

**Alcona County Road Commission
Meeting Minutes December 19, 2019**

CALL TO ORDER

A regular meeting of the Board of County Road Commissioners of Alcona County was called to order by Chairman Alfred Scully at 12:59pm on Wednesday, December 19, at 301 North Lake Street, Lincoln, Michigan. Present: Chairman Alfred Scully, Vice-chairman Harry Harvey, Member Theodore Somers, Managing Director Jesse Campbell, Superintendent Michael Escareno, Account Clerk Renee LaVergne, and Administrative Assistant Lori Grush. Guests Present:

MINUTES

Moved by Commissioner Harvey, Somers to approve the minutes of the December 11, 2019, meeting as presented. Motion carries.

FINANCIAL REPORTS & OPEN ACCOUNTS

Moved by Commissioner Somers, Harvey to approve payment of open accounts on December 19, 2019 in the amount of \$12,680.87

Roll call vote: Scully– aye, Harvey– aye, Somers– aye. Motion carries

CORRESPONDENCE & ITEMS OF INFORMATION

Commissioner Somers explained the letter from Gustin Township asking for tax exempt form for properties owned by the Road Commission in Gustin Township.

Commissioner Somers asked if our website is ADA approved. Director Campbell stated that we will research this.

BUSINESS

2019 Budget Amendments:

Moved by Commissioner Somers, Harvey, to approve the Alcona County Road Commission budget amendments for 2019 as presented:

Revenue	2019 Budget	100 % of 2019 Budget	Amended Budget	2019 Proposed Budget Amend	Percentage of Budget Used
County Wide Millage	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Licenses and Permits	\$13,507.50	\$13,507.50	\$18,036.00	\$4,528.50	133.53%
FEDERAL SOURCES					
Local Bridge Funds		\$0.00	\$0.00	\$0.00	0.00%
STP	\$343,771.00	\$343,771.00	-\$4,644.28	\$348,415.28	-1.35%
Federal Urban Funds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

DNR Waterway Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fed Huron Pines/Safety Funds	\$0.00	\$0.00	\$86,847.94	\$86,847.94	0.00%
STATE SOURCES					
Engineering	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	100.00%
Snow Removal Funds	\$22,290.62	\$22,290.62	\$32,072.59	\$9,781.97	143.88%
MTF Primary	\$2,257,170.25	\$2,257,170.25	\$2,336,668.89	\$79,498.64	103.52%
MTF Local	\$1,507,227.59	\$1,507,227.59	\$1,558,753.95	\$51,526.36	103.42%
Add'l State/Winter Funds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Other State Funds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
EDF FUNDS- State "D" Funds	\$88,889.00	\$88,889.00	\$17,792.31	-\$71,096.69	20.02%
Forest Funds	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	100.00%
State Local Bridge Funds	\$220,000.00	\$220,000.00	\$242,937.11	\$22,937.11	110.43%
CONTRIBUTIONS FROM LOCAL UNITS					
Township Contributions	\$1,075,334.00	\$1,075,334.00	\$1,099,472.52	\$24,138.52	102.24%
City Contributions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Other Contributions	\$0.00	\$0.00	\$312.93	\$312.93	100.00%
CHARGES FOR SERVICES					
State Trunkline Maintenance	\$388,307.07	\$388,307.07	\$513,767.19	\$125,460.12	132.31%
State Non-Maintenance	\$25,960.54	\$25,960.54	\$31,269.83	\$5,309.29	120.45%
Salvage Sales/Misc Revenue	\$696.00	\$696.00	\$720.00	\$24.00	103.45%
Interest Earned/Dividends	\$9,321.36	\$9,321.36	\$18,381.14	\$9,059.78	197.19%
Insurance Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Inst Purchases/Leases	\$0.00	\$0.00	\$291,089.07	\$291,089.07	0.00%
Gain (Loss) Equip Sale	\$0.00	\$0.00	\$11,169.06	\$11,169.06	0.00%
TOTAL REVENUE	\$6,062,474.93	\$6,062,474.93	\$6,364,646.25	\$302,171.32	104.98%

Roll call vote: Scully– aye, Harvey– aye, Somers– aye

Motion carries

2020 Budget Public Hearing:

At 1:18pm the public hearing for the proposed 2020 budget opened. There was no public comment.

