**SCHOOLCRAFT COUNTY ROAD COMMISSION**

**332N EAST ROAD, MANISTIQUE, MI 49854**

**BOARD MEETING MINUTES**

**JUNE 13TH, 2018 - 7:00 a.m.**

1. Call Meeting to Order
2. Roll Call – Sign in Sheet

1. Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
4. Public Comment:
5. Old Business:
6. New Business:
7. Vouchers 18-39, 18-40
8. Township Road Agreements (Doyle & Hiawatha)
9. 2017 Act 51 Approval
10. Opening of Sealed Bids for MDOT Signs
11. Resolution for Safety Sign Project 200278
12. Southside Bridge Options
13. Manager’s Report
14. Department Heads
15. Meeting Notices
16. Public Comment
17. Adjournment
18. Call Meeting to Order:

Commissioner B. Lund called the meeting to order at 7:00 A.M.

1. Roll Call – Sign in Sheet:

Present: Bernard J. Lund, Chairperson

 Thomas J. Klarich, Vice-Chairperson

 Keith Rochefort, Member

 Randy Lund, Member

 Dale DuFour, Member

Also present Jean Frankovich – Manager, Tanya Hoar – Finance Director, Brittany DeMars – Payroll/HR Clerk, Kim Rochefort – Road Foreman, Greg Dibble – Shop Foreman, John Osterhout – Superintendent, Larry Mersnick - County Commissioner

1. Pledge of Allegiance: The Pledge of allegiance was recited
2. Approval of Agenda:

**It was moved** to approve the agenda with the addition of item F under new business by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion carried.

Ayes: Five

Nays: None

1. Approval of Minutes:

**It was moved** to approve the May 23rd, 2018 Board Meeting Minutes by Commissioner T. Klarich, seconded by Commissioner K. Rochefort. Motion carried.

Ayes: Five

Nays: None

1. Public comment: None
2. Old Business: None

1. New Business:
2. Vouchers:

**It was moved** to Approve Vouchers 18-39, 18-40 by Commissioner B. Lund and seconded by Commissioner D. DuFour. Motion Carried.

Ayes: Five

Nays: None

1. Township Road Agreements (Doyle & Hiawatha):

**It was moved** to accept the agreements as written by Commissioner D. DuFour and seconded by Commissioner T. Klarich. Motion carried.

Ayes: Five

Nays: None

1. 2017 Act 51 Approval:

**It was moved** to approve the Act 51 report as presented by Commissioner D. Dufour and seconded by Commissioner K. Rochefort. Motion Carried.

 Ayes: Five

 Nays: None

1. Opening of Sealed Bids for MDOT Signs:
	1. Action Traffic Maintenance submitted a bid at $48,733.55
	2. Custom Products responded with a “no bid” letter

**It was moved** to allow the manager to select which bid would be in the best interest of the Schoolcraft County Road Commission.

 Ayes: Five

 Nays: None

1. Resolution for Safety Sign Project:

**It was moved** to sign the resolution as presented by Commissioner D. Dufour and seconded by Commissioner K. Rochefort.

 Ayes: Five

 Nays: None

1. South-Side Bridge
	1. Jean has received multiple options from UP Engineering. For now, the board would like to table the decision until everyone has a chance to do through research.
2. Managers’ Report

A full report was provided to all commissioners in their packets.

* 1. Interviews for the seasonal temporary positions have begun. One of the prospective employees must obtain his CDL before being considered any further.

**It was moved** to hire Bryan Landis to fill one of the seasonal temp positions by Commissioner K. Rochefort and seconded by Commissioner R. Lund. Motion denied.

**Roll Call:**

Chairman B. Lund – Abstain

Commissioner K. Rochefort- Aye

Commissioner T. Klarich- Nay

Commissioner D. DuFour- Nay

Commissioner R. Lund- Aye

**It was moved** to require a CDL in order to interview from this day forward by Commissioner K. Rochefort and seconded by Commissioner D. DuFour. Motion Carried

 Ayes: Five

 Nays: None

* 1. J. Frankovich took this opportunity to explain some of the issues we have been experiencing with the grader. While the garage is able to continue to fix it at this time we need to be prepared to replace it in the future.
	2. The equipment needed for traffic counting will be collected by J. Frankovich, application will follow shortly after
	3. J. Frankovich stated she has reviewed an email requesting the Schoolcraft County Road Commission pay for damage done to a chimney during driveway plowing. After reviewing the gentleman’s signed contract, it was decided that the road commission was not liable. She has denied the claim and will await their response.
1. Department Heads:
	1. B. DeMars, human resources and payroll, informed the board that safety training was continuing with an all-day training scheduled for June 14th, 2018. After this training the crew should be up to date on safety.
	2. T. Hoar stated that she was still awaiting a response for the waivers submitted regarding our pension. She also plans to have a presentation ready for the next meeting in regard to our investment funds.
2. Meeting Notices: None
3. Public Comment: None
4. Adjournment:

**It was moved** to adjourn the meeting at 8:28 a.m. by Commissioner B. Lund and seconded by Commissioner T. Klarich Motion carried.

Ayes: Five

Nays: None

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Bernard J. Lund, Chairperson Jean Frankovich, Manager