

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON WEDNESDAY, May 9, 2018 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
Walter, Absent - Excused
Cox, Present
Gill, Present

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

ITEM 3 – ADDITIONS TO AGENDA

ITEM 4 – APPROVAL OF AGENDA

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

ITEM 5 - CONFLICT OF INTEREST

Conflict of Interest Roll Call: Allen, no; Corrado, no; Cox, 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 April 11, 2018.
- B. *Payroll:* The Board approves Payroll #8 (\$59,114.10); and Payroll #9 (\$61,269.32); respectively.
- C. *Accounts Payable:* The Board approves the Accounts Payable Disbursements (5/09/2018) in the amount of \$228,440.39 and the Check Register for the period of April 1 through April 30, 2018.

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

APPROVED

ITEM 7 – PUBLIC COMMENT

None.

ITEM 8 – TOWNSHIP REPRESENTATIVES

Mr. Dick Mallot, Coldsprings Township, inquired about updates for North Twin Lake Road construction and Woodland Drive. The Manager gave contractor updates for North Twin Lake road and stated KCRC is still working on a quote for Woodland Drive. Mr. Mallot also appraised Manager of potholes on East Shore Drive. The Manager responded that we will investigate this matter.

Mr. Chuck Ardingo, Rapid River Township, inquired about the Brine schedule. A current schedule was provided for him.

Mr. Larry Shoemaker, Blue Lake Township, notified the Manager about a safety issue on Blue Lake Road to Twin Lake Road with trees falling into the roadway at the crest of the hill. The Manager responded that we will investigate this matter.

ITEM 9 – BID OPENINGS – OVERBAND CRACK FILL

Sealed bids for Overband Crack Fill were opened.

1. **Motion by Allen to allow the Manager to approve bids in the best interest of the Road Commission, seconded by Corrado. Four ayes, no nays. Motion carried.**

ITEM 10 – FINANCE REPORT/BUDGETS

The following items were discussed:

1. Financial Reports/Cash Flow Summaries
2. Audit Report
 - a. **Motion by Allen to approve audit of financial statements assuming no material changes are made in final reporting, seconded by Corrado. Roll call: Allen, yes; Corrado, yes; Cox, yes; Gill, yes. Four ayes, no nays. Motion carried.**
3. Culvert Grant
4. Health Insurance Renewal, PA 152
5. Freezing MERS Hybrid defined benefit plan.

ITEM 10 – APPOINTMENTS

1. Jeremy Geist from Trout Unlimited spoke regarding the upcoming project of replacing the culvert on Big Cannon Creek at Military Road.

ITEM 11– OLD BUSINESS

None.

ITEM 12 – NEW BUSINESS

None.

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

The Manager discussed new winter maintenance techniques learned at the APWA Conference.

APPROVED

Policy Committee:

Discussed updated Organizational Chart, Work Rules and Mailbox policies, the call log and goals and objectives.

Personnel Committee:

Discussed staff and shift updates, dash cams and the TAMC culvert pilot program.

Safety Committee:

None.

Chairman's Report:

Discussed board provided luncheon for employees at the June 13 meeting.

ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

None.


ITEM 15 – ADJOURNMENT

Motion by Cox to adjourn meeting at 10:50 a.m., seconded by Allen. Four ayes, no nays.

Motion carried.



David W. Gill, Chair



Rebecca Hilmert, Clerk