

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON WEDNESDAY, FEBRUARY 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, Tony Moses, Maintenance and Facilities Supervisor and Debbie Green, Deputy Clerk.

**ITEM 3 – ADDITIONS TO AGENDA**

**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 January 11, 2017.
- B. *Payroll:* The Board approves Payroll #1 (\$58,211.92) and Payroll #2 (\$53,863.17), respectively.
- C. *Accounts Payable:* The Board approves the Accounts Payable Disbursements (2/8/17) in the amount of \$204,640.54 and the Check Register for the period of January .1 through January 31, 2017.

APPROVED

**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.**

#### **ITEM 7 – PUBLIC COMMENT**

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

#### **ITEM 8 – TOWNSHIP REPRESENTATIVES**

Mr. Carl Ingersoll of Springfield Township voiced his concerns about the condition of Ingersoll Road. He stated that the road is cracking and heaving and requested crackfilling this summer. Mr. Rogers replied that there are no plans to crackfill Ingersoll Road this year due to lack of funding and equipment.

Mr. Dick Malott of Coldsprings Township advised that he would like to get more details concerning this year's 612 safety project so that he can relay information to residents. Mr. Rogers stated that informational signs will be posted in the construction area.

#### **ITEM 9 – FINANCE REPORT/BUDGETS**

The following items were discussed:

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

Mr. Allen advised the Board that sealed bids for four new trucks were opened at the Finance Committee Meeting. Mr. Rogers and Mr. Moses explained their recommendation to purchase the Peterbilt #367 model.

**Motion by Allen to purchase four (4) 2018 Peterbilt 367 cab and chassis from JX Peterbilt of Grand Rapids for the price of \$128,400.00 each, and the extended warranty for an additional \$5,000-\$9,000 each, seconded by Walter. Discussion. Roll call vote: Allen, yes; Walter, yes; Corrado, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.**

A discussion was held regarding the lease options for the acquisition of the new trucks. Mr. Heim presented the financing proposals, explained the details and recommended a municipal lease agreement with Fifth Third Bank at an interest rate of approximately 2.4%.

**Motion by Allen to enter into a municipal lease agreement with Fifth Third Bank for \$1,000,000.00, five years, interest at approximately 2.4%, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Walter, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.**

A discussion was held regarding the expiring lease (2018) and tentative sale of grader #437. Mr. Heim advised that AIS is willing to list the grader for sale on consignment for three months for a selling price of not less than \$150,000 net to the Road Commission. Mr. Heim advised that the grader attachments would be retained by KCRC.

**Motion by Allen to allow AIS to list grader #437 for sale on consignment for three months for a selling price of not less than \$150,000 net to the Road Commission, seconded by Walter. Roll call vote: Allen, yes; Walter, yes; Corrado, yes; Cox, yes; Gill, yes. Five ayes, no nays. Motion carried.**

## APPROVED

Mr. Moses presented information for replacing frame rails on three 2005 Peterbilt trucks. He attempted to acquire three bids for this project but only received one from Valley Truck Parts in Grand Rapids for the amount of \$32,277.00 each. The other requested vendors were not interested or the quote was not complete. Mr. Moses also advised that there would be additional costs as the project proceeds.

**Motion by Cox to accept Valley Truck Parts' quote and proceed with the frame rail replacements and extra costs at Mr. Moses' and Mr. Rogers' discretion, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Walter, yes; Allen, yes; Gill, yes. Five ayes, no nays. Motion carried.**

### ITEM 10 – APPOINTMENTS

None.

### ITEM 11– OLD BUSINESS

None.

### ITEM 12 – NEW BUSINESS

Mr. Rogers presented the Act 51 maps with no changes for 2017 and requested Board approval for submittal to the State. **Motion by Walter to approve Act 51 maps for 2017, as presented, seconded by Cox. Roll call vote: Walter, yes; Cox, yes; Allen, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.**

**Motion by Cox to approve and authorize Chairman Gill to sign the Agreement with the Michigan Department of Transportation, Contract #16-5582, for hot mix asphalt resurfacing work along Spencer Road from Pierson Road easterly to Sharon Road, along Sharon Road from Spencer Road northerly to Kniss Road, and along Kniss Road from Sharon Road easterly to Sigma Road; including pavement marking work; and all together with necessary related work; seconded by Corrado. Discussion. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays Motion carried.**

Mr. Rogers reviewed the proposed amendments to the CRA Constitution and Bylaws.

**Motion by Allen to approve the amendments to the CRA Constitution and Bylaws, as presented, seconded by Walter. Five ayes, no nays. Motion carried.**

Break 10:20 a.m.

Resume 10:30 a.m.

### ITEM 13 – CORRESPONDENCE AND REPORTS

#### **Manager's Report:**

1. 612 Safety Project
  - a. The Natural River Zoning Permit for the culvert crossing has been issued.
2. Baggs Road
  - a. Update.
3. Underhill and Dundas Road bridges
  - a. We have received options and recommendations from our Engineers.
  - b. Design engineering will be bid based on these recommendations
4. Paul Bunyan meeting February 16, 2017.

APPROVED

5. Borrowing for Pension Liabilities
  - a. Mr. Rogers updated the Board on the legislative priority to be presented at the March CRA annual business meeting.
6. April bids for materials, projects and engineering.
7. Spencer Road/571 Project
  - a. Elmers' Crane and Dozer was the low bidder at \$383,976.54.
8. Paser Training
9. Kalkaska Township's 2017 projects

**Policy Committee:**

Mr. Cox advised that the current call log list and updated goals & objectives are included in the Board packet, as well as a sample of how the beats are being reorganized. Mr. Gill suggested that the Policy Committee work with the Manager on a maintenance schedule for seasonal roads.

**Personnel Committee:**

Mr. Corrado advised that a discussion was held regarding the Board's quarterly luncheons with the crew. It was the consensus of the Board that the luncheons are good for communication and morale.

**Safety Committee:**

No meeting this month.

**Chairman's Report:**

Mr. Gill stated that the DNR has mandated that recreational vehicles require a permit to be on public property, including the lake. He suggested that a letter be submitted to the DNR asking them to reimburse the Road Commission for the cost of the snowmobile crossings.

**ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

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

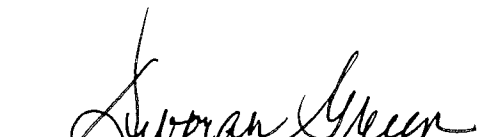
Mr. Malott asked if there will be a raised slope over the new culvert on 612.

**ITEM 15 – ADJOURNMENT**

**Motion by Cox to adjourn meeting at 11:00 a.m., seconded by Walter. Five eyes, no nays. Motion carried.**



David W. Gill, Chair



Deborah Green, Deputy Clerk