

APPROVED

**MINUTES for the  
REGULAR MEETING OF THE  
KALKASKA COUNTY ROAD COMMISSION  
HELD ON MONDAY, JULY 11, 2011 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.

**ITEM 2 - ROLL CALL**

Upon roll call, the following Commissioners responded:

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

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

**ITEM 3 – ADDITIONS TO AGENDA**

None.

**ITEM 4 – APPROVAL OF AGENDA**

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

**ITEM 5 - CONFLICT OF INTEREST**

Conflict by Interest Roll Call: Custer, 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.*

Robert Dryden reserved his time.

Richard Brewer commented that the drivers did a great job on Cool Road and discussed safety environment for brine truck drivers.

**ITEM 7 – UNION REPRESENTATION**

Brenda Smith, Teamsters had nothing at this time.

No one was present from the Steelworkers union.

**ITEM 9 – MINUTES/PAYROLL**

Regular Meeting Minutes dated June 13, 2011: **Motion by Gill to approve the Regular Meeting minutes dated June 13, 2011 as presented, seconded by Custer. Five ayes, no nays. Motion carried.**

**Motion by Green to approve Payroll 12 in the amount of \$41,481.61, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve Payroll 13 in the amount of \$29,636.38, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**ITEM 10 – ACCOUNTS PAYABLE/FINANCE REPORT**

**Motion by Green to approve C/6-3 in the amount of \$189.00, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve C/5-4 in the amount of \$47,093.87, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

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**Motion by Green to approve C/6-Reim. as of June 30, 2011 (health and RX) in the amount of \$3,672.52, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve C/7-Prepays in the amount of \$2,175.37, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve C/7-2 in the amount of \$79,852.04, seconded by Elliott. Discussion held. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve C/7-3 in the amount of \$38,761.82, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

**Motion by Green to approve Check Register dated June 30, 2011, seconded by Elliott. Roll call vote: Green, yes; Elliott, yes; Custer, yes; Gill, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Green gave Finance Committee report on the following:

1. Transmittals
2. Cash receipt register
3. Budget
4. MTF. Discussion
5. Financial Statements
6. Cash flow budget. Discussion.

Gill stated there is only a \$30,000.00 savings per month; not building cash reserves; if MTF payments quit coming Road Commission would not be able to pay bills. Also budget is okay but money in bank is not; will continue to monitor. Discussion on layoffs.

Discussion was held on Road Commission financial status.

Discussion on BCBS June payment. **Motion by Gill to allow Finance Director to pre-pay BCBS for the remainder of the year, seconded by Green. Roll call vote: Gill, yes; Green, yes; Custer, yes; Elliott, yes; Walter, yes. Five ayes, no nays. Motion carried.**

### **ITEM 11 – APPOINTMENTS**

Township Representatives:

Dean McCulloch, Blue Lake Township, commented on and/or voiced concerns over the following: 1) Lateral cracks on Starvation Lake Road; 2) Deep ruts and gravel accumulated on side of East Bass Lake and Twin Lake Roads.

Wendy Corona, Coldsprings' ordinance reinforcement, discussed 1) Continuous complaints on Pike and Sedwarf Roads; Pike unmaintained county road is not safe; 2) Ruts on Pike Road to East Shore Drive. Discussion on the roads not being county roads. Manager to respond to concerns in writing.

### **ITEM 12 – OLD BUSINESS**

A. MCRCSIP Annual Meeting. Discussion on attendance at business meeting. **Motion by Gill to send one board member and the Manager to the MCRCSIP Annual Meeting on July 21 and authorizing Board Chair to sign Voter Authorization, seconded by Elliott. Roll call vote: Gill, yes; Elliott, yes; Custer, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried.**

B. Employee Evaluations to be completed by August 1.

C. Retiree Healthcare Proposal. Discussion. **Motion by Gill to change the present retiree health care coverage to Benistar Group, Alternative Plan 1, which is better coverage than the retirees currently have and will save the Road Commission approximately \$80,000.00 per year. A letter will be sent as soon as possible to**

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**the affected retirees explaining the Alternative Plan 1 is a better plan than what they currently have, advise of changes, and for retirees to respond to the letter only if the retiree disagrees with the plan. The Road Commission is willing to enter into a Letter of Understanding that only the healthcare would be affected. Discussion. Seconded by Custer. Further discussion. Roll call vote: Gill, yes; Custer, yes; Elliott, yes; Green, no; Walter, yes. Further discussion held.**

Discussion was held on Attorney/Client Privilege correspondence becoming public information.

**Motion by Gill to recess at 8:54 a.m. until 9:05 a.m., seconded by Elliott. Five ayes, no nays. Motion carried.**

Chair called the meeting back to order at 9:06 a.m. Further discussion was held on the letter received from Road Commission attorney.

