

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, FEBRUARY 9, 2015, 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, Not Present
Cox, Present
Gill, Present
Walter, Present

In addition, the following staff members were present: John Rogers, Manager; Becky Jerry, Clerk.

ITEM 3 – ADDITIONS TO AGENDA

1. Add Tony under Consent Calendar/Grand Traverse Trucks/Excavator.

ITEM 4 – APPROVAL OF AGENDA

Motion by Cox to approve Agenda with revision, seconded by Walter. Four ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

Conflict of Interest Roll Call: Allen, no; Cox, no; Gill, no; Walter, 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 12, 2015.
- B. *Payroll*: The Board approves Payroll #1 (\$42,433.68), Payroll #2 (\$44,905.92), and Payroll #3 (\$46,992.98) respectively.
- C. *Accounts Payable*: The Board approves Accounts Payable in the amounts of C/12-31-14 MERS (\$9,975.94), C/12-31-14 YE Correction (\$3.00), C/12-31-14 Correction (\$133.23), C/1-2 (\$30,094.29), C/1-3 (\$6,902.93), C/2-1 (\$2,907.92), C/2-2 RX (\$72.46), C/2-3 (\$181,288.98), and the Check Register for the period of January 1, 2015 to January 31, 2015.

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

ITEM 7 – TONY/GRAND TRAVERSE TRUCKS/EXCAVATOR

Tony went over uses and/or usefulness of purchasing the excavator; and his findings and opinion of purchasing two trucks from Grand Traverse County Road Commission.

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ITEM 8 – PUBLIC COMMENT

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

None.

ITEM 9 – TOWNSHIP REPRESENTATIVES

Carl Ingersoll, Springfield Township, expressed concerns of pot holes on Ingersoll Road when road is only 4 years old.

Dick Mallot, Coldsprings Township, discussed gravel roads.

Chuck Ardingo, Rapid River Township, discussed work on roads.

ITEM 10 – FINANCE REPORT/BUDGETS

1. Rubber Tired Excavator. Discussion on financing.

- **Motion by Allen to approve the purchase of a 220D Rubber Tired Excavator from John Deere for the purchase price of \$237,060.00 for a period of 84 months with monthly payments estimated to be \$3,073.00. The figure listed is a MIDEAL price. OR If the 220D is no longer available, the Manager recommends the purchase of a 230G Rubber Tired Excavator from John Deere for the purchase price of \$253,360.00 for a period of 84 months with monthly payments estimated to be \$3,284.00. The figure listed is a MIDEAL price, seconded by Walter. Discussions on grader lease payoff. Roll call vote: Allen, yes; Walter, yes; Cox, yes; Gill, yes. Four ayes, no nays. Motion carried.** Representative from John Deere informed Road Commission that they would be willing to send two operators to the John Deere Training Center in April or May.

2. Traffic Counters. Discussion.

- **Motion by Allen to rescind the following Motion made at the January 12, 2015 Board Meeting:** Motion by Allen to approve the purchase of two traffic counters and accessories from Jamar Technologies for a not-to-exceed price of \$3,500.00 to be paid out of equipment escrow funds, seconded by Cox and to replace with: **Motion to approve the purchase of two traffic counts with software from Jamar Technologies for the purchase price of \$5,677.00 (quotation 75202), seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Gill, yes; Walter, yes. Four ayes, no nays. Motion carried.**

3. Prein&Newhof Contract.

- **Motion by Allen to approve the Work Order (contract) for Professional Engineering, Surveying and/or Environmental Services between the KCRC and Prein&Newhof for as-needed engineering services for 2015, seconded by Walter. Discussion on Henry Diemer's pending retirement. Roll call vote: Allen, yes; Walter, yes; Cox, yes; Gill, yes. Four ayes, no nays. Motion carried.**

4. Credit Card Application.

- **Motion by Allen to approve and authorize Manager to sign proposed First Bankcard Applications for the Manager, Operations Director and Shop Foreman positions, seconded by Cox. Discussion. Four ayes, no nays. Motion carried.**

