

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, FEBRUARY 10, 2014, 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
Gill, Present
Walter, Present

In addition, the following person(s) were present: John Rogers, Manager; Becky Jerry, Clerk.

ITEM 3 – ADDITIONS TO AGENDA

None.

ITEM 4 – APPROVAL OF AGENDA

Motion by Gill to approve Agenda as presented, seconded by Cox. Five ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

Conflict of Interest Roll Call: Allen, no; Corrado, no; Cox, no; Gill, no; Walter, 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 January 13, 2014.
- B. *Payroll:* The Board approves Payroll #2 (\$44,628.39), and Payroll #3 (\$50,557.17) respectively.
- C. *Accounts Payable:* The Board approves Accounts Payable in the amounts of C/12-31-13 (3-C) (\$0.38), C/12-31-13 (3-2C) (\$504.93), C/12-31-13 (4) (\$888.88), C/12-31-13 (5) (\$715.00), C/1-5 (\$28,411.45), C/1-6 (\$431.59), C/1-7 RX (\$66.98), C/2-1 (\$1,912.99), C/2-2 (\$155,277.59), C/2-3 (\$34,403.31), and the Check Register for the period of January 1, 2014 to January 31, 2014.

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

Carl Ingersoll, Springfield Township, extended a thank you to the Commissioners and the Manager on the night plowing crew; that the roads are the best they have ever been.

Joy Ginter, Aarwood Trail, extended a thank you to Mr. Rogers for attending their meeting on Saturday and questioned Mr. Rogers on borings and estimate of road cost. Discussion.

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David Lawicki, Aarwood Trail, discussed their Township millage and said they would need to know the cost of fixing the road.

Manager Rogers wanted to let the Board know that a gentleman who lived on East Shore Drive wanted to express his gratitude for the level of service being provided. Mr. Rogers introduced Greg Bradway, one of our temporary drivers to extend this message.

Clerk would like it being known that the Road Commission has received many public comments on the professionalism exhibited by the Commissioners and staff at the Board meetings.

ITEM 8 – TOWNSHIP REPRESENTATIVES

Bud Banker, Bear Lake Township, extended his appreciation to Manager for coming out to two of their meetings with presentations. Mr. Banker wanted to thank the Commissioners and Manager for work being done.

ITEM 9 – FINANCE REPORT/BUDGETS

A. Computer disposal.

- Old office equipment never deleted. **Motion by Gill, to dispose of old fixed asset office equipment, numbers: 48, 49, 42, 41, 37, 43, 34, 45, 44, 46, 47, 39, seconded by Cox. Discussion. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**
- Proposed office equipment to be disposed of per Manager's recommendation. **Motion by Gill to dispose of fixed asset office equipment, numbers: 40, 38, 220, 260, 255, 256, 268, 259 per the Manager's recommendation, seconded by Allen. Discussion. Roll call vote: Gill, yes; Allen, yes; Cox, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

B. Discussed 2014 material/project bids to be opened at April Finance Committee meeting.

C. Tractor, mowers, brush chopper head with boom, and brush hogs purchases. Discussion. **Motion by Gill and seconded by Corrado to purchase and/or lease from New Holland at an interest rate of approximately 4.22% for a period of five years with a \$50,000.00 down payment and five annual payments (of which the first payment is due in advance) the following equipment: one (1) New Holland Tractor, two (2) Tiger mowers, and one (1) Tiger brush copper head with boom, and two (2) brush hogs for a not-to-exceed price of \$150,000.00 based upon MIDEAL prices. This price includes retro-fitting our John Deere tractor with a brush chopper and a trade in value of approximately \$29,000.00. Discussion. Roll call vote: Gill, yes; Corrado, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

ITEM 10 – APPOINTMENTS

None.

ITEM 12 – OLD BUSINESS

None.

ITEM 13 – NEW BUSINESS

A. CRAM nomination for Board of Directors. Discussion. **Motion by Gill to vote for Burt Thompson, Antrim County Road Commission, for CRAM Board of Directors, seconded by Corrado. Roll call vote: Gill, yes; Corrado, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

ITEM 14 – CORRESPONDENCE AND REPORTS

Manager's Report:

1. Forwarded millage language to attorney's office.

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2. Attended County Affairs meeting and presented five year millage proposal and summary and material/cost comparison of 2012 with and without millage. Discussion that the millage funds will be utilized as match monies to allow Road Commission to qualify for additional Federal funding.
3. Meeting with Township Supervisors; scheduling Community meeting.
4. Salt usage/availability.
5. Explained the difference between agency and Road Commission.

Policy Report:

Corrado stated the Policy Committee will be working on and/or looking at Management job descriptions and a social media policy.

Personnel Report:

Walter reported the Personnel Committee discussed the following:

1. Weekly notes.
2. Need for mechanics.
3. Healthcare for temporary employees.
4. Job evaluations.
5. Teamsters' contract.

Safety Committee:

Gill reported the Safety Committee discussed the following:

1. In house safety.
2. AED's; pursuing grants.
3. CPR training.
4. Compressor issue.
5. Repairs/upgrades on outside lighting.
6. New furnace/boiler. Shop Foreman and Manager working on new hot water system and pressure washer.
7. Reflective tape on trucks.
8. Chainsaw training.
9. Tow hooks for trucks.
10. Public plowing snow in roads; hazard for drivers. Discussion.
11. Incident reporting/tailgate safety meetings.

Chairman's Report:

Walter reported on and/or discussed the following:

1. ULP charges filed by the United Steelworkers' Union against the Road Commission update. Walter stated Road Commission is ready and has been ready to proceed since December 2013 and that the delays have been initiated by the Union. Paul Bunyan meeting February 19. Commissioners to let Clerk know by the end of the day if they wish to attend.

ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

Clerk reminded Chair that Manager and herself would not be available for the March 4 Personnel Meeting. Discussion. Members to let Clerk know of rescheduling date.

Gisela Chilson, Aarwood Trail, expressed her concern that a hazard exists on Aarwood Trail; that a sink hole has become a safety issue; availability of grants; drainage problem/no inspections. Discussion.

Joy Ginter questioned when Aarwood Trail was paved.

Dave Lawicki, Aarwood Trail, voiced concerns and/or stated the following: 1. Thanked the Manager for attending meeting; 2. Thank you for snow plowing service being provided; 3. working on getting help for funding. Stated Manager was a great help and thanked him for his time.

Carl Ingersoll voiced his concern that great damage can be done not only to the Road Commission trucks but members of the public driving cars when snow is pushed into the roads from the public.

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Also discussed:

1. Certified Map due by end of March.
2. State law in regards to snow plowing in roads.
3. DNR to work with Manager on logging operations.

ITEM 16 – ADJOURNMENT

Motion by Cox to adjourn meeting at 10:01 a.m., seconded by Gill. Five ayes, no nays. Motion carried.

Louis Walter, Chair

Rebecca Jerry, Clerk