

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, JULY 13, 2015, AT 8:00 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 8:00 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 Rogers, Manager; Jerry Heim, Finance Director and Debbie Green, Deputy Clerk.

ITEM 3 – ADDITIONS TO AGENDA

ITEM 4 – APPROVAL OF AGENDA

Motion by Cox to approve Agenda, seconded by Corrado. 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 June 9, 2015.
- B. *Payroll:* The Board approves Payroll #12 (\$41,365.63) and Payroll #13 (\$38,372.35) respectively.
- C. *Accounts Payable:* The Board approves the Accounts Payable Disbursements (7/13/2015) in the amount of \$268,105.41 and the Check Register for the period of June 1 through June 30, 2015.

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.

Mr. Rogers introduced new employee Jim Hanna.

ITEM 7 – PUBLIC COMMENT

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

ITEM 8 – TOWNSHIP REPRESENTATIVES

Mr. Chuck Ardingo from Rapid River Township voiced concerns that the seasonal roads are very rough and the gravel base is gone.

Mr. Carl Ingersoll from Springfield Township commented that their seasonal roads are being torn up by ORVs, but the condition of the majority of roads has improved.

Mr. Dick Malott of Coldsprings Township advised that there are large potholes on 612 towards town and at the corner of 612 and State Road. He also voiced concerns about drivers using the right side of the road at intersections as a turning lane when there is no turning lane there. Mr. Rogers will call the contractor to get a price to paint hash marks on the road to deter this from happening.

ITEM 9 – FINANCE REPORT/BUDGETS

Motion by Allen to authorize two employees to attend the Annual Superintendents' Seminar, offered by the association of County Road Superintendents of Michigan, scheduled for September 30 to October 2, 2015 in Sault Ste. Marie, MI. Two nights lodging required. Seconded by Corrado. Five ayes, no nays. Motion carried.

In addition, the following items were discussed:

1. Financial Reports.
2. Update of the job costing feature in Cogitate accounting software.
3. Introduction of new equipment maintenance report.

ITEM 10 – APPOINTMENTS

None.

ITEM 11– OLD BUSINESS

None.

ITEM 12 – NEW BUSINESS

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

1. New Employee Jim Hanna.
2. Water tank update.
3. Pavement markings.
4. Bridge audit.
5. Paving projects update.
6. Chip seal projects update.
7. Gravel road projects update.
8. Brine update.

- 9. Bridge Safety inspection Audit.
- 10. Brine schedule.

Policy Committee:

Motion by Cox to approve and adopt #15-09 Credit and Debit Card Policy, seconded by Allen. Roll call vote: Cox, yes; Allen, yes; Walter, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.

Personnel Committee:

Motion by Corrado to approve and adopt #15-08 Manager’s Authority Policy, seconded by Walter. Roll call vote: Cox, yes; Corrado, yes; Walter, yes; Allen, yes; Gill, yes. Five ayes, no nays. Motion carried.

Safety Committee:

Mr. Walter reviewed his notes from the Safety Meeting held July 7, 2015.

- 1. Noted that some roads need weight limit signs.
- 2. Advised that AED training is needed for employees.

Mr. Gill suggested that training is needed for meth lab dumps.

ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

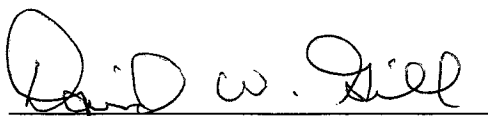
Those individuals without appointments may give public comment in compliance with Section D & Appendix A of Procedure Policy.

Also discussed:

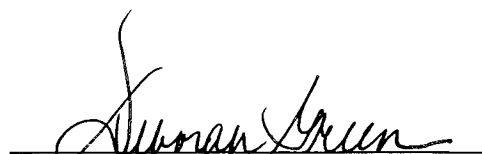
- 1. Memo from Clearwater Township
- 2. Request from Kalkaska Varsity Softball
- 3. Hazardous Road Notice from Ted Struble
- 4. Baggs Road Review from Michigan Attorney General
- 5. CRASIF memo – Risk Control Honor Roll
- 6. Mr. Gill advised that Gonyer Road will need to be brined immediately after gravel is complete.
- 7. Bob Hoenicke of Orange Township suggested a 2-3 year plan for county line roads and county curbs.

ITEM 15 – ADJOURNMENT

Motion by Cox to adjourn meeting at 8:55 a.m., seconded by Allen. Five ayes, no nays. Motion carried.



 David W. Gill, Chair



 Deborah Green, Deputy Clerk