

EATON COUNTY ROAD COMMISSION
SEPTEMBER 27, 2016

A regular meeting of the Eaton County Board of Road Commissioners was held at their office in Charlotte, Michigan on September 27, 2016.

Members Present: Commissioners Eldred, Lamoreaux, Lyons, Tennis

Members Absent: Commissioner Maxwell

Vice Chair Eldred called the meeting to order at 5:59 pm.

Moved by Lyons, second by Lamoreaux, that the agenda be approved as printed. Motion carried.

Vice Chair Eldred called to order the public hearing for the 2016-2017 General Appropriations Act.

Finance Director Friedlis gave a brief review of the proposed budget. The Board entertained questions from those present.

Moved by Lamoreaux, second by Tennis to adjourn the public hearing. Motion carried.

Moved by Lyons, second by Lamoreaux, that the minutes of September 13, 2016 be approved as printed. Motion carried.

Sharon Kubica, 1908 W Five Point Hwy, was present to thank the Road Commission for the improvements on Five Point Highway.

Jerry Kubica, 1908 W Five Point Hwy, was present to comment on long-term plans for Five Point Highway at the swamp. There was discussion. He spoke on the need to continue with discussions on engineering designs, plans and studies and additional information that could be used to create a well-defined and specific project at the low spot that floods on Five Point, and the willingness of the Road Commission to continue with that effort in the future. If that could move forward, he suggested the documentation and plans could be used to seek project funding and grant resources to build the project at a point in the future, with the recognition that the full process could take considerable time to reach complete construction. The Engineer-Manager stated the Road Commission was willing to continue discussions and efforts, and that with the location of much of the road being in a flood plain, a key aspect going forward would be reaching a consensus of what exactly an acceptable outcome of the project would be with regard to flooding frequency and duration, and the acceptable useful lifespan of the project. There was further discussion.

Moved by Lamoreaux, second by Tennis, that Accounts Payable (VO#91) of 09-14-16 in the amount of \$103,477.88, Payroll (VO#92) of 09-21-16 in the amount of \$78,987.49, and Accounts Payable (VO#93) of 09-22-16 in the amount of \$1,584,547.12, for total expenditures of \$1,767,012.49 be approved. There was discussion.

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

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

BE IT RESOLVED, That the 2016-2017 General Appropriations Act be adopted as follows:

REVENUES

Current Property Taxes	\$ 3,964,067
Permit Revenue	75,000
Intergovernmental:	
Federal Sources	1,319,235
Michigan Transportation Funds	9,981,169
Other State Sources	140,834
Township Contributions	475,875
Other Local Sources	-
Interest and Rentals	13,765
Other Revenue	129,413
Total Revenue	16,099,358
Other Sources	-
Total Revenues and Other Sources	<u><u>\$16,099,358</u></u>

EXPENDITURES

Primary Road Fund	
Construction/Capacity Improvements	\$ -
Preservation/Structural Improvements	2,543,102
Routine & Preventative Maintenance	3,800,000
Local Road Fund	
Construction/Capacity Improvements	-
Preservation/Structural Improvements	5,419,228
Routine & Preventative Maintenance	3,000,000
Equipment Expense	-
Administration (net)	850,000
Maintenance Service for Other Units	100,000
Capital Outlay (net)	538,000
Debt Service	517,282
Drain Assessment	350,000
Total Expenditures	17,117,612
Amounts Needed for Contingencies	-
Total Expenditures	<u><u>\$17,117,612</u></u>
Net Revenues (Expenditures)	\$(1,018,254)

Fund Balance at Beginning of Year	<u>\$ 4,468,531</u>
Fund Balance at End of Year	<u>\$ 3,450,277</u>

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.

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

Engineer-Manager Ballou discussed the September 30, 2016 fund balance in the primary and local road funds and the practice of transferring funds as allowed by Public Act 51 of 1951. There was discussion.

Moved by Tennis, second by Lyons to authorize a transfer of up to 30% of the primary Michigan Transportation Fund distributions received to the local road fund for the year ending September 30, 2016, as determined by staff. Motion carried.

The Board reviewed a list of past due invoices in the amount of \$239.35. There was discussion.