5. Road Improvement/Orange/Spencer Road.

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- **Motion by Allen to approve and to authorize Manager to sign the Road Improvement Agreement between the KCRC and Orange Township for road improvements on Spencer Road, seconded by Walter. Discussion. Roll call vote: Allen, yes; Walter, yes; Cox, yes; Gill, yes. Four ayes, no nays. Motion carried.** Discussion on restrictions being considered on Spencer Road in Boardman Township.
6. Tim's Health Care Savings Account.
 - **Motion by Allen to pay the balance due on Tim Dorman's Healthcare Savings Account estimated to be \$25,805.00 which will be paid from the Vacation/Sick Escrow account, seconded by Cox. Discussion. Roll call vote: Allen, yes; Cox, yes; Gill, yes; Walter, yes. Four ayes, no nays. Motion carried.**
 7. Purchase of two trucks from Grand Traverse Road Commission.
 - **Motion by Allen to enter into a purchase agreement with Grand Traverse County Road Commission for the Purchase of two used 2010 International Paystars for a not-to-exceed price of \$150,000.00 each and the Board authorizes the Chairman to sign agreement upon review of Road Commission attorney, seconded by Cox. Delivery shall be no later than March 31, 2015. Questions and answers. Roll call vote: Allen, yes; Cox, yes; Gill, yes; Walter, yes. Four ayes, no nays. Motion carried.**

In addition, the following items were discussed:

1. Balance sheet
2. Bids to be opened at April Finance Committee Meeting

Chair called for a recess at 9:42 a.m.

Chair called the meeting back to order at 9:48 a.m.

ITEM 11 – APPOINTMENTS

None.

ITEM 12– OLD BUSINESS

None.

ITEM 13 – NEW BUSINESS

1. CRA Proposed Legislative Priorities.
 - **Motion by Walter to approve CRA Proposed Legislative Priorities and to appoint John Rogers to vote on Kalkaska County Road Commission's behalf with Becky listed as Alternate, seconded by Allen. Four ayes, no nays. Motion carried.**
2. CRA Board of Directors' Ballot.
 - **Motion by Cox to vote for Douglas Robidoux or for CRA Board of Directors, seconded by Allen. Four ayes, no nays. Motion carried.**
3. Disposed of sign inventory. **Motion by Walter to dispose of sign inventory as presented (list attached as part of these minutes), seconded by Cox. Four ayes, no nays. Motion carried.**

ITEM 14 – CORRESPONDENCE AND REPORTS

Manager's Report:

1. Grade foreman position.

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2. Student employee.
3. 2015 Road Projects.
4. Safety application status on Starvation Lake Road.
5. 2016 road funding. RFP for 2016 project engineering.
6. Millage monies/Federal/State funding.

Policy Report:

Cox reported on the following:

1. Staffing.
2. Non-Union Employee Benefit Policy.
 - **Motion by Walter to approve P15-3 Non-Union Employee Benefit Policy, seconded by Cox. Discussion. Four ayes, no nays. Motion carried.**
3. 2015 Goals and Objectives. Discussion.
 - **Motion by Walter to approve KCRC 2015 Goals and Objectives, seconded by Cox. Four ayes, no nays. Motion carried.**

Personnel Report:

Cox reported on the following:

1. Manager's contract.
 - **Motion by Walter to approve the Contract for Employment Services as Managing Director with revisions, and to authorize Chair to sign same, seconded by Cox. Discussion. Manager to forward revisions to attorney. Roll call vote: Walter, yes; Cox, yes; Allen, yes; Gill, yes. Four ayes, no nays. Motion carried.**
2. Jeff's HCSP Agreement revision.
 - **Motion by Walter to approve and authorize Manager to sign revised Operations Director MERS Health Care Savings Program Participation Agreement, seconded by Cox. Four ayes, no nays. Motion carried.**

Safety Committee:

Minutes will be provided next month.

Chairman's Report:

Gill reported on the following:

1. Meeting for Emergency Management planning.
2. Grant applications.
3. New outside lights.
4. Thank you to crew from Springfield Township for plowing park road for event.
5. Wants Commissioners to visit shop.
6. Thank you to Committees' for hard work.

ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

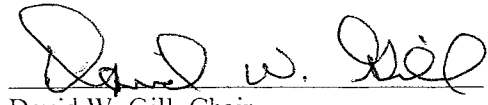
Also discussed:

1. Equipment needs.
2. Questions and answers on excavator and purchase of trucks from GTCRC.
3. MTA meeting/tax increase.

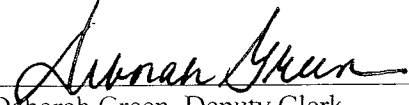
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ITEM 16 – ADJOURNMENT

Motion by Walter to adjourn meeting at 10:32 a.m., seconded by Cox. Four ayes, no nays. Motion carried.



David W. Gill, Chair



Deborah Green, Deputy Clerk