

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON WEDNESDAY, MARCH 8, 2017, 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**

**ITEM 4 – APPROVAL OF AGENDA**

**Motion by Walter to approve Agenda, seconded by Cox. 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 – 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 February 8, 2017.
- B. *Payroll:* The Board approves Payroll #3 (\$58,335.62) and Payroll #4 (\$49,017.24), respectively.
- C. *Accounts Payable:* The Board approves the Accounts Payable Disbursements (3/8/17) in the amount of \$163,048.88 and the Check Register for the period of February 1 through February 28, 2017.

**Motion by Cox to approve the items on the Consent Calendar, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Walter, yes; Gill, yes. Five 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.*

Mr. Shane Jenkins of Jenkins Potato Farm on Saunders Road discussed his concerns with permitting issues during frost laws.

Mr. Harold Sheffer also commented on frost laws and permits.

**ITEM 8 – COUNTY ROAD 571/SPENCER ROAD CONSTRUCTION ENGINEERING BIDS**

Bids were opened with the following results:

- Gourdie Frasier – not to exceed \$19,195
- Huron Engineering – not to exceed \$22,400
- Northwest Design Group – not to exceed \$16,416
- Gosling Czubak – not to exceed \$14,160
- Prein Newhof – not to exceed \$22,124

**ITEM 9 – TOWNSHIP REPRESENTATIVES**

Mr. Carl Ingersoll of Springfield Township stated that Ingersoll Road has been patched.

**ITEM 10 – FINANCE REPORT/BUDGETS**

The following items were discussed:

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

**Motion by Allen to award the bid for purchasing truck equipment and installation on 4 new trucks to Truck and Trailer Specialties of Boyne Falls, Inc.; 3 Duz-mor boxes in the amount of \$127,737.00 each, and 1 dump box in the amount of \$130,877.00, seconded by Walter. Management will work with Truck and Trailer for the pre-wet option. Discussion. Roll call vote: Allen, yes; Walter, yes; Corrado, yes; Cox, yes; Gill, yes. Motion carried.**

**Motion by Allen to award the bid for Baggs Road to Payne & Dolan Inc. and authorize the work to proceed upon execution of a Cost Share Agreement, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Walter, yes; Cox, yes; Gill, yes. Motion carried. Mr. Rogers stated that more gravel is being considered to add structural integrity and GTCRC is interested in completing Lakeshore/Baggs Road as a separate construction project.**

**ITEM 11 – APPOINTMENTS**

None.

**ITEM 12– OLD BUSINESS**

None.

**ITEM 13 – NEW BUSINESS**

**Motion by Walter to nominate Burt Thompson of Antrim County to a 3 year term as a CRA Board member, seconded by Cox. Five ayes, no nays. Motion carried.**

## APPROVED

**Motion by Walter to approve the amendments to the CRA Constitution and Bylaws, as presented, seconded by Cox. Five ayes, no nays. Motion carried.**

**Motion by Walter to not approve the amendments to Article III of the CRA Constitution and Bylaws, Membership, seconded by Cox. Five ayes, no nays. Motion carried.**

**Motion by Walter to award the County Road 571/Spencer Road engineering bid to Gosling-Czubak for the price not to exceed \$14,160.00, seconded by Corrado. Roll call vote: Walter, yes; Corrado, yes; Allen, yes; Cox, yes; Gill, yes. Motion carried.**

### **ITEM 14 – CORRESPONDENCE AND REPORTS**

#### **Manager's Report:**

1. 612 Safety Project
2. Flaggers
  - a. Temporary summer employees
3. Mechanic Job Opening
4. 2017 APWA Snow Conference
  - a. Three Employees will be attending.
5. 2018 High Risk Rural Road Grant
  - a. Shippy Road from Maple Hill to Coster Road has been chosen
  - b. Grant amount \$600,000, requires a 10% match
  - c. The RFP for the design engineering will be ready soon
6. County Road Tour
  - a. Planned for May 9<sup>th</sup>
7. MCRCSIP Board
  - a. Mr. Rogers is a candidate for the MCRCSIP Board of Directors
8. Five-year Plan

#### **Policy Committee:**

Mr. Cox advised that the current call log list and updated goals & objectives are included in the Board packet. Mr. Rogers commented that a Temporary Employment Policy is being drafted.

#### **Personnel Committee:**

Mr. Corrado advised that a discussion was held regarding employee updates and dash cams to be purchased for the trucks.

#### **Safety Committee:**

Mr. Rogers stated that the report of the MCRCSIP loss control service visit in February is included in the Board packet.

#### **Chairman's Report:**

Mr. Gill reminded the Board and staff that the quarterly luncheon with the Employees is scheduled for today following the Board meeting.

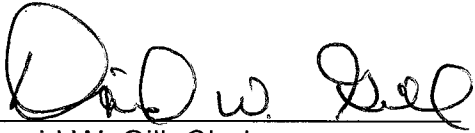
APPROVED

**ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

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

**ITEM 16 – ADJOURNMENT**

**Motion by Cox to adjourn meeting at 11:00 a.m., seconded by Walter. Five ayes, no nays. Motion carried.**



David W. Gill, Chair



Deborah Green, Deputy Clerk