

EATON COUNTY ROAD COMMISSION  
SEPTEMBER 24, 2019

A regular meeting of the Eaton County Board of Road Commissioners was held at their office in Charlotte, Michigan on September 24, 2019.

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

Members Absent: none

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

Moved by Lyons, second by Lamoreaux, that the agenda be approved as amended to include discussion of a request from the Faith Assembly of God church. Motion carried.

Moved by Lamoreaux, second by Lyons to open the public hearing for the 2019-2020 General Appropriations Act. Motion carried.

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

There was no public comment.

Moved by Eldred, second by Maxwell to adjourn the public hearing. Motion carried.

Moved by Lamoreaux, second by Maxwell, that the minutes of September 10, 2019 be approved as printed. Motion carried.

There was no public comment.

Moved by Lamoreaux, second by Lyons, that Accounts Payable (VO#90) of 09-12-19 in the amount of \$1,785,854.01, Payroll (VO#91) of 09-17-19 in the amount of \$87,430.88, and Accounts Payable (VO#92) of 09-19-19 in the amount of \$1,035,060.44, for total expenditures of \$2,908,345.33, be approved. There was discussion.

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

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

BE IT RESOLVED, That the 2019-2020 General Appropriations Act be adopted as follows:

**REVENUES**

Current Property Taxes	\$ 4,427,964
Permit Revenue	75,000
Intergovernmental:	
Federal Sources	3,965,426

Michigan Transportation Funds	13,939,103
Other State Sources	116,500
Township Contributions	844,414
Other Local Sources	-
Interest and Rentals	150,000
Other Revenue	100,000
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Total Revenue	23,618,407
Other Sources	-
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<b>Total Revenues and Other Sources</b>	<b>\$23,618,407</b>

**EXPENDITURES**

Primary Road Fund	
Construction/Capacity Improvements	\$ -
Preservation/Structural Improvements	11,882,567
Routine & Preventative Maintenance	3,300,000
Local Road Fund	
Construction/Capacity Improvements	-
Preservation/Structural Improvements	5,997,964
Routine & Preventative Maintenance	3,300,000
Equipment Expense	150,000
Administration (net)	800,000
Maintenance Service for Other Units	100,000
Non-Road Projects	-
Capital Outlay (net)	981,400
Debt Service	-
Drain Assessment	300,000
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Total Expenditures	26,811,931
Amounts Needed for Contingencies	-
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<b>Total Expenditures</b>	<b>\$26,811,931</b>
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Net Revenues (Expenditures)	\$(3,193,524)
Fund Balance at Beginning of Year	5,717,024
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<b>Fund Balance at End of Year</b>	<b>\$ 2,523,500</b>

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: Frazier, Lyons, Eldred, Lamoreaux, Maxwell; Nays: None. Motion carried.

Ms. Friedlis discussed the September 30, 2019 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, 2019, as determined by staff. Motion carried.

The Board reviewed a list of past due invoices in the amount of \$342.65. There was discussion.

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

Ms. Friedlis reviewed a recommended budget amendment for the 2018-2019 fiscal year. There was discussion.

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

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

	<b>2018-2019 PREVIOUSLY AMENDED</b>	<b>2018-2019 AMENDED</b>
<b>REVENUES</b>		
Current Property Taxes	\$ 4,304,977	\$ 4,289,816
Permit Revenue	75,000	78,680
Intergovernmental:		
Federal Sources	2,521,441	2,667,641
Michigan Transportation Funds	12,680,717	12,680,717
Other State Sources	1,834,130	1,834,130
Township Contributions	1,060,105	830,310
Other Local Sources	21,419	21,484
Interest and Rentals	150,000	200,000
Other Revenue	100,000	100,000
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Total Revenue	22,747,789	22,702,778
Other Sources	-	-
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<b>Total Revenues and Other Sources</b>	<b><u>\$ 22,747,789</u></b>	<b><u>\$ 22,702,778</u></b>

**EXPENDITURES**

Primary Road Fund		
Construction/Capacity Improvements	\$ -	\$ -
Preservation/Structural Improvements	12,021,025	11,386,025
Routine & Preventative Maintenance	3,280,000	3,180,000

Local Road Fund		
Construction/Capacity Improvements	-	-
Preservation/Structural Improvements	7,247,500	5,288,400
Routine & Preventative Maintenance	3,100,000	3,120,000
Equipment Expense	150,000	150,000
Administration (net)	800,000	800,000
Maintenance Service for Other Units	100,000	100,000
Non-Road Projects	833,410	833,410
Capital Outlay (net)	839,000	620,190
Drain Assessment	300,000	279,120
Total Expenditures	28,670,935	25,757,145
Amounts Needed for Contingencies	-	-
<b>Total Expenditures</b>	<b>\$ 28,670,935</b>	<b>\$ 25,757,145</b>
Net Revenues (Expenditures)	\$ (5,923,146)	\$ (3,054,367)
Fund Balance at Beginning of Year	8,771,392	8,771,392
<b>Fund Balance at End of Year</b>	<b>\$ 2,848,246</b>	<b>\$ 5,717,025</b>

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 2019 Longevity Payroll schedule. There was discussion.

Moved by Lamoreaux, second by Eldred to approve and pay 2019 Longevity Payments in the amount of \$16,180.00. 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 Eldred, second by Lamoreaux to approve administrative and supervisory employee step increases as recommended by staff. Motion carried.

Mr. Ballou presented a request from Burkett Excavating to extend its contract for winter maintenance for an additional year pursuant to the terms of its current contract. He recommended the Board approve the request.

Moved by Lyons, second by Lamoreaux to extend the Road Commission's winter maintenance contract with Burkett Excavating for one year. Motion carried.

Sam Love, 2150 Flanders Road, was present to appeal the Board's decision to deny his request for a variance from the Road Commission's driveway standards, and to ask for an extension of time to perform the necessary work if the Board chose not to take action. There was discussion.

Moved by Lamoreaux, second by Lyons to table the decision regarding an extension of time.

There was further discussion.

Motion carried.

Chair Frazier requested Mr. Love provide further information at the next meeting regarding how much additional time he is requesting, noting that if he doesn't provide the information the Board will not likely grant an extension.

The Board discussed Old Business.

Mr. Hannahs reported on the status of road projects. He distributed a letter from Rieth-Riley Construction requesting an extension of time without an assessment of liquidated damages to complete the HMA resurfacing projects in Contract C due to an ongoing labor dispute. Mr. Hannahs noted this is pursuant to the Michigan Department of Transportation 2012 Standard Specifications for Construction. There was discussion.

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

Correspondence from John Fuentes, Eaton County Controller, regarding a potential ORV ordinance was reviewed.

Chair Frazier requested the Board authorize some restitution on behalf of the Faith Assembly of God church for a culvert that was removed from their property during the resurfacing of Cochran Road. There was discussion.

Dave Beck, 2228 Flanders Road, commented on the denial of Sam Love's request for a variance from the Road Commission's driveway standards.

Sam Love again commented on the denial of his request for a variance, and suggested the Road Commission install speed limit signs on Flanders Road.

Commissioner Maxwell acknowledged recognition from the County Road Association Self-Insurance Fund for having one of the lowest employee injury rates among road commissions in the state.

Chair Frazier adjourned the meeting at 8:13 pm without objection.