

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON WEDNESDAY, December 13, 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 November 8, 2017.
- B. *Payroll:* The Board approves Payroll #23 (\$50,403.79); and Payroll #24 (48,654.03) respectively.
- C. *Accounts Payable:* The Board approves the Accounts Payable Disbursements (12/13/2017) in the amount of \$310,945.27 and the Check Register for the period of November 1 through November 30, 2017.

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

ITEM 7 – PUBLIC COMMENT

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

None.

ITEM 8 – TOWNSHIP REPRESENTATIVES

Mr. Dick Malott of Coldsprings Township requested that minutes and manager's reports be sent to the Coldsprings Township clerk.

Mr. Paul Erickson of Boardman Township was present but had nothing for the Board at this time.

ITEM 9 – FINANCE REPORT/BUDGETS

The following items were discussed:

1. Financial Reports
2. Cash Flow Report
3. Escrow Accounts
4. MTF Revenue
5. Payables for November

ITEM 10 – 9:15 A.M./2018 GENERAL APPROPRIATIONS BUDGET/PUBLIC HEARING

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

Finance Director Heim reviewed the proposed 2018 General Appropriations Budget. Discussion.

Motion by Cox to close the Public Hearing at 10:05 a.m., seconded by Walter. Roll call vote: Cox, yes; Walter, yes; Allen, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.

Motion by Walter to reopen the regular meeting, seconded by Corrado. Roll call vote: Walter, yes; Corrado, yes; Allen, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.

6. Possible sale of grader.
7. Possible legislation for reform of local government retirement and other post-employment benefits.
8. Dundas Road Crossings
9. MERS Hybrid Defined Benefit Plan.
10. Amendment for 2017 budget.
 - a. **Motion by Allen to amend the 2017 General Appropriations Budget, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Walter, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.**
11. **Motion by Allen to use insurance proceeds from Unit #22 to purchase a 2018 Peterbilt Model 367 with equipment pursuant to the 2017 truck bids, seconded by Walter. Five ayes, no nays. Motion carried.**

ITEM 10 – APPOINTMENTS

APPROVED

None.

ITEM 11– OLD BUSINESS

None.

ITEM 12 – NEW BUSINESS

1. 2018 General Appropriations Budget.
 - a. **Motion by Allen to approve the 2018 General Appropriations Budget, seconded by Walter. Roll call vote: Allen, yes; Walter, yes; Corrado, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.**
2. January Organizational Meeting and 2018 Committee and Board Meeting Schedule.
 - a. **Motion by Corrado to set the Reorganizational Meeting to January 9, 2018 at 9:00 a.m. and to post, the first week's Committee meetings as Special Meetings, seconded by Cox. Five ayes, no nays. Motion carried.**

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

The following items were discussed.

1. Dundas Road Crossings.
2. Grader Purchase
 - a. **Motion by Walter to pay AIS salesman in Lansing \$5,000.00 for Finder's Fee, seconded by Cox. Roll call vote: Walter, yes; Cox, yes; Allen, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.**
3. Winter Shifts/Routes.
4. Christmas Parade.
5. Truck Cameras.

Policy Committee:

None.

Personnel Committee:

The following items were discussed.

1. Employee Updates.
2. Annual Reviews.
3. Annual Administrative Wage Adjustments.
 - a. **Motion by Corrado to approve the annual administrative wage adjustments per the manager's recommendation based upon the 2017 performance evaluations effective January 1, 2018, seconded by Allen. Five ayes, no nays. Motion carried.**
 - b. **Motion by Corrado to accept the Manager's 2017 performance evaluation and for them to be placed in his personnel file effective January 1, 2018, seconded by Cox. Five ayes, no nays. Motion carried.**
4. Christmas in Kalkaska Parade.
5. Christmas Luncheon.

Safety Committee:

None.

Chairman's Report:

1. Christmas Luncheon.

APPROVED

2. Thank you for "making this place great again".

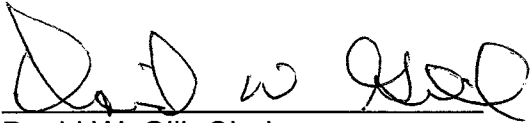
ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

None.

ITEM 15 – ADJOURNMENT

Motion by Cox to adjourn meeting at 11:05 a.m., seconded by Walter. Five ayes, no nays. Motion carried.



David W. Gill, Chair



Rebecca Hilmert, Clerk