

APPROVED

**MINUTES for the
REORGANIZATIONAL MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON FRIDAY, JANUARY 3, 2020, AT 9:00 A.M.
AT THE OFFICE LOCATED AT 1049 ISLAND LAKE ROAD, KALKASKA, MICHIGAN**

ITEM 1 – MEETING CALLED TO ORDER

Meeting called to order by the Clerk at 9:00 a.m.

ITEM 2 - PLEDGE OF ALLEGIANCE

ITEM 3 - ROLL CALL

Upon roll call, the following Commissioners responded:

Allen, Present
Corrado, Absent; Excused
Cox, Present
Walter, Present
Gill, Present

In addition, the following staff members were present: John S. Rogers, Manager; Jerry Heim, Finance Director; Rebecca Hilmert, Clerk

ITEM 4 – ELECTION OF OFFICERS

Clerk asked for nominations for Chair. Cox nominated Gill, seconded by Allen. Clerk asked if there were any other nominations for Chair. Clerk asked for a third time if there were any other nominations for Chair. **Motion was made by Walter to close the nominations and appoint Gill as Chair, seconded by Cox. Four ayes, no nays. Motion carried.**

Chair asked for nominations for Vice-Chair. Cox nominated Allen, seconded by Walter. Chair asked if there were any other nominations for Vice-Chair. Chair asked for a third time if there were any other nominations for Vice-Chair. **Motion by Cox to close the nominations and appoint Allen as Vice-Chair, seconded by Walter. Four ayes, no nays. Motion carried.**

ITEM 5 – ADDITIONS TO AGENDA

Mr. Walter requests a Building Committee be added to the Committee discussion.

ITEM 6 – APPROVAL OF AGENDA

Motion by Walter to approve Agenda, seconded by Cox. Four ayes, no nays. Motion carried.

ITEM 7 - CONFLICT OF INTEREST

Conflict of Interest Roll Call: Allen, no; Walter, no; Cox, no; Gill, no.

ITEM 8 – PUBLIC COMMENT

ITEM 9 – NEW BUSINESS

1. Chair recommended that appointments to committees do not change. Mr. Gill also suggested that the Policy Committee be renamed the Policy and Planning Committee and they will monitor facility needs. The Equipment and Facilities Foreman will be added to the Policy and Planning Committee. List attached.

APPROVED

Motion by Walter that appointments to committees do not change from 2019 with the addition of the Equipment and Facility Foreman to the Policy and Planning Committee, seconded by Cox. Four ayes, no nays. Motion carried.

2. 2020 Procedural Rules. The Manager stated there were no revisions to the 2020 rules. **Motion by Allen to adopt the 2020 Procedural Rules, seconded by Cox. Four ayes, no nays. Motion carried.**
3. Appoint Clerk/Secretary to the Board. **Motion by Allen to appoint the Office Manager as Clerk/Secretary to the Board, seconded by Walter. Four ayes, no nays. Motion carried.**
4. Appoint Chief Administrative Officer. **Motion by Walter to appoint the Manager as the Chief Administrative Officer, seconded by Cox. Four ayes, no nays. Motion carried.**
5. Appoint Fiscal Officer. **Motion by Walter to appoint the Finance Director as the Fiscal Officer, seconded by Cox. Four ayes, no nays. Motion carried.**
6. Appoint FOIA Officer. **Motion by Walter to appoint the Manager as the FOIA Officer, seconded by Allen. Four ayes, no nays. Motion carried.**
7. Approve 2020 Meeting Schedule. **Motion by Walter to approve the 2020 Meeting Schedule as presented, seconded by Allen. Four ayes, no nays. Motion carried.**

ITEM 10 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

Manager John Rogers commented on a workshop scheduled for January 15, 2020 at the end of the Regular Board meeting with Hobbs & Black to discuss facility needs.

ITEM 11 – ADJOURNMENT

Motion by Walter to adjourn meeting at 9:25 a.m., seconded by Cox. Four ayes, no nays. Motion carried.



David W. Gill, Chair



Rebecca Hilmert, Clerk