

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON WEDNESDAY, November 8, 2017 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
Walter, Present
Gill, Present

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

ITEM 3 – ADDITIONS TO AGENDA

ITEM 4 – APPROVAL OF AGENDA

Motion by Cox to approve Agenda, seconded by Corrado. Five ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

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

ITEM 6 – CONSENT CALENDAR

The purpose of the Consent Calendar is to expedite business by grouping non-controversial items together without discussion. Any member of the Commission, staff, or the public may ask that any item on the Consent Calendar be removed and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected.

If an item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Commission action adopting the Consent Calendar. The Manager recommends the following items be adopted:

- A. *Minutes*: The Board approves the Regular Meeting minutes, dated October 11, 2017.
- B. *Payroll*: The Board approves Payroll #21 (\$48,027.81); Payroll #21c (\$9,688.50) and Payroll #22 (43,801.06) respectively.
- C. *Accounts Payable*: The Board approves the Accounts Payable Disbursements (11/08/2017) in the amount of \$396,741.39 and the Check Register for the period of October 1 through October 31, 2017.

Motion by Cox to approve the items on the Consent Calendar, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

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ITEM 7 – PUBLIC COMMENT

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

Tim Mroczkowski, Paul and Sharon Curell, and Mike Larson expressed concerns regarding the condition of Rita Drive and Woodland Drive.

Ira Carpenter expressed concerns regarding the condition of Cinder Hill Road.

ITEM 8 – TOWNSHIP REPRESENTATIVES

Mr. Dick Malott of Coldsprings Township thanked the Board for listening to concerns and aiding in his endeavors. Also, thanks for the shaker stone in trench on the south end of Manistee Lake.

Mr. Larry Shoemaker of Blue Lake Township, had no comments for the Board.

ITEM 9 – FINANCE REPORT/BUDGETS

The following items were discussed:

1. Bid Openings
 - a. **Motion by Corrado to award the CR612 Engineering to GFA for a Not to Exceed price for design engineering of \$8,320.00 and for an estimated price for construction engineering of \$13,986.00, seconded by Allen. Five ayes, no nays. Motion carried.**
 - b. **Motion by Walter to award the Shippy Road Engineering to GFA for a Not to Exceed price for design engineering of \$10,110.00 and for an estimated price for construction engineering of \$22,290.00, seconded by Cox. Five ayes, no nays. Motion carried.**
2. Financial Reports
3. Cash Flow Report
4. Escrow Accounts
5. MTF Revenue
6. Payables for October
7. Truck Tractor Lease option.
8. Underhill Road easement for emergency vehicles.
 - a. **Motion by Allen to approve temporary easement for the right to use and maintain a strip of land approximately 800' in length 28' wide for ingress and egress of authorized vehicles between Underhill Road and Trosko Drive, seconded by Walter. Roll call: Allen, yes; Walter, yes; Corrado, yes; Cox, yes; Gill, yes. Motion carried.**
9. Banking Relations, purchase of CD's.
10. Purchase of Safety Coats
11. Truck Cameras.
 - a. **Motion by Corrado to authorize the purchase of front and rear facing video cameras for maintenance trucks, and front facing cameras for foreman trucks, seconded by Allen. Five ayes, no nays. Motion carried.**
12. Converting Hybrid Plan to Defined Contribution.
13. Amendment for 2017 budget, preliminary budget for 2018.
 - a. **Motion by Allen to hold a Public Hearing during the KCRC Board meeting on December 13, 2017 at 9:15 a.m., for presentation of the proposed 2018 Budget, seconded by Allen. Five ayes, no nays. Motion carried.**

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Denny Corrado excused himself from the meeting.

14. **Motion by Walter to purchase a 2018 Peterbilt Model 367 with equipment pursuant to the 2017 truck bids, seconded by Allen. Roll Call: Walter, yes; Allen, yes; Cox, yes; Gill, yes. Motion carried.**

ITEM 10 – APPOINTMENTS

None.

ITEM 11– OLD BUSINESS

None.

ITEM 12 – NEW BUSINESS

None.

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

The following items were discussed.

- Road Damage from Heavy Haulers
- Career Expo
- Paul Bunyan Meeting
- New Legislation
- 2018 Meeting Schedule

Policy Committee:

None.

Personnel Committee:

The following items were discussed.

- Truck Cameras
- Employee Updates
- Annual Reviews.
- Above and Beyond Awards for employee recognition.
 - **Motion by Walter to adopt the Above and Beyond awards, seconded by Cox. Four ayes, no nays. Motion carried.**

Safety Committee:

None.

Chairman's Report:

None.

ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

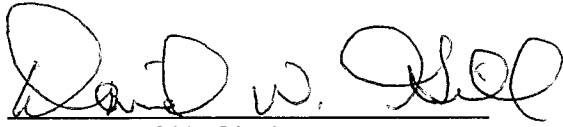
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Mr. Cox states John needs to be commended for his work with military veterans and high school students and thought about when doing evaluations.

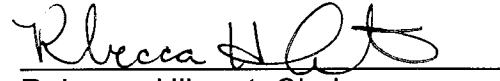
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ITEM 15 – ADJOURNMENT

Motion by Walter to adjourn meeting at 11:27 a.m., seconded by Cox. Four ayes, no nays. Motion carried.



David W. Gill, Chair



Rebecca Hilmert, Clerk