

EATON COUNTY ROAD COMMISSION

APRIL 12, 2016

A regular meeting of the Eaton County Board of Road Commissioners was held at their office in Charlotte, Michigan on April 12, 2016.

Members Present: Commissioners Maxwell, Eldred, Lamoreaux, Lyons, Tennis

Members Absent: none

Chair Maxwell called the meeting to order at 8:35 am

Moved by Lyons, second by Lamoreaux, that the agenda be approved as amended to include discussion regarding the current Local Preference Purchasing Policy and consideration of a closed session to discuss written attorney-client communication. Motion carried.

Moved by Lamoreaux, second by Tennis, that the minutes of March 22, 2016 be approved as printed. Motion carried.

Moved by Lyons, second by Tennis that the minutes of March 28, 2016 be approved as printed. Motion carried.

There was no public comment.

Moved by Lyons, second by Eldred, that Accounts Payable (VO#47) of 03-24-16 in the amount of \$76,860.16, Accounts Payable (VO#48) of 03-31-16 in the amount of \$30,604.39, Payroll (VO#49) of 03-31-16 in the amount of \$432.01, Payroll (VO#50) of 04-07-16 in the amount of \$75,860.73, and Accounts Payable (VO#51) of 04-07-16 in the amount of \$39,140.75, for total expenditures of \$222,898.04 be approved. There was discussion.

Roll call vote: Ayes: Maxwell, Eldred, Lamoreaux, Lyons, Tennis; Nays: None. Motion carried.

Engineer-Manager Ballou reported that townships and the public had an opportunity to provide feedback on the preliminary selection of projects the 2016 Local Road Millage Program and no changes were recommended. He noted that if approved, staff would proceed with taking bids. There was discussion.

Moved by Eldred, second by Tennis to approve as final the preliminary list of 2016 Local Road Millage projects. Motion carried.

Finance Director Friedlis reviewed the Annual Financial Report (Act 51 Report) for the fiscal year ended September 30, 2015. There was discussion.

Moved by Lyons, second by Eldred to approve the 2015 Fiscal Year Annual Financial Report and to authorize the Chair and Finance Director to sign the attest page. Motion carried.

Ms. Friedlis reviewed the 2014 Form 5500-SF for the Eaton County Road Commission Money Purchase Plan for the fiscal year ending September 30, 2015. There was discussion.

Moved by Lamoreaux, second by Eldred to approve Form 5500-SF for the Eaton County Road Commission Money Purchase Plan and to authorize the Finance Director to electronically sign and file as Plan Administrator. Motion carried.

Ms. Friedlis reviewed a recommended amendment for the 2015-2016 budget. There was discussion.

Moved by Eldred, second by Lyons to adopt the following resolution:

BE IT RESOLVED, That the 2015-2016 General Appropriations Act be amended as follows:

	2015-2016 ORIGINAL	2015-2016 AMENDED
REVENUES		
Current Property Taxes	\$ 3,895,643	\$ 3,895,643
Permit Revenue	75,000	75,000
Intergovernmental:		
Federal Sources	1,345,709	1,861,744
Michigan Transportation Funds	7,990,000	8,200,000
Other State Sources	1,375,957	1,410,587
Township Contributions	321,865	520,134
Other Local Sources	-	15,000
Interest and Rentals	3,896	6,656
Other Revenue	130,463	131,513
Total Revenue	<u>15,138,533</u>	<u>16,116,277</u>
Other Sources	-	-
Total Revenues and Other Sources	<u><u>\$ 15,138,533</u></u>	<u><u>\$ 16,116,277</u></u>

EXPENDITURES

Primary Road Fund		
Construction/Capacity Improvements	\$ -	\$ -
Preservation/Structural Improvements	1,552,991	2,240,335
Routine & Preventative Maintenance	3,700,000	3,700,000
Local Road Fund		
Construction/Capacity Improvements	-	-
Preservation/Structural Improvements	4,807,113	5,979,370
Routine & Preventative Maintenance	2,950,000	2,850,000
Equipment Expense	-	-
Administration (net)	850,000	850,000

Maintenance Service for Other Units	100,000	100,000
Capital Outlay (net)	460,000	460,000
Debt Service	533,513	533,513
Drain Assessment	350,000	350,000
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Total Expenditures	15,303,617	17,063,218
Amounts Needed for Contingencies	-	-
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Total Expenditures	\$ 15,303,617	\$ 17,063,218
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Net Revenues (Expenditures)	\$ (165,084)	\$ (943,941)
Fund Balance at Beginning of Year	\$ 2,943,775	\$ 5,237,434
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Fund Balance at End of Year	\$ 2,778,691	\$ 4,290,493

BE IT FURTHER RESOLVED, That the Engineer-Manager, as Chief Administrative Officer, is hereby charged with general supervision of the execution of the budget adopted by this Board and is authorized to transfer, when necessary, up to 25% from one line to another.

Motion carried.

Mr. Ballou presented a request from Alice Hickling, resident of Windsor Township, for a variance from the Road Commission's requirement that a private road have a paved approach with curb and gutter. There was discussion. He recommended the Board approved the variance with the requirement that the property owner sign a permit application stating that they may not split the land without improving the driveway.

Moved by Lamoreaux, second by Eldred to approve the variance as recommended by staff. Motion carried, with Commissioner Lyons voting in opposition.

Mr. Ballou opened the bids for culverts, grader blades, lawn care, roadside mowing and type I barricades.

