

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON MONDAY, DECEMBER 14, 2016, 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, Rebecca Hilmert, Administrative Assistant and Debbie Green, Deputy Clerk.

**ITEM 3 – ADDITIONS TO AGENDA**

**Motion by Walter to add the “Performance Resolution for Governmental Agencies” to the Agenda under New Business, supported by Cox. Five ayes, no nays. Motion carried.**

**ITEM 4 – APPROVAL OF AGENDA**

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

**ITEM 5 - CONFLICT OF INTEREST**

**Conflict of Interest Roll Call: Allen, no; Cox, no; Corrado, no; Walter, 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 9, 2016.
- B. *Payroll*: The Board approves Payroll #23 (\$51,033.57) and Payroll #24 (\$52,031.22), respectively.
- C. *Accounts Payable*: The Board approves the Accounts Payable Disbursements (12/14/2016) in the amount of \$312,697.27 and the Check Register for the period of November 1 through November 30, 2016.

APPROVED

**Motion by Cox to approve the items on the Consent Calendar, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Walter, yes; Allen, 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.*

Frank Darlington of Smith Road stated that he is happy with the work that the Road Commission has done to control the damage done by loggers on Smith Road.

**ITEM 8 – TOWNSHIP REPRESENTATIVES**

Mr. Dick Malott of Coldsprings Township advised that he has received complaints concerning the plowing of Woodland Drive and intersections. Mr. Rogers advised that intersections are cleaned up after the roads have been plowed during heavy snow events.

**ITEM 9 – PUBLIC HEARING – 2017 GENERAL APPROPRIATIONS BUDGET**

**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 carried.**

Finance Director Heim reviewed the proposed 2017 General Appropriations Budget. Discussion.

**Motion by Walter to close the Public Hearing at 9:20 a.m., seconded by Allen. Roll call vote: Walter, yes; Allen, yes; Corrado, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.**

**ITEM 10 – FINANCE REPORT/BUDGETS**

The following items were discussed:

1. Financial Reports.
2. Cash Flow Report.
3. Escrow Account Review.
4. MTF Revenue.

**Motion by Cox to approve the 2016 First Amended General Appropriations Budget, seconded by Corrado. Discussion. Roll call vote: Cox, yes; Corrado, yes; Walter, yes; Allen, yes; Gill, yes. Five ayes, no nays. Motion carried.**

**Motion by Walter to approve the 2017 General Appropriations Budget, seconded by Cox. Discussion. Roll call vote: Walter, yes; Cox, yes; Corrado, yes; Allen, yes; Gill, yes. Five ayes, no nays. Motion carried.**

**Motion by Allen to authorize the Manager to dispose of truck #20, truck #25, a used plow and sander in the best interest of KCRC, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Gill, yes; Walter, excused absent. Four ayes, no nays. Motion carried.**

Break 9:47 a.m.  
Resume 9:57 a.m.

**ITEM 11 – APPOINTMENTS**

None.

**ITEM 12– OLD BUSINESS**

None.

**ITEM 13 – NEW BUSINESS**

**Motion by Cox to approve and adopt the Performance Resolution for Governmental Agencies, as required by the Michigan Department of Transportation, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Walter, yes; Allen, yes; Gill, yes. Five ayes, no nays. Motion carried.**

**Motion by Corrado to schedule the Board of Commissioners’ 2017 Organizational meeting on January 4, 2016, 9:00 a.m., seconded by Cox. Five ayes, no nays. Motion carried.**

**ITEM 14 – CORRESPONDENCE AND REPORTS**

**Manager’s Report:**

1. Smith Lake sand pit lease  
**Motion by Walter to not renew the Smith Lake Pit lease, seconded by Cox. Five ayes, no nays. Motion carried.**
2. North Sharon Road culvert update
3. Spencer Road/ 571 construction project
4. Underhill Road concerns
5. Recent snow storm and overtime
6. CRA Fiscal Year change
7. CRASIF insurance conversion
8. Christmas Luncheon December 23<sup>rd</sup>, 11:30 a.m.

**Policy Committee:**

Mr. Cox advised that the “Standards and Specifications for Subdivision Streets and Other Development Projects with Public and Private Roads” has been updated by Gourdie Frasier and included in the Board packet. Also included are the updated goals and objectives and the open call log list.

**Personnel Committee:**

**Motion by Corrado to recognize Road Commission Personnel and Families for their participation in the 2016 Christmas in Kalkaska Parade, supported by Cox. Five ayes, no nays. Motion carried.**

**Safety Committee:**

Mr. Allen advised that MCRCSIP training options have been included in the Board packet.

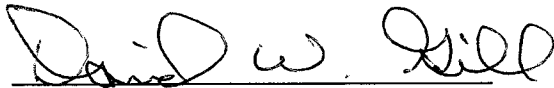
**ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

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

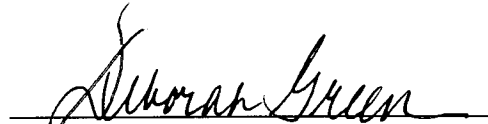
Mr. John Boucher of Hoiles Drive asked the Board about future plans for Baggs Road. A discussion was held regarding the joint commitment between GTCRC, KCRC, Whitewater Township and Clearwater Township. Mr. Rogers explained that KCRC and the townships are ready to commit to the project but GTCRC's participation is contingent on their engineer's approval.

**ITEM 16 – ADJOURNMENT**

**Motion by Walter to adjourn meeting at 11:10 a.m., seconded by Cox. Five ayes, no nays. Motion carried.**



David W. Gill, Chair



Deborah Green, Deputy Clerk