

EATON COUNTY ROAD COMMISSION

September 26, 2023

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 September 26, 2023.

Members present: Commissioners Eldred, Lamoreaux, and Barber

Members absent: Commissioners Aitch-Guerrant and Lyons

The meeting was called to order by Chairman Eldred at 6:03 p.m.

Chair Eldred called to order the public hearing for the 2023-2024 General Appropriations Act. The Engineer-Manager gave a brief description of the budget.

There was no Public Comment.

Chair Eldred closed the public hearing for the 2023-2024 General Appropriations Act at 6:14 p.m.

The Chairman inquired if there were additions or deletions to the agenda. Additions: None. Deletions: None. Postponements: 7d) Consider Administrative & Supervisory Step Increases & 8a) Consider the Engineer-Manager Evaluation. Motion by Lamoreaux and seconded by Barber to approve the agenda as amended. Motion carried.

The Chairman asked if the minutes of the September 12, 2023, meeting were correct as presented. Motion by Barber and seconded by Lamoreaux to approve the September 12, 2023, minutes. Motion carried.

Public comment: James Chandler, 8255 Mockingbird Lane, Eaton Rapids Michigan. A subdivision off Whittum Rd in Eaton Rapids.

Mr. Chandler requested information on the funds allotted for gravel maintenance for the 0.7 mile section of Whittum Road between Clinton Trail/M-50 and Spicerville Hwy. The Engineer-Manager explained the gravel road maintenance process and how to submit maintenance requests. There was discussion.

The following vouchers were presented:

a.	VO 67 (09/12/23)	Payroll	\$	95,736.76
b.	VO 68 (09/14/23)	Vendor/Accounts Payable	\$	810,434.15
c.	VO 69 (09/21/23)	Vendor/Accounts Payable	\$	64,395.55

Motion by Lamoreaux and seconded by Barber to approve vouchers 67, 68, and 69 with total expenditures of \$970,566.46.

Roll call vote: Ayes: Eldred, Lamoreaux, Barber. Nays: None. Absent: Aitch, Lyons. Motion carried.

The Engineer/Manager presented the 2023-2024 General Appropriations Act (Budget). There was discussion.

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

BE IT RESOLVED, That the 2023-2024 General Appropriations Act be adopted as follows:

<b>REVENUES</b>	<b>\$</b>	
Current Property Taxes	\$	5,245,043
Permit Revenue	\$	100,000
Intergovernmental:	\$	-
Federal Sources	\$	\$ 848,046
Michigan Transportation Funds	\$	15,529,448
Other State Sources	\$	460,000
Township Contributions	\$	1,129,750
Other Local Sources	\$	-
Interest and Rentals	\$	660,000
Other Revenue	\$	100,000
Total Revenue	\$	24,072,287
Other Sources	\$	<u>-</u>
Total Revenues and Other Sources	\$	<u><u>24,072,287</u></u>
<b>EXPENDITURES</b>		
Primary Roads		
Construction/Capacity Improvements	\$	
Preservation/Structural Improvements	\$	8,546,527
Routine & Preventative Maintenance	\$	3,992,500
Local Roads		
Construction/Capacity Improvements	\$	-
Preservation/Structural Improvements	\$	14,267,450
Routine & Preventative Maintenance	\$	4,544,000
Equipment Expense	\$	100,000
Administration (net)	\$	810,000
Maintenance Service for Other Units	\$	100,000
Non-Road Projects	\$	-
Capital Outlay (net)	\$	1,791,000
Debt Service	\$	-
Drain Assessment	\$	300,000
Total Expenditures	\$	34,451,477
Amounts Needed for Contingencies	\$	<u>-</u>
Total Expenditures	\$	<u><u>34,451,477</u></u>
Net Revenues (Expenditures)	\$	(10,379,190)
Fund Balance at Beginning of Year	\$	<u>25,766,655</u>
Fund Balance at End of Year	\$	<u><u>15,387,465</u></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 by Barber, seconded by Lamoreaux to approve the 2023-2024 General Appropriations Act (Budget).

Ayes: Eldred, Lamoreaux, Barber. Nays: None. Absent: Aitch, Lyons. Motion carried.

The Engineer/Manager discussed the September 30, 2023, fund balance in the Primary and Local Road funds to cover necessary maintenance performed on Local roads above the statutory allocation of Local Road funds as allowed by Public Act 51 of 1951. There was discussion. Moved by Barber, second by Lamoreaux to authorize a transfer of up to 30% of the Michigan Transportation Fund distributions received for the Primary roads to the Local Road fund for the year ending September 30, 2023, as determined by staff. Motion carried.

