

Alcona County Road Commission December 22, 2023, Board Meeting Minutes

A regular meeting of the Board of County Road Commissioners of Alcona County was called to order by Chairman Ted Somers at 2:00pm on Friday, December 22, 2023, at 301 N. Lake Street Lincoln, Michigan with the Pledge of Allegiance. Present: Chairman Ted Somers, Vice Chairman Harry Harvey, Member Al Scully, Managing Director Jesse Campbell, Superintendent Michael Escareno, Clerk Renee LaVergne, and Board Clerk Lori Grush. No guests were present.

AGENDA ADOPTION

Moved by Commissioner Harvey, Scully to accept the December 22, 2023, meeting agenda as presented. Motion Carries

PUBLIC COMMENT

None

SUPERINTENDENTS REPORT

Superintendent Escareno shared that the crew has been doing tree clean up work daily. Both brush tractors are out. One of them is hitting the areas that were sprayed in the fall. The second one is in Mikado Township and making his way back this way.

APPROVAL OF MINUTES

Moved by Commissioner Scully, Harvey to approve the minutes of the December 13, 2023, meeting minutes as presented. Motion Carries

FINANCIAL REPORTS & OPEN ACCOUNTS

None

CORRESPONDENCE

The MCRC SIP Updates to Employment Practices Guidelines letter and the Handbook replacement pages were provided to each board member.

BUSINESS

2024 Budget Public Hearing:

Moved by Commissioner Scully, Harvey to recess the regular Alcona County Road Commission meeting at 2:05pm to hold the public hearing on the 2024 budget.

Roll call vote: Scully – yes, Harvey – yes, Somers – yes Motion Carries

Moved by Commissioner Harvey, Scully to close the 2024 Budget Public Hearing and resume the regular meeting at 2:19pm.

Roll call vote: Scully – yes, Harvey – yes, Somers – yes Motion Carries

Present: Chairman Ted Somers, Vice Chairman Harry Harvey, Member Al Scully, Managing Director Jesse Campbell, Superintendent Michael Escareno, Clerk Renee LaVergne, and Board Clerk Lori Grush. No guests were present.

2023 Budget Amendments:

**Alcona County Road Commission
Budget vs Actual
12 Months Ended 12/31/23**

	2023 Budget	100% of 2023 Budget	Amended Budget	2023 Proposed Budget Amend	Percentage of Budget Used
Expenditures					
PRIMARY ROAD					
Heavy Maint/Structures	\$3,227,651.90	\$3,227,651.90	\$2,785,045.03	\$442,606.87	86.29%
Routine Maintenance	\$511,760.84	\$511,760.84	\$488,847.37	\$22,913.47	95.52%
Winter Maintenance	\$283,267.16	\$283,267.16	\$418,085.74	-\$134,818.58	147.59%
Traffic Control	\$36,719.93	\$36,719.93	\$7,935.02	\$28,784.91	21.61%
LOCAL ROAD					
Heavy Maint/Structures	\$1,635,935.05	\$1,635,935.05	\$1,899,009.92	-\$263,074.87	116.08%
Routine Maintenance	\$914,582.02	\$914,582.02	\$1,647,523.34	-\$732,941.32	180.14%
Winter Maintenance	\$252,146.01	\$252,146.01	\$327,765.90	-\$75,619.89	129.99%
Traffic Control	\$18,709.95	\$18,709.95	\$17,218.42	\$1,491.53	92.03%
State Trunkline Maintenance	\$608,394.57	\$608,394.57	\$712,352.17	-\$103,957.60	117.09%
State Non-Maintenance	\$168,638.92	\$168,638.92	\$28,848.07	\$139,790.85	17.11%
EQUIPMENT EXP - NET					
Direct	\$1,193,291.42	\$1,193,291.42	\$957,355.55	\$235,935.87	80.23%
Indirect	\$358,580.50	\$358,580.50	\$410,057.49	-\$51,476.99	114.36%
Operating	\$201,317.73	\$201,317.73	\$312,500.89	-\$111,183.16	155.23%
Less Equipment Rental CR.	-\$1,520,047.71	-\$1,520,047.71	-\$1,496,588.56	-\$23,459.15	98.46%
Administrative Expense Net	\$344,319.65	\$344,319.65	\$449,877.32	-\$105,557.67	130.66%
Interest Expense	\$25,676.66	\$25,676.66	\$25,882.06	-\$205.40	100.80%
Long Term Debt <u>Payments</u>	\$37,491.34	\$37,491.34	\$37,812.34	-\$321.00	100.86%
Capital Outlay	\$937,300.00	\$937,300.00	\$873,813.17	\$63,486.83	93.23%
Less Depreciation	-\$892,168.50	-\$892,168.50	-\$610,313.25	-\$281,855.25	68.41%
Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL EXPENDITURES	\$8,343,567.44	\$8,343,567.44	\$9,293,027.99	-\$949,460.55	111.38%
Excess Revenue	\$224,527.72	\$224,527.72	-\$1,029,183.38	-\$1,253,711.10	
Beginning Fund Balance	\$7,482,300.76	\$7,482,300.76	\$7,482,300.76	\$0.00	
Ending Fund Balance	\$7,706,828.48	\$7,706,828.48	\$6,453,117.38	-\$1,253,711.10	

