

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON WEDNESDAY, April 12, 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; Rebecca Hilmert, Administrative Assistant and Debbie Green, Deputy Clerk.

ITEM 3 – ADDITIONS TO AGENDA

None.

ITEM 4 – APPROVAL OF AGENDA

Motion by Walter 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; 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 March 8, 2017.
- B. *Payroll*: The Board approves Payroll #5 (\$54,323.77), Payroll #6 (\$46,510.02) and Payroll #7 (\$46,606.82), respectively.
- C. *Accounts Payable*: The Board approves the Accounts Payable Disbursements (04/12/2017 in the amount of \$311,521.16 and the Check Register for the period of March 1 through March 31, 2017.

APPROVED

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.

ITEM 8 – TOWNSHIP REPRESENTATIVES

Mr. Dick Malott of Coldsprings Township advised that he has received complaints concerning flooding on Shore Drive. He also asked Mr. Rogers for an update on the CR 612 project. Mr. Rogers advised that the project letting will take place in June and the contractor will issue a progress schedule. Mr. Malott asked for advice concerning material for the township parking lot. Mr. Rogers advised that he should contact the contractor.

Mr. Chuck Ardingo of Rapid River Township asked about the cost of chip sealing. He also asked if grader work is being scheduled for Rapid River Township.

Mr. Paul Erickson of Boardman Township asked when work will be resumed on Butler Road.

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 April.

The 2017 Bids were presented to the Board for review and approval:

- Motion by Allen to award the chip seal bids for all projects to Highway Maintenance & Construction Company and Pavement Maintenance Systems as the alternate, seconded by Cox. Five ayes, no nays. Motion carried.
- Motion by Allen to award the Motz Road paving project to Elmer's Crane and Dozer, seconded by Corrado. Five ayes, no nays. Motion carried.
- Motion by Corrado to award the Sunset Trail paving project to Elmer's Crane and Dozer, seconded by Cox. Five ayes, no nays. Motion carried.
- Motion by Allen to award the West Kalkaska Road paving project to ATP Precision Paving, seconded by Walter. Five ayes, no nays. Motion carried.
- Motion by Corrado to award the Skip Patching bids to Elmers' Crane and Dozer and Rieth Riley Construction as an alternate, seconded by Cox. Five ayes, no nays. Motion carried.

APPROVED

- Motion by Allen to allow the Manager the flexibility to award all Aggregate bids and purchasing of the products to all bidders in the best interest of the Road Commission, seconded by Corrado. Five ayes, no nays. Motion carried.
- Motion by Allen to allow the Manager the flexibility to award all Bituminous Patch bids and purchasing of the products to all bidders in the best interest of the Road Commission, seconded by Walters. Five ayes, no nays. Motion carried.
- Motion by Allen to award the Dust Control Bid for Oilfield Brine to Northern A-1 Services and Taplin as an alternate, and the Mineral Brine bid to Beckman Productions and Northern A-1 Services as alternate, and utilize the product that is in the best interest of the Road Commission, seconded by Corrado. Five ayes, no nays. Motion carried.
- Motion by Allen to award all Liquid Emulsions bids to Bit-Mat Products, seconded by Walters. Five ayes, no nays. Motion carried.
- Motion by Allen to award all trucking bids to Todd's Welding Services and Michigan Aggregate Sand & Gravel as alternate, seconded by Corrado. Five ayes, no nays. Motion carried.
- Motion by Cox to allow the Manager the flexibility to award Pavement Marking bids to all bidders in the best interest of the Road Commission, seconded by Allen. Five ayes, no nays. Motion carried.

Mr. Heim distributed copies of the draft audit and explained the highlights of the report.

Break 10:10 a.m.

Resume 10:18 a.m.

ITEM 10 – APPOINTMENTS

None.

ITEM 11– OLD BUSINESS

ITEM 12 – NEW BUSINESS

Mr. Rogers discussed the bus tour to be held in May.

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

- CR 612 Safety Project
 - Has been submitted and will be let in June.
- CR 612 Federal Project
 - The funding for the project has been obligated and will be let in June along with the safety project.
- CRA Impress Award
 - KCRC was awarded a CRA Impress award in the category of communications.

APPROVED

- Shippy Road HRRR Project
 - Received official letter of award.
 - An RFP for design engineering will be drafted.
- County Road Tour
- Motz Road Project
 - Kalkaska Township has given KCRC the go-ahead for the Motz Road reconstruction project.
- 2017 List of Projects.
- MTA meeting Monday, April 17th, 7:00 p.m.

Policy Committee:

Mr. Cox reviewed the Policy committee meeting topics.

- Frost Law Permits
- Travel Policy
- Goals and Objectives
- Call Log
- Seasonal Road Assessments

Personnel Committee:

Mr. Corrado reviewed the Personnel Committee meeting topics and updated the Board on job vacancies and shift updates.

Safety Committee:

Mr. Walters reviewed the meeting notes.

- Quarterly meeting times

Chairman's Report:

Big Thank you to Staff for entering the project documentation for the CRA Impress Award.

ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

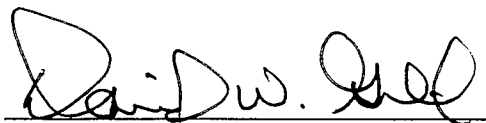
Mr. Paul Erickson advised that the green safety lights on the trucks show up very well.

Mr. Bob Hoenicke stated that the road commission is doing a great job.

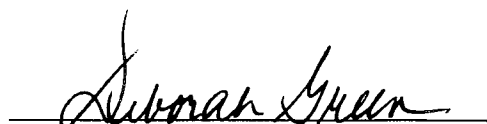
ITEM 15 – ADJOURNMENT

Motion by Cox to adjourn meeting at 10:55 a.m., seconded by Allen. Five ayes, no nays.

Motion carried.



David W. Gill, Chair


Deborah Green, Deputy Clerk