

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON MONDAY, JANUARY 12, 2015, 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, Not 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 Cox to approve Agenda as presented, seconded by Allen. Five ayes, no nays. Motion carried.**

**ITEM 5 - CONFLICT OF INTEREST**

Conflict of Interest Roll Call: Allen, 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 December 8, 2014 and The Reorganizational Meeting Minutes dated January 5, 2015.
- B. *Payroll:* The Board approves Payroll #25 (\$60,134.40), Payroll #25C (\$8,321.62), Payroll #26 (\$39,589.56), Payroll #26 Correction (\$47.85), and Payroll C/12-7 Correction (\$899.82) respectively.
- C. *Accounts Payable:* The Board approves Accounts Payable in the amounts of C/12-5 (\$30,231.11), C/12-6 (\$225.00), C/12-31-14 (\$324,458.16), C/12-31-14 (2) (\$140.00), C/12-31-2014 RX (\$93.01), C/1-1 (\$2,049.38), and the Check Register for the period of December 1, 2014 to December 31, 2014.

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

None.

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## ITEM 8 – TOWNSHIP REPRESENTATIVES

Carl Ingersoll, Springfield Township, informed Board that the Road Commission is doing a good job plowing and he has no complaints.

## ITEM 9 – FINANCE REPORT/BUDGETS

1. Equipment expenses. Discussion.
2. Crambell/electrical improvements. **Motion by Cox to approve an additional \$2,500.00 to Crambell Electric for electrical improvements, seconded by Walter. Discussion. Four ayes, no nays. Motion carried.**
3. Traffic counters. Discussion. **Motion by Allen to approve the purchase of two traffic counters and accessories from Jamar Technologies for a not-to-exceed price of \$3,500.00 to be paid out of equipment escrow funds, seconded by Cox. Discussion. Motion is contingent upon MiDEAL prices. Four ayes, no nays. Motion carried.**
4. Shop service truck. Discussion on using wrecker service. **Motion by Allen to approve the purchase of a shop service truck for a price not-to-exceed \$67,500.00 to be paid out of equipment escrow funds, seconded by Cox. Roll call vote: Allen, yes; Cox, yes; Gill, yes; Walter, yes. Four ayes, no nays. Motion carried.**
5. Wage increases for Operations Director/Finance Director. Finance Committee agrees with wage increase proposals.

In addition, the following items were discussed:

1. Pavement markings
2. Brine service
3. Equipment needs

## ITEM 10 – APPOINTMENTS

None.

## ITEM 11 – OLD BUSINESS

None.

## ITEM 12 – NEW BUSINESS

- A. Goals for 2015. Discussion. Additional topics: conditions of gravel roads; shoulders; crack seal; protecting new roads; being proactive; emergency manager; staffing level. Manager to prepare staffing level proposal for Board approval. Goal list forwarded to Policy Committee.

## ITEM 13 – CORRESPONDENCE AND REPORTS

Manager's Report:

1. Advertising for mechanic and truck driver; hiring of temporary employee on full-time basis.
2. Employee coverage sheet.
3. Clearwater Township Lease Agreement.
4. Spencer Road project.
5. Contacting townships regarding no thru signs for Spencer Road. Road Commission will provide signs at no cost.
6. Rapid City Road.
7. 2015 Tentative Millage Plan. Discussion on signs for roads paid for by millage funds.
8. Chip seal/crack seal bids. Discussion.

Chair called for a break at 10:03 a.m.

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Chair called the meeting back to order at 10:09 a.m.

Manager Report continued:

9. Starvation Lake Road safety application.
10. Applying for safety funds; list of roads from Tracie Leix.
11. Update on Baggs Road.

Policy Report:

None.

Personnel Report:

Cox reported on the following:

1. Wages/Benefits/Operations Director/Jeff. **Motion by Cox to approve a wage increase from \$46,529.60 with an increase of \$4,576.00, for an annual wage of \$51,105.60 retroactive to September 8, 2014 with sick time payout of 50% to be paid to the MERS Health Care Savings Account, tax free, and a seven year payout on pre-HCSA; raises to be based on merit per the Manager's discretion, seconded by Walter. Roll call vote: Cox, yes; Walter, yes; Allen, yes; Gill, yes. Four ayes, no nays. Motion carried.**
2. Wages/Benefits/Finance Director/Becky. **Motion by Cox to approve a wage increase from \$45,364.80 with an increase of \$4,576.00, for an annual wage of \$49,940.80 retroactive to September 8, 2014 with sick time payout of 50%, and a seven year payout on pre-HCSA; raises to be based on merit per the Board and Manager's discretion, seconded by Walter. Cox asked the Board to bear in mind that this position has been abused by previous board. Roll call vote: Cox, yes; Walter, yes; Allen, yes; Gill, yes. Four ayes, no nays. Motion carried.**
3. Managing Director's contract.
4. Health Care Savings Program participation for new hires.

Safety Committee:

Allen reported on the following:

1. Safety meeting minutes for December 2014.
2. Outside lighting/Crambell.

Chairman's Report:

Discussion that Committee meetings will have meeting notes included in Board packets; pizza party for Tim Dorman's last day.

## **ITEM 14 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

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

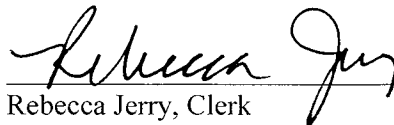
None.

## **ITEM 16 – ADJOURNMENT**

**Motion by Cox to adjourn meeting at 10:25 a.m., seconded by Allen. Four ayes, no nays. Motion carried.**



David W. Gill, Chair



Rebecca Jerry, Clerk