

September 25, 2024

The Board of County Road Commissioners of Montcalm County held their regular meeting at its office located in Stanton, Michigan at 9:00 a.m. on September 25, 2024.

Present: Commissioners Dale Linton and Michael Scott; also present: Mark Christensen, Manager, Rob Putnam, Assistant Manager, Pat Denton, Engineering and Kim Alexander, Finance Director/Clerk.

The Pledge of Allegiance and a prayer were given.

Moved by Scott, seconded by Linton to approve the agenda as amended. Motion carried.

Moved by Scott, seconded by Linton to approve the minutes of the September 4, 2024, meeting as presented. Motion carried.

Dan Buyze, Pierson Township Supervisor, was present to discuss the process of accepting new local roads into the county system and the cost of maintaining them in the future.

Moved by Scott, seconded by Linton to open the public hearing for the FY 2025 General Appropriations Budget at 9:17 a.m. Motion carried.

#### REVENUES – Budget Amount: \$19,921,939

Michigan Transportation Funds – We budgeted an increase of \$528,638.98 at \$11,691,800.76 in the MTF payments. This number is a little lower than the Michigan Treasury ORTA (Office of Revenue & Tax Office) estimate from February of 2024. We are still determining whether we will hit the ORTA estimate from 2023. We are \$3,000,000 under their estimate with three payments left in this fiscal year.

State and Federal Aid – We have budgeted State and Federal aid for the following projects proposed for 2024. The local match on all projects totals \$95,650.

- 1.) Tamarack Road Bridge - \$1,853,000

The remainder of our Federal Aid dollars will be sold to Oakland CRC for \$.80 on the dollar. This amount should total \$871,500.

State Trunk Line Maintenance – As of now we have not received a trunk line maintenance budget from the Michigan Department of Transportation. We have budgeted \$1,300,000. This amount will be adjusted once we receive the trunk line budget from MDOT, which has been in January, the last few years.

Township Contributions – We 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: \$19,921,849

Road and Bridge Maintenance (Routine, Preventive and Winter) – We have budgeted close to estimated 2024 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. The majority of the projected MTF increase is budgeted for Local Road Maintenance.

Equipment Expense (Direct, Indirect and Operating) – We have budgeted about the same as previous years in these categories. The cost of fuel has been fairly stable since 2023. \$575,000 is the budgeted amount for 2025. Obviously, we will adjust this up if prices go up or down.

Capital Outlay – This year we have budgeted \$1,425,000 for capital outlay. Mark will detail his plans for this money.

Interest – We have budgeted \$637,091.72 for our annual principal and interest payments. This includes \$420,284.22 for our road work note payment and the new truck garage payment of \$216,807.78. The road work will be paid off on March 29, 2026, and the truck garage on April 1, 2037.

Notes:

MBIA Account Interest – Our two investment accounts with MBIA are paying quite well. In 2024, we accrued quite a bit of interest. The total interest we were paid will be over \$110,000 in 2024. I have left some of our extra funds in the MBIA account and will continue to leave it as cash flows allow. The 2025 budget shows a lower amount of revenue due to the expected interest rate cuts.

Moved by Scott, seconded by Linton to close the public hearing at 9:34 a.m.

Motion by Scott, seconded by Linton to adopt the year ending 9/30/25 General Appropriations Budget in the amount of \$19,921,849. 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: Scott-yes, Linton-yes. Motion carried.

Motion by Linton, seconded by Scott, to approve the year ending 9/30/24 General Appropriations Budget estimated at \$21,823,669, plus estimated year-end operating funds of \$2,900,000. Roll call: Scott-yes, Linton-yes. Motion carried.

Motion by Scott, seconded by Linton to approve a transfer of 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, 2024. Roll call: Scott-yes, Linton-yes. Motion carried.

Moved by Linton, seconded by Scott to place scraper bids on file and award the bid in the best interest of the road commission. Roll call: Scott-yes, Linton-yes. Motion carried.

Moved by Scott, seconded by Linton to approve the purchase of two 2025 Peterbilt 567 plow trucks from JX Peterbilt. One truck to be purchased for \$182,617.52 in the 2025 budget and one truck to be purchased for \$182,617.52 in the 2026 budget. Roll call: Scott-yes, Linton-yes. Motion carried.

Moved by Linton, seconded by Scott to purchase a 2025 Chevrolet Silverado from Bookwalter Chevrolet for \$58,370.00. Roll call: Scott-yes, Linton-yes. Motion carried.

Moved by Scott, seconded by Linton to approve and sign the following township contracts. Motion carried.

Douglass Township

- Crack seal township parking lot - \$1,074
- Replace existing culvert on Musson Road between Briggs Road and Hillis Road - \$16,454

Assistant Manager's Report

- Mowing will be done on 131 this week for the second time.
- Stanton Road crack seal is done. We are working on 601 south of Coral and hope to get Sidney Road done if the weather cooperates.
- Finished a mastic project on M-57. This was a joint project with Kent County Road Commission.
- We have been blading since it rained and should have the entire county done by the end of the day today.
- Pierson Township ditching is done, and Evergreen Township ditching will be done tomorrow. This leaves a few hours in Belvidere Township to get finished up.
- The culvert crew is finishing miscellaneous items and will start on Wyman Road if the weather holds up.
- Cato and Maple Valley natural gravel projects are wrapping up today with Winfield Township finishing up tomorrow.

- All limestone gravel projects are complete.
- Ed Hansen started in Sidney Township this past Monday.
- October 5<sup>th</sup> is the Sheridan Boo Fest. Two of our truck drivers have volunteered to bring trucks to the “Touch A Truck” event.

Manager’s Report

- Working on getting bid renewals from those who chose to renew. The MDOT Rest Area and Roadside Park contractors have decided to renew.
- Fisher Transportation has aggregate available and we will be able to purchase it at last year’s bid price. They will start delivering when they finish up projects.
- 34CS slag will be bid with Kent County.
- 15 miles of chip seal work in Oceana County is done and billed.
- The contract for the cell tower land lease has been sent to our attorney for review.
- Rob and I will attend the October 28<sup>th</sup> County Board meeting to do a presentation.
- Met with Troy Alexander and Chris Breimayer regarding the old truck garage. Breimayer will be doing drawings for the construction.
- October 9<sup>th</sup> is the Truck Roadeo in Kentwood.

Engineering Report

- Several more paving projects are complete.
  - a. Dickerson Lake Road in Montcalm/Pine Townships
  - b. South County Line Road – joint project with KCRC
  - c. Briggs Road in Pine Township
- The contractor is paving Satterlee/Townline Lake Roads in Cato Township today. They will be paving Apache Court and Tecumseh Trail in Winfield Township tomorrow.
- Paving will be 80% complete after this week.
- The pavement marking contractors have been in the county and are keeping up marking roads as we complete work.
- We are completing rating township paved roads.
- We are planning the primary road work for next year.

The October 16, 2024, board meeting will be changed to October 22, 2024, at 8:30 a.m.

Moved by Scott, seconded by Linton, to approve the September 19, 2024, bills totaling \$598,554.53, the September 25, 2024, bills totaling 100,061.68 and Payroll #19 totaling \$178,508.64. Roll call: Yes – Scott and Linton. Motion carried.

With no further business to come before the board, the meeting was adjourned at 10:10 a.m.

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Chairperson

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Clerk