

APPROVED

**MINUTES for the REGULAR MEETING of the  
KALKASKA COUNTY BOARD OF ROAD COMMISSIONERS  
Held on Wednesday, December 12, 2018 AT 9:00 A.M. at the office located at  
1049 Island Lake Road, Kalkaska, Michigan 49646**

**1. CALL TO ORDER**

Meeting called or order by the Chair at 9:00 a.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Upon roll call, the following Commissioners responded:

Allen, Present  
Corrado, Present  
Walter, Present  
Cox, Present  
Gill, Present

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

**4. ADDITIONS TO AGENDA**

**5. APPROVAL OF AGENDA**

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

**6. CONFLICT OF INTEREST**

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

**7. 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 November 14, 2018.

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- b. **Payroll:** The Board approves Payroll #23 (\$54,795.26) and Payroll #24 (\$52,961.55), respectively.
- c. **Accounts Payable:** The Board approves Accounts Payable Disbursements (12/12/2018) in the amount of \$430,320.97 and the Check Register for the period of November 1, 2018 to November 30, 2018.

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

### 8. PUBLIC COMMENT

- a. Sue Lesnick and Carol Hart from Woodman Road/Perch Lake voiced their concerns regarding gravel washing into Perch Lake. They also commented on how great Hall Road looks. Sue requests a sign be placed at the top of the hill on Woodman Road signaling Dyer Road.

**Motion by Corrado to recess regular meeting at 9:15 a.m. and open the 2019 General Appropriations Budget/Public Hearing, seconded by Allen. Roll call vote. Corrado, yes; Allen, yes; Walter, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.**

### 9. 2019 GENERAL APPROPRIATIONS BUDGET/PUBLIC HEARING

Finance Director Jerry Heim reviewed the proposed 2019 General Appropriations Budget. Discussion.

**Motion by Allen to close 2019 General Appropriations Budget/Public Hearing, seconded by Cox, at 9:33 a.m. Roll call vote. Allen, yes; Cox, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**

**Motion by Walter to reopen the Regular Board Meeting at 9:35, seconded by Allen. Roll call vote. Walter, yes; Allen, yes; Corrado, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.**

### 10. TOWNSHIP REPRESENTATIVES

- a. Ray Hoffman, Coldsprings Township, commented that the Road Commission has been great to work with and looks forward to the future.
- b. Paul Erickson discussed beaver issues with the Butler Road culvert and Woodman Road.

Break at 9:38 a.m. Resumed at 9:48 a.m.

### 11. FINANCE REPORT/BUDGETS

- a. Brine Bids



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- a. Manager's Report
- b. Policy Committee Report
  - i. **Motion by Cox to adopt RESOLUTION #2018-05, Resolution to Adopt a Local Pavement Warranty Program, seconded by Walter. Roll call vote. Cox, yes; Walter, yes; Allen, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried**
  - ii. **Motion by Cox to adopt RESOLUTION #2018-06, Resolution to Implement a Local Pavement Warranty Program, seconded by Corrado. Roll call vote. Cox, yes; Corrado, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- c. Personnel Committee Report
  - i. **Motion by Corrado to accept the Manager's 2018 Performance Evaluations and for them to be placed in his personnel file effective January 1, 2019, seconded by Cox. Five ayes, no nays. Motion carried.**
  - ii. **Motion by Corrado to approve the annual administrative wage adjustments, per the manager's recommendation, based upon the 2018 performance evaluations effective January 1, 2019, seconded by Cox. Discussion. Roll call vote. Corrado, yes; Cox, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- d. Safety Committee Report
- e. Chairman's Report
  - i. **Chairman Gill thanked the staff for their time and efforts making the 2018 Christmas in Kalkaska parade a success. He also reminded the board to remit their contributions for the Christmas Luncheon on Friday, December 21, 2018.**
- f. Misc. Correspondence

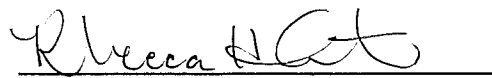
**16. MISCELLANEOUS, PUBLIC COMMENT & OTHER**

**17. ADJOURNMENT**

**Motion by Walter to adjourn meeting at 11:15 a.m., seconded by Cox. Five ayes, no nays. Motion carried.**



David W. Gill, Chair



Rebecca Hilmert, Clerk