BID TABULATION FOR CULVERT MATERIALS

APRIL 12, 2016

Diameter (in)	Bidder			
	Jensen Bridge & Supply Co.		St. Regis Culvert, Inc.	
	Local: No		Local: Yes	
	Bid	Ga.	Bid	Ga.
12"	7.00	16	5.85	16
15"	8.80	16	7.95	16
18"	10.90	16	9.75	16
24"	13.44	16	12.60	16

30"	21.40	14	19.55	14
36"	30.05	14	26.40	14
42"	34.00	14	32.75	14
48"	48.47	12	45.10	12
54"	80.55	10	72.00	10
60"	110.92	8	41.25	16 3x1
72"	138.44	8	60.75	14 3x1

Culvert Connection Bands

Diameter (in)	Length (foot)				
12"	1	10.50	18	10.00	18
	2	14.00	18	18.00	18
15"	1	13.20	18	13.00	18
	2	17.60	18	20.00	18
18"	1	16.30	18	15.00	18
	2	21.80	18	25.00	18
24"	1	20.14	18	22.00	18
	2	26.88	18	28.00	18

BID TABULATION FOR GRADER BLADES

APRIL 12, 2016

Type A:	Thru-Hardened Steel Blade	¾"x8"x6' (Double Bevel Curve)
Type B:	Thru-Hardened Steel Blade	¾"x8"x7' (Double Bevel Curve)
Type C:	Thru-Hardened Steel Blade – Serrated	¾"x8"x6' (Double Bevel)
Type D:	Thru-Hardened Steel Blade – Serrated	¾"x8"x7' (Double Bevel)

Bidder	Shults Equipment, Inc.		Heights Machinery, Inc.		St. Regis Culvert, Inc.		Michigan CAT	
	Local	Brand Name	Local	Brand Name	Local	Brand Name	Local	Brand Name
	No	Bucyrus Blades	No	Black Cat Blades	Yes	Valley Blades	No	Caterpillar
Description	Weight per Ft	Unit Price per Ft	Weight per Ft	Unit Price per Ft	Weight per Ft	Unit Price per Ft	Weight per Ft	Unit Price Per Ft
Type A	18.43	16.43	18.33	14.54	19.30	13.25	18.50	13.06
Type B	18.43	13.30	18.42	14.54	19.30	13.25	18.57	12.92
Type C	15.34	18.90	15.16	17.75	15.30	18.30	13.75	16.38
Type D	15.34	19.72	15.14	17.75	15.30	18.30	11.98	16.20

BID TABULATION FOR LAWN CARE

APRIL 12, 2016

Bidder	Local	Unit	Charlotte Garage	Vermontville Garage	Delta Garage
D&D Lawn Care Services Pottersville, MI	Yes	each occurrence	\$32.00	\$45.00	\$27.00
HTA Companies, Inc. Dimondale, MI	Yes	each occurrence	\$155.00	\$155.00	\$235.00
Strickland Companies LLC Mason, MI	No	each occurrence	\$35.00	\$47.00	\$30.00
Winchell Lawn Care Bellevue, MI	Yes	each occurrence	\$52.00	\$43.00	\$45.00
Yards-N-More Charlotte, MI	Yes	each occurrence	\$30.00	\$44.00	\$25.00

BID TABULATION FOR ROADSIDE MOWING

APRIL 12, 2016

Bidder	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6	Area 7	Totals
	1 st Mowing	1 st Mowing	1 st Mowing	1 st Mowing	1 st Mowing	1 st Mowing	1 st Mowing	1 st Mowing
	2 nd Mowing	2 nd Mowing	2 nd Mowing	2 nd Mowing	2 nd Mowing	2 nd Mowing	2 nd Mowing	2 nd Mowing
J. Jablonski & Sons, Inc.	\$3,890.92	\$6,573.05	\$4,272.39	\$5,200.35	\$315.00	\$157.50	\$182.00	\$20,591.21
	\$3,890.92	\$6,573.05	\$4,272.39	\$5,200.35	\$315.00	\$157.50	\$182.00	\$20,591.21

BID TABULATION FOR TYPE I BARRICADES

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Bidder	Local	Price Each Barricade
Dornbos Sign, Inc. Charlotte, MI	Yes	\$28.75

Mr. Parshall reported on the activities of the road crews. There was discussion.

Mr. Hannahs reported on the status of road projects, noting that the replacement of the St. Joe Hwy bridge in Sunfield Township was scheduled to start after April 18. There was discussion.

There was discussion regarding Policy No. 2015-01: Local Preference Purchasing Policy.

Moved by Eldred, second by Lyons to suspend the Local Preference Purchasing Policy for 2016 and to revisit the policy at a later date. Motion carried.

The Board reviewed correspondence from Richard Runels, 11560 Jarvis Hwy, regarding speed limit signs on Jarvis Hwy and Bailey Drive.

Moved by Lamoreaux, second by Lyons that the bid for culverts be awarded to the low bidder, St. Regis Culvert, Inc. Motion carried.

Moved by Lyons, second by Eldred that all bids for grader blades be rejected. Motion carried.

Moved by Eldred, second by Tennis that the bid for lawn care be awarded to the low bidder, Yards-N-More. Motion carried.

Moved by Eldred, second by Lyons that the bid for roadside mowing be awarded to J. Jablonski & Sons, Inc. Motion carried.

Moved by Eldred, second by Lyons that the bid for type I barricades be awarded to Dornbos Sign, Inc. Motion carried.

Moved by Eldred, second by Lyons to enter into closed session to consider a written, attorney-client communication regarding Canadian National correspondence dated March 23, 2016, pursuant to MCL 15.268(h) as authorized by MCL 15.243(1)(g). Motion carried.

The Board reconvened in open session at 10:44 am.

Mr. Ballou reported that he and Mr. Hannahs met with officials from Delta Township and the Michigan Department of Transportation regarding a traffic signal at M-43 and Broadbent Road, and also at M-43 and Delta Commerce Drive. There was discussion.

There was no public comment

Moved by Lyons, second by Eldred to adjourn the meeting at 11:00 am. Motion carried.