REVENUE	2017 Actual Revenue	2018 Actual Revenue	2020 Tentative Budget	
County Wide Millage	\$0.00	\$0.00	\$0.00	
Licenses/Permits	\$16,550.00	\$16,895.00	\$16,722.50	
Federal Category STP	\$702,159.89	\$502,894.03	\$1,032,925.00	(A)
Federal Urban Funds	\$0.00	\$0.00	\$0.00	(A)
Federal Huron Pines/Safety	\$0.00	\$710,472.24	\$0.00	(B)
Engineering	\$10,000.00	\$10,000.00	\$10,000.00	
Snow Removal Funds	\$22,290.62	\$29,077.43	\$29,077.43	
Primary MTF	\$1,976,129.93	\$2,110,463.28	\$2,521,497.46	
Primary Urban MTF	\$68,425.76	\$73,034.54	\$87,258.76	
Local MTF	\$1,342,683.86	\$1,436,507.36	\$1,716,281.77	
Local Urban MTF	\$22,570.16	\$24,090.39	\$28,782.24	
Additional State MTF	\$0.00	\$727,334.65	\$0.00	
State RRR Funds	\$0.00	\$0.00	\$0.00	
EDF FUNDS				
Rural Primary - Category D	\$76,223.52	\$79,830.69	\$192,283.00	(C)
Forest Category "E"	\$94,483.57	\$120,000.00	\$100,000.00)
State Local Bridge Funds	\$0.00	\$0.00	\$0.00	(E)
Other State Funds	\$0.00	\$0.00	\$0.00	
Township Contributions	\$1,093,411.93	\$624,297.25	\$1,036,832.00	(D)
Other Contributions	\$1,951.95	\$5,911.31	\$0.00	
CHARGE FOR SERVICES				
State Trunkline Maint.	\$408,399.98	\$419,853.34	\$414,126.66	
State Non-Maint.	\$27,190.74	\$183,914.64	\$105,552.69	
Salvage Sales	\$540.00	\$170.00	\$355.00	
Insurance proceeds	\$90,822.67	\$18,340.47	\$0.00	
Interest	\$10,462.40	\$14,770.54	\$12,616.47	
Sundry Refunds	\$0.00	\$0.00	\$0.00	
Other	\$500.00	\$500.00	\$0.00	
Sale of Gravel	\$0.00	\$0.00	\$0.00	
Gain (Loss) on Land &	\$0.00	\$49,051.54	\$0.00	

Equip			
Lease Purchase Proceeds	\$0.00	\$291,089.07	\$0.00
TOTAL REVENUE	\$5,964,796.98	\$7,448,497.77	\$7,304,310.98

2020 Budget Resolution:

Moved by Commissioner Harvey, Somers to adopt the Alcona County Road Commission Resolution 2020-01 Resolution which reads as follows:

**Board of Alcona County Road Commissioners
2020-01 Budget Resolution**

WHEREAS, this resolution shall be both the general appropriations resolution and the budget adoption resolution of the Alcona County Road Commission for the year ended December 31, 2020. This resolution adopts proposed revenues and expenditures as presented in the accompanying budget document. Total revenues are adopted as \$7,304,310.98, expenditures as \$8,068,336.16 with a proposed fund balance at December 31, 2020 of \$4,148,544.16 and;

WHEREAS, no Alcona County Road Commission member or employee of the commission shall expend any funds or obligate any expenditures except pursuant to appropriations authorized by the budget document. Changes in amounts appropriated by the Commission shall require approval of the Commission, and;

WHEREAS, Renee K. LaVergne, Account Clerk, is hereby charged with the general supervision of the execution of the budget adopted by the Commission, now, therefore:

BE IT RESOLVED that the Account Clerk be allowed to adjust the budget after December 31, 2020 to modify the various revenue and expenditure accounts which cannot be accurately projected prior to year-end, and;

BE IT FURTHER RESOLVED that this resolution is to take effect immediately.

Roll call vote: Scully–aye, Harvey– aye, Somers– aye Resolution is hereby adopted.

MANAGING DIRECTOR’S REPORT

Manager reported that the managers meeting addressed some of the changes that we’re looking at including the Asset Management plan that will be due June 1, 2021. Alcona County is the only one that has 9 of our 11 townships with road millage’s. They direct a lot of the funding and we still have to follow the townships priorities whether they match our plan or not. The state is still running the training seminars but he’s been told they are horrible.

Commissioner Scully brought up updating the county road classifications that was discussed at the last meeting. It was stated that no public hearing will be required

but we will need to adopt resolutions. It's a six-month time frame to get the roads switched over.

Commissioner Harvey inquired about the new trucks. Manager Campbell stated we should take delivery on the one at the end of January. The second one hasn't been ordered yet. The New Holland tractor should arrive at the end of January, beginning of February. The two pickups are out for bids right now. Manager Campbell is waiting until spring to see what is available for an excavator.

Commissioner Harvey asked about the open truck driver position and Manager Campbell stated that it has been filled and the new employee starts January 6th.

Commissioner Scully brought up the topic of pay raises for the staff. Manager Campbell would like the employee wages to be readjusted as it is not a union contract year. Commissioner Scully thought the board could consider performance bonuses in stead of raises. Manager Campbell will gather some comparables in the state.

SUPERVISORS REPORT

Crews have still been out with the brush tractor cutting trees. Have done some patching. They have to be really careful with the shoulders right now.

Meeting adjourned at the call of the Chair at 1:44pm until the next regular meeting on January 8, 2019 at 4:00pm

Alfred Scully, Chairman

Lori Grush, Administrative Assistant