

## KCRC Board Meeting Minutes

August 15, 2023

Meeting Time: 2:00 p.m.

Present: Olson, Bracco & Karvonen

Absent: None

Staff Present: Jesse Patrick, Finance Director; Greg Kingstrom, P.E., Engineer/Manager, Chris Cronenworth

Guests: Jay Ruohonen, SNB

Meeting was called to order at 2:00 p.m. by Commissioner Olson and the Pledge of Allegiance was recited.

Agenda was amended to delete item No.6 of New Business and replace with “Approval of Highwater Infrastructure Grant Agreement”. Commissioner Bracco moved to approve the agenda as amended. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. Motion carried.

The regular meeting minutes of July 11, 2023 were reviewed and approved by a motion of Commissioner Karvonen and supported by Commissioner Bracco. Ayes: 3, Nays: 0. Motion carried.

Voucher #28287 and #28288, and Master Vouchers #15-2023 and #16-2023 in the total amount of \$442,161.56 were audited by the Commissioners. Commissioner Bracco motioned to pay the bills as presented. Supported by Commissioner Karvonen. Ayes: 3, Nays: 0. Motion carried.

The Financial Statement was presented by Jesse Patrick, Finance Director, and approved by a motion of Commissioner Karvonen and supported by Commissioner Bracco. Ayes: 3, Nays: 0. Motion carried.

Opportunity for public comment was offered. Mr. Ruohonen introduced himself and the offered SNB services for any of our future banking needs.

Engineer/Manager provided a verbal report of current items of general business, operations, construction projects and ongoing issues.

### **Unfinished Business:**

No action or discussion on ROW encroachment of Fitzgerald’s addition. Waiting for information from attorneys.

### **New Business:**

Board reviewed the bid tabulation of obsolete equipment and materials. Engineer/Manager made recommendations for items that are to be sold and those to be retained, due to insufficient bids. Commissioner Karvonen moved to approve the bid

awards as recommended. Commissioner Bracco supported the motion. Ayes: 3, Nays: 0. Motion carried.

Finance Director discussed the annual contribution of \$39,000 to the OPEB account, which has been done annually to decrease the unfunded liability percentage. Commissioner Bracco moved to approve the payment. Commissioner Karvonen supported the motion. Ayes: 3, Nays: 0. Motion carried.

Engineer/Manager presented the updating of our ROW permit requirements and the assessment of permit fees, starting in 2024. Board directed the Engineer/Manager to prepare the policy and incorporate a standard fee schedule similar to other CRC's in the region. A public hearing and review of the policy will be a future agenda item this Fall.

Engineer/Manager presented the preparation/grading/excavating work that has been done at the Central pit to prepare for aggregate crushing. Crushing bids will be re-advertised and received prior to next Board meeting.

Board discussed interviews of Full-Time Truck Driver position. Application deadline is August 16, 2023. Commissioner Karvonen desired to be present in the interviews. Engineer/Manager will coordinate scheduling interviews.

Engineer/Manager presented the EGLE-Highwater Infrastructure Grant Agreement that was received for the \$75,000 grant. A motion was made by Commissioner Bracco to approve agreement and authorize Board Chairman to execute. Motion was supported by Commissioner Karvonen. Ayes: 3, Nays: 0. Motion carried.

Other items of routine business were discussed.

Opportunity for public comment was offered. No additional public comment received.

The meeting was adjourned at 2:52 p.m. by motion of Commissioner Bracco and supported by Commissioner Karvonen. Ayes: 3, Nays: 0. Motion carried.



Richard Olson, Chairman



Greg Kingstrom, P.E., Engineer/Manager