

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON WEDNESDAY, August 10, 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, Rebecca Hilmert, Administrative Assistant 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. 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 July 13, 2016.
- B. *Payroll*: The Board approves Payroll #14 (\$43,916.22) and Payroll #15 (\$38,390.78), respectively.
- C. *Accounts Payable*: The Board approves the Accounts Payable Disbursements (08/10/2016) in the amount of \$210,680.70 and the Check Register for the period of July 1 through July 31, 2016.

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**Motion by Cox to approve the items on the Consent Calendar, seconded by Corrado. 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.*

Mr. Frank Darlington commented on restricted view at the intersection of Old M-72 and Valley Road, caused by tree limbs.

**ITEM 8 – TOWNSHIP REPRESENTATIVES**

Mr. Carl Ingersoll of Springfield Township advised that the cracks need filled and potholes patched on Ingersoll Road. Mr. Rogers replied that Ingersoll Road is not on the list for crack filling this year. Mr. Ingersoll also said that the gravel section of Creighton Road needs graded.

Mr. Dick Mallott of Coldsprings Township commented that Rogers Road has become very rough. Mr. Rogers advised that Rogers Road will be graded soon in preparation for another brine application. He also commented that the large culvert on Shore Road is filled with sand. Mr. Rogers replied that there is nothing that the Road Commission can do due to the sand coming from the lake. The Township will need to contact the DEQ for guidance.

**ITEM 9 – FINANCE REPORT/BUDGETS**

**Motion by Allen to adopt the MERS HCSP Participation Agreements for Administrative and Association Employees, pursuant to the Kalkaska County Road Workers Association Agreement, effective July 1, 2016, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Gill, yes. Four ayes, no nays. Motion carried.**

**Motion by Allen to approve the purchase of two new pickup trucks in the amount of \$71,646.32, more or less, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Gill, yes. Four ayes, no nays. Motion carried.**

The following items were discussed:

1. Financial Reports.
2. Cash Flow Report.
3. Escrow Accounts.
4. MTF Revenue.
5. Funding options for MERS.
6. Lockbox provision of funding legislation.
7. Proposed bond issuance for road repairs.

**ITEM 10 – APPOINTMENTS**

None.

**ITEM 11– OLD BUSINESS**

None.

**ITEM 12 – NEW BUSINESS**

**Motion by Cox to adopt Resolution #2016-02 Dedicating the West Sharon Road Bridge to Margaret “Anne” Custer, past Road Commission Board Member and active resident of Garfield Township, seconded by Corrado. Discussion. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Gill, yes. Four ayes, no nays. Motion carried.**

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**Motion by Corrado to appoint Mr. Rogers as the voting delegate to the Northern Michigan Association of Road Commissions Annual meeting in September, seconded by Allen. Four ayes, no nays. Motion carried.**

**Motion by Cox to vote for incumbents for the 2016 CRASIF Board of Trustees, seconded by Corrado. Four ayes, no nays. Motion carried.**

**Motion by Allen to change the September regular Board meeting to Tuesday, September 13, 2016, 9:00 a.m., seconded by Cox. Four ayes, no nays. Motion carried.**

Mr. Rogers explained that Consumers Energy has requested an easement to install utilities to the Village's waste water treatment plant. Discussion.

Break 9:45 a.m.

Resume 9:50 a.m.

**Motion by Corrado to grant the easement to Consumers Energy based on the Manager's research, seconded by Allen. Four ayes, no nays. Motion carried.**

### **ITEM 13 – CORRESPONDENCE AND REPORTS**

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

The following items were discussed:

1. Employees and job vacancies.
2. Starvation Lake Road Federal Job
  - a. Project is complete. Final inspection meeting August 10, 2016.
3. Starvation Lake Road Safety Job
  - a. Pre-construction meeting on August 2, 2016.
  - b. Approved progress schedule in the Board packet.
4. Sharon Road Bridge
  - a. Construction on schedule.
  - b. Ribbon Cutting/Dedication ceremony scheduled at noon on August 17, 2016.
5. V-Plow
  - a. Best of Show at the Kalkaska County Fair.
6. Paul Bunyan meeting August 18<sup>th</sup> in Cadillac.
  - a. Mr. Heim and Mr. Cox will be attending.
7. NMARC/ASMCRA Joint Conference September 14-16, 2016.
  - a. Mr. Rogers and Mr. Corrado will be attending.
8. Seeley Road Culvert
  - a. A large washout has been stabilized with stone. If replacement is necessary, it will be very expensive.
9. MCRCSIP
  - a. Refunding Members a total of \$5 million this year.
10. Meeting held with CRA regarding relationship with Loggers
  - a. Counties are enforcing various rules on the industry.
  - b. CRA requested a copy of our practices.
11. Township Chipseals
  - a. New Township jobs are postponed until next year with a guarantee of this year's prices.

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12. Brockmier Gravel
  - a. Upgrading started, drainage repairs and 3" of new gravel.
13. Rapid River Township Gravel
  - a. Projects have begun.
14. Smith Lake Sand Pit
  - a. MDNR agreed to work with us to make the process less burdensome in the future.
15. Township Millages
  - a. All of the Township millages that were on the ballot passed. Congratulations!

### **Policy Committee:**

Mr. Cox reported that there was no meeting in August but the updated call log reports and the updated Goals and Objectives are included in the Board packet.

### **Personnel Committee:**

Mr. Cox reviewed the Personnel Committee meeting topics and updates.

### **Safety Committee:**

Mr. Allen advised that there was no meeting in August but the CRASSIF Risk Control Report is in the Board Packet.

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

Mr. Gill commended everyone involved in making the new union contract a reality and reminded the Board and Staff of the employee picnic after the Board meeting.

### **ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

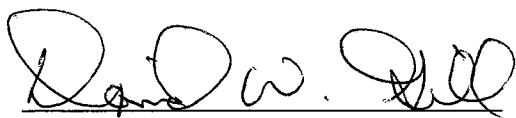
*Those individuals without appointments may give public comment in compliance with Section D & Appendix A of Procedure Policy.*

Thank you letters were received from the Fair Board for work done at the track and from a resident stating that Starvation Road is looking great and commended Elmer's for their workmanship.

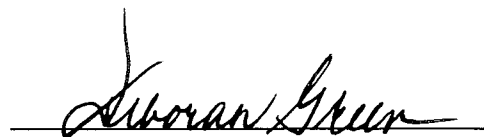
Mr. Corrado mentioned the accident earlier this week involving the street sweeper and our employee.

### **ITEM 15 – ADJOURNMENT**

**Motion by Cox to adjourn meeting at 10:15 a.m., seconded by Allen. Four ayes, no nays. Motion carried.**



David W. Gill, Chair



Deborah Green, Deputy Clerk