

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON MONDAY, NOVEMBER 12, 2012, 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.

Chair conveyed thank you and thoughts to all Veterans.

**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: Paul Wisniewski, Manager; Becky Jerry, Clerk.

**ITEM 3 – ADDITIONS TO AGENDA**

Revisions: Add to New Business, ITEM 12, MIA/POW flag and changing date of Finance Committee Meeting; to ITEM 13, add snowplow presentation to schools.

**ITEM 4 – APPROVAL OF AGENDA**

Motion by Corrado to approve Agenda with revisions, seconded by Green. 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 September 10, 2012.

Motion by Gill to approve the Regular Meeting minutes dated October 8, 2012 as presented, seconded by Green. Five ayes, no nays. Motion carried.

Motion by Corrado to approve the Special Meeting minutes dated October 15, 2012 as presented, seconded by Green. Five ayes, no nays. Motion carried.

Motion by Green to approve the Special Meeting minutes dated October 26, 2012 as presented, seconded by Elliott. Five ayes, no nays. Motion carried.

Motion by Green to approve Payroll 21 in the amount of \$34,902.71, 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 22 in the amount of \$35,323.61, 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/10-4 in the amount of \$65.21, seconded by Elliott. 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 C/10-5 in the amount of \$47,188.45, 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/10-6 in the amount of \$191.94 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/10-7 in the amount of \$224.73, 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/11-Prepays in the amount of \$2,450.10, 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/11-2 in the amount of \$119.29, 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/11-3 in the amount of \$139,913.22, 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/11-4 in the amount of \$36,187.67, 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 Check Register ending October 31, 2012, seconded by Elliott. Discussion. Five ayes, no nays. Motion carried.**

Green discussed the following:

1. Cash Receipts/Transmittals.
2. MTF funds.
3. Financial Report.
4. Escrow accounts.
5. Cell phone reimbursements for Management. Discussion. Discussion was postponed for Bid Opening.

### **ITEM 9 –SEALED BID OPENING/CONSTRUCTION ENGINEERING/INNIS ROAD/9:30 A.M.**

Bids were opened and Board accepted not-to-exceed bids from the following:

1. Wilcox (\$38,525.00)
2. Fleis & Vandenbrink (\$44,350.00)
3. Wade Trim (\$40,612.00)
4. Gourdie-Fraser (\$29,690.00)
5. Gosling-Czubak (\$38,375.00)

Discussion. **Motion by Elliott for Manager to review bids and make recommendation to the Board at next Board meeting and upon approval of John Rogers, Rapid River Township Supervisor, seconded by Corrado. Five ayes, no nays. Motion carried.** (Board returned to regular business at 9:38 a.m.)

### **ITEM 8 – ACCOUNTS PAYABLE/FINANCE REPORT/continued....**

Further discussion on cell phone reimbursements. Manager to create form. **Motion by Gill to accept Policy P12-10 Cell Phone Reimbursement for reimbursement of \$50.00 per month with the understanding that a Letter of Understanding be obtained from the Teamsters Union for the positions of Superintendent and Shop Foreman, seconded by Green. Discussion. Roll call vote: Gill, yes; Green, yes; Corrado, yes; Elliott, yes; Walter, yes. Five ayes, no nays. Motion carried.**

### **ITEM 10 –TOWNSHIPS**

Mike Allen, Blue Lake Township, discussed and/or voice concerns over the following: 1. Cameron Bridge Road not passable; 2. Damaged edge on Gedman Road; 3. Street lights at intersections; 4. High reflective stop sign at Twin Lake and Sunset Trail N.E. Roads intersection.