Moved by Commissioner Harvey, Scully to approve the Alcona County Road Commission budget amendments for 2023 as presented:

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

Motion Carries

2024 Budget Resolution:

**Alcona County Road Commission
Proposed Preliminary Budget Summary
For Year Ending December 31, 2024
(For Informational Purposes Only)**

REVENUE	2021 Actual Revenue	2022 Actual Revenue	2024 Tentative Budget	
County Wide Millage	\$0.00	\$0.00	\$0.00	
Licenses/Permits	\$21,995.00	\$18,952.00	\$20,473.50	
Federal Category STP	\$325,973.25	\$588,319.27	\$583,236.00	(A)
Federal Urban Funds	\$0.00	\$0.00	\$0.00	(A)
Federal Huron Pines/Safety	\$40,089.60	\$0.00	\$0.00	(B)
Engineering	\$10,000.00	\$10,000.00	\$10,000.00	
Snow Removal Funds	\$35,746.28	\$38,575.57	\$38,575.57	
Primary MTF	\$2,656,242.35	\$2,727,190.09	\$2,867,766.47	
Primary Urban MTF	\$91,111.34	\$93,146.86	\$97,948.23	
Local MTF	\$1,788,667.01	\$1,812,150.47	\$1,905,560.00	
Local Urban MTF	\$30,052.93	\$30,670.89	\$32,251.86	
Additional State MTF	\$0.00	\$0.00	\$0.00	
Federal Bridge Funds	\$0.00	\$0.00	\$0.00	
EDF FUNDS				
EDF Funds - State "D" funds	\$52,579.36	\$84,004.30	\$62,000.00	(C)
Forest Category "E"	\$253,683.78	\$100,019.80	\$100,000.00	
State Local Bridge Funds	\$0.00	\$1,479,111.45	\$0.00	(E)
Other State Funds	\$0.00	\$0.00	\$0.00	
Township Contributions	\$1,109,060.04	\$1,187,481.34	\$1,338,374.12	(D)
Other Contributions	\$7,185.54	\$3,502.74	\$5,344.14	
CHARGE FOR SERVICES				
State Trunkline Maint.	\$635,412.86	\$613,842.37	\$624,627.62	
State Non-Maint.	\$289,791.44	\$234,018.00	\$261,904.72	
Salvage Sales	\$2,074.50	\$902.00	\$1,488.25	
Insurance proceeds	\$0.00	\$0.00	\$0.00	
Interest	\$18,825.21	\$22,647.30	\$20,736.26	
Sundry Refunds	\$0.00	\$0.00	\$0.00	
Other	\$2,649.99	\$1,372.80	\$2,011.40	
Sale of Gravel	\$0.00	\$0.00	\$0.00	
Gain (Loss) on Land & Equip	(\$5,053.52)	\$32,721.69	\$0.00	
Lease Purchase Proceeds	\$0.00	\$0.00	\$0.00	
TOTAL REVENUE	\$7,366,086.96	\$9,078,628.94	\$7,972,298.14	

**Alcona County Road Commission
Proposed Preliminary Budget Summary
For Year Ending December 31, 2024
(For Informational Purposes Only)**

