

EATON COUNTY ROAD COMMISSION
SEPTEMBER 25, 2018

A regular meeting of the Eaton County Board of Road Commissioners was held at their office in Charlotte, Michigan on September 25, 2018.

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

Members Absent: none

Chair Eldred called the meeting to order at 6:01 pm.

Chair Eldred called to order the public hearing for the 2018-2019 General Appropriations Act.

Finance Director Friedlis gave a brief review of the proposed budget. There was discussion.

Chair Eldred adjourned the public hearing without objection.

Moved by Lyons, second by Frazier, that the agenda be approved as amended to include consideration of a traffic control order and an agreement with Walton Township. Motion carried.

Moved by Lyons, second by Maxwell, that the minutes of September 11, 2018 be approved as printed. Motion carried.

There was no public comment.

Moved by Lamoreaux, second by Lyons, that Accounts Payable (VO#82) of 09-13-18 in the amount of \$21,290.82, Payroll (VO#83) of 09-18-18 in the amount of \$95,222.50, and Accounts Payable (VO#84) of 09-20-18 in the amount of \$1,425,630.97 for total expenditures of \$1,542,144.29 be approved. There was discussion.

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

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

BE IT RESOLVED, That the 2018-2019 General Appropriations Act be adopted as follows:

REVENUES

Current Property Taxes	\$ 4,304,977
Permit Revenue	75,000
Intergovernmental:	
Federal Sources	3,664,284
Michigan Transportation Funds	12,214,265
Other State Sources	1,472,808
Township Contributions	991,205

Other Local Sources	-
Interest and Rentals	60,000
Other Revenue	100,000
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Total Revenue	22,882,539
Other Sources	-
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Total Revenues and Other Sources	<u>\$22,882,539</u>

EXPENDITURES

Primary Road Fund	
Construction/Capacity Improvements	\$ -
Preservation/Structural Improvements	12,545,500
Routine & Preventative Maintenance	3,330,000
Local Road Fund	
Construction/Capacity Improvements	-
Preservation/Structural Improvements	5,424,977
Routine & Preventative Maintenance	3,100,000
Equipment Expense	-
Administration (net)	700,000
Maintenance Service for Other Units	100,000
Non-Road Projects	833,410
Capital Outlay (net)	786,000
Debt Service	-
Drain Assessment	300,000
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Total Expenditures	27,119,887
Amounts Needed for Contingencies	-
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Total Expenditures	<u>\$27,119,887</u>
Net Revenues (Expenditures)	\$(4,237,348)
Fund Balance at Beginning of Year	<u>\$ 7,513,870</u>
Fund Balance at End of Year	<u>\$ 3,276,522</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.

Motion carried.

Engineer-Manager Ballou and Ms. Friedlis discussed the September 30, 2018 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 Lyons, second by Lamoreaux 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, 2018, as determined by staff. Motion carried.

Mr. Ballou and Ms. Friedlis reviewed a recommended budget amendment for the 2017-2018 fiscal year. There was discussion.

Moved by Lamoreaux, second by Maxwell to adopt the following resolution:

BE IT RESOLVED, That the 2017-2018 General Appropriations Act be amended as follows:

	2017-2018 PREVIOUSLY AMENDED	2017-2018 AMENDED
REVENUES		
Current Property Taxes	\$ 4,096,067	\$ 4,088,461
Permit Revenue	75,000	90,000
Intergovernmental:		
Federal Sources	1,110,632	232,133
Michigan Transportation Funds	11,197,314	11,197,314
Other State Sources	885,260	1,255,981
Township Contributions	740,587	202,519
Other Local Sources	19,072	20,838
Interest and Rentals	60,000	170,000
Other Revenue	100,000	75,000
Total Revenue	18,283,932	17,332,246
Other Sources	-	-
Total Revenues and Other Sources	\$ 18,283,932	\$ 17,332,246

