

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, AUGUST 11, 2014, AT 8:00 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 8:00 a.m. Pledge of Allegiance.

ITEM 2 - ROLL CALL

Upon roll call, the following Commissioners responded:

Allen, Present
Corrado, Present
Cox, Present
Gill, Present
Walter, Present

In addition, the following staff members were present: John Rogers, Manager; Becky Jerry, Clerk.

ITEM 3 – ADDITIONS TO AGENDA

None.

ITEM 4 – APPROVAL OF AGENDA

Motion by Gill to approve Agenda as presented, seconded by Corrado. Five ayes, no nays. Motion carried.

ITEM 5 - CONFLICT OF INTEREST

Conflict of Interest Roll Call: Allen, no; Corrado, no; Cox, no; Gill, no; Walter, 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 July 14, 2014.
- B. *Payroll*: The Board approves Payroll #15 (\$24,105.25), and Payroll #16 (\$30,350.00) respectively.
- C. *Accounts Payable*: The Board approves Accounts Payable in the amounts of C/7-3 (\$16,085.92), C/8-1 (\$2,373.62), C/8-2 RX (\$128.42), C/8-3 (\$236,277.96), and the Check Register for the period of July 1, 2014 to July 31, 2014.

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

David Simpson, King Road, had questions and/or voiced concerns on the following: 1. Congratulatory on road millage; Township is hoping for plan that benefits all Townships; 2. Washouts (West Sharon, Dutch John); 3. Would like plan for DNR timber harvest for rest of year so it can be monitored. Discussion.

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Board Chair welcomed new County Commission liaison, Jim Sweet.

Richard Hansen, Hillcrest, had questions and/or voiced concerns over the following: 1. Easement; problem has not been taken care of or maintained properly; still has water problems; not done in timely manner; once a year is not enough; gave pictures to Board for review. Discussion. Board directed Manager to get with the Drain Commissioner, DEQ, and Zoning to try and address problem. George Banker, Bear Lake Township, stated new water problems exist because of neighbor putting in an elevated parking area. Discussion on possible illegal earth changes, DEQ violations, zoning issues with Township and/or County. Manager to report back at next meeting.

ITEM 8 – TOWNSHIP REPRESENTATIVES

George Banker extended congratulations on passing of road millage.

Carl Ingersoll, Springfield Township, had questions and/or voiced concerns over the following: 1. Ingersoll Road needing gravel on shoulders; what work that was done, was not where the work was needed. Discussion. 2. Pavement markings on Ingersoll Road. Discussion. 3. Fixing washouts to protect new road. Discussion.

ITEM 9 – FINANCE REPORT/BUDGETS

1. Plows for foremen's trucks.

- Manager provided benefits of putting plows on foremen's trucks.
- **Motion by Gill to approve the purchase of three plows from Truck & Trailer for the amount of \$5,285.00 each to be paid from the equipment escrow fund, seconded by Allen. Roll call vote: Gill, yes; Allen, yes; Corrado, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

2. Coster Road culvert.

- Manager informed Board that he had received one bid and it was for less than \$12,000.00.
- **Motion by Gill for Manager to obtain three bids for the Coster Road culvert project then proceed in the best interest of the Road Commission, seconded by Cox. Discussion. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.**

3. Michigan Aggregate Sand & Gravel.

- **Motion by Gill for payments to be made to Michigan Aggregate Sand & Gravel on an as needed basis as approved by the Manager, seconded by Allen. Roll call vote: Gill, yes; Allen, yes; Corrado, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Also discussed:

1. The need for a critical culvert program like the critical bridge program. Need to get with legislators.
2. Work performed on gravel roads in Orange and Rapid River Townships.

ITEM 10 – APPOINTMENTS

None.

ITEM 11 – OLD BUSINESS

None.

ITEM 12 – NEW BUSINESS

A. Manager Performance Review.

- Discussion. Evaluations to be completed by August 29.

B. Annual Certification Form.

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- C. **Motion by Gill to approve MDOT's Annual Certification of Employee-related Conditions form, seconded by Corrado. Five ayes, no nays. Motion carried.**
- D. Rapid River Township Road Improvement Agreements
- Leetsville Road from Phelps Road to Wood Road. **Motion by Gill to approve the Road Improvement Agreement Between the KCRC and Rapid River Township for road improvements on Leetsville Road per the Manager's recommendation, seconded by Corrado. Five ayes, no nays. Motion carried.**
 - Phelps Road from U.S. 131 east to 2870'. **Motion by Gill to approve the Road Improvement Agreement Between the KCRC and Rapid River Township for road improvements on Phelps Road per the Manager's recommendation, seconded by Allen. Five ayes, no nays. Motion carried.**
 - Dorman Road from U.S. 131 west to Holly Road. **Motion by Gill to approve the Road Improvement Agreement Between the KCRC and Rapid River Township for road improvements on Leetsville Road per the Manager's recommendation, seconded by Corrado. Five ayes, no nays. Motion carried.**
 - Manager pointed out the projects were establishing ditches were there were no ditches prior.

Chair called for a recess at 8:55 a.m.

Chair called the meeting back to order at 9:01 a.m.

ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

No questions. Manager reported on auction of disposed of equipment.

Policy Report:

Corrado reported on the following:

- P14-11 Ethical Standards and Standards of Conduct. Went over revisions. **Motion by Corrado to approve policy P14-11 Ethical Standards and Standards of Conduct, seconded by Gill. Roll call vote: Corrado, yes; Gill, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried. (Attached as part of these minutes)**
- 2/21/1983 Surviving Spouse Health Insurance. **Motion by Corrado to rescind Motion dated 2/21/1983 pertaining to surviving spouse health insurance, seconded by Cox. Discussion that laws of Cobra supersede Motion made in 1983. Roll call vote: Corrado, yes; Cox, yes; Allen, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried. (A copy of the Motion is attached as part of these minutes)**

Personnel Report:

Corrado reported on the following:

- Hiring of mechanics.
- DEQ.
- Management structure/wages.
- Use of vehicles during vacation.
- Millage. Thank you to staff for their efforts.
- Update on lawsuit status.

Safety Committee:

None.

Chairman's Report:

Walter reported on the following:

- Letter to the editor thanking public for passing of road millage. Chair read letter. (Attached as part of these minutes.)

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ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

Public Comment: None.

ITEM 15 – CLOSED SESSION TO DISCUSS TEAMSTERS’ NEGOTIATIONS AND TO REVIEW CLOSED SESSION MINUTES DATED AUGUST 11, 2014.

Motion by Gill to go into Closed Session at 9:14 a.m. to discuss Teamsters’ Negotiations and to review Closed Session Minutes dated August 11, 2014, seconded by Corrado. Roll call vote: Gill, yes; Corrado, yes; Allen, yes; Cox, yes; Walter, yes. Five ayes, no nays. Motion carried.

Chair called for a recess until 9:20 a.m.

Motion by Cox to go back into Open Session at 9:40 a.m., seconded by Corrado. Five ayes, no nays. Motion carried.

Motion by Gill to approve the Closed Session Minutes dated August 11, 2014, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Corrado, yes; Walter, yes. Five ayes, no nays. Motion carried.

ITEM 16 – ADJOURNMENT

Motion by Gill to adjourn meeting at 9:42 a.m., seconded by Cox. Five ayes, no nays. Motion carried.

Louis Walter, Chair

Rebecca Jerry, Clerk