

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING AGENDA**  
**January 22, 2025 - 7:00 a.m.**

000014

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
  - A. Organizational Meeting 1-8-25
  - B. Board Meeting 1-8-25
6. Public Comment
7. Unfinished Business:
  - A. Policy F8.00 Investment Policy
8. New Business:
  - A. Vouchers 25-17, 25-18
  - B. Budget Amendment #3
  - C. Approve RFP 2025-03 Seney Fuel Pumps
  - D. Approve RFP 2025-04 Aggregate Crushing
  - E. Approve RFP 2025-05 Doors & Access System
  - F. Approve RFP for Pavement Markings
  - G. CRA Ballot 3-Year UPRB Seat
  - H. CRA Ballot 4-Year UPRB Seat
  - I. MERS Participating Agreement Discussion
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices:
  - A. Straits Area Council February 4, 2025, Mackinaw City, MI
  - B. UPRBA February 6-7, 2025, Marquette, MI
  - C. CRA's New Commissioners Workshop February 18, 2025, Mt. Pleasant, MI
  - D. CRA Annual & Road Show March 25-27, 2025, Lansing, MI
13. Public Comment
14. Adjournment

**1. Call Meeting to Order**

000915

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

**Absent:** Dale DuFour

**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 R. Lund, seconded by Commissioner R. LaCroix, to approve the agenda as presented.

Ayes: Four  
Nays: None

Absent: One (D. DuFour)

***Motion Carried***

**5. Approval of Minutes:**

**Organizational Meeting 1-8-25:**  
**Regular Meeting 1-08-25:**

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the Organizational Meeting and Board Meeting minutes from 1-08-25 as presented.

Ayes: Four  
Nays: None

Absent: One (D. DuFour)

***Motion Carried***

**6. Public Comment:** None

**7. Unfinished Business:**

000016

- A. **Policy F8.00 Investment Policy: No Update**

**8. New Business:**

- A. **Vouchers 25-17 & 25-18:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to approve Vouchers 25-17 and 25-18 as presented.

**Roll Call:**

Rochefort - Yes

LaCroix – Yes

Lund – Yes

Klarich – Yes

Absent: One (D. DuFour)

***Motion Carried***

- B. **Budget Amendment #3:** T. Hoar provided an overview of the final budget amendment for 2024. An exit conference was held last week. There were no audit adjustments or findings.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve Budget Amendment #3 as presented.

**Roll Call:**

LaCroix – Yes

Lund – Yes

Rochefort - Yes

Klarich – Yes

Absent: One (D. DuFour)

***Motion Carried***

- C. **Approve RFP 2025-03 Seney Fuel Pumps:** The fuel pumps in Seney are down. The counter freezes up and the sheer pin breaks. They will need to be replaced. A request for proposal to provide removal of old and installation of two new fuel pumps was provided for review and approval. Commissioner LaCroix asked if we could check with Manistique Oil about using a bulk truck for fuel until the pumps are replaced. J. Vanderville will reach out to them.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve RFP 2025-03 for the Seney Fuel Pumps as presented.

Ayes: Four  
Nays: None  
Absent: One (D. DuFour)

000917

***Motion Carried***

- D. Approve RFP 2025-04 Aggregate Crushing:** A request for proposal to provide aggregate crushing for SCRC was provided for review and approval.

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to approve RFP 2025-04 for the Aggregate Crushing as presented.

Ayes: Four  
Nays: None

Absent: One (D. DuFour)

***Motion Carried***

- E. Approve RFP 2025-05 Doors & Access System:** A request for proposal to provide Service Door and Lock Replacement for SCRC's facility in Manistique was provided for review and approval.

**It was moved** by Commissioner R. Lund, seconded by Commissioner R. LaCroix, to approve RFP 2025-05 for the Service Door and Lock Replacement as presented.

