

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING AGENDA**  
**July 10, 2024 - 7:00 a.m.**

000819

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 24-40 & 24-41
  - B. CRA Updates to Bylaws Ballot
  - C. Resolution to Withdraw Funds for Retiree Health Insurance
  - D. Policy Deletion Requests
    - a. Policy 94-12 Drug Free Workplace
    - b. Policy 94-14 Alcohol on County
    - c. Policy 95-7 CDL Employee Alcohol Controlled Substance Testing
    - d. Policy 94-16 Minority Bidding
9. Manager's Report
10. Engineer's Report
11. Department Heads
12. Meeting Notices:
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  
Robin LaCroix  
Randy Lund  
Keith Rochefort

**Absent:** Dale DuFour

**Also in Attendance:** Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Ann Peterson, Payroll / HR Coordinator; Roger Martin, Shop Foreman; Kim Rochefort, Road Foreman

**3. Pledge of Allegiance: The pledge was recited.****4. Approval of Agenda:**

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

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

***Motion Carried***

**5. Approval of Minutes:****Regular Meeting 6-26-24:**

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the minutes from 6-26-24 as presented.

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

***Motion Carried***

**6. Public Comment: None****7. Unfinished Business: None**

**8. New Business:**

000821

**A. Vouchers 24-40 and 24-41:**

It was moved by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort, to approve vouchers 24-40 and 24-41 as presented.

**Roll Call:**

LaCroix – Yes

Rochefort - Yes

Lund – Yes

Klarich – Yes

Absent: One (D. DuFour)

***Motion Carried***

**B. CRA Updates to Bylaws Ballot:** I. Stampfly provided an overview of the CRA Updates to the Bylaws.

It was moved by Commissioner K. Rochefort, seconded by Commissioner T. Klarich, to provide their vote to approve the adoption of the updated version of the CRA Bylaws as presented.

**Roll Call:**

Rochefort - Yes

Klarich – Yes

Lund – Yes

LaCroix – Yes

Absent: One (D. DuFour)

***Motion Carried***

**C. Resolution to Withdraw Funds for Retiree Health Insurance:** T. Hoar provided a Resolution regarding Section 115 Retiree HealthCare Fund Trust Withdrawal for the purpose of funding healthcare benefits to the retirees of the SCRC. The withdrawal amount requested was \$35k for the purpose of retiree medical insurance premiums.

It was moved by Commissioner R. LaCroix, seconded by Commissioner R. Lund, to approve Section 115 Retiree Health Care Fund Trust Withdrawal Resolution.

**Roll Call:**

LaCroix – Yes

Lund – Yes

Rochefort - Yes

Klarich – Yes

Absent: One (D. DuFour)

***Motion Carried***

**D. Policy Deletion Requests:** T. Hoar requested the deletion of four old policies, which were found to be redundant as most of the content was found to be included in other policies.

- a. Policy 94-12 Drug Free Workplace (content included in Policy 94-13 Drug and Alcohol Abuse Policy).
- b. Policy 94-14 Alcohol on County Property (content included in Policy 94-13 Drug and Alcohol Abuse Policy).
- c. Policy 95-7 CDL Employee Alcohol Controlled Substance Testing (content included in Policy 94-13 Drug and Alcohol Abuse Policy).
- d. Policy 94-16 Minority Bidding (content included in Title VI Plan).

**It was moved** by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the deletion of the four policies outlined above.

**Roll Call:**

Rochefort - Yes

Lund - Yes

LaCroix – Yes

Klarich – Yes

Absent: One (D. DuFour)

***Motion Carried***

**9. Manager's Report:**

**CRA Ballot:** J. Vanderville previously sent an email to commissioners with details of the CRA ballot, recommending a 'yes' vote to the requested updates and changes to the existing bylaws. (See Item 8.B. above)

**Drain Commission Update:** We received a letter of resignation from the current Gulliver Lake dam keeper. J. Vanderville was unsure of the steps necessary to replace him but felt it would be discussed at the next Lake Authority Meeting. She noted that if any of the commissioners or someone they knew may be interested, to let her know.

**Small Grader (Maintainer):** Invitations to bid have been sent. They will be due back on July 22<sup>nd</sup> for award at our July 25th board meeting.

**Grievance:** The arbitrator's opinion and award were received, and the arbitrator split the difference. The grievant was granted his job back but with no backpay. Grievant's return date was July 9, 2024. You will see that we are cleaning up the drug policies as a

result. J. Vanderville noted that her intent is to bring to the board for consideration a zero-tolerance drug policy at the next board meeting.

**Statewide Permit Fee Schedule:** CRA has issued the updated permit fees that they recommend all road commissions adopt for uniformity across the state. J. Vanderville noted that she prefers to do some additional research of our neighboring counties before taking an increase. She included CRA's information and a copy of our current permit fees for the commissioner's review. She will table this item for now but bring it back after researching to provide more detail to make an informed decision on it.

## 10. Engineer's Report:

**Township Work:** No township projects have been worked on since the last meeting. The updated estimate for Chvala Road along with agreements was given to the township at their July meeting. At the time of this meeting, it was reported Thompson Township agreed to the project, which will be completed later this year. The cost to the township will be close to \$30k.

**Bridge Bundle Project:** The contractor has begun to mobilize equipment to the bridge over the Creighton River on CR-448. Work will begin on that bridge this week.

The bridge in Seney has run into a problem. When the contractor removed the sheet piling used as a cofferdam on the south side of the roadway, the new wingwall addition pulled away from the existing structure (i.e. it settled). The contractor stopped removing the cofferdam and left the north side in place. An in-depth inspection was performed on the bridge with divers, and it was found that the bridge is undermined extensively and the timber pilings that it is built on are visible. It is believed that this is another variable that led to the sinkholes seen previously.

We have been in talks with the contractor, design engineer, and MDOT to figure out the solution and the economic impact to complete the project. It was determined that the project is a 70% federal and 30% local split, so we will not have to fund the additional work on our own. The proposed solution is to install sheet piling behind the existing structure and seal off the roadway from the eroded area beneath the bridge. Going forward, we will be performing underwater inspections of this bridge in conjunction with the usual bridge inspections to monitor the scouring.

**2025 Projects:** Work continues on design documents as time allows.

**PASER Ratings:** J. Barham and I. Stampfly finished rating our local roads for the eastern and northern portions of the county. This completes the local road ratings for this year. They still need to rate some primary roads that were not included in the template from CUPPAD.

**CR-448 over Stutts (2023 Project):** The final documentation from the contractor has been received. The project has now officially been closed out.

**11. Department Heads:**

**Kim Rochefort:** Crack sealing is mostly on county roads now as the MDOT roads are complete. There is some delamination to be done on M-77. They cannot cut trees until August 1<sup>st</sup>. They are doing a lot of maintenance such as shoulder work. Commissioner K. Rochefort asked about the driveway on Cemetery Road in Cooks as well as the sinkhole on Thunder Lake Road by the Old Cooks School intersection. Discussion was held regarding both.

**Ann Peterson:** Reported that Allen Reed, who was reinstated as of yesterday, resigned from SCRC this morning.

**Tanya Hoar:** Reported that Jane Bridges, Treasurer at Schoolcraft County, was able to obtain a better interest rate for us at State Savings Bank from 1.25% to 2.97%.

**12. Meeting Notices:** None

**13. Public Comment:** None

**14. Adjournment:** The meeting was adjourned at 7:34 am.



Thomas Klarich, Chairperson



Jean Vanderville, Managing Director