

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON WEDNESDAY, May 11, 2016 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, Absent
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 Corrado to approve Agenda, seconded by Cox. Four ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

Conflict of Interest Roll Call: Allen, no; Cox, no; Corrado, 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 13, 2016.
- B. *Payroll:* The Board approves Payroll #8 (\$50,256.19) and Payroll #9 (\$41,424.82), respectively.
- C. *Accounts Payable:* The Board approves the Accounts Payable Disbursements (05/11/2016) in the amount of \$141,406.16 and the Check Register for the period of April 1 through April 30, 2016.

APPROVED

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

Heather Jamison of GFA Engineering introduced herself to the Board.

Mr. Jeff West, Fire Chief of Clearwater Township, proposed the idea of a pivot point tied into the Aarwood Road Bridge to use as a water source in emergency fire situations. Concerns were discussed. **Motion by Corrado to authorize Manager to work with Mr. West and the Clearwater Fire Department to develop a solution, seconded by Allen. Four ayes, no nays. Motion carried.**

ITEM 8 – TOWNSHIP REPRESENTATIVES

Mr. Dick Malott of Coldsprings Township advised that he has received complaints concerning potholes on E. Shore Drive and 612 east to the Crawford county line.

Mr. Chuck Ardingo of Rapid River Township discussed road repairs needed due to logging operations.

ITEM 9 – FINANCE REPORT/BUDGETS

Motion by Allen to approve the Letter of Understanding for health care with the Kankaska County Road Workers and authorize the Manager to sign the agreement seconded by Corrado. Four ayes, no nays. Motion carried.

Motion by Allen to offer all employees the Blue Cross Blue Shield Simply Blue PPO HRA Gold, \$4,000 deductible health insurance plan effective with the renewal of June 1, 2016, seconded by Cox. Four ayes, no nays. Motion carried.

Motion by Allen to reimburse employee health insurance deductible payments that exceed \$500 for single coverage and \$1,000 for double and family coverage, seconded by Corrado. Four ayes, no nays. Motion carried.

Motion to amend the Flexible Spending Account (FSA) to include all employees and to authorize the Manager to execute the necessary documents, seconded by Cox. Four ayes, no nays. Motion carried.

Motion by Allen to contribute \$100 per year to a Flexible Spending Account (FSA) for all employees, seconded by Corrado. Four ayes, no nays. Motion carried.

The following items were discussed:

1. Financial Reports.
2. Audit Report.
 - a. Discussion.
3. Cash Flow Report.
4. Escrow Accounts.
5. MTF Revenue.
6. Payables for May.

The 2016 Construction Bids were presented to the Board for review and approval:

- Motion by Allen to award the West Sharon Road Construction Engineering Bid to Prein & Newhof. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Gill, yes. Four ayes, no nays. Motion carried.
- Motion by Allen to award the Starvation Lake Road Construction Engineering Bid to Gourdie Fraser, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Gill, yes. Four ayes, no nays. Motion carried.
- Motion by Allen to award the County Road 612 Safety Project Design Engineering 2016 to KPM, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Gill, yes. Four ayes, no nays. Motion carried.
- Motion by Allen to award all chipseal bids to Highway Maintenance & Construction Company and Pavement Maintenance System LLC as an alternate, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Gill, yes. Four ayes, no nays. Motion carried.
- Motion by Allen to award the North Sharon Road Culvert replacement (not budgeted) to DJ McQuestion and Sons, contingent on additional expenses, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Gill, yes. Four ayes, no nays. Motion carried.

ITEM 10 – APPOINTMENTS

None.

ITEM 11– OLD BUSINESS

None.

Break 9:55 a.m.

Resume 10:05 a.m.

ITEM 12 – NEW BUSINESS

Motion by Cox to approve and authorize Chairman Gill to sign the Agreement with the Michigan Department of Transportation, Contract #16-5143, for hot mix asphalt base crushing, shaping and resurfacing work along Starvation Lake Road from east of Cunningham Road easterly to west of Sunset Trail Road; including trenching, shoulder and pavement marking work; and all together with necessary related work; seconded by Allen. Discussion. Roll call vote: Cox, yes; Allen, yes; Corrado, yes; Gill, yes; Walter, absent. Four ayes, no nays. Motion carried.

