

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, DECEMBER 9, 2013, 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.

Manager informed Board members of an accident that occurred with one of our trucks at approximately 6:30 a.m.

ITEM 2 - ROLL CALL

Upon roll call, the following Commissioners responded:

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

In addition, the following person(s) 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 Cox. Four 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 dated November 11, 2013.
- B. *Payroll*: The Board approves Payroll #23 (\$40,028.8), and Payroll #24 (\$40,322.32) respectively.
- C. *Accounts Payable*: The Board approves Accounts Payable in the amounts of C/11-4 (\$15,847.72), C/11-5 RX (\$32.00), C/11-6 (\$27,000.00), C/12-1 (\$2,365.86), C/12-2 (\$23.00), C/12-3 (\$140,843.93), and the Check Register for the period of November 1, 2013 to November 30, 2013.

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

Sonja Tubbs commented on and/or voiced concerns on the following: 1. Condition of roads being a mess; 2. Considering night meetings; 3. Salt shed; 4. Management of Road Commission/cost saving measures. Manager to respond in writing to Ms. Tubbs concerns.

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David Simpson, resident of King Road, commented on and/or voiced concerns on the following: 1. Condition of dirt and gravel roads; 2. Natural resource extraction in area affecting condition of roads; 3. Communication with John Rogers; 4. State funding; 5. Taking better care of roads; 6. Holding companies accountable for damages to roads.

John Rogers responded to concerns. Possible solutions discussed.

Bruce Rendon, State Representative, provided history of his involvement with Road Commission.

ITEM 11 – 9:30 A.M./PUBLIC HEARING/2014 GENERAL APPROPRIATIONS BUDGET

Clerk went over 2014 General Appropriations Budget. Discussion. **Motion by Gill to approve the 2014 General Appropriations Budget, seconded by Cox. (Attached as part of these minutes) Roll call vote: Gill, yes; Cox, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried.** Further discussion.

Chair called for a recess at 9:37 a.m. Chair called the meeting back to order at 9:46 a.m.

ITEM 8 – TOWNSHIP REPRESENTATIVES

Jake Uitvlugt, Boardman Township, discussed and/or voiced concerns on Boardman Township road needs and MAPP 21 funding proposals. Jim Mosher, County Commissioner, representing Springfield and Garfield Townships, provided input on oil and gas revenues and SB 552.

ITEM 9 – FINANCE REPORT/BUDGETS

A. Contingency Funds. **Motion by Gill to approve the transfer of remaining 2013 contingency funds of \$175,795.88; of which \$145,000.00 will be placed in the equipment escrow account (includes \$20,000.00 for computer upgrades) and \$30,795.88 will be placed in the building fund escrow account with the understanding that the money could be used for emergency situations, seconded by Allen. Roll call vote: Gill, yes; Allen, yes; Cox, yes; Walter, yes. Four ayes, no nays. Motion carried.**

B. Equipment Disposals. **Motion by Gill to dispose of equipment 08R, 09R, 131R, 13R, 266R, 270R, 3104R, 3503R, 36R, 37R, 39R, 61R, and Fixed Asset 371 (Philips Plasma with two boxes), seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried.**

C. Traffic Safety for Elected/Appointed Officials. **Motion by Gill to pay for the cost of the Traffic Safety Training for Elected/Appointed Officials for any commissioners wishing to attend, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried.**

D. Maschio Shoulder Reclaimer. **Motion by Gill to approve the low bid from Voelker Implement Sales for the purchase of a Maschio Shoulder Reclaimer for a not-to-exceed price of \$8,200.00 to be paid in the spring, seconded by Cox. Discussion. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried.**

Chair called for a break at 9:57 a.m.

Chair called the meeting back to order at 10:05 a.m.

ITEM 10 – APPOINTMENTS

None.

ITEM 12 – 10:00 A.M. BRUCE RENDON, HOUSE REPRESENTATIVE

Discussion with Bruce Rendon, House Representative, on Road Commission issues and public concerns.

ITEM 13 – OLD BUSINESS

None.

ITEM 14 – NEW BUSINESS

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None.

ITEM 13 – CORRESPONDENCE AND REPORTS

Policy Report:

1. P13-5 Written Hazard Communication Program. Discussion. **Motion by Gill to approve P13-5 Written Hazard Communication Program, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried. (Attached as part of these minutes)**
2. P13-6 Alcohol and Controlled Substance Policy. **Motion by Gill to approve P13-6 Alcohol and Controlled Substance Policy, seconded by Cox. Manager went over revisions. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried. (Attached as part of these minutes)**
3. P13-7 Ethical Standards and Standards of Conduct Policy. **Motion by Gill to approve P13-7 Ethical Standards and Standards of Conduct Policy, seconded by Cox. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried. (Attached as part of these minutes)**
4. P13-8 Kalkaska County Road Commission Work Rules. **Motion by Gill to approve P13-8 Kalkaska County Road Commission Work Rules, seconded by Cox. Manager went over revisions. Roll call vote: Gill, yes; Cox, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried. (Attached as part of these minutes)**

Manager's Report:

1. Rural Task Force. Manager went over proposal. Discussed Shippy Road funding concerns. **Motion by Cox to accept the Manager's recommendations on MAPP 21 proposal, seconded by Gill. Further Discussion on Manager's proposal (Attached as part of these minutes) and the need for future match monies and engineering costs. Roll call vote: Cox, yes; Gill, yes; Allen, yes; Walter, yes. Four ayes, no nays. Motion carried.**
2. MAPP 21 meeting scheduled for December 16, 2013 at 1:00 p.m.
3. State maintenance/MDOT. Discussion. **Motion by Allen to support Manager on pursuing takeover of MDOT State Maintenance, seconded by Gill. Further discussion. Roll call vote: Allen, yes; Gill, yes; Cox, yes; Walter, yes. Four ayes, no nays. Motion carried.**
4. Christmas Party on December 24.

Other Reports:

1. Reorganizational Meeting scheduled for January 2, 2014 at 9:00 a.m.
2. Memo regarding healthcare coverage for temporary employees. **Motion by Gill to accept the attorney's recommendations on providing healthcare coverage for temporary employees, seconded by Allen. Four ayes, no nays. Motion carried.**

Chairman's Report:

Walter reported on and/or discussed the following:

1. Unfair Labor hearing scheduled for January 27, 2014.
2. CRAM best practices.
3. Millage proposal.
4. Opposing House bill in legislation.
5. Discussing night meetings at reorganizational meeting.
6. Wished everyone a Merry Christmas.

ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

Manager thanked Representative Rendon and members of the public for attending the meeting.

ITEM 16 – ADJOURNMENT

Motion by Cox to adjourn meeting at 11:33 a.m., seconded by Gill. Four ayes, no nays. Motion carried.

Louis Walter, Chair

Rebecca Jerry, Clerk