

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON WEDNESDAY, May 10, 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**

Chairman Gill requested that all motions be moved to “New Business”.

**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; Corrado, no; Walter, no; Gill, no.**

**Bid Openings for the Wilhelm Road Project**

○ Precision Paving	111,255
○ Reith Riley	116,175
○ Payne & Dolen	118,170
○ Elmers	124,450

**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 April 12, 2017.
- B. *Payroll:* The Board approves Payroll #8 (\$49,321.80) and Payroll #9 (\$43,058.31), respectively.

## APPROVED

C. *Accounts Payable*: The Board approves the Accounts Payable Disbursements (05/10/2017 in the amount of \$132,713.36 and the Check Register for the period of April 1 through April 30, 2017.

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

Ms. Karen Anderson and Mr. Douglas Draeger, both homeowners on Section 32 Road, commented on the tree removal and widening of Section 32 Road. Ms. Anderson presented a memo with pictures asking the purpose of the construction. Mr. Gill replied that Section 32 Road is a county road and routine maintenance was being performed.

Sheriff Pat Whiteford thanked the Board for the May 9<sup>th</sup> county bus tour for local officials.

Jennifer Smeltzer, the Michigan Director of the Great Lakes Timber Professionals Association, introduced herself and looks forward to working with Kalkaska County.

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

Mr. Dick Malott of Coldsprings Township advised that Covert Road is narrow and overgrown and is concerned that it will be used as a detour during the County Road 612 project. . He also commented that Rogers Road looks great since it has been graded but the dust is terrible. He says brine is needed ASAP.

Mr. Chuck Ardingo of Rapid River Township thanked the Board for the May 9<sup>th</sup> bus tour and thought it was very helpful.

### **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.

Mr. Heim presented and reviewed a draft copy of the “Annual Report to the Community”.

### **ITEM 10 – APPOINTMENTS**

None.

### **ITEM 11– OLD BUSINESS**

Mr. Gill reported that the joint agreement for the Baggs Road project has been received with a request for it to be signed and returned to GTCRC for their final signatures.

**Motion by Allen to authorize the agreement to be signed but work not to commence until all participating funding has been received, seconded by Cox. Five ayes, no nays. Motion carried.**

### **ITEM 12 – NEW BUSINESS**

## APPROVED

**Motion by Walter to award the Wilhelm Road Project bid to the low bidder, Precision Paving, as recommended by the Manager, seconded by Cox. Roll call vote: Cox, yes; Allen, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**

**Motion by Cox to advance Clearwater Township 50% of the construction costs of Wilhelm Road, to be repaid no later than June 1, 2018, seconded by Corrado. Roll call vote: Cox, yes; Allen, yes; Corrado, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.**

Mr. Walters presented a survey card that he had found and wondered if it would benefit the townships to do a similar survey.

Mr. Gill commented on the County Bus Tour, stating that the tour was a huge success and thanked the Staff. He would like to see the bus tour become an annual event. Mr. Gill also thanked the Kankaska County Transit for the use of the bus and their driver.

**Break 9:53 a.m.**

**Resume 10:01 a.m.**

### **ITEM 13 – CORRESPONDENCE AND REPORTS**

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

- Motz Road Project
  - Paving is complete.
  - The shoulders and driveways will be completed soon.
- Spencer/Sharon/Kniss
  - Base on North Sharon is finished.
  - The top course and overlays are scheduled for next week.
- National Trout Festival
  - Our Crew did an outstanding job again this year, being presented with the Chairman's Award for one of our entries.
  - Thank you to all participants, especially for Kankaska High School students and Emma Dunham for painting.
- Employees
  - We are running an ad to hire two truck drivers and one mechanic. We are down to 12 road crew members and 2 are on workers' comp. leave.
- APWA Conference
  - Mr. Rogers, Mr. Moses and Mr. Root attended the APWA Snow Conference in April.
  - Diana Couch, a consultant on effective and efficient snow fighting, has quoted her costs to come to KCRC to speak to the Board.
- Paul Bunyan
  - The meeting is scheduled May 18<sup>th</sup> in Cadillac.
- Hoiles Drive
  - KPM Engineering has been hired to do soil bores on Hoiles Drive and will make a recommendation for repairs based on their findings.
- Zimmerman Road
  - Prein and Newhof has been hired to assess Zimmerman Road. This project is included in Clearwater Township's millage plan.

APPROVED

**Policy Committee:**

No meeting this month.

**Personnel Committee:**

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

**Safety Committee:**

Mr. Allen and Mr. Walter suggested a modified schedule for safety meetings due to the 10 hour shifts.

**Chairman's Report:**

Mr. Gill commended the Staff on the Bus Tour and the Trout Festival 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. Rogers discussed a letter received from Residents of Lakeside Trail.

Mr. Walter Dow commented that Island Lake Road is in good shape.

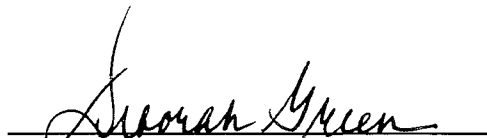
Mr. Walter commented that the Employees of the Road Commission are very appreciative of the luncheon that was held during the Bus Tour.

**ITEM 15 – ADJOURNMENT**

**Motion by Cox to adjourn meeting at 10:35 a.m., seconded by Allen. Five ayes, no nays. Motion carried.**



David W. Gill, Chair

  
Deborah Green, Deputy Clerk