

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, OCTOBER 13, 2014, AT 9:00 A.M.
AT THE OFFICE LOCATED AT 1049 ISLAND LAKE ROAD, KALKASKA, MICHIGAN**

ITEM 1 - PLEDGE OF ALLEGIANCE

Meeting called to order by the Chair at 7:00 p.m. Pledge of Allegiance.

ITEM 2 - ROLL CALL

Upon roll call, the following Commissioners responded:

Allen, Present
Corrado, Not Present
Cox, Present
Gill, Present
Walter, Present

In addition, the following staff members were present: John Rogers, Manager; Becky Jerry, Clerk.

ITEM 3 – ADDITIONS TO AGENDA

Addition to New Business, Teamsters' contract.

ITEM 4 – APPROVAL OF AGENDA

Motion by Gill to approve Agenda as presented, seconded by Cox. Four ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

Conflict of Interest Roll Call: Allen, no; Cox, no; Gill, no; Walter, no.

ITEM 6 – CONSENT CALENDAR

The purpose of the Consent Calendar is to expedite business by grouping non-controversial items together without discussion. Any member of the Commission, staff, or the public may ask that any item on the Consent Calendar be removed and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected.

If an item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Commission action adopting the Consent Calendar. The Manager recommends the following items be adopted:

- A. *Minutes*: The Board approves the Regular Meeting Minutes September 8, 2014.
- B. *Payroll*: The Board approves Payroll #19 (\$43,938.08), and Payroll #20 (\$30,726.92) respectively.
- C. *Accounts Payable*: The Board approves Accounts Payable in the amounts of C/9-3 (\$18,251.12), C/9-4 (\$318.00), C/9-5 (\$10,000.00), C/9-6 (\$50,000.00), C/10-1 (\$562,364.93), C/10-2 RX (\$127.39) and the Check Register for the period of September 1, 2014 to September 30, 2014.

Motion by Cox to approve the items on the Consent Calendar, seconded by Gill. Roll call vote: Cox, yes; Gill, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried.

ITEM 7 – PUBLIC COMMENT

Those individuals without appointments may give public comment in compliance with Section D & Appendix A of Procedure Policy.
None.

Manager, John Rogers, introduced new full-time employees to the Board: Shane Oliver, Jason Kamerschen, Steve Chadwell, Brett Jones, and Randy Birgy. Board welcomed new employees aboard.

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Corrado joined meeting at 9:03 a.m.

ITEM 8 – TOWNSHIP REPRESENTATIVES

Carl Ingersoll, Springfield Township, had questions and/or voiced concerns over the following: 1. Road grading work by employees; pushing gravel out to shoulders and/or into yards; training needed for employees. Would like Board members to go look at Creighton Road. Discussion.

ITEM 9 – FINANCE REPORT/BUDGETS

- A. PA 252 Revenue. (Approximately \$277,000.00). **Motion for PA 252 funds to be transferred to the equipment escrow account upon payment receipt schedule, seconded by Allen. Roll call vote: Gill, yes; Allen, yes; Corrado, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**
- B. Chainsaw disposal. **Motion by Gill to dispose of equipment numbers 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 51P, 52P, seconded by Cox. Discussion. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**
- C. Design Engineering/Rapid City Road. **Motion by Gill to approve up to \$7,000.00 for design engineering fees for Rapid City Road as quoted by Prein&Newhof to be paid for with the 2015 millage revenue, seconded by Allen. Discussion. Manager stated the match money and engineering both would come out of the millage revenue. Roll call vote: Gill, yes; Allen, yes; Corrado, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**
- D. Electrical Upgrades. **Motion by Gill to approve electrical upgrades of not to exceed \$12,500.00 by Crambell Electric to be paid out of the Building Fund escrow, seconded by Cox. Discussion. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**
- E. Blade Rack. **Motion by Gill to approve up to \$3,000.00 for the construction of a blade storage rack for the shop garage to be paid out of the Building Fund escrow, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

ITEM 10 – APPOINTMENTS

None.

ITEM 11 – OLD BUSINESS

None.

ITEM 12 – NEW BUSINESS

- A. CRAM Bylaws. Discussion on CRAM increase of fees. **Motion by Allen to approve revisions to the CRAM Constitution and Bylaws, in particular, bullet points 1-5, but to disapprove bullet point 6, changes to the service charges (dues), and to vote no on overall ballot, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Gill, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried. Manager to send letter explaining no vote.**

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

None. Commissioner Walter asked in regards to the Mecosta Resolution. Discussion. Manager acknowledged no Resolution was prepared. Further discussion. **Motion by Gill to send a letter of support Mecosta County Road Commission Resolution Number 14-10 and forward to correct political parties, seconded by Allen. Five ayes, no nays. Motion carried.**

Policy Report:

Corrado reported on the following:

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1. P14-12 Nepotism Policy. **Motion by Corrado to approve P14-12 Nepotism Policy, seconded by Cox. Discussion. Roll call vote: Corrado, yes; Cox, yes; Allen, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Personnel Report:

Corrado reported on the following:

- School winter safety program. Schools have video.
- Working on staff.
- Revised job description for Payroll Clerk/Administrative Assistant. **Motion to approve the revised job description for the position of Payroll Clerk/Administrative Assistant, seconded by Gill. Roll call vote: Corrado, yes; Gill, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**
- MERS Hybrid Plan Adoption Agreement. **Motion by Corrado to approve the MERS Hybrid Plan Adoption Agreement pending the ratification of the Agreement Between the Board of County Road Commissioners of Kalkaska, County, Michigan and the Teamsters State, County, and Municipal Workers Local 214 and to adopt the MERS Hybrid Plan for all new Teamster employees hired after the effective date of June 1, 2014 where the Defined Benefit portion would be a 1% multiplier, FAC 3, 6 year vesting. The Defined Contribution portion would be an Employer contribution of 3% and an Employee contribution of 3% with a vesting period of 5 years, seconded by Gill. Roll call vote: Corrado, yes; Gill, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**
- MERS Health Care Savings Program Uniform Resolution. **Motion by Corrado to approve the MERS Health Care Savings Program Uniform Resolution pending the ratification of the Agreement Between the Board of County Road Commissioners of Kalkaska, County, Michigan and the Teamsters State, County, and Municipal Workers Local 214. Said terms are fully described in the above-referenced agreement, seconded by Gill. Roll call vote: Corrado, yes; Gill, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Safety Committee:

Cox reported on the following:

1. Electrical upgrades.
2. Blade rack.
3. Training for new hires.
4. Safety issues.
5. Meth lab waste. Check to see if MCRCSIP has training.
6. AED purchased. Need training.

Discussion on tailgate safety and training requirements.

Chairman's Report:

None.

ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

Those individuals without appointments may give public comment in compliance with Section D & Appendix A of Procedure Policy.

Discussion held on Baggs Road correspondence. **Motion by Gill to approve the Baggs Road project assuming all other entities agree to participate; KCRC to pay up to \$5,000.00, to be paid out of general funds, seconded by Allen. Further discussion. Roll call vote: Gill, yes; Allen, yes; Corrado, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Discussion on winter maintenance capital.

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ITEM 16 – ADJOURNMENT

Motion by Allen to adjourn meeting at 10:01 a.m., seconded by Cox. Five ayes, no nays. Motion carried.

Louis Walter, Chair

Rebecca Jerry, Clerk