

**SCHOOLCRAFT COUNTY ROAD COMMISSION**  
**332N EAST ROAD, MANISTIQUE, MI 49854**  
**BOARD MEETING AGENDA**  
**June 26, 2019 - 7:00 a.m.**

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Public Comment:
7. Old Business:
  - A. Revised Interview and Hiring Standards for Drivers/Temporary Workers
  - B. Used Loader Bids
8. New Business:
  - A. Vouchers 19-38, 19-39, & 19-40
  - B. Resolution for Tanya's Service Credits Purchase
  - C. Manistique Township Road Work Agreement
  - D. RFP for Inwood Township Paving Project
  - E. Pavement Marking Contract JN 208202
  - F. May Financial Statements
  - G. Engineering Reimbursement Form 2044
  - H. Performance Resolution for Governmental Agencies Form 2207B
  - I. Competitive Bidding Policy
9. Manager's Report
10. Department Heads
11. Meeting Notices
12. Public Comment
13. Adjournment

1. Call Meeting to order:

The meeting was called to order by Chairman T. Klarich at 7:00 A.M.

2. Roll Call Information:

Roll call showed the following Board Members in attendance:

Thomas Klarich, Dale DuFour, Keith Rochefort, and Randy Lund

Absent:

Commissioner Robin LaCroix

Also, in attendance:

Jean Frankovich, Managing Director

Kim Rochefort, Road Foreman

Tanya Hoar, Finance Director

Brittany DeMars, Human Resources

Bernard Lund, General Public

John Shiner, County Commissioner

3. Pledge of Allegiance: The pledge was recited

4. Approval of Agenda

**It was moved** to approve the agenda as presented by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

5. Approval of minutes

**It was moved** to approve the minutes from June 10<sup>th</sup>, 2019 by Commissioner K. Rochefort, seconded by Commissioner T. Klarich. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

6. Public Comment: None

7. Old Business:

a. Revised Interview and Hiring Standards for Drivers/Temporary Workers

**It was moved** to support the policy by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion failed.

**Roll Call:**

D. DuFour – Yes

K. Rochefort – Yes

R. Lund – No

T. Klarich - No

R. LaCroix – Absent

b. Used Loader Bids

**It was moved** to decline all bids by Commissioner D. DuFour, seconded by Commissioner T. Klarich. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

8. New Business

a. Vouchers 19-38, 19-39, & 19-40

**It was moved** to pay vouchers 19-38, 19-39, & 19-40 by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion carried.

**Roll Call:**

T. Klarich – Yes

D. DuFour – Yes

K. Rochefort – Yes

R. Lund – Yes

R. LaCroix – Absent

b. Resolution for Tanya's Service Credits Purchase

**It was moved** to allow T. Hoar to purchase service credit for her MERS defined benefit plan by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion Carried.

**Roll Call:**

D. DuFour – Yes  
 K. Rochefort – Yes  
 R. Lund – Yes  
 T. Klarich – Yes  
 R. LaCroix – Absent

c. Manistique Township Road Work Agreement

**It was moved** to sign the road work agreement with Manistique Township by Commissioner T. Klarich, seconded by Commissioner R. Lund. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

d. RFP for Inwood Township Paving Project

**It was moved** to allow Managing Director J. Frankovich to go out to bid for Inwood Township's paving project by Commissioner T. Klarich, seconded by Commissioner K. Rochefort. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

e. Pavement Marking Contract JN 208202

**It was moved** to sign the pavement marking contract by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

f. May Financial Statements

T. Hoar went over the financial statements for May. The Statement of Activities increase in net assets are \$65,627 and \$67,957 over budget for MTD and YTD respectively. The largest variance from budget is in MTF revenue.

**It was moved** to accept the May financial statements by Commissioner D. DuFour, seconded by Commissioner T. Klarich. Motion carried.