**ITEM 11 – OLD BUSINESS**

Discussion that Closed Session minutes dated September 10, 2012 were not approved at last Board meeting. **Motion by Elliott to approved Closed Session Minutes dated September 10, 2012, seconded by Green. Five ayes, no nays. Motion carried.**

**ITEM 12 – NEW BUSINESS**

A. Public Hearing/Permit Fee & Cost Schedule. Discussion to post Public Hearing at 9:00 a.m. on December 10, 2012.

B. Public Hearing/Budget. Discussion to post Public Hearing at 9:10 a.m. on December 10, 2012.

**Motion by Gill to hold the Public Hearing for the Permit Fee and Cost Schedule at 9:00 a.m. and the Public Hearing on the 2013 General Appropriations Budget at 9:10 a.m. on December 10, 2012, seconded by Corrado. Five ayes, no nays. Motion carried.**

C. MIA/POW Flag. Discussion. **Motion by Green to purchase a MIA/POW flag, seconded by all members. Five ayes, no nays. Motion carried.**

D. Board agreed to change the December Finance Committee Meeting to Thursday, December 6 at 9:00 a.m.

**ITEM 13 – CORRESPONDENCE AND REPORTS**

Manager's Report:

1. Staffing.
2. Employee on medical leave.
3. Title VI training.
4. MDOT snowplow safety video.
5. Payroll direct deposit.
6. Fact-finding date set for December 5 at 9:30 a.m.
7. Maintenance equipment.
8. Use of wing plows on shoulders showing promise.
9. Being efficient.
10. Complaints on potholes and gravel roads.
11. Lawsuit/pothole/Plum Valley Road.
12. Continuing logging problem. Meeting with the Lumberman's Association in December.
13. Boardman Road issues.
14. Winter inventory materials.
15. Kalkaska Township meeting.
16. Springfield Township meeting/approval for Shippy road/grant application sent.
17. Paul Bunyan meeting.
18. Uniform frost laws. Discussion.
19. Legislative issues.
20. Task Force meeting December 10.
21. Asset Management December 6.

Chair called for a recess at 10:21 a.m.

Chair called the meeting back to order at 10:30 a.m.

Policy Report:

1. Job descriptions/January Board meeting.
2. Mailbox policy.
3. Title VI policy.

Personnel Report:

Walter reported on the following:

1. Snowplow safety presentation at elementary schools.

# APPROVED

## Safety Report:

Elliott reported on the following:

1. No tailgate reports required.
2. Boiler inspection.
3. Fire extinguisher inspection completed.
4. Wing training.
5. Lighting.
6. Wing blade on one truck sticking out too far.
7. Repairing fuel line on truck.
8. Brush chopper. Employees scared. Need more training/safety.

In addition, there was also a discussion on pre and post trip inspections and paperwork.

## Chairman's Report.

Chairman Walter thanked veterans and those in the armed service for their continued service.

## **ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

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

Mark Katcia, a resident on Old M-72, discussed and/or voiced concerns over the following: 1. Not cost effective to brine in August; 2. Brine schedule; 3. Road grading; 4. Drainage problem on road. Discussion.

## **ITEM 15 – CLOSED SESSION TO DISCUSS FACT-FINDING/NEGOTIATIONS; AND TO REVIEW CLOSED SESSION MINUTES DATED OCTOBER 8, 2012, OCTOBER 15, 2012, AND OCTOBER 26, 2012**

Motion by Corrado at 11:02 a.m. to go into Closed Session to discuss Fact-finding/negotiations and to review Closed Session Minutes dated October 8, 2012, October 15, 2012, and October 26, 2012, seconded by Elliott. Roll call vote: Corrado, yes; Elliott yes; Gill, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried.

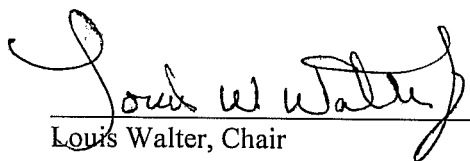
Motion by Corrado to come back into Open Session at 11:28 a.m., seconded by Gill. Five ayes, no nays. Motion carried.

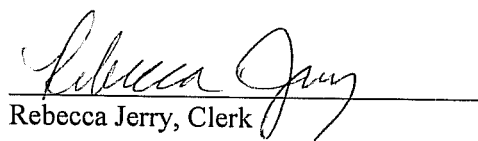
Motion by Green to approve Closed Session minutes dated October 8, 2012, October 15, 2012, and October 26, 2012, seconded by Corrado. Five ayes, no nays. Motion carried.

Discussion was held on the draft Budget.

## **ITEM 16 – ADJOURNMENT**

Motion by Elliott to adjourn meeting at 11:33 a.m., seconded by Green. Five ayes, no nays. Motion carried.

  
Louis Walter, Chair

  
Rebecca Jerry, Clerk