

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING AGENDA**  
**April 24, 2024 - 7:00 a.m.**

000785

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 24-29 & 24-30
  - B. RFP 224-04 Seney Rest Area Bid Opening
  - C. Approve Township Dust Control Contracts
  - D. Approve Doyle Township Road Agreement
  - E. Approve Hiawatha Township Road Agreement
  - F. March Financial Statements
  - G. Jirav Renewal
  - H. Reschedule or Cancel June 12 Regular Board Meeting
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices:
  - A. UPRBA June 12-13 Brimley, MI
  - B. Straits Area Council May 7 – Mackinaw City **(added to agenda during meeting)**
13. Public Comment
14. Adjournment

**1. Call Meeting to Order**

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

**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 K. Rochefort, to approve the agenda as presented.

Ayes: Five  
Nays: None

***Motion Carried*****5. Approval of Minutes:****Regular Meeting 4-10-24:**

**It was moved** by Commissioner R. Lund, seconded by Commissioner D. DuFour, to approve the minutes from 4-10-24 as presented.

Ayes: Five  
Nays: None

***Motion Carried*****6. Public Comment: None****7. Unfinished Business: None****8. New Business:****A. Vouchers 24-29 and 24-30:**

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix, to approve vouchers 24-29 and 24-30 as presented.

**Roll Call:**

Rochefort – Yes

LaCroix – Yes

Lund - Yes

DuFour - Yes

Klarich – Yes

***Motion Carried***

**B. RFP 2024-04 Seney Rest Area Bid Opening:**

Two bids were opened at the meeting for the Seney Rest Area:

- Payne & Dolan – Total bid \$272,857
- Bacco – Total bid \$197,000

It was moved by Commissioner R. LaCroix, seconded by Commissioner D. DuFour, to accept the bids as presented for MDOT award.

Ayes: Five

Nays: None

***Motion Carried***

**C. Approve Township Dust Control Contracts:**

Recommendation was made to accept the Dust Control Contracts for the 8 Schoolcraft County townships. An outline of the contract was provided.

It was moved by Commissioner D. DuFour, seconded by Commissioner R. Lund, to approve the township dust control contracts as presented.

Ayes: Five

Nays: None

***Motion Carried***

**D. Approve Doyle Township Road Agreement:**

Recommendation was made to approve the Doyle Township agreement for Stelzer Road.

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**It was moved** by Commissioner D. DuFour, seconded by Commissioner R. LaCroix, to approve the Doyle Township Road Agreement as presented.

**Roll Call:**

DuFour - Yes

LaCroix – Yes

Lund - Yes

Rocheftort – Yes

Klarich – Yes

***Motion Carried***

**E. Approve Hiawatha Township Road Agreement:**

Recommendation was made to approve the Hiawatha Township agreement for Aldrich Road, Swanson Road, and Rivers Bend Drive.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner K. Rocheftort, to approve the Hiawatha Township Road Agreement as presented.

**Roll Call:**

LaCroix – Yes

Rocheftort – Yes

Lund - Yes

DuFour - Yes

Klarich – Yes

***Motion Carried***

**F. March Financial Statements:**

T. Hoar provided an overview of the March Financial Statements.

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

Ayes: Five

Nays: None

***Motion Carried***

**G. Jirav Renewal**

T. Hoar provided an overview of the software subscription renewal for the accounting software.

**It was moved** by Commissioner D. DuFour, seconded by Commissioner K. Rochefort, to approve the Jirav Renewal as presented.

**Roll Call:**

DuFour - Yes  
 Rochefort – Yes  
 Lund - Yes  
 LaCroix – Yes  
 Klarich – Yes

***Motion Carried***

**H. Reschedule or Cancel June 12 Regular Board Meeting:**

J. Vanderville noted that a quorum will not be present at the regular board meeting scheduled for June 12, 2024, due to the UPRBA meeting in Brimley.

**It was moved** by Commissioner R. LaCroix, seconded by Commissioner T. Klarich, to reschedule the regular board meeting to Tuesday, June 11, 2024.

Ayes: Five  
 Nays: None

***Motion Carried***

**9. Manager's Report:**

**Grievance Update:** Arbitration took place on Thursday, April 18<sup>th</sup>. The attorneys were provided 30 days to submit their briefing to the arbitrator. The CBA does not stipulate a timeframe for a decision by the arbitrator, but he did indicate that he is not overwhelmingly busy right now and will do his best to give a timely response.

**Palms Book State Park (Kitch-iti-kipti):** J. Vanderville met with MDOT, DNR, park officials, and the park's contracted engineer to discuss potential parking improvements and options. This was the first meeting, and everyone gave input based on feasibility, safety, and other concerns. The next meeting is scheduled for May 16<sup>th</sup>.

**CRA Negotiating Committee Meeting:** As we head into negotiations later this year (fall), we have three separate groups that will meet. Our CRA team, a team of CRA and MDOT individuals who set the agenda items, and the fourth-floor team (table team) who will negotiate the terms of the contract. Our CRA committee meets monthly, either via Teams or at CRA events, the CRA & MDOT team meets quarterly, and we have not yet learned of the frequency of our table team meetings to begin this fall. The bulk of the contract language was resolved in the last contract and the topics for this term are more content / financial based.

