

APPROVED

**MINUTES for the
REGULAR MEETING OF THE
KALKASKA COUNTY ROAD COMMISSION
HELD ON MONDAY, JANUARY 10, 2011 AT 9:00 A.M.
AT THE OFFICE LOCATED AT 1049 ISLAND LAKE ROAD, KALKASKA, MICHIGAN**

ITEM 1 - PLEDGE OF ALLEGIANCE/ROLL CALL

Meeting called to order by Chair at 9:00 a.m. Pledge of Allegiance. Upon roll call, the following Commissioners responded:

Custer, Present
Elliott, Present
Green, Present
Walter, Present

In addition, the following person(s) were present: James Woodhams, Manager; Becky Jerry, Clerk.

ITEM 2 – APPROVAL OF AGENDA

Addition: Add Special Meeting under New Business and add Finance Committee Meeting under ITEM 7 – Accounts Payable/Finance Reports/Budgets. Discussion. **Motion by Elliott to approve Agenda with revisions, seconded by Custer. Three ayes, one nay. Motion carried.**

ITEM 3 - CONFLICT OF INTEREST

Conflict by Commissioners roll call: Elliott, no; Custer, no; Green, no; Walter, no.

Conflict with another Commissioner roll call: Elliott, no; Custer, no; Green, no; Walter, no.

ITEM 3 – PUBLIC COMMENT

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

Carl Ingersoll voiced concerns over employees cutting trees and response time to his concerns of trees needing cutting. Discussion.

ITEM 4 – UNION REPRESENTATION

Brenda Smith from the Teamsters' Union stated they were waiting for a new negotiation date and a meeting to be set for employees to talk to insurance companies.

Scott Brooks, Steelworkers' Union, voiced concerns over time change of Safety Meeting. Discussion.

ITEM 5 – MINUTES/PAYROLL

Regular Meeting Minutes dated December 13, 2010: **Motion by Elliott to approve the Regular Meeting minutes dated December 13, 2010 as presented, seconded by Custer. Three ayes, no nays, one abstention. Motion carried.**

Special Meeting Minutes dated December 27, 2010: **Motion by Elliott to approve the Special Meeting minutes dated December 27, 2010 as presented, seconded by Custer. Three ayes, no nays, one abstention. Motion carried.**

Special Meeting Minutes dated December 28, 2010: **Motion by Custer to approve the Special Meeting minutes dated December 28, 2010 as presented, seconded by Elliott. Three ayes, no nays, one abstention. Motion carried.**

Reorganizational Meeting Minutes dated January 4, 2011: **Motion by Elliott to approve the Reorganizational Meeting minutes dated January 4, 2011 as presented, seconded by Custer. Discussion. Chair appointed James Green as Chair of Finance. Four ayes, no nays. Motion carried.**

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Motion by Green to approve Payroll 25 in the amount of \$47,118.87, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Walter, yes. Four ayes, no nays. Motion carried.

Motion by Green to approve Payroll 26 in the amount of \$41,425.55, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Walter, yes. Four ayes, no nays. Motion carried.

ITEM 6 – ACCOUNTS PAYABLE/FINANCE REPORT

Motion by Green to approve C/12-Reim. as of December 31, 2010 (health and RX) in the amount of \$1,721.53, seconded by Elliott. Discussion. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Walter, yes. Four ayes, no nays. Motion carried.

Motion by Green to approve C/12-Boots 12-9-10 in the amount of \$74.19, seconded by Elliott. Discussion. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Walter, yes. Discussion. Four ayes, no nays. Motion carried.

Motion by Green to approve C/12-Boots 12-20-10 in the amount of \$150.00, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Walter, yes. Four ayes, no nays. Motion carried.

Motion by Green to approve C/1-Prepays in the amount of \$1,839.97, seconded by Elliott. Discussion. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Walter, yes. Four ayes, no nays. Motion carried.

Motion by Green to approve C/1-2 Invoices as of 12/31/2010 in the amount of \$127,605.16, seconded by Elliott. Discussion and/or questions regarding invoices. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Walter, yes. Four ayes, no nays. Motion carried. Further discussion. Motion by Custer to withhold payments to JX Enterprise and Zaremba Equipment, seconded by Elliott. Four ayes, no nays. Motion carried.

Motion by Elliott to approve C/1-3 in the amount of \$48,348.26, seconded by Green. Discussion. Roll call vote: Elliott, yes; Elliott, yes; Uitvlugt, yes. Four ayes, no nays. Motion carried.

Motion by Green to approve Check Register dated December 31, 2010, seconded by Elliott. Discussion. Roll call vote: Elliott, yes; Green, yes; Custer, yes; Walter, yes. Four ayes, no nays. Motion carried.

Discussion was held on the 3rd Amended 2010 General Appropriations Budget. **Motion by Green to approve the 3rd Amended 2010 General Appropriations Budget, seconded by Custer. Discussion. Roll call vote: Green, yes; Custer, yes; Elliott, yes; Walter, yes. Four ayes, no nays. Motion carried.**

ITEM 7 – APPOINTMENTS

Township Representatives:

Dean McCulloch, Blue Lake Township, discussed the following: 1) Township millage; 2) 8-year road improvement schedule; 3) Twin Lake Road.

