

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON WEDNESDAY, June 8, 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, Present
Gill, Present

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

ITEM 3 – ADDITIONS TO AGENDA

None.

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 May 11, 2016.
- B. *Payroll:* The Board approves Payroll #10 (\$44,933.26) and Payroll #11 (\$41,350.41), respectively.
- C. *Accounts Payable:* The Board approves the Accounts Payable Disbursements (06/08/2016) in the amount of \$282,954.32 and the Check Register for the period of May 1 through May 31, 2016.

APPROVED

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

Motion by Corrado to recess the Regular Board meeting and open the Public Hearing of the proposed abandonment of a portion of South Sharon Road, seconded by Cox. Five ayes, no nays. Motion carried.

ITEM 7 – PUBLIC HEARING OF THE PROPOSED ABANDONMENT OF A PORTION OF SOUTH SHARON ROAD IN GARFIELD TOWNSHIP

Public Comment – Jeff Lutzke and Steve Crane presented their opinion of why abandonment of the portion of South Sharon Road is requested.

Board Discussion – The Board reviewed the letters and documentation from residents on South Sharon Road, as well as a motion from Garfield Township. Discussion.

Motion by Corrado to deny the abandonment request and keep that portion of South Sharon Road open to the public, seconded by Cox. Roll call vote: Corrado, yes; Cox, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

Motion by Cox to close the Public Hearing, seconded by Walter. Five ayes, no nays. Motion carried.

Motion by Cox to reconvene the Regular Board meeting, seconded by Walter. 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.

Mr. Cox requested that the flag be replaced.

ITEM 9 – TOWNSHIP REPRESENTATIVES

Mr. Dick Mallott of Coldsprings Township advised that Beckman is hauling brine out of Coldsprings Township and wondered if the Road Commission could use it. Mr. Rogers explained that the brine has to be certified and it would be too expensive to haul. Mr. Malott also stated that the asphalt at the CETA parking lot approach on CR 612 is breaking away. Mr. Rogers explained that that section of CR 612 is scheduled to be paved, including shoulders, in 2017.

ITEM 10 – FINANCE REPORT/BUDGETS

The following items were discussed:

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

Motion by Allen to approve and accept the 2015 Financial Audit Report and the Act 51 Financial Report, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

APPROVED

Motion by Allen to adopt the Health Reimbursement Arrangement (HRA) plan document and the Flexible Spending Account (FSA) plan document, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

Motion by Allen to award the Engineer of Record bid to Prein and Newhof and authorize the Manager to also work with Gourdie Frasier, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

Break 9:43 a.m.
Resume 9:47 a.m.

Chuck Ardingo of Rapid River Township asked for an update concerning KCRC's MERS program. Mr. Heim responded that the actuarial report was received yesterday and KCRC has authorized a 10 year projection.

ITEM 11 – APPOINTMENTS

None.

ITEM 12– OLD BUSINESS

None.

ITEM 13 – NEW BUSINESS

Motion by Corrado to vote for Dorothy Pohl for the MCRCSIP Board of Directors as recommended by Mr. Rogers, seconded by Allen. Five ayes, no nays. Motion carried.

ITEM 14 – CORRESPONDENCE AND REPORTS

Manager's Report:

The following items were discussed:

1. Valley Road Safety Project
 - a. Rescheduled for 2018 submittal.
2. Starvation Lake Road Federal Job
 - a. Pre-construction meeting scheduled for June 9th.
3. Starvation Lake Road Safety Job
 - a. July 8th letting.
4. Sharon Road Bridge
 - a. Start date June 14th, completion date August 19th.
5. North Sharon Road Culvert
6. North Sharon Road Pulverize
7. Employee Resignation
8. Aarwood Trail Paving
 - a. Paving is complete.
9. MDEQ McNaulty Pit
 - a. **Motion by Corrado to NOT comply with the MDEQ unfunded mandates for the groundwater discharge permit and monthly water testing, seconded by Cox. Five ayes, no nays. Motion carried.**
10. Road Warranties

APPROVED

- a. The State of Michigan is requiring A Road Warranty Program for jobs exceeding 2 million dollars. CRA will be working with member road commissions.
11. Transportation Permits
 12. Request for clay on the track at the Fairgrounds for the Bump & Run event
 - a. The Board agreed this would be a goodwill statement for the community.

Policy Committee:

Mr. Cox reported that KCRC's attorney suggested minor changes for the proposed policies and requested that the amended policies be adopted by the Board. He also requested that the Board rescind all past policies, which will become administrative and procedure policies.

Motion by Cox to adopt the new Board policies, as presented, and rescinded all past policies, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

Mr. Cox reviewed the call log reports included in the Board packet and the updated Goals and Objectives.

Personnel Committee:

Mr. Corrado reviewed the Personnel Committee meeting topics and discussed the new FLSA rules.

Safety Committee:

No meeting last month.

Chairman's Report:

ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

Mr. Mallott requested the Starvation Lake progress schedule.

Break 10:40 a.m.

Resume 10:47 a.m.

ITEM 16 – CLOSED SESSION TO DISCUSS NEGOTIATIONS WITH THE KALKASKA COUNTY ROAD WORKERS ASSOCIATION

Motion by Corrado to go into Closed Session at 10:47 a.m. to discuss negotiations with the Kalkaska County Road Workers Association, seconded by Allen. Roll call vote: Corrado, yes; Allen, yes; Cox, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

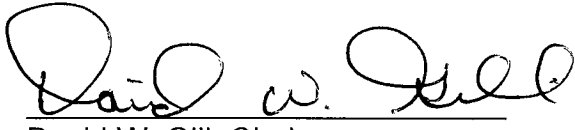
Motion by Allen to go back into Open Session at 11:50 a.m., seconded by Cox. Five ayes, no nays. Motion carried.

Motion by Allen to approve the Closed Session minutes dated June 8, 2016, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

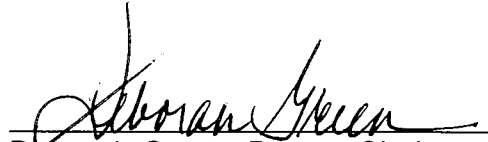
APPROVED

ITEM 17 – ADJOURNMENT

Motion by Corrado to adjourn meeting at 11:55 a.m., seconded by Cox. Five ayes, no nays. Motion carried.

A handwritten signature in cursive script, appearing to read "David W. Gill". The signature is written in black ink on a white background.

David W. Gill, Chair

A handwritten signature in cursive script, appearing to read "Deborah Green". The signature is written in black ink on a white background.

Deborah Green, Deputy Clerk