

September 23, 2015

The Board of County Road Commissioners of Montcalm County held a regular meeting at its office located in Stanton, Michigan at 9:00 a.m. on September 23, 2015.

Present: Commissioners Dale Linton, Robert Brundage and Michael Scott; also present: Mark Christensen, Managing Director, and Kim Alexander, Finance Director-Clerk.

The Pledge of Allegiance and a prayer were given.

Moved by Brundage, seconded by Scott, to approve the agenda as presented. Motion carried.

Moved by Scott, seconded by Brundage, to approve the minutes of the September 2, 2015 meeting as presented. Motion carried.

Moved by Scott, seconded by Brundage, to open the public hearing for the purpose of reviewing the proposed 2015 General Appropriations Budget at 9:00 a.m.

The Finance Director/Clerk presented the following notes to the budget:

These notes include additional information regarding the Preliminary Budget for fiscal year 2016 to be considered on September 23, 2015. We are predicting an addition of \$3,728 to fund balance at the end of 2016. We continue to leave several positions unfilled and we continue to put off replacement of heavy equipment, e.g. graders and loaders, in order to balance the budget.

REVENUES – Budget Amount: \$12,749,423

Michigan Transportation Funds – PA 84 of 2015 adds an extra \$931,025.27 to our budget. This will be distributed in equal payments in November, February, May and August. Most of this money is budgeted in Capital Outlay and Primary Road Maintenance.

State and Federal Aid – We have budgeted State and Federal aid for the following projects proposed for 2016:

1) Overlay County Farm Road from the Village of Sheridan west limits to M-66. Federal STP funds will cover \$100,000 of this project with the \$20,000 match coming from the Village of Sheridan.

2) Chip seal and fog seal Sidney Road from Ferris Road to Derby Road. Federal STP funds totaling \$60,000 and local funds (MCRC) totaling \$15,000 will be used for this \$75,000 project.

3) Resurfacing Kendaville Road from Federal Road to Bailey Road is again on the list for 2016. The total construction is estimated at \$606,999 with \$485,599 coming from STP Funds and \$108,500 from State D Funds. Our match is expected to be \$12,900.

4) Sidney Road (CR510) is scheduled to be resurfaced from West County Line Road to M91. The total of this project is estimated at \$381,500. \$305,000 will come from STP Funds and \$76,500, the balance, will be paid by D' Funds.

5) The Village of Howard City will be doing a streetscape on their portion of 582, Shaw Street. This project is estimated at \$410,400. STP funds will cover \$260,000, D' Funds, \$50,400 and the Village will pay \$100,000.

6) In conjunction with Howard City's project, we will resurface 582 from US131 to the Howard City village limits. \$124,979 is the total projected cost of the work with \$99,287 in STP Funds and 25,692 in D' Funds. The MCRC's portion of the project is \$0.

7) There are three major bridge rehabs scheduled for next year. All bridge projects are 95% funded by Federal/State Bridge Funds with a 5% local match. The Sidney Road Bridge over the Flat River is estimated to cost \$205,900. This leaves a local match of \$10,295. The Garlock Road Bridge over Butternut Creek is estimated at \$605,000 with a \$32,000 match paid by Bloomer Township. The Miles Road Bridge over the Flat River has an estimated cost of \$122,300 with a match of \$6115 to be paid by the MCRC. There are four other bridge projects that include Crystal Road Bridge over Fish Creek, Crystal Road Bridge over Pine

River, Mt. Hope Road Bridge over Fish Creek and Long Road Bridge over Muskegon River. These four maintenance projects have a total estimated cost of \$114,900 with a local (MCRC) match of \$5,745.

State Trunk Line Maintenance – As of September 22nd we have not received a trunk line maintenance budget from the Michigan Department of Transportation. We have budgeted \$1,100,000. This amount will be adjusted once we receive the trunk line budget from MDOT.

Township Contributions – We have budgeted a similar amount in township contributions compared to the current year. In the spring as the townships return signed contracts for local road projects, this number will be adjusted up or down.

