

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON MONDAY, JUNE 11, 2012, 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 Chair at 8:00 a.m. Pledge of Allegiance.

Invocation by: Pastor Bill Kuiper.

**ITEM 2 - ROLL CALL**

Upon roll call, the following Commissioners responded:

Corrado, Present  
Elliott, Present  
Gill, Present  
Green, Present  
Walter, Present

In addition, the following person(s) were present: Jeff Root, Interim Manager; Becky Jerry, Clerk.

**ITEM 3 – ADDITIONS TO AGENDA**

None.

**ITEM 4 – APPROVAL OF AGENDA**

**Motion by Elliott to approve Agenda as presented, seconded by Green. Five ayes, no nays. Motion carried.**

**ITEM 5 - CONFLICT OF INTEREST**

Conflict of Interest Roll Call: Corrado, no; Elliott, no; Gill, no; Green, no; Walter, no.

**ITEM 6 – PUBLIC COMMENT**

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

Sally Voorhees questioned about brine and grading schedule; voiced concerns over dust and sediment from King Road blowing into river. Discussion.

Harold Lund voiced concerns over Road Commission used to have good reputation but seems to be going backward; need maintenance on gravel roads; can fix roads without rain. Discussion.

Mike Allen, Blue Lake Township, voiced concerns of shoulder of road on Starvation Lake Road. Will talk more under Townships.

**ITEM 7 – MINUTES/PAYROLL**

Regular Meeting Minutes dated May 14, 2012.

**Motion by Gill to approve the Regular Meeting minutes dated May 9, 2012 as presented, seconded by Corrado. Five ayes, no nays. Motion carried.**

**Motion by Green to approve Payroll 10 in the amount of \$46,821.10, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve Payroll 11 in the amount of \$40,619.67, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**ITEM 8 – ACCOUNTS PAYABLE/FINANCE REPORT**

**Motion by Green to approve C/5-3 in the amount of \$126,494.12, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

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**Motion by Green to approve Health/RX Reimbursements as of 5/31/12 in the amount of \$1,972.11, seconded by Elliott. Discussion. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve C/6-Prepays in the amount of \$2,496.53 seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve C/6-Prepays 2 in the amount of \$602.67, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve C/6-2 in the amount of \$93,454.29, seconded by Elliott. Discussion. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve C/6-3 in the amount of \$30,950.64, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve Check Register ending May 31, 2012, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Corrado, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Green discussed the following:

1. Transmittals.
2. MTF funds. Discussion.
3. Financial Sheet. Discussion.
4. Budget.

In addition, the Board discussed the following:

1. MCRCSIP Annual meeting/Resolutions A&B. Discussion on Counties taking over Road Commissions which would remove the Road Commissions from MCRCSIP pool and those remaining in pool would have increased costs. Resolution B would allow MCRCSIP to work with those Road Commissions under the County. Discussion.
  - **Motion by Gill to send Becky Jerry to the MCRCSIP Annual Meeting in Mt. Pleasant, July 18-19, seconded by Corrado. Roll call vote: Gill, yes; Corrado, yes; Elliott, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried.**
  - **Motion by Gill to authorize Becky Jerry to vote on behalf of the Kalkaska County Road Commission as a Voting Delegate to the MCRCSIP's Annual Business meeting on July 19, 2012, seconded by Corrado. Five ayes, no nays. Motion carried.**
  - **Motion by Gill to approve Resolutions A and B and for Voting Delegate to vote on behalf of the Kalkaska County Road Commission, seconded by Green. Five ayes, no nays. Motion carried.**
2. Discussion on disposal of additional equipment.
  - **Motion by Gill to dispose of equipment 32M (FA74) a 1983 Root shoulder maintainer, 43 (FA86) a 1992 Ford Tandem dump truck, and 75(FA129) a v plow, seconded by Green. Five ayes, no nays. Motion carried.**
3. Discussion on sale of radios.
  - **Motion by Gill to sell radios (including 125R (FA156) and 07R (FA157) to South Torch Lake Fire Department for a total price of \$210.00, seconded by Green. Roll call vote: Gill, yes; Green, yes; Corrado, yes; Elliott, yes; Walter, yes. Five ayes, no nays. Motion carried.**
4. Discussion on hiring of temporary employees.
  - **Motion by Gill to hire two summer temporary employees at the rate of \$12.00 per hour, seconded by Green. Five ayes, no nays. Motion carried.**
5. Discussion on draft correspondence.
  - Letter to Township Supervisors that Road Commission cannot provide any funding for projects for this year and if Townships wish to proceed with any projects, the Township will have to fund 100%.

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- Letter to Larry Niederstadt, Clearwater Township Supervisor, regarding Aarwood Bridge project being underfunded by approximately \$17,000.00, requesting township to contribute additional funding.
- **Motion by Gill to approve and forward correspondence dated June 11, 2012 to Township Supervisors and to Larry Niederstadt, Clearwater Township Supervisor, seconded by Green. Five ayes, no nays. Motion carried.**

### ITEM 9 – TOWNSHIPS

Jake Uitvlugt, Boardman Township, discussed and/or voiced concerns over the following: 1. Contract work on Boardman Road; shoulder work. Discussion on letter sent and Rieth Riley bid amount.

Board reiterated and/or discussed the following issues: 1. Information not being accurate on projects; 2. Employee numbers down; funds down; 3. Road Commission not being able to buy gravel; 4. Need for maintaining and repairing roads only; 5. Some Townships stepping up do provide brine for their Townships; 6. Commitments made without accurate information.

Jake Uitvlugt, Boardman Township, requested mileage for Boardman Township to discuss Township providing brining to his Board. Discussion.