APPROVED

Motion by Cox to add the motion to recognize the Kalkaska County Road Workers Association to the Agenda, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Gill, yes. Four ayes, no nays. Motion carried.

- **Motion by Cox to recognize that the Kalkaska County Road Workers Association has been designated and selected by a majority of the regular full time road maintenance and garage employees of the Kalkaska County Road Commission as their representative for the purposes of collective bargaining, and that Pursuant to Sections 26 and 27 of Act. No. 176 of the Public Acts of 1939, as amended, or Sections 11 and 12 of Act 336 of the Public Acts of 1947, as amended, the said organization is the exclusive representative of all the employees in such unit for the purposes of collective bargaining with respect to rates of pay, wages, hours of employment, and other conditions of employment, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Gill, yes. Four ayes, no nays. Motion carried.**

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

The following items were discussed:

1. Valley Road Safety Project
2. Starvation Lake Road Federal Job
3. Starvation Lake Road Safety Job
4. Sharon Road Bridge
5. North Sharon Road Culvert
6. North Sharon Road Pulverize
7. South Sharon Road Abandonment

- a. **Motion by Corrado to hold a Public Hearing at the June Board meeting concerning the abandonment of a portion of South Sharon Road, seconded by Cox. Four ayes, no nays. Motion carried.**

8. Aarwood Trail Paving
9. MDEQ McNaulty Pit
10. Finance & Human Resources Conference
11. Paul Bunyan Meeting
12. Trout Festival Parade
13. Steelworkers Appeal
14. Kalkaska County Road Workers Association

Policy Committee:

Mr. Cox reported that the proposed policies are still under legal review. He also addressed gravel roads and destruction caused by logging operations. It was the consensus of the Board to look into billing the parties responsible for damages to the roads.

APPROVED

Personnel Committee:

Mr. Corrado reviewed the Personnel Committee meeting topics and discussed new logo options.

- **A motion was made by Corrado, to authorize the Manager to look into new logo designs, seconded by Cox. Four ayes, no nays. Motion carried.**

Safety Committee:

No meeting last month.

Chairman's Report:

Mr. Gill commended the employees that worked on the Trout Festival Parade and commented that the "end of winter" cookout went very well.

ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

Mr. Mallott advised that before an issue can be added to the ballot, it has to be adopted by the township by way of resolution.

ITEM 15 – CLOSED SESSION TO DISCUSS NEGOTIATIONS WITH THE KALKASKA COUNTY ROAD WORKERS ASSOCIATION

Motion by Allen to go into Closed Session at 10:55 a.m. to discuss negotiations with the Kalkaska County Road Workers Association, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Gill, yes. Four ayes, no nays. Motion carried.

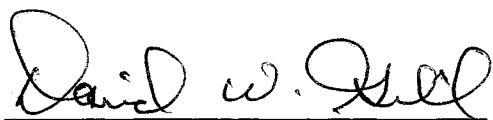
Motion by Corrado to go back into Open Session at 11:30 a.m., seconded by Cox. Four ayes, no nays. Motion carried.

Motion by Cox to authorize the Manager to negotiate a new contract with the Kalkaska County Road Workers Association based on the parameters discussed during the Closed Session, seconded by Allen. Roll call vote: Cox, yes; Allen, yes; Corrado, yes; Gill, yes. Four ayes, no nays. Motion carried.

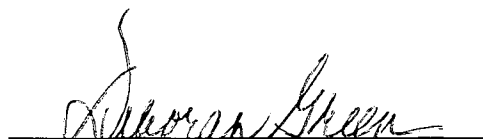
Motion by Cox to approve the Closed Session minutes dated May 11, 2016, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Gill, yes. Four ayes, no nays. Motion carried.

ITEM 16 – ADJOURNMENT

Motion by Cox to adjourn meeting at 11:40 a.m., seconded by Corrado. Four ayes, no nays. Motion carried.



David W. Gill, Chair



Deborah Green, Deputy Clerk