**SCHOOLCRAFT COUNTY ROAD COMMISSION**

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

**BOARD MEETING MINUTES**

**JULY 25th, 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 18-46 & 18-47
8. DSTR Review at Michibay DR Rail Road Crossing
9. Resolution for Amendment to Contract 18-5138 CR 435 Aggregate Surface
10. Rural Task Force Meeting July 26th, 2018 9:00 AM & Approval of Projects
11. Doyle Township Road Project Agreement
12. Motion to Approve Janitorial Wage Increase
13. Gravel Crushing
14. Manager’s Report
15. Department Heads
16. Meeting Notices
17. Public Comment
18. Adjournment
19. 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, Brittany DeMars – Payroll/HR Clerk, Kim Rochefort – Road Foreman, Greg Dibble – Shop Foreman, John Osterhout – Superintendent, Robin Lacroix, 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 Gravel Crushing by Commissioner D. DuFour, seconded by Commissioner B. Lund Motion carried.

Ayes: Five

Nays: None

1. Approval of Minutes:

**It was moved** to approve the July 11th, 2018 Board Meeting Minutes with the removal of Kim Rochefort, Road Foreman and Greg Dibble, Shop Foreman from the list of those present and to approve the July 16th Special Meeting Minutes with a change to the number of Ayes and Nays under section 5, seeing as not all commissioners were present by Commissioner K. Rochefort, seconded by Commissioner T. Klarich. 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 18-46 & 18-47 with the request that spending between NAPA and AutoValue become more even by Commissioner D. DuFour and seconded by Commissioner R. Lund. Motion Carried.

Ayes: Five

Nays: None

1. DSTR Review at Michibay Dr Railroad Crossing:

**It was moved** to approve the application for the railroad grade crossing improvement project, by Commissioner T. Klarich and seconded by Commissioner R. Lund. Motion carried.

Ayes: Five

Nays: None

1. Resolution for Amendment to contract 18-5138 CR 435 Aggregate Surface:

**It was moved** to accept the amendment of contract 18-5138 CR 435 from hot mix asphalt material to surface aggregate by Commissioner D. DuFour and seconded by Commissioner B. Lund. Motion Carried.

 Ayes: Five

 Nays: None

1. Rural Task Force Meeting July 26th, 2018 9:00 AM & Approval of Projects:

Jean took this opportunity to remind the board of our upcoming meeting and the projects she plans to present for consideration.

1. Doyle Township Road Project Agreement:

**It was moved** to sign the road project agreement as written by Commissioner T. Klarich and seconded by Commissioner D. DuFour. Motion Carried

 Ayes: Five

 Nays: None

1. Motion to Approve Janitorial Wage Increase

**It was moved** to leave the janitorial wages at the current rate of $12.50 by Commissioner B. Lund seconded by Commissioner R. Lund. A fifty-cent raise was their only intent in 2017, they did not intend twenty-five cent anniversary increases. Motion Carried

 Ayes: Five

 Nays None

1. Gravel Crushing

The subject of gravel crushing was tabled until J. Frankovich has the opportunity to compile a list of upcoming projects.

1. Managers’ Report

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

* 1. Southside Bridge demolition should begin within the next few weeks. Installation may be delayed due to the wait time on timber.
	2. A traffic counter was set at the RR crossing on Gulliver Lake Rd. Reviewed the results and the location with Kris Foondle and the Gulliver Lake Rd crossing is not a candidate for safety improvements.
1. Department Heads:
	1. J. Osterhout, Superintendent, is continuing to work on the safety sign project and assisting in calling in MISSDIG.
	2. K. Rochefort, Road Foreman, notified the board that Seney Foreman and crew would be coming to Manistique to assist the completion of a few projects.
	3. G. Dibble, Shop Foreman, notified the board that the equipment sale was running slowly and that it might be time to consider scrapping the rest of the equipment.
	4. B. DeMars, Human Resources and Payroll, informed the board that both Teamsters and CRASIF had completed audits within the last couple of weeks. She will have the results within the next few months
2. Meeting Notices:
	1. Straights Area Council August 7th, 2018
		1. Lund, T. Klarich, and D. DuFour will be accompanying the administrative staff to this meeting.
3. Public Comment:
	1. L. Mersnick took this opportunity to ask the board how much authority they had over the chip sealing projects that are currently taking place. K. Rochefort stated that MDOT regulations and recommendations must be followed for all chip sealing projects. L. Mersnick also complimented our float in the Manistique 4th of July parade and wanted to know if we were making an appearance at Lumber Jack Days in Seney.
	2. K. Rochefort took this opportunity to ask about the condition of the guardrails located at our project on the Little Harbor Road. Kim Rochefort stated that he was looking into the cost of replacing it with some materials we currently have on hand.
	3. B. Lund took this opportunity to remind the board that Mrs. J. Frankovich’s contract would soon be up for renewal. At this time everyone seemed pleased with J. Frankovich’s work and efforts. Her renewal will be addressed at the next meeting.
4. Adjournment:

**It was moved** to adjourn the meeting at 8:10 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