**Motion by Green, to support the letter dated June 11, 2012 to Township Supervisors that the Road Commission has no match money to support any projects with Townships for the remainder of this year, seconded by Corrado (Letter attached as part of these minutes). Roll call vote: Green, yes; Corrado, yes; Elliott, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Chair called for a recess at 9:09 a.m.

Chair called the meeting back to order at 9:15 a.m.

Mike Allen, Blue Lake Township, discussed and/or voiced concerns over a shoulder problem on Starvation Lake Road and to say thank you for the culvert work on Twin Lake Road. Discussion on status of Twin Lake Road project.

### ITEM 10 – OLD BUSINESS

A. Innis Road. Discussion on Innis Road Project. **Motion by Corrado that unless extra funding does not happen and the full amount of \$109,000.00 comes back, the Road Commission will pull the plug on the project, seconded by Elliott. Further discussion. Roll call vote: Corrado, yes; Elliott, yes; Gill, no; Green, yes; Walter, yes. Four ayes, one nay. Motion carried.**

### ITEM 11 – NEW BUSINESS

A. Shippy Road/Springfield Township/Engineering Costs/Feasibility Study. Discussion on 2013 Shippy Road project and requesting Township to pay for engineering fees and feasibility study. Further discussion.

**Motion by Gill to write to Springfield Township asking to support engineering fees for Shippy Road, seconded by Corrado. Five ayes, no nays. Motion carried.** Discussion on SAFETEA LU funding.

B. Change date of July Board meeting. Discussion. **Motion by Elliott to change the July Board meeting to Tuesday, July 10, 2012 at 9:00 a.m., seconded by Green. Five ayes, no nays. Motion carried.**

C. Advertisement for Position of Manager. Discussion on draft advertisement for Manager Position. **Motion by Gill to approve advertisement for position of Manager, seconded by Green. Five ayes, no nays. Motion carried.** Further discussion that the Personnel Committee will make recommendations to the Board on salary and benefit package.

D. MDOT Engineering Reimbursement. Discussion. **Motion by Gill to sign request for engineering reimbursement from MDOT, seconded by Elliott. Five ayes, no nays. Motion carried.**

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## ITEM 12 – CORRESPONDENCE AND REPORTS

Interim Manager, Jeff Root, reported on the following:

1. Manager provided request of costs to Kalkaska Township for work on subdivision roads. Township will be meeting with Manager to go over. Discussion.
2. Manager requested price from contractors for work on Phelps Road in Rapid River Township.
3. ANR Storage request for additional material on distribution line. Manager to meet with contractors. Manager noted project would be paid 100% by ANR Storage.
4. Manager to get prices from contractors to remove stumps on Innis Road.
5. Manager gave overview of prices from bids for radios and software for GPS system. Recommended Board wait until Antrim County Road Commission uses program first before we purchase to get their opinion of program.
6. Springfield and Bear Lake Townships interested in providing brine distribution for their roads. Manager requested permission to sign and/or approve any contracts with Townships wishing to participate in providing brine for their Township roads. **Motion by Gill to allow Manager to approve any contracts with Townships wishing to participate in brining their Township roads, seconded by Corrado. Five ayes, no nays. Motion carried.**
7. Manager gave status report on the Twin Lake Road project.

Policy Report:

Status was given on the Mailbox Policy. Will provide to Board at next meeting.

Personnel/Commissioners Report:

Walter reported and/or discussed the following:

1. Conservation Resource Alliance providing \$40,000.00 to Aarwood Road Bridge project.
2. Discussed working with Henry Diemer to get dates to meet with Judy Browning, MDOT, regarding concerns over project warranty.
3. **Motion by Corrado to allow employees to opt out of Kalkaska County Road Commission's healthcare plan upon receipt of proof of other healthcare coverage and signed Election to Waive Coverage Form, seconded by Elliott. Five ayes, no nays. Motion carried.**
4. **Motion by Corrado to allow employees' spouses and/or families to opt out of Kalkaska County Road Commission's healthcare plan upon receipt of proof of other healthcare coverage and signed Election to Waive Coverage Form. No opt out monies will be paid to employee if they elect not to have any form of family coverage, seconded by Elliott. Five ayes, no nays. Motion carried.**
5. Discussion on MERS proposed Resolution (attached as part of these minutes). **Motion by Corrado to adopt Resolution for Changing MERS Benefits (Other Than DB Component of Hybrid Program) reflecting an employee contribution rate of 2.55%, seconded by Elliott. Roll call vote: Corrado, yes; Elliott, yes; Gill, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried.**
6. Questioned if Manager contacted Tracey regarding safety audit. Manager responded no.

Safety Report:

Elliott reported on the following:

1. Tailgate Safety sheets.
2. Dura tank catwalk completed.
3. Air compressor.
4. Chainsaw safety meeting.
5. Brush chipper/new safety vests/safety training. Holding off, no funds.
6. Providing sunscreen for employees. Board stated they could buy their own.
7. Fire and boiler inspections. Will be talking to heating and cooling vendor.
8. Incident reports.
9. Twin Lake Road tree project/good job.

Chairman Report:

Walter reported on the following:

1. Shelter matter taken care of at the Kalkaska Planning Commission.
2. Thank you card from Marvin Crawford family

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Other Reports:

None.

## **ITEM 13 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

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

None.

## **ITEM 14 – ADJOURNMENT**

**Motion by Elliott to adjourn meeting at 9:55 a.m., seconded by Green. Five ayes, no nays. Motion carried.**

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David Gill, Vice-Chair

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Rebecca Jerry, Clerk