

SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
June 10th, 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. Used Loader Award
8. New Business:
 - A. Vouchers 19-35, 19-36 & 19-37
 - B. Open and Award Sealed Bids RFP 2019-07 Culverts and Bands
 - C. Manistique Township Chip Seal Bids (Merwin & Murphy)
 - D. Close Inactive MBank Account
 - E. Approve OPEB Waiver Form 5584
 - F. Approve Pension Waiver Form 5583
 - G. Fragale Road Turnaround
 - H. Rolling Hills Dr- Soil Borings & Survey
 - I. HR 1.00 Interview and Hiring Policy
 - J. HR 6.00 Insubordination Policy
9. Manager's Report
10. Department Heads
11. Meeting Notices
 - A. Improving Michigan's Infrastructure Asset Management Summit – Escanaba
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, Keith Rochefort, Randy Lund, and Robin LaCroix

Also, in attendance:

Jean Frankovich, Managing Director

James Johnson, Seney Foreman

Kim Rochefort, Road Foreman

Tanya Hoar, Finance Director

Brittany DeMars, Human Resources

Scott Lippins, McCoy

Joseph Stocher, Pitlik & Wick

Ryan Blipi, Miller-Bradford

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 T. Klarich. Motion carried.

Ayes: Five

Nays: None

5. Approval of minutes

It was moved to approve the minutes from May 22nd, 2019 by Commissioner K. Rochefort, seconded by Commissioner D. DuFour. Motion carried.

Ayes: Five

Nays: None

6. Public Comment: None

7. Old Business:

a. Used Loader Award

It was moved to purchase the used CAT loader by Commissioner R. LaCroix, seconded by Commissioner K. Rochefort. Motion failed.

Roll Call:

R. LaCroix – Yes
K. Rochefort – Yes
D. DuFour – No
R. Lund – No
T. Klarich - No

8. New Business

a. Vouchers 19-35, 19-36 & 19-37

It was moved to pay vouchers 19-35, 19-36 & 19-37 by Commissioner R. Lund, seconded by Commissioner D. DuFour. Motion carried.

Roll Call:

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

b. Open and Award Sealed Bids RFP 2019-07 Culverts and Bands

It was moved to award the bid to UP Concrete by Commissioner D. DuFour, seconded by Commissioner R. Lund. Motion Carried.

Roll Call:

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

c. Manistique Township Chip Seal Bids (Merwin & Murphy)

Managing Director J. Frankovich opened both bids from Farhener & Pitlik and Wit. She will be presenting them to the Manistique Township board.

d. Close Inactive MBank Account

It was moved to close the inactive account at MBank by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix. Motion carried.

Ayes: Five
Nays: None

e. Approve OPEB Waiver Form 5584

T. Hoar went over the OBEP waiver form to send to the state.

It was moved to approve OPEB Waiver Form 5584 by Commissioner D. DuFour, seconded by Commissioner T. Klarich. Motion carried.

Ayes: Five
Nays: None

f. Approve Pension Waiver Form 5583

T. Hoar went over the pension waiver form to send to the state.

It was moved to approve Pension Waiver Form 5583 by Commissioner K. Rochefort, seconded by Commissioner R. Lund. Motion carried.

Ayes: Five
Nays: None

g. Fragale Road Turnaround

Managing Director J. Frankovich stated that with Mr. & Mrs. Evingreds approval she would like to being the construction of a new turn around on the easement that would be granted to the Schoolcraft County Road Commission.

It was moved to approve the construction of the new turn around by Commissioner D. DuFour, seconded by Commissioner K. Rochefort. Motion carried.

Ayes:	Five
Nays:	None

h. Rolling Hills Dr- Soil Borings & Survey

It was moved to proceed with soil borings and if the result is favorable to consult the zoning board to see if the property can be rezoned by Commissioner K. Rochefort, seconded by Commissioner R. LaCroix. Motion carried.

Roll Call:

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

i. HR 1.00 Interview and Hiring Policy

It was moved to deny the policy as it was written by Commissioner D. DuFour, seconded by Commissioner R. Lund. Motion carried.

Roll Call:

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

B. DeMars, Human Resources, will make suggested changes and resubmit the policy at the next board meeting.

j. HR 6.00 Insubordination Policy

It was moved to approve the policy as written 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 – Yes

9. Managers' Report

- a. I spoke with Don Gieger (property owner) about the storm drain that was damaged during the construction of his new home and he was able to confirm that the 30' between him and Ebli's is public access. I will request it be on the County Board Meeting for approval to replace the culvert through the drain commission. Olsen's should be responsible for the storm drain manhole cover that was damaged as a result of his operations. UPDATE: Olsen's completed their driveway culvert on the new home and the storm drain has no visible culvert and is not operational. Missy (register of deeds) along with Karen (Schoolcraft title) was able to provide me with the easement for the Rethman property (Cope drain storm) dated 1960 with a 3' easement on the south line of Lot 14. We could not locate an established easement for the Armstrong property Lot 15. I spoke with Jack Armstrong and he is willing to sign an easement so we can fix the culvert now. He has provided me with his email address and will sign it and send it back. I reached out to Gayle Cummings (MCRCSIP) and she is going to get with Bill Henn and get us the documents we need for Armstrong's to sign. Easement documentation has been received I am working on completing the details.
- b. Gust (UPEA) confirmed that the sinkhole was not as a result of a bridge failure but rather an approach failure. Gust has provided a recommendation for repair (short term). The long-term repair is a concrete approach slab which he said is not necessary at this time, but it is what bridge construction is moving towards and in the future may be a requirement. UPDATE: James and his crew completed the repairs and it looks great. I encourage you all to take a ride up to Seney to see what a great job they did.
- c. We have noticed that there has been some work within the right-of-way for driveways this season that have not been permitted. I spoke with Mark Rivard and he is going to include the driveway permits with each building permit. I have provided him with both electronic copies and hard copies of the permit.

10. Department Heads

- a. T. Hoar, Finance Director, has nothing to add currently.
- b. K. Rochefort, Road Foreman, informed the board that the crew is currently working on county road 436. Blading and chloride will be starting this week.
- c. J. Johnson, Seney Foreman, stated that Seney is just waiting on some blacktop to complete their fix on railroad street. 458
- d. B. DeMars, Human Resources, informed the board that she would be organizing the Fourth of July Parade.

11. Meeting Notices:

- a. Improving Michigan's Infrastructure Asset Management Summit- Escanaba

Managing Director J. Frankovich wanted to inform the board of this upcoming meeting.

12. Public Comment:

Commissioner K. Rochefort asked if the repairs done on where reimbursed by the Federal Forrest Service. Managing Director J. Frankovich stated that while a bill has gone out for an approximate \$10,000.00, we have not heard anything back from them.

13. Adjournment

It was moved to adjourn the meeting at 8:25A.M. by Commissioner T. Klarich, seconded by Commissioner D. DuFour. Motion carried.


Thomas Klarich, Chairperson


Jean Frankovich, Manager