

EATON COUNTY ROAD COMMISSION

September 24, 2024

A hearing of the 2024-2025 General Appropriations Act followed by 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 24, 2024, at 6:00 p.m.

Members present: Commissioners Eldred, Lamoreaux, Barber and Aitch-Guerrant

Members absent: Lyons

Others present: Mathew Hannahs, Engineer-Manager; Patricia Loosemore, Finance Director; Jeremiah Nelson, Superintendent, and Noah Ballard

The 2024-2025 General Appropriations Act hearing was called to order by Chair Eldred at 6:00 p.m.

The Chair inquired if there were additions or deletions to the agenda. There were no additions or deletions to the agenda. Motion by Lamoreaux and seconded by Barber to approve the agenda as presented. Motion carried.

The Engineer Manager and Finance Director gave a brief overview of the proposed 2024-2025 budget.

There was no public comment regarding the 2024-2025 General Appropriations Act.

The public hearing was closed, and the Board proceeded directly into the regular meeting.

The Chair asked if the minutes of the Sept 10, 2024, regular meeting were correct as presented. Motion by Lamoreaux and seconded by Barber to approve the September 10, 2024, meeting minutes as presented. Motion carried.

The Chair asked if the minutes of the September 10, 2024, closed meeting were correct as presented. Motion by Barber and seconded by Lamoreaux to approve the September 10, 2024, closed meeting minutes as presented. Motion carried.

Public comment: Noah Ballard of Billwood Hwy spoke regarding the gravel that continually washes into his yard from the road.

The following vouchers were presented:

a.	VO 77 (09/12/24)	Payroll	\$	94,284.69
b.	VO 78 (09/12/24)	Accounts Payable	\$	487,571.84
c.	VO 79 (09/19/24)	Accounts Payable	\$	971,985.92
d.	VO 80 (09/23/24)	Payroll	\$	996.40
e.	VO 81 (09/26/24)	Payroll	\$	87,400.46

Motion by Lamoreaux and seconded by Aitch-Guerrant to approve Vouchers 77,78,79,80 and 81 with total expenditures of \$1,642,239.31. Roll call vote: Ayes: Eldred, Barber, Lamoreaux, Aitch-Guerrant. Nays: None. Absent: Lyons. Motion carried.

Motion by Barber to adopt the following resolution:

BE IT RESOLVED; That the 2024-2025 General Appropriations Act be Adopted as Follows:

**EATON COUNTY ROAD COMMISSION
GENERAL APPROPRIATIONS ACT
FISCAL YEAR 2024-2025**

REVENUES

Current Property Taxes	\$	5,637,666
Permit Revenue	\$	100,000
Intergovernmental:	\$	-
Federal Sources	\$	11,133,400
Michigan Transportation Funds	\$	16,304,247
Other State Sources	\$	7,756,149
Township Contributions	\$	2,751,150
Other Local Sources	\$	-
Interest and Rentals	\$	660,000
Other Revenue	\$	100,000
Total Revenue		44,442,612
Other Sources		-

Total Revenues and Other Sources	\$	44,442,612
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EXPENDITURES

Primary Roads		
Construction/Capacity Improvements		
Preservation/Structural Improvements	\$	15,303,430
Routine & Preventative Maintenance	\$	4,720,000
Local Roads		
Construction/Capacity Improvements	\$	-
Preservation/Structural Improvements	\$	16,479,138
Routine & Preventative Maintenance	\$	4,600,000
Equipment Expense	\$	250,000
Administration (net)	\$	810,000
Maintenance Service for Other Units	\$	100,000
Non-Road Projects	\$	3,469,000
Capital Outlay (net)	\$	2,141,835
Debt Service	\$	-
Drain Assessment	\$	300,000

Total Expenditures		48,173,403
Amounts Needed for Contingencies		-

Total Expenditures	\$	48,173,403
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Net Revenues (Expenditures)	\$	(3,730,791)
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Fund Balance at Beginning of Year	11,439,958
Fund Balance at End of Year	\$ 7,709,167

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. The resolution was seconded by Lamoreaux and carried on a roll call vote. Roll call vote: Ayes: Eldred, Barber, Lamoreaux, Aitch-Guerrant. Nays: None. Absent: Lyons. Motion carried.

