

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, DECEMBER 14, 2015, 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 9:00 a.m. Pledge of Allegiance.

ITEM 2 - ROLL CALL

Upon roll call, the following Commissioners responded:

- Allen, Present
- Corrado, Present
- Cox, Present
- Walter, Present
- Gill, Present

In addition, the following staff members were present: John S. Rogers, Manager; Jerry Heim, Finance Director and Debbie Green, Deputy Clerk.

ITEM 3 – ADDITIONS TO AGENDA

None.

ITEM 4 – APPROVAL OF AGENDA

Motion by Cox to approve Agenda, seconded by Corrado. Five ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

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

ITEM 6 – PUBLIC HEARING – 2016 GENERAL APPROPRIATIONS BUDGET

Motion by Walter to recess the regular meeting and to open the Public Hearing at 9:05 a.m., seconded by Cox. Roll call vote: Walter, yes; Cox, yes; Corrado, yes; Allen, yes; Gill, yes. Five ayes, no nays. Motion carried.

Finance Director reviewed the proposed 2016 General Appropriations Budget. Discussion.

Motion by Walter to close the Public Hearing at 9:20 a.m., seconded by Cox. Roll call vote: Walter, yes; Cox, yes; Allen, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.

ITEM 7 – 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, dated November 9, 2015.
- B. *Payroll*: The Board approves Payroll #23 (\$49,369.55) and Payroll #24 (\$46,388.87), respectively.
- C. *Accounts Payable*: The Board approves the Accounts Payable Disbursements (12/3/2015) in the amount of \$16,821.24, the Accounts Payable Disbursements (12/14/2015) in the amount of \$174,858.20 and the Check Register for the period of November 1 through November 30, 2015.

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

ITEM 8 – PUBLIC COMMENT

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

Frank Darlington of Smith Road stated that he is happy with the work that the Road Commission has done to control the damage done by loggers on Smith Road.

ITEM 9 – TOWNSHIP REPRESENTATIVES

Mr. Dick Malott of Coldsprings Township advised that the township is satisfied with the work that has been done in the township. Great job by the Road Commission.

Mr. Chuck Ardingo of Rapid River Township responded that his township is also happy with the work done by KCRC and wished everyone Merry Christmas.

ITEM 10 – FINANCE REPORT/BUDGETS

Motion by Allen to authorize the Manager to dispose of truck #4 either by scrapping or selling, seconded by Corrado. Five ayes, no nays. Motion carried.

Motion by Allen to approve the 2015 First Amended General Appropriations Budget, seconded by Walter. Discussion. Roll call vote: Allen, yes; Walter, yes; Corrado, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.

Motion by Allen to approve the 2016 General Appropriations Budget, seconded by Corrado. Discussion. Roll call vote: Allen, yes; Corrado, yes; Walter, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.

The following items were discussed:

1. Financial Reports.
2. Cash Flow Report.
3. Escrow Account Review.
4. MTF Revenue.

ITEM 11 – APPOINTMENTS

None.

ITEM 12– OLD BUSINESS

None.

ITEM 13 – NEW BUSINESS

Motion by Cox to approve and adopt the formal resolution amending the KCRC Premium Only Plan Section 125, seconded by Allen. Roll call vote: Cox, yes; Allen, yes; Walter, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.

Motion by Cox to approve and adopt the formal resolution adopting the KCRC Premium Only Plan Section 125, seconded by Allen. Roll call vote: Cox, yes; Allen, yes; Walter, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.

ITEM 14 – CORRESPONDENCE AND REPORTS**Manager's Report:**

1. KCRC is still accepting applications for a truck driver.
2. Goals and Objectives.
3. Road Commissioner Appointment.
4. The Christmas in Kalkaska Parade Participation. First place prize in non-profit category.
5. Smith Lake Sand Pit.
6. Engineering RFP's for 2016.

Chair called for a break at 9:40 a.m.

Meeting was called back to order at 9:47 a.m.

A discussion was held regarding the Road Commissioner's appointment. The Board of Commissioners will not appoint a new road commissioner until their January 13, 2016 regular meeting. Included in the discussion was changing the first regular Board meeting of the year from January 13, 2016 to January 14, 2016.

Motion by Allen to continue with the KCRC Board's Organizational Meeting on January 4, 2016, and to set the time for 2:00 p.m., seconded by Walter. Five ayes, no nays. Motion carried.

Mr. Walter asked Mr. Rogers how much time is actually spent on weigh master duties, and should other employees be trained. Mr. Rogers replied that 2 employees will be attending training in January.

Policy Committee:

Mr. Cox advised that a policy workshop with Steve Wwinner has been tentatively planned for February 16 & 17, 2016, starting at 8:00 a.m. both days.

Motion by Corrado to post the workshop/special meeting, seconded by Walter. Five ayes, no nays. Motion carried.

Also discussed was the "Special Signs Policy".

Personnel Committee:

Mr. Corrado advised that the Manager is authorized to purchase dash cams to evaluate and to develop a policy/procedure for usage.

Motion by Corrado to recognize Road Commission Personnel and Families for their participation in the 2015 Christmas in Kalkaska Parade, supported by Cox. Five ayes, no nays. Motion carried.

Safety Committee:

No meeting this month.

Chairman's Report:

Mr. Gill thanked the Board members for their hard work and dedication in 2015. He also advised that the Commissioners are sponsoring a luncheon immediately following the safety meeting on December 24th.

ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

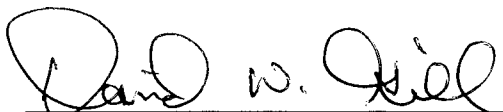
Also discussed:

Mr. Mallott voiced concerns about Lakeview Avenue. Mr. Rogers replied that Lakeview has been checked and is passable. Mr. Mallot asked about the speed limit signs on Twin Lake Road and safety concerns at Tower Hill. He advised that Coldsprings Township supports the reappointment of Mr. Corrado as Road Commissioner.


Mr. Walter asked Mr. Rogers about the progress of removing the flashing traffic signs at the S. Boardman Elementary school.

ITEM 16 – ADJOURNMENT

Motion by Cox to adjourn meeting at 10:25 a.m., seconded by Allen. Five ayes, no nays. Motion carried.



David W. Gill, Chair


Deborah Green, Deputy Clerk