

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, MARCH 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, Present
Cox, Present
Gill, Present
Walter, Present

In addition, the following staff members were present: John Rogers, Manager; Jerry Heim, Finance Director and Debbie Green, Deputy 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; Cox, no; Walter, no; Corrado, no; and 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 February 9, 2015, and the Special Meeting Minutes, dated February 23, 2015.
- B. *Payroll*: The Board approves Payroll #4 (\$43,143.18), Payroll #5 (\$45,690.04), respectively.
- C. *Accounts Payable*: The Board approves Accounts Payable in the amounts of C/2-4 (\$29,217.07), and C/3-1 (222,469.56).

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

Carl Ingersoll, Springfield Township, expressed concerns of a tree issue on Gonyer Road.

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ITEM 9 – FINANCE REPORT/BUDGETS

- Motion by Allen to approve the addition of the salt purchase invoices to the monthly AP prepay list. Mr. Allen stated that, when paid within 10 days of receipt, the Road Commission will save 1% of the total cost. Motion seconded by Cox. Five ayes, no nays. Motion carried.
- Motion by Allen to approve the Manager and 1 other employee to attend the Transportation Asset Management Conference in Grand Rapids April 30, 2015, seconded by Cox. Five ayes, no nays. Motion carried.
- Motion by Allen to approve the Manager to attend the Michigan Traffic Safety Summit being held in East Lansing March 24-26, 2015, seconded by Corrado. Discussion. Five ayes, no nays. Motion carried.
- Motion by Allen to approve Shop Foreman's sick time payout, as recommended by the Finance Committee, and subject to MERS approval, seconded by Walter. Roll call vote: Allen, yes; Walter, yes; Corrado, yes; Cox, yes; and Gill, yes. Five ayes, no nays. Motion carried.

In addition, the following items were discussed:

1. The proposed salt shed project.
2. New financial report format presented by the Finance Director.
3. The proposed Organizational Chart.

ITEM 10 – APPOINTMENTS

None.

ITEM 11 – OLD BUSINESS

None.

ITEM 12 – NEW BUSINESS

- Motion by Corrado, seconded by Cox, to appoint Deborah Green as Deputy Clerk to the County Road Board of Commissioners. Roll call vote: Corrado, yes; Cox, yes; Walter, yes; Allen, yes; and Gill, yes. Five ayes, no nays. Motion carried.

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

1. Grade foreman position.
2. Act 51 Maps.
 - Motion by Allen seconded by Cox, to adopt the Act 51 maps to be submitted to the State as the official mile certification. Roll call vote: Allen yes; Cox, yes; Walter, no; Allen, yes; and Gill, yes. Four ayes, one nay. Motion carried.
3. Future Federal/State MAP 21 Funding.
4. Weight Restrictions effective March 10, 2015 at 8:00 a.m.

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5. 2016 Draft Millage Plan.
6. Safety Application Status on Starvation Lake Road.
7. **A motion was made by Mr. Cox, seconded by Mr. Corrado, to authorize the County Board to set up a temporary Recycling Center at the Road Commission, beginning March 10th, for approximately 30 days. Five ayes, no nays. Motion carried.**

Chair called for a recess at 9:48 a.m.

Chair called the meeting back to order at 9:57 a.m.

Policy Report:

Cox reported on the following:

1. The Policy Committee will be reviewing a draft of a proposed Confidentiality Agreement
2. Non-Union Benefit Policy

Personnel Report:

Allen reported on the following:

1. Committee was introduced to Jerry Heim, Finance Director.
2. Teamsters' correspondence.
3. HCSP for Administrative staff – referred to Finance Committee.
4. Proposed Organizational Chart.

Safety Committee:

Minutes will be provided next month.

Chairman's Report:

Gill reported on the following:

1. Suggested Board members look at the equipment being fabricated by Shop personnel.

ITEM 14 – 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. CRA Resolution for Tim Dorman's 25 years of service.
2. Henry Diemer's Retirement.
3. Commissioners' Seminar at Traverse City.

ITEM 15 – ADJOURNMENT

Motion by Cox to adjourn meeting at 10:05 a.m., seconded by Corrado. Five ayes, no nays. Motion carried.



David W. Gill, Chair



Deborah Green, Deputy Clerk