The Engineer-Manager discussed the September 30, 2024, fund balance in the Primary and Local Road Funds and the practice of allowing the transfer of funds from Primary to 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. Motion by Lamoreaux and seconded by Barber to authorize the 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, 2024, as deemed necessary by staff. Roll call vote: Ayes: Eldred, Barber, Lamoreaux, Aitch-Guerrant. Nays: None. Absent: Lyons. Motion carried.

The Board reviewed and discussed the 2023-2024 Budget Amendment as presented by the Engineer-Manager and the Finance Director.

Motion by Barber to adopt the following resolution,

BE IT RESOLVED; That the 2023-2024 General Appropriations Act be amended as follows:

**EATON COUNTY ROAD COMMISSION
GENERAL APPROPRIATIONS ACT
AS AMENDED
FISCAL YEAR 2023-2024**

REVENUES

Current Property Taxes	\$ 5,227,117
Permit Revenue	125,000
Intergovernmental:	
Federal Sources	1,349,530
Michigan Transportation Funds	15,912,056
Other State Sources	1,414,500
Township Contributions	499,050
Other Local Sources	-
Interest and Rentals	1,160,000
Other Revenue	100,000
Total Revenue	25,787,253
Other Sources	-
Total Revenues and Other Sources	\$ 25,787,253

EXPENDITURES

Primary Roads		
Construction/Capacity Improvements	\$	-
Preservation/Structural Improvements		7,711,789
Routine & Preventative Maintenance		4,407,923
Local Roads		
Construction/Capacity Improvements		-
Preservation/Structural Improvements		11,157,000
Routine & Preventative Maintenance		4,801,262
Equipment Expense		-
Administration (net)		810,000
Maintenance Service for Other Units		100,000
Non-Road Projects		-
Capital Outlay (net)		1,330,375
Debt Service		-
Drain Assessment		300,000
Total Expenditures		30,618,349
Amounts Needed for Contingencies		-
Total Expenditures	\$	<u><u>30,618,349</u></u>
Net Revenues (Expenditures)	\$	(4,831,096)
Fund Balance at Beginning of Year		16,271,054
Fund Balance at End of Year	\$	<u><u>11,439,958</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. The resolution was seconded by Lamoreaux and carried on a roll call vote. Roll call vote: Ayes: Eldred, Barber, Lamoreaux, Aitch-Guerrant. Nays: None. Absent: Lyons. Motion carried.

The Board reviewed and discussed the 2024-2025 administrative and supervisory step increase recommendations as presented by the Engineer-Manager. Motion by Lamoreaux and seconded by Barber to enter closed session at 6:37 p.m. for the purpose of discussing employee compensation. Motion carried.

Motion by Barber and seconded by Lamoreaux to return to open session at 6:51 p.m. Motion by Lamoreaux and seconded by Aitch-Guerrant to approve the administrative and supervisor step increases as presented by the Engineer-Manager and to authorize an eight percent wage increase for the Engineer-Manager. Motion carried.

The Board reviewed and discussed the culvert installation contract with Jackson Dirt Works as presented by the Engineer-Manager with a recommendation that the Board approve and sign the contract. Motion by Barber and seconded by Lamoreaux to approve the culvert installation contract with Jackson Dirt Works. Motion carried.

The Board discussed the November 12, 2024, Board meeting date. No changes were made to the meeting date.

Old business of the Eaton CRC Wrap Plan Resolution is still pending and will be pushed off until the next meeting.

The Superintendent updated the Board on Maintenance Activities:

- Brush mowing is being done
- Gravel maintenance continues
- Working with IT & the Security Company to resolve issues at Delta Garage
- Has interviews with truck drivers
- Hired a mechanic

The Engineer-Manager provided an update on the following items:

- It Security working on cameras
- Delta garage was hit by lightening
- Update on Creepy Swamp
- Davis Hwy project is working at the roundabout
- Cochran culverts are being replaced
- Moore, Green and Bellview culverts still need to be done
- Have been working with the drain office on some drain issues
- Have contracted with Engineering consultant to do some engineering work
- There was an accident at the intersection of Canal and Island involving one of our trucks. Someone pulled out in front of our truck.
- Going to court to give testimony for a case involving parking in front of a house.
- Reviewed 2026-2029 TIP Project submittal list and maps is complete

Correspondence: Email from Representative Rachelle Smit's office

Motion by Lamoreaux and seconded by Barber to adjourn the meeting at 7:21 p.m. Motion carried.

The date and time of the next regular meeting will be Tuesday, October 8, 2024, at 8:30 a.m.

Duane A. Eldred, Chairman

Patricia M. Loosemore, Clerk to the Board