Moved by Lyons, second by Lamoreaux to write off accounts receivable as presented. Motion carried.

Mr. Ballou and Ms. Friedlis reviewed a recommended budget amendment for the 2015-2016 fiscal year. There was discussion.

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

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

	2015-2016 PREVIOUSLY AMENDED	2015-2016 AMENDED
REVENUES		
Current Property Taxes	\$ 3,962,907	\$ 3,962,907
Permit Revenue	75,000	75,000
Intergovernmental:		
Federal Sources	1,675,762	1,675,762
Michigan Transportation Funds	8,200,000	8,200,000
Other State Sources	1,414,715	1,414,715
Township Contributions	210,134	192,047
Other Local Sources	20,000	20,000
Interest and Rentals	10,115	10,115
Other Revenue	<u>133,089</u>	<u>133,089</u>

Total Revenue	15,701,722	15,683,635
Other Sources	-	-
Total Revenues and Other Sources	\$ 15,701,722	\$ 15,683,635
EXPENDITURES		
Primary Road Fund		
Construction/Capacity Improvements	\$ 3,000	\$ -
Preservation/Structural Improvements	2,448,175	2,488,175
Routine & Preventative Maintenance	3,640,000	3,192,000
Local Road Fund		
Construction/Capacity Improvements	-	-
Preservation/Structural Improvements	5,930,533	6,004,106
Routine & Preventative Maintenance	2,581,011	2,731,011
Equipment Expense	-	200,000
Administration (net)	850,000	850,000
Maintenance Service for Other Units	100,000	100,000
Capital Outlay (net)	240,000	76,688
Debt Service	533,513	533,513
Drain Assessment	350,000	277,045
Total Expenditures	16,676,232	16,452,538
Amounts Needed for Contingencies	-	-
Total Expenditures	\$ 16,676,232	\$ 16,452,538
Net Revenues (Expenditures)	\$ (974,510)	\$ (768,903)
Fund Balance at Beginning of Year	\$ 5,237,434	\$ 5,237,434
Fund Balance at End of Year	\$ 4,262,924	\$ 4,468,531

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.

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

Mr. Ballou presented the 2016 Longevity Payroll schedule. There was discussion.

Moved by Tennis, second by Lyons to approve and pay 2016 Longevity Payments in the amount of \$19,370. Motion carried.

Mr. Ballou reviewed two memos to the Board from the Engineer-Manager with recommendations for the annual adjustment to the Grade and Step Compensation System for Administrative and Supervisory Employees and for individual employee step increases based on results of performance evaluations. He

noted that the recommendations were consistent with recommendations from the management consultant who developed the system and the policies adopted by the Board.

Commissioner Tennis moved to table the item until the next meeting. Second by Lyons. Motion carried.

Mr. Ballou presented a Township Request and Agreement for Road Improvement from Delta Township for the modernization of the traffic signals on Snow Road at St. Joe Highway and Michigan Avenue with steel mast arm mounted signals, lighted street name signs, computerized signal controllers, camera vehicle detection and pedestrian actuated signal phases. The total cost, net of Federal aid in the amount of \$248,000, is estimated to be \$250,000. The cost share amount allocated from the Eaton County Road Commission is estimated to be \$125,000, for a net estimated cost to Delta Township of \$125,000.

Moved by Lamoreaux, second by Lyons that the Township Request and Agreement for Road Improvement with Delta Township be approved. Motion carried.

Assistant County Engineer Hannahs discussed a request from the City of Lansing to make an amendment to the Tri-County Regional Planning Commission's Transportation Improvement Plan (TIP) so the City can obtain funding in the appropriate year for a project on Michigan Avenue. The result would be the acceleration of the Eaton County Road Commission's projects to resurface Canal Road, from Osborn to Mt. Hope.

Moved by Lamoreaux, second by Lyons to authorize staff to pursue TIP amendments as necessary to accommodate the City of Lansing project and the Eaton County Road Commission projects. Motion carried.

Mr. Hannahs reported on the status of road projects. There was discussion.

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

A Summons and Complaint regarding a dispute with Grand Trunk Western Railroad Company was reviewed.

There was no public comment.

Moved by Lyons, second by Lamoreaux to adjourn the meeting at 7:03 pm. Motion carried.