EXPENDITURES

Primary Road Fund		
Construction/Capacity Improvements	\$ -	\$ -
Preservation/Structural Improvements	6,312,300	3,558,500
Routine & Preventative Maintenance	4,166,250	3,702,500
Local Road Fund		
Construction/Capacity Improvements	-	-
Preservation/Structural Improvements	4,478,221	5,252,500
Routine & Preventative Maintenance	2,700,000	2,800,000
Equipment Expense	-	350,000
Administration (net)	850,000	700,000
Maintenance Service for Other Units	100,000	100,000

Non-Road Projects	-	500
Capital Outlay (net)	507,600	(208,411)
Debt Service	516,171	516,086
Drain Assessment	300,000	276,584
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Total Expenditures	19,930,542	17,048,259
Amounts Needed for Contingencies	-	-
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Total Expenditures	\$ 19,930,542	\$ 17,048,259
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Net Revenues (Expenditures)	\$ (1,646,610)	\$ 283,987
Fund Balance at Beginning of Year	\$ 7,229,883	\$ 7,229,883
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Fund Balance at End of Year	\$ 5,583,273	\$ 7,513,870

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 the 2018 Longevity Payroll schedule. There was discussion.

Moved by Lamoreaux, second by Frazier to approve and pay 2018 Longevity Payments in the amount of \$17,460. Motion carried.

Mr. Ballou reviewed the terms of the agreement reached with the bargaining unit, noting that the bargaining unit had ratified the new contract. He recommended the Board approve the new contract and authorize the Chairman and Clerk to sign the contract. There was discussion.

Moved by Lamoreaux, second by Lyons to approve the Collective Bargaining Agreement between the Eaton County Road Commission and AFSCME Council 25, Local #2723, effective October 1, 2018 and to authorize the Chairman and Clerk to sign. Motion carried.

Mr. Ballou reviewed a memo to the Board from the Engineer-Manager regarding his recommendations for individual employee step increases within the Grade and Step Compensation System for Administrative and Supervisory Employees based on results of performance evaluations. There was discussion.

Moved by Lamoreaux, second by Frazier to approve administrative and supervisory employee step increases as recommended by staff. Motion carried.

Mr. Ballou presented contracts with Asphalt Restoration, Inc. and Scodeller Construction, Inc. for HMA Overband Crack Fill, and recommended the Board approve and sign the contracts.

Moved by Lyons, second by Frazier to approve Contract A with Asphalt Restoration, Inc. for HMA Overband Crack Fill. Motion carried.

Moved by Frazier, second by Maxwell to approve Contract B with Asphalt Restoration, Inc. for HMA Overband Crack Fill. Motion carried.

Moved by Maxwell, second by Lyons to approve Contract C with Scodeller Construction, Inc. for HMA Overband Crack Fill. Motion carried.

Assistant County Engineer Hannahs reviewed his recommendations for projects to submit for the Tri-County Regional Planning Commission's Transportation Improvement Program (TIP). There was discussion.

Moved by Lyons, second by Lamoreaux to approve staff's recommendations for projects to submit to the Tri-County Regional Planning Commission's Transportation Improvement Program. 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.

Mr. Ballou reported that the annual MDOT Traffic Summit was scheduled for 1:00 pm on October 4 at the Road Commission's office.

Mr. Ballou presented a Traffic Control Order to install a yield sign on Overbrook Drive at its intersection with Millstone Drive, generated internally. There was discussion.

Moved by Maxwell, second by Frazier to adopt the following resolution:

BE IT RESOLVED, That the staff of the Eaton County Road Commission be authorized to install a yield sign on the southwest corner of Overbrook Drive at Millstone Drive in Delta Township, and that the Chair be authorized to sign the order.

Motion carried.

Mr. Ballou presented a Township Request and Agreement for Road Improvement from Walton Township for the regravelling at approximately 200 CYD per mile of Nye Highway from Marshall Road to Matthews Road, at a total estimated cost of \$19,600. The cost share amount allocated from the Eaton County Road Commission is estimated to be \$9,800, for a net estimated cost to Walton Township of \$9,800. There was discussion.

Moved by Lamoreaux, second by Maxwell, that the Township Request and Agreement for Road Improvement from Walton Township for the regravelling of Nye Highway be approved. Motion carried.

There was no public comment.

Chair Eldred adjourned the meeting at 7:07 pm without objection.