

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON TUESDAY, JUNE 9, 2015, AT 7:00 P.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 7:00 p.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 Rogers, Manager; Jerry Heim, Finance Director and Rebecca Hilmert, Deputy Clerk.

ITEM 3 – ADDITIONS TO AGENDA

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 May 11, 2015.
- B. *Payroll*: The Board approves Payroll #10 (\$40,627.28) and Payroll #11 (\$36,171.19) respectively.
- C. *Accounts Payable*: The Board approves the Accounts Payable Disbursements (6/10/2015) in the amount of \$146,272.46 and the Check Register for the period of May 1 through May 31, 2015.

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

ITEM 8 – TOWNSHIP REPRESENTATIVES

Chuck Ardingo from Rapid River Township voiced concerns that the roads have not been graded in a while.

Mr. Walter reported that Carl Ingersoll from Springfield Township contacted him regarding the large potholes on Ingersoll and Diebert Roads.

ITEM 10 – FINANCE REPORT/BUDGETS

Motion by Allen to authorize KCRC staff to partner with Springfield Township for shoulder paving work proposed to Coster Road, from Ingersoll Road to Grand Kal. The township will pay for the paving, KCRC will perform the prep work of removing the old base and provide a new base for asphalt. Motion seconded by Cox. Five ayes, no nays. Motion carried.

Motion by Allen for the Chair and 2 Board Members to sign the MDOT Engineering Reimbursement form seeking reimbursement in the amount of \$10,000.00. Motion seconded by Walter. Five ayes, no nays. Motion carried.

Motion by Allen to approve and authorize the Chairman to sign the Manager's MERS Health Care Savings Program Participation Agreement, seconded by Corrado. Five ayes, no nays. Motion carried.

Motion by Allen to change the Employees' dental insurance from BCBS to The Standard, seconded by Walter. Five ayes, no nays. Motion carried.

Motion by Allen to approve offering vision insurance from The Standard to non-union employees and amend the Non-Union Benefit Policy accordingly, seconded by Walter. Five ayes, no nays. Motion carried.

Motion by Allen to authorize two employees to attend the Freedom of Information Act training update being offered in Traverse City on June 16th, no lodging required. Seconded by Walter. Five ayes, no nays. Motion carried.

Motion by Allen to authorize two employees to attend the Public Works Technician Training, offered by Truck & Trailer Specialties, scheduled for September 15th & 16th in Midland, MI. Two nights lodging required. Seconded by Walter. Five ayes, no nays. Motion carried.

Motion by Allen to authorize up to three employees to attend the 3rd Annual Insurance Conference, offered by MCRCSIP and CRASIF, to be held in Mt. Pleasant, MI. July 22-23. Lodging required. Seconded by Cox. Five ayes, no nays. Motion carried.

Motion by Allen to authorize KCRC staff to partner with Clearwater Township for W. Plum Valley Road overlay project. Township will pay for 650' of asphalt and KCRC will provide gravel to finish the shoulders. Seconded by Corrado. Five ayes, no nays. Motion carried.

Motion by Allen to authorize Manager to sell excess crack seal material inventory. Seconded by Corrado. Five ayes, no nays. Motion carried.

In addition, the following items were discussed:

1. Financial Reports.
2. The use of the job costing feature in Cogitate accounting software.
3. Draft Policy to authorize the Manager to make decisions regarding road commission operations without first seeking Board approval.

ITEM 11 – APPOINTMENTS

None.

ITEM 12– OLD BUSINESS

None.

ITEM 13 – NEW BUSINESS

Motion by Walter to approve and authorize Chairman Gill to sign the Agreement with the Michigan Department of Transportation, Contract #15-5202, to resurface along Spencer Road from Highway M-66 easterly to Pierson Road and which includes pavement markings and the construction of aggregate shoulders; and all together with necessary related work; seconded by Corrado. Discussion. Roll call vote: Walter, yes; Corrado, yes; Cox, yes; Allen, yes; Gill, yes. Five ayes, no nays. Motion carried.

Motion by Walter to authorize the Manager to return the Official Ballot for CRASIF's Board of Trustee Candidates. Seconded by Cox. Five ayes, no nays. Motion carried.

Motion by Cox to authorize the Manager to return the Official Ballot for MCRCSIP's Board of Trustee Candidates. Seconded by Corrado. Five ayes, no nays. Motion carried.

Motion by Walter to award the bid for the Grass Lake Road paving project, as requested by Excelsior Township, to Elmers', seconded by Cox. Five ayes, no nays. Motion carried.

ITEM 14 – CORRESPONDENCE AND REPORTS

Manager's Report:

1. Truck Driver Interviews.
2. Water tank.
3. West Blue Lake Road chip sealing project.
4. North Twin Lake Road Correspondence.
5. Paving projects.
6. Chip seal projects.
7. Gravel road projects.
8. County Road 612.
9. Bridge Safety inspection Audit.
10. Brine schedule.

Motion by Cox, supported by Walter, to adopt the Confidentiality Policy. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

Motion by Cox, supported by Walter, to adopt the revised FOIA Policy. Roll call vote: Cox, yes; Corrado, yes; Allen, yes; Walter, yes; Gill, yes. Five ayes, no nays. Motion carried.

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:

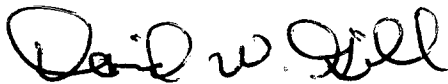
1. Mr. Walter requested that the monthly Manager's Report be included with copy of the minutes to the Townships.
2. Request received from Cory Heier for assistance with Kalkaska Varsity Golf team fund raiser.

Motion by Allen, supported by Cox, to provide assistance and equipment to the Kalkaska Golf Team for their fund raiser scheduled for September 2015. Five ayes, no nays. Motion carried.

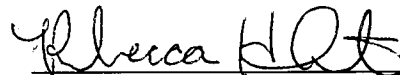
3. Correspondence from CRASIF addressing Risk Control Visit 4/29/2015.
4. Thank you letter from the Kalkaska County Fair Board.
5. Correspondence from Norm Droste concerning the Beaver Dam Road crossing Little Cannon Creek.

ITEM 16 – ADJOURNMENT

Motion by Walter to adjourn meeting at 8:50 p.m., seconded by Cox. Five ayes, no nays. Motion carried.



David W. Gill, Chair



Rebecca Hilmert, Deputy Clerk