EXPENDITURES – Budget Amount: \$12,745,695

Road and Bridge Maintenance (Routine, Preventive and Winter) – We have budgeted close to estimated 2015 budget levels. Since maintenance work is heavily dependent on the weather and conditions beyond our control, these expenditures may need to be adjusted up or down later in the year—usually after we get through winter and see what actual costs are.

Equipment Expense (Direct, Indirect and Operating) – We have budgeted about the same as previous years in two of the three categories. Indirect expenses have been increased for building repairs and maintenance. We hope to replace the floors in the shop bathrooms, engineering bathroom and the hallway to the shop. The office hallway, break room, Mark's office and Kim's office all need the ceiling tiles replaced and the wallpaper striped off along with new paint.

Capital Outlay – This year we have budgeted \$950,000 for capital outlay. We are purchasing three float trucks this year and would like to purchase a trailer for chip sealing equipment and possibly a roller.

Interest – We have budgeted \$369,655 for the annual principal and interest payments on the new trucks purchased last year and the year before last. These are 5-year loans through Chemical Bank. Also \$31,200 was budgeted in principal for the CAT loader payment.

Moved by Scott seconded by Brundage to close the public hearing at 9:14 a.m. Motion carried.

Motion by Scott seconded by Brundage to adopt the year ending 9/30/16 General Appropriations Budget in the amount of \$12,745,695. Furthermore, for the purpose of administering the General Appropriations Budget in accordance with the provisions of Public Act 621 of 1978, as amended, the following provisions are included: 1) Mark Christensen, Managing Director, is designated as Chief Administrative Officer and Kim Alexander, Finance Director-Clerk is designated as Fiscal Officer. 2) The Chief Administrative Officer is authorized to transfer up to 25% of a line item amount approved in the General Appropriations Budget to another line item without prior approval but subject to approval of the Board of Commissioners at their next regular board meeting. 3) The expenditure amount of Distributive Expense, as approved in the General Appropriations Budget, shall be allocated to the various other expenditure line items in the proportion as the allocation of actual Distributive Expense at year-end. Roll call: Brundage-yes, Scott-yes and Linton-yes. Motion carried.

Motion by Brundage seconded by Scott to approve the year ending 9/30/15 General Appropriations Budget estimated at \$12,610,577 plus estimated year-end operating funds of \$788,000.00. Roll call: Brundage-yes, Scott-yes and Linton-yes. Motion carried.

Motion by Brundage seconded by Scott to approve the transfer, up to 50% if needed, of Michigan Transportation Funds from the Primary Road Fund to the Local Road Fund for the year ending September 30, 2015. Roll call: Brundage-yes, Scott-yes and Linton-yes. Motion carried.

Moved by Scott seconded by Brundage to change the time of the October 21, 2015 board meeting from 9:00 a.m. to 10:30 a.m. Motion carried.

An employee meeting will be held on October 21, 2015 at 1:00 p.m. to discuss projects and capital outlay for the year.

The MCRC SIP refund was discussed and a decision will be made at the November 4, 2015 meeting regarding how much of it to send to MERS to help with the pension plan funding levels.

Manager's Report

- Busy month so far with MDOT TWA's on M46. Slab/joint replacement with Kent County and shear and settlement repair are almost complete.
- We are replacing a culvert on M91 near 5-Corners next week.
- Finishing up gravel resurfacing this week – L.D. Carey has finished the west side and Fisher will finish up the rest of the county.
- Replaced a large culvert on Holland Lake Rd this past week-guys did a good job
- Brush spraying is complete countywide.
- We are grading gravels when possible. Most are in fair shape.
- Shop is working on getting winter equipment ready. Nice to be proactive rather than reactive.
- Sent three mechanics from the shop to Truck and Trailer/Dickey John training last week.
- CRAM is working on the final draft of the Federal Aid Exchange document. A meeting is scheduled with MDOT in late October or early November.
- Met with MDOT contract negotiating committee last week in Frankenmuth
- Greenville Foreman interviews will be Monday.
- Contractors are paving the bridge deck on 582 today and seem to be on schedule.

Moved by Scott seconded by Brundage, to approve the September 23, 2015 bills totaling \$641,123.43 and Payroll #19 totaling \$90,260.54. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

There being no further business the meeting adjourned at 10:03 a.m.

Chairman

Clerk