

COMMISSIONERS:
KENNETH BOWER
BARK RIVER, MI 49807
ANTHONY KAKUK
DAGGETT, MI 49821
KENNETH KLINE
WALLACE, MI 49893



MENOMINEE COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS

P. O. BOX 527 • STEPHENSON, MICHIGAN 49887 • 877-867-9444 or 906-753-6914
FAX 906-753-4319

DARRELL CASS
ENGINEER-MANAGER
LISA K. SAVORD
FINANCE DIRECTOR / CLERK

September 22, 2020

PLEASE NOTE CHANGE IN MEETING FORMAT

NOTICE OF SPECIAL MEETING

Wednesday, September 30, 2020

9:00 a.m.

The Menominee County Board of Road Commissioners will hold a special meeting at 9:00 a.m., Wednesday, September 30, 2020. Due to the COVID-19 pandemic, the Menominee County Road Commission will hold the September 30, 2020 special board meeting via teleconference as allowed by Michigan's newly changed Open-Meetings Act.

The purpose of the meeting is to discuss/approve 2019/2020 Budget Amendment #2; sign ROW Easement document for Carley Street railroad crossing closure; and any other business to come before the Board.

The format of the meeting will be a Conference Call. You may participate in the meeting by calling one of the following numbers:

(646) 749-3129 or toll free **877-309-2073**
The meeting Access Code is **775-360-765**

MENOMINEE COUNTY ROAD COMMISSION
Lisa K. Savord, Finance Director/Clerk

cc: Kenneth Bower
Anthony Kakuk
Kenneth Kline
Larry Phelps
EagleHerald
Menominee County web site

(Posted September 22, 2020 @ 1:15 p.m.)

The official minutes of the Menominee County Road Commission are stored and available for inspection at their offices north of Stephenson or online at www.menomineecounty.com

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DARRELL CASS
ENGINEER-MANAGER

LISA K. SAVORD
FINANCE DIRECTOR / CLERK

AGENDA

Wednesday, September 30, 2020

9:00 a.m.

- 1. Call to order.**
- 2. Pledge of Allegiance.**
- 3. Public comments.**
- 4. Public appearances.**
- 5. Discuss/approve 2019/2020 Budget Amendment #2.**
- 6. Discuss/sign ROW Easement for Carley Street railroad crossing closure turn around.**
- 7. Discuss/act upon road commissioner compensation resolution.**
- 8. Any other business.**
 - A. Road Commission Staff**
 - B. Commissioners**
- 9. Public comments.**

MENOMINEE COUNTY ROAD COMMISSION
FISCAL 2019/2020 BUDGET AMENDMENT #2

| | FY 2018/2019 | Budget 2019/2020 | Budget 2019/2020 | Budget 2019/2020 | Budget 2019/2020 |
|---|---------------------|---------------------|------------------------------|------------------------------|---------------------|
| | <u>Actual Prior</u> | <u>Recommended</u> | <u>Amended Amount #1</u> | <u>Amended Amount #2</u> | <u>Total</u> |
| <u>REVENUES</u> | | | | | |
| Mich. Transportation Funds | \$5,565,086 | \$6,042,599 | (\$661,166) | \$216,907 | \$5,598,341 |
| Special State Funds | 888,963 | 188,512 | 38,022 | 0 | 226,534 |
| Federal Funds | 1,726,029 | 88,000 | 345,585 | 7,548 | 441,133 |
| County Raised Funds | 1,574,875 | 1,531,184 | 482,404 | (189,000) | 1,824,588 |
| Gain/Loss Equip. Disposal | 10,799 | 0 | 24,340 | 0 | 24,340 |
| Other Contributions | <u>203,228</u> | <u>0</u> | <u>0</u> | <u>835,504</u> | <u>835,504</u> |
| TOTAL REVENUES | <u>\$9,968,980</u> | <u>\$7,850,295</u> | <u>\$229,184</u> | <u>\$870,959</u> | <u>\$8,950,439</u> |
| <u>EXPENDITURES</u> | | | | | |
| Primary Roads | 3,813,918 | 3,210,184 | (97,235) | 282,500 | 3,395,449 |
| Local Roads | 4,101,462 | 1,289,500 | 599,359 | 631,750 | 2,520,609 |
| State T/L Maintenance | 829,951 | 750,000 | 76,000 | 4,000 | 830,000 |
| TWA/Other T/L Maintenance | 52,901 | 9,000 | 480,000 | (108,000) | 381,000 |
| Equipment Expense (Net) | (150,186) | 90,000 | (285,000) | (173,000) | (368,000) |
| Administrative Expense (Net) | 539,282 | 350,500 | (41,750) | (11,095) | 297,655 |
| Distributive Expense | 0 | 1,730,000 | (115,000) | (15,000) | 1,600,000 |
| Capital Outlay (Net) | 376,235 | 460,704 | 0 | 515,000 | 975,704 |
| Miscellaneous | 86,313 | 86,313 | 94,337 | 300 | 180,950 |
| Special Projects | 0 | 20,625 | (20,625) | 0 | 0 |
| Contingencies | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| TOTAL EXPENDITURES | <u>\$9,649,875</u> | <u>\$7,996,826</u> | <u>\$690,086</u> | <u>\$1,126,455</u> | <u>\$9,813,367</u> |
| YEAR END | | | | | |
| Budgeted Net Revenue (Expenditures) | 9/30/2020 | <u>(\$146,531)</u> | | <u>(\$862,928)</u> | |
| YEAR END | | | | | |
| Current Estimated Operating Surplus (Deficit) | 9/30/2019 | \$319,104 | | | |
| Accumulated Avail. Surplus (Deficit) | DATE | | | | |
| from Prior Yrs. | 9/30/2018 | <u>\$4,415,528</u> | | | |
| | 9/30/2019 | <u>\$4,734,632</u> | | | |
| Projected Surplus at End of Budget Year (2019/2020) | | <u>\$4,588,102</u> | | <u>\$3,871,704</u> | |

