

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON WEDNESDAY, April 13, 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: Jerry Heim, Finance Director, Jeff Root, Superintendent, Rebecca Hilmert, Administrative Assistant and Debbie Green, Deputy Clerk. John S. Rogers, Manager, was absent and excused.

ITEM 3 – ADDITIONS TO AGENDA

None.

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 March 9, 2016.
- B. *Payroll:* The Board approves Payroll #5 (\$49,070.10), Payroll #6 (\$43,327.63) and Payroll #7 (\$44,275.11), respectively.
- C. *Accounts Payable:* The Board approves the Accounts Payable Disbursements (04/13/2016) in the amount of \$310,010.37 and the Check Register for the period of March 1 through March 31, 2016.

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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.

Chairman Gill recognized Tony Moses and Shane Oliver for KCRC's IMPRESS Award that was awarded at the CRA Conference in March. A plaque was presented to each of them with congratulations from the Board.

ITEM 8 – TOWNSHIP REPRESENTATIVES

Mr. Dick Malott of Coldsprings Township advised that he has received questions concerning the culvert replacement at Manistee Lake. Mr. Root advised that the DEQ will determine the size of the culvert that is being replaced.

Mr. Chuck Ardingo of Rapid River Township asked what conditions triggered the County Road Commission to add gravel to and do extra maintenance on a gravel road. Mr. Root replied that drivers are always sent out with a load of gravel to apply to soft spots when they are floating. With last year's millage, a few gravel roads were chosen to be graveled and graded. Mr. Root advised that Antrim County is working on a method to rate gravel roads. Mr. Ardingo also asked if we have a long-term plan for seasonal road maintenance. Mr. Root advised that trees and brush are being cut back so that graders and trucks can get down the seasonal roads without damaging the equipment.

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.
6. Health Insurance Renewal/Open Enrollment.
7. Future equipment replacement/repairs.

The 2016 Bids were presented to the Board for review and approval:

- **Motion by Cox to award all sign bids to Dornbos Sign Company and Lightle Enterprises and utilize the products in the best interest of the Road Commission, seconded by Corrado. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- **Motion by Allen to award the Dust Control Bid for Oilfield Brine to Northern A-1 Services and Mineral Brine bid to Michigan Chloride Sales and Northern A-1 Services as alternate, and utilize the product that is in the best interest of the Road Commission, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**

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- **Motion by Allen to award the Aarwood Trail Wedge and Overlay Bid to Elmer's Crane and Dozer, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- **Motion by Allen to award all bids of the Bituminous Patch Material to Rieth Riley Construction and Everett Goodrich Trucking and utilizing materials in the best interest of the Road Commission, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- **Motion by Allen to award all liquid Emulsion bids to Bit-Mat Products, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- **Motion by Allen to award all trucking bids to Todd's Welding and J&N Construction as primary contractors, and Terra Contracting and Michigan Aggregates as the alternates, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- **Motion by Allen to award the 23A FOB Aggregate Bid to Halliday Sand and Gravel and Michigan Aggregate as the alternate, 23A Pit Bid to all bidders and utilize the pit that is in the best interest of the Road Commission based on project location, and accept Everett Goodrich's bid for 23A limestone if needed for a project, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- **Motion by Allen to award all gravel processing to Halliday Sand & Gravel, provided the Road Commission decides to move forward with processing, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- **Motion by Allen to award the Skip Patching Bids to ATP Precision Paving and Elmers' Crane and Dozer and utilizing the vendor in the best interest of the Road Commission, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**
- **Motion by Allen to award the Pavement Markings Bid to PK Contracting, seconded by Corrado. Roll call vote: Allen, yes; Corrado, yes; Cox, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**

ITEM 10 – APPOINTMENTS

None.

ITEM 11– OLD BUSINESS

Mr. Cox advised that he had received phone calls concerning the plugged culvert on Sunset Trail causing the water to run down the road and cross at King Road. He asked if we had a long term plan and if we are bearing down on the Loggers that are tearing up the roads. The Board requested the Policy Committee to work on a plan with the Manager.

APPROVED

Break 9:55 a.m.
Resume 10:05 a.m.

ITEM 12 – NEW BUSINESS

Motion by Cox to approve and authorize Chairman Gill to sign the Agreement with the Michigan Department of Transportation, Contract #16-5051, for the removal and replacement of the structure #4698, which carries West Sharon Road over the Manistee River, Section 6, T25N, R06W, Garfield Township, Kalkaska County, Michigan; the reconstruction of the approaches to the structure for approximately 400 feet westerly and 370 feet easterly of the structure; and all together with necessary related work; seconded by Allen. Discussion. Roll call vote: Cox, yes; Allen, yes Walter, yes; Corrado, yes; Gill, yes. Five ayes, no nays. Motion carried.

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager’s Report:

Policy Committee:

No committee meeting in April.

Personnel Committee:

Mr. Corrado reviewed the Personnel Committee meeting topics.

Safety Committee:

Mr. Allen reviewed the meeting notes.

Chairman’s Report:

ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

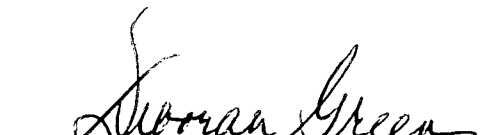
Mr. Mallott advised that he would like to take the IMPRESS Award presentation to his township and committee meetings.

ITEM 15 – ADJOURNMENT

Motion by Cox to adjourn meeting at 10:40 a.m., seconded by Walter. Five ayes, no nays. Motion carried.



David W. Gill, Chair



Deborah Green, Deputy Clerk