

**SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
June 26, 2024 - 7:00 a.m.**

000812

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 24-38 & 24-39
 - B. May Financial Statements
 - C. MDOT Overhead Election Resolution
 - D. Policy Deletion Requests
 - a. 94-7 Work on County Right-of-Way
 - b. 99-2 Temporary and Seasonal Employees
 - c. 06-03 Non-Smoking policy
 - d. 2012-02 Cell Phone/Device
 - e. 2014-002 Credit Card Transactions Amendment
 - E. MCRCSIP Board of Directors UP Representative Ballot
 - F. MCRCSIP Board of Directors At Large Representative Ballot
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices:
13. Public Comment
14. Adjournment

1. Call Meeting to Order

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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 K. Rochefort, seconded by Commissioner R. Lund, to approve the agenda as presented.

Ayes: Five
Nays: None

Motion Carried

5. Approval of Minutes:

Regular Meeting 6-11-24:

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve the minutes from 6-11-24 as presented.

Ayes: Five
Nays: None

Motion Carried

6. Public Comment: None

7. Unfinished Business: None

8. New Business:**A. Vouchers 24-38 and 24-39:**

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve vouchers 24-38 and 24-39 as presented.

Roll Call:

LaCroix – Yes

Lund – Yes

DuFour – Yes

Rocheftort - Yes

Klarich - Yes

Motion Carried**B. May Financial Statements:** T. Hoar provided an overview of the May Financial Statements.

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

Ayes: Five

Nays: None

Motion Carried**C. MDOT Overhead Election Resolution:** T. Hoar provided an overview of the MDOT Overhead Election Resolution. There are three options for the overhead rate, of which the Board may elect to change its selected option. Historically, SCRC has chosen option 1, the flat 8.5% rate. After reviewing the other two options, T. Hoar is recommending option 2, which is calculated on the Board's most recent Act 51 report data and is capped at 11.5%. In addition, this option is not subject to audit. The third option is a percentage based on Appendix C and is subject to a review to cost.

It was moved by Commissioner D. DuFour, seconded by Commissioner K. Rocheftort, to approve the adoption of Option 2 of the MDOT Overhead Election Resolution capped at 11.5% of the most recent Act 51 report data.

Roll Call:

DuFour – Yes

Rocheftort - Yes

LaCroix – Yes

Lund - Yes

Klarich – Yes

Motion Carried

000815

D. Policy Deletion Requests: T. Hoar requested the deletion of five old policies, which have subsequently been replaced with new policies:

- a. 94-7 Work on County Right-of- Way (replaced with A5.00 ROW & Transportation Permit
- b. 99-2 Temporary and Seasonal Employees (replaced with HR11.05 Temporary Employees)
- c. 06-03 Non-Smoking Policy (replaced with HR16.00 Non-Smoking Policy)
- d. 2012-02 Cell Phone / Device (replaced with HR13.00 Cell Phone / Device Usage Policy)
- e. 2014-002 Credit Card Transactions Amendment (replaced with F4.01 Company Credit Card)

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve the deletion of the five policies outlined above.

Roll Call:

LaCroix – Yes

DuFour – Yes

Rocheport - Yes

Lund - Yes

Klarich – Yes

Motion Carried

E. MCRCSIP Board of Directors UP Representative Ballot: Doug Mills is the only candidate on the ballot. J. Vanderville recommended that the board vote for him.

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to approve voting for Doug Mills as the UP Representative for the MCRCSIP Board of Directors.

Ayes: Five

Nays: None

Motion Carried

F. MCRCSIP Board of Directors At Large Representative Ballot: There are four candidates, including one incumbent, for the MCRCSIP Board at Large Representative.

It was moved by Commissioner T. Klarich, seconded by Commissioner R. LaCroix, to approve voting for Jake Welch as the MCRCSIP Board of Directors At Large Representative.

Ayes: Four
Nays: One (D. DuFour)

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Motion Carried

9. Manager's Report:

Fall RTF Trainings: J. Vanderville provided a handout with locations and dates for training that will cover RTF topics, along with presentations from LAP, Transit, Small Urban, and RPA representatives.

4th of July Celebration: J. Vanderville provided the Independence Day Celebration schedule for Manistique on July 5th and 6th.

MCRCSIP Ballot (see Items 8.E. and 8.F. above):

- There is only one listed candidate on the UP ballot (Douglas Mills, Baraga County). Recommendation is to vote for Doug Mills.
- The At-Large ballot has four candidates. J. Vanderville recommended the board consider either Jake Welch or Patricia Loosemore. All the candidates have impressive backgrounds and abilities.

Drain Commission Update: The circuit court date has been set for July 11, 2024, for all lake level orders and special assessment districts.

Straits Area Council Meeting: After all votes were submitted, the council will continue with four meetings per year. The next meeting is August 6th.

July 10 & 24 Board Meeting: J. Vanderville noted that she will be gone for both scheduled board meetings, with July 10th being her summer vacation week and July 24th falling during the MCRCSIP annual meeting and the negotiating committee meeting. She would like to attend at least one of the meetings and asked if the board would consider moving either the 10th to the 8th or the 24th to the 25th.

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve changing the July 24th board meeting to July 25th.

Ayes: Five
Nays: None

Motion Carried

Airport Living Snow Fence: The MDOT Aero Department has requested that the living snow fence be removed. The county board and Steve have worked with them to agree to keep the trees intact but be maintained at a height no higher than 8 feet. We will schedule the boom mower to go out and cut them to the desired height.

Small Grader (Maintainer) Demo: We were able to demo the machine that we feel will work best for our needs. J. Vanderville received positive feedback from both Preston Swayer and Jordan Farmer. She will advertise for bids this coming week.

Thompson Township: As discussed at the last meeting, J. Vanderville attended Thompson Township to discuss their road needs and budget. The township decided to make road improvements to Chvala Road in the amount of \$30,000 in township contributions.

Clear Lake Bridge Project: The work is complete, and Gust (UPEA) has been assigned to complete our new load rating. Once completed, we will update the signage at the bridge. Until the load rating is complete, the posted load ratings remain in effect.

MDOT/CRA 4th FLOOR Meeting: J. Vanderville attended the 4th floor meeting on June 24th via Teams. This is a quarterly meeting of the negotiating committee, CRA and MDOT. State Maintenance Contract negotiations will begin in October of this year. She will have a few out-of-office meetings for the actual negotiations.

CRASIF Jobsite Visit: Sam (CRASIF) was scheduled to be here June 27th to review our jobsite safety and make recommendations if needed. However, due to a family issue, he will have to reschedule.

10. Engineer's Report:

Township Work: Work on Stelzer Road has been completed for Doyle Township. Thompson was happy with the estimate for Chvala Road but requested to spend up to the \$30,000 budgeted, so we will maximize the budget as best we can. The remaining township work includes Swanson Road and Rivers Bend for Hiawatha Township, and Chvala Road for Thompson Township.

Bridge Bundle Project: The contractor is continuing to work on the bridge in Seney. All the concrete has been poured and the next step is to start backfilling around the new wingwalls. Afterwards, the sheet piling will be removed, and backfilling will continue for the rest of the roadway. The hope was to have this bridge mostly completed by the 4th of July; the weather has not been in favor of that. Once the prime contractor completes their work at the Seney bridge, they will be moving to the bridge on County Road 448 and starting that project. Work on the bridge on Clear Lake Road has been completed.

2025 Projects: I. Stampfly has continued working on the design documents as time allows for CR-443 and CR-440 (including quarter mile road). After updating the estimates, we freed up more federal aid money and have decided to not use the federal aid money for pavement markings next year and instead overlay the remainder of CR-453. The design for CR-453 is already grade inspection ready for MDOT.

11. Department Heads:

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Tanya Hoar: None

Troy Bassett: Reported that a new Building Inspector is in place. Ross Menhart will be working remotely and will be paid an hourly wage when he is working. The county provided a cell phone so he can be called when needed.

T. Bassett thanked the SCRC for working with the County to keep the living snow fence at the airport and agreeing to maintain the 8-foot height.

Roger Martin: The low boy should be ready for painting by the end of today.

E526 will be stripped, sandblasted and painted.

D34 lost solenoids and a switch but is now up and running.

Otherwise just working on painting and prepping equipment.

Ann Peterson: None

12. Meeting Notices: None

13. Public Comment: None

14. Adjournment: The meeting was adjourned at 7:50 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director