Ayes: Four  
Nays: None

Absent: One (D. DuFour)

***Motion Carried***

- F. Approve RFP for Pavement Markings:** A request for proposal for permanent pavement markings for specific sections of SCRC roads was provided for review and approval.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve the RFP for Pavement Markings as presented.

Ayes: Four  
Nays: None

Absent: One (D. DuFour)

***Motion Carried***

- G. **CRA Ballot 3-Year UPRB Seat:** An official ballot for the 3-Year UPRB Seat for the CRA Board of Directors was provided. Commissioners were asked to vote. **It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to vote for the incumbent, Robert Laitinen, PS, Chippewa to fill the 3-year seat.

Ayes: Four  
 Nays: None

Absent: One (D. DuFour)

***Motion Carried***

- H. **CRA Ballot 4-Year UPRB Seat:** An official ballot for the 4-Year UPRB Seat for the CRA Board of Directors was provided. Commissioners were asked to vote.

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to vote for the incumbent, Dirk Heckman, PE, Mackinac, to fill the 4-year seat.

Ayes: Four  
 Nays: None

Absent: One (D. DuFour)

***Motion Carried***

- I. **MERS Participating Agreement Discussion:** Terra from MERS was present via Teams to discuss the MERS Participating Agreement and answer any questions. Seven years ago, SCRC elected to allow employees to purchase years of service from MERS. MERS calculates the cost to the employee by using various assumptions including economic and investment returns, the date of retirement, wages, etc. The employee's age and number of years they plan to purchase (can purchase up to five) is also used to calculate the cost. The purchase is designed to be budget neutral to the employer.

Discussion was held regarding if the assumptions are off and how that would affect SCRC's liability. Any unfunded liability in the future is the employer's responsibility. If an employee leaves before or after anticipated, it was asked how that would affect the unfunded liability. If they leave early, it is a benefit to the employer. If they leave later, it will generate an unfunded liability. Terra noted that MERS is very conservative, so if there were an unfunded liability, it would be small. She also noted that the purchase of years of service only affects the pension calculation and cannot be used for vesting.

Commissioner Klarich noted that there were those who were credited for Military Service in the past, which cost the SCRC. J. Vanderville will get the names of those who have implemented this in the past so Terra can research.

Significant discussion was held.

**9. Manager's Report:**

**ESTA:** There is still potential for a change in the language. The house committee has pushed the language to the full house for vote. The introduced language would exempt us from the requirements. The new language would apply to employers with 50 or more employees. We continue to follow the progress and will be ready to discuss changes needed by the February 21<sup>st</sup> implementation date.

**PA 152:** The Speaker of the House has the bill under legal review. There is no word as to when it will hit the Governor's desk but there is still hope that it will be signed into law. As a reminder, this would increase the hard cap and set the 80/20 as the floor not the ceiling.

**Seasonal Roads:** Timber Products called to request a permit to open a seasonal road. After researching and talking to MCRCSIP about it, J. Vanderville's recommendation to the board is to advise that it is a public road, we do not issue permits, and we do not maintain it from November to April. If the public chooses to access the road, they are doing it at their own risk. Her research consisted of Mackinac CRC (has permit & policy), Luce CRC (policy as haul route, no permit), and Allegan CRC (no permit, no policy). MCRCSIP agrees with Allegan CRC and believes they have a defense if we do not permit access, since it is in the seasonal road system by way of MCL 247.655a and board resolution. Timber Products said if they choose to use a seasonal road they will keep an open line of communication, so we know they are there and they will post logging operation signs.

Included with the management report was a copy of the SCRC Establishment of a System of Seasonal County Roads resolution dated September 28, 2022.

Significant discussion was held regarding permits for seasonal roads. Commissioner K. Rochefort noted that if there is no permit and someone destroys the road, they have no obligation to put the road back the way it was. J. Vanderville will reach out to MCRCSIP, who said previously that if we allow the public on roads that have defects, we are liable unless the road is put on notice.

**Letters of Interest:** J. Vanderville is following up with the county board to get the list of interested candidates for appointment to the road commission board. She will share that information as she receives it and will make a recommendation to the county board. Ultimately the county board makes the final decision.