EXPENDITURES	2021 Actual Expenditures	2022 Actual Expenditures	2024 Tentative Budget	
Primary Road				
Heavy Maintenance	\$2,636,071.63	\$2,474,100.55	\$1,711,917.00	(K)
Heavy Maintenance - Structures	\$116,731.48	\$1,778,001.71	\$994,734.92	
Heavy Maintenance - Safety	\$0.00	\$0.00	\$0.00	(K)
Routine Maintenance	\$449,834.18	\$564,971.88	\$603,773.18	
	\$0.00	\$0.00	\$0.00	(F)
Winter Maintenance	\$253,257.30	\$323,474.20	\$302,784.04	
Traffic Control	\$41,197.55	\$42,612.51	\$44,000.28	
Local Road				
Heavy Maintenance	\$976,486.04	\$880,476.92	\$1,166,756.00	(G)
Heavy Maintenance - Structures	\$4,545.55	\$1,172.69	\$3,002.08	
Heavy Maintenance - Safety	\$0.00	\$0.00	\$0.00	
Routine Maintenance	\$763,671.74	\$1,087,249.68	\$971,733.75	
	\$0.00	\$0.00	\$0.00	(H)
Winter Maintenance	\$232,384.47	\$270,504.82	\$264,016.88	
Traffic Control	\$18,715.76	\$28,366.55	\$24,718.21	
State Trunkline Maintenance	\$624,715.86	\$620,288.37	\$624,627.62	
State Non-Maintenance	\$289,791.44	\$234,018.00	\$261,904.72	
Equipment Expense - Net				
Direct	\$1,158,223.36	\$1,074,587.38	\$1,172,225.64	
Indirect	\$352,766.36	\$410,488.87	\$400,709.00	
Operating	\$226,038.68	\$344,392.40	\$299,476.32	
Less Equipment Rental Credits	(\$1,505,898.85)	(\$1,660,461.78)	(\$1,662,339.33)	
Other	\$0.00	\$0.00	\$0.00	
Administrative Expense - Net	\$326,374.41	\$334,311.62	\$346,860.17	
Interest Expense	\$29,873.08	\$27,837.13	\$23,384.08	
Long Term Debt Princ Payments	\$33,294.92	\$35,330.87	\$39,783.92	
Capital Outlay	\$934,081.84	\$468,652.60	\$1,169,000.00	(I)
Less Depreciation/Retirements	(\$894,307.21)	(\$815,945.79)	(\$855,126.50)	
TOTAL EXPENDITURES	\$7,067,849.59	\$8,524,431.18	\$7,907,941.98	
Excess Revenue (Expenditures)	\$298,237.37	\$554,197.76	\$64,356.16	
Beginning Fund Balance	\$6,629,865.63	\$6,928,103.00	\$7,706,828.46	
Ending Fund Balance	\$6,928,103.00	\$7,482,300.76	\$7,771,184.62	

Moved by Commissioner Harvey, Scully to adopt the 2024 budget as presented:

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

Motion Carries

**Board of Alcona County Road Commissioners
2024-01 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, 2024. This resolution adopts proposed revenues and expenditures as presented in the accompanying budget document. Total revenues are adopted as \$7,972,298.14, expenditures as \$7,907,941.98 with a proposed fund balance at December 31, 2024 of \$7,771,184.62 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, 2024 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.

Moved by Commissioner Scully, Harvey to adopt the Alcona County Road Commission Resolution 2024-01 Resolution as presented and read:

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

Motion Carries

MANAGING DIRECTOR'S REPORT

Manager Campbell shared that the two tandem trucks have been ordered. Next week we'll be moving offices next door in the garage to accommodate the new Foreman. Mike Corn was awarded the bid for the vacant Mechanic's position. Campbell plans to have the purchase of the CAT Loader on the agenda at the next meeting. The new trailer is in and we plan to pick that up next Wednesday.

PUBLIC COMMENT

None

COMMISSIONER COMMENTS

All three commissioners complimented the crew and admin staff on the good job being done.

ADJOURN

Meeting adjourned at the call of the Chairman at 2:55pm until the next regular meeting which will be held on Wednesday, January 10, 2024 at 3:00pm

Theodore Somers, Chairman

Lori Grush, Administrative Assistant

Alcona County Road Commission December 22, 2023 Public Hearing Minutes

A public budget hearing for input on the 2024 Alcona County Road Commissioners budget was called to order by Chairman Ted Somers at 2:15pm on Friday, December 22, 2022, at 301 N Lake Street Lincoln, Michigan. Present: Chairman Ted Somers, Vice Chairman Harry Harvey, Member Al Scully, Managing Director Jesse Campbell, Superintendent Mike Escareno, Clerk Renee Lavergne and Board Clerk Lori Grush. No guests were present.

The 2024 proposed budget had been provided to the commissioners in advance of the hearing. Discussion ensued.

No guests joined the meeting and there was no public comment.

Chairman Somers closed the public budget hearing at 2:19pm