Denny Corrado, Coldsprings Township, commented on and/or voiced concerns over the following: 1) Road Commission not responding to complaints; 2) Responsibilities of Road Supervisor; 3) Activity logs; question as to who makes decision to put sand/salt on roads; condition of roads after plowing; 4) Township will not be doing any road improvement projects in 2011.

Appointments: None.

ITEM 8 – OLD BUSINESS

Otec Contract: Discussion. **Motion by Elliott to accept the Tower Lease Agreement between the Kalkaska County Road Commission and Otec Tower Systems, seconded by Custer. Discussion. Roll call vote: Elliott, yes; Custer, yes; Green, yes; Walter, yes. Four ayes, no nays. Motion carried.**

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ITEM 9 – NEW BUSINESS

Discussion was held on implementing new snowplow routes.

Discussion was held on holding a Special Meeting to meet with the MERS representative to discuss retirement plan options and to meet with health insurance representatives to go over proposals. **Motion by Green to hold a Special Meeting on Monday, February 21, 2011 at 9:00 a.m. to meeting with the MERS and health insurance representatives, seconded by Elliott. Four ayes, no nays. Motion carried.**

Motion by Green to recess at 10:38 a.m., seconded by Elliott. Four ayes, no nays. Motion carried.

Chair called meeting back to order at 10:42 a.m.

ITEM 10 – CORRESPONDENCE AND REPORTS

Manager Report:

The Manager and Board Members discussed and/or commented on the following:

1. Bridge inspection report.
2. North Sharon Bridge.
3. Ingersoll Road. Discussion.
4. Material bids at March board meeting.
5. New radios in trucks.
6. Weighmaster seminar.
7. Safety concerns.
8. Capital expenses.
9. Equipment fund/purchase of Dura patcher.
10. Getting with CRAM in regards to forwarding a letter to the legislature about funds from tickets issued by Weighmaster not going to Road Commissions.
11. Purchasing of used vehicles versus new.

Motion by Green that the main priority of Road Commission is to look into the purchasing of a Dura patcher, seconded by Custer. Discussion. Roll call vote: Green, yes; Custer, yes; Elliott, yes; Walter, yes. Four ayes, no nays. Motion carried.

12. Storage tank to store emulsion.
13. Updated 2010 goals. Goals for 2010 are attached as part of these minutes.
14. Painting of inside of barn.
15. Exhaust fan in shop.
16. Follow-up list.

Personnel Report:

Discussion on appointment of FOIA officer. **Motion by Green to appoint James Woodhams, Manager, as FOIA officer, seconded by Custer. Four ayes, no nays. Motion carried.**

Policy Report:

Custer reported they are still working on the HIPPA policy.

Safety Report: None. Discussion held on time of meeting.

Discussion was held on Road Commission Commissioner appointments for 2011.

ITEM 11 – MISCELLANEOUS, PUBLIC COMMENT & OTHER

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

Miscellaneous:

Discussion on education and/or training seminars for employees. **Motion by Elliott to send Jeff Root to Level I Concrete Field Testing Tech on March 7-9, 2011, seconded by Green. Roll call vote: Elliott, yes; Green, yes; Custer, yes; Walter, yes. Four ayes, no nays. Motion carried.**

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Discussion was held on making an ordinance to have weight infractions be a civil infraction so Road Commission could receive fines.

Public Comment:

Dave Ritter commented and/or requested the following:

- 1) Number and nature of complaints filed with the Road Commission.
- 2) Checking on price of parts.

Also discussed: 1) New commissioner name tags; 2) Name plates for Commissioners' table.

ITEM 12 – CLOSED SESSION TO DISCUSS NEGOTIATION MATTERS

Motion by Elliott to go into Closed Session at 11:43 a.m. to discuss negotiation matters, seconded by Custer. Discussion. Three ayes, no nays, one absent (when motion was made). Motion carried.

Motion by Green to come back into Open Session at 12:01 p.m., seconded by Custer. Four ayes, no nays. Motion carried.

Chair noted there were no decisions made in Closed Session, Green agreed. Discussion. **Motion by Green that no decisions were made in Closed Session, seconded by Custer. Four ayes, no nays. Motion carried.**

Motion by Elliott that due to the severe economic circumstances of the Kalkaska County Road Commission and due to public safety concerns, the Manager is directed to inform the Teamsters Local 214 and United Steelworkers Local 8287 that if they want to meet with their Union business agent, other than on days which negotiation meetings have been scheduled and/or held, they will do so during non-working hours, seconded by Custer. Discussion. Three ayes, one nay. Motion carried.

ITEM 13 – ADJOURNMENT

Motion by Green to adjourn meeting at 12:02 p.m., seconded by Elliott. Four ayes, no nays. Motion carried.

Louis Walter, Jr., Chairman

Rebecca Jerry, Clerk