**SCHOOLCRAFT COUNTY ROAD COMMISSION**

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

**BOARD MEETING MINUTES**

**October 10th, 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. Grader Bids
7. Approve Final Private Road Plowing Application
8. New Business:

A. Voucher 18-57 & 19-01

B. Schedule interviews for Full-Time Truck Driver Position

C. Schedule interviews for Engineer Tech Position

D. Motion to terminate John’s Non-Union Agreement with SCRC & Move to Supervisory Unit

E. Motion to move J. Osterhout from health insurance group 9030 to 9031

F. Permit Fees

G. Resolution for SB 396

H. Reschedule October 24th regular board meeting to October 31st, 2018

I. Request for sealed bids for excavation of Southside Bridge

J. Special Meeting to open sealed bids on October 18th, 2018

1. Manager’s Report
2. Department Heads
3. Meeting Notices
4. Local RTF Meeting October 20th, 2018
5. Public Comment
6. Adjournment
7. 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

 Randy Lund, Member

 Dale DuFour, Member

 Absent: Keith Rochefort, Member

Also, present Jean Frankovich – Manager, Tanya Hoar – Finance Director, Brittany DeMars – Human Resources/Payroll Clerk, Kim Rochefort- Road Foreman, James Johnson – Seney Foreman, John Osterhout – Superintendent, Greg Dibble – Shop Foreman, Robin Lacroix, Larry Mersnick – County Commissioner, Bob Hinkson – Resident, Scott Lippens – McCoy

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

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

Ayes: Four

Nays: None

Absent: One

1. Approval of Minutes:

**It was moved** to approve the September 26th, 2018 Board Meeting Minutes by Commissioner D. DuFour seconded by Commissioner R. Lund. Motion carried.

Ayes: Four

Nays: None

Absent: One

1. Public comment:
	1. At this time Bob Hinkson took the opportunity to follow up on his concerns with the snow plow accusation in the right-of-way. J. Frankovich has completed research and will be sending a letter shortly.
2. Old Business:
3. Grader Bids

**It was moved** to purchase the CAT grader by Commissioner R. Lund, seconded by Commissioner T. Klarich. Motion carried.

 Ayes: Three

 Nays: One

 Absent: One

**Roll Call:**

R. Lund – Yes

D. DuFour – No

B. Lund- Yes

T. Klarich- Yes

1. Approve Final Private Road Plowing Application

**It was moved** to approve the final private road plowing application by Commissioner D. DuFour, seconded by Commissioner T. Klarich. Motion carried.

 Ayes: Four

 Nays: None

 Absent: One

1. New Business:
2. Vouchers:

**It was moved** to Approve Vouchers 18-5 & 19-01 by Commissioner T. Klarich, seconded by Commissioner R. Lund. Motion Carried.

Ayes: Four

Nays: None

Absent: One

1. Schedule Interviews for Full Time Truck Driver Position:

Interviews will be scheduled for Monday October 15th, 2018 at 7:00 A.M. at the Manistique location.

1. Schedule Interview for Engineer Tech Position

Since J. Barham was the only applicant for the Engineer Tech Position permission was granted to J. Frankovich to move him into the position in a manner that she deemed appropriate.

1. Motion to terminate J. Osterhout’s non-union contract with SCRC & move him to the Supervisory Unit

**It was moved** to terminate J. Osterhout’s non-union contract with SCRC & move him to the Supervisory Unit by Commissioner T. Klarich, seconded by Commissioner R. Lund. Motion Carried.

Ayes: Four

Nays: None

Absent: One

1. Motion to move J. Osterhout from health insurance group 9030 to 9031

**It was moved** to move J. Osterhout from health insurance group 9030 to 9031 by Commissioner D. DuFour, seconded by Commissioner R. Lund. Motion carried.

 Ayes: Four

 Nays: None

 Absent: One

1. Permit Fees

**It was moved** to accept the proposed permit fees by commissioner D. DuFour, seconded by Commissioner R. Lund. Motion carried.

 Ayes: Four

 Nays: None

 Absent: One

1. Resolution for SB 396

**It was moved** to accept the resolution opposing Senate Bill 396 by Commissioner R. Lund, seconded by Commissioner T. Klarich. Motion carried.