The Engineer/Manager requested the Board consider the 2022-2023 Budget Amendment #2. There was discussion. Moved by Lamoreaux, second by Barber to approve the 2022-2023 Budget Amendment #2 as presented. Motion carried.

**EATON COUNTY ROAD COMMISSION  
GENERAL APPROPRIATIONS ACT  
RECOMMENDED BUDGET AMENDMENT 2  
FISCAL YEAR 2022-2023**

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**REVENUES**

Current Property Taxes	\$	4,922,768
Permit Revenue	\$	127,180
Intergovernmental:	\$	-
Federal Sources	\$	3,550,030
Michigan Transportation Funds	\$	15,292,173
Other State Sources	\$	9,561,985
Township Contributions	\$	217,717
Other Local Sources	\$	-
Interest and Rentals	\$	666,839
Other Revenue	\$	15,912
Total Revenue	\$	34,354,604
Other Sources		-
Total Revenues and Other Sources	\$	34,354,604

**EXPENDITURES**

Primary Roads		
Construction/Capacity Improvements	\$	-
Preservation/Structural Improvements	\$	5,361,459
Routine & Preventative Maintenance	\$	4,921,577
Local Roads		
Construction/Capacity Improvements	\$	-
Preservation/Structural Improvements	\$	6,000,000
Routine & Preventative Maintenance	\$	4,286,933
Equipment Expense	\$	(112,795)

Administration (net)	\$	750,000
Maintenance Service for Other Units	\$	26,512
Non-Road Projects	\$	-
Capital Outlay (net)	\$	789,133
Debt Service	\$	-
Drain Assessment	\$	294,850
Total Expenditures	\$	22,317,669
Amounts Needed for Contingencies		-
Total Expenditures	\$	<u>22,317,669</u>
Net Revenues (Expenditures)	\$	12,036,935
Fund Balance at Beginning of Year	\$	<u>13,729,721</u>
Fund Balance at End of Year	\$	<u>25,766,656</u>

The Engineer/Manager requested the Board to consider staff attendance to the 2023 Winter Operations Conference in Bellaire, MI, on October 17<sup>th</sup> thru October 18<sup>th</sup>. Board approved the Superintendent and one Area Supervisor to attend. Motion by Barber, second by Lamoreaux. Motion carried.

The Superintendent provided an update on the following item(s):

- Culverts – continuing work
- Hot Mix – continuing work
- Bridge Deck Cleaning
- Deberming – Primary Paved Roads-12 Miles completed
- Mechanic – still looking to fill open position, Working on details to contract with a mobile mechanic until position filled
- AIS/LCC Mechanic program-will be advertising our position
- 2 new drivers started this week, one last week

The Assistant Engineer provided an update on the following item(s):

- Projects: 5 Point Hwy complete, open to traffic
- Rural paving – only a few miles left to complete
  - Wheaton Rd – finishing up before end of October
- Subdivision paving – Michigan Paving has been advised that our contract ends October 30<sup>th</sup> upon which all projects including Creyts Rd MUST be complete.
- Staff – hired a new Technician, working on completing pre-employment physical

The Engineer/Manager provided an update on the following item(s):

- The Finance Director, Louanna Lawson, is no longer employed with the Road Commission

Other:

- Oct 4-6: 2023 SAM Seminar, Frankenmuth
- Attending: Lamoreaux, Nelson, Prosser, Hannahs

Oct 17: Seven County Council Meeting, Clinton County  
Attending: Barber, Eldred, Hannahs, Nelson, Doerr  
Oct 17-18: 2023 Winter Operations Conference, Bellaire  
Oct 22-23: 2023 Commissioners Seminar, Mt. Pleasant  
Attending: Barber

Public comment: None

Commissioner Comment:

- Commissioner Eldred – had suggestions for Mr. Chandler about attending the township meeting to make requests for specific road upgrades relating to his concerns.

Motion by Barber and seconded by Lamoreaux to adjourn the meeting. Motion carried. The Board meeting was adjourned at 6:40 p.m.

The date and time of the next regular meeting will be Tuesday, October 10th, 2023, at 8:30 a.m.

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Duane A. Eldred, Chairman

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Natalie Petermann, Acting Clerk to the Board