**Dust Control Contracts:** We would like to have these approved to be sent to the townships for approval at their May meeting. (See Item 8.C. above). We would like to begin dust control at the end of May / beginning of June, based on the weather. A sample contract was provided that would be used for all townships.

**MDOT Roadside Parks:** Roadside Parks are scheduled to reopen Monday, April 29<sup>th</sup>. Road Foreman K. Rochefort and the crew are working to complete the concrete work at Roger's Park for the new vaults. There is potential for the temporary closure of the Manistique River Park for the bridge project.

**Upcoming Trainings:** April 30<sup>th</sup> Spring Safety Training, May 6<sup>th</sup> MSHA, and May 20<sup>th</sup> Lew Bender. These are all day in-house training for the team.

**Weight Restrictions:** We lifted all weight restrictions in Schoolcraft on Thursday, April 18<sup>th</sup>. The restrictions will remain on CR 433 Quarry Road, Michibay, and Michigan Shores year-round as they always do.

**Autosist Update:** The program is still working well, and we have added the equipment. J. Vanderville just started the registration project, which has been a little more of a project than expected. She should have it all cleaned up and proper registration cards in the "glovebox" tab on Autosist soon.

**United Asphalt Update:** J. Vanderville sent a certified letter to United Asphalt in which she received back "return to sender, moved left no address, unable to forward". She reached out to them and received their answering service, who only had the address that it was sent to and said that she would get back with their updated address. Nothing has been heard. J. Vanderville did find another address online in Escanaba. She will try to send a certified letter to that address.

Commissioner K. Rochefort suggested that we ask Payne & Dolan and Bacco to notify us if United Asphalt purchases asphalt from them.

## 10. Engineer's Report:

**Township Work:** The crew has finished our Spielmacher project and will be starting the gravel lift on our Davidson project. Hiawatha and Doyle Township have signed their agreements, and they are included in the packet. Thompson Township would like to do a project on Gierke Road for about \$30,000 of township cost. I. Stampfly will be putting together an estimate for their next board meeting. We will try to fit this in, but it may get pushed back to next year and Thompson is aware of this.

**CR-448 over Stutts Creek:** The deficiencies have been resolved and sent back to MDOT for final approval. Unless heard differently, this project will be closed out shortly.

**Bridge Bundle Project:** We had a meeting on site in Seney with utility entities and representatives from Seney Township. The meeting was very good and resolved some

questions for the contractor. No significant issues are anticipated, but coordination will be key, and we are off to a good start in that regard.

**Elliptical Culverts & Pavement Marking Bids:** Award letters and contracts have been sent to the awarded bidders. I. Stampfly received an update from Cadillac Culvert that our elliptical pipes are almost completed. Cadillac Culvert was advised that we could take the delivery at any time.

**USFS Mowing:** K. Rochefort, J. Farmer, and I. Stampfly looked at all the roads the forest service would like us to mow. With Jordan's help, Ian was able to put together an estimate of time and costs. He sent the estimate to the GNA forester who is coordinating this, and he has not heard back from him yet.

**MDOT Seney Ditches:** J. Johnson and I. Stampfly had a meeting with MDOT to discuss some ditch cleaning and reshaping work on the east end of Seney. This will be a pretty large project taking a couple of weeks of time, improve drainage and maintenance operations for us.

**Alger County Contract:** I. Stampfly has started the work with ACRC for the staking/survey contract. At the time of writing this, one project is about 67% completed. He is anticipating another 3 – 5 days to complete this project and the second one.

**CR-440 & Quarter Mile Rd:** Continued working on design documents for this project. J. Barham has been assisting as well in gathering field information for I. Stampfly.

## 11. Department Heads:

**Tanya Hoar:** Reported that the Career Fair at the high school went very well. In attendance representing SCRC were T. Hoar, A. Peterson, I. Stampfly, K. Rochefort, R. Martin and B. Schuch.

**Troy Bassett:** Reported that there will be a vote tomorrow on a 'release of interest' regarding the medical office building so it can go back on the tax rolls.

There are positions open on the Brownfield Board if anyone is interested.

**Kim Rochefort:** Noted that Parker Graphos wants to eventually work for the road commission.

Reported that Craig Williams' last day at work will be tomorrow, April 25<sup>th</sup>. There will be a cake / celebration in the breakroom beginning at 2:00 pm.

**Roger Martin:** They are continuing to switch equipment from winter to summer.

**Ann Peterson:** We will be hiring a full-time truck driver to replace Craig Williams soon. She anticipates extending an offer today after hearing from one more reference. Depending on the results of the current arbitration, there may be one additional full-

time position available. The two candidates who were not hired to fill C. Williams' position will be considered at that time if they are still interested.

**12. Meeting Notices:** None

**13. Public Comment:** None

**14. Adjournment:** The meeting was adjourned at 7:53 am.

  
Thomas Klarich, Chairperson

  
Jean Vanderville, Managing Director