

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON MONDAY, MARCH 11, 2013, 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: Paul Wisniewski, Manager; Becky Jerry, Clerk.

**ITEM 3 – ADDITIONS TO AGENDA**

Revisions: Add New Business: Compactor; Salt Building; Manager's Evaluation; Video Camera; 9:30 a.m. Bid Openings.

**ITEM 4 – APPROVAL OF AGENDA**

**Motion by Corrado to approve Agenda with revisions, seconded by Gill. 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 – PUBLIC COMMENT**

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

Phyllis Senske wanted to thank the Road Commission for taking care of the problem on Wood Road.

Road Commissioner, Allen, received an e-mail transmission on Road Commission funding he thought would be valuable information for the Road Commission and public.

**ITEM 7 – MINUTES/PAYROLL**

Regular Meeting Minutes dated February 11, 2013.

**Motion by Gill to approve the Regular Meeting minutes dated February 11, 2013 as presented, seconded by Corrado. Five ayes, no nays. Motion carried.**

Special Meeting Minutes dated February 13, 2013.

**Motion by Corrado to approve the Special Meeting minutes dated February 13, 2013 as presented, seconded by Gill. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve Payroll 4 in the amount of \$40,667.91, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve Payroll 5 in the amount of \$45,305.91 seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**ITEM 8 – ACCOUNTS PAYABLE/FINANCE REPORT**

**Motion by Gill to approve C/2-3 in the amount of \$23.00, seconded by Corrado. Roll call vote: Gill, yes; Corrado, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve C/2-4 in the amount of \$42,758.73, seconded by Corrado. Roll call vote: Gill, yes; Corrado, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

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**Motion by Gill to approve C/2-5 in the amount of \$23.75, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve C/2-6 in the amount of \$36.01, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve C/3-Prepays in the amount of \$2,278.58, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve C/3-2 in the amount of \$185,362.97, seconded by Cox. Discussion. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve Check Register ending February 28, 2013, seconded by Allen. Discussion. Roll call vote: Gill, yes; Allen, yes; Corrado, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Gill discussed the following:

1. Receipts.
2. Distribution Report.
3. MTF funds.
4. Financial Report/Escrow accounts.

### **ITEM 9 – APPOINTMENTS**

None.

### **ITEM 10 – OLD BUSINESS**

None.

### **ITEM 11 – NEW BUSINESS**

5. Graders/loader. Discussion. Manager recommended purchasing the equipment from John Deere/AIS instead of leasing due to the following factors: 1. Interest rate; 2. Free call ins for term of loan; 3. Warranty is bumper to bumper for six years. Further discussion. **Motion by Gill to purchase two John Deere graders and one loader for the annual amount of \$70,580.00, seconded by Corrado. Further discussion. Roll call vote: Gill, yes; Corrado, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.** Discussion on 45-60 day delivery.
6. Blade purchase. Discussion. **Motion by Gill to approve the payment plan with Truck & Trailer for the purchase of blades totaling approximately \$60,230.20, seconded by Corrado. Roll call vote: Roll call vote: Gill, yes; Corrado, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**
7. MERS unfunded balance. **Motion by Gill to pay an additional amount of \$1,500.00 per month on the Steelworkers' unfunded MERS balance, seconded by Cox. Discussion. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**
8. Paser training. Discussion. **Motion by Gill to send Jeff and Paul to Paser Training for the amount of \$20.00 total, seconded Allen. Roll call vote: Gill, yes; Allen, yes; Corrado, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**
9. Discussion on purchase of video camera. **Motion by Gill to approve the purchase of a video camera by Management for a price not-to-exceed \$200.00, seconded by Allen. Discussion that a policy and procedure be drafted on the use of the video camera. Roll call vote: Gill, yes; Allen, yes; Corrado, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

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### **ITEM 12 – SEALED BID OPENING-9:30 A.M.**

1. Overband Crack Fill: Bids opened from Highway Maintenance Construction, Wolverine, Fahrner Asphalt Sealers and Scott Scgeller Construction.
2. Dust Control: Bids opened from Beckman, Team Services and Michigan Chloride Sales.
3. Chip Seal Application. Bids opened from C&C Contracting, Highway Maintenance and Construction and Fahrner Asphalt Sealers.
4. Liquid Asphalt Emulsion. Bids opened from Bit-Mat and Asphalt Materials Inc.
5. Garbage: Bid opened from American Waste.
6. Cold Patch Material. Bids opened from Everett Goodrich Trucking and Payne and Dolan Inc.
7. Traffic Control Signs: Bids opened from MD Solutions, Rocal, Vulcan, Lightle Enterprises and Dornbos Signs.
8. Pavement Marking: Bids opened from PK, M&M Pavement and Michigan Pavement Markings.
9. Winter Maintenance Sand: Bid opened from Halliday Sand & Gravel.
10. Bituminous Patching Material: Bids opened from Elmers Crane & Dozer, Ace-Saginaw Paving and Rieth-Riley Construction.
11. Chip Seals Aggregates: Bids opened from Michigan Aggregate, Cliff's Sand & Gravel, Everett Goodrich, Elmer's Crane & Dozer and Kasson Sand & Gravel.
12. Bituminous Plant Mix Asphalt: Bids opened from Payne & Dolan, Rieth-Riley Construction, Elmer's Crane & Dozer.

Discussion was held on bid specs, insurance, performance bonds. **Motion by Gill for the Manager to review bids and bring recommendations back to Board, seconded by Corrado. Five ayes, no nays. Motion carried.**

Chair called for a recess at 10:28 a.m.

Chair called the meeting back to order at 10:38 a.m.

### **ITEM 11 – NEW BUSINESS (Continued)**

Discussions on the following:

1. Compactor: possible purchase of compactor; patching procedure; complaints from public; supervision problem; continued problem.
2. Salt Storage Building: Manager to come up with figures; financing.
3. Letter received regarding Manistee Lake. Manager gave update. Manager directed to respond to letter.

### **ITEM 13 – CLOSED SESSION FOR TELECONFERENCE CALL WITH ATTORNEY REGARDING NEGOTIATIONS AND CLOSED SESSION MINUTES DATED MARCH 11, 2013.**

**Motion by Corrado at 10:56 a.m. to go into Closed Session for teleconference call with Attorney regarding negotiations and Closed Session Minutes dated March 11, 2013, seconded by Gill. Roll call vote: Corrado, yes; Gill, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill at 11:15 a.m. to come back into Open Session, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve Closed Session Minutes dated March 11, 2013, seconded by Cox. Five ayes, no nays. Motion carried.**

### **ITEM 14 – CORRESPONDENCE AND REPORTS**

Manager's Report:

Discussion was held on the following:

1. Boardman Road. Manager directed to forward letter to Boardman Township requesting copies of minutes.
2. Manager to provide Boardman Township with estimates for Boardman and Supply Roads.
3. Attendance at Rapid River Township meeting.

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### Policy Report:

Nothing to report. Corrado stated all policies need to be reviewed and updated.

### Personnel Report:

Corrado reported on the following:

1. Items to be discussed at April meeting.
2. Work schedules.
3. Pre-trip inspections.

### Safety Report:

Discussion was held on the Road Commission Conference on April 14-16 and Safety Workshop in Grayling on April 3. Corrado expressed interest in attending conference and Cox was interested in attending workshop.

**Motion by Cox to send Corrado to Road Commission Conference April 14-16, seconded by Gill. Roll call vote: Cox, yes; Gill, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.** Manager to sign up Cox for Safety Workshop in Grayling.

### Commissioners' Report:

1. Discussion was held on Paser ratings of roads in Kalkaska County. Manager informed Board he would be attending the Kalkaska County Board meeting with Mike Woods from the Council of Governments to make a presentation. **Motion by Gill to send a message to the Council of Governments that all presentations must come before the Road Commission first, seconded by Corrado. Five ayes, no nays. Motion carried.**
2. Manager's Evaluation. Manager requested to go into Closed Session to discuss his job evaluation. **Motion by Cox at 11:24 a.m. to go into Closed Session to discuss the Manager's job evaluation, seconded by Gill. Roll call vote: Cox, yes; Gill, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Gill at 12:03 p.m. to come back into Open Session, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Cox to approve the Closed Session minutes dated March 11, 2013, regarding the Manager's job evaluation, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

### **ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

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

Discussion was held on changing date of April Board meeting. **Motion by Gill to change the regularly scheduled Board meeting to Thursday, April 11, 2013 at 8:00 a.m., seconded by Cox. Five ayes, no nays. Motion carried.**

### Public Comment:

None.

### **ITEM 16 – ADJOURNMENT**

**Motion by Gill to adjourn meeting at 12:04 p.m., seconded by Cox. Five ayes, no nays. Motion carried.**

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Louis Walter, Chair

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Rebecca Jerry, Clerk