

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON TUESDAY, SEPTEMBER 15, 2015, AT 7:00 P.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 7:00 p.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 Rogers, Manager; Jerry Heim, Finance Director, Jeff Root, Superintendent, Tony Moses, Equipment/Facilities Foreman, Rebecca Hilmert, Administrative Assistant and Debbie Green, Deputy Clerk.

**ITEM 3 – ADDITIONS TO AGENDA**

**ITEM 4 – APPROVAL OF AGENDA**

**Motion by Cox to approve Agenda, seconded by Allen. 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 August 10, 2015.
- B. *Payroll*: The Board approves Payroll #16 (\$47,491.98) and Payroll #17 (\$41,279.07) respectively.
- C. *Accounts Payable*: The Board approves the Accounts Payable Disbursements (9/16/2015) in the amount of \$478,889.73 and the Check Register for the period of August 1 through August 31, 2015.

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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; Walter, yes; Allen, 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.*

Patricia Lee, Selkirk Lake Road, addressed the Board concerning winter maintenance in her subdivision, Anderson's Vista. She advised that she had talked with Mr. Rogers with regard to an agreement made years ago between KCRC and residents to maintain the area. Mr. Rogers said the road has been certified as a county road and will get winter maintenance services. Mrs. Lee also discussed concerns about the road being slanted with no crown and water running into residents' houses. Another concern was poles in the right of way, which will be in the way of snow plow trucks. Mr. Rogers advised that he will contact the resident to have the poles removed.

**ITEM 8 – TOWNSHIP REPRESENTATIVES**

Mr. Dick Malott of Coldsprings Township asked what the process was to change a seasonal road to a county road. Mr. Rogers advised that the Road Commission has a policy that identifies the specifications of a county road. Mr. Malott also advised the Board of a brine well on Covert Road.

Mr. Dale Stevenson stated that a .9 mile section of Priest Road has not been maintained. Mr. Rogers advised that the road is seasonal and that funding is needed to upgrade.

Mr. Chuck Ardingo of Rapid River Township voiced concerns of poor workmanship on Lannin and Westwood Roads. He stated that there is water standing on the roads and the shoulders are not matching up with driveways. Their committee has recommended payment be withheld until the repairs are made. Mr. Rogers stated that crews will be returning to reshape and compact. Mr. Root advised that the road had not been widened and the intersection at Westwood and Lannin is not yet complete.

Mr. Bud Banker of Bear Lake Township presented 3 photos of the drain problem on Hillcrest Road. The photos show no problem with the drain. Mr. Walter and Mr. Gill researched the issue last year and advised that it is getting cleaned up better than it was before. Other residents have built up their driveways so that water flows down to his property. Mr. Rogers replied that Hillcrest is not wide enough and the hills are very steep. The design work to reconstruct the road will be very expensive. Mr. Rogers will attend a township meeting in the spring to review and explain the drainage problem.

Mr. Malott noted that 300 feet of W. Twin Lake Road needs completely resurfaced. Mr. Rogers has written an estimate for wedge and overlay. Mr. Corrado stated that Mr. Rogers provided section costs and advised that a resident has offered to pay \$10,000 toward the project.

**ITEM 9 – FINANCE REPORT/BUDGETS**

**Motion by Allen to accept the Garage Heating Bid in the amount of \$97,700.00, submitted by Temperature Control, Inc., and the bid to furnish and provide gas regulators on existing equipment for an additional amount of \$1,736.00, as**

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**recommended by Staff, seconded by Cox. Discussion. Roll call vote: Allen, yes; Cox, yes; Walter, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.**

The following items were discussed:

1. Financial Reports.
2. Cash Flow Report.
3. Project costs through August.
4. Escrow Account Review.
5. MTF Revenue.

### **ITEM 10 – APPOINTMENTS**

None.

### **ITEM 11– OLD BUSINESS**

None.

### **ITEM 12 – NEW BUSINESS**

1. District Health Department Memo of Understanding regarding an emergency vaccination station during a disaster/outbreak.

**Motion by Corrado to authorize Mr. Rogers to sign the memo of understanding with District Health Department #10, seconded by Allen. Five ayes, no nays. Motion carried.**

2. Cannon Road Bridge inspection report. The bridge engineer recommends keeping the road closed until the bridge is repaired. Mr. Rogers will contact the township and emergency crews of the closure.
3. Beaver Dam Road update.

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

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

1. New Employees Nathan Brown and William Taylor.
2. 2015 Project updates.
3. 2016 Project updates.
4. Gravel Road projects
5. Road Closures.

Mr. Walter commented that the large dip on Supply Road is unacceptable. He also voiced concerns about the intersection of Boardman and Rykman and Supply Road at the county line.

#### **Policy Committee:**

Mr. Cox discussed the motion to adopt the updated MCRCSIP manual but suggested waiting until after Steve Winner's policy presentation on Wednesday. He also reported that the goals and objectives were updated. Mr. Cox discussed a request to track work done in the townships and distributed a presentation from CRASIF regarding mutual funding.

#### **Personnel Committee:**

Mr. Corrado advised that the Manager and Employee evaluations were very favorable.

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**Motion by Corrado to approve a 2% annual wage increase for the Manager and salaried employees, and \$.50 per hour for non-union hourly employees, effective September 14, 2015, seconded by Cox. Roll call vote: Cox, yes; Corrado, yes; Walter, yes; Allen, yes; Gill, yes. Five ayes, no nays. Motion carried.**

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

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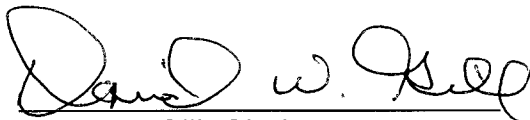
Also discussed:

1. Memo from Iott Seed Farms, dated 9/2/2015
2. Memo from Marlene Haas Rudolph, dated 8/27/2015
3. Memo from CRASIF, dated 8/27/2015
4. Memo from MDOT, dated 8/3/2015

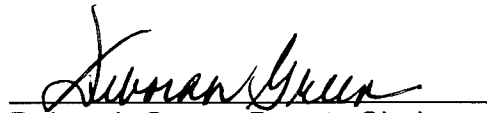
Patricia Lee commented that more residents should come to the Commission meetings because they are very enlightening.

**ITEM 15 – ADJOURNMENT**

**Motion by Cox to adjourn meeting at 8:20 p.m., seconded by Allen. Five ayes, no nays. Motion carried.**



David W. Gill, Chair



Deborah Green, Deputy Clerk