

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
September 25, 2024 - 7:00 a.m.

000856

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 24-52 & 24-53
 - B. August Financial Statements
 - C. 2nd Budget Amendment
 - D. Additional MERS Payment FY 2024
 - E. Approve RFP 2025-01 Foreman Truck
 - F. Approve RFP 2024-02 Loader
 - G. Approve Policy A8.,00 FOIA
 - H. Approve Policy F8.00 Investment Policy
 - I. Approve Policy F9.00 General Appropriations Act / Budget Policy
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices:
 - A. Regional RTF October 30, 2024, Alger CRC
13. Public Comment
14. Adjournment

1. Call Meeting to Order

000857

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
Dale DuFour
Robin LaCroix
Randy Lund
Keith Rochefort

Absent: None

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

Ayes: Five
Nays: None

Motion Carried

5. Approval of Minutes:

Regular Meeting 9-11-24:

It was moved by Commissioner D. DuFour, seconded by Commissioner R. Lund, to approve the minutes from 9-11-24 as presented.

Ayes: Five
Nays: None

Motion Carried

6. Public Comment: None

7. Unfinished Business: None

8. New Business:

000858

A. Vouchers 24-52 & 24-53:

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve vouchers 24-52 and 24-53 as presented.

Roll Call:

LaCroix – Yes

Lund – Yes

Rocheftort - Yes

DuFour – Yes

Klarich – Yes

Motion Carried

B. August Financial Statements: T. Hoar provided an overview of the August Financial Statements.

It was moved by Commissioner K. Rocheftort, seconded by Commissioner D. DuFour, to approve the August Financial Statements as presented.

Roll Call:

Rocheftort - Yes

DuFour – Yes

Lund – Yes

LaCroix – Yes

Klarich – Yes

Motion Carried

C. 2nd Budget Amendment: T. Hoar provided an overview of the 2nd Budget Amendment.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the 2nd Budget Amendment as presented.

Roll Call:

DuFour – Yes

LaCroix – Yes

Lund – Yes

Rocheftort - Yes

Klarich - Yes

Motion Carried

D. Additional MERS Payment FY 2024: T. Hoar recommended that an additional payment of \$240,000 be made to MERS in September along with the original \$60k, which would total \$300,000.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. Lund, to approve the additional MERS payment in the amount of \$240,000 for FY 2024 as recommended.

Roll Call:

DuFour – Yes

Lund – Yes

Rocheftort - Yes

LaCroix – No

Klarich - Yes

Motion Carried

- E. Approve RFP 2025-01 Foreman Truck:** I. Stampfly provided an overview of RFP 2025-01 for a 2025 Model Year ¾ Ton Pickup for the Road Foreman.

It was moved by Commissioner R. LaCroix, seconded by Commissioner K., Rocheftort, to approve RFP2025-01 Foreman Truck as presented.

Ayes: Five

Nays: None

Motion Carried

- F. Approve RFP 2025-02 Loader:** I. Stampfly provided an overview of RFP 2025-02 for a 2023 or Newer Front-End Loader. After discussion, the RFP was changed to “2021 or newer up to and including current year (new)” with governmental pricing. In addition, language will be added to the bid spec regarding a potential trade-in for the current loader.

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve RFP2025-02 Loader as presented.

Ayes: Five

Nays: None

Motion Carried

- G. Approve Policy A8.00 FOIA:** J. Vanderville provided an overview of recommended minor wording changes to the Freedom of Information Act Policy (99-1).

It was moved by Commissioner D. DuFour, seconded by Commissioner K. Rocheftort, to approve Policy A8.00 FOIA as presented.

Ayes: Five

Nays: None

Motion Carried

- H. Approve Policy F8.00 Investment Policy:** Since adding this policy to the agenda, it was learned that SCRC does not manage their own investments, so we are held to the County's Investment Policy, which supersedes ours. T. Hoar has reviewed the County's Investment Policy and wants to meet with county officials to discuss it. The County's policy would need to be updated, as the last revision was November 2010.
- I. Approve Policy F9.00 General Appropriations Act / Budget Policy:** T. Hoar provided an overview of the General Appropriations Act / Budget Policy, a new policy under Finance.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. Lund, to approve Policy F9.00 General Appropriations Act / Budget Policy as presented.

Ayes: Five

Nays: None

Motion Carried**9. Manager's Report:**

PASER Reimbursement: Ryan said he was going to reach out later to get information from each county on how many miles they are going to rate and then he will adjust the budget as best as he can. It is not expected that there will be full reimbursements for non-federal aid, but CUPPAD will cover the federal aid requirements.

MSP Frost Law Statement: J. Vanderville reviewed communications with Mindy (Michigan State Police) and in 2023 she asked for extra patrol because of complaints on Quarry Road. In 2024 Mindy reached out about 437, 448 and what the requirements for garbage haulers were. There were no specific details on Quarry Road.

Draft Drug Policy: We have reviewed our first draft and comments have been sent to the attorney.

FASTVend Machines: Vending machines are installed. Once the guys use it more, there will be more feedback.

United Asphalt: United did begin work without permits. J. Vanderville met with the owners, and they assigned Paul as the person responsible for submitting permits. All permits have been submitted for the driveways that she is aware of and those they disclosed were going to be completed in the upcoming week. She advised that any future issues of working without permits would result in an immediate cease and desist. This is the final effort of working with them.

