**SCHOOLCRAFT COUNTY ROAD COMMISSION**

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

**BOARD MEETING MINUTES**

**MAY 23rd, 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. Approval of Special Board Meeting Minutes
5. Public Comment:
6. Old Business:
7. New Business:
8. Vouchers 18-37, 18-38
9. Form 5583-Application Waiver for OPEB
10. Approval to Hire Four Temporary Employees
11. Manager’s Report
12. Department Heads
13. Meeting Notices
14. Intro to Oxcart Permit Systems - Brittany
15. Public Comment
16. Adjournment
17. 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, Tanya Hoar – Finance Director, Brittany DeMars – Payroll/HR Clerk, Kim Rochefort – Road Foreman, Greg Dibble – Shop Foreman, John Osterhout – Superintendent, Larry Mersnick - County Commissioner, Gilbert Baker – Hiawatha Township, Judy Lucas – Hiawatha Township Clerk

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

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

Ayes: Five

Nays: None

1. Approval of Minutes:

**It was moved** to approve the May 9th, 2018 Board Meeting Minutes by Commissioner T. Klarich, seconded by Commissioner K. Rochefort. Motion carried.

Ayes: Five

Nays: None

1. Approval of Special Board Meeting Minutes:

**It was moved** to approve the May 16th, 2018 Special Board Meeting Minutes by Commissioner T. Klarich, seconded by Commissioner K. Rochefort. 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 18-37, 18-38 by Commissioner D. DuFour and seconded by Commissioner R. Lund. Motion Carried.

Ayes: Five

Nays: None

1. Form 5583 – Application Waiver for OPEB:

**It was moved** to accept application as written and to sign the resolution by Commissioner K. Rochefort and Seconded by Commissioner T. Klarich. Motion carried.

Ayes: Five

Nays: None

1. Approval to Hire Four Temporary Employees:

**It was moved** to approve advertisement and interviewing for four new temporary employees. Motion Carried.

Ayes: Five

Nays: None

1. Managers’ Report

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

* 1. Two college employees have been hired. Nick Smith and Bryce Thompson have both started their work with the commission this week.
  2. Jean took this opportunity to explain what steps we are currently in on our summer projects
  3. The equipment disposal list has been created and posted to our website. Ads will go out in the papers next week.

1. Department Heads:
   1. Brittany DeMars, human resources and payroll informed the board that the first safety meeting was held on May 21st, 2018. As a result of that meeting the proper trainings have been scheduled and new high visibility shirts are being ordered for the workers.
2. Meeting Notices:
3. Intro to Oxcart Permit System:

**It was moved** to send Brittany DeMars to this meeting in Mount Pleasant by Commissioner T. Klarich and seconded by Commissioner D. DuFour. Motion Carried.

Ayes: Five

Nays: None

1. Public Comment:
   1. Gilbert Baker took this opportunity to ask the board about assisting with the cost of the 5th and 6th street project. Jean and her team will be meeting to discuss a match program for townships. Gilbert also notified the board that the township would not be installing/upgrading Evergreen Beach Road and its lake access point.
   2. Judy Lucas took this opportunity to inquire on what roads are considered county and what ones are the townships responsibility. The board stated that most road with a number instead of a name are county kept roads. They also informed Judy that they have a book of all miles of county roads and it could be made available for review.
   3. Larry Mersnick asked the board if they had made any progress with the bridge on County Road 448, the board informed him the application has still not been approved. He also took this time to inform the board that he is doing investigative work into the Drain Commissioner position, responsibility, and wages.

**It was moved** to adjourn the meeting at 8:12 a.m. by Commissioner B. Lund and seconded by Commissioner D. DuFour Motion carried.

Ayes: Five

Nays: None

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Bernard J. Lund, Chairperson Jean Frankovich, Manager