Ayes: Four

 Nays: None

 Absent: One

1. Reschedule October 24th regular board meeting to October 31st, 2018

**It was moved** to reschedule the October 24th meeting to October 31st, 2018 by Commissioner B. Lund, seconded by Commissioner D. DuFour

 Ayes: Four

 Nays: None

 Absent: One

1. Request for sealed bids for excavation of Southside Bridge

**It was moved** to allow J. Frankovich to have a bid letting for excavation of Southside Bridge by Commissioner B. Lund, seconded by Commissioner T. Klarich.

 Ayes: Four

 Nays: None

 Absent: One

1. Special Meeting to open sealed bids on October 18th, 2018

**It was moved** to hold a special meeting on October 18th, 2018 to open sealed bids by Commissioner B. Lund, seconded by Commissioner T. Klarich

 Ayes: Four

 Nays: None

 Absent: One

1. Managers’ Report: A full report was provided to all commissioners in their packets.
	1. The local RTF meeting is scheduled for October 30, 2018 at 10:00 am at the SCRC building. The meeting is to go over the plans for 2020-2023. I originally wanted to change the way in which we utilize RTF dollars, so we can focus on improving our paved primary roads, but with the meeting coming upon us so quickly I may not have the complete plan in place by October 30th
	2. At our regular staff meeting the topic of seasonal roads was discussed. John took the time to get measurements of the roads that were deemed to be added to a seasonal road listing. The proposed roads are:
		1. Southside Rd-on the CR 448 end. From .8 off 448 to the closed bridge.
		2. Southside Rd-on the M94 end. From 2.2 miles from M94 to the closed bridge.
		3. Clear Lake Rd-after 3.2 miles
		4. Bass Lake Rd-Steuben after the first .2 miles
		5. Bass Lake Rd-on CR449 (8 mile rd.) to 2213 2.7 miles
		6. Little Indian Rd-beyond the first 3.0 miles
		7. 445 Kentucky Trail-beyond the first 1.2 miles
		8. High rollaway
		9. Wolf Rd-Cooks
		10. Wolf Lake Rd by CR450
		11. CR454
2. Department Heads:
	1. K. Rochefort, Road Foreman, notified the board that all projects were wrapping up and the crew was finishing Stoney Cut culvert. K. Rochefort also notified the board that we had various culverts with issues, the crew is working to correct the problems.
	2. J. Osterhout, Superintendent, is currently working with the manager on salt & sand for this coming winter. J. Osterhout also wanted to take the time to thank J. Johnson for his work on the salt shed roof.
	3. B. DeMars, Human Resources and Payroll, informed the board that she was working on the new mailbox policy and planned to have it for the next board meeting.
	4. T. Hoar, Financial Director is finalizing all MDOT billing and will be updating insurance information as needed.
3. Meeting Notices:
	1. Local RTF Meeting October 30th, 2018
4. Public Comment:
	1. G. Baker wanted to take the opportunity to make the board aware of the possible pit being put in on the Beckman Road, he requested we investigate the pits legality.

1. Adjournment:

**It was moved** to move into a temporary recess at 8:02 A.M.

 **SCHOOLCRAFT COUNTY ROAD COMMISSION**

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

**SPECIAL MEETING INTERVIEWS**

**October 10, 2018 8:30 am**

1. Call Meeting to Order
2. Approval of Agenda
3. Public Comment:
4. New Business:
5. Interviews
	1. Jordan Farmer 8:30 am
	2. Bruce Pawley 9:00 am
	3. Eric Lytle 9:30 am
6. Public Comment
7. Adjournment
8. Call Meeting to Order:
	1. The Meeting was called to order at 8:29 A.M.
9. Approval of Agenda

**It was moved** to approve the agenda by Commissioner B. Lund, seconded by Commissioner D. DuFour. Motion Carried.

 Ayes: Four

 Nays: None

 Absent: One

1. Public Comment: None
2. New Business:
3. Interviews
	1. Jordan Farmer’s interview was conducted at 8:30 am
	2. Bruce Pawley’s interview was conducted at 9:00 am
	3. Eric Lytle called and canceled his interview.

**It was moved** to allow J. Frankovich to make hiring decisions based on what is best for the Schoolcraft County Road Commission by Commissioner B. Lund, seconded by Commissioner T. Klarich. Motion Carried

 Ayes: Four

 Nays: None

 Absent: One

1. Public Comment: None
2. Adjournment

**It was moved** to adjourn the meeting at 9:45 A.M. by Commissioner B. Lund, Seconded by Commissioner T. Klarich. Motion Carried.

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Bernard J. Lund, Chairperson Jean Frankovich, Manager