

EATON COUNTY ROAD COMMISSION

October 11, 2022

A regular meeting of the Eaton County Board of Road Commissioners was held in the Board Room at the Road Commission offices in Charlotte, Michigan on October 11, 2022.

Members present: Commissioners Eldred, Frazier, Lyons, Lamoreaux, and Aitch-Guerrant

Members absent: None

The meeting was called to order by Chairman Eldred at 8:33 a.m.

The Chairman inquired if there were additions or deletions to the agenda. The following items were requested as additions:

1. Consider a wage change authorization – driver filling in for a mechanic
2. Consider two staff members for attendance to the Winter Operations Conference, October 18-19, 2022

Moved by Lyons and seconded by Frazier to approve the agenda with the requested additions. Motion carried.

The Chairman asked if the minutes of the September 27, 2022, meeting were correct as presented. Moved by Frazier and seconded by Lamoreaux to approve the September 27, 2022, minutes. Motion carried.

Public comment: None

The following vouchers were presented:

a.)	VO 77 (09/28/22)	Payroll	\$ 99,907.50
b.)	VO 78 (09/30/22)	Accounts Payable	\$1,553,980.19

There was discussion. Motion by Lamoreaux and seconded by Frazier that the vouchers with total expenditures of \$1,53,887.69 be approved. Roll call vote: Ayes: Eldred, Lamoreaux, Frazier, and Lyons. Nays: None. Absent: Aitch (arrived after roll call vote). Motion carried.

The Engineer/Manager requested the Board to consider approval and signing of the 2022 Janitorial Services Contract with CS Cleaning (as awarded on September 27, 2022). Moved by Lyons and seconded by Frazier to approve and sign the 2022 Janitorial Services Contract with CS Cleaning. Motion carried.

The Engineer/Manager requested the Board to consider the November 8 meeting. He will be out of the office and requested the Clerk to the Board conduct the meeting. There are only a few items of a general nature on the agenda. There was discussion. No action taken.

The Engineer/Manager and the Finance Director reviewed a recommended budget amendment for the 2021-2022 fiscal year. There was discussion.

Moved by Lamoreaux, seconded by Frazier to adopt the following resolution:

BE IT RESOLVED, that the 2021-2022 General Appropriations Act be amended as follows:

	2021-2022 PREVIOUSLY AMENDED	2021-2022 AMENDED
REVENUES		
Current Property Taxes	\$ 4,696,278	\$ 4,657,239
Permit Revenue	75,000	101,705
Intergovernmental:		
Federal Sources	2,523,600	1,865,909
Michigan Transportation Funds	14,639,232	14,786,933
Other State Sources	-	257,798
Township Contributions	430,000	262,176
Other Local Sources	-	18,599
Interest and Rentals	1,000	86,304
Other Revenue	<u>100,000</u>	<u>118,421</u>
Total Revenue	22,465,110	22,155,084
Other Sources	<u>-</u>	<u>-</u>
Total Revenues and Other Sources	<u>\$ 22,465,110</u>	<u>\$ 22,155,084</u>
EXPENDITURES		
Primary Roads		
Construction/Capacity Improvements	\$ -	\$ -
Preservation/Structural Improvements	10,568,470	5,165,052
Routine & Preventative Maintenance	3,300,000	3,700,635
Local Roads		
Construction/Capacity Improvements	-	-
Preservation/Structural Improvements	6,157,778	6,869,093
Routine & Preventative Maintenance	3,300,000	3,691,923
Equipment Expense	150,000	(231,277)
Administration (net)	810,000	741,297
Maintenance Service for Other Units	100,000	46,460
Non-Road Projects	-	-
Capital Outlay (net)	1,595,500	20,523
Debt Service	-	-
Drain Assessment	<u>300,000</u>	<u>294,698</u>
Total Expenditures	26,281,748	20,298,404
Amounts Needed for Contingencies	<u>-</u>	<u>-</u>
Total Expenditures	<u>\$ 26,281,748</u>	<u>\$ 20,298,404</u>
Net Revenues (Expenditures)	\$ (3,816,638)	\$ 1,856,680
Fund Balance at Beginning of Year	<u>\$ 11,229,221</u>	<u>\$ 11,229,221</u>
Fund Balance at End of Year	<u>\$ 7,412,583</u>	<u>\$ 13,085,901</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.

The Engineer/Manager reviewed a memo to the Board regarding his recommendations for individual employee step increases with the Grade and Step Compensation System for Administrative and Supervisory Employees based on results of performance evaluations. There was discussion. Moved by Frazier, seconded by Lamoreaux to approve administrative and supervisory employee step increases in accordance with the Grade and Step Compensation System for Administrative and Supervisory Employees. Motion carried.

The Superintendent provided an update on the Security Audit and System. Siemans came out to look at the front lobby door area although neither the Engineer/Manager nor Superintendent were available to speak to them. Siemans did not provide notice of their visit ahead of time.

The Superintendent gave an update regarding hot mastic being done in Delta Township, gravel patches and washouts, brush mowing (Bellevue, Hamlin and Windsor townships), shoulder repair being done to get ready for winter, mulching, and he is advertising for mechanics. A driver was pulled from duty to assist in the garage due to only having one mechanic on staff right now.

The Engineer/Manager provided an update that Battle Creek Rd project still has not been awarded. The Marketplace Blvd project should be done by the end of October. He had a call from the Drain Office, the engineers and their attorney, regarding move of utilities. The Engineer/Manager was able to locate old files and letters showing it should not have been installed at its current location. The Royston Rd culvert is planned to completed by the road commission instead of the drain office.

Correspondence: None.

Public comment: None

Commissioner Lamoreaux attended the annual Commissioners Conference and reported the following:

- CRA and a few other organizations are pulling together information regarding electric vehicles and the funding stream going down. They are hoping to show charts/graphs and such to the legislators the information they have. The speaker identified that the electric vehicles are 1,000 pounds heavier than gas vehicles and there is no funding coming from the electric vehicles.
- The Allegan County Manager presented a township guide that shows what road commissions do and what those things mean. The guide shows how the effects between townships and the road commissions. The Engineer/Manager will email the presenter for an electronic copy of the Township Guide for our review. Allegan County Road Commission provides \$50,000 to each township. If they choose to match the \$50,000, they will have \$100,000 for projects of their choosing.

Moved by Lamoreaux, seconded by Frazier that the meeting be adjourned. Motion carried.

Board meeting was adjourned at 9:17 a.m.

The date and time of the next regular meeting will be Tuesday, October 25, 2022, at 6:00 p.m.

October 11, 2022

Duane A. Eldred, Chairman

Louanna L. Lawson, Clerk to the Board