**Roll Call:**

D. DuFour – Yes

T. Klarich – Yes

K. Rochefort – Yes

R. Lund – Yes

R. LaCroix – Absent

g. Engineering Reimbursement Form

**It was moved** to sign the engineering reimbursement form by Commissioner D. DuFour, seconded by Commissioner T. Klarich. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

h. Performance Resolution for Governmental Agencies Form 2207B

**It was moved** to allow Managing Director J. Frankovich to obtain the needed MDOT permits by Commissioner D. DuFour, seconded by Commissioner R. Lund. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

i. Competitive Bidding Policy

**It was moved** to accept the policy as it was written by Commissioner K. Rochefort, seconded by Commissioner D. DuFour. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

## 9. Managers' Report

- a. I received the authorization from Wanda Kreuser for the road commission to perform soil borings at the rolling hills property and scheduled the borings with UPEA. The cost is \$6,010.
- b. Grant of Easement for 994N CR 440 has been signed and registered with the Register of Deeds office. Nancy is working on the DEQ permit and I am working on putting together RFP's for tree removal and excavation. (Cope Storm Drain)
- c. Private Road Plowing – Just want to put this out there early so we can add it to the next agenda and have the Board decide and then we can inform the public and current customers of the decision. I was decided to make this issue part of a public hearing at the next meeting.

## 10. Department Heads

- a. T. Hoar, Finance Director, presented information on the 2018 Actuarial from MERS. The following were key notes that were touched upon:
  - Percent funded dropped from 48% - 47%
  - SCRC will reach 100% funding in 10 years if we increase our contribution by \$423,000.00
  - The retirement board changed investment assumptions from 7.75% - 7.35% and wage inflation from 3.75% to 3.00% effective 12/31/2019. If this had been effective for 2018, our percent funded would have dropped to 45%.
- b. B. DeMars, Human Resources, informed the Board that she would be completing the order and decorating the Fourth of July Parade float. SDS books have been updated and staff were trained on how to locate items properly. She has also started the process for scheduling the commissions CPR, AED, and fire extinguisher trainings.

11. Meeting Notices: None

12. Public Comment: None

13. Adjournment

**It was moved** to adjourn the meeting at 8:20A.M. by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion carried.

  
Thomas Klarich, Chairperson

  
Jean Frankovich, Manager

**SCHOOLCRAFT COUNTY ROAD COMMISSION  
332N EAST ROAD, MANISTIQUE, MI 49854  
SPECIAL BOARD MEETING AGENDA  
June 26, 2019 – 8:30 a.m.**

1. Call Meeting to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment:
5. New Business:
  - A. Interview Justin Paquin 8:30 AM
  - B. Interview Jeffery Betts 9:00 AM
6. Public Comment
7. Adjournment

1. Call Meeting to Order

The Chairman called the meeting to order at 8:30 AM

2. Roll Call

Roll call showed the following Board Members in attendance:

Thomas Klarich, Dale DuFour, Keith Rochefort,

Absent:

Commissioners Robin LaCroix & Randy Lund

Also, in attendance:

Jean Frankovich, Managing Director

Brittany DeMars, Human Resources

Justin Paquin, Interviewee

Jeffery Betts, Interviewee

3. Approval of Agenda

**It was moved** to approve the agenda by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion carried.

Ayes: Three

Nays: None

Absent: Two

4. Public Comment: None

5. New Business:

- C. Interview Justin Paquin 8:30 AM

J. Paquin's interview was held at 8:30 AM.



## D. Interview Jeffery Betts 9:00 AM

J. Betts' Interview was held at 9:00 AM.


**It was moved** to allow Managing Director J. Frankovich to extend offers as she deemed fit after all evaluations have been completed by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion Carried.

Ayes:	Three
Nays:	None
Absent:	Two

6. Public Comment: None

7. Adjournment

Meeting adjourned at 9:10 AM.

  
Thomas Klarich, Chairperson

  
Jean Frankovich, Manager