

September 24, 2014

The Board of County Road Commissioners of Montcalm County held a regular meeting at its office located in Stanton, Michigan at 8:00 a.m. on September 24, 2014.

Present: Commissioners Dale Linton, Robert Brundage and Michael Scott; also present: Mark Christensen, Manager/Superintendent, Kim Alexander, Finance Director-Clerk, Pat Denton, Engineering Technician and Carol Smith, Engineer.

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 Brundage seconded by Scott to approve the minutes of the September 10, 2014 meeting as presented. Motion carried.

Motion by Scott seconded by Brundage to approve the by-law change ballot from CRAM. Motion carried.

Manager's Report

- Attended the MCRCSIP training in Roscommon this week. It was very well done and informative.
- Working on catch up jobs this last week and next week.
- Doing test chip seal on Gravel Ridge today. Emulsion and fog seal is being supplied by Terry Materials, we are supplying the labor, equipment and slag.
- Working with Bruce Gasaway on the incident prevention plan.
- Shop working on winter plow maintenance.
- Howard City garage build will start Friday or Monday. Materials are being dropped off today. Starting on insulated building first. Andy and Ron did a nice job on the site preparation.
- Ordering blades in the near future. Good through February with stock.
- Next week is the Superintendent's conference. Mark, Mike, Tony, Greg and Pat are attending.
- Michigan Chloride will renew winter chloride but we will need to bid summer chloride.
- A resident from Perch Lake called. They cannot find anyone to do snow removal for their association. Inquired about an option to do a public-private agreement. Will do a little research with counties to the north to see how they handle it.

Engineer's Report

- The Derby Road crush and shape started on September 16th. Curb and gutter is in place and the road was rotomilled last Monday. Waiting for Central Asphalt to pave.
- The Crystal Road chip seal is complete.

Clerk's Report

- The phone system is up and running. No major problems, some minor glitches but all in all a good experience with Millenia Telecom.
- I will be attending the MERS Conference along with Chuck Jegla. It starts today and runs through Friday.
- The MCRCSIP training was cancelled last week due to the instructor hitting a deer on the way there. I will attend the rescheduled class.

Moved by Brundage seconded by Scott, to approve the September 24, 2014 bills totaling \$430,076.07 and Payroll #19 totaling \$83,919.64. Roll call: Yes-Brundage, Scott, Linton. Motion carried.

The Public Hearing for the purpose of reviewing the proposed 2015 General Appropriations Budget was opened 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 2015. We are predicting an addition of \$9,285.00 to fund balance at the end of 2015. We continue to leave one position 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: \$14,140,534.00

Michigan Transportation Funds – We have budgeted no increase in our share of state gas tax and license plate receipts for 2015. Revenues for next year are projected to be similar to the current year.

State and Federal Aid – We have budgeted State and Federal aid for the following projects proposed for 2015:

1) Overlay County Farm Road from the Village of Sheridan west limits to M-66. Federal STP funds will cover \$80,000 of this project with the \$20,000 match coming from the Village of Sheridan.

2) Chip seal and fog seal Sidney Road from M-91 to Ferris Road. Federal STP funds totaling \$75,200 and local funds totaling \$18,800 will be used for this \$94,000 project.

3) Reconstructing Derby Road from Spruce to 522 is the second leg of the Derby Road project. Federal STP funds of \$269,493, State D funds \$60,536 and a local match of \$11,401 will fund this \$341,430 project.

4) Kendaville Road will be repaired with a crush, shape and overlay from Federal Road to Bailey Road. Federal STP of \$440,000, State D funds of \$99,493 and a local match of \$10,507 will fund this \$550,000 project.

5) The Federal Road/Almy Road intersection upgrade will be funded with safety funds in the amount of \$283,232 with a 20% match totaling \$70,808.

6) Safety funds will also pay for 80% of the guardrail upgrade which is estimated to be \$146,568 on Federal Road from the Village of Sand Lake to Kendaville. Local match is \$36,642 on this project.

7) A sign upgrade for the southeast half of the county is also scheduled to be paid for by safety funds. The total project is estimated at \$62,100 with \$6,210 coming from a local match.

8) There are also three bridge rehabs scheduled for next year. They will all be funded with 95% critical bridge funds and a 5% local match. The Bridge over the Tamarack Creek on 582 is estimated to cost \$177,900 with a match of \$8,895. The Bridge over the Flat River on Sidney Road is estimated at \$205,900 with a local match of \$10,295. The final bridge project is the Bridge over the Flat River on Miller Road and Douglas Road. The total project is estimated at \$215,100 with a match of \$10,755.

State Trunk Line Maintenance – As of August 1st we have not received a trunk line maintenance budget from the Michigan Department of Transportation. We have budgeted \$1,161,482. 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: \$14,131,249.00

Road and Bridge Maintenance (Routine, Preventive and Winter) – We have budgeted close to estimated 2014 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 approximately \$50,000 for building repairs and maintenance. Many of the garages are in need of repairs and the office needs to be finished.

Capital Outlay – This year we have budgeted \$415,000 for capital outlay; equipment to be purchased is yet to be determined.

Interest – We have budgeted \$211,384 for the annual principal and interest payment on the 5 new trucks purchased last year. This is a five year installment purchase agreement with Chemical Bank. Also \$31,200 was budgeted in principal for the CAT loader payment.

Motion by Scott seconded by Brundage to close the Public Hearing at 9:24 a.m.

Motion by Brundage seconded by Scott to adopt the year ending 9/30/15 General Appropriations Budget in the amount of \$14,131,249. 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 Scott seconded by Brundage to approve the year ending 9/30/14 General Appropriations Budget estimated at \$15,503,087 plus estimated year-end operating funds of \$188,013.14. 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, 2014. Roll call: Brundage-yes, Scott-yes and Linton-yes. Motion carried.

There being no further business the meeting adjourned at 9:26 a.m.

Chairman

Clerk