

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, AUGUST 8, 2011 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 Chair at 8:00 a.m. Pledge of Allegiance.

ITEM 2 - ROLL CALL

Upon roll call, the following Commissioners responded:

Custer, Present
Elliott, Present
Gill, Present
Green, Present
Walter, Present

In addition, the following person(s) were present: James Woodhams, 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 Elliott. Five ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

Conflict by Interest Roll Call: Custer, 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.

Robert Dryden reserved his time.

Tom Henke questioned Board as to his proposal for retirement. Discussion. Board voted not to proceed with proposal. Further discussion.

Sally Voorhees, Oliver Township, questioned and/or discussed the following: 1. Why King Road below the CC Bridge is not properly maintained; 2. Has called for the last six weeks and only receives excuses; 3. Why roads with the least amount of residents are maintained better than those with more residents. Discussion.

Arthur Edmond questioned Board's decision on Tom Henke's retirement proposal. Discussion.

ITEM 7 – UNION REPRESENTATION

Brenda Smith, Teamsters had nothing at this time.

No one was present from the Steelworkers union.

ITEM 9 – MINUTES/PAYROLL

Regular Meeting Minutes dated July 11, 2011: **Motion by Custer to approve the Regular Meeting minutes dated July 11, 2011 as presented, seconded by Elliott. Five ayes, no nays. Motion carried.**

Motion by Green to approve Payroll 14 in the amount of \$33,787.64, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve Payroll 15 in the amount of \$28,495.24, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

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ITEM 10 – ACCOUNTS PAYABLE/FINANCE REPORT

Motion by Green to approve C/7-4 in the amount of \$45,810.14, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/7-4 in the amount of \$60.00, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/7-5 in the amount of \$19.14 seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/7-Boot 7-26-11 in the amount of \$30.60, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/7-Reim. as of July 31, 2011 (health and RX) in the amount of \$3,025.96, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/8-Prepays in the amount of \$2,089.41, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/8-2 in the amount of \$64,580.87, seconded by Elliott. Discussion held. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve C/8-3 in the amount of \$7,126.69, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.

Motion by Green to approve Check Register dated July 31, 2011, seconded by Elliott. Five ayes, no nays. Motion carried.

Green gave Finance Committee report on the following:

1. Transmittals
2. Cash receipt register
3. MTF
4. Financial Statements

Gill and Green gave update on financial status. Questions and discussion.

Discussion on NMARC Annual meeting. **Motion by Gill to send Manager and any Commissioner who wishes to attend to the NMARC September 7-9 at Boyne Falls, seconded by Green. Roll call vote: Gill, yes; Green, yes; Custer, yes; Elliott, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Discussion on the Annual Superintendant Seminar. **Motion by Gill to send one person to the Annual Superintendant Seminar October 5-7 in Manistee, seconded by Green. Roll call vote: Gill, yes; Green, yes; Custer, yes; Elliott, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Discussion on CRASIF vote for Board of Trustees position. **Motion by Gill to authorize Manager to vote on all matters on behalf of the Road Commission for the CRASIF annual meeting on September 7 with Walter as alternate, seconded by Green. Roll call vote: Gill, yes; Green, yes; Custer, yes; Elliott, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Discussion was held on retiree health insurance. **Motion by Gill to change health insurance plan for the retirees with reimbursement of RX to original plan; making retirees whole or better; to be effective October 1, 2011, seconded by Elliott. Discussion. Roll call vote: Gill, yes; Elliott, yes; Custer, yes; Green, no; Walter, yes. Four ayes, one nay. Motion carried.**

Discussion was held on retirement costs increasing because of economy. Also, discussed MCRCSIP rebate.

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ITEM 11 – APPOINTMENTS

Township Representatives:

Denny Corrado, Coldsprings Township, discussed the following: 1. Mowing grass on intersections. Discussion; 2. Written response to letter; haven't received; 3. Starvation Lake Road unsafe; gave Commissioners pictures for review. Discussion.

Also discussed:

1. Tower Road.
2. Intersection at Sedwarft and Pike Roads.
3. Receive \$1,511.50 per mile of road per Act 51 report.
4. Pike Road not certified.

Motion by Gill to have special assessments. No support. Motion died for lack of support.

Motion by Gill for Manager to give an estimate to bring Pike Road up to Road Commission standard, by next Board meeting, and to set up a special assessment district, seconded by Green. Discussion. Roll call vote: Gill, yes; Green, yes; Custer, yes; Elliott, yes; Walter, yes. Five ayes, no nays. Motion carried.