D. Paul Bunyan Meeting. Discussion was held on inviting BOC Chair, Mike Cox, to Paul Bunyan Meeting in August. **Motion by Gill to invite Mike Cox, Kalkaska County Board Chair to the August Paul Bunyan Meeting and if he is unable to pay, the Road Commission Board Chair and Gill will pay, seconded by Custer. Five ayes, no nays. Motion carried.** Discussion that Gill, Custer, Walter, and Elliott will attend the Paul Bunyan Meeting.

E. Snow Plow Routes. Manager presented map showing proposed routes. Discussion. Revisions will be made depending on work force in place at the time and changes will be made once implemented to see if they run into problems.

F. Seminar Report. Discussion.

### **ITEM 13 – NEW BUSINESS**

A. MDOT Engineering Reimbursement Approval. Discussion. **Motion by Gill to sign the Engineer Reimbursement Form, seconded by Custer. Roll call vote: Gill, yes; Custer, yes; Elliott, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried.**

B. MDOT Contracts/Ingersoll Road. Discussion. **Motion by Gill for Board Chair per P11-01, 2011 Procedure Policy, to sign contracts, seconded by Elliott. Five ayes, no nays. Motion carried.**

### **ITEM 14 – CORRESPONDENCE AND REPORTS**

Manager Report:

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

1. Working with Burt Thompson, Antrim County Road Commission, for use of their engineer tech for inspections on Ingersoll Road. Discussion.
2. **Motion by Gill, based on Manager's Report, to dispose of radios 022R and 025R, seconded by Elliott. Roll call vote: Gill, yes; Elliott, yes; Custer, yes; Green, yes; Walter, yes. Five ayes, no nays. Motion carried.**

Discussion was held on the benefits of hiring of an engineer tech from another county.

3. Michigan Logos correspondence. Discussion. Manager to check on sign on Sigma Road has to go through Zoning or Planning Department. **Motion by Gill to approve of sign being placed on Sigma Road pending Planning Commission decision and rules and regulations, seconded by Custer. Discussion. Five ayes, no nays. Motion carried.**

Discussion was held on the cost of one mile of road. Manager to provide to Gill.

Personnel/Commissioners Report:

Walter reported and/or discussed the following:

1. Road maps status/waiting for Equalization.
2. Use of Engineer Tech from Antrim County Road Commission.
3. Providing minutes to Road Commission supervisors each month. Also, Commissioners' Report.
4. Employees using current worksheets/not to be using thumb drives in Road Commission computers.

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### Policy Report:

Custer reported on the following:

1. Status of Sign Reflect ability Policy. Discussion.

### Safety Report:

Elliott reported on the following:

1. H2S gas/monitor and safety escape pack gear.
2. Shop electrical panel to be replaced. Tony to get prices.
3. Move compressor outside due to noise problem. Discussion.
4. Safety concerns for employees when using Dura Patcher. Discussion.

### Other:

1. Delivery of emulsion tank. Discussion.
2. Status of grader training dates. Discussion.

Discussion was held on the proposed Tentative Steelworkers' Contract. **Motion by Gill to ratify the Steelworker's Contract, seconded by Elliott. Five ayes, no nays. Motion carried.**

### **ITEM 15 – MISCELLANEOUS, PUBLIC COMMENT & OTHER**

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

#### Public Comment:

Robert Dryden had nothing at this time.

David Ritter, Kankaska County Board Member, discussed and/or voiced concerns over the following: 1) Employees did not come back to finish Lund Road; 2) Dura Patcher on Puffer Road is doing a good job. Discussion.

Dean McCulloch, Blue Lake Township, commended Board on its efforts to get Road Commission financial matters in order.

#### Miscellaneous:

Discussion was held on the washout in front of Hubert Elliott's home on Ingersoll Road.

Discussion was held on Road Commission grading operations.

### **ITEM 16 – CLOSED SESSION: TO DISCUSS STEELWORKERS' CONTRACT NEGOTIATIONS; POSSIBLE GRIEVANCES BY STEELWORKERS; AND TO REVIEW CLOSED SESSION MINUTES DATED JUNE 13, 2011**

**Motion by Gill to go into Closed Session at 9:49 a.m. to discuss the Steelworkers' contract negotiations; possible grievances by Steelworkers, and to review Closed Session Minutes dated June 13, 2011, seconded by Elliott. Five ayes, no nays. Motion carried.**

**Motion by Custer to come back into Open Session at 11:16 a.m., seconded by Gill. Five ayes, no nays. Motion carried.**

**Motion by Gill to approve the Closed Session minutes dated June 13, 2011 as presented, seconded by Custer. Five ayes, no nays. Motion carried.**

### **ITEM 17 – ADJOURNMENT**

**Motion by Gill to adjourn meeting at 11:17 a.m., seconded by Custer. Five ayes, no nays. Motion carried.**

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Louis Walter, Jr., Chairman

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Rebecca Jerry, Clerk