Marquette County Chip Seal: J. Vanderville spoke with Pete at Marquette CRC and the complaints were about work completed by MDOT on Hwy 553, not the road commission. The contractor was Pavement Maintenance Systems. Dan Weingartner with MDOT issued a statement and a claims form was posted for all complaints. I. Stampfly did some further search on the work completed and can provide further detail of the difference in what MDOT contracted to our typical chip seal. (I. Stampfly noted that they are doing a rejuvenating scrub seal).

2024 Labor & Employment Law Updates: Foster and Swift (Mike Kluck) hosted a webinar discussing the labor and employment law changes that are forthcoming. The webinar was excellent and provided a wealth of information. Topics discussed included;

- Michigan Sick Leave & Minimum Wage
- Employee Drug & Alcohol Testing
- Employee Accommodations
- Recordkeeping
- Implementing DEI into an Employers Use of AI
- Public & Private Labor Law (PERA)
- Use of Video & Audio Recordings in the Workplace
- Non-Compete Agreements
- National Labor Relations Board

RFP 2024-02 Loader: As previously reported, our loader went down, and the cost of repair was not justifiable. We currently have a Komatsu loader on demo from Roland Machinery. I. Stampfly is going to set up a demo day at Alger CRC to demo a Cat and John Deere loader. We would like to start soliciting bids now for purchase in FY 25.

AT&T: AT&T has opened their FirstNet program to all employees of the road commission. This offers our employees a discounted phone plan as well as their families. Only the employees will be on the FirstNet network, family lines will remain on the AT&T standard network. This network provides the employee with priority to the network in the event of a natural disaster or extreme congestion to the network, which allows the road commission to stay in communication during those instances.

Engineer's Report:

Township Work: We have staked Swanson Road and Rivers Bend in preparation for paving. The latest update from Bacco is they will be milling butt joints late in the week of September 22 and paving will take place October 2nd. I. Stampfly attended Seney's Township meeting to provide an update on the bridge project. He attended Manistique's Township meeting to provide an update on the CR-433 project. Lastly, he attended Hiawatha's Township meeting to provide an update on the project and discuss driveway options for the township to consider. Some property owners on Rivers Bend voiced concerns about their driveways having an asphalt tie in instead of a new concrete tie in.

CR-433 Project: We have staked and prepared the project. Payne & Dolan is scheduled to begin placing the aggregate base on September 26th, crush and shape the base starting on October 1st, and begin paving on October 4th.

Bridge Bundle Projects: At the time of writing this report, we received EGLE's approval and are waiting for the DNR to approve the proposed fix. The DNR is involved in the permit approval because the Fox River is classified as a natural river.

CR-453 Project: At the time of writing this report, the project is not staked yet. The plan is to tackle that on September 24th and it will be prepared for the construction to start when Bacco is ready.

MDOT Work: We spent one full day and one partial day shouldering US-2 before stopping due to a breakdown of our shoulder machine. MDOT has raised concerns with us about the stockpiled gravel in their turnarounds on M-28 and wants us to remove the stockpiles as soon as possible. We moved all the equipment up to Seney and will finish our shoulder project on M-28 before moving back to US-2.

RFPs: I. Stampfly put together the RFP for Road Foreman K. Rochefort's new truck and the newer loader to replace the CAT 950G. Both are ready to be posted for bids with board approval.

CRA Engineering Committee: I. Stampfly attended the committee meeting at the northern conference. Some highlights of what was discussed are new bridge inspection and load rating requirements for transportation permits; and ROW acquisition issues when using federal funding for the project.

Department Heads:

Tanya Hoar: Regarding the conference call that J. Vanderville referenced above concerning Labor Law updates, polices will need to be reviewed by our attorney to be sure we are in compliance with new labor laws.

Troy Bassett: Reported that the County's Personnel Committee meeting was held yesterday. The feasibility of changing the county's work week from 37.5 to 36 hours (4-day work week) was discussed. The idea will not be going any further. The public expects the county building to be open five days per week.

The lake level draw-down began on Indian Lake and will be at the draw-down level by October 1st. They are working on picking a board for that group, but do not have as many applications as they would like. It is hoped that they have someone from different townships (Hiawatha, Thompson, etc.)

Kim Rochefort: Reported on the shoulder projects noting there is quite a bit of work to do pre-project on US-2 and M-28 as soon as possible.

Gravel will be put on Southside Road

Shoulders will need to be prepared for the winter.

Trees will need to be cut.

A culvert will need to be put in on 436.

Sand pockets need to be taken care of on 438.

Roger Martin: None

Ann Peterson: There was one application received this morning for the temp driver position for the winter.

Meeting Notices:

A. Regional RTF October 30, 2024, Alger CRC

10. Public Comment: With regard to United Asphalt, Troy Bassett noted that if you know that a late payment will be charged for not having proper permits before doing any work, that would be an incentive to get the permits done on time. J. Vanderville responded that we did charge them late fees last year and they did pay them.

11. Adjournment: The meeting was adjourned at 8:28 am.


Thomas Klarich, Chairperson


Jean Vanderville, Managing Director