Chair called for a break at 8:59 a.m. Meeting was then called back to order.

ITEM 12 – OLD BUSINESS

A. Employee Evaluations. Discussion. Second evaluation to be completed by December 1, 2011.

ITEM 13 – NEW BUSINESS

A. James and Becky's contract recommendations will be presented at the September Board meeting.

B. Teamster contract reviews to be completed by August 29. Discussion.

ITEM 14 – CORRESPONDENCE AND REPORTS

Manager Report:

The Manager and Board Members discussed and/or commented on the following:

1. Draft contract on Mecum Road Bridge. Discussion was held on informing emergency responders and townships of alternative routes. Further discussion was held on bid letting and life span of bridge. **Motion by Gill to approve the contract between the Conservation Resource Alliance and the Kankaska County Road Commission on Mecum Road Bridge, to allow Board Chair to sign contract, and to go out for bids on project, seconded by Elliott. Roll call vote: Gill, yes; Elliott, yes; Custer, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried.**
2. Grader training to be held on August 24.
3. Prioritize mowing intersections.
4. Discussion was held on sign in right-of-way per Mr. Dryden's question.
5. Reminder for Paul Bunyan Meeting on August 18.
6. Ingersoll Road project to start September 1 and will be completed by October 14. Discussion.
7. MCRCSIP meeting.

Policy Report:

Custer reported on the following:

1. Policy P11-7 Sign Retroreflectability Inspection Policy. Discussion. **Motion by Custer to approve Policy P11-7 Sign Retroreflectability Inspection Policy, seconded by Gill. Five ayes, no nays. Motion carried.**

Personnel/Commissioners Report:

Walter reported and/or discussed the following:

1. Map status.
2. Read into record: Thank you from DPW to the Road Commission and Rieth Riley on repairs made on the Recycle Center drive and the walking paths at the fairgrounds. Attached as part of these minutes.

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Manager directed to do thank you to Road Commission employees who participated in the repair work. Also, to send thank you to Rieth Riley for donation of blacktop and roller to compact.

Safety Report:

Elliott reported on the following:

1. Tailgate reports.
2. Electrical upgrades in shop.
3. Discussion on air compressor cover and exhaust.
4. Bringing back mechanics to prepare equipment for winter. Discussion.

ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

Discussions were held on the following:

1. Having Finance Committee check to see if can afford to bring back mechanics.
2. Check union contract for seniority rules.
3. Discussion on having another person as an alternate vote for the CRASIF Annual Board meeting. **Motion by Gill to have Walter be the alternate vote for the CRASIF Annual Board meeting, seconded by Custer. Five ayes, no nays. Motion carried.**
4. Having Manager making contact with new Leader editor.
5. Emulsion tank will be arriving Thursday, August 11.
6. Safety meeting/truck rodeo for employees.
7. Manager attending Township and MTA meetings.

Robert Dryden stated the Road Commission could enter into a Letter of Understanding with the union to allow mechanics to come back to work.

Chair called break at 9:54 a.m.

Chair called meeting back to order at 10:03 a.m.

ITEM 16 – CLOSED SESSION: TO DISCUSS DRAFT STEELWORKERS' CONTRACT AND TO REVIEW CLOSED SESSION MINUTES DATED JULY 11, 2011

Motion by Custer to go into Closed Session at 10:03 a.m. to discuss the Draft Steelworkers' contract and to review Closed Session Minutes dated July 11, 2011, seconded by Gill. Five ayes, no nays. Motion carried.

Motion by Gill to come back into Open Session at 10:46 a.m., seconded by Green. Five ayes, no nays. Motion carried.

Motion by Gill to approve the Closed Session minutes dated July 11, 2011 as presented, seconded by Elliott. Five ayes, no nays. Motion carried.

Further discussions were held on the following:

1. Teamsters' contract review due by August 29.
2. Employees' second evaluation due by December 1.

Motion by Gill to make revisions per Commissioners' recommendations to the Steelworkers' Union contract and forward to attorney, seconded by Custer. Roll call vote: Gill, yes; Custer, yes; Elliott, yes; Green, no; Walter, yes. Four ayes, one nay. Motion carried. Clerk to present contract to attorney at Paul Bunyan meeting on August 18.

ITEM 17 – ADJOURNMENT

Motion by Gill to adjourn meeting at 10:48 a.m., seconded by Elliott. Five ayes, no nays. Motion carried.

Louis Walter, Jr., Chairman

Rebecca Jerry, Clerk