County Commissioner T. Bassett noted that Beth Edwards will be sending the five letters of interest received to the county board today. T. Bassett will ask for a couple more weeks to review the interested candidates. He will then call each to interview them. He asked SCRC to come up with questions for him to ask.

Discussion was held regarding how long the appointed commissioner would serve, whether it is for two years, after which they would have to run on an open ballot for renewal of the position, or would they stay until the end of Dale's term, December 31, 2028. T. Bassett will research.

**CRA Annual & Road Show:** The Legislative Banquet hosted by UPRBA at the CRA Annual meeting has been cancelled because the Senate has no session and will not be in Lansing. It is expected that the house will do the same.

**ACT 51 Certification Maps:** We received our letter reminding us that certification maps for 2024 are due March 31, 2025. I. Stampfly and J. Vanderville have been working on updating the maps. They anticipate a few changes for the 2024 reporting year. Maps and changes will be presented to the board for approval prior to submission.

#### 10. Engineer's Report:

**Township Work:** I. Stampfly attended Germfask, Manistique and Hiawatha's Township meetings last week. No news to report from Germfask. He presented Manistique with one option of a five-year plan to provide perspective on costs for larger paving projects. This will provide them with a planning tool for a sustainable paving program. Hiawatha passed a resolution to seek paving bids for Leduc Road from CR-440 to Oak Street and Beckman Road from CR-440 to Dawson Road. He is planning to put Hiawatha and Inwood Township projects out for bid at the same time and have them due at the end of February with award or rejection taking place at the township's March meeting.

**EDA Grant Application:** Work has continued on the grant, in particular on the letter of support front. I. Stampfly received a letter of support from Northfork and Bacco has verbally stated that they would write a letter as well.

**2025 Pavement Marking Proposal:** I. Stampfly has started to put together our 2025 pavement marking proposal. He is planning to put this project out for bid in February or March. The roads in this year's proposal include CR-432 (Port Inland Road), a portion of CR-433, CR-434, CR-436 (near the dump), a portion of CR-440 and CR-441.

**2024 Bridge Projects:** I. Stampfly is continuing to work on the project documentation. Not much progress occurred around the holidays with multiple people being off. He is hoping to have this ready to be sent to MDOT for review in the next month or so.

**2025 Projects:** I. Stampfly was sent two of the three project draft proposals for review. No issues were found in the proposals. He was informed that even though he met the deadline for MDOT's project timeline, these projects will be in the March 7<sup>th</sup> bid letting. He does not think this will have much influence on our prices due to the amount of work already in the area this summer. One contractor has already reached out to see what we have planned for this year, so they are aware.

#### 11. Department Heads:

**Tanya Hoar:** None

**Troy Bassett:** He will be going through three hospital board appointments, as there were two recent resignations. The EDC also has two open spots, for which they are looking at

appointments as well. Commissioner K. Rochefort asked about the Planning Commission open seat, which T. Bassett noted has already been filled.

**Kim Rochefort:** None

**Roger Martin:** Reached out to Mark Williams regarding the one-way plow that got destroyed in Seney. Mark was unable to do the job but recommended another welder (Glen) who can do both welding projects for just over \$6k.

The head gasket should be done by the end of next week.

**Ann Peterson:** Provided an update regarding applicants for her position. There are seven candidates so far.

## 12. Meeting Notices:

- A. Straits Area Council February 4, 2025, Mackinaw City, MI
- B. UPRBA February 6-7, 2025, Marquette, MI
- C. CRA's New Commissioner's Workshop February 18, 2025, Mt. Pleasant, MI
- D. CRA Annual & Road Show March 25-27, 2025, Lansing, MI

## 13. Public Comment: None

## 14. Adjournment: The meeting was adjourned at 8:26 am.

  
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Thomas Klarich, Chairperson

  
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Jean Vanderville, Managing Director