Adopted: September 30, 2020

FISCAL 2019/2020 BUDGET AMENDMENT #2
REVENUES

| | FY 2018/2019 | Budget 2019/2020 | Budget 2019/2020 | Budget 2019/2020 | Budget 2019/2020 |
|--|---------------------|---------------------|------------------------------|------------------------------|---------------------|
| | <u>Actual Prior</u> | <u>Recommended</u> | <u>Amended Amount #1</u> | <u>Amended Amount #2</u> | <u>Total</u> |
| <u>MICH. TRANSPORTATION FUNDS</u> | | | | | |
| Engineering | 10,000 | 10,000 | 0 | | 10,000 |
| Primary Roads | 3,384,558 | 3,682,087 | (408,600) | 129,000 | 3,402,487 |
| Local Roads | 2,071,147 | 2,239,775 | (239,790) | 83,290 | 2,083,275 |
| Primary Urban | 86,446 | 96,586 | (11,752) | 4,166 | 89,000 |
| Local Urban | 9,363 | 10,602 | (1,414) | 451 | 9,639 |
| Snow Funds | 3,573 | 3,550 | 390 | | 3,940 |
| Total Mich. Transportation Funds | 5,565,086 | 6,042,599 | (661,166) | 216,907 | 5,598,341 |
| <u>SPECIAL STATE FUNDS</u> | | | | | |
| Forest ("E") Funds | 161,011 | 161,012 | (1) | 0 | 161,011 |
| "D" Funds | 27,788 | 27,500 | (27,500) | 0 | 0 |
| State Funds for Railroad Closure | 0 | 0 | 0 | 0 | 0 |
| Local Bridge Funds | 20,523 | 0 | 65,523 | 0 | 65,523 |
| State 25% Share - FEMA | 40,129 | 0 | 0 | 0 | 0 |
| General Fund Surplus Disbursement | 639,511 | 0 | 0 | 0 | 0 |
| Total Special State Funds | 888,963 | 188,512 | 38,022 | 0 | 226,534 |
| <u>FEDERAL FUNDS</u> | | | | | |
| STP | 702,015 | 88,000 | (3,870) | (4,352) | 79,778 |
| Federal Local Bridge Funds | 109,458 | 0 | 349,455 | 0 | 349,455 |
| B.I.A. | 794,167 | 0 | 0 | 0 | 0 |
| Federal "D" Funds | 0 | 0 | 0 | 0 | 0 |
| FEMA Funds | 120,388 | 0 | 0 | 0 | 0 |
| USDA Grant Proceeds | 0 | 0 | 0 | 11,900 | 11,900 |
| Total Federal Funds | 1,726,029 | 88,000 | 345,585 | 7,548 | 441,133 |
| <u>COUNTY RAISED FUNDS</u> | | | | | |
| State Trunkline Maintenance | 816,153 | 750,000 | 50,000 | 30,000 | 830,000 |
| TWA/Other T/L Maint. | 52,901 | 9,000 | 480,000 | (108,000) | 381,000 |
| Twp. Contributions | 495,051 | 84,500 | (25,000) | (107,000) | (47,500) |
| Hannahville 2% Funds | 50,000 | 20,000 | (96) | 0 | 19,904 |
| Interest Earned | 61,639 | 50,000 | (25,000) | (4,500) | 20,500 |
| County 3-Way Road Program | 89,816 | 0 | 0 | 0 | 0 |
| Swap Fed Aid Funds w/Oakland CRC | 0 | 605,184 | 0 | 0 | 605,184 |
| Other | 9,315 | 12,500 | 2,500 | 500 | 15,500 |
| Total County Raised Funds | 1,574,875 | 1,531,184 | 482,404 | (189,000) | 1,824,588 |
| Gain/Loss on Equip. Disposal | 10,799 | 0 | 24,340 | 0 | 24,340 |
| Other Contributions | 203,228 | 0 | 0 | 835,504 | 835,504 |
| Total Revenues | 9,968,980 | 7,850,295 | 229,184 | 870,959 | 8,950,439 |

FISCAL 2019/2020 BUDGET AMENDMENT #2
EXPENDITURES

| | FY 2018/2019 | Budget 2019/2020 | Budget 2019/2020 | Budget 2019/2020 | Budget 2019/2020 |
|--------------------------------------|---------------------|---------------------|------------------------------|------------------------------|---------------------|
| | <u>Actual Prior</u> | <u>Recommended</u> | <u>Amended Amount #1</u> | <u>Amended Amount #2</u> | <u>Total</u> |
| <u>PRIMARY ROADS</u> | | | | | |
| Preservation Improvements/Roads | 1,663,217 | 880,184 | 540,000 | (40,000) | 1,380,184 |
| Preservation Improvements/Structures | 1,971 | 75,000 | 5,765 | 0 | 80,765 |
| Routine Preventive Maintenance | 1,210,428 | 1,500,000 | (550,000) | 325,000 | 1,275,000 |
| Routine Winter Maintenance | 924,933 | 750,000 | (93,000) | 0 | 657,000 |
| Routine Structure Maintenance | 13,369 | 5,000 | | (2,500) | 2,500 |
| Total Primary Roads | 3,813,918 | 3,210,184 | (97,235) | 282,500 | 3,395,449 |
| <u>LOCAL ROADS</u> | | | | | |
| Local Const/Capacity Improvement | 53,886 | 0 | 170,359 | 0 | 170,359 |
| Preservation Improvements/Roads | 1,897,437 | 10,000 | 60,000 | 320,000 | 390,000 |
| Preservation Improvements/Structures | 142,918 | 40,000 | 281,000 | (15,000) | 306,000 |
| Routine Preventive Maintenance | 1,470,938 | 809,500 | 100,000 | 325,000 | 1,234,500 |
| Routine Winter Maintenance | 525,554 | 425,000 | (12,000) | 0 | 413,000 |
| Routine Structure Maintenance | 10,729 | 5,000 | 0 | 1,750 | 6,750 |
| Total Local Roads | 4,101,462 | 1,289,500 | 599,359 | 631,750 | 2,520,609 |
| STATE T/L MAINTENANCE | 829,951 | 750,000 | 76,000 | 4,000 | 830,000 |
| TWA/OTHER T/L MAINTENANCE | 52,901 | 9,000 | 480,000 | (108,000) | 381,000 |
| <u>EQUIPMENT EXPENSE (NET)</u> | | | | | |
| Direct Expense | 1,126,899 | 1,100,000 | 0 | 100,000 | 1,200,000 |
| Indirect Expense | 386,629 | 365,000 | 0 | (40,000) | 325,000 |
| Operating Expense | 349,527 | 375,000 | (35,000) | (55,000) | 285,000 |
| Less Rental Credits | (2,013,242) | (1,750,000) | (250,000) | (178,000) | (2,178,000) |
| Net Equipment Expense | (150,186) | 90,000 | (285,000) | (173,000) | (368,000) |
| <u>ADMINISTRATIVE EXPENSE (NET)</u> | | | | | |
| Administrative Expense | 650,395 | 450,000 | 0 | (20,000) | 430,000 |
| Less Purchase Discounts | (386) | (500) | 250 | 105 | (145) |
| Less Handling | (7,743) | (4,000) | 1,000 | 800 | (2,200) |
| Less State Overhead | (102,984) | (95,000) | (43,000) | 8,000 | (130,000) |
| Net Administrative Expense | 539,282 | 350,500 | (41,750) | (11,095) | 297,655 |
| <u>DISTRIBUTIVE EXPENSE</u> | | | | | |
| Fringe Benefits | 0 | 1,650,000 | (150,000) | 0 | 1,500,000 |
| Other | 0 | 80,000 | 35,000 | (15,000) | 100,000 |
| Total Distributive Expense | 0 | 1,730,000 | (115,000) | (15,000) | 1,600,000 |
| <u>CAPITAL OUTLAY (NET)</u> | | | | | |
| Capital Outlay | 893,303 | 960,704 | 0 | 690,000 | 1,650,704 |
| Less Depreciation | (517,068) | (500,000) | 0 | (175,000) | (675,000) |
| Less Equip. Retirement | 0 | 0 | 0 | 0 | 0 |
| Net Capital Outlay | 376,235 | 460,704 | 0 | 515,000 | 975,704 |
| MISCELLANEOUS | 86,313 | 86,313 | 94,337 | 300 | 180,950 |
| SPECIAL PROJECTS | 0 | 20,625 | (20,625) | 0 | 0 |
| CONTINGENCIES | 0 | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | 9,649,875 | 7,996,826 | 690,086 | 1,126,455 | 9,813,367 |