

FEBRUARY 16, 2005

The Board of County Road Commissioners for Montcalm County held a meeting at its office located in Stanton, Michigan at 3:00 p.m. on February 16, 2005.

Present: Commissioners Dale Linton and Robert Brundage; Randy Stearns, Managing Director; Jack Johnson, Superintendent; and Karen Swan, Finance Director-Clerk. Absent: Donald McCracken, Commissioner, and Bob Buckowing, County Highway Engineer.

Moved by Brundage, seconded by Linton, to approve the minutes of February 2, 2005 as presented. Motion carried.

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

Moved by Brundage, seconded by Linton, to approve Policy No. 2005-02, Fixed Asset Determination, as follows:

DEFINITIONS:

Capital Assets – Equipment items and furnishings with a purchase price greater than \$1,500.00 and a useful life greater than five years and ALL EQUIPMENT ITEMS (regardless of purchase price or useful life) that have a Schedule C code and rate.

Depreciation – the allocation of the cost of a capital asset over its estimated economic life.

Capital Asset Account Group – The Capital Asset Account Group is not a fund because it does not account for available financial resources or governmental obligations. The Capital Asset Account Group may include a variety of general capital assets such as land, land improvements, buildings, equipment, vehicles and infrastructure assets.

POLICY:

It is the policy of the Road Commission for Montcalm County to follow generally accepted governmental accounting practices. Governmental GAAP for Michigan County Road Commissions requires that certain types of purchases be capitalized and depreciated, rather than expensed at the time of purchase. It is the purpose of this policy to set the parameters to define when purchases should be expensed and when they should be capitalized and depreciated and to define the necessary record keeping requirements.

All depreciable assets must be entered in the Inventory and Insurance Log or the current computer system Capital Asset Program and the Capital Asset Account Group. Depreciation expense must be calculated manually or through the monthly program in the current computer system for Schedule C assets and recorded in the operating accounts.

Motion carried. Roll call: Yes - Brundage, Linton.

Reviewed bid tabulations for the following items: Emulsion, Bituminous Paving, Bituminous Skip Paving, Pavement Marking, Sweeping and Catch Basin Cleaning.

Moved by Brundage, seconded by Linton, to accept and place all of the previously listed bids on file. Motion carried.

Moved by Brundage, seconded by Linton, to vote for the following nominees for election to the County Road Association of Michigan's Board of Directors: UP Association – Donald Holt of Chippewa County; Northern Association – Dale Linton of Montcalm County; Southern Association – Michael Nobach of Clinton County; Urban Association – John Daly of Genesee County. Motion carried.

Moved by Brundage, seconded by Linton, to approve the proposed addition of Section 7 to Article IV of the Constitution and Bylaws of the County Road Association of Michigan. Motion carried.

Clerk' Report

- This week we received a workers' compensation insurance refund of \$25,841 from the County Road Association Self-Insurance Fund based on loss experience for the period 7/1/93 to 7/1/94.

Manager's Report

- Seasonal weight restrictions go into effect at 6:00 a.m. on Monday, February 21st.
- One new float truck chassis has been delivered to Duthler Truck, the other should be there this week. From there they will go to Truck & Trailer to be built.
- Spoke with Matt from Bader's today. The new tractors and gang mower have been delivered to them in the last few days; the tractors will be prepped over the next couple of weeks.

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- A list of equipment has been sent to Mecosta County Road Commission for the auction in March.

Moved by Brundage, seconded by Linton, to reschedule the March board meetings from March 2nd to March 9th at 3:00 p.m. and March 16th to March 23rd at 3:00 p.m. due to conflicting meetings. Motion carried.

Moved by Brundage, seconded by Linton, to approve contracts with Consumers Energy to install street lights at the intersections of Colby Road at Crystal Road, Stanton Road at Crystal Road, Fitzner Road at Sidney Road, and Nevins Road at Sidney Road and to authorize the Managing Director and Finance Director to sign said contracts. Motion carried.

Superintendent's Report

- From what I'm seeing and hearing, I think we may be doing quite a few salt stabilization projects. In order to keep up and get them done in a timely manner, we may have to rent a roller so we can be doing two projects at a time. Would the board be in favor of renting a roller for a month or two? No problem with renting a roller as long as it's being used and is returned as soon as the stabilization projects are completed.

Moved by Brundage, seconded by Linton, to approve the 2/16/05 bills totaling \$222,949.32 and Payroll #4 totaling \$75,895.96. Motion carried. Roll call: Yes- Brundage, Linton.

There being no further business, the meeting adjourned at 4:27 p.m.

Chairman

Clerk