

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, AUGUST 13, 2012, 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:

Corrado, Present
Elliott, Present
Gill, Present
Green, Present
Walter, Present

In addition, the following person(s) were present: Jeff Root, Interim Manager; Becky Jerry, Clerk.

ITEM 3 – ADDITIONS TO AGENDA

None.

ITEM 4 – APPROVAL OF AGENDA

Motion by Elliott to approve Agenda as presented, seconded by Corrado. Five ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

Conflict of Interest Roll Call: Corrado, no; Elliott, no; Gill, no; Green, 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.

None.

ITEM 7 – MINUTES/PAYROLL

Regular Meeting Minutes dated July 12, 2012.

Motion by Gill to approve the Regular Meeting minutes dated July 12, 2012 as presented, seconded by Corrado. Four ayes, one abstention, no nays. Motion carried.

Special Meeting Minutes dated July 30, 2012.

Motion by Gill to approve the Regular Meeting minutes dated July 12, 2012 as presented, seconded by Green. Five ayes, no nays. Motion carried.

Motion by Green to approve Payroll 14 in the amount of \$40,398.95, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Gill, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve Payroll 15 in the amount of \$31,250.32, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve Payroll 16 in the amount of \$36,291.96, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

ITEM 8 – ACCOUNTS PAYABLE/FINANCE REPORT

Motion by Green to approve C/7-2 in the amount of \$25,122.22, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/7-3 in the amount of \$190,813.75, seconded by Elliott. Discussion. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

APPROVED

Motion by Green to approve Health/RX Reimbursements as of 7/31/12 in the amount of \$115.79, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/8-Prepays in the amount of \$1,568.93, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/8-2 in the amount of \$69,152.93, seconded by Elliott. Discussion. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/8-3 in the amount of \$26,518.84, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve Check Register ending July 31, 2012, seconded by Elliott. Discussion. Five ayes, no nays. Motion carried.

Green discussed the following:

1. Voided checks/printer malfunction.
2. Cash receipts/Transmittals.
3. MTF funds.
4. Escrow funds
5. Finance Statement. Discussion.

In addition, the Board discussed the following:

1. Gravel/Halliday Sand & Gravel. Discussion. **Motion by Green, to accept the payment plan of Halliday Sand & Gravel to purchase 20,000 yards of gravel for the monthly amount of \$10,000.00 for a period of six months and the last payment in March of 2013 in the amount of \$9,800.00 and to allow Interim Manager to enter into an agreement regarding same. Payments would begin in September. Seconded by Gill. Discussion. Roll call vote: Green, yes; Gill, yes; Elliott, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**
2. Disposal of a Ford tractor, Equipment No.: 57/FA No. 113. **Motion by Green to dispose of a Ford tractor (Equipment No.: 57/FA No.: 113), seconded by Gill. Discussion. Five ayes, no nays. Motion carried.**
3. Superintendents Seminar. **Motion by Green, to send one employee to the Association of County Road Superintendents' of Michigan scheduled for October 3-5, seconded by Gill. Discussion. Five ayes, no nays. Motion carried.**
4. FNG contract. Clerk checking out contracting County DPW with working on boilers/air conditioning units. Will provide information at next month's meeting.
5. CRASIF Annual Membership Meeting. **Motion by Gill to send one employee to the CRASIF Annual Membership Meeting, seconded by Corrado. Discussion. Motion by Gill to amend original Motion to send one employee to the CRASIF Annual Membership Meeting on September 5, to represent and vote on behalf of the Road Commission, seconded by Corrado. Five ayes, no nays. Motion carried.**
6. Discussion on sale of three trucks and weight box.
7. Wilcox's valuation information to be discussed at a later date.

ITEM 9 – TOWNSHIPS

Mike Allen, Blue Lake Township, discussed and/or voiced concerns on the following: 1. Bad potholes on Sunset Trail in driving lane; 2. Stump holes on Blue Lake Road; 3. Potholes on other part of Twin Lake Road; 4. Compliments on Twin Lake Road Project; 5. Signs for Twin Lake Road.

Jake Uitvlugt, Boardman Township, discussed and/or voiced concerns on the following: 1. Woodman Road; 2. Crack sealing in Township; 3. Hart and Hall Roads intersection/washout; 4. Status of Boardman Road Project. Discussion. Chair concerned that Boardman Township would invest money to fix road and when Boardman Road

APPROVED

would be done using Federal and State Funds, the road would be ground up as no one was sure if the base would support the road being an all season road. Further discussions were held on the following: 1. Search for minutes; 2. No money for engineering fees to see if the road would hold up as all season road; 3. Not enough Federal and State Funding for project; 4. Needing to revisit SAFETEA LU Funding list; 5. Township millage; 6. Board wants letter of understanding that the Township is aware of what could happen when Boardman Road goes to an all season road. **Motion by Gill to approve the Boardman Road Project to proceed with the understanding that that any improvements made to Boardman Road by the Boardman Township will not be reimbursed if the road turns into a Class A Road, and that if the project goes forward the Road Commission will pay up to \$500.00 for testing and waive the 8.5% administrative fees, seconded by Corrado. Further discussion held. Roll call vote: Gill, yes; Corrado, yes; Elliott, yes; Green, no; Walter, yes. Four ayes, one nay. Motion carried.** Board insists that a disclaimer be included in the contract with the Township that the Township understands that if at any time Boardman Road is ground up in the future to be brought up to a Class A Road, there will be no reimbursement from the Road Commission. Road Commission Board would like the project to be done the first week of September or the end of August. Uitvlugt to let us know Thursday morning of Township's decision.

ITEM 10 – OLD BUSINESS

1. Aarwood Bridge: Interim Manager reported they were waiting for guardrails and centerline striping to be completed. Expected completion date is August 15, 2012. Discussion on engineering fees.

Further discussion was held on the following:

1. Engineering costs for Shippy Road.
2. Inspection on Valley Road in Clearwater Township.
3. Richard Hansen matter. Interim Manager to follow-up on.

ITEM 11 – NEW BUSINESS

A. Discussion was held on Management reorganization. Personnel to look at and bring recommendations back to Board.

B. Donations/Museum. Discussion. **Motion by Gill to donate and/or loan items to the Kalkaska Museum, seconded by Elliott. Five ayes, no nays. Motion carried.**

C. MERS credit. Discussion. **Motion by Gill to apply MERS credit to unfunded balance, seconded by Elliott. Five ayes, no nays. Motion carried.** Notification to Steelworkers.

ITEM 12 – PAUL WISNIEWSKI, MANAGER POSITION/10:00 A.M.

Motion by Green for a recess at 9:10 a.m., seconded by Elliott. Five ayes, no nays. Motion carried.

Chair called meeting back to order at 9:22 a.m.

(Clerk notes that Mr. Wisniewski called to say he would be late; Chair proceeded onto ITEM 13)

ITEM 13 – CORRESPONDENCE AND REPORTS

Policy Report: None.

Personnel Report: Conducted interviews; nothing else to report.

Safety Report:

Elliott reported on the following:

1. Safety/tailgate sheets.
2. Employee built a housing unit around air compressor helping the noise control. Fan still needed.
3. Contact with Mayjor Boles regarding contracting work from DPW.
4. Trees on Spencer Road needing to be removed.
5. Crack sealer doing a good job.
6. Need of lights by sign shop.

APPROVED

7. Modification of wing plow.

Interim Manager, Jeff Root, reported on the following:

1. Valley Road. Waiting for sample on formula mix and to do drive through with Mr. Niederstadt.
2. Met with Halliday Sand & Gravel regarding McNulty pit; trees need to be removed. Also talked about sand inventory for next year. They will be providing price for sand for Road Commission to review.
3. Public concern over brining. Discussion on Team's documentation of spreading brine.
4. Crack sealer and Dura Patcher are out every day it does not rain.

In addition, the Board discussed and/or voice concerns on the following:

1. Vegetation in cracks of roads.
2. Dura Patch inventory.
3. Paser ratings.
4. Crofton Road.
5. Culvert on N. Dundas.
6. Sign Sonny Babcock brought in (Interim Manager requested documentation from Township).
7. Plow routes/manpower/available trucks.
8. Hiring of temporary employees and mechanics.
9. Health insurance for new employees; rejection from Steelworkers regarding healthcare. **Motion by Gill that the Road Commission Board approve that new employees hired after January 1, 2011 would receive spousal/family healthcare after completion of 120 days of active service to be effective immediately, seconded by Corrado. Roll call vote: Gill, yes; Corrado, yes; Elliott, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried.**
10. Status of Starvation Lake Road.
11. Brush by Manistee Lake off CR612 needs to be removed.
12. Corrado to meet with Township regarding signal light.
13. Time analysis.
14. Correspondence to Rapid River and Springfield Townships.

Chair call for a recess at 10:01 a.m. until Paul Wisniewski arrives.

Chair called the meeting back to order at 10:27 a.m.

ITEM 12 – PAUL WISNIEWSKI, MANAGER POSITION/10:00 A.M.

Introduction of Paul Wisniewski, candidate for the Manager position.

Discussion of employment terms by Board. Board discussed wages of \$70,000.00; MERS contribution by employer based upon MERS annual actuarial recommendations; health stipend reimbursement of \$350.00 per month; at-will employment; every quarter meeting with Personnel to discuss progress.

Further discussion on Mr. Wisniewski's qualifications by Board.

Motion by Corrado to offer Paul Wisniewski the position of Manager based upon \$70,000.00 annual salary; MERS contribution; stipend for healthcare reimbursement; with Personnel to get attorney to draft contract, seconded by Gill. Discussion. Mr. Wisniewski to start first week of October. Board requested overall review of Road Commission operations after 60 to 90 days. Further discussion. Clerk to provide disciplinary program from Peter Cohl to Mr. Wisniewski. Roll call vote: Corrado, yes; Gill, yes; Elliott, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried. Discussion to renegotiate healthcare stipend every year.

ITEM 13 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

Public Comment: None.

APPROVED

ITEM 14 – ADJOURNMENT

Motion by Corrado to adjourn meeting at 11:07 a.m., seconded by Gill. Five ayes, no nays. Motion carried.

Louis Walter, Chair

Rebecca Jerry, Clerk