

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
January 23, 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:
8. New Business:
 - A. Vouchers 19-16 & 19-17
 - B. Sealed Bid Opening - Gravel Crushing
 - C. December Financial Statements
 - D. 2018 General Appropriations Act-Amendment #2
 - E. Final Approval of Temporary Employee/Equipment Operators Employment Policy
9. Manager's Report
10. Department Heads
11. Meeting Notices
 - A. Reschedule March 13, 2019 Board Meeting (Commissioners Conference & Road Show)
12. Public Comment
13. Adjournment

1. Call Meeting to order:

The meeting was called to order by Chairman T. Klarich at 7:01 A.M.

2. Roll Call Information:

Roll call showed the following Board Members in attendance:

Thomas Klarich, Dale DuFour via Phone, Keith Rochefort, and Robin Lacroix

Absent: Randy Lund

Also, in attendance:

Jean Frankovich, Manager

Tanya Hoar, Finance Director

Kim Rochefort, Road Foreman

Greg Dibble, Shop Foreman

Gilbert Baker, Hiawatha Township

Bernard Lund, General public

Steve Miller, Stone Mill

David Slining, Stone Mill

Eric Brow, General Public

Gary Demers, General Public

Bonnie Nyquist, NorthStar Crushing

John Shiner, County

Allan Ott, County Commissioner

3. Pledge of Allegiance: The pledge was recited

4. Approval of Agenda

It was moved to approve the agenda by Commissioner K. Rochefort, seconded by Commissioner R. Lacroix. Motion carried.

Ayes:	Four
Nays:	None
Absent:	One

5. Approval of minutes

It was moved to approve the minutes from January 9th, 2019 by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion carried.

Ayes: Four
Nays: None
Absent: One

6. Public Comment:

- a. At this time Bonnie Nyquist from NorthStar crushing asked for some clarification about the bid opening standards.

7. Old Business: NONE

8. New Business

- a. Vouchers 19-16 & 19-17

It was moved to pay vouchers 19-16 & 19-17 by Commissioner K. Rochefort, seconded by Commissioner R. Lacroix. Motion carried.

Roll Call:

K. Rochefort- Yes
R. Lacroix- Yes
D. DuFour- Yes
T. Klarich- Yes
R. Lund- Absent

b. Sealed Bid Opening

At this time the bids were opened a read aloud. Submissions included bids from Brow, Stone Mill, Hiawatha Shores, Lindberg, and NorthStar Crushing. At this time Commissioner K. Rochefort expressed concern with blasting at the Stone Mill pit because of neighboring property that is currently occupied by residential homes. D. Slining assured the commissioners that at this time the pit would not need any blasting or drilling.

It was moved to accept all bids and keep them on file with the intent to use the one that benefits The Road Commission most by Commissioner K. Rochefort, seconded by Commissioner D. DuFour. Motion carried.

Roll Call:

K. Rochefort- Yes
D. DuFour- Yes
R. Lacroix- Yes
T. Klarich- Yes
R. Lund- Absent

c. December Financial Statements

T. Hoar went over the financial statements for December. The Statement of Activities shows a ~\$205,000 loss compared to a ~\$155,000 budgeted profit. The variance is mainly due to the capital outlay purchase of the grader, which was originally scheduled to be purchased in fiscal year 2018. The other significant variances to budget were attributed to the mild weather in December compared to prior year, which the budget was based on.

It was moved to accept the financial statements as presented by Commissioner T. Klarich, seconded by Commissioner K. Rochefort. Motion carried.

Roll Call:

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

d. 2018 General Appropriations Act-Amendment #2

T. Hoar reviewed the second budget amendment with the Board and explained the large variances.

It was moved to accept the budget amendment as presented by Commissioner K. Rochefort, seconded by Commissioner T. Klarich. Motion carried.

Roll Call:

K. Rochefort- Yes
T. Klarich- Yes
D. DuFour- Yes
R. Lacroix- Yes
R. Lund- Absent

e. Final Approval of Temporary Employee/Equipment Operators Employment Policy

It was moved to accept the Temporary Employee/Equipment Operators Employment Policy as written by Commissioner R. Lacroix, seconded by Commissioner T. Klarich. Motion carried.

Roll Call:

R. Lacroix- Yes
T. Klarich- Yes
K. Rochefort- Yes
D. DuFour- Yes
R. Lund- Absent

9. Managers' Report

- a. Act 51 Certification Maps are due by March 31, 2019. I sent the information to UPEA to update and produce the 2 copies needed for Board approval. Once the maps are received, I will present them for Board approval and submit them to MDOT.
- b. I am in the process of cleaning up some old project files that have not been closed out due to missing information and MDOT (Tony Gretz) will not sign off the project until all items/deficiencies are resolved. Some of the issues from past projects include bidding material in cyds and charging it out in tons or vice versa. The weigh tickets must match the IDR's as well and in many cases they did not. I received the owner's manual for the scale in L76 and sent out some information as I was told that many of the guys do not know how to use it, which was the cause for IDR's not matching weigh tickets. Materials Source lists incomplete on most projects. There are many other deficiencies. The file boxes are required for any Federal dollars being used on a project.

- c. We are scheduled to conduct interviews on Thursday January 24, 2019 starting at 8:00 am in Escanaba. We have 3 qualified candidates to be interviewed. I feel that once we have an in-house engineer, we can apply for some of the grants that are smaller without a large expense to engineer costs.
- d. I have completed the IRT and Asset Management for FY2018. Tanya has completed ADARS.

10. Department Heads

- a. T. Hoar, Finance Director, informed the Board of supplemental funding from a recently passed Senate bill; incorrect MTF calculations that will be adjusted in subsequent payments; and the results of the 2017 MDOT audit. SCRC will receive \$28,329 from the 2017 MDOT audit.
- b. B. DeMars, Human Resources, informed the board that all W-2's had been distributed and 1099-MISC's were in the process of being mailed.
- c. K. Rochefort, Road Foreman, informed the board that he was still seeking grader training. The crew is currently catching up on brushing during non-plowing times.
- d. J. Johnson, Seney Foreman, informed the board that the Seney crew is staying busy plowing and cleaning up after the recent storms.

11. Meeting notices

- a. Reschedule March 13, 2019 Board Meeting (Commissioners Conference & Road Show)

It was moved to reschedule the March 13th, 2019 meeting to March 6th, 2019 by Commissioner T. Klarich, seconded by Commissioner K. Rochefort . Motion carried

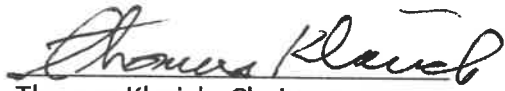
Ayes:	Four
Nays:	None
Absent:	One

12. Public Comment

- a. John Shiner took this opportunity to request the board address the school crossing equipment located on Maple street with MDOT. The equipment currently does not work properly, and he has not gotten a response from MDOT.
- b. Commissioner K. Rochefort took this opportunity to inquire about the loader scales, he wanted to know if it was equipment or operator error. Kim Rochefort, road foreman, stated that the crew is still waiting on proper training so as for now it's being calculated as best guess.
- c. Commissioner D. DuFour took this opportunity to ask Manager J. Frankovich about her feelings or plans for response in regard to SB396.

13. Adjournment

It was moved to adjourn the meeting at 8:01 A.M. by Commissioner T. Klarich, seconded by Commissioner R. Lacroix Motion carried.



Thomas Klarich, Chairperson



Jean Frankovich, Manager