

APPROVED

**MINUTES for the REGULAR MEETING of the
KALKASKA COUNTY BOARD OF ROAD COMMISSIONERS
Held on Wednesday, July 18, 2018 AT 9:00 A.M. at the office located at
1049 Island Lake Road, Kalkaska, Michigan 49646**

1. PLEDGE OF ALLEGIANCE

Meeting called to order by the Chair at 9:00a.m.

2. ROLL CALL

Upon roll call, the following Commissioners responded:

Allen, Present
Corrado, Absent; Excused
Walter, Present
Cox, Present
Gill, Present

In addition, the following staff members were present: Jeff Root, Superintendent; Jerry Heim, Finance Director; Rebecca Hilmert, Clerk

3. ADDITIONS TO AGENDA

4. APPROVAL OF AGENDA

Motion by Allen to approve Agenda, seconded by Cox. Four ayes, no nays. Motion carried.

5. CONFLICT OF INTEREST

Conflict of Interest Roll Call: Allen, no; Walter, no; Cox, no; Gill, no.

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 June 13, 2018.
- b. **Payroll:** The Board approves Payroll #12 (\$55,050.66), and Payroll #12 (\$47,965.46), respectively.

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- c. **Accounts Payable:** The Board approves Accounts Payable Disbursements (07/11/2018) in the amount of \$186,183.73 and the Check Register for the period of June 1, 2018 to June 30, 2018.

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

7. PUBLIC COMMENT

Mr. Walter Dow inquired about the road going North off of Island Lake Road, located East of the Road Commission office.

8. TOWNSHIP REPRESENTATIVES

Mr. Ray Hoffman, Coldsprings Township, inquired about the start date of the North Twin Lake Road paving project. Mr. Root stated the contractor has it scheduled for mid-August. Mr. Hoffman also mentioned he had questions regarding the Rita and Woodland Roads project, but Mr. Rogers had previously answered them.

Mr. Larry Shoemaker, Blue Lake Township, inquired about tree cutting on Blue Lake Road. Mr. Root assured him that Blue Lake Road trees are on a large list of locations to be addressed as time and resources allow. Mr. Shoemaker also inquired about gravel on Blue Lake Township roads. He stated there would be a letter sent from the Supervisor regarding this matter.

9. FINANCE REPORT/BUDGETS

- a. Finance Reports/Cash Flow Summaries
- b. Purchase of a used Forklift.
 - i. **MOTION by Allen to purchase a Yale Hi-Lo from GT Hi-Lo for \$17,900.00, including trade-in of our current Hi-Lo, seconded by Walter. Roll call vote: Allen, yes; Walter, yes; Cox, yes; Gill, yes. Motion carried.**
- c. Items for surplus auction.
 - i. **MOTION by Allen to declare listed equipment as surplus, to auction surplus equipment and to dispose of unsold equipment, seconded by Walter. Roll call vote: Allen, yes; Walter, yes; Cox, yes; Gill, yes. Motion carried.**
- d. MERS Hybrid defined benefit plan – implementing freeze and converting to a defined contribution plan, presentations are scheduled for August.
- e. PA 202 Applications for Waiver – Defined Benefit Pension and Retirement Health Benefit Systems.

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- i. **MOTION** by Allen to approve the Application for Waiver and Plan: Defined Benefit Pension Retirement Systems, seconded by Walter. Roll call vote: Allen, yes; Walter, yes; Cox, yes; Gill, yes. Motion carried.
 - ii. **MOTION** by Allen to approve the Application for Waiver and Plan: Retirement Health Benefit Systems, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Walter, yes; Gill, yes. Motion carried.
- f. 2018 Community Report
- i. The board would like to thank the staff for putting together this report.

10. APPOINTMENTS (1 hr. TOTAL)

11. OLD BUSINESS/UNFINISHED BUSINESS

12. NEW BUSINESS

- a. MERS 2018 Officer and Employee Delegate Form
 - i. **MOTION** by Allen to appoint Jerry Heim as the officer delegate and Rebecca Hilmert as the alternate, seconded by Mr. Walter. Four ayes, no nays. Motion carried.

13. CORRESPONDENCE AND REPORTS

- a. Manager's Report
 - i. The board agreed to schedule the Bus Tour for August 21, 2018. The manager will check for availability from the Kalkaska Area Transit Authority.
- b. Policy Committee Report
 - i. **MOTION** to implement the Oxcart permitting system and to keep our permit fees the same, absorbing the Oxcart Fee and processing charge until further analysis has been completed, seconded by Walter. Four ayes, no nays. Motion carried.
- c. Personnel Committee Report
- d. Safety Committee Report
- e. Chairman's Report
- f. Misc. Correspondence


14. MISCELLANEOUS, PUBLIC COMMENT & OTHER

- a. Mr. Mark Capsia commented on the condition of Old M-72.

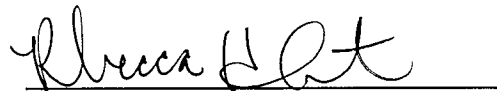
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15. ADJOURNMENT

Motion by Cox to adjourn meeting at 10:20 a.m., seconded by Walter. Four ayes, no nays. Motion carried.

A handwritten signature in cursive script, appearing to read "David W. Gill", written over a horizontal line.

David W. Gill, Chair

A handwritten signature in cursive script, appearing to read "Rebecca Hilmert", written over a horizontal line.

Rebecca Hilmert, Clerk