

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
October 9, 2024 - 7:00 a.m.

000864

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:
 - A. Policy F8.00 Investment Policy
8. New Business:
 - A. Vouchers 24-54 & 25-1
 - B. HR/Payroll Coordinator Annual Wage Determination
 - C. Approve Motorola 800MHZ Purchase
 - D. Award RFP 2025-01 Foreman Truck
 - E. Approve Cooperative Agreement with USDA for Trapping Services
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

000865

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.

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 9-25-24:

It was moved by Commissioner K. Rochefort, seconded by Commissioner D. DuFour, to approve the minutes from 9-25-24 as presented.

Ayes: Five
Nays: None

Motion Carried

6. Public Comment: None

7. Unfinished Business:

000806

- A. Policy F8.00 Investment Policy – T. Hoar reported that she is waiting to hear back from the County to discuss the policy with them.

8. New Business:

A. Vouchers 24-54 & 25-1:

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve vouchers 24-54 and 25-1 as presented.

Roll Call:

LaCroix – Yes
DuFour – Yes
Rocheffort - Yes
Lund – Yes
Klarich – Yes

Motion Carried

- B. HR/Payroll Coordinator Annual Wage Determination:** J. Vanderville recommended a 5% increase for Ann Peterson, Payroll / HR Coordinator, starting November 1, 2024, her anniversary date. T. Hoar has allowed for this increase in the fiscal year budget.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. Lund, to approve the 5% increase as recommended.

Roll Call:

DuFour – Yes
Lund – Yes
Rocheffort - Yes
LaCroix – Yes
Klarich – Yes

Motion Carried

- C. Approve Motorola 800MHZ Purchase:** J. Vanderville recommended approval for the purchase of the Motorola 800MHZ radios. The total will be \$76,180 for 50 radios, and the budget has allowed for \$80k.

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to approve purchase of the Motorola 800MHZ Radios as recommended.

Roll Call:

LaCroix – Yes
DuFour – Yes
Lund – Yes
Rocheffort - Yes

Motion Carried

- D. Award RFP 2025-01 Foreman Truck:** At the bid opening held on October 3rd, there were two bids from Team Chevy in Manistique; one for a truck on the lot available now and one that could be ordered with a ten to twelve-week turnaround time. The second option was less expensive by \$7k. There was a 'no bid' from Newberry Motors.

It was moved by Commissioner D. DuFour, seconded by Commissioner T. Klarich, to not approve purchase of the pickup.

Roll Call:

DuFour – Yes

Klarich - Yes

Rochefort - No

Lund – No

LaCroix – No

Motion Failed

After significant discussion, **it was moved** by Commissioner K. Rochefort, supported by Commission R. LaCroix, to order and purchase the second option, built to spec, from Team Chevy in the amount of \$57,299.

Roll Call:

Rochefort - Yes

LaCroix – Yes

Lund – Yes

DuFour – Yes

Klarich - No

Motion Carried

- E. Approve Cooperative Agreement with USDA for Trapping Services:** J. Vanderville recommended approval of a Cooperative Agreement with the USDA for Trapping Services, using the same service used prior.

It was moved by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve the Coop Agreement with the USDA for Trapping Services as recommended.

Roll Call:

LaCroix – Yes

Rochefort - Yes

DuFour – Yes

Lund – Yes

Klarich - Yes

9. Manager's Report:

MDOT Winter Night Schedule: The winter night shift schedule will run from November 10th to April 12th. Manistique garage will be Bob Schuch and Dean Peterson. Seney garage will be Kevin Cameron and Brett Bowler.

Private Plowing Application: The private road winter plowing application is updated and is on our website if anyone inquires. They can also stop by the office for a copy.

Additional Leadership Training: CTTU is offering some additional webinars for leadership training. J. Vanderville, R. Martin, K. Rochefort, J. Johnson and A. Peterson are scheduled.

The trainings include:

- People Skills – Connecting & Communicating (Kim, James, and Roger)
- Train the Trainer-Make the Most of Internal Training (Kim, James, Roger, Ann, Jean)
- Effective Meetings – Strategies for Participation and Productivity (Jean)

Project Inspections: J. Vanderville has spent most of her time on projects while I. Stampfly was on vacation.

10. Engineer's Report:

Township Work: Paving took place while I. Stampfly was on vacation. At the time of writing this report, he did not have a chance to review the work. However, after talking to J. Barham and J. Vanderville, both Swanson Road and River's Bend turned out okay.

CR-433 Project: Crushing and shaping operations and paving took place while I. Stampfly was on vacation. At the time of writing this report, he did not have a chance to review the work. Both J. Barham and J. Vanderville said the project was going well.

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: Paving took place while I. Stampfly was on vacation. At the time of writing this report, he did not have a chance to review the work. J. Vanderville and J. Barham did tell him that there are a couple of issues that need to be looked at and addressed. He will look at the project this week and have a discussion with Bacco about resolving the issues.

Commissioner K. Rochefort began discussion of a bump that was paved into the road and asked that we get in writing that the paving company will fix / redo.

Commissioner K. Rochefort asked about specifications for butt joints. He felt the ones they built are not big enough and create bumps. 000883

Commissioner Rochefort asked about concrete on driveways on River's Bend, which was done by the City. They did concrete Thursday and pulled cones yesterday.

11. Department Heads:

Kim Rochefort: They are catching up on projects and getting ready for winter.

Noted that Kevin from MDOT wants shoulders of all of M-28, US-2 East and M-77 south to be done. I. Stampfly stated that we should have enough gravel. He will come up with an estimate, then do an RFP For crushing if necessary.

Roger Martin: They got the cross-conveyer (Monroe) and roller for E546. He is going to see Butch tomorrow to get a status on trucks.

E549 has been painted and is ready to go.

They will start switching trucks over to winter.

The roller will be put on the shoulder machine. Commissioner R. Lund asked about getting another shoulder machine.

Ann Peterson: We are considering putting signs in Seney to advertise that we are hiring temp drivers. MDOT will not allow us to advertise in Luce County, nor will they allow a sign on M-28. We will be looking into having a banner made to put on the garage in Seney.

Tanya Hoar: September MDOT billing is due October 7th. She has reached out to vendors to have them provide any outstanding billing through September 30th. She bumped up the fringe benefit rate with this billing due to the additional pension payment.

An information sheet regarding the Earned Sick Time Act (ESTA) was handed out. ESTA will go into effect February 21, 2025. The information sheet detailed the differences between SCRC's current PTO system and the ESTA requirements. If there are no legislative changes to the Act prior to February, then some non-union policies and administrative contracts will need to be revised. The CBAs do not need to be revised until they expire. Administration is recommending the creation of a new ESTA PTO bank for management / non-union employees and to reduce current PTO accrual rates to help offset the additional ESTA PTO bank.

12. Meeting Notices:

- a. Regional RTF October 30, 2024, Alger CRC

13. Public Comment: None

000370

14. Adjournment: The meeting was adjourned at 7:57 am.


Thomas Klarich, Chairperson


Jean Vanderville, Managing Director