

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING AGENDA**  
**May 8, 2024 – 3:00 pm**

000793

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 24-31 & 24-32
  - B. Resolution to Adopt Policy A7.00
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**

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The meeting was called to order by Chairman T. Klarich at 3:00 pm

**2. Roll Call:** The roll was called for the Commissioners.

**Present:** Thomas Klarich  
Dale DuFour  
Robin LaCroix  
Keith Rochefort

**Absent:** Randy Lund

**Also in Attendance:** Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Ann Peterson, Payroll/HR Coordinator; Roger Martin, Shop Foreman (arrived at 3:18 pm).

**3. Pledge of Allegiance:** The pledge was recited.

**4. Approval of Agenda:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve the agenda as presented.

Ayes: Four  
Nays: None  
Absent: One (R. Lund)

***Motion Carried***

**5. Approval of Minutes:**

**Regular Meeting 4-24-24:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve the minutes from 4-24-24 as presented.

Ayes: Four  
Nays: None  
Absent: One (R. Lund)

***Motion Carried***

**6. Public Comment:** None

**7. Unfinished Business:** None

**8. New Business:**

000795

**A. Vouchers 24-31 and 24-32:**

It was moved by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve vouchers 24-31 and 24-32 as presented.

**Roll Call:**

LaCroix – Yes

Rochefort – Yes

DuFour - Yes

Klarich – Yes

Absent: One (R. Lund)

***Motion Carried***

**B. Resolution to Adopt Policy A7.00:**

This Resolution to Adopt Policy A7.00 addresses the First Amendment Auditors and provides guidance on ensuring their access to us and our safety during an audit. The policy was drafted by MCRCSIP.

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to approve the Resolution to Adopt Policy A7.00 as presented.

**Roll Call:**

Rochefort – Yes

LaCroix – Yes

DuFour - Yes

Klarich – Yes

Absent: One (R. Lund)

***Motion Carried***

**9. Manager's Report:**

**RFP 2024-04 Seney Rest Area Parking Lot Improvement:** MDOT awarded Bacco with the contract. We are in the process of scheduling a precon meeting.

**Mechanics Training:** We are scheduled for mechanic training from Ferris State July 8-9 in Dickinson County and then July 10-11 in Luce County. We will send two to each location, so we have continual coverage in the garage.

**Policy A7.00 Public Access to & Video Recording on Road Commission Property (See 8.B. above):** This policy addresses the First Amendment Auditors and provides guidance

on ensuring their access to us and our safety during an audit. The policy was drafted by MCRCSIP. J. Vanderville held a training at our Spring Safety Meeting talking about First Amendment Audits and how to prepare for and respond to auditors.

**Spring Safety Meeting:** This year's meeting met the compliance for our three-year certification on bucket truck training and forklift. We also earned a tire certification from Pomp's. T. Hoar presented Title VI to meet compliance with federal funding. J. Vanderville presented First Amendment Auditor training as discussed above.

**Strategic Planning and Goals:** We have continued our meetings to set goals for strategic planning. J. Vanderville noted that she looks forward to sharing our success with the board once we have set our goals. Our areas of focus include Infrastructure, Operations, Organizational Culture, and Legislative / Policy.

**Commissioners requested that discussions be held at the next meeting regarding topsoil in VanDyke's Pit, and United Asphalt.**

#### **10. Engineer's Report:**

**Township Work:** The crew has finished the Davidson Road project leaving Depot Road as the only Inwood project left. We are planning to tackle that by late June unless something changes. I. Stampfly has completed the estimate for Gierke Road for Thompson Township to consider. It will be brought to their next meeting on May 14<sup>th</sup>.

**Sault Tribe Grant:** Wendy Hoffman with the Sault Tribe reached out to all eastern UP counties to discuss a possible grant for road work. The counties met with Wendy a couple of times over a two-week period to put together a proposal for overlay work on eligible routes. The only eligible roadway we have that has not been worked on in the last two years is Faketty Road and that is what we submitted for an overlay. Wendy is putting together the grant application itself and we will see what happens.

**Bridge Bundle Project:** I. Stampfly has staked the detour route for the bridge in Seney. The contractor planned to start this week, but due to the rainfall received last week, decided to wait until the week of May 20<sup>th</sup> to allow the water level to go down. He has also been working on the construction documents and filing / approving them as they are submitted.

**MDOT Lap Construction Meeting / UP HMA Roundtable Meeting:** I. Stampfly attended a kickoff construction meeting with MDOT at Newberry to discuss changes with MDOT construction procedures / oversight. He also attended the HMA UP roundtable meeting in Marquette where UP counties and contractors discussed construction practices, HMA mixes, and how to improve our construction efforts.

**USFS Mowing:** I. Stampfly confirmed the estimate for us to complete this work has been received. He has not heard back from them yet as to whether they want to proceed.

**Alger County Contract:** We have completed the Chapel Road portion of this contract and started the 16-Mile Lake Road portion. We have made significant headway on this work. He anticipates we have, at most, one more day of work.

#### 11. Department Heads:

**Ann Peterson:** Reported that Dean Peterson started as a full-time truck driver on Monday, April 29<sup>th</sup>. He replaced Craig Williams, who retired effective April 30<sup>th</sup>.

**Tanya Hoar:** She just finished the 2022 MDOT audit. There will be a payback of \$96k, which is 4% of MDOT charges. The fringe benefit rate was the biggest change. Kevin from MDOT has approved a \$150k TWA for US-2 and M-94. There is about \$700k left in the MDOT budget to spend. She is working on an amended budget. The budget amendment will be presented at the first meeting in June, as she and A. Peterson will be attending a Finance/ HR Conference during the May 22<sup>nd</sup> meeting.

**Roger Martin:** They are dealing with a wiring problem on the brine truck.

The Shop will begin using the inventory gun / bar codes. T. Hoar printed about 300 codes to start with and once they are placed on the shelves, they can start using the inventory gun to track.

R. Martin is waiting for a reply regarding new diagnostic software for diesels.

**12. Meeting Notices:** UPBRA June 12-13, Brimley, MI

**13. Public Comment:** None

**14. Adjournment:** The meeting was adjourned at 3:26 pm.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director