of investment complies with the Road Commission's investment policy.

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to invest \$100,000 in a LFCU CD with a 12-month term; invest \$100,000 in a MFCU CD with a 12-month term; and to place the remaining balance from the AAA Bonds into Michigan Class.

Roll Call:

LaCroix – Yes

Lund - Yes

DuFour – Yes

Rocheft - Yes

Klarich – Yes

Motion Carried

- H. Approval to Publish Bids for Maintainer (Small Grader):** J. Vanderville requested approval to publish bids for a Noram 65E Maintainer (Small Grader).

It was moved by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the publication of bids as outlined above.

Roll Call:

DuFour – Yes

LaCroix – Yes

Lund - Yes

Rocheft - Yes

Klarich – Yes

Motion Carried

9. Manager's Report:

Seney Rest Area Precon Meeting: MDOT held the precon meeting for the Seney Rest Area parking lot improvements. The work will be completed in two phases. During the first phase the park will be open and during the second phase there will be a short closure of approximately 4 days. The work is planned to be completed between July 15th and August 8th. J. Vanderville provided a closure notice for Lakefield Lawn.

Fuel Pumps in Seney: It has been determined that we own the pumps in Seney. J. Vanderville has a call out to Oscar Larson for a quote to replace the pumps. This may have to go to sealed bid.

CRASIF: CRASIF has a letter out for those interested in running for the CRASIF board. If any commissioners are interested, they are to let J. Vanderville know and she can help send in their letter of interest.

Utility Trailer: We called four vendors for competitive bids for our utility trailer for Seney:

- Renze Ford - \$3,800
- 2 & 41 Sales - \$3,100
- D & K Trailer – No response
- Beck's Trailer - \$3,590

The utility trailer purchase was awarded to 2 & 41 Sales (formerly TKL) in Rapid River.

Truck #12: Truck #12 has reached its useful life for our needs. We placed the truck for sealed bid internally. There were two bids, and the winning bid was \$457.

Miscellaneous Projects:

- J. Vanderville has been continuing to work on the registration / plate project for our assets. She is nearing completion of the project.
- Purchasing and receiving process improvements
- Auction List (Shared Folder)

10. Engineer's Report:

Township Work: Work was completed yesterday on Stelzer Road for Doyle Township. The estimate for Chvala Road is complete and will be presented at the Thompson Township meeting on June 11th. J. Vanderville will be presenting it on I. Stampfly's behalf as he has a CRA Engineering Committee meeting in Brimley that same night. Lastly, Depot Road has been completed and that completes all our local work for Inwood Township for the year.

Bridge Bundle Project: The contractor is continuing to work on the bridge in Seney. The excavation has been completed and the contractor has started to pour concrete. The plan is to have the concrete completed late next week. The contractor will be starting work on the Clear Lake Road bridge on Thursday, June 6th. Work on the Clear Lake bridge is anticipated to take 1-2 weeks to complete.

Federal-Aid Eligibility: We received word back from MDOT about the roads in question for federal-aid eligibility. There is statutory language stating that up to 15% of the federal monies received can be used on minor collector routes. MDOT's planning personnel that oversee the RTF program are going to develop a way to track this and stated that we can continue to spend federal monies on minor collector routes as planned. We just need to communicate with them when we are so they can ensure the 15% threshold is not exceeded.

2025 CR-433 Project: I. Stampfly has continued working on the design documents as time allows now that the federal-aid eligibility has been clarified.

PASER Ratings: Jim Barham and I. Stampfly have started their local ratings for this year. This year they will be collecting the eastern and northern local road data. Currently they have two-thirds of the ratings completed for those portions of the county.

Chloride: Commissioners inquired about where we are with chloride applications. I. Stampfly reported that Inwood and Thompson townships are completed. Hiawatha and Germfask still need to be done.

Mowing: Commissioners inquired about mowing, which will start on Monday for MDOT roads. All three mowers will be running.

11. Department Heads:

Tanya Hoar: Kevin Gouza was on-site yesterday to close out the state inventory. We were only one delineation off. The state inventory for salt was within 6% actual to books for Manistique and 1% for Seney.

The Finance / HR conference was attended by T. Hoar and A. Peterson on May 21st and 22nd. T. Hoar felt it was the most beneficial conference she has attended so far. She learned some technical things and felt the keynote speaker was excellent. She cited presentations regarding management training and culture.

Troy Bassett: Chris Grover, the building inspector, resigned about 4 weeks ago. One person applied, Ross Manhart, who was very well qualified. He was interviewed and they are waiting to hear back from him on the job offer.

The Indian Lake board met yesterday and voted for a 12-inch draw down. The state is supposed to be paying into it, dividing up the state by designation, up to .5% per campsite. The Circuit Court will meet July 11th at 9 am. Methodology will be determined after that. Discussion was held regarding the negotiations that took place.

Commissioner R. LaCroix asked why Corey Barr was on the Indian Lake committee, as he does not live on the lake. T. Bassett noted that they need assessment districts set up by law. Once established, people on committees could change.

Roger Martin: They are continuing their sandblasting projects and trying to catch up on all other projects.

The front springs on E-529 are being replaced.

Truck 12 is stripped and ready to be disposed of.

Ann Peterson: Commented on the Finance / HR Conference in Bay City, noting that the keynote speaker, John Brix, was exceptionally good and had three sessions; one on memory, one on positivity and a third on relaxation. Charlie Pike from MCRCSIP was also a particularly good speaker. The roundtable discussions were beneficial as well.

12. Meeting Notices: UPRBA June 12-13, Brimley, MI

13. Public Comment: D. DuFour asked how many more people were at today's 7 am meeting than were at the 3:00 pm meeting held on May 8th, questioning why the 3:00 pm meeting scheduled in October was now changed back to 7:00 am. Discussion was held citing the need for consistency with the meeting schedule.

K. Rochefort inquired about the property restoration on Poupore Road. J. Vanderville advised that she had contacted Highline and provided e-mail responses to the commissioners with their contact information to report any damages and concerns. T. Klarich also wanted to verify the Jewett property in Manistique Township. K. Rochefort advised that Fox Road is low on gravel and we should consider stopping the grading of the road.

14. Adjournment: The